

## **Board of Education Regular Meeting**

Monday, July 12, 2021 5:00 PM

Gothenburg Public Schools Discovery Center (Greenhouse Classroom)  
1322 Avenue I  
Gothenburg, Nebraska 69138

The mission of Gothenburg Public Schools is to prepare all students to become lifelong learners within a positive and innovative learning environment.

### **Attendance Taken at 6:04 PM:**

#### **Present Board Members:    Other Present:**

Seth Ryker

Ellen Mortenson -- Times

Allison Jonas

Jay Holmes

James Widdifield

Tyler Herman

Mary Meisinger

Michael Teahon, Superintendent

Kay Streeter, Business Manager

### **1. Call to Order & Pledge of Allegiance**

### **2. Approve the Agenda**

### **3. Recognition of Visitors**

#### **3.1. Public Participation**

## **4. Business Items**

### **4.1. Action Items**

4.1.1. **Consent Agenda**

4.1.2. **Set substitute salaries for the 2021-2022 school year.**

4.1.3. **Discuss, Consider and Approve pay application #4 to Paulsen's Inc.**

4.1.4. **Discuss, Consider and Approve copier/printer lease proposal with Eakes.**

4.1.5. **Discuss, Consider and Approve membership with NRCSA for the 2021-2022 school year.**

4.1.6. **Discuss, Consider and Approve the 2021-2022 student handbooks.**

4.1.7. **Discuss, Consider and Adopt the 2022 Strategic Plan.**

4.1.8. **Discuss, Consider and Adopt Board Resolution 21-22-01.**

### **4.2. Reports**

4.2.1. **Administrative Reports**

## **5. Discussion Items**

**5.1. First Reading of 3000 Series Policies (3032-3057)**

**6. Next Meeting**

**7. Adjournment**

BOARD OF EDUCATION MEETING

July 12, 2021

5:00 P.M.

Board of Education Regular Meeting

Monday, July 12, 2021 5:00 PM

Gothenburg Public Schools Discovery Center  
(Greenhouse Classroom)  
1322 Avenue I  
Gothenburg, Nebraska 69138

## Agenda

### 1. Call to Order & Pledge of Allegiance

#### **Rationale:**

The mission of Gothenburg Public Schools is to prepare all students within a positive and innovative learning environment.

A copy of the open meetings law is posted on the wall of the Board Room and is available to the public.

### 2. Approve the Agenda

#### **Rationale:**

The Board reserves the right to rearrange the order of items as needed.

### 3. Recognition of Visitors

#### 3.1. Public Participation

#### **Rationale:**

Opportunity for Public Expression:

- This item serves as the time entitled for public forum during which patrons may address the Board on matters of general concern per **Board Policy 8346, Opportunity for Public Expression**. (A copy of the policy is available.)
- Patrons will be allowed five (5) minutes to express their view. Board of Education Members will refrain from expressing personal opinions during the Public Forum unless asked a direct question by a patron recognized by the Board President as having the floor. The board imposed time limit may be extended by a majority vote of the Board. The board may limit collective comments on a particular topic when necessary. The Board may not take action on matters discussed in the Public Forum unless the item appears on the prepared agenda.

- All concerns and complaints should go through the chain of command beginning with the teacher/sponsor and then to the building administrator/program supervisor and finally to the Superintendent. If the initiating party is not satisfied with the response of the Superintendent, said party may address a written appeal to the Board of Education through the Secretary of the Board.

As a meeting of the Gothenburg Board of Education is a meeting held in public and not a public meeting, visitors should refrain from comments unless recognized by the chair.

### 3.2. Presentations

## 4. Business Items

### 4.1. Action Items

#### 4.1.1. Consent Agenda

**Rationale:**

1. Approval of Previous Minutes
  2. Approval of the Treasurer's Report
  3. Approval of the Warrants / Bills
    - a. Petty Cash
    - b. Student Activity
    - c. Hot Lunch
    - d. Bank Statement
    - e. Summary of Accounts and Receipts
    - f. Monthly Expenditure Report
    - g. Check Journal
  4. Excuse Absent Board Members
  5. Consider Option Enrollment Requests
- 4.1.2. Set substitute salaries for the 2021-2022 school year.

**Rationale:** Substitute salaries have been \$110 per day and \$140 per day for ten consecutive days for several years. The administration is recommending a per day rate of \$120 and \$155 for ten consecutive days. The proposed rates are competitive with schools in the Southwest Conference and with Dawson and Lincoln County schools.

4.1.3. Discuss, Consider and Approve pay application #4 to Paulsen's Inc.

**Rationale:** District #20 has received the fourth pay application for the Dudley renovation project from Paulsen's Inc.

4.1.4. Discuss, Consider and Approve copier/printer lease proposal with Eakes.

**Rationale:** Eakes has proposed a 5 year lease for district copiers and printers.

4.1.5. Discuss, Consider and Approve membership with NRCSA for the 2021-2022 school year.

**Rationale:** District #20 has been a Nebraska Rural Community Schools Association member for many years. NRCSA provides many services for rural schools.

4.1.6. Discuss, Consider and Approve the 2021-2022 student handbooks.

**Rationale:** The 2021-2022 student handbooks were presented at the June board meeting.

4.1.7. Discuss, Consider and Adopt the 2022 Strategic Plan.

**Rationale:** The 2022 Strategic Plan was presented at the June board meeting. The administrative team has begun discussing an implementation cycle for the various action plans.

4.1.8. Discuss, Consider and Adopt Board Resolution 21-22-01.

**Rationale:** A board resolution concerning Health Standards has been drafted for consideration by the Board of Education.

## 4.2. Reports

### 4.2.1. Administrative Reports

**Rationale:**

1. Topic Specific Administrative Reports
2. General Administrative Reports
  - a. Elementary (Mrs. Richeson)
  - b. High School (Mr. Ryker)
  - c. Activities (Mr. Mroczek)
  - d. Special Populations (Mrs. McKenna)
  - e. Teaching and Learning (Mrs. Jonas)
  - f. Superintendent (Dr. Rhodes)

## 5. Discussion Items

### 5.1. First Reading of 3000 Series Policies (3032-3057)

**Rationale:** The Policy Review Committee met to review, discuss and edit the second half of the 3000 series policies. The committee is recommending these policies as presented for first reading.

## 6. Next Meeting

**Rationale:** TBD (2nd Monday of the month)

## 7. Adjournment

Board of Education Regular Meeting  
June 14, 2021--5:00 P.M.  
Discovery Center

The mission of Gothenburg Public Schools is to prepare all students to become lifelong learners within a positive and innovative learning environment.

Attendance Taken at 4:50 P.M.

Present Board Members:

Jon Hudson  
Kyle Fornoff  
Kelly Terrell  
Becky Jobman  
Nate Wyatt  
Devin Brundage

Others Present:

Todd Rhodes--Superintendent  
Kay Streeter, Business Manager  
Seth Ryker  
Tomye McKenna  
Marc Mroczek  
Allison Jonas  
Ellen Mortenson--Gothenburg Leader

Regular meeting was called to order at 5:00 P.M.  
Pledge of Allegiance/Open Meetings Posted

**Amend Agenda**

**Motion Passed:** Motion to amend the agenda by moving 3.1, Public Participation, to follow 3.2, Presentations passed with a motion by Brundage and a second by Fornoff.

Terrell	Yes	Brundage	Yes
Fornoff	Yes	Hudson	Yes
Jobman	Yes	Wyatt	Yes

**Presentations**

Mr. Robin Stevens shared with the Gothenburg School Board his experiences as a Nebraska State Board of Education member. Mr. Stevens explained the process of approving State Standards, and answered questions from the Board regarding the proposed Health Standards. Board thanked Mr. Stevens for sharing this information.

Mrs. Allison Jonas, Director of Teaching and Learning shared a summary of the 2020-2021 school year with a presentation on Curriculum, Instruction and Assessments. Mrs. Jonas shared data that shows how Gothenburg Schools students performed during the 2020-2021 school year. Even through the Pandemic, and distance learning, our students, in most cases, scored higher than the State averages. Thank you to teachers, administrators, and parents, as well as the Board for hard work during this time.

**Recognition of Visitors**

President Wyatt read Board Policy 8346, regarding public expression and participation. President Wyatt then asked for public participation from those who were in attendance. Hearing none, the Board moved on with the agenda.

6:08 P.M.

**Consent Agenda**

**Motion Passed:** Motion to approve consent agenda as presented passed with a motion by Fornoff and a second by Jobman.

Approval of all Previous minutes		Approval of Treasurer's Report	
Approval of Warrants/Bills		Excuse Absent Board Members-None	
Approval of Option Students: 2021-2022--Dakari Logan and Nakaiya Logan to Cozad.			
Brundage	Yes	Jobman	Yes
Hudson	Yes	Terrell	Yes
Fornoff	Yes	Wyatt	Yes

**Policies**

**Motion Passed:** Motion to adopt Board Policy 5205, Graduation Requirements, passed with a motion by Brundage and a second by Hudson.

Brundage	Yes	Terrell	Yes
Fornoff	Yes	Hudson	Yes
Jobman	Yes	Wyatt	Yes

**Paulsen's**

**Motion Passed:** Motion to approve pay applications #2 and #3 to Paulsen's Inc. passed with a motion by Fornoff and a second by Terrell.

Jobman	Yes	Brundage	Yes
Hudson	Yes	Terrell	Yes
Fornoff	Yes	Wyatt	Yes

**Strategic Plan**

Dr. Rhodes presented a summary of the Strategic Plan for the Board's approval. This action will be tabled for the July Board meeting, so the Board has an opportunity to look at the plan in greater detail.

### Accreditation

**Motion Passed:** Motion to approve district accreditation through the Nebraska Frameworks passed with a motion by Fornoff and seconded by Hudson.

Fornoff	Yes	Terrell	Yes
Jobman	Yes	Brundage	Yes
Hudson	Yes	Wyatt	Yes

### Girls Tennis

**Motion Passed:** Motion to approve Girls Tennis as a NSAA sanctioned activity for Gothenburg Public Schools passed with a motion by Brundage and a second by Jobman.

Hudson	Yes	Fornoff	Yes
Brundage	Yes	Jobman	Yes
Terrell	Yes	Wyatt	Yes

### Girls Wrestling

**Motion Passed:** Motion to approve Girls Wrestling as a NSAA sanctioned activity for Gothenburg Public Schools passed with a motion by Hudson and a second by Terrell.

Jobman	Yes	Fornoff	Yes
Terrell	Yes	Brundage	Yes
Hudson	Yes	Wyatt	Yes

### Administrative Reports

#### Mrs. Richeson--Elementary Principal

Camp Dudley will begin July 12-July 30. There will be two sessions, 8:00-9:30 or 10:00-11:30.

#### Mr. Ryker--High School Principal

We have 11 students working on credit recovery this month. Made changes to some of the schedules due to COVID. Staff and students like the changes, so will continue for next year. Handbook changes.

#### Mr. Marc Mroczek--Activities Director/Asst. Principal

Strength and conditioning started June 1. Attendance is great. Summer Camps and open gyms are in full swing. Swede Boys/Girls placed 3rd in SWC Cup final standings. New coaching and sponsor assignments for 2021/2022

#### Mrs. Tomye McKenna--SPED Director

Donica Williams is the newest paraprofessional. SPED numbers update. Special Educational handbook changes.

#### Mrs. Allison Jonas--Director of Teaching/Learning

Swede Preschool Academy is full for 2021/2022. Mentor Program has five new staff members and one student teachers.

Board of Education Regular Meeting

May 10, 2021--7:00 P.M.

Discovery Center

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**Dr. Todd Rhodes--Superintendent**

Brief update on legislation. Dudley Renovation project continues to move forward.

**Discussion**

August 4 Board/staff picnic at Jeffery Lake. 5:30 P.M.

Next regular meeting--July 12, 2021--5:00 P.M.

**Adjournment**

**Motion Passed:** Motion to approve adjournment at 6:56 P.M., passed with a motion by Jobman and a second by Fornoff.

Brundage	Yes	Jobman	Yes
Hudson	Yes	Terrell	Yes
Fornoff	Yes	Wyatt	Yes

Kay Streater, Business Manager/Recording Secretary

**SCHOOL DISTRICT # 20**  
Treasurer's Report for the month of:  
June 2021

**GENERAL FUND**

05/28/21	Balance from last month		\$ 4,782,500.91
06/10/21	Int CD xxx839 - 1510	\$ 292.07	
06/10/21	St. of Neb- DS SN20	\$ 8,903.36	
06/10/21	Lincoln Co Treasurer - 20	\$ 43,041.64	
06/10/21	School Specialty-AEPA online rebate 1100-610-1	\$ 372.64	
06/10/21	Sale of tables 1990	\$ 220.00	
06/10/21	Hern 1312	\$ 36.00	
06/10/21	Sedlacek 1312	\$ 260.00	
06/10/21	HHS Credit Recovery 1312	\$ 130.00	
06/14/21	St. of Neb- MAC SN20	\$ 4,919.88	
06/14/21	St. of Neb- MAC SN20	\$ 9.29	
06/15/21	St. of Neb-GMS Payments Idea Code 6408/4518	\$ 37,683.00	
06/15/21	St. of Neb-GMS Payments Idea Code 6408/4518	\$ 71,733.00	
06/15/21	Custer County Treasurer Direct Deposit	\$ 122,164.77	
06/15/21	Dawson County Treasurer Direct Deposit	\$ 518,580.48	
06/16/21	Reverse duplicate charge back from First State	\$ 72.00	
06/18/21	St/Fed Withholding Taxes-June	\$ 1,630.40	
06/18/21	City of Gothenburg vendor payment	\$ 1,488.74	
06/18/21	City of Gothenburg vendor payment	\$ 98,212.74	
06/22/21	Hot Lunch Payroll-June	\$ 6,276.52	
06/22/21	Retirement	\$ 1,488.74	
06/23/21	St. of Neb-Special Ed School FFR Reimbursement 19-20	\$ 50,824.00	
06/24/21	St. of Neb-Special Ed School FFR Reimbursement 19-20	\$ 58,592.00	
06/24/21	St. of Neb-Special Ed FFR School Age Extra Pay 19-20	\$ 3,910.00	
06/30/21	Int CD xxx988 - 1510	\$ 41.30	
06/30/21	Sale of tables 1990	\$ 15.00	
06/30/21	Callaway Schools 1323	\$ 436.20	
06/30/21	ESU #10 6700-890-0	\$ 150.00	
06/30/21	ESU #10 4525	\$ 450.00	
06/30/21	St. of Neb-State aid to education- June	\$ 72,338.00	
06/30/21	Interest DDA xxx063	\$ 829.07	
	<b>Total receipts for month</b>	<b>\$ 1,105,100.84</b>	
	<b>Dawson County transfers to</b>		
	<b>Special Building Fund</b>	<b>\$ 17,935.86</b>	
	<b>Bond Fund</b>	<b>\$ 37,509.82</b>	
	<b>Custer County transfers to</b>		
	<b>Special Building Fund</b>	<b>\$ 4,660.99</b>	
	<b>Bond Fund</b>	<b>\$ 6,628.10</b>	
	<b>Total Warrants paid</b>	<b>\$ 1,001,324.95</b>	
	<b>Transfer to Sp Building Fund (corrected 7/2/21)</b>	<b>\$ 730,366.46</b>	
06/30/21	<b>Balance</b>		<b><u>\$ 5,549,908.49</u></b>
06/30/21	First State Bank xxx101	\$ 128,754.38	
06/30/21	First State Bank xxx063	\$ 2,735,977.85	
	COD#xxx303 First State Bank 0.30% due 11-16-21	\$ 1,027,708.90	
	COD#xxx055 Flatwater Bank 0.25% due 5-16-22	\$ 1,000,000.00	
	COD#xxx839 Flatwater Bank 0.25% due 6-06-21	\$ 234,300.35	
	COD#xxx988 First State Bank 0.40% due 6-12-21	\$ 20,705.98	
	COD#xxx306 Flatwater Bank 0.25% due 7-8-21	\$ 250,000.00	
	COD#xxx889 First State Bank 0.60% due 1-10-23	\$ 82,722.09	
	COD#xxx888 First State Bank 0.60% due 1-10-23	\$ 25,983.51	
	COD#xxx732 First State Bank 1.40% due 04-10-22	\$ 43,755.43	
06/30/21	<b>Balance of investments and accounts</b>		<b><u>\$ 5,549,908.49</u></b>

**SCHOOL DISTRICT # 20**  
Treasurer's Report for the month of:  
**June 2021**

**SPECIAL BUILDING FUND**

05/28/21 Balance		\$ 1,854,360.57
06/10/21 Lincoln County Treas	\$ 1,804.87	
06/22/21 Dawson County Treas - transfer from General Fund	\$ 17,935.86	
06/22/21 Custer County Treas - transfer from General Fund	\$ 4,660.99	
06/30/21 Interest DDA xxx866	\$ 474.98	
<b>Total receipts</b>	<b>\$ 24,876.70</b>	
<b>Total Warrants paid</b>	<b>\$ 356,877.00</b>	
<b>Transfers:</b>		
Transfer to General Fund (corrected 7/2/21)	\$ 730,366.46	
<b>06/30/21 Balance</b>		<b><u>\$ 791,993.81</u></b>
06/30/21 First State Bank xxx866	\$ 791,993.01	
06/30/21 First State Bank xxx321	<u>\$ 0.80</u>	
<b>06/30/21 Balance of investments and accounts</b>		<b><u>\$ 791,993.81</u></b>

**EMPLOYEE BENEFIT ACCOUNT**

05/28/21 Balance		\$ 8,282.70
06/18/21 Teacher Dues/Flex Plan	\$ 3,527.66	
06/30/21 Nordin Insurance	\$ 500.00	
<b>Total Receipts</b>	<b>\$ 4,027.66</b>	
<b>Total Warrants paid</b>	<b>\$ 5,100.85</b>	
<b>06/30/21 Balance</b>		<b><u>\$ 7,209.51</u></b>
06/30/21 First State Bank - xxx545	\$ 7,209.51	
<b>06/30/21 Balance of investments and accounts</b>		<b><u>\$ 7,209.51</u></b>

**SCHOOL DISTRICT # 20**  
Treasurer's Report for the month of:  
**June 2021**

**DEPRECIATION FUND**

05/28/21	Balance		\$	461,549.93
06/10/21	Int CD#xxx266 1410	\$		73.06
06/30/21	Interest DDA xxx515	\$		102.39
	<b>Total receipts</b>		<b>\$</b>	<b>175.45</b>
	<b>Total Warrants paid</b>		<b>\$</b>	<b>-</b>
06/30/21	Balance		<b>\$</b>	<b><u>461,725.38</u></b>
06/30/21	Flatwater Bank xxx515	\$		251,802.74
	COD #xxx476 Flatwater Bank 0.25% due 8-20-21	\$		100,000.00
	COD#xxx266 First State Bank 0.50% due 8-24-21	\$		59,922.64
	COD#xxx477 Flatwater Bank 0.25% due 8-30-21	\$		50,000.00
06/30/21	Balance of investments and accounts		<b>\$</b>	<b><u>461,725.38</u></b>

**SCHOOL DISTRICT 20 BOND FUND**

05/28/21	Balance		\$	700,768.59
06/10/21	Lincoln Co-K-8	\$		2,140.15
06/10/21	Lincoln Co-9-12	\$		2,390.20
06/22/21	Custer Co-transfer from General Fund K-8	\$		455.50
06/22/21	Custer Co-transfer from General Fund 9-12	\$		6,172.60
06/22/21	Dawson Co-transfer from General Fund K-8	\$		13,764.21
06/22/21	Dawson Co-transfer from General Fund 9-12	\$		23,745.61
06/30/21	Interest acct xxx753	\$		256.05
	<b>Total Receipts</b>		<b>\$</b>	<b>48,924.32</b>
	<b>Total paid out</b>		<b>\$</b>	<b>12,651.25</b>
06/30/21	Balance		<b>\$</b>	<b><u>737,041.66</u></b>
06/30/21	First State Bank Acct xxx753	\$		737,041.66
06/30/21	Balance of investments and accounts		<b>\$</b>	<b><u>737,041.66</u></b>
06/30/21	<b>TOTAL DEPOSITS OF THE DISTRICT</b>		<b>\$</b>	<b><u>7,547,878.85</u></b>

Prepared by Randall G. Waskowiak, Treasurer Dist # 20



**SCHOOL DISTRICT # 20**  
Treasurer's Report for the month of:  
**June 2021**

**First State Bank-total deposits**

DDA xxx101 General Fund	\$ 128,754.38
DDA xxx321 Special Building Fund	\$ 0.80
DDA xxx753 Bond Fund	\$ 737,041.66
DDA xxx063 General Fund	\$ 2,735,977.85
DDA xxx866 Special Building Fund	\$ 791,993.01
DDA xxx545 Employee Benefit Account	\$ 7,209.51
CD#xxx266 Depreciation Fund	\$ 59,922.64
CD#xxx732 General Fund	\$ 43,755.43
CD#xxx888 General Fund	\$ 25,983.51
CD#xxx889 General Fund	\$ 82,722.09
CD#xxx988 General Fund	\$ 20,705.98
CD#xxx303 General Fund	\$ 1,027,708.90

Total deposits are covered by securities pledged to NBISCO to meet the 102% statutory pledge requirement. - verified \$ 5,661,775.76

**Flatwater Bank - Total deposits**

COD#xxx839 General Fund	\$ 234,300.35
COD#xxx306 General Fund	\$ 250,000.00
COD#xxx476 Depreciation Fund	\$ 100,000.00
DDA xxx515 Depreciation Fund	\$ 251,802.74
COD#xxx477 Depreciation Fund	\$ 50,000.00
COD#xxx055 General Fund	\$ 1,000,000.00

Total \$ 1,886,103.09

Reconciled by Kay Streeter

06/30/21 DDA #xxx490 Hot Lunch Fund	\$ 210,149.81
06/30/21 DDA #xxx771 Student Activity Fund	\$ 240,566.75
06/30/21 DDA #xxx822 Petty Cash Fund	\$ 2,010.00
06/30/21 DDA #xxx852 Student Fees Fund	\$ 20,212.22

Total deposits are covered by securities pledged to NBISCO to meet the 102% statutory pledge requirement. - verified \$ 2,359,041.87

# Check Journal

Fiscal Year: 2021

Check Number	Date	Vendor ID	Vendor Name	Description	Payable	Direct Deposit Accrued Payment
Invoice Account Number	Invoice Date	PO Number	Ereq Num Account Description	PO Date		

**Journal Number: 658      General Fund-June 2021      Posted: 06/15/2021**

**Computer Checks**

**01 - GENERAL FUND**

Bank Account :A - FSB-General Fund

00060361	06/10/2021	LESTHARD	Lester Harding			
Bus License	06/10/2021			06/10/2021	Renewal	
01-2-02710-890-000			PSO TRANSPORTATION OTHER			-59.50      59.50

	Invoice Total:	-59.50	59.50
	Check Total:	-59.50	59.50

00060362	06/10/2021	PERSCONC	Personnel Concepts			
9346851738	06/10/2021			06/10/2021	Supplies	
01-2-02320-610-000			SUP EXEC ADMIN			-494.31      494.31

	Invoice Total:	-494.31	494.31
	Check Total:	-494.31	494.31

	<b>01 - GENERAL FUND</b>	<b>-553.81</b>	<b>553.81</b>
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	<b>Total of Computer Checks</b>	<b>-553.81</b>	<b>553.81</b>
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Fund Summary

01 - GENERAL FUND	-553.81	553.81
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Payroll Summary

	<b>Report Total:</b>	<b>-553.81</b>	<b>553.81</b>
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# Check Journal

Fiscal Year: 2021

Check Number	Date	Vendor ID	Vendor Name				Direct Deposit
Invoice	Invoice Date	PO Number	Ereq Num	PO Date	Description	Payable	Accrued
Account Number			Account Description				Payment
<b>Journal Number: 698    General Fund-June 2021</b>				<b>Posted: 07/02/2021</b>			
<b>Computer Checks</b>							
<b>01 - GENERAL FUND</b>							
Bank Account :A - FSB-General Fund							
00060372	06/18/2021	SCOTCARL	Scott Carlin				
Fuel	06/18/2021			06/18/2021	Reimburse Fuel		
01-2-02710-626-000			SUP GAS AND OIL			-33.00	33.00
					Invoice Total:	-33.00	33.00
					Check Total:	-33.00	33.00
00060374	06/30/2021	DANEANDE	Danette Anderson				
June	06/30/2021			07/02/2021	OT		
01-2-02161-340-000			PSP SPED SCHOOLAGE OT			-67.00	67.00
01-2-02163-340-000			PSP PRESCH OT 0-2			-702.83	702.83
					Invoice Total:	-769.83	769.83
					Check Total:	-769.83	769.83
00060375	06/30/2021	FLATWABANK	Flatwater Bank				
June	06/30/2021			07/02/2021	Payroll		
01-2-02510-351-000			PSP BUSINESS DATA PROCESS			-75.20	75.20
					Invoice Total:	-75.20	75.20
					Check Total:	-75.20	75.20
00060376	06/30/2021	FOLLSOLU	Follett School Solutions Inc.				
826243F	06/30/2021			07/02/2021	Books		
01-2-02220-640-001			SUP LIBRARY BOOKS/PERS ELEM			-459.71	459.71
					Invoice Total:	-459.71	459.71
					Check Total:	-459.71	459.71
00060377	06/30/2021	FRANINC	Franzen Inc.				
142351	06/30/2021			07/02/2021	Supplies		
01-2-02620-340-000			PSP MAINT-OTHER PROF. SERVICES			-16.75	16.75
					Invoice Total:	-16.75	16.75
					Check Total:	-16.75	16.75
00060378	06/30/2021	GIBBSSMIT	Gibbs Smith Publisher				
41820	06/30/2021			07/02/2021	Textbooks		
01-2-01100-640-001			SUP TEXTBOOKS ELEM			-1,374.42	1,374.42
					Invoice Total:	-1,374.42	1,374.42
					Check Total:	-1,374.42	1,374.42
00060379	06/30/2021	GOTHHOSP	Gothenburg Memorial Hospital				
110053	06/30/2021			07/02/2021	Drug Screen		
01-2-02710-890-000			PSO TRANSPORTATION OTHER			-430.00	430.00
					Invoice Total:	-430.00	430.00
					Check Total:	-430.00	430.00
00060380	06/30/2021	GOTHLEAD	Gothenburg Leader				
2155	06/30/2021			07/02/2021	Advertising		
01-2-02510-540-000			PSO BUSINESS ADVRT PRNTNG			-7.07	7.07
					Invoice Total:	-7.07	7.07
					Check Total:	-7.07	7.07
00060381	06/30/2021	GOTHPONY	Gothenburg Pony Express Assoc. Inc.				

# Check Journal

Fiscal Year: 2021

Check Number	Date	Vendor ID	Vendor Name	PO Date	Description	Payable	Direct Deposit
Invoice	Invoice Date	PO Number	Ereq Num	PO Date	Description	Payable	Accrued
Account Number	Account Description						Payment
7262	06/30/2021			07/02/2021	Books		
01-2-01100-640-001			SUP TEXTBOOKS ELEM			-92.67	92.67
					Invoice Total:	-92.67	92.67
					Check Total:	-92.67	92.67
00060382	06/30/2021	GOTHTIRE	Gothenburg Tire & Service				
114128	06/30/2021			07/02/2021	Tires/Parts		
01-2-02710-610-000			SUP TRANSP TIRES / PARTS			-10.00	10.00
					Invoice Total:	-10.00	10.00
					Check Total:	-10.00	10.00
00060383	06/30/2021	HICKLUMB	Hicken Lumber Center				
383002	06/30/2021			07/02/2021	Maintenance		
01-2-02620-340-000			PSP MAINT-OTHER PROF. SERVICES			-83.95	83.95
					Invoice Total:	-83.95	83.95
					Check Total:	-83.95	83.95
00060384	06/30/2021	HOMELEAS	Hometown Leasing				
12794001	06/30/2021			07/02/2021	Copier Lease		
01-2-02510-440-000			PSF COPIER/LEASE			-1,590.87	1,590.87
					Invoice Total:	-1,590.87	1,590.87
					Check Total:	-1,590.87	1,590.87
00060385	06/30/2021	HOUGMIFF	HM Harcourt Publishing Co.				
955227103	06/30/2021			07/02/2021	Textbooks		
01-2-01100-640-002			SUP TEXTBOOKS SEC			-15,511.11	15,511.11
					Invoice Total:	-15,511.11	15,511.11
955244379	06/30/2021			07/02/2021	Textbooks		
01-2-01100-640-002			SUP TEXTBOOKS SEC			-2,458.90	2,458.90
					Invoice Total:	-2,458.90	2,458.90
					Check Total:	-17,970.01	17,970.01
00060386	06/30/2021	ISLASUPP	Island Supply Welding Co.				
244401	06/30/2021			07/02/2021	Supplies		
01-2-01100-610-002			SUP GENERAL SEC			-192.00	192.00
					Invoice Total:	-192.00	192.00
					Check Total:	-192.00	192.00
00060387	06/30/2021	J.W.PEPP	J.W. Pepper & Son, Inc.				
363429213	06/30/2021			07/02/2021	Supplies		
01-2-01100-610-001			SUP GENERAL ELEM			-579.66	579.66
					Invoice Total:	-579.66	579.66
					Check Total:	-579.66	579.66
00060388	06/30/2021	JOHNDEER	John Deere Financial				
43621	06/30/2021			07/02/2021	Maintenance		
01-2-02620-340-000			PSP MAINT-OTHER PROF. SERVICES			-421.73	421.73
					Invoice Total:	-421.73	421.73
					Check Total:	-421.73	421.73
00060389	06/30/2021	KSBSCHO	KSB School Law				
10232	06/30/2021			07/02/2021	Legal Services		
01-2-02310-317-000			PSP LEGAL SERVICES			-1,250.00	1,250.00
					Invoice Total:	-1,250.00	1,250.00

# Check Journal

Fiscal Year: 2021

Check Number Invoice Account Number	Date Invoice Date	Vendor ID PO Number	Vendor Name Ereq Num Account Description	PO Date	Description	Payable	Direct Deposit Accrued Payment
Check Total:						-1,250.00	1,250.00
00060390	06/30/2021	LAKELEAR	Lakeshore Learning Materials				
2544330621	06/30/2021			07/02/2021	Equipment		
01-2-01100-739-001			CAP EQUIP / FURN ELEM			-216.20	216.20
Invoice Total:						-216.20	216.20
Check Total:						-216.20	216.20
00060391	06/30/2021	MCGR-HIL	McGraw Hill LLC				
117736058001	06/30/2021			07/02/2021	Textbooks		
01-2-01100-640-002			SUP TEXTBOOKS SEC			-251.79	251.79
Invoice Total:						-251.79	251.79
117826688001	06/30/2021			07/02/2021	Textbooks		
01-2-01100-640-002			SUP TEXTBOOKS SEC			-1,350.00	1,350.00
Invoice Total:						-1,350.00	1,350.00
117834928001	06/30/2021			07/02/2021	Textbooks		
01-2-01100-640-002			SUP TEXTBOOKS SEC			-1,350.00	1,350.00
Invoice Total:						-1,350.00	1,350.00
Check Total:						-2,951.79	2,951.79
00060392	06/30/2021	MIDWFLOR	Midwest Floor Specialists				
134307	06/30/2021			07/02/2021	Supplies		
01-2-02610-610-000			SUP CUSTODIAL			-447.60	447.60
Invoice Total:						-447.60	447.60
Check Total:						-447.60	447.60
00060393	06/30/2021	MOVIMIND	Moving Mindes				
IN55265	06/30/2021			07/02/2021	Equipment		
01-2-01100-739-001			CAP EQUIP / FURN ELEM			-1,446.12	1,446.12
Invoice Total:						-1,446.12	1,446.12
Check Total:						-1,446.12	1,446.12
00060394	06/30/2021	NACIA	NACIA				
2021-2022	06/30/2021			07/02/2021	Membership		
01-2-02212-320-000			PSP T & L			-15.00	15.00
Invoice Total:						-15.00	15.00
Check Total:						-15.00	15.00
00060395	06/30/2021	PAPEDIRE	Paper Direct				
9818573	06/30/2021			07/02/2021	Supplies		
01-2-02320-610-000			SUP EXEC ADMIN			-147.94	147.94
Invoice Total:						-147.94	147.94
Check Total:						-147.94	147.94
00060396	06/30/2021	PAYFLEX	Pay Flex				
1578196	06/30/2021			07/02/2021	Flex Plan		
01-2-02510-340-000			PSP BUSINESS FLEX PAY			-128.80	128.80
Invoice Total:						-128.80	128.80
Check Total:						-128.80	128.80
00060397	06/30/2021	PROTCENT	Protex Central Inc.				
124983	06/30/2021			07/02/2021	Maintenance		
01-2-02620-340-000			PSP MAINT-OTHER PROF. SERVICES			-567.00	567.00
Invoice Total:						-567.00	567.00

# Check Journal

Fiscal Year: 2021

Check Number Invoice Account Number	Date Invoice Date	Vendor ID PO Number	Vendor Name Ereq Num Account Description	PO Date	Description	Payable	Direct Deposit Accrued Payment
Check Total:						-567.00	567.00
00060398	06/30/2021	REALGOOD	Really Good Stuff, Inc.				
7581163/	06/30/2021			07/02/2021	Supplies		
01-2-01100-610-001			SUP GENERAL ELEM			-785.19	785.19
Invoice Total:						-785.19	785.19
7583205	06/30/2021			07/02/2021	Supplies		
01-2-01100-610-001			SUP GENERAL ELEM			-457.53	457.53
01-2-01200-610-001			SUP SPED ELEM			-411.50	411.50
Invoice Total:						-869.03	869.03
7583913/	06/30/2021			07/02/2021	Supplies		
01-2-01100-610-001			SUP GENERAL ELEM			-812.36	812.36
Invoice Total:						-812.36	812.36
Check Total:						-2,466.58	2,466.58
00060399	06/30/2021	SAVVAS	Savvas Learning Compan LLC				
4026344749	06/30/2021			07/02/2021	Supplies		
01-2-01100-610-001			SUP GENERAL ELEM			-3,126.94	3,126.94
Invoice Total:						-3,126.94	3,126.94
Check Total:						-3,126.94	3,126.94
00060400	06/30/2021	SCHODATE	School Datebooks				
S21-0199301	06/30/2021			07/02/2021	Supplies		
01-2-01100-610-001			SUP GENERAL ELEM			-1,081.91	1,081.91
Invoice Total:						-1,081.91	1,081.91
Check Total:						-1,081.91	1,081.91
00060401	06/30/2021	SCHOSPEC	School Specialty LLC				
308103765391	06/30/2021			07/02/2021	Supplies		
01-2-01100-610-001			SUP GENERAL ELEM			-1,124.87	1,124.87
Invoice Total:						-1,124.87	1,124.87
Check Total:						-1,124.87	1,124.87
00060402	06/30/2021	SHREIT	Shred-It USA				
8182201327	06/30/2021			07/02/2021	Custodial		
01-2-02610-890-000			PSO CUSTODIAL OTHER			-177.20	177.20
Invoice Total:						-177.20	177.20
Check Total:						-177.20	177.20
00060403	06/30/2021	SIEMIND	Siemens Industry, Inc.				
5446514303	06/30/2021			07/02/2021	Maintenance		
01-2-02620-340-000			PSP MAINT-OTHER PROF. SERVICES			-9,208.80	9,208.80
Invoice Total:						-9,208.80	9,208.80
5446515121	06/30/2021			07/02/2021	Maintenance		
01-2-02620-340-000			PSP MAINT-OTHER PROF. SERVICES			-9,828.94	9,828.94
Invoice Total:						-9,828.94	9,828.94
Check Total:						-19,037.74	19,037.74
00060404	06/30/2021	T-CCEIL	T-C Ceilings Inc.				
19929	06/30/2021			07/02/2021	Supplies		
01-2-02610-610-000			SUP CUSTODIAL			-369.92	369.92
Invoice Total:						-369.92	369.92
Check Total:						-369.92	369.92

# Check Journal

Fiscal Year: 2021

Check Number	Date	Vendor ID	Vendor Name				Direct Deposit
Invoice	Invoice Date	PO Number	Ereq Num	PO Date	Description	Payable	Accrued
Account Number			Account Description				Payment
00060405	06/30/2021	TSA	TSA Consulting Group, Inc.				
67532	06/30/2021			07/02/2021	403b consulting		
01-2-02510-320-000			PSP BUSINESS			-31.35	31.35
					Invoice Total:	-31.35	31.35
					Check Total:	-31.35	31.35
00060406	06/30/2021	USBANK	U.S. Bank				
9190	06/30/2021			07/02/2021	Supp/lodging/fuel/fees		
01-2-01100-610-001			SUP GENERAL ELEM			-6,491.14	6,491.14
01-2-01100-610-002			SUP GENERAL SEC			-1,482.09	1,482.09
01-2-01100-640-001			SUP TEXTBOOKS ELEM			-1,178.56	1,178.56
01-2-01100-640-002			SUP TEXTBOOKS SEC			-32.77	32.77
01-2-01100-650-002			SUP COMPUTER HARDWARE SEC			-2,825.03	2,825.03
01-2-01100-739-001			CAP EQUIP / FURN ELEM			-3,437.64	3,437.64
01-2-01200-610-001			SUP SPED ELEM			-263.10	263.10
01-2-01200-610-001			SUP SPED ELEM			-681.70	681.70
01-2-01200-890-000			PSO SPED OTHER DIST			-280.00	280.00
01-2-02120-610-001			SUP GUIDANCE ELEM			-347.36	347.36
01-2-02151-610-000			SUP SPEECH			-34.23	34.23
01-2-02212-320-000			PSP T & L			-280.00	280.00
01-2-02320-610-000			SUP EXEC ADMIN			-163.78	163.78
01-2-02410-610-001			SUP PRINCIPAL ELEM			-212.65	212.65
01-2-02410-810-001			DUES PRINCIPAL ELEM			-615.00	615.00
01-2-02410-810-002			DUES PRINCIPAL SEC			-875.00	875.00
01-2-02610-610-000			SUP CUSTODIAL			-849.15	849.15
01-2-02710-626-000			SUP GAS AND OIL			-489.95	489.95
01-2-02710-890-000			PSO TRANSPORTATION OTHER			-28.17	28.17
01-2-03540-610-000			SUP PRESCH			-65.88	65.88
					Invoice Total:	-20,633.20	20,633.20
					Check Total:	-20,633.20	20,633.20
00060407	06/30/2021	VERIZON	Verizon Wireless				
9882380521	06/30/2021			07/02/2021	Telephone		
01-2-02510-382-000			PSP BUSINESS TELECOMMUNIC			-136.05	136.05
					Invoice Total:	-136.05	136.05
					Check Total:	-136.05	136.05
00060408	06/30/2021	WOODBASS	Woodwind/Brasswind				
58673088	06/30/2021			07/02/2021	Supplies		
01-2-01100-610-002			SUP GENERAL SEC			-1,189.34	1,189.34
					Invoice Total:	-1,189.34	1,189.34
58675678	06/30/2021			07/02/2021	Supplies		
01-2-01100-610-002			SUP GENERAL SEC			-195.00	195.00
					Invoice Total:	-195.00	195.00
					Check Total:	-1,384.34	1,384.34
<b>01 - GENERAL FUND</b>						<b>-80,847.42</b>	<b>80,847.42</b>
<b>Total of Computer Checks</b>						<b>-80,847.42</b>	<b>80,847.42</b>

Fund Summary

# Check Journal

Fiscal Year: 2021

Check Number	Date	Vendor ID	Vendor Name					Direct Deposit
Invoice	Invoice Date	PO Number	Ereq Num	PO Date	Description		Payable	Accrued
Account Number			Account Description					Payment
01 - GENERAL FUND							-80,847.42	80,847.42
Payroll Summary								
<b>Report Total:</b>							<b>-80,847.42</b>	<b>80,847.42</b>

First State Bank - Gothenburg  
 914 Lake Avenue PO Box 79  
 Gothenburg, NE 69138

ACCOUNT:  
 DOCUMENTS:

100101  
 96

PAGE: 1  
 06/30/2021

TELEPHONE:308-537-3684

SCHOOL DISTRICT 20  
 1322 AVENUE I  
 GOTHENBURG NE 69138

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PUBLIC FUNDS ACCOUNT 100101

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		LAST STATEMENT 05/28/21	97,703.95
MINIMUM BALANCE	87,717.06	6 CREDITS	1,032,301.38
AVG AVAILABLE BALANCE	235,136.80	102 DEBITS	1,001,250.95
AVERAGE BALANCE	235,136.80	THIS STATEMENT 06/30/21	128,754.38

----- DEPOSITS -----

REF #.....DATE.....AMOUNT	REF #.....DATE.....AMOUNT	REF #.....DATE.....AMOUNT
06/18 1,630.40	06/22 7,765.26	

----- OTHER CREDITS -----

DESCRIPTION	DATE	AMOUNT
General Fund xfer- bills	06/11	192,837.78
TRANSFER FROM 700866 PER KAY	06/16	730,366.46
SCHOOL DISTRICT VENDOR PMT 00000220	06/18	1,488.74
SCHOOL DISTRICT VENDOR PMT 00000218	06/18	98,212.74

----- CHECKS -----

CHECK #..DATE.....AMOUNT	CHECK #..DATE.....AMOUNT	CHECK #..DATE.....AMOUNT
60210*06/24 517.08	60285 06/21 910.40	60301 06/21 459.71
60247*06/04 4,295.35	60286 06/21 14,114.03	60302 06/18 118.05
60267*06/16 3,054.64	60287 06/16 2,017.13	60303 06/21 18.00
60271 06/01 108.00	60288*06/17 2,332.27	60304 06/23 13.26
60272*06/02 5,583.54	60290 06/22 464.98	60305 06/21 14,646.37
60275 06/16 97.50	60291 06/21 3,107.83	60306 06/21 5,832.68
60276 06/17 169.74	60292 06/21 808.31	60307 06/17 99.42
60277 06/21 500.00	60293 06/21 480.35	60308 06/14 550.00
60278 06/21 1,134.07	60294 06/22 2,586.25	60309 06/18 1,590.87
60279 06/22 81.93	60295 06/18 3,384.96	60310 06/21 889.74
60280 06/24 207.35	60296 06/21 17,832.00	60311*06/21 9,500.00
60281 06/21 942.26	60297 06/21 199.44	60313*06/22 1,825.20
60282 06/23 84.53	60298 06/21 1,945.37	60315 06/23 8,929.18
60283 06/24 346.15	60299 06/21 875.00	60316 06/18 198.40
60284 06/22 73.80	60300 06/17 76.20	60317 06/21 2,175.00

\* \* \* C O N T I N U E D \* \* \*

TELEPHONE: 308-537-3684

SCHOOL DISTRICT 20

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PUBLIC FUNDS ACCOUNT 100101

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CHECKS								
CHECK #	DATE	AMOUNT	CHECK #	DATE	AMOUNT	CHECK #	DATE	AMOUNT
60318*	06/21	1,063.81	60338	06/17	1,335.77	60355	06/28	1,200.00
60320	06/21	90.90	60339	06/18	272.94	60356*	06/22	31.35
60321	06/21	400.85	60340	06/18	467.07	60358	06/21	136.05
60322	06/29	164.75	60341	06/23	24.25	60359	06/22	780.00
60323	06/22	128.00	60342	06/21	100.00	60360	06/21	2,436.53
60324	06/21	1,242.00	60343	06/17	2,476.16	60361	06/15	59.50
60325	06/22	12,349.81	60344	06/21	5,008.02	60362	06/24	494.31
60326	06/21	333.56	60345	06/18	220.50	60363	06/23	5,392.88
60327	06/23	230.52	60346	06/21	53.87	60364	06/21	130,271.35
60328	06/18	1,984.27	60347	06/23	1,110.00	60365	06/21	7,391.90
60329	06/22	1,248.80	60348	06/21	223.90	60366*	06/18	3,527.66
60330*	06/22	171.31	60349	06/24	861.12	60368	06/22	1,571.97
60332	06/21	1,035.29	60350	06/18	52.33	60369	06/22	668.00
60333	06/28	470.00	60351	06/25	720.72	60370	06/22	4,467.00
60334*	06/18	1,857.50	60352	06/28	145.66	60371	06/22	1,652.26
60336	06/21	1,720.09	60353	06/22	1,405.00			
60337	06/21	128.80	60354	06/22	745.09			

(\* ) INDICATES A GAP IN CHECK NUMBER SEQUENCE

----- OTHER DEBITS -----

DESCRIPTION	DATE	AMOUNT
GOTH SCHOOLS DEBIT 1	06/18	1,328.68
Nebraska Revenue Neb Epay NB1DORXXXX8503	06/18	16,983.74
GOTH SCHOOLS DEBIT 1	06/18	103,334.02
IRS USATAXPYMT 220156921803235	06/18	112,699.63
GOTH SCHOOLS DEBIT 1	06/18	351,801.71
Nebraska Revenue Neb Epay NB1DORXXXX9734	06/21	27.18
IRS USATAXPYMT 220157243039461	06/21	283.65
RETIREMENT RETIREMENT DEBIT NE Public Employee Retirement System 402-471-2053	06/24	99,692.58

----- DAILY BALANCE -----

DATE	BALANCE	DATE	BALANCE	DATE	BALANCE
06/01	97,595.95	06/16	1,005,142.53	06/24	131,455.51
06/02	92,012.41	06/17	998,652.97	06/25	130,734.79
06/04	87,717.06	06/18	500,162.52	06/28	128,919.13
06/11	280,554.84	06/21	271,844.21	06/29	128,754.38
06/14	280,004.84	06/22	249,358.72		
06/15	279,945.34	06/23	233,574.10		

SELECTED Data

# Monthly Revenue Report

Date Range: YTD thru 06/30/2021

Arranged by:  
Account Number

Account	Description	Budget	June Receipts	YTD Receipts	Revenue Balance	Percent Remaining
<b>01</b>	<b>GENERAL FUND</b>					
01-1-01100-000-000	Taxes Levied by School District	7,850,000.00	553,094.68	7,698,285.13	151,714.87	1.93
01-1-01115-000-000	Carline Taxes	0.00	0.00	0.00	0.00	0.00
01-1-01120-000-000	Public Power Dist. Sales Tax	0.00	0.00	0.00	0.00	0.00
01-1-01125-000-000	Motor Vehicle Taxes	400,000.00	33,700.77	414,490.27	-14,490.27	-3.62
01-1-01140-000-000	General-Interest Earned	0.00	0.00	0.00	0.00	0.00
01-1-01312-000-000	Tuition for Summer School	5,000.00	426.00	1,986.00	3,014.00	60.28
01-1-01323-000-000	Tuition From Other School/Within St	0.00	436.20	870.66	-870.66	0.00
01-1-01370-000-000	Preschool Tuition	0.00	0.00	0.00	0.00	0.00
01-1-01510-000-000	Interest on Investments	20,000.00	1,162.44	11,936.30	8,063.70	40.31
01-1-01910-000-000	Rental of School Facilities	1,000.00	0.00	400.00	600.00	60.00
01-1-01911-000-000	Local License Fees	3,000.00	0.00	2,225.00	775.00	25.83
01-1-01921-000-000	Police Court Fines	0.00	0.00	200.00	-200.00	0.00
01-1-01942-000-000	Textbook Fines	0.00	0.00	0.00	0.00	0.00
01-1-01990-000-000	Miscellaneous Local Revenue	1,000.00	235.00	235.00	765.00	76.50
01-1-02110-000-000	County Fines and Fees	70,000.00	8,241.57	46,147.94	23,852.06	34.07
01-1-02130-000-000	Other County Receipts	0.00	0.00	0.00	0.00	0.00
01-1-02410-281-001	HSA PRINC ELEM	0.00	0.00	0.00	0.00	0.00
01-1-02710-130-000	DNU*** Route Bus OT	0.00	0.00	0.00	0.00	0.00
01-1-03110-000-000	State Aid	723,416.00	72,338.00	723,416.00	0.00	0.00
01-1-03120-000-000	SPED (State School Age)	500,000.00	122,229.36	469,113.36	30,886.64	6.17
01-1-03125-000-000	SPED Transportation	0.00	0.00	0.00	0.00	0.00
01-1-03130-000-000	Homestead Exemption	0.00	22,015.10	87,663.80	-87,663.80	0.00
01-1-03131-000-000	Property Tax Credit	0.00	0.00	0.00	0.00	0.00

SELECTED Data

# Monthly Revenue Report

Date Range: YTD thru 06/30/2021

Arranged by:  
Account Number

Account	Description	Budget	June Receipts	YTD Receipts	Revenue Balance	Percent Remaining
01-1-03132-000-000	Personal Property Tax Credit	0.00	0.00	0.00	0.00	0.00
01-1-03134-000-000	Personal Property Tax Credit RR & P	0.00	0.00	0.00	0.00	0.00
01-1-03180-000-000	Pro Rate Motor Vehicle	20,000.00	0.00	16,408.68	3,591.32	17.95
01-1-03400-000-000	State Apportionment	120,000.00	0.00	106,348.64	13,651.36	11.37
01-1-03500-000-000	Distance Education Incentive Paymen	0.00	0.00	0.00	0.00	0.00
01-1-03535-000-000	High Ability Learners	10,000.00	0.00	8,082.00	1,918.00	19.18
01-1-03540-000-000	State Early Childhood	0.00	0.00	0.00	0.00	0.00
01-1-04505-000-000	Title I A	165,701.00	0.00	124,245.00	41,456.00	25.01
01-1-04506-000-000	Title I A Accountability	10,000.00	0.00	0.00	10,000.00	100.00
01-1-04509-000	TITLE II-GMS PMTS	0.00	0.00	20,688.00	-20,688.00	0.00
01-1-04509-000-000	Title II A Teacher Training Class S	20,000.00	0.00	0.00	20,000.00	100.00
01-1-04512-000-000	IDEA Part B BASE (611)	4,557.00	0.00	0.00	4,557.00	100.00
01-1-04516-000-000	IDEA Part B PRESCHOOL (619)	0.00	0.00	0.00	0.00	0.00
01-1-04519-000-000	IDEA Enrollment Poverty (619)	163,794.00	0.00	0.00	163,794.00	100.00
01-1-04525-000-000	Carl Perkins	1,000.00	600.00	600.00	400.00	40.00
01-1-04708-000-000	Medicaid in Public Schools	10,000.00	4,929.17	31,737.52	-21,737.52	-217.37
01-1-04709-000-000	Medicaid-MAAPS	0.00	0.00	0.00	0.00	0.00
01-1-04969-000-000	Title IV-A: Stud. Support & Enrichmen	0.00	0.00	0.00	0.00	0.00
01-1-05200-000-000	Fund Transfers to Gen Fund from Fee	20,000.00	0.00	0.00	20,000.00	100.00
01-1-05301-000-000	Insurance Adjustments	0.00	0.00	1,953.57	-1,953.57	0.00
01-1-05690-000-000	Other Non-Revenue Receipts	7,500.00	99,773.48	99,945.02	-92,445.02	-1,232.60
01-1-06406-000-000	IDEA Part B	0.00	0.00	4,534.00	-4,534.00	0.00
01-1-06408-000-000	IDEA	0.00	109,416.00	236,221.00	-236,221.00	0.00

SELECTED Data

# Monthly Revenue Report

Date Range: YTD thru 06/30/2021

Arranged by:  
Account Number

Account	Description	Budget	June Receipts	YTD Receipts	Revenue Balance	Percent Remaining
01-1-06969	Title IV	0.00	0.00	0.00	0.00	0.00
01-1-06996	CARES	0.00	0.00	83,781.00	-83,781.00	0.00
<b>01</b>	<b>FUND Totals:</b>	<b>10,125,968.00</b>	<b>1,028,597.77</b>	<b>10,191,513.89</b>	<b>-65,545.89</b>	<b>-0.64</b>
	<b>Report Totals:</b>	<b>10,125,968.00</b>	<b>1,028,597.77</b>	<b>10,191,513.89</b>	<b>-65,545.89</b>	<b>-0.64</b>

SELECTED Data

# Monthly Expense Report

Date Range: YTD thru 06/30/2021

Arranged by:  
Account Number

Account	Description	Budget	June Expenditures	YTD Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
<b>01</b>	<b>GENERAL FUND</b>						
01-2-01100-111-001	SAL TCHR ELEM	1,450,000.00	101,652.38	1,022,882.73	0.00	427,117.27	29.45
01-2-01100-111-002	SAL TCHR SEC	1,650,000.00	137,646.66	1,390,460.46	0.00	259,539.54	15.72
01-2-01100-112-001	SAL PARA ELEM	0.00	0.00	71.40	0.00	-71.40	0.00
01-2-01100-112-002	SAL PARA SEC	0.00	93.60	2,772.90	0.00	-2,772.90	0.00
01-2-01100-122-001	SAL PARA SUBS ELEM	3,000.00	0.00	84.00	0.00	2,916.00	97.20
01-2-01100-122-002	SAL PARA SUBS SEC	500.00	0.00	0.00	0.00	500.00	100.00
01-2-01100-123-001	SAL SUBS ELEM	45,000.00	2,640.00	43,976.10	0.00	1,023.90	2.27
01-2-01100-123-002	SAL SUBS SEC	45,000.00	3,129.00	40,509.65	0.00	4,490.35	9.97
01-2-01100-211-001	HINS TCHRS ELEM	400,000.00	33,449.41	329,550.83	0.00	70,449.17	17.61
01-2-01100-211-002	HINS TCHRS SEC	420,000.00	31,937.69	320,701.81	0.00	99,298.19	23.64
01-2-01100-212-001	HINS PARA ELEM	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01100-212-002	HINS PARA SEC	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01100-213-001	ELEM. DENTAL INS	0.00	0.00	-220.87	0.00	220.87	0.00
01-2-01100-213-002	SEC. DENTAL INS	0.00	33.19	-6.71	0.00	6.71	0.00
01-2-01100-221-001	FICA TCHRS ELEM	110,000.00	7,391.47	74,390.95	0.00	35,609.05	32.37
01-2-01100-221-002	FICA TCHRS SEC	125,000.00	10,219.71	103,285.15	0.00	21,714.85	17.37
01-2-01100-222-001	FICA PARA ELEM	0.00	0.00	11.85	0.00	-11.85	0.00
01-2-01100-222-002	FICA PARA SEC	0.00	7.16	212.15	0.00	-212.15	0.00
01-2-01100-223-001	FICA SUBS ELEM	3,000.00	201.98	3,334.25	0.00	-334.25	-11.14
01-2-01100-223-002	FICA SUBS SEC	3,000.00	239.26	3,118.43	0.00	-118.43	-3.94
01-2-01100-231-001	RET TCHRS ELEM	125,000.00	10,041.00	101,033.85	0.00	23,966.15	19.17
01-2-01100-231-002	RET TCHRS SEC	160,000.00	13,596.44	137,319.07	0.00	22,680.93	14.17
01-2-01100-232-001	RET PARA ELEM	0.00	0.00	7.05	0.00	-7.05	0.00

SELECTED Data

# Monthly Expense Report

Date Range: YTD thru 06/30/2021

Arranged by:  
Account Number

Account	Description	Budget	June Expenditures	YTD Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-01100-232-002	RET PAR SEC	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01100-233-001	SUB RET	0.00	32.60	277.06	0.00	-277.06	0.00
01-2-01100-233-002	RET OTHER	0.00	31.99	701.62	0.00	-701.62	0.00
01-2-01100-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01100-281-000	HSA ELEM TEACH	0.00	0.00	63,043.80	0.00	-63,043.80	0.00
01-2-01100-281-001	HSA TCHR ELEM	40,000.00	0.00	3,436.68	0.00	36,563.32	91.40
01-2-01100-281-002	HSA TCHR SEC	0.00	0.00	6,873.36	0.00	-6,873.36	0.00
01-2-01100-291-000	Teachers/Professional Staff	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01100-320-000	PSP INSTRUCTION DIST	35,000.00	0.00	16,192.25	0.00	18,807.75	53.73
01-2-01100-320-001	PSP INSTRUCTION ELEM	20,000.00	0.00	16,164.20	0.00	3,835.80	19.17
01-2-01100-320-002	PSP INSTRUCTION SEC	20,000.00	0.00	38,426.89	0.00	-18,426.89	-92.13
01-2-01100-431-001	PSF EQUIP REPAIR ELEM	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01100-431-002	PSF EQUIP REPAIR SEC	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01100-432-002	EQUIP REPAIR SEC	0.00	0.00	320.00	0.00	-320.00	0.00
01-2-01100-580-001	PSO TRAVEL ELEM	10,000.00	0.00	572.68	0.00	9,427.32	94.27
01-2-01100-580-002	PSO TRAVEL SEC	10,000.00	0.00	2,373.05	0.00	7,626.95	76.26
01-2-01100-610-000	SUP GENERAL DIST	35,000.00	0.00	6,683.88	0.00	28,316.12	80.90
01-2-01100-610-001	SUP GENERAL ELEM	30,000.00	14,086.96	59,668.55	0.00	-29,668.55	-98.89
01-2-01100-610-002	SUP GENERAL SEC	65,000.00	3,058.43	52,604.47	0.00	12,395.53	19.07
01-2-01100-640-001	SUP TEXTBOOKS ELEM	60,000.00	2,645.65	79,325.32	0.00	-19,325.32	-32.20
01-2-01100-640-002	SUP TEXTBOOKS SEC	60,000.00	20,954.57	31,909.56	0.00	28,090.44	46.81
01-2-01100-650-001	SUP COMPUTER HARDWARE ELEM	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01100-650-002	SUP COMPUTER HARDWARE SEC	75,000.00	2,825.03	40,214.52	0.00	34,785.48	46.38

SELECTED Data

# Monthly Expense Report

Date Range: YTD thru 06/30/2021

Arranged by:  
Account Number

Account	Description	Budget	June Expenditures	YTD Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-01100-739-000	CAP EQUIP / FURN DIST	0.00	0.00	11,574.98	0.00	-11,574.98	0.00
01-2-01100-739-001	CAP EQUIP / FURN ELEM	2,500.00	5,099.96	11,229.32	0.00	-8,729.32	-349.17
01-2-01100-739-002	CAP EQUIP / FURN SEC	2,500.00	0.00	850.00	0.00	1,650.00	66.00
01-2-01100-810-002	DUES TCHRS	1,500.00	0.00	0.00	0.00	1,500.00	100.00
01-2-01100-890-000	PSO OTHER DIST	10,000.00	0.00	252.00	0.00	9,748.00	97.48
01-2-01100-890-001	PSO OTHER ELEM	1,500.00	0.00	0.00	0.00	1,500.00	100.00
01-2-01100-890-002	PSO OTHER SEC	10,000.00	0.00	5,191.00	0.00	4,809.00	48.09
01-2-01115-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01125-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01150-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01160-111-001	SAL TCHR Poverty	280,000.00	20,747.00	207,470.00	0.00	72,530.00	25.90
01-2-01160-112-001	SAL PARA Poverty	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01160-123-001	SAL SUBS Poverty	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01160-211-001	HINS TCHRS Poverty	75,000.00	6,199.75	60,549.23	0.00	14,450.77	19.26
01-2-01160-212-001	HINS PARA Poverty	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01160-221-001	FICA TCHRS Poverty	19,000.00	1,525.78	15,269.09	0.00	3,730.91	19.63
01-2-01160-222-001	FICA PARA Poverty	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01160-223-001	FICA SUBS Poverty	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01160-231-001	RET TCHRS Poverty	26,000.00	2,049.36	20,493.49	0.00	5,506.51	21.17
01-2-01160-232-001	RET PARA Poverty	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01160-237-000	Increase Retire Cont	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01160-281-001	HSAReg	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01160-529-001	PSO POVERTY OTHER ELEM	0.00	0.00	0.00	0.00	0.00	0.00

SELECTED Data

# Monthly Expense Report

Date Range: YTD thru 06/30/2021

Arranged by:  
Account Number

Account	Description	Budget	June Expenditures	YTD Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-01160-580-001	PSO POVERTY TRAVEL ELEM	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01160-610-001	SUP POVERTY ELEM	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01160-650-001	SUP POVERTY HARDWARE	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01160-730-001	CAP POVERTY EQUIP ELEM	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01190-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01190-610-000	SUP PRESCH MATCHING	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01190-730-006	CAP PRESCH EQUIP MATCH	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01195-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01200-110-000	SAL CLER SPED	20,000.00	1,847.93	16,951.26	0.00	3,048.74	15.24
01-2-01200-111-000	SAL ADMIN SPED DIR	92,000.00	6,875.00	68,750.00	0.00	23,250.00	25.27
01-2-01200-111-001	SAL TCHR SPED ELEM	140,000.00	11,723.77	119,824.77	0.00	20,175.23	14.41
01-2-01200-111-002	SAL TCHR SPED SEC	185,000.00	14,352.00	143,645.68	0.00	41,354.32	22.35
01-2-01200-112-001	SAL PARA SPED ELEM	160,000.00	10,973.86	173,027.53	0.00	-13,027.53	-8.14
01-2-01200-112-002	SAL PARA SPED SEC	65,000.00	2,579.14	45,691.18	0.00	19,308.82	29.70
01-2-01200-122-001	SAL PARA SUB SPED ELEM	2,000.00	711.38	24,314.59	0.00	-22,314.59	-1,115.72
01-2-01200-122-002	SAL PARA SUB SPED SEC	500.00	0.00	0.00	0.00	500.00	100.00
01-2-01200-123-001	SAL SUBS SPED ELEM	9,000.00	192.50	2,942.50	0.00	6,057.50	67.30
01-2-01200-123-002	SAL SUBS SPED SEC	2,000.00	0.00	302.50	0.00	1,697.50	84.87
01-2-01200-130-001	Para O.T.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01200-210-000	HINS CLER SPED	7,500.00	550.03	5,403.71	0.00	2,096.29	27.95
01-2-01200-211-000	HINS ADMIN SPED DIR	22,000.00	1,915.89	19,158.90	0.00	2,841.10	12.91
01-2-01200-211-001	HINS TCHRS SPED ELEM	30,000.00	2,500.29	28,175.17	0.00	1,824.83	6.08
01-2-01200-211-002	HINS TCHRS SPED	48,000.00	3,729.37	37,255.42	0.00	10,744.58	22.38

SELECTED Data

# Monthly Expense Report

Date Range: YTD thru 06/30/2021

Arranged by:  
Account Number

Account	Description	Budget	June Expenditures	YTD Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-01200-212-001	HINS PARA SPED ELEM	71,000.00	7,401.92	70,826.31	0.00	173.69	0.24
01-2-01200-212-002	HINS PARA SPED SEC	22,500.00	1,358.90	13,589.00	0.00	8,911.00	39.60
01-2-01200-220-000	FICA CLER SPED	1,400.00	128.55	1,170.85	0.00	229.15	16.36
01-2-01200-221-000	FICA ADMIN SPED DIR	7,000.00	525.94	5,259.40	0.00	1,740.60	24.86
01-2-01200-221-001	FICA TCHRS SPED ELEM	10,000.00	874.41	8,928.33	0.00	1,071.67	10.71
01-2-01200-221-002	FICA TCHRS SPED SEC	13,800.00	1,073.69	10,748.03	0.00	3,051.97	22.11
01-2-01200-222-001	FICA PARA SPED ELEM	12,000.00	812.71	14,275.36	0.00	-2,275.36	-18.96
01-2-01200-222-002	FICA PARA SPED SEC	4,000.00	136.78	2,893.97	0.00	1,106.03	27.65
01-2-01200-223-001	FICA SUBS SPED ELEM	500.00	14.73	225.10	0.00	274.90	54.98
01-2-01200-223-002	FICA SUBS SPED SEC	150.00	0.00	23.14	0.00	126.86	84.57
01-2-01200-230-000	RET CLER SPED	2,000.00	182.54	1,674.41	0.00	325.59	16.27
01-2-01200-231-000	RET ADMIN SPED DIR	9,000.00	679.10	6,791.00	0.00	2,209.00	24.54
01-2-01200-231-001	RET TCHRS SPED ELEM	15,000.00	1,158.04	11,835.94	0.00	3,164.06	21.09
01-2-01200-231-002	RET TCHRS SPED SEC	18,500.00	1,417.66	14,188.99	0.00	4,311.01	23.30
01-2-01200-232-001	RET PARA SPED ELEM	15,500.00	1,085.02	17,984.56	0.00	-2,484.56	-16.02
01-2-01200-232-002	RET PARA SPED SEC	6,000.00	254.75	4,513.28	0.00	1,486.72	24.77
01-2-01200-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01200-280-000	HSA CLER SPED	2,000.00	0.00	0.00	0.00	2,000.00	100.00
01-2-01200-281-001	HSA TCHR SPED ELEM	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01200-281-002	HSA TCHR SPED SEC	3,500.00	0.00	3,436.68	0.00	63.32	1.80
01-2-01200-282-001	HSA PARA SPED ELEM	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01200-282-002	HSA PARA SPED SEC	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01200-320-000	PSP SPED CONTRACTED	12,000.00	0.00	6,218.41	0.00	5,781.59	48.17

SELECTED Data

# Monthly Expense Report

Date Range: YTD thru 06/30/2021

Arranged by:  
Account Number

Account	Description	Budget	June Expenditures	YTD Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-01200-320-001	PSP SPED CONTRACTED ELEM	2,500.00	0.00	533.35	0.00	1,966.65	78.66
01-2-01200-320-002	PSP SPED CONTRACTED SEC	2,500.00	0.00	2,179.97	0.00	320.03	12.80
01-2-01200-330-000	PSP SPED INSERVICE DIST	10,000.00	0.00	0.00	0.00	10,000.00	100.00
01-2-01200-330-001	PSP SPED INSERVICE ELEM	1,500.00	0.00	355.00	0.00	1,145.00	76.33
01-2-01200-330-002	PSP SPED INSERVICE SEC	1,500.00	0.00	0.00	0.00	1,500.00	100.00
01-2-01200-562-001	PSO SPED TUITION SEC	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01200-562-002	PSO SPED TUITION -SEC	5,000.00	0.00	0.00	0.00	5,000.00	100.00
01-2-01200-580-000	PSO SPED TRAVEL DIST	100.00	0.00	0.00	0.00	100.00	100.00
01-2-01200-580-001	PSO SPED TRAVEL ELEM	2,000.00	0.00	0.00	0.00	2,000.00	100.00
01-2-01200-580-002	PSO SPED TRAVEL SEC	500.00	0.00	0.00	0.00	500.00	100.00
01-2-01200-610-001	SUP SPED ELEM	1,300.00	1,356.30	5,324.26	0.00	-4,024.26	-309.55
01-2-01200-610-002	SUP SPED SEC	1,250.00	0.00	5,204.48	0.00	-3,954.48	-316.35
01-2-01200-640-001	SUP SPED TEXTBOOKS ELEM	1,200.00	0.00	127.29	0.00	1,072.71	89.39
01-2-01200-640-002	SUP SPED TEXTBOOKS SEC	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01200-739-001	CAP SPED FURN/EQUIP ELEM	500.00	0.00	0.00	0.00	500.00	100.00
01-2-01200-739-002	CAP SPED FURN/EQUIP SEC	500.00	0.00	0.00	0.00	500.00	100.00
01-2-01200-890-000	PSO SPED OTHER DIST	0.00	280.00	475.00	0.00	-475.00	0.00
01-2-01200-890-001	PSO SPED OTHER ELEM	0.00	0.00	435.00	0.00	-435.00	0.00
01-2-01200-890-002	PSO SPED OTHER SEC	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01291-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01292-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01295-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01300-151-001	SAL STIP TCHR SUM ELEM	15,500.00	0.00	0.00	0.00	15,500.00	100.00

SELECTED Data

# Monthly Expense Report

Date Range: YTD thru 06/30/2021

Arranged by:  
Account Number

Account	Description	Budget	June Expenditures	YTD Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-01300-151-002	SAL STIP TCHR SUM SEC	10,000.00	0.00	0.00	0.00	10,000.00	100.00
01-2-01300-152-001	SAL PARA SUM ELEM	10,000.00	0.00	0.00	0.00	10,000.00	100.00
01-2-01300-211-001	HINS Summer Stipend Elem	1,500.00	0.00	0.00	0.00	1,500.00	100.00
01-2-01300-211-002	HINS Summer Stipend H.S.	500.00	0.00	0.00	0.00	500.00	100.00
01-2-01300-212-001	HINS Summer Stipend Elem Para	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01300-221-001	FICA TCHRS SUM ELEM	2,000.00	0.00	0.00	0.00	2,000.00	100.00
01-2-01300-221-002	FICA TCHRS SUM SEC	600.00	0.00	0.00	0.00	600.00	100.00
01-2-01300-222-001	FICA PARA SUM ELEM	600.00	0.00	0.00	0.00	600.00	100.00
01-2-01300-229-001	FICM Summer Stipend Elem	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01300-229-002	FICA Summer Stipend H.S.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01300-231-001	RET TCHRS SUM ELEM	2,500.00	0.00	0.00	0.00	2,500.00	100.00
01-2-01300-231-002	RET TCHRS SUM SEC	1,000.00	0.00	0.00	0.00	1,000.00	100.00
01-2-01300-232-001	RET PARA SUM ELEM	1,000.00	0.00	0.00	0.00	1,000.00	100.00
01-2-01300-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01300-239-001	Retire.Summer Stipend Elem	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01300-239-002	Retire.Summer Stipend H.S.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01300-890-002	PSO DRIVER ED OTHER	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01390-151-002	SAL ADDT DRIV ED	6,000.00	0.00	0.00	0.00	6,000.00	100.00
01-2-01390-221-002	FICA ADDT DRIV ED	500.00	0.00	0.00	0.00	500.00	100.00
01-2-01390-231-002	RET ADDT DRIV ED	500.00	0.00	0.00	0.00	500.00	100.00
01-2-01390-610-002	SUP DRIVER ED	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01390-626-002	SUP DRIVER ED GAS/OIL	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01390-640-002	SUP DRIVER ED TEXTBOOKS	0.00	0.00	100.00	0.00	-100.00	0.00

SELECTED Data

# Monthly Expense Report

Date Range: YTD thru 06/30/2021

Arranged by:  
Account Number

Account	Description	Budget	June Expenditures	YTD Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-01400-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02110-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02120-111-001	SAL TCHR GUIDANCE ELEM	97,000.00	7,973.00	79,730.00	0.00	17,270.00	17.80
01-2-02120-111-002	SAL TCHR GUIDANCE SEC	145,000.00	11,822.00	118,220.00	0.00	26,780.00	18.46
01-2-02120-211-001	HINS TCHR GUIDANCE ELEM	20,000.00	1,625.48	16,120.16	0.00	3,879.84	19.39
01-2-02120-211-002	HINS TCHR GUIDANCE SEC	35,000.00	2,619.50	29,974.46	0.00	5,025.54	14.35
01-2-02120-221-001	FICA TCHR GUIDANCE ELEM	7,500.00	598.46	5,984.51	0.00	1,515.49	20.20
01-2-02120-221-002	FICA TCHR GUIDANCE SEC	12,000.00	866.01	8,660.10	0.00	3,339.90	27.83
01-2-02120-231-001	RET TCHR GUIDANCE ELEM	10,000.00	787.56	7,875.51	0.00	2,124.49	21.24
01-2-02120-231-002	RET TCHR GUIDANCE SEC	14,000.00	1,167.75	11,677.50	0.00	2,322.50	16.58
01-2-02120-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02120-320-001	PSP GUIDANCE ELEM	600.00	0.00	239.00	0.00	361.00	60.16
01-2-02120-320-002	PSP GUIDANCE SEC	2,500.00	0.00	0.00	0.00	2,500.00	100.00
01-2-02120-529-001	PSO GUIDANCE OTHER ELEM	500.00	0.00	0.00	0.00	500.00	100.00
01-2-02120-529-002	PSO GUIDANCE OTHER SEC	500.00	0.00	0.00	0.00	500.00	100.00
01-2-02120-580-001	PSO GUIDANCE TRAVEL ELEM	250.00	0.00	0.00	0.00	250.00	100.00
01-2-02120-580-002	PSO GUIDANCE TRAVEL SEC	1,000.00	0.00	0.00	0.00	1,000.00	100.00
01-2-02120-610-001	SUP GUIDANCE ELEM	1,200.00	347.36	658.69	0.00	541.31	45.10
01-2-02120-610-002	SUP GUIDANCE SEC	1,200.00	0.00	0.00	0.00	1,200.00	100.00
01-2-02120-730-001	CAP GUIDANCE EQUIP ELEM	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02120-730-002	CAP GUIDANCE EQUIP SEC	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02120-739-001	CAP Guidance Elem.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02120-739-002	CAP Guidance Sec.	0.00	0.00	0.00	0.00	0.00	0.00

SELECTED Data

# Monthly Expense Report

Date Range: YTD thru 06/30/2021

Arranged by:  
Account Number

Account	Description	Budget	June Expenditures	YTD Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-02130-116-000	SAL PROF NURSE	90,000.00	5,386.50	68,366.52	0.00	21,633.48	24.03
01-2-02130-126-000	SAL SUB NURSE	500.00	0.00	0.00	0.00	500.00	100.00
01-2-02130-216-000	HINS PROF NURSE	25,000.00	2,255.20	22,522.46	0.00	2,477.54	9.91
01-2-02130-226-000	FICA PROF NURSE	6,000.00	405.79	5,167.24	0.00	832.76	13.87
01-2-02130-236-000	RET PROF NURSE	6,000.00	532.07	6,753.14	0.00	-753.14	-12.55
01-2-02130-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02130-281-000	HSA NURSE	3,500.00	0.00	3,436.68	0.00	63.32	1.80
01-2-02130-580-000	PSO NURSE TRAVEL	250.00	0.00	0.00	0.00	250.00	100.00
01-2-02130-610-000	SUP NURSE	4,000.00	0.00	2,852.01	0.00	1,147.99	28.69
01-2-02130-739-000	CAP NURSE EQUIP	1,000.00	0.00	0.00	0.00	1,000.00	100.00
01-2-02130-890-000	PSO NURSE OTHER	250.00	0.00	0.00	0.00	250.00	100.00
01-2-02140-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02141-111-000	SAL TCHR SPED PSYCH	65,000.00	4,815.00	48,900.00	0.00	16,100.00	24.76
01-2-02141-211-000	HINS TCHR SPED PSYCH	21,000.00	1,490.32	14,914.17	0.00	6,085.83	28.98
01-2-02141-221-000	FICA TCHR SPED PSYCH	4,500.00	364.46	3,614.98	0.00	885.02	19.66
01-2-02141-231-000	RET TCHR SPED PSYCH	5,600.00	475.62	4,830.27	0.00	769.73	13.74
01-2-02141-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02141-281-000	HSA -PSYCH	3,500.00	0.00	3,436.68	0.00	63.32	1.80
01-2-02141-320-000	PSP PSYCH DIAGNOSTICS	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02141-340-000	PSP PSYCH SUPERVISON	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02141-580-000	PSO PSYCH TRAVEL	1,000.00	0.00	30.00	0.00	970.00	97.00
01-2-02141-610-000	SUP PSYCH	2,000.00	0.00	2,367.20	0.00	-367.20	-18.36
01-2-02141-739-000	CAP PSYCH EQUIP	0.00	0.00	0.00	0.00	0.00	0.00

SELECTED Data

# Monthly Expense Report

Arranged by:  
Account Number

Date Range: YTD thru 06/30/2021

Account	Description	Budget	June Expenditures	YTD Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-02142-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02143-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02150-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02151-111-000	SAL TCHR SPED SPEECH	65,000.00	5,557.00	56,065.00	0.00	8,935.00	13.74
01-2-02151-123-000	SAL SUBS SPED SPEECH	1,100.00	55.00	770.00	0.00	330.00	30.00
01-2-02151-211-000	HINS TCHR SPED SPEECH	13,800.00	1,028.41	10,424.41	0.00	3,375.59	24.46
01-2-02151-221-000	FICA TCHR SPED SPEECH	5,800.00	410.65	4,142.59	0.00	1,657.41	28.57
01-2-02151-223-000	FICA SUBS SPED SPEECH	100.00	4.21	58.90	0.00	41.10	41.10
01-2-02151-231-000	RET TCHR SPED SPEECH	6,400.00	548.92	5,538.07	0.00	861.93	13.46
01-2-02151-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02151-281-000	HSA SPED SPEECH DIST	2,200.00	0.00	2,254.68	0.00	-54.68	-2.48
01-2-02151-340-000	PSP SPED SPEECH/AUD DIST	15,000.00	0.00	4,535.54	0.00	10,464.46	69.76
01-2-02151-580-000	PSO PS TRAVEL	500.00	0.00	296.28	0.00	203.72	40.74
01-2-02151-610-000	SUP SPEECH	1,500.00	34.23	1,553.92	0.00	-53.92	-3.59
01-2-02151-730-000	CAP SPEECH FURN/EQUIP	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02152-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02152-340-000	PSP SPED SPEECH/AUD 3-5	500.00	0.00	1,453.80	0.00	-953.80	-190.76
01-2-02153-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02153-340-000	PSP SPED SPEECH/AUD 0-2	1,000.00	0.00	497.95	0.00	502.05	50.20
01-2-02160-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02161-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02161-340-000	PSP SPED SCHOOLAGE OT	20,000.00	67.00	13,478.74	0.00	6,521.26	32.60
01-2-02162-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00

SELECTED Data

# Monthly Expense Report

Date Range: YTD thru 06/30/2021

Arranged by:  
Account Number

Account	Description	Budget	June Expenditures	YTD Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-02162-340-000	PSP SPED OT 3-5	4,000.00	0.00	5,259.46	0.00	-1,259.46	-31.48
01-2-02163-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02163-340-000	PSP PRESCH OT 0-2	4,000.00	702.83	2,147.93	0.00	1,852.07	46.30
01-2-02170-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02171-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02171-340-000	PSP SPED PT SCHOOLAGE	3,500.00	0.00	6,510.95	0.00	-3,010.95	-86.02
01-2-02172-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02172-340-000	PSP SPED PT 3-5	1,700.00	0.00	0.00	0.00	1,700.00	100.00
01-2-02173-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02173-340-000	PSP SPED PT 0-2	4,000.00	0.00	2,421.93	0.00	1,578.07	39.45
01-2-02180-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02181-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02181-340-000	PSP SPED VISION SCHOOLAGE	8,000.00	0.00	3,489.33	0.00	4,510.67	56.38
01-2-02182-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02182-340-000	PSP SPED VISION 3-5	1,000.00	0.00	414.74	0.00	585.26	58.52
01-2-02183-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02183-340-000	PSP SPED VISION 0-2	1,000.00	0.00	-5.72	0.00	1,005.72	100.57
01-2-02190-111-002	SAL ADMIN ACT DIR	98,500.00	8,208.00	82,080.00	0.00	16,420.00	16.67
01-2-02190-123-002	SAL SUBS ACTIVITIES	12,000.00	1,540.00	9,460.00	0.00	2,540.00	21.16
01-2-02190-150-002	SAL NONCERT COACH	45,000.00	0.00	48,255.00	0.00	-3,255.00	-7.23
01-2-02190-151-002	SAL TCHR COACH	250,000.00	21,234.00	214,180.00	0.00	35,820.00	14.32
01-2-02190-211-002	HINS TCHR COACH /AD	50,000.00	4,699.09	47,704.93	0.00	2,295.07	4.59
01-2-02190-220-002	FICA NONCERT COACH	4,000.00	0.00	3,691.47	0.00	308.53	7.71

SELECTED Data

# Monthly Expense Report

Date Range: YTD thru 06/30/2021

Arranged by:  
Account Number

Account	Description	Budget	June Expenditures	YTD Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-02190-221-002	FICA TCHR COACH /AD	27,000.00	2,196.96	22,112.55	0.00	4,887.45	18.10
01-2-02190-223-002	FICA SUBS ACTIVITIES	750.00	117.79	713.74	0.00	36.26	4.83
01-2-02190-230-002	RET NONCERT COACH	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02190-231-002	RET TCHR COACH /AD	34,000.00	2,757.81	27,577.95	0.00	6,422.05	18.88
01-2-02190-233-002	ACTIVITY SUB RETIRE	0.00	21.73	122.22	0.00	-122.22	0.00
01-2-02190-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02190-320-002	PSP ACTIVITIES	8,000.00	0.00	0.00	0.00	8,000.00	100.00
01-2-02190-580-002	PSO TRAVEL	500.00	0.00	0.00	0.00	500.00	100.00
01-2-02190-610-002	SUP ACTIVITIES	0.00	0.00	2,820.00	0.00	-2,820.00	0.00
01-2-02190-730-002	CAP ACTIVITIES EQUIP	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02210-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02211-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02212-111-000	SAL ADMIN T & L	86,000.00	7,296.00	72,960.00	0.00	13,040.00	15.16
01-2-02212-211-000	HINS ADMIN T & L	19,000.00	1,582.73	15,827.30	0.00	3,172.70	16.69
01-2-02212-221-000	FICA ADMIN T & L	6,500.00	531.65	5,316.50	0.00	1,183.50	18.20
01-2-02212-231-000	RET ADMIN T & L	8,500.00	720.68	7,206.80	0.00	1,293.20	15.21
01-2-02212-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02212-320-000	PSP T & L	10,000.00	295.00	1,589.99	0.00	8,410.01	84.10
01-2-02212-330-000	PSP PROF DEV DIST	2,500.00	0.00	165.00	0.00	2,335.00	93.40
01-2-02212-330-001	PSP PROF DEV ELEM	2,500.00	0.00	0.00	0.00	2,500.00	100.00
01-2-02212-330-002	PSP PROF DEV SEC	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02212-580-000	PSO T & L TRAVEL	1,000.00	0.00	0.00	0.00	1,000.00	100.00
01-2-02212-610-000	SUP T & L	1,000.00	0.00	740.09	0.00	259.91	25.99

SELECTED Data

# Monthly Expense Report

Date Range: YTD thru 06/30/2021

Arranged by:  
Account Number

Account	Description	Budget	June Expenditures	YTD Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-02212-739-000	CAP T & L EQUIP	1,000.00	0.00	0.00	0.00	1,000.00	100.00
01-2-02212-890-000	PSO T & L OTHER	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02213-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02214-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02219-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02220-111-001	SAL TCHR LIBRARY ELEM	24,000.00	2,085.00	20,850.00	0.00	3,150.00	13.12
01-2-02220-111-002	SAL TCHR LIBRARY SEC	73,000.00	5,331.33	59,736.33	0.00	13,263.67	18.16
01-2-02220-112-001	SAL PARA LIBRARY ELEM	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02220-112-002	SAL PARA LIBRARY SEC	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02220-123-001	SAL SUB LIBRARY ELEM	1,000.00	0.00	275.00	0.00	725.00	72.50
01-2-02220-123-002	SAL SUB LIBRARY SEC	500.00	0.00	1,072.50	0.00	-572.50	-114.50
01-2-02220-211-001	HINS TCHR LIBRARY ELEM	175.00	14.77	148.10	0.00	26.90	15.37
01-2-02220-211-002	HINS TCHR LIBRARY SEC	21,000.00	1,353.81	13,777.52	0.00	7,222.48	34.39
01-2-02220-212-001	HINS PARA LIBRARY ELEM	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02220-212-002	HINS PARA LIBRARY SEC	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02220-221-001	FICA TCHR LIBRARY ELEM	1,750.00	156.22	1,562.10	0.00	187.90	10.73
01-2-02220-221-002	FICA TCHR LIBRARY SEC	5,500.00	382.48	4,311.63	0.00	1,188.37	21.60
01-2-02220-222-001	FICA PARA LIBRARY ELEM	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02220-222-002	FICA PARA LIBRARY SEC	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02220-223-001	FICA SUB LIBRARY ELEM	0.00	0.00	21.04	0.00	-21.04	0.00
01-2-02220-223-002	FICA SUB LIBRARY SEC	50.00	0.00	82.06	0.00	-32.06	-64.12
01-2-02220-231-001	RET TCHR LIBRARY ELEM	2,300.00	205.95	2,059.50	0.00	240.50	10.45
01-2-02220-231-002	RET TCHR LIBRARY SEC	7,100.00	526.62	5,900.63	0.00	1,199.37	16.89

SELECTED Data

# Monthly Expense Report

Date Range: YTD thru 06/30/2021

Arranged by:  
Account Number

Account	Description	Budget	June Expenditures	YTD Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-02220-232-001	RET PARA LIBRARY ELEM	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02220-232-002	RET PARA LIBRARY SEC	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02220-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02220-281-002	HSA TCHR LIBRARY SEC	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02220-320-001	PSP LIBRARY ELEM	0.00	0.00	199.00	0.00	-199.00	0.00
01-2-02220-320-002	PSP LIBRARY SEC	0.00	0.00	673.98	0.00	-673.98	0.00
01-2-02220-580-001	PSO LIBRARY TRAVEL ELEM	100.00	0.00	0.00	0.00	100.00	100.00
01-2-02220-580-002	PSO LIBRARY TRAVEL SEC	100.00	0.00	0.00	0.00	100.00	100.00
01-2-02220-610-001	SUP LIBRARY ELEM	2,000.00	0.00	1,428.56	0.00	571.44	28.57
01-2-02220-610-002	SUP LIBRARY SEC	1,000.00	0.00	397.84	0.00	602.16	60.21
01-2-02220-640-001	SUP LIBRARY BOOKS/PERS ELEM	3,000.00	459.71	4,737.74	0.00	-1,737.74	-57.92
01-2-02220-640-002	SUP LIBRARY BOOKS/PERS SEC	5,000.00	0.00	3,664.40	0.00	1,335.60	26.71
01-2-02220-730-001	CAP LIBRARY EQUIP ELEM	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02220-730-002	CAP LIBRARY EQUIP SEC	0.00	0.00	4,295.35	0.00	-4,295.35	0.00
01-2-02220-890-001	PSO LIBRARY OTHER ELEM	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02220-890-002	PSO LIBRARY OTHER SEC	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02223-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02224-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02230-111-000	SAL ADMIN TECH DIR	76,000.00	6,308.00	63,080.00	0.00	12,920.00	17.00
01-2-02230-114-000	SAL PARA TECH AID	30,000.00	2,307.88	26,496.65	0.00	3,503.35	11.67
01-2-02230-130-000	Para Tech OT	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02230-134-000	SAL PARA Tech OT	0.00	0.00	27.75	0.00	-27.75	0.00
01-2-02230-211-000	HINS ADMIN TECH DIR	10,000.00	0.00	0.00	0.00	10,000.00	100.00

SELECTED Data

# Monthly Expense Report

Date Range: YTD thru 06/30/2021

Arranged by:  
Account Number

Account	Description	Budget	June Expenditures	YTD Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-02230-214-000	HINS PARA TECH AID	7,800.00	679.45	6,794.50	0.00	1,005.50	12.89
01-2-02230-221-000	FICA ADMIN TECH DIR	6,000.00	479.51	4,795.10	0.00	1,204.90	20.08
01-2-02230-224-000	FICA PARA TECH AID	2,100.00	160.98	1,873.37	0.00	226.63	10.79
01-2-02230-231-000	RET ADMIN TECH DIR	7,500.00	623.09	6,230.90	0.00	1,269.10	16.92
01-2-02230-234-000	RET PARA TECH AID	2,800.00	227.97	2,620.02	0.00	179.98	6.42
01-2-02230-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02230-734-000	CARES-Technology	0.00	0.00	4,065.12	0.00	-4,065.12	0.00
01-2-02240-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02290-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02310-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02310-271-000	PSO Alicap WORK COMP OTHERS	20,000.00	0.00	0.00	0.00	20,000.00	100.00
01-2-02310-315-000	PSP AUDIT	7,200.00	0.00	7,013.00	0.00	187.00	2.59
01-2-02310-317-000	PSP LEGAL SERVICES	3,000.00	1,250.00	15,115.50	0.00	-12,115.50	-403.85
01-2-02310-520-000	PSO Alicap LIABILITY INS	10,000.00	0.00	1,405.00	0.00	8,595.00	85.95
01-2-02310-520-000	PSO Alicap PROPERTY INS	10,000.00	0.00	0.00	0.00	10,000.00	100.00
01-2-02310-580-000	PSO BOE TRAVEL	3,000.00	0.00	825.00	0.00	2,175.00	72.50
01-2-02310-810-000	DUES BOE	9,000.00	0.00	7,442.00	0.00	1,558.00	17.31
01-2-02310-890-000	PSO BOE OTHER	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02320-105-000	SAL ADMIN SUPT	180,000.00	14,458.00	144,580.00	0.00	35,420.00	19.67
01-2-02320-110-000	SAL CLER SUPT	21,000.00	1,847.93	18,119.57	0.00	2,880.43	13.71
01-2-02320-130-000	OT ClarSAL	3,000.00	272.18	3,194.51	0.00	-194.51	-6.48
01-2-02320-210-000	HINS CLER SUPT	7,900.00	631.04	6,406.99	0.00	1,493.01	18.89
01-2-02320-215-000	HINS ADMIN SUPT	0.00	0.00	0.00	0.00	0.00	0.00

SELECTED Data

# Monthly Expense Report

Date Range: YTD thru 06/30/2021

Arranged by:  
Account Number

Account	Description	Budget	June Expenditures	YTD Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-02320-220-000	FICA CLER SUPT	1,500.00	147.48	1,481.22	0.00	18.78	1.25
01-2-02320-225-000	FICA ADMIN SUPT	12,000.00	1,106.04	11,060.40	0.00	939.60	7.83
01-2-02320-230-000	RET CLER SUPT	2,200.00	209.42	1,989.96	0.00	210.04	9.54
01-2-02320-235-000	RET ADMIN SUPT	17,500.00	1,428.13	14,281.30	0.00	3,218.70	18.39
01-2-02320-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02320-280-000	HSA CLER SUPT	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02320-580-000	PSO EXEC ADMIN TRAVEL	4,000.00	0.00	395.59	0.00	3,604.41	90.11
01-2-02320-610-000	SUP EXEC ADMIN	8,000.00	806.03	14,873.35	0.00	-6,873.35	-85.91
01-2-02320-739-000	CAP EXEC ADMIN EQUIP	1,000.00	0.00	0.00	0.00	1,000.00	100.00
01-2-02320-810-000	DUES EXEC ADMIN	0.00	0.00	2,510.00	0.00	-2,510.00	0.00
01-2-02320-890-000	PSO EXEC ADMIN OTHER	5,000.00	0.00	2,577.84	0.00	2,422.16	48.44
01-2-02330-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02330-317-000	PSP LEGAL SERVICES	0.00	0.00	1,044.50	0.00	-1,044.50	0.00
01-2-02410-110-001	SAL CLER PRINC ELEM	25,000.00	1,563.10	21,121.10	0.00	3,878.90	15.51
01-2-02410-110-002	SAL CLER PRINC SEC	22,600.00	1,759.35	22,649.66	0.00	-49.66	-0.21
01-2-02410-111-001	SAL ADMIN PRINC ELEM	92,500.00	7,846.00	78,460.00	0.00	14,040.00	15.17
01-2-02410-111-002	SAL ADMIN PRINC SEC	112,000.00	9,442.00	94,420.00	0.00	17,580.00	15.69
01-2-02410-120-001	SAL CLER SUB PRINC ELEM	500.00	0.00	233.63	0.00	266.37	53.27
01-2-02410-120-002	SAL CLER SUB PRINC SEC	500.00	942.38	942.38	0.00	-442.38	-88.47
01-2-02410-130-001	OT Clarical	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02410-130-002	Sec. CLAR OT	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02410-210-001	HINS CLER PRINC ELEM	7,500.00	0.00	0.00	0.00	7,500.00	100.00
01-2-02410-210-002	HINS CLER PRINC SEC	7,500.00	679.45	6,794.50	0.00	705.50	9.40

SELECTED Data

# Monthly Expense Report

Date Range: YTD thru 06/30/2021

 Arranged by:  
 Account Number

Account	Description	Budget	June Expenditures	YTD Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-02410-211-001	HINS ADMIN PRINC ELEM	21,000.00	1,575.75	15,757.50	0.00	5,242.50	24.96
01-2-02410-211-002	HINS ADMIN PRINC SEC	21,000.00	1,575.75	15,757.50	0.00	5,242.50	24.96
01-2-02410-220-001	FICA CLER PRINC ELEM	2,000.00	119.57	1,633.63	0.00	366.37	18.31
01-2-02410-220-002	FICA CLER PRINC SEC	1,750.00	195.02	1,688.16	0.00	61.84	3.53
01-2-02410-221-001	FICA ADMIN PRINC ELEM	7,000.00	571.39	5,710.74	0.00	1,289.26	18.41
01-2-02410-221-002	FICA ADMIN PRINC SEC	8,400.00	696.61	6,966.10	0.00	1,433.90	17.07
01-2-02410-230-001	RET CLER PRINC ELEM	2,300.00	154.40	2,086.31	0.00	213.69	9.29
01-2-02410-230-002	RET CLER PRINC RET	1,300.00	173.79	2,237.29	0.00	-937.29	-72.09
01-2-02410-231-001	RET ADMIN PRINC ELEM	9,100.00	775.01	7,750.10	0.00	1,349.90	14.83
01-2-02410-231-002	RET ADMIN PRINC SEC	12,000.00	932.66	9,326.60	0.00	2,673.40	22.27
01-2-02410-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02410-281-001	HSA PRINC Elem	0.00	0.00	3,436.68	0.00	-3,436.68	0.00
01-2-02410-281-002	HSA PRINC SEC	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02410-320-001	PSP PRINCIPAL ELEM	1,000.00	0.00	333.50	0.00	666.50	66.65
01-2-02410-320-002	PSP PRINCIPAL SEC	1,500.00	0.00	2,778.90	0.00	-1,278.90	-85.26
01-2-02410-580-001	PSO PRINCIPAL TRAVEL ELEM	1,000.00	0.00	0.00	0.00	1,000.00	100.00
01-2-02410-580-002	PSO PRINCIPAL TRAVEL SEC	1,000.00	0.00	0.00	0.00	1,000.00	100.00
01-2-02410-610-001	SUP PRINCIPAL ELEM	1,000.00	212.65	307.65	0.00	692.35	69.23
01-2-02410-610-002	SUP PRINCIPAL SEC	4,000.00	0.00	-271.19	0.00	4,271.19	106.77
01-2-02410-730-001	CAP PRINCIPAL FURN ELEM	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02410-730-002	CAP PRINCIPAL FURN SEC	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02410-810-001	DUES PRINCIPAL ELEM	1,000.00	615.00	705.00	0.00	295.00	29.50
01-2-02410-810-002	DUES PRINCIPAL SEC	1,000.00	875.00	1,480.00	0.00	-480.00	-48.00

SELECTED Data

# Monthly Expense Report

Date Range: YTD thru 06/30/2021

Arranged by:  
Account Number

Account	Description	Budget	June Expenditures	YTD Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-02410-890-001	PSO PRINCIPAL OTHER ELEM	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02410-890-002	PSO PRINCIPAL OTHER SEC	0.00	0.00	150.00	0.00	-150.00	0.00
01-2-02490-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02510-116-000	SAL PROF BUSINESS MNGR	58,000.00	4,983.00	49,830.00	0.00	8,170.00	14.08
01-2-02510-216-000	HINS PROF BUSINESS MNGR	18,000.00	1,426.82	14,268.20	0.00	3,731.80	20.73
01-2-02510-226-000	FICA PROF BUSINESS MNGR	4,500.00	372.19	3,721.90	0.00	778.10	17.29
01-2-02510-236-000	RET PROF BUSINESS MNGR	5,500.00	492.21	4,922.10	0.00	577.90	10.50
01-2-02510-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02510-315-000	PSP AUDIT	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02510-320-000	PSP BUSINESS	6,500.00	31.35	6,142.00	0.00	358.00	5.50
01-2-02510-340-000	PSP BUSINESS FLEX PAY	2,500.00	128.80	1,471.60	0.00	1,028.40	41.13
01-2-02510-351-000	PSP BUSINESS DATA PROCESS	1,500.00	75.20	797.80	0.00	702.20	46.81
01-2-02510-382-000	PSP BUSINESS TELECOMMUNIC	20,000.00	136.05	13,035.16	0.00	6,964.84	34.82
01-2-02510-440-000	PSF COPIER/LEASE	40,000.00	1,590.87	29,462.14	0.00	10,537.86	26.34
01-2-02510-531-000	PSO BUSINESS POSTAGE	10,000.00	0.00	5,845.60	0.00	4,154.40	41.54
01-2-02510-540-000	PSO BUSINESS ADVRT PRNTNG	5,000.00	7.07	2,030.75	0.00	2,969.25	59.38
01-2-02510-610-000	SUP BUSINESS	0.00	0.00	560.61	0.00	-560.61	0.00
01-2-02510-730-000	CAP BUSINESS EQUIP	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02510-739-000	CAP Business Equip	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02510-890-000	PSO BUSINESS OTHER	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02515-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02520-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02530-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00

SELECTED Data

# Monthly Expense Report

Date Range: YTD thru 06/30/2021

Arranged by:  
Account Number

Account	Description	Budget	June Expenditures	YTD Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-02540-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02560-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02570-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02580-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02590-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02610-110-000	SAL NONCRT CUST	205,000.00	18,587.77	162,788.83	0.00	42,211.17	20.59
01-2-02610-120-000	SAL NONCRT CUST SUMMER	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02610-130-000	SAL OT NONCRT CUST	40,000.00	3,168.94	42,596.12	0.00	-2,596.12	-6.49
01-2-02610-210-000	HINS NONCRT CUST	65,000.00	7,202.52	59,592.96	0.00	5,407.04	8.31
01-2-02610-220-000	FICA NONCRT CUST	17,000.00	1,644.37	15,481.58	0.00	1,518.42	8.93
01-2-02610-230-000	RET NONCRT CUST	21,000.00	2,149.09	20,255.88	0.00	744.12	3.54
01-2-02610-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02610-270-000	PSO Alicap WORK COMP CUST	5,000.00	0.00	0.00	0.00	5,000.00	100.00
01-2-02610-410-000	PSF WATER & SEWER	10,000.00	0.00	8,416.91	0.00	1,583.09	15.83
01-2-02610-610-000	SUP CUSTODIAL	65,000.00	999.67	97,087.70	0.00	-32,087.70	-49.36
01-2-02610-621-000	SUP NAT. GAS/ELECTRICITY	50,000.00	0.00	163,067.30	0.00	-113,067.30	-226.13
01-2-02610-622-000	SUP ELECTRICITY	150,000.00	0.00	0.00	0.00	150,000.00	100.00
01-2-02610-739-000	CAP CUSTODIAL EQUIP	15,000.00	0.00	10,520.00	0.00	4,480.00	29.86
01-2-02610-890-000	PSO CUSTODIAL OTHER	19,000.00	177.20	19,160.63	0.00	-160.63	-0.84
01-2-02620-110-000	SAL NONCRT MAINT	89,000.00	8,633.00	86,095.24	0.00	2,904.76	3.26
01-2-02620-120-000	SAL NONCRT MAINT SUMMER	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02620-130-000	SAL OT NONCRT MAINT	0.00	1,362.38	11,439.25	0.00	-11,439.25	0.00
01-2-02620-210-000	HINS NONCRT MAINT	40,000.00	3,425.97	35,509.48	0.00	4,490.52	11.22

SELECTED Data

# Monthly Expense Report

Date Range: YTD thru 06/30/2021

Arranged by:  
Account Number

Account	Description	Budget	June Expenditures	YTD Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-02620-220-000	FICA NONCRT MAINT	70,000.00	763.44	7,430.41	0.00	62,569.59	89.38
01-2-02620-230-000	RET NONCRT MAINT	9,000.00	987.32	9,634.29	0.00	-634.29	-7.04
01-2-02620-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02620-270-000	PSO Alicap WORK COMP MAINT	0.00	0.00	-5,286.00	0.00	5,286.00	0.00
01-2-02620-320-000	PSP MAINTENANCE	200,000.00	0.00	471.79	0.00	199,528.21	99.76
01-2-02620-340-000	PSP MAINT-OTHER PROF. SERVICES	0.00	20,127.17	135,548.59	0.00	-135,548.59	0.00
01-2-02620-733-000	CAP BUILDING EQUIP	120,000.00	0.00	9,273.00	0.00	110,727.00	92.27
01-2-02620-890-000	PSO MAINTENANCE OTHER	0.00	0.00	780.00	0.00	-780.00	0.00
01-2-02630-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02640-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02650-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02660-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02660-320-000	PSP SECURITY	1,000.00	0.00	0.00	0.00	1,000.00	100.00
01-2-02660-340-000	SECURITY-OTHER PROF. SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02660-610-000	SUP SECURITY	5,000.00	0.00	0.00	0.00	5,000.00	100.00
01-2-02660-720-000	CAP SECURITY EQUIP	5,000.00	0.00	0.00	0.00	5,000.00	100.00
01-2-02660-735-000	CARES	0.00	0.00	2,530.00	0.00	-2,530.00	0.00
01-2-02670-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02670-320-000	PSP SAFETY	1,000.00	0.00	0.00	0.00	1,000.00	100.00
01-2-02670-340-000	SAFETY-OTHER PROF. SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02670-610-000	SUP SAFETY	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02670-730-000	CAP SAFETY EQUIP	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02670-739-000	CAP Safety Equip	0.00	0.00	0.00	0.00	0.00	0.00

SELECTED Data

# Monthly Expense Report

Date Range: YTD thru 06/30/2021

Arranged by:  
Account Number

Account	Description	Budget	June Expenditures	YTD Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-02680-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02710-110-000	SAL NONCRT ROUTE DRIVER	65,000.00	3,077.91	21,590.78	0.00	43,409.22	66.78
01-2-02710-111-000	SAL CERT ACT DRIVER	0.00	362.70	362.70	0.00	-362.70	0.00
01-2-02710-120-000	SAL NONCRT ACT DRIVER	30,000.00	1,546.51	26,839.83	0.00	3,160.17	10.53
01-2-02710-130-000	Route Bus OT	13,000.00	407.97	3,006.91	0.00	9,993.09	76.86
01-2-02710-210-000	HINS NONCRT TRANPO	25,000.00	2,038.35	20,383.50	0.00	4,616.50	18.46
01-2-02710-211-000	HINS CERT ACT DRIVER	0.00	103.96	103.96	0.00	-103.96	0.00
01-2-02710-220-000	FICA NONCRT TRANPO	7,500.00	384.29	3,927.60	0.00	3,572.40	47.63
01-2-02710-221-000	FICA CERT ACT DRIVER	0.00	27.75	27.75	0.00	-27.75	0.00
01-2-02710-230-000	RET NONCRT TRANPO	7,500.00	344.34	2,429.67	0.00	5,070.33	67.60
01-2-02710-231-000	RETIRE CERT ACT DRIVER	0.00	35.83	35.83	0.00	-35.83	0.00
01-2-02710-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02710-270-000	PSO Alicap WORK COMP DRIVERS	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02710-320-000	PSP TRANSPORTATION	5,000.00	0.00	0.00	0.00	5,000.00	100.00
01-2-02710-332-000	PSP MILEAGE PARENTS	4,000.00	0.00	35,958.54	0.00	-31,958.54	-798.96
01-2-02710-350-000	PSF EQUIP BUS MAINT/REPAIR	0.00	0.00	575.00	0.00	-575.00	0.00
01-2-02710-430-000	PSF EQUIP REPAIR BUS	20,000.00	0.00	9,461.30	0.00	10,538.70	52.69
01-2-02710-431-000	PSF EQUIP REPAIR MAINT	1,000.00	0.00	5,990.13	0.00	-4,990.13	-499.01
01-2-02710-520-000	PSO Alicap VEHICLE INS	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02710-610-000	SUP TRANSP TIRES / PARTS	25,000.00	10.00	10,383.24	0.00	14,616.76	58.46
01-2-02710-626-000	SUP GAS AND OIL	55,000.00	522.95	20,661.23	0.00	34,338.77	62.43
01-2-02710-732-000	CAP TRANSP BUS REPLACE	25,000.00	0.00	0.00	0.00	25,000.00	100.00
01-2-02710-890-000	PSO TRANSPORTATION OTHER	2,600.00	517.67	3,405.70	0.00	-805.70	-30.98

SELECTED Data

# Monthly Expense Report

Date Range: YTD thru 06/30/2021

Arranged by:  
Account Number

Account	Description	Budget	June Expenditures	YTD Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-02711-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02712-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02713-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02714-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02720-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02721-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02722-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02723-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02724-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02730-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02730-431-000	PSF Equip Repair-Bus	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02731-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02732-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02733-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02734-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02790-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02791-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02792-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02792-332-000	PSP SPED MILGE PRNTS SA	0.00	0.00	206.65	0.00	-206.65	0.00
01-2-02793-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02793-332-000	PSP SPED MLGE PRNTS B-5	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02794-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02900-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00

SELECTED Data

# Monthly Expense Report

Date Range: YTD thru 06/30/2021

Arranged by:  
Account Number

Account	Description	Budget	June Expenditures	YTD Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-02900-890-000	Interlocal Agreement	20,000.00	0.00	0.00	0.00	20,000.00	100.00
01-2-03300-159-001	SAL STIP After School	0.00	0.00	0.00	0.00	0.00	0.00
01-2-03300-221-001	FICA AFTER SCHOOL	0.00	0.00	0.00	0.00	0.00	0.00
01-2-03300-231-001	RET AFTER SCHOOL	0.00	0.00	0.00	0.00	0.00	0.00
01-2-03300-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-03300-529-000	PSO AFTER SCHOOL OTHER	0.00	0.00	0.00	0.00	0.00	0.00
01-2-03300-569-001	PSO AFTER SCHOOL TUITION	2,000.00	0.00	0.00	0.00	2,000.00	100.00
01-2-03300-610-000	SUP AFTER SCHOOL	0.00	0.00	0.00	0.00	0.00	0.00
01-2-03300-730-000	CAP AFTER SCHOOL EQUIP	0.00	0.00	0.00	0.00	0.00	0.00
01-2-03300-890-001	AFTER SCHOOL TUITION	0.00	0.00	0.00	0.00	0.00	0.00
01-2-03400-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-03500-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-03512-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-03535-111-001	SAL TCHR HAL	25,000.00	2,085.00	20,850.00	0.00	4,150.00	16.60
01-2-03535-123-001	SAL SUBS HAL	0.00	0.00	0.00	0.00	0.00	0.00
01-2-03535-211-001	HINS TCHR HAL	200.00	14.77	148.10	0.00	51.90	25.95
01-2-03535-221-001	FICA TCHRS HAL	2,000.00	156.21	1,562.02	0.00	437.98	21.89
01-2-03535-223-001	FICA SUBS HAL	0.00	0.00	0.00	0.00	0.00	0.00
01-2-03535-231-001	RET TCHRS HAL	2,400.00	205.95	2,059.51	0.00	340.49	14.18
01-2-03535-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-03540-111-006	SAL ADMIN PRESCH DIR	50,000.00	1,288.00	12,880.00	0.00	37,120.00	74.24
01-2-03540-111-006	SAL TCHR PRESCH STATE	15,000.00	4,002.00	40,020.00	0.00	-25,020.00	-166.80
01-2-03540-112-006	SAL PARA PRESCH STATE	10,000.00	0.00	0.00	0.00	10,000.00	100.00

SELECTED Data

# Monthly Expense Report

Date Range: YTD thru 06/30/2021

Arranged by:  
Account Number

Account	Description	Budget	June Expenditures	YTD Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-03540-120-006	SAL PARA SUB PRESCH STATE	0.00	0.00	110.00	0.00	-110.00	0.00
01-2-03540-123-006	SAL SUBS PRESCH STATE	1,000.00	0.00	141.75	0.00	858.25	85.82
01-2-03540-211-006	HINS ADMIN PRESCH DIR	20,000.00	1,676.02	16,760.20	0.00	3,239.80	16.19
01-2-03540-211-006	HINS TCHR PRESCH STATE	20,000.00	0.00	0.00	0.00	20,000.00	100.00
01-2-03540-212-006	HINS PARA PRESCH STATE	5,000.00	0.00	0.00	0.00	5,000.00	100.00
01-2-03540-213-006	Preschool Para Health	0.00	0.00	0.00	0.00	0.00	0.00
01-2-03540-220-006	FICA PARA SUB PRESCH STATE	0.00	0.00	8.42	0.00	-8.42	0.00
01-2-03540-221-006	FICA ADMIN PRESCH DIR	5,000.00	395.08	3,950.80	0.00	1,049.20	20.98
01-2-03540-221-006	FICA TCHR PRESCH STATE	5,000.00	0.00	0.00	0.00	5,000.00	100.00
01-2-03540-222-006	FICA PARA PRESCH STATE	884.00	0.00	0.00	0.00	884.00	100.00
01-2-03540-223-006	FICA SUBS PRESCH STATE	0.00	0.00	10.85	0.00	-10.85	0.00
01-2-03540-231-006	RET ADMIN PRESCH DIR	7,000.00	522.54	5,225.40	0.00	1,774.60	25.35
01-2-03540-231-006	RET TCHR PRESCH STATE	7,000.00	0.00	0.00	0.00	7,000.00	100.00
01-2-03540-232-006	RET PARA PRESCH STATE	1,141.00	0.00	0.00	0.00	1,141.00	100.00
01-2-03540-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-03540-320-000	PSP PRESCH	5,000.00	0.00	45.96	0.00	4,954.04	99.08
01-2-03540-340-000	PSP PRESCHOOL	0.00	0.00	0.00	0.00	0.00	0.00
01-2-03540-580-006	PSO PRESCH TRAVEL	250.00	0.00	0.00	0.00	250.00	100.00
01-2-03540-610-000	SUP PRESCH	500.00	65.88	597.12	0.00	-97.12	-19.42
01-2-03540-739-006	CAP PRESCH EQUIP	0.00	0.00	0.00	0.00	0.00	0.00
01-2-03540-890-006	PSO PRESCH OTHER	0.00	0.00	0.00	0.00	0.00	0.00
01-2-03541-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-03541-320-000	PSP PRESCH STARTUP	0.00	0.00	0.00	0.00	0.00	0.00

SELECTED Data

# Monthly Expense Report

Date Range: YTD thru 06/30/2021

Arranged by:  
Account Number

Account	Description	Budget	June Expenditures	YTD Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-03541-529-000	PSO PRESCH STARTUP OTHER	0.00	0.00	0.00	0.00	0.00	0.00
01-2-03541-610-000	SUP PRESCH STARTUP	0.00	0.00	0.00	0.00	0.00	0.00
01-2-03541-640-000	SUP PRESCH START TEXTS	0.00	0.00	0.00	0.00	0.00	0.00
01-2-03541-730-000	CAP PRESCH STARTUP EQUIP	0.00	0.00	0.00	0.00	0.00	0.00
01-2-03551-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-03570-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-03575-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-03590-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-04700-450-000	PSF CONTRACT BLDNG IMPROV	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06200-111-001	SAL TCHR TITLE IA	105,000.00	7,803.71	78,037.34	0.00	26,962.66	25.67
01-2-06200-123-001	SAL SUBS TITLE IA	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06200-211-001	HINS TCHR TITLE IA	40,000.00	3,192.25	32,044.32	0.00	7,955.68	19.88
01-2-06200-221-001	FICA TCHR TITLE IA	8,000.00	590.70	5,907.09	0.00	2,092.91	26.16
01-2-06200-223-001	FICA SUBS TITLE IA	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06200-231-001	RET TCHR TITLE IA	12,000.00	770.83	7,708.31	0.00	4,291.69	35.76
01-2-06200-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06200-281-001	HSA TITLE IA ELEM	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06200-320-001	PSP TITLE IA	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06200-529-001	PSO TITLE IA OTHER	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06200-580-001	PSO TITLE IA TRAVEL	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06200-610-001	SUP TITLE IA	0.00	0.00	237.57	0.00	-237.57	0.00
01-2-06200-640-001	SUP TITLE IA TEXTBOOKS	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06200-650-001	SUP TITLE IA HARDWARE	0.00	0.00	0.00	0.00	0.00	0.00

SELECTED Data

# Monthly Expense Report

Date Range: YTD thru 06/30/2021

Arranged by:  
Account Number

Account	Description	Budget	June Expenditures	YTD Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-06200-730-001	CAP TITLE IA EQUIP	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06200-735-001	CAP TITLE IA SOFTWARE	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06210-320-001	PSP TITLE I ACCNTBLTY	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06210-650-001	SUP TITLE I ACCNTBLTY	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06210-735-001	CAP TITLE I ACCNTBLTY SOFTWARE	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06310-111-001	SAL TCHR TITLE IIA	17,000.00	1,425.00	14,250.00	0.00	2,750.00	16.17
01-2-06310-123-001	SAL SUBS TITLE IIA	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06310-211-001	HINS TCHR TITLE IIA	5,000.00	471.48	4,577.28	0.00	422.72	8.45
01-2-06310-221-001	FICA TCHR TITLE IIA	1,300.00	109.01	1,090.10	0.00	209.90	16.14
01-2-06310-223-001	FICA SUBS TITLE IIA	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06310-231-001	RET TCHR TITLE IIA	1,700.00	140.76	1,407.60	0.00	292.40	17.20
01-2-06310-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06310-529-000	PSO TITLE IIA OTHER	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06403-111-000	SAL TCHR IDEA BASE	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06403-211-000	HINS TCHR IDEA BASE	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06403-221-000	FICA TCHR IDEA BASE	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06403-231-000	RET TCHR IDEA BASE	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06403-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06403-281-000	HSA IDEA BASE ELEM	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06403-320-000	PSP IDEA BASE	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06403-580-000	PSO IDEA BASE TRAVEL	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06403-610-000	SUP IDEA BASE	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06406-111-000	SAL TCHR IDEA PS BASE	3,200.00	256.00	2,560.00	0.00	640.00	20.00

SELECTED Data

# Monthly Expense Report

Date Range: YTD thru 06/30/2021

Arranged by:  
Account Number

Account	Description	Budget	June Expenditures	YTD Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-06406-211-000	HINS TCHR IDEA PS BASE	1,100.00	89.33	893.30	0.00	206.70	18.79
01-2-06406-221-000	FICA TCHR IDEA PS BASE	250.00	19.26	192.60	0.00	57.40	22.96
01-2-06406-231-000	RET TCHR IDEA PS BASE	320.00	25.29	252.90	0.00	67.10	20.96
01-2-06406-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06406-610-000	SUP IDEA PRESCH	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06408-111-000	SAL TCHR IDEA BASE/POVERTY	0.00	8,897.00	88,970.00	0.00	-88,970.00	0.00
01-2-06408-211-000	HINS TCHR IDEA BASE/POVERTY	0.00	3,256.50	32,565.00	0.00	-32,565.00	0.00
01-2-06408-221-000	FICA TCHR IDEA BASE/POVERTY	0.00	643.63	6,445.66	0.00	-6,445.66	0.00
01-2-06408-231-000	RET TCHR IDEA BASE/POVERTY	0.00	878.83	8,788.30	0.00	-8,788.30	0.00
01-2-06408-340-000	PSP IDEA BASE/POVERTY	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06408-610-000	SUP IDEA BASE/POVERTY	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06408-733-000	CAP IDEA BASE/POVERTY EQUIP	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06408-890-000	PSO IDEA BASE/POVERTY OTHER	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06410-111-000	SAL TCHR IDEA ENR POV	105,500.00	0.00	0.00	0.00	105,500.00	100.00
01-2-06410-211-000	HINS TCHR IDEA ENR POV	37,000.00	0.00	0.00	0.00	37,000.00	100.00
01-2-06410-221-000	FICA TCHR IDEA ENR POV	8,000.00	0.00	0.00	0.00	8,000.00	100.00
01-2-06410-231-000	RET TCHR IDEA ENR POV	10,500.00	0.00	0.00	0.00	10,500.00	100.00
01-2-06410-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06410-340-000	PSP IDEA ENR POV	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06410-529-000	PSO IDEA ENR POV OTHER	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06410-610-000	SUP IDEA ENR POV	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06410-730-000	CAP IDEA ENR POV EQUIP	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06412-300-000	PSP IDEA NON-PUBLIC	0.00	0.00	0.00	0.00	0.00	0.00

SELECTED Data

# Monthly Expense Report

Arranged by:  
Account Number

Date Range: YTD thru 06/30/2021

Account	Description	Budget	June Expenditures	YTD Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-06450-320-000	PSP MEDICAID OUTREACH	250.00	0.00	0.00	0.00	250.00	100.00
01-2-06700-610-002	SUP CARL PERKINS	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06700-739-002	CAP CARL PERKINS EQUIP	1,200.00	0.00	0.00	0.00	1,200.00	100.00
01-2-06700-890-000	PSO CARL PERKINS OTHER	0.00	0.00	150.00	0.00	-150.00	0.00
01-2-06969-610-000	Title IV A Supplies	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06996-734-000	CARES	0.00	0.00	83,781.05	0.00	-83,781.05	0.00
01-2-08000-900-000	TRANS TO DEPRECIATION	200,000.00	0.00	0.00	0.00	200,000.00	100.00
01-2-08000-910-000	Trans to Emp. Benefit	25,000.00	0.00	0.00	0.00	25,000.00	100.00
01-2-08000-912-000	TRANS TO LUNCH	50,000.00	0.00	0.00	0.00	50,000.00	100.00
01-2-08000-913-000	TRANS TO ACTIVITIES	25,000.00	0.00	0.00	0.00	25,000.00	100.00
<b>01 Current Year Account Totals:</b>		<b>11,435,420.00</b>	<b>812,367.56</b>	<b>8,832,094.54</b>	<b>0.00</b>	<b>2,603,325.46</b>	<b>22.76</b>
<b>01 FUND Totals:</b>		<b>11,435,420.00</b>	<b>812,367.56</b>	<b>8,832,094.54</b>	<b>0.00</b>	<b>2,603,325.46</b>	<b>22.76</b>
<b>Report Totals:</b>		<b>11,435,420.00</b>	<b>812,367.56</b>	<b>8,832,094.54</b>	<b>0.00</b>	<b>2,603,325.46</b>	<b>22.76</b>

**TO WHOM ISSUED**

**AMOUNT**

<b>TOTAL</b>		\$0.00
Beginning Balance		\$ 2,000.00
Receipts		\$ <u>10.00</u>
		\$ 2,010.00
Expenditures		\$ <u>-</u>
		\$ 2,010.00
Statement Balance	\$ 2,010.00	
Outstanding Deposits	\$ -	
Total	\$ 2,010.00	
Outstanding Checks		\$ -
		\$ <u>-</u>
Balance June 30, 2021		\$ 2,010.00

ALL Data

# Current Cash Balance Report

Date: 06/01/2021 thru 06/30/2021

Arranged by:  
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
<b>A Athletics</b>					
1000 Activities Account	357,496.06	0.00	0.00	0.00	357,496.06
1010 Activity Tickets	202,317.51	0.00	0.00	0.00	202,317.51
1015 Gates	851,420.54	0.00	0.00	0.00	851,420.54
1020 Sale of Equipment	15,981.72	0.00	0.00	0.00	15,981.72
1025 Meals/Lodging	-239,088.58	335.99	1,480.19	0.00	-240,232.78
1030 Officials	-422,143.58	0.00	0.00	0.00	-422,143.58
1035 Football Equipment	-194,851.94	0.00	3,952.84	0.00	-198,804.78
1040 Basketball Equipment	-70,111.92	0.00	0.00	0.00	-70,111.92
1045 Track Equipment	-175,167.23	250.00	11.00	0.00	-174,928.23
1050 Wrestling Equipment	-57,280.85	0.00	0.00	0.00	-57,280.85
1055 Golf Equipment	-22,914.57	0.00	1,879.75	0.00	-24,794.32
1060 Softball Equipment	-42,319.93	0.00	6,695.68	0.00	-49,015.61
1065 Misc. Athletic	-69,430.18	250.00	2,250.00	0.00	-71,430.18
1070 Entry Fees	34,883.98	1,210.00	0.00	0.00	36,093.98
1075 Volleyball Equipment	-45,392.56	0.00	637.15	0.00	-46,029.71
1080 Cross Country Equip.	-25,222.78	0.00	500.00	0.00	-25,722.78
1085 Supplies/Equipment	-139,973.07	0.00	4,488.42	0.00	-144,461.49
1090 Athletic-Other	5,824.38	0.00	0.00	0.00	5,824.38
1091 Jr Hi State Track	19,093.00	0.00	1,774.55	0.00	17,318.45
<b>A Athletics Totals:</b>	<b>-16,880.00</b>	<b>2,045.99</b>	<b>23,669.58</b>	<b>0.00</b>	<b>-38,503.59</b>
<b>B Adult Ed.</b>					
1100 Adult Ed.	3,879.38	0.00	0.00	0.00	3,879.38
<b>B Adult Ed. Totals:</b>	<b>3,879.38</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,879.38</b>
<b>C School</b>					
1200 Yearbook	710.74	0.00	0.00	0.00	710.74
1210 Helping Hands	8,452.40	0.00	0.00	0.00	8,452.40
1215 History Grant	1,435.07	0.00	0.00	0.00	1,435.07
1220 FCS	-524.98	0.00	92.69	0.00	-617.67
1225 Industrial Tech	15,525.54	0.00	0.00	0.00	15,525.54
1229 Life Skills	387.88	0.00	0.00	0.00	387.88
1230 Renaissance	3,369.19	3,200.00	455.86	0.00	6,113.33
1240 Band	13,196.30	0.00	0.00	0.00	13,196.30
1241 Flag Corp	309.49	0.00	0.00	0.00	309.49
1245 Vocal	19,588.54	0.00	0.00	0.00	19,588.54
1246 Special Music	2,723.93	0.00	0.00	0.00	2,723.93
1250 Art Club	6,328.26	0.00	0.00	0.00	6,328.26
1251 Jr. Hi. Art Club	1,029.66	0.00	0.00	0.00	1,029.66
1255 Pop/Lounge	-4,255.34	28.65	94.68	0.00	-4,321.37
1260 General	23,102.15	105.00	1,532.00	0.00	21,675.15
1261 Chromebook Repair	19,428.87	0.00	3,010.80	0.00	16,418.07
<b>C School Totals:</b>	<b>110,807.70</b>	<b>3,333.65</b>	<b>5,186.03</b>	<b>0.00</b>	<b>108,955.32</b>
<b>D Candy</b>					
1300 Candy Fund	-592.90	485.95	690.10	0.00	-797.05
<b>D Candy Totals:</b>	<b>-592.90</b>	<b>485.95</b>	<b>690.10</b>	<b>0.00</b>	<b>-797.05</b>
<b>E Classes</b>					
1400 Senior Class	2,792.39	0.00	593.00	0.00	2,199.39
1410 Junior Class	-435.65	0.00	0.00	0.00	-435.65
1415 Sophomore Class	1,415.00	0.00	0.00	0.00	1,415.00
1420 Freshmen Class	38.25	0.00	0.00	0.00	38.25
1425 8th Class	50.00	0.00	0.00	0.00	50.00
1430 7th Class	0.00	0.00	0.00	0.00	0.00

ALL Data

**Current Cash Balance Report**

Date: 06/01/2021 thru 06/30/2021

Arranged by:  
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
<b>E Classes Totals:</b>	3,859.99	0.00	593.00	0.00	3,266.99
<b>F Clubs</b>					
1500 Cheerleaders	6,313.83	4,350.00	5,224.00	0.00	5,439.83
1505 Elem. Circle of Friends	273.62	0.00	0.00	0.00	273.62
1506 H.S. Circle of Friends	-195.92	0.00	0.00	0.00	-195.92
1510 Drama	0.00	0.00	0.00	0.00	0.00
1511 English Activities	-71.71	0.00	0.00	0.00	-71.71
1512 Entrepreneurship	3,036.57	0.00	0.00	0.00	3,036.57
1515 FFA	11,273.94	0.00	798.30	0.00	10,475.64
1516 Fit Kids	125.00	0.00	0.00	0.00	125.00
1520 Sr. Hi Quiz Bowl	652.12	0.00	0.00	0.00	652.12
1521 Jr. Hi Quiz Bowl	300.85	0.00	0.00	0.00	300.85
1522 Media Production	5,397.03	0.00	0.00	0.00	5,397.03
1525 NFL	6,204.78	0.00	0.00	0.00	6,204.78
1530 NHS	658.60	0.00	0.00	0.00	658.60
1531 One Act	6,803.10	47.00	0.00	0.00	6,850.10
1535 D.I.	-219.58	0.00	0.00	0.00	-219.58
1540 SPB	2,063.38	0.00	0.00	0.00	2,063.38
1545 SADD	1,155.33	0.00	0.00	0.00	1,155.33
1550 Student Council	2,228.71	0.00	0.00	0.00	2,228.71
1555 Donations to School	0.00	0.00	0.00	0.00	0.00
1560 Driver's Ed.	4,290.00	0.00	0.00	0.00	4,290.00
1565 School Gala	-989.33	0.00	0.00	0.00	-989.33
1570 Improv	757.07	0.00	0.00	0.00	757.07
1575 Math A.P.	-4,369.54	0.00	0.00	0.00	-4,369.54
1580 Media	1,330.22	18.00	0.00	0.00	1,348.22
1585 Post Prom	169.18	0.00	0.00	0.00	169.18
1590 Science Club	1,060.07	0.00	0.00	0.00	1,060.07
1595 Walk Fit	105.00	0.00	0.00	0.00	105.00
1647 C.Country Club	-743.50	0.00	0.00	0.00	-743.50
1652 Legends Scholarship	-750.00	0.00	0.00	0.00	-750.00
1718 6th Grade	1,965.16	0.00	0.00	0.00	1,965.16
<b>F Clubs Totals:</b>	<b>48,823.98</b>	<b>4,415.00</b>	<b>6,022.30</b>	<b>0.00</b>	<b>47,216.68</b>
<b>G Sports</b>					
1600 Boys Future B.Ball	1,149.05	1,164.00	2,266.97	0.00	46.08
1610 Football Club	1,577.48	0.00	0.00	0.00	1,577.48
1620 Girls Future B.Ball	1,213.10	1,390.00	1,470.00	0.00	1,133.10
1625 Boys Golf	73.84	0.00	0.00	0.00	73.84
1626 Girls Golf	2,222.96	0.00	0.00	0.00	2,222.96
1627 Gothenburg B.Ball Club	0.00	0.00	0.00	0.00	0.00
1628 Jr. Hi Football Club	1,180.11	548.00	0.00	0.00	1,728.11
1629 Jr. Power Wt. Lifting	0.00	0.00	0.00	0.00	0.00
1630 Softball	3,645.84	86.00	0.00	0.00	3,731.84
1635 Mat Maids	219.56	0.00	0.00	0.00	219.56
1640 VolleyBall	760.88	30.00	120.00	0.00	670.88
1643 7-8th Volleyball	728.31	0.00	0.00	0.00	728.31
1645 Youth Volleyball	773.37	0.00	0.00	0.00	773.37
1650 Wrestling Boosters	-2,029.86	0.00	0.00	0.00	-2,029.86
1651 Summer Wrestling	32,477.84	40,548.50	35,457.61	-50.00	37,518.73
<b>G Sports Totals:</b>	<b>43,992.48</b>	<b>43,766.50</b>	<b>39,314.58</b>	<b>-50.00</b>	<b>48,394.40</b>

ALL Data

# Current Cash Balance Report

Date: 06/01/2021 thru 06/30/2021

Arranged by:  
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
<b>H Elementary</b>					
1700 Elem. Book Fair	8,300.49	0.00	117.80	0.00	8,182.69
1701 Elem. Art Program	1,991.06	0.00	1,828.58	0.00	162.48
1710 Elem. Fund Raising	19,616.88	0.00	288.36	0.00	19,328.52
1711 1st Grade	3,604.73	0.00	191.67	0.00	3,413.06
1712 2nd Grade	2,867.27	0.00	27.41	0.00	2,839.86
1713 4th Grade	1,075.55	0.00	0.00	0.00	1,075.55
1714 5th Grade	6,706.81	0.00	0.00	0.00	6,706.81
1715 Elem. Lounge	2,030.69	0.00	148.02	0.00	1,882.67
1716 3rd Grade	1,000.88	0.00	0.00	0.00	1,000.88
1717 Kindergarten	1,465.97	0.00	0.00	0.00	1,465.97
1720 Elem. Stu. Co.	234.43	0.00	0.00	0.00	234.43
1725 Elem. O.D. Ed.	-4,560.50	0.00	0.00	0.00	-4,560.50
<b>H Elementary Totals:</b>	44,334.26	0.00	2,601.84	0.00	41,732.42
<b>I Interest</b>					
1800 DDA Interest	4,119.51	32.60	0.00	0.00	4,152.11
1810 CD Interest	9,589.23	0.00	0.00	0.00	9,589.23
<b>I Interest Totals:</b>	13,708.74	32.60	0.00	0.00	13,741.34
<b>J Scholarships</b>					
1900 Athletics Count	210.75	0.00	0.00	0.00	210.75
1910 Alberts Memorial	231.51	6.20	0.00	0.00	237.71
1915 Alumni	0.00	0.00	0.00	0.00	0.00
1920 Greene Memorial	22,160.11	10.60	0.00	0.00	22,170.71
1925 Uehling Scholarship	-2,257.57	0.00	0.00	0.00	-2,257.57
1930 J.L. Brock Scholarship	105.00	0.00	0.00	0.00	105.00
1935 Pioneer Seed Scholarship	0.00	0.00	0.00	0.00	0.00
1940 Swedes Lead Scholarship	3,574.00	0.00	0.00	0.00	3,574.00
<b>J Scholarships Totals:</b>	24,023.80	16.80	0.00	0.00	24,040.60
<b>Report Totals:</b>	275,957.43	54,096.49	78,077.43	-50.00	251,926.49

ALL Data

# Check Summary Report

Arranged by:  
Check Number

Date: 06/01/2021 thru 06/30/2021

Check Number	Status	Check / Void Date	Vendor Name	PO Number	Description	Amount
000001	C	06/30/2021	Deluxe Checks		Deluxe Deposit Slips	202.00
023322	C	06/04/2021	Ellerbrock Norris		Summer Wrestlins	1,155.00
023323	C	06/04/2021	Universal Cheerleaders Assoc.		Cheerleaders	5,224.00
023324	C	06/08/2021	Broken BowTurBow		Girls Future B.Ball	320.00
023325	O	06/08/2021	Duke Hoops		Girls Future B.Ball	350.00
023326	C	06/08/2021	Hershey Basketball		Girls Future B.Ball	350.00
023327	O	06/08/2021	KCHS Girls Basketball Camp		Girls Future B.Ball	300.00
023328	O	06/08/2021	Kearney Summer Leauge		Girls Future B.Ball	150.00
023329	C	06/10/2021	AssetGenie, Inc.		Chromebook Repair	639.40
023330	C	06/10/2021	Cash-Wa Disbributing		Elem Lounge	148.02
023331	C	06/10/2021	Chesterman Company		Candy	690.10
023332	C	06/10/2021	Comfort Suites		JH St. Championship	854.00
023333	C	06/10/2021	Gothenburg Leader		Track Shirts	250.00
023334	C	06/10/2021	GovConnection, Inc.		Chromebook Repair	2,371.40
023335	C	06/10/2021	Hampton Inn & Suites		Dist. Wrestling	576.00
023336	C	06/10/2021	Jami Stotenbecker		Elem. Art Club	380.00
023337	O	06/10/2021	Johnny on the Spot		Athletic	480.00
023338	C	06/10/2021	Kara Libich		Elem. Art Club	225.00
023339	C	06/10/2021	Lou's Sporting Goods		Athletic	3,614.93
023340	C	06/10/2021	Peterson's Supermarket		FCS/FFA/Ren/Ath/2nd Grade	509.33
023341	C	06/10/2021	Sideline Power		Athletic	480.00
023342	C	06/10/2021	Sportdecals		Boys Future B.Ball	1,916.97
023343	C	06/10/2021	Dee's Floral & Gifts		Sr. Class	593.00
023344	C	06/14/2021	Bryce Abbey		Summer Wrest;omg	501.80
023345	C	06/14/2021	Dalton Jensen		Summer Wrestling	769.00
023346	C	06/14/2021	Gothenburg Leader		Weightlifting shirts	2,160.00
023347	C	06/14/2021	Melissa Price		Summer Wrestling	750.00
023348	C	06/15/2021	Wahoo High School		Boys Future B.Ball	350.00
023349	C	06/18/2021	Brady Fago		Summer Wrestling	250.00
023350	C	06/18/2021	Brennan Seitsinger		Summer Wrestling	250.00
023351	C	06/18/2021	Bryce Larson		Summer Wrestling	250.00
023352	C	06/18/2021	Gage Stokey		Summer Wrestling	250.00
023353	C	06/18/2021	Grayson Fries		Summer Wrestling	250.00
023354	C	06/18/2021	Jayden Miller		Summer Wrestling	350.00
023355	O	06/18/2021	Jimmy Ryan		Summer Wrestling	250.00
023356	C	06/18/2021	Joseph Reimers		Summer Wrestling	350.00
023357	C	06/18/2021	Noah Larson		Summer Wrestling	250.00
023358	C	06/18/2021	Patrick Hudson		Summer Wrestling	100.00
023359	C	06/18/2021	Paul Ruff		Summer Wrestling	250.00
023360	C	06/18/2021	Quinton Chavez		Summer Wrestling	250.00
023361	O	06/18/2021	Riley Baker		Summer Wrestling	250.00
023362	C	06/18/2021	Trevor Holley		Summer Wrestling	250.00

# Check Summary Report

Date: 06/01/2021 thru 06/30/2021

Check Number	Status	Check / Void Date	Vendor Name	PO Number	Description	Amount
023363	C	06/18/2021	Vincent Nichols		Summer Wrestling	250.00
023364	C	06/18/2021	Wyatt Anderson		Summer Wrestling	250.00
023365	C	06/18/2021	Wyatt Hotz		Summer Wrestling	250.00
023366	C	06/18/2021	Recognition Unlimited		Summer Wrestling	68.90
023367	C	06/18/2021	Amy Thiele		Summer Wrestling	150.00
023368	C	06/18/2021	Gothenburg Youth Wrestling		Summer Wrestling	15,000.00
023369	O	06/23/2021	Hampton Inn Sidney		Athletic St. Golf	320.00
023370	C	06/23/2021	Sterling West		Elem. F.R.	144.18
023371	O	06/23/2021	York High School		Summer V.Ball	120.00
023372	O	06/30/2021	Alert Services		Supplies	910.47
023373	O	06/30/2021	Amy Harrison		Elem. Bk. Fair	117.80
023374	O	06/30/2021	Brittany Jesseph		1st Grade	191.67
023375	O	06/30/2021	Gilman Gear		Supplies	1,523.97
023376	O	06/30/2021	Hot Lunch		Summer Wrestling	2,349.66
023377	O	06/30/2021	Kaid Hogan		Summer Wrestling	10.00
023378	O	06/30/2021	Lou's Sporting Goods		Athletic	7,190.74
023379	O	06/30/2021	Maggie Miller		Renaissance	50.00
023380	O	06/30/2021	Meca Sportswear		Athletic	2,018.25
023381	O	06/30/2021	Millard South		Summer Wrestling	150.00
023382	O	06/30/2021	Misko Sports		Summer Wrestling	3,264.00
023383	O	06/30/2021	Nebraska School Activities		Membership 2021/2022	1,170.00
023384	O	06/30/2021	Rachel Hughson		Summer Wrestling	160.00
023385	O	06/30/2021	Sport Boards		Athletic	11.00
023386	O	06/30/2021	Sterling West		Elem. Fund Raising	144.18
023387	O	06/30/2021	Sun Theatre		Summer Wrestling	76.00
023388	O	06/30/2021	Team Concepts		Summer Wrest	5,000.00
023389	O	06/30/2021	Tricia Kuszak		Summer Wrestling	150.00
023390	O	06/30/2021	US Bank		Ath/FFA/Wrest/Ren	5,081.98
023391	O	06/30/2021	US Foods		H.S. Lounge	94.68
023392	O	06/30/2021	Wild Horse Golf Club		Athletic	2,000.00

**Report Total:** 78,077.43

# Check Journal

Fiscal Year: 2021

Check Number	Date	Vendor ID	Vendor Name				Direct Deposit
Invoice	Invoice Date	PO Number	Ereq Num	PO Date	Description	Payable	Accrued
Account Number			Account Description				Payment
<b>Journal Number: 681</b>		<b>Hot Lunch-June 2021</b>		<b>Posted: 07/01/2021</b>			
<b>Computer Checks</b>							
<b>06 - LUNCH FUND</b>							
Bank Account :B - GSB-Hot Lunch							
00004533	06/30/2021	CASHWA	Cash-Wa Distributing				
122080	06/30/2021			07/01/2021	Food/Supplies		
06-2-03100-610-000			SUP SUPPLIES			-397.29	397.29
06-2-03100-630-000			SUP FOOD			-12,180.40	12,180.40
					Invoice Total:	-12,577.69	12,577.69
					Check Total:	-12,577.69	12,577.69
00004534	06/30/2021	ECOLABPEST	Ecolab Pest Elimination				
4713007	06/30/2021			07/01/2021	Misc.		
06-2-03100-890-000			MISCELLANEOUS			-69.82	69.82
					Invoice Total:	-69.82	69.82
					Check Total:	-69.82	69.82
00004535	06/30/2021	HILADAIRY	Hiland Dairy				
14345	06/30/2021			07/01/2021	Milk		
06-2-03100-630-000			SUP FOOD			-2,863.96	2,863.96
					Invoice Total:	-2,863.96	2,863.96
					Check Total:	-2,863.96	2,863.96
00004536	06/30/2021	PETESUPE	Peterson's Supermarket				
June	06/30/2021			07/01/2021	Food/Supplies		
06-2-03100-610-000			SUP SUPPLIES			-1.25	1.25
06-2-03100-630-000			SUP FOOD			-66.43	66.43
					Invoice Total:	-67.68	67.68
					Check Total:	-67.68	67.68
00004537	06/30/2021	USFOODS	U S Foods, Inc.				
14176309	06/30/2021			07/01/2021	Food/Supplies		
06-2-03100-610-000			SUP SUPPLIES			-349.34	349.34
06-2-03100-630-000			SUP FOOD			-1,587.60	1,587.60
					Invoice Total:	-1,936.94	1,936.94
					Check Total:	-1,936.94	1,936.94
00004538	06/30/2021	USBANK	U.S. Bank				
9190	06/30/2021			07/01/2021	Supplies		
06-2-03100-610-000			SUP SUPPLIES			-57.72	57.72
					Invoice Total:	-57.72	57.72
					Check Total:	-57.72	57.72
					<b>06 - LUNCH FUND</b>	<b>-17,573.81</b>	<b>17,573.81</b>
			<b>Total of Computer Checks</b>			<b>-17,573.81</b>	<b>17,573.81</b>
<b>Manual Checks</b>							
Bank Account :B - GSB-Hot Lunch							
00000001	06/30/2021	MAGIWRIT	Magic-Wrighter Inc.				
June	06/11/2021			07/01/2021	E-Funds Fees		
06-2-03100-890-000			MISCELLANEOUS			-20.00	20.00

# Check Journal

Fiscal Year: 2021

Check Number Invoice Account Number	Date Invoice Date	Vendor ID PO Number	Vendor Name Ereq Num Account Description	PQ Date	Description	Payable	Direct Deposit Accrued Payment
Invoice Total:						-20.00	20.00
Check Total:						-20.00	20.00
<b>Total of Manual Checks</b>						<b>-20.00</b>	<b>20.00</b>
Fund Summary							
06 - LUNCH FUND						-17,593.81	17,593.81
Payroll Summary							
<b>Report Total:</b>						<b>-17,593.81</b>	<b>17,593.81</b>

SELECTED Data

# Cash Summary Report

Arranged by:  
Fund ID

Date Range: 06/01/2021 thru 06/30/2021

<u>Fund</u>	<u>Beginning</u>	<u>Revenue</u>	<u>Expenditures</u>	<u>Other</u>	<u>Ending</u>	<u>Encumbrances</u>	<u>Payables</u>	<u>Unencumbered</u>
06	<b>LUNCH FUND</b>							
	222,635.03	986.50	-30,602.76	0.00	193,018.77	0.00	0.00	193,018.77
<b>Report</b>								
<b>Totals:</b>	<u>222,635.03</u>	<u>986.50</u>	<u>-30,602.76</u>	<u>0.00</u>	<u>193,018.77</u>	<u>0.00</u>	<u>0.00</u>	<u>193,018.77</u>

**Administrator Report**

Meeting: July Board Meeting

Date: 7/12/21

Mrs. Angie Richeson

---

**Thank You to the Custodial Staff:** A huge thank you to the custodial for working so hard the last few months to get our elementary building ready for the start of Summer School, as well as the start of the school year. The carpets are clean, things have been wiped down and disinfected, and we can literally see our reflection in the newly waxed floors. We are ready for Summer School to start on Monday, July 12th!

**Administrator Report**

Date: 7/12/21

Mr. Seth Ryker, Secondary Principal

=====

**Topics:**

Credit Recovery

Open House

Administrator Days

**I. Credit Recovery**

- a. We had 12 students participate in the credit recovery program in June.
  - i. 1 Student was able to recover 14 semester credits and one diploma was awarded!
  - ii. Edgenuity platform was a great improvement over Odysseyware.

**II. GPS Open House**

- a. Open House will return on Tuesday, August 10th (5:30-8:00)
  - i. Orientation for 7th & 9th grade students as well as students new to the district.
  - ii. Community vendors can contact the district office to request a table
  - iii. Information will be available in both newspapers later this month

**III. Administrator Days**

- a. In person Administrator Days returns to Kearney July 28-30

## **Administrator Report**

Meeting: July Board Meeting

Date: 7/12/2021

Mr. Marc Mroczek, Activities Director

=====

### **Topics:**

#### Gym Floors

#### New Record Boards

#### NCA Multi-Sports Clinic

#### Fall Activities Start Date

### **I. Gym Floors**

- The South gym floor was waxed the last week of May.
- The North gym floor is currently in the process of being sanded down and will be repainted. Completion date is set for August 1, 2021.

### **II. New Record Boards**

- We are currently installing the new record boards for our sports teams on the east wall of the cafeteria. A new JH Track record board will be installed near the north gym. The current one is outdated and hangs in the hallway that goes to the weight room.

### **III. NCA Multi-Sports Clinic**

- The Nebraska Coaches Association Multi-Sports Clinic will be held on July 27-29, 2021, in Lincoln in conjunction with the National High School Athletic Coaches Association.
- We have 21 coaches attending. I will also be attending the conference as well.

### **IV. Fall Activities Start Date**

- All fall sports can begin conditioning the week of August 2-6, 2021.
- All fall sports will officially start practice on August 9, 2021.

Administrative Report  
July 12, 2021  
Mrs. Tomye McKenna  
Special Education Director/Assistant Elementary Principal

+++++

Topic:

- 1. New paraprofessional
- 2. Summer Services

- 1. New Paraprofessional
  - a. We are in the process of hiring a new paraprofessional to support students at Gothenburg Public Schools.
  
- 2. Summer Services
  - a. Special Education staff (Mrs. Malcom, Mrs. Keiser, and Mrs. Feather) continue to provide services throughout the summer to students based on their educational needs.

## **Administrator Report**

Meeting: July Board Meeting

Date: 7/12/21

Mrs. Allison Jonas

**Pk Programs:** Continuing to collaborate with GECLC. We've been working on scholarship applications and it's exciting to see how our private providers are filling a need in our community. Currently, 100% of our kindergarten class attended preschool. Just five years ago, this was consistently 80%. The impact of quality childcare environments will continue to have a positive impact on the community now and well into the future.

### **Curriculum:**

**All core content areas** have been updated to align to new standards.

**ELA Standards** - Are currently under review at NDE.

To view the first draft of the provisions click [here](#).

To take the survey click [here](#).

The changes are not major but do align with new research around the Science of Reading (which our materials were selected on).

**Mentor Program:** Mentors have made contact with their mentees and everyone is excited for the new year! Board members are invited to join us for lunch on Monday, August 2nd at the Barn N Grill. Please let me know if you plan to attend.

- Swede Orientation – A week with new teachers to prepare them for their life as a Swede! A little more complex this year than in years past but we have a good plan!

### **Professional Development:**

- Assessment Manual & Continuous Improvement Handbook - Being combined into a single "playbook" that will align with our strategic plan.
- Weekly Learning Team Agendas – Updated weekly with upcoming agenda items
- Back to School In-service – A working document with professional development opportunities offered in the days leading up to school starting.

**Administrator Report**

Meeting: July Board Meeting

Date: 7/12/21

Dr. Todd Rhodes, Superintendent

=====

**2021-2022 School Lunches:**

- The federal government will continue free meals for all students through June of 2022.

**Summer Projects:**

- The maintenance and custodial staff have had a busy summer readying the buildings and classrooms for students. The North Gym floor has been sanded, repainted and refinished.

**Dudley Renovation Project:**

- The Dudley Renovation Project remains on schedule.

**Budget Workshop:**

- Work has begun on the 2021-2022 budget. We will need to set a day and time for the budget workshop.

**NCSA Administrator Days:**

- Administrators' Days 2021 will be held on Wednesday, July 28<sup>th</sup> through Friday July 31<sup>st</sup>.

**2020-2021 Contract Days:**

- July-20 days
- August-21 days
- September-21 days
- October-21 days
- November-17 days
- December-18 days
- January-19 days
- February-19 days
- March-22 days
- April-20 days
- May- 18 days
- June- 17 days

Internal Board Policies - Methods of OperationAgenda Construction and Control

- A. Written meeting agendas will be prepared by the Superintendent of Schools in corroboration with the President of the Board of Education. Any Board member may submit agenda items to be placed on the agenda by the Superintendent and the Board President.
- B. Control of the agenda is the responsibility of the Board President.
- C. Agenda items shall be sufficiently descriptive to give the public reasonable notice of the matters to be considered at the meeting.
- D. An agenda, kept continuously current, shall be readily available for public inspection at the office of the Superintendent of School of the Gothenburg School District during normal business hours. Except for items of an emergency nature, the agenda shall not be altered later than 24 hours before the scheduled commencement of the meeting. The School Board shall have the right to modify the agenda to include items of an emergency nature only by action taken at the public meeting at which the item is to be considered.

Legal Reference: § 84-1411

Date of Adoption: November 13, 2006

Internal Board Policies - Methods of OperationProcedures During Meetings

In the absence of the President and the Vice President of the Board of Education at any meeting, the Board shall choose a President pro tempore. In the absence of the Secretary at any meeting, the Board shall also choose a Secretary pro tempore.

Any action taken on a question or a motion duly moved and seconded shall be by roll call vote of the Board in open session, and the record shall state how each member voted, or if the member was absent or abstained.

The vote to elect the leadership of the Board of Education at the reorganization meeting shall be taken by secret ballot, but the total number of votes for each candidate shall be recorded in the minutes of the meeting.

Legal Reference:     §79-569  
                          §79-520  
                          §84-1413

Date of Adoption: April 14, 2008

Bylaws of the Board - MeetingsRegular Meetings

The Board shall meet in regular session on the second Monday of each calendar month, unless otherwise designated by the president with the approval of the Board. All meetings shall be held in the boardroom at the Gothenburg Schools unless otherwise designated by the president with the approval of the Board. In each odd-numbered year, the January meeting will be held on or after the first Thursday after the first Tuesday.

Legal Reference: §79-554 §79-555 §84-1401

Special Meetings

A special meeting of the Board may be called by the president when in his opinion it is necessary, or upon recommendation of the Superintendent of Schools, or any two (2) Board members. No business shall be transacted at any special meeting, which does not come within the purpose, or purposes set forth in the call for the meeting unless it is of an emergency nature. Special Board sessions may be adjourned to a definite date and time.

Legal Reference: §79-520 §79-554 §79-555 §84-1401

Advance Delivery of Meeting Materials

The Board shall require the Superintendent to prepare an agenda which, with the minutes, shall be mailed or delivered to the Board members on Friday or prior to each regular monthly Board meeting.

Items not placed on the regular agenda may be tabled until the regular meeting on the following month to provide the Board adequate time to research the item in question. All citizens in the district boundary are permitted to place an item on the agenda. Those persons outside the district may place an item on the agenda by permission of the President of the Board or the Superintendent of Schools.

Order of Business

The following shall be the order of business for the regular meetings. The order of business may be changed by consent of all members present.

Meeting call to order, Pledge of Allegiance, Approval/Changes to Agenda, Recognition of Visitors, Business Items (Consent Agenda, Action Items, Policy Review, and Reports), Discussion Items, Time/Date of Next Meeting, Adjournment.

Parliamentary Procedure

The rules of parliamentary procedures as embodied in Robert's Rules of Order shall govern the school Board in its deliberation when the issue in question is not covered by these policies and bylaws.

Minutes

The Board of Education shall keep minutes of all meetings showing the time, place, members present and absent, and the substance of all matters discussed. The minutes shall be prepared by the secretary immediately following the meeting, shall be written, shall be available for inspection by the public and for distribution to the members of the Board within ten (10) working days, or prior to the next convened meeting, whichever occurs earlier, and shall be a part of the agenda for the next regular meeting at which time they shall be corrected, if necessary, and approved. The minutes shall be kept in the office of the superintendent and shall be public records and open to public inspection during normal business hours.

Legal Reference: §79-577 §79-555 §§ 84-1408-1414

Voting

Any action taken on any question or motion duly moved and seconded shall be by roll call vote of the Board in open session, and the record shall state how each member voted, or if the member was absent or not voting. The requirement of a roll call or viva voce vote may be satisfied by used of an electronic voting device, which allows the yeas and nays of each member of the board to be readily seen by the public.

Date of Adoption: May 12, 2008

Date of Revision: August 8, 2016

Internal Board Policies - Methods of OperationOpportunity for Public Expression

The Board of Education as a representative body, recognizes the importance of the public's viewpoint relative to the direction of the educational programs in Gothenburg Public Schools. Therefore, the following guidelines have been established for patrons to efficiently and effectively give expression to their suggestions, concerns, and grievances:

- A. Public Forum - Each Board meeting shall have on its agenda a specific time entitled Public Forum, during which patrons may address the Board on matters of general concern. Patrons wishing to address the Board during the Public Forum will be allowed five (5) minutes to express their view. Board of Education members will refrain from expressing personal opinions during the Public Forum unless asked a direct question by a patron recognized by the Board President as having the floor. The Board imposed time limit may be extended by a majority vote of the Board following a request to do so. Board action may not be taken on matters discussed during the Public Forum unless the matter specifically appears on the prepared agenda. In the discretion of the Board President, the Public Forum may be omitted or bypassed at some, but not all, meetings of the Board of Education.
- B. Concerns and Complaints - Board action shall not be taken regarding a concern or complaint unless the following procedure has been followed:
  - Step 1. All Complaints concerning a particular school situation shall be submitted to the Principal of the building. They should be submitted in writing when practical. If the party involved is other than an individual, then the organization or persons represented shall be identified. If the problem involves other than an individual building, then the matter shall be directed to the Superintendent.
  - Step 2. Should the matter not be resolved to the satisfaction of the parties involved, they may appeal to the Superintendent.
  - Step 3. If the initiating party is not satisfied with the response of the Superintendent, said party may address a written appeal to the Board of Education through the Secretary of the Board.
- C. Speak to Agenda Item - Patrons or visitors who desire to have an item placed on the monthly Board meeting agenda and speak on that item should make their wishes known to the Superintendent prior to the distribution of the meeting agenda. Upon receipt of a request to be heard the Superintendent may, in the discretion of the Superintendent, place the item on the agenda. The Board President shall then allow the patron or visitors to address the Board at the appropriate time. The length of this presentation will be determined at the discretion of the Board President. Persons who wish to speak to an agenda item will not be required to have their name be placed on the agenda prior to the meeting in order to speak about items on the agenda.

Legal Reference: §84-1412

Date of Adoption: July 14, 2008

Board of Education Regular Meeting  
June 14, 2021--5:00 P.M.  
Discovery Center

The mission of Gothenburg Public Schools is to prepare all students to become lifelong learners within a positive and innovative learning environment.

Attendance Taken at 4:50 P.M.

Present Board Members:

Jon Hudson  
Kyle Fornoff  
Kelly Terrell  
Becky Jobman  
Nate Wyatt  
Devin Brundage

Others Present:

Todd Rhodes--Superintendent  
Kay Streeter, Business Manager  
Seth Ryker  
Tomye McKenna  
Marc Mroczek  
Allison Jonas  
Ellen Mortenson--Gothenburg Leader

Regular meeting was called to order at 5:00 P.M.  
Pledge of Allegiance/Open Meetings Posted

**Amend Agenda**

**Motion Passed:** Motion to amend the agenda by moving 3.1, Public Participation, to follow 3.2, Presentations passed with a motion by Brundage and a second by Fornoff.

Terrell	Yes	Brundage	Yes
Fornoff	Yes	Hudson	Yes
Jobman	Yes	Wyatt	Yes

**Presentations**

Mr. Robin Stevens shared with the Gothenburg School Board his experiences as a Nebraska State Board of Education member. Mr. Stevens explained the process of approving State Standards, and answered questions from the Board regarding the proposed Health Standards. Board thanked Mr. Stevens for sharing this information.

Mrs. Allison Jonas, Director of Teaching and Learning shared a summary of the 2020-2021 school year with a presentation on Curriculum, Instruction and Assessments. Mrs. Jonas shared data that shows how Gothenburg Schools students performed during the 2020-2021 school year. Even through the Pandemic, and distance learning, our students, in most cases, scored higher than the State averages. Thank you to teachers, administrators, and parents, as well as the Board for hard work during this time.

**Recognition of Visitors**

President Wyatt read Board Policy 8346, regarding public expression and participation. President Wyatt then asked for public participation from those who were in attendance. Hearing none, the Board moved on with the agenda.

6:08 P.M.

**Consent Agenda**

**Motion Passed:** Motion to approve consent agenda as presented passed with a motion by Fornoff and a second by Jobman.

Approval of all Previous minutes		Approval of Treasurer's Report	
Approval of Warrants/Bills		Excuse Absent Board Members-None	
Approval of Option Students: 2021-2022--Dakari Logan and Nakaiya Logan to Cozad.			
Brundage	Yes	Jobman	Yes
Hudson	Yes	Terrell	Yes
Fornoff	Yes	Wyatt	Yes

**Policies**

**Motion Passed:** Motion to adopt Board Policy 5205, Graduation Requirements, passed with a motion by Brundage and a second by Hudson.

Brundage	Yes	Terrell	Yes
Fornoff	Yes	Hudson	Yes
Jobman	Yes	Wyatt	Yes

**Paulsen's**

**Motion Passed:** Motion to approve pay applications #2 and #3 to Paulsen's Inc. passed with a motion by Fornoff and a second by Terrell.

Jobman	Yes	Brundage	Yes
Hudson	Yes	Terrell	Yes
Fornoff	Yes	Wyatt	Yes

**Strategic Plan**

Dr. Rhodes presented a summary of the Strategic Plan for the Board's approval. This action will be tabled for the July Board meeting, so the Board has an opportunity to look at the plan in greater detail.

**Accreditation**

**Motion Passed:** Motion to approve district accreditation through the Nebraska Frameworks passed with a motion by Fornoff and seconded by Hudson.

Fornoff	Yes	Terrell	Yes
Jobman	Yes	Brundage	Yes
Hudson	Yes	Wyatt	Yes

**Girls Tennis**

**Motion Passed:** Motion to approve Girls Tennis as a NSAA sanctioned activity for Gothenburg Public Schools passed with a motion by Brundage and a second by Jobman.

Hudson	Yes	Fornoff	Yes
Brundage	Yes	Jobman	Yes
Terrell	Yes	Wyatt	Yes

**Girls Wrestling**

**Motion Passed:** Motion to approve Girls Wrestling as a NSAA sanctioned activity for Gothenburg Public Schools passed with a motion by Hudson and a second by Terrell.

Jobman	Yes	Fornoff	Yes
Terrell	Yes	Brundage	Yes
Hudson	Yes	Wyatt	Yes

**Administrative Reports**

**Mrs. Richeson--Elementary Principal**

Camp Dudley will begin July 12-July 30. There will be two sessions, 8:00-9:30 or 10:00-11:30.

**Mr. Ryker--High School Principal**

We have 11 students working on credit recovery this month. Made changes to some of the schedules due to COVID. Staff and students like the changes, so will continue for next year. Handbook changes.

**Mr. Marc Mroczek--Activities Director/Asst. Principal**

Strength and conditioning started June 1. Attendance is great. Summer Camps and open gyms are in full swing. Swede Boys/Girls placed 3rd in SWC Cup final standings. New coaching and sponsor assignments for 2021/2022

**Mrs. Tomye McKenna--SPED Director**

Donica Williams is the newest paraprofessional. SPED numbers update. Special Educational handbook changes.

**Mrs. Allison Jonas--Director of Teaching/Learning**

Swede Preschool Academy is full for 2021/2022. Mentor Program has five new staff members and one student teachers.

Board of Education Regular Meeting  
May 10, 2021--7:00 P.M.  
Discovery Center  
Page 4

**Dr. Todd Rhodes--Superintendent**

Brief update on legislation. Dudley Renovation project continues to move forward.

**Discussion**

August 4 Board/staff picnic at Jeffery Lake. 5:30 P.M.

Next regular meeting--July 12, 2021--5:00 P.M.

**Adjournment**

**Motion Passed:** Motion to approve adjournment at 6:56 P.M., passed with a motion by Jobman and a second by Fornoff.

Brundage	Yes	Jobman	Yes
Hudson	Yes	Terrell	Yes
Fornoff	Yes	Wyatt	Yes

Kay Streater, Business Manager/Recording Secretary

**SCHOOL DISTRICT # 20**  
Treasurer's Report for the month of:  
**June 2021**

**GENERAL FUND**

05/28/21	Balance from last month		\$	4,782,500.91
06/10/21	Int CD xxx839 - 1510	\$		292.07
06/10/21	St. of Neb- DS SN20	\$		8,903.36
06/10/21	Lincoln Co Treasurer - 20	\$		43,041.64
06/10/21	School Specialty-AEPA online rebate 1100-610-1	\$		372.64
06/10/21	Sale of tables 1990	\$		220.00
06/10/21	Hern 1312	\$		36.00
06/10/21	Sedlacek 1312	\$		260.00
06/10/21	HHS Credit Recovery 1312	\$		130.00
06/14/21	St. of Neb- MAC SN20	\$		4,919.88
06/14/21	St. of Neb- MAC SN20	\$		9.29
06/15/21	St. of Neb-GMS Payments Idea Code 6408/4518	\$		37,683.00
06/15/21	St. of Neb-GMS Payments Idea Code 6408/4518	\$		71,733.00
06/15/21	Custer County Treasurer Direct Deposit	\$		122,164.77
06/15/21	Dawson County Treasurer Direct Deposit	\$		518,580.48
06/16/21	Reverse duplicate charge back from First State	\$		72.00
06/18/21	St/Fed Withholding Taxes-June	\$		1,630.40
06/18/21	City of Gothenburg vendor payment	\$		1,488.74
06/18/21	City of Gothenburg vendor payment	\$		98,212.74
06/22/21	Hot Lunch Payroll-June	\$		6,276.52
06/22/21	Retirement	\$		1,488.74
06/23/21	St. of Neb-Special Ed School FFR Reimbursement 19-20	\$		50,824.00
06/24/21	St. of Neb-Special Ed School FFR Reimbursement 19-20	\$		58,592.00
06/24/21	St. of Neb-Special Ed FFR School Age Extra Pay 19-20	\$		3,910.00
06/30/21	Int CD xxx988 - 1510	\$		41.30
06/30/21	Sale of tables 1990	\$		15.00
06/30/21	Callaway Schools 1323	\$		436.20
06/30/21	ESU #10 6700-890-0	\$		150.00
06/30/21	ESU #10 4525	\$		450.00
06/30/21	St. of Neb-State aid to education- June	\$		72,338.00
06/30/21	Interest DDA xxx063	\$		829.07
	<b>Total receipts for month</b>		<b>\$</b>	<b>1,105,100.84</b>
	<b>Dawson County transfers to</b>			
	<b>Special Building Fund</b>	<b>\$</b>		<b>17,935.86</b>
	<b>Bond Fund</b>	<b>\$</b>		<b>37,509.82</b>
	<b>Custer County transfers to</b>			
	<b>Special Building Fund</b>	<b>\$</b>		<b>4,660.99</b>
	<b>Bond Fund</b>	<b>\$</b>		<b>6,628.10</b>
	<b>Total Warrants paid</b>		<b>\$</b>	<b>1,001,324.95</b>
	<b>Transfer to Sp Building Fund (corrected 7/2/21)</b>		<b>\$</b>	<b>730,366.46</b>
06/30/21	<b>Balance</b>		<b>\$</b>	<b>5,549,908.49</b>
06/30/21	First State Bank xxx101	\$		128,754.38
06/30/21	First State Bank xxx063	\$		2,735,977.85
	COD#xxx303 First State Bank 0.30% due 11-16-21	\$		1,027,708.90
	COD#xxx055 Flatwater Bank 0.25% due 5-16-22	\$		1,000,000.00
	COD#xxx839 Flatwater Bank 0.25% due 6-06-21	\$		234,300.35
	COD#xxx988 First State Bank 0.40% due 6-12-21	\$		20,705.98
	COD#xxx306 Flatwater Bank 0.25% due 7-8-21	\$		250,000.00
	COD#xxx889 First State Bank 0.60% due 1-10-23	\$		82,722.09
	COD#xxx888 First State Bank 0.60% due 1-10-23	\$		25,983.51
	COD#xxx732 First State Bank 1.40% due 04-10-22	\$		43,755.43
06/30/21	<b>Balance of investments and accounts</b>		<b>\$</b>	<b>5,549,908.49</b>

**SCHOOL DISTRICT # 20**  
Treasurer's Report for the month of:  
**June 2021**

**SPECIAL BUILDING FUND**

05/28/21 Balance		\$ 1,854,360.57
06/10/21 Lincoln County Treas	\$ 1,804.87	
06/22/21 Dawson County Treas - transfer from General Fund	\$ 17,935.86	
06/22/21 Custer County Treas - transfer from General Fund	\$ 4,660.99	
06/30/21 Interest DDA xxx866	\$ 474.98	
<b>Total receipts</b>	<b>\$ 24,876.70</b>	
<b>Total Warrants paid</b>	<b>\$ 356,877.00</b>	
<b>Transfers:</b>		
<b>Transfer to General Fund (corrected 7/2/21)</b>	<b>\$ 730,366.46</b>	
 06/30/21 <b>Balance</b>		 <b><u>\$ 791,993.81</u></b>
 06/30/21 First State Bank xxx866	 \$ 791,993.01	
06/30/21 First State Bank xxx321	<u>\$ 0.80</u>	
 06/30/21 <b>Balance of investments and accounts</b>		 <b><u>\$ 791,993.81</u></b>

**EMPLOYEE BENEFIT ACCOUNT**

05/28/21 <b>Balance</b>		<b>\$ 8,282.70</b>
06/18/21 Teacher Dues/Flex Plan	\$ 3,527.66	
06/30/21 Nordin Insurance	\$ 500.00	
<b>Total Receipts</b>	<b>\$ 4,027.66</b>	
<b>Total Warrants paid</b>	<b>\$ 5,100.85</b>	
 06/30/21 <b>Balance</b>		 <b><u>\$ 7,209.51</u></b>
 06/30/21 First State Bank - xxx545	 \$ 7,209.51	
 06/30/21 <b>Balance of investments and accounts</b>		 <b><u>\$ 7,209.51</u></b>

**SCHOOL DISTRICT # 20**  
Treasurer's Report for the month of:  
June 2021

**DEPRECIATION FUND**

05/28/21	Balance		\$	461,549.93
06/10/21	Int CD#xxx266 1410	\$		73.06
06/30/21	Interest DDA xxx515	\$		102.39
	<b>Total receipts</b>		<b>\$</b>	<b>175.45</b>
	<b>Total Warrants paid</b>		<b>\$</b>	<b>-</b>
06/30/21	Balance		<b>\$</b>	<b><u>461,725.38</u></b>
06/30/21	Flatwater Bank xxx515	\$		251,802.74
	COD #xxx476 Flatwater Bank 0.25% due 8-20-21	\$		100,000.00
	COD#xxx266 First State Bank 0.50% due 8-24-21	\$		59,922.64
	COD#xxx477 Flatwater Bank 0.25% due 8-30-21	\$		50,000.00
06/30/21	Balance of investments and accounts		<b>\$</b>	<b><u>461,725.38</u></b>

**SCHOOL DISTRICT 20 BOND FUND**

05/28/21	Balance		\$	700,768.59
06/10/21	Lincoln Co-K-8	\$		2,140.15
06/10/21	Lincoln Co-9-12	\$		2,390.20
06/22/21	Custer Co-transfer from General Fund K-8	\$		455.50
06/22/21	Custer Co-transfer from General Fund 9-12	\$		6,172.60
06/22/21	Dawson Co-transfer from General Fund K-8	\$		13,764.21
06/22/21	Dawson Co-transfer from General Fund 9-12	\$		23,745.61
06/30/21	Interest acct xxx753	\$		256.05
	<b>Total Receipts</b>		<b>\$</b>	<b>48,924.32</b>
	<b>Total paid out</b>		<b>\$</b>	<b>12,651.25</b>
06/30/21	Balance		<b>\$</b>	<b><u>737,041.66</u></b>
06/30/21	First State Bank Acct xxx753	\$		737,041.66
06/30/21	Balance of Investments and accounts		<b>\$</b>	<b><u>737,041.66</u></b>
06/30/21	TOTAL DEPOSITS OF THE DISTRICT		<b>\$</b>	<b><u>7,547,878.85</u></b>

Prepared by Randall G. Waskowiak, Treasurer Dist # 20



**SCHOOL DISTRICT # 20**  
Treasurer's Report for the month of:  
**June 2021**

**First State Bank-total deposits**

DDA xxx101 General Fund	\$ 128,754.38
DDA xxx321 Special Building Fund	\$ 0.80
DDA xxx753 Bond Fund	\$ 737,041.66
DDA xxx063 General Fund	\$ 2,735,977.85
DDA xxx866 Special Building Fund	\$ 791,993.01
DDA xxx545 Employee Benefit Account	\$ 7,209.51
CD#xxx266 Depreciation Fund	\$ 59,922.64
CD#xxx732 General Fund	\$ 43,755.43
CD#xxx888 General Fund	\$ 25,983.51
CD#xxx889 General Fund	\$ 82,722.09
CD#xxx988 General Fund	\$ 20,705.98
CD#xxx303 General Fund	\$ 1,027,708.90

Total deposits are covered by securities pledged to NBISCO  
to meet the 102% statutory pledge requirement. - verified **\$ 5,661,775.76**

**Flatwater Bank - Total deposits**

COD#xxx839 General Fund	\$ 234,300.35
COD#xxx306 General Fund	\$ 250,000.00
COD#xxx476 Depreciation Fund	\$ 100,000.00
DDA xxx515 Depreciation Fund	\$ 251,802.74
COD#xxx477 Depreciation Fund	\$ 50,000.00
COD#xxx055 General Fund	\$ 1,000,000.00

Total **\$ 1,886,103.09**

Reconciled by Kay Streeter

06/30/21 DDA #xxx490 Hot Lunch Fund	\$ 210,149.81
06/30/21 DDA #xxx771 Student Activity Fund	\$ 240,566.75
06/30/21 DDA #xxx822 Petty Cash Fund	\$ 2,010.00
06/30/21 DDA #xxx852 Student Fees Fund	\$ 20,212.22

Total deposits are covered by securities pledged to NBISCO  
to meet the 102% statutory pledge requirement. - verified **\$ 2,359,041.87**

**TO WHOM ISSUED**

**AMOUNT**

<b>TOTAL</b>		<b>\$0.00</b>
Beginning Balance		\$ 2,000.00
Receipts		<u>\$ 10.00</u>
		\$ 2,010.00
Expenditures		<u>\$ -</u>
		\$ 2,010.00
Statement Balance	\$ 2,010.00	
Outstanding Deposits	\$ -	
Total	\$ 2,010.00	
Outstanding Checks		\$ -
		<u>\$ -</u>
Balance June 30, 2021		<b>\$ 2,010.00</b>

ALL Data

**Current Cash Balance Report**

Date: 06/01/2021 thru 06/30/2021

Arranged by:  
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
<b>A Athletics</b>					
1000 Activities Account	357,496.06	0.00	0.00	0.00	357,496.06
1010 Activity Tickets	202,317.51	0.00	0.00	0.00	202,317.51
1015 Gates	851,420.54	0.00	0.00	0.00	851,420.54
1020 Sale of Equipment	15,981.72	0.00	0.00	0.00	15,981.72
1025 Meals/Lodging	-239,088.58	335.99	1,480.19	0.00	-240,232.78
1030 Officials	-422,143.58	0.00	0.00	0.00	-422,143.58
1035 Football Equipment	-194,851.94	0.00	3,952.84	0.00	-198,804.78
1040 Basketball Equipment	-70,111.92	0.00	0.00	0.00	-70,111.92
1045 Track Equipment	-175,167.23	250.00	11.00	0.00	-174,928.23
1050 Wrestling Equipment	-57,280.85	0.00	0.00	0.00	-57,280.85
1055 Golf Equipment	-22,914.57	0.00	1,879.75	0.00	-24,794.32
1060 Softball Equipment	-42,319.93	0.00	6,695.68	0.00	-49,015.61
1065 Misc. Athletic	-69,430.18	250.00	2,250.00	0.00	-71,430.18
1070 Entry Fees	34,883.98	1,210.00	0.00	0.00	36,093.98
1075 Volleyball Equipment	-45,392.56	0.00	637.15	0.00	-46,029.71
1080 Cross Country Equip.	-25,222.78	0.00	500.00	0.00	-25,722.78
1085 Supplies/Equipment	-139,973.07	0.00	4,488.42	0.00	-144,461.49
1090 Athletic-Other	5,824.38	0.00	0.00	0.00	5,824.38
1091 Jr Hi State Track	19,093.00	0.00	1,774.55	0.00	17,318.45
<b>A Athletics Totals:</b>	<b>-16,880.00</b>	<b>2,045.99</b>	<b>23,669.58</b>	<b>0.00</b>	<b>-38,503.59</b>
<b>B Adult Ed.</b>					
1100 Adult Ed.	3,879.38	0.00	0.00	0.00	3,879.38
<b>B Adult Ed. Totals:</b>	<b>3,879.38</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,879.38</b>
<b>C School</b>					
1200 Yearbook	710.74	0.00	0.00	0.00	710.74
1210 Helping Hands	8,452.40	0.00	0.00	0.00	8,452.40
1215 History Grant	1,435.07	0.00	0.00	0.00	1,435.07
1220 FCS	-524.98	0.00	92.69	0.00	-617.67
1225 Industrial Tech	15,525.54	0.00	0.00	0.00	15,525.54
1229 Life Skills	387.88	0.00	0.00	0.00	387.88
1230 Renaissance	3,369.19	3,200.00	455.86	0.00	6,113.33
1240 Band	13,196.30	0.00	0.00	0.00	13,196.30
1241 Flag Corp	309.49	0.00	0.00	0.00	309.49
1245 Vocal	19,588.54	0.00	0.00	0.00	19,588.54
1246 Special Music	2,723.93	0.00	0.00	0.00	2,723.93
1250 Art Club	6,328.26	0.00	0.00	0.00	6,328.26
1251 Jr. Hi. Art Club	1,029.66	0.00	0.00	0.00	1,029.66
1255 Pop/Lounge	-4,255.34	28.65	94.68	0.00	-4,321.37
1260 General	23,102.15	105.00	1,532.00	0.00	21,675.15
1261 Chromebook Repair	19,428.87	0.00	3,010.80	0.00	16,418.07
<b>C School Totals:</b>	<b>110,807.70</b>	<b>3,333.65</b>	<b>5,186.03</b>	<b>0.00</b>	<b>108,955.32</b>
<b>D Candy</b>					
1300 Candy Fund	-592.90	485.95	690.10	0.00	-797.05
<b>D Candy Totals:</b>	<b>-592.90</b>	<b>485.95</b>	<b>690.10</b>	<b>0.00</b>	<b>-797.05</b>
<b>E Classes</b>					
1400 Senior Class	2,792.39	0.00	593.00	0.00	2,199.39
1410 Junior Class	-435.65	0.00	0.00	0.00	-435.65
1415 Sophomore Class	1,415.00	0.00	0.00	0.00	1,415.00
1420 Freshmen Class	38.25	0.00	0.00	0.00	38.25
1425 8th Class	50.00	0.00	0.00	0.00	50.00
1430 7th Class	0.00	0.00	0.00	0.00	0.00

ALL Data

# Current Cash Balance Report

Date: 06/01/2021 thru 06/30/2021

Arranged by:  
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
<b>E Classes Totals:</b>	3,859.99	0.00	593.00	0.00	3,266.99
<b>F Clubs</b>					
1500 Cheerleaders	6,313.83	4,350.00	5,224.00	0.00	5,439.83
1505 Elem. Circle of Friends	273.62	0.00	0.00	0.00	273.62
1506 H.S. Circle of Friends	-195.92	0.00	0.00	0.00	-195.92
1510 Drama	0.00	0.00	0.00	0.00	0.00
1511 English Activities	-71.71	0.00	0.00	0.00	-71.71
1512 Entrepreneurship	3,036.57	0.00	0.00	0.00	3,036.57
1515 FFA	11,273.94	0.00	798.30	0.00	10,475.64
1516 Fit Kids	125.00	0.00	0.00	0.00	125.00
1520 Sr. Hi Quiz Bowl	652.12	0.00	0.00	0.00	652.12
1521 Jr. Hi Quiz Bowl	300.85	0.00	0.00	0.00	300.85
1522 Media Production	5,397.03	0.00	0.00	0.00	5,397.03
1525 NFL	6,204.78	0.00	0.00	0.00	6,204.78
1530 NHS	658.60	0.00	0.00	0.00	658.60
1531 One Act	6,803.10	47.00	0.00	0.00	6,850.10
1535 D.I.	-219.58	0.00	0.00	0.00	-219.58
1540 SPB	2,063.38	0.00	0.00	0.00	2,063.38
1545 SADD	1,155.33	0.00	0.00	0.00	1,155.33
1550 Student Council	2,228.71	0.00	0.00	0.00	2,228.71
1555 Donations to School	0.00	0.00	0.00	0.00	0.00
1560 Driver's Ed.	4,290.00	0.00	0.00	0.00	4,290.00
1565 School Gala	-989.33	0.00	0.00	0.00	-989.33
1570 Improv	757.07	0.00	0.00	0.00	757.07
1575 Math A.P.	-4,369.54	0.00	0.00	0.00	-4,369.54
1580 Media	1,330.22	18.00	0.00	0.00	1,348.22
1585 Post Prom	169.18	0.00	0.00	0.00	169.18
1590 Science Club	1,060.07	0.00	0.00	0.00	1,060.07
1595 Walk Fit	105.00	0.00	0.00	0.00	105.00
1647 C.Country Club	-743.50	0.00	0.00	0.00	-743.50
1652 Legends Scholarship	-750.00	0.00	0.00	0.00	-750.00
1718 6th Grade	1,965.16	0.00	0.00	0.00	1,965.16
<b>F Clubs Totals:</b>	<b>48,823.98</b>	<b>4,415.00</b>	<b>6,022.30</b>	<b>0.00</b>	<b>47,216.68</b>
<b>G Sports</b>					
1600 Boys Future B.Ball	1,149.05	1,164.00	2,266.97	0.00	46.08
1610 Football Club	1,577.48	0.00	0.00	0.00	1,577.48
1620 Girls Future B.Ball	1,213.10	1,390.00	1,470.00	0.00	1,133.10
1625 Boys Golf	73.84	0.00	0.00	0.00	73.84
1626 Girls Golf	2,222.96	0.00	0.00	0.00	2,222.96
1627 Gothenburg B.Ball Club	0.00	0.00	0.00	0.00	0.00
1628 Jr. Hi Football Club	1,180.11	548.00	0.00	0.00	1,728.11
1629 Jr. Power Wt. Lifting	0.00	0.00	0.00	0.00	0.00
1630 Softball	3,645.84	86.00	0.00	0.00	3,731.84
1635 Mat Maids	219.56	0.00	0.00	0.00	219.56
1640 VolleyBall	760.88	30.00	120.00	0.00	670.88
1643 7-8th Volleyball	728.31	0.00	0.00	0.00	728.31
1645 Youth Volleyball	773.37	0.00	0.00	0.00	773.37
1650 Wrestling Boosters	-2,029.86	0.00	0.00	0.00	-2,029.86
1651 Summer Wrestling	32,477.84	40,548.50	35,457.61	-50.00	37,518.73
<b>G Sports Totals:</b>	<b>43,992.48</b>	<b>43,766.50</b>	<b>39,314.58</b>	<b>-50.00</b>	<b>48,394.40</b>

ALL Data

**Current Cash Balance Report**

Date: 06/01/2021 thru 06/30/2021

Arranged by:  
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
<b>H Elementary</b>					
1700 Elem. Book Fair	8,300.49	0.00	117.80	0.00	8,182.69
1701 Elem. Art Program	1,991.06	0.00	1,828.58	0.00	162.48
1710 Elem. Fund Raising	19,616.88	0.00	288.36	0.00	19,328.52
1711 1st Grade	3,604.73	0.00	191.67	0.00	3,413.06
1712 2nd Grade	2,867.27	0.00	27.41	0.00	2,839.86
1713 4th Grade	1,075.55	0.00	0.00	0.00	1,075.55
1714 5th Grade	6,706.81	0.00	0.00	0.00	6,706.81
1715 Elem. Lounge	2,030.69	0.00	148.02	0.00	1,882.67
1716 3rd Grade	1,000.88	0.00	0.00	0.00	1,000.88
1717 Kindergarten	1,465.97	0.00	0.00	0.00	1,465.97
1720 Elem. Stu. Co.	234.43	0.00	0.00	0.00	234.43
1725 Elem. O.D. Ed.	-4,560.50	0.00	0.00	0.00	-4,560.50
<b>H Elementary Totals:</b>	<b>44,334.26</b>	<b>0.00</b>	<b>2,601.84</b>	<b>0.00</b>	<b>41,732.42</b>
<b>I Interest</b>					
1800 DDA Interest	4,119.51	32.60	0.00	0.00	4,152.11
1810 CD Interest	9,589.23	0.00	0.00	0.00	9,589.23
<b>I Interest Totals:</b>	<b>13,708.74</b>	<b>32.60</b>	<b>0.00</b>	<b>0.00</b>	<b>13,741.34</b>
<b>J Scholarships</b>					
1900 Athletics Count	210.75	0.00	0.00	0.00	210.75
1910 Alberts Memorial	231.51	6.20	0.00	0.00	237.71
1915 Alumni	0.00	0.00	0.00	0.00	0.00
1920 Greene Memorial	22,160.11	10.60	0.00	0.00	22,170.71
1925 Uehling Scholarship	-2,257.57	0.00	0.00	0.00	-2,257.57
1930 J.L. Brock Scholarship	105.00	0.00	0.00	0.00	105.00
1935 Pioneer Seed Scholarship	0.00	0.00	0.00	0.00	0.00
1940 Swedes Lead Scholarship	3,574.00	0.00	0.00	0.00	3,574.00
<b>J Scholarships Totals:</b>	<b>24,023.80</b>	<b>16.80</b>	<b>0.00</b>	<b>0.00</b>	<b>24,040.60</b>
<b>Report Totals:</b>	<b>275,957.43</b>	<b>54,096.49</b>	<b>78,077.43</b>	<b>-50.00</b>	<b>251,926.49</b>

# Check Summary Report

Date: 06/01/2021 thru 06/30/2021

Check Number	Status	Check / Void Date	Vendor Name	PO Number	Description	Amount
000001	C	06/30/2021	Deluxe Checks		Deluxe Deposit Slips	202.00
023322	C	06/04/2021	Ellerbrock Norris		Summer Wrestlins	1,155.00
023323	C	06/04/2021	Universal Cheerleaders Assoc.		Cheerleaders	5,224.00
023324	C	06/08/2021	Broken BowTurBow		Girls Future B.Ball	320.00
023325	O	06/08/2021	Duke Hoops		Girls Future B.Ball	350.00
023326	C	06/08/2021	Hershey Basketball		Girls Future B.Ball	350.00
023327	O	06/08/2021	KCHS Girls Basketball Camp		Girls Future B.Ball	300.00
023328	O	06/08/2021	Kearney Summer Leauge		Girls Future B.Ball	150.00
023329	C	06/10/2021	AssetGenie, Inc.		Chromebook Repair	639.40
023330	C	06/10/2021	Cash-Wa Disbributing		Elem Lounge	148.02
023331	C	06/10/2021	Chesterman Company		Candy	690.10
023332	C	06/10/2021	Comfort Suites		JH St. Championship	854.00
023333	C	06/10/2021	Gothenburg Leader		Track Shirts	250.00
023334	C	06/10/2021	GovConnection, Inc.		Chromebook Repair	2,371.40
023335	C	06/10/2021	Hampton Inn & Suites		Dist. Wrestling	576.00
023336	C	06/10/2021	Jami Stotenbecker		Elem. Art Club	380.00
023337	O	06/10/2021	Johnny on the Spot		Athletic	480.00
023338	C	06/10/2021	Kara Libich		Elem. Art Club	225.00
023339	C	06/10/2021	Lou's Sporting Goods		Athletic	3,614.93
023340	C	06/10/2021	Peterson's Supermarket		FCS/FFA/Ren/Ath/2nd Grade	509.33
023341	C	06/10/2021	Sideline Power		Athletic	480.00
023342	C	06/10/2021	Sportdecals		Boys Future B.Ball	1,916.97
023343	C	06/10/2021	Dee's Floral & Gifts		Sr. Class	593.00
023344	C	06/14/2021	Bryce Abbey		Summer Wrest,omg	501.80
023345	C	06/14/2021	Dalton Jensen		Summer Wrestling	769.00
023346	C	06/14/2021	Gothenburg Leader		Weightlifting shirts	2,160.00
023347	C	06/14/2021	Melissa Price		Summer Wrestling	750.00
023348	C	06/15/2021	Wahoo High School		Boys Future B.Ball	350.00
023349	C	06/18/2021	Brady Fago		Summer Wrestling	250.00
023350	C	06/18/2021	Brennan Seitsinger		Summer Wrestling	250.00
023351	C	06/18/2021	Bryce Larson		Summer Wrestling	250.00
023352	C	06/18/2021	Gage Stokey		Summer Wrestling	250.00
023353	C	06/18/2021	Grayson Fries		Summer Wrestling	250.00
023354	C	06/18/2021	Jayden Miller		Summer Wrestling	350.00
023355	O	06/18/2021	Jimmy Ryan		Summer Wrestling	250.00
023356	C	06/18/2021	Joseph Reimers		Summer Wrestling	350.00
023357	C	06/18/2021	Noah Larson		Summer Wrestling	250.00
023358	C	06/18/2021	Patrick Hudson		Summer Wrestling	100.00
023359	C	06/18/2021	Paul Ruff		Summer Wrestling	250.00
023360	C	06/18/2021	Quinton Chavez		Summer Wrestling	250.00
023361	O	06/18/2021	Riley Baker		Summer Wrestling	250.00
023362	C	06/18/2021	Trevor Holley		Summer Wrestling	250.00

# Check Summary Report

Date: 06/01/2021 thru 06/30/2021

Check Number	Status	Check / Void Date	Vendor Name	PO Number	Description	Amount
023363	C	06/18/2021	Vincent Nichols		Summer Wrestling	250.00
023364	C	06/18/2021	Wyatt Anderson		Summer Wrestling	250.00
023365	C	06/18/2021	Wyatt Hotz		Summer Wrestling	250.00
023366	C	06/18/2021	Recognition Unlimited		Summer Wrestling	68.90
023367	C	06/18/2021	Amy Thiele		Summer Wrestling	150.00
023368	C	06/18/2021	Gothenburg Youth Wrestling		Summer Wrestling	15,000.00
023369	O	06/23/2021	Hampton Inn Sidney		Athletic St. Golf	320.00
023370	C	06/23/2021	Sterling West		Elem. F.R.	144.18
023371	O	06/23/2021	York High School		Summer V.Ball	120.00
023372	O	06/30/2021	Alert Services		Supplies	910.47
023373	O	06/30/2021	Amy Harrison		Elem. Bk. Fair	117.80
023374	O	06/30/2021	Brittany Jesseph		1st Grade	191.67
023375	O	06/30/2021	Gilman Gear		Supplies	1,523.97
023376	O	06/30/2021	Hot Lunch		Summer Wrestling	2,349.66
023377	O	06/30/2021	Kaid Hogan		Summer Wrestling	10.00
023378	O	06/30/2021	Lou's Sporting Goods		Athletic	7,190.74
023379	O	06/30/2021	Maggie Miller		Renaissance	50.00
023380	O	06/30/2021	Meca Sportswear		Athletic	2,018.25
023381	O	06/30/2021	Millard South		Summer Wrestling	150.00
023382	O	06/30/2021	Misko Sports		Summer Wrestling	3,264.00
023383	O	06/30/2021	Nebraska School Activities		Membership 2021/2022	1,170.00
023384	O	06/30/2021	Rachel Hughson		Summer Wrestling	160.00
023385	O	06/30/2021	Sport Boards		Athletic	11.00
023386	O	06/30/2021	Sterling West		Elem. Fund Raising	144.18
023387	O	06/30/2021	Sun Theatre		Summer Wrestling	76.00
023388	O	06/30/2021	Team Concepts		Summer Wrest	5,000.00
023389	O	06/30/2021	Tricia Kuszak		Summer Wrestling	150.00
023390	O	06/30/2021	US Bank		Ath/FFA/Wrest/Ren	5,081.98
023391	O	06/30/2021	US Foods		H.S. Lounge	94.68
023392	O	06/30/2021	Wild Horse Golf Club		Athletic	2,000.00

<b>Report Total:</b>	<b>78,077.43</b>
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# Check Journal

Fiscal Year: 2021

Check Number Invoice Account Number	Date Invoice Date	Vendor ID PO Number	Vendor Name Ereq Num Account Description	PO Date	Description	Payable	Direct Deposit Accrued Payment
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**Journal Number: 681      Hot Lunch-June 2021      Posted: 07/01/2021**

**Computer Checks**

**06 - LUNCH FUND**

Bank Account :B - GSB-Hot Lunch

00004533	06/30/2021	CASHWA	Cash-Wa Distributing				
122080	06/30/2021			07/01/2021	Food/Supplies		
06-2-03100-610-000			SUP SUPPLIES			-397.29	397.29
06-2-03100-630-000			SUP FOOD			-12,180.40	12,180.40
					Invoice Total:	-12,577.69	12,577.69
					Check Total:	-12,577.69	12,577.69
00004534	06/30/2021	ECOLABPEST	Ecolab Pest Elimination				
4713007	06/30/2021			07/01/2021	Misc.		
06-2-03100-890-000			MISCELLANEOUS			-69.82	69.82
					Invoice Total:	-69.82	69.82
					Check Total:	-69.82	69.82
00004535	06/30/2021	HILADAIRY	Hiland Dairy				
14345	06/30/2021			07/01/2021	Milk		
06-2-03100-630-000			SUP FOOD			-2,863.96	2,863.96
					Invoice Total:	-2,863.96	2,863.96
					Check Total:	-2,863.96	2,863.96
00004536	06/30/2021	PETESUPE	Peterson's Supermarket				
June	06/30/2021			07/01/2021	Food/Supplies		
06-2-03100-610-000			SUP SUPPLIES			-1.25	1.25
06-2-03100-630-000			SUP FOOD			-66.43	66.43
					Invoice Total:	-67.68	67.68
					Check Total:	-67.68	67.68
00004537	06/30/2021	USFOODS	U S Foods, Inc.				
14176309	06/30/2021			07/01/2021	Food/Supplies		
06-2-03100-610-000			SUP SUPPLIES			-349.34	349.34
06-2-03100-630-000			SUP FOOD			-1,587.60	1,587.60
					Invoice Total:	-1,936.94	1,936.94
					Check Total:	-1,936.94	1,936.94
00004538	06/30/2021	USBANK	U.S. Bank				
9190	06/30/2021			07/01/2021	Supplies		
06-2-03100-610-000			SUP SUPPLIES			-57.72	57.72
					Invoice Total:	-57.72	57.72
					Check Total:	-57.72	57.72
						<b>-17,573.81</b>	<b>17,573.81</b>
			<b>06 - LUNCH FUND</b>				
			<b>Total of Computer Checks</b>			<b>-17,573.81</b>	<b>17,573.81</b>

**Manual Checks**

Bank Account :B - GSB-Hot Lunch

00000001	06/30/2021	MAGIWRIT	Magic-Wrighter Inc.				
June	06/11/2021			07/01/2021	E-Funds Fees		
06-2-03100-890-000			MISCELLANEOUS			-20.00	20.00

# Check Journal

Fiscal Year: 2021

Check Number	Date	Vendor ID	Vendor Name	Description	Payable	Direct Deposit Accrued Payment
Invoice Account Number	Invoice Date	PO Number	Ereq Num Account Description	PO Date		
				Invoice Total:	-20.00	20.00
				Check Total:	-20.00	20.00
					<u>-20.00</u>	<u>20.00</u>
				<b>Total of Manual Checks</b>	<b>-20.00</b>	<b>20.00</b>
Fund Summary						
06 - LUNCH FUND					-17,593.81	17,593.81
Payroll Summary						
				<b>Report Total:</b>	<b>-17,593.81</b>	<b>17,593.81</b>

SELECTED Data

# Cash Summary Report

Arranged by:  
Fund ID

Date Range: 06/01/2021 thru 06/30/2021

<u>Fund</u>	<u>Beginning</u>	<u>Revenue</u>	<u>Expenditures</u>	<u>Other</u>	<u>Ending</u>	<u>Encumbrances</u>	<u>Payables</u>	<u>Unencumbered</u>
<b>06</b>	<b>LUNCH FUND</b>							
	222,635.03	986.50	-30,602.76	0.00	193,018.77	0.00	0.00	193,018.77
<b>Report</b>								
<b>Totals:</b>	<u>222,635.03</u>	<u>986.50</u>	<u>-30,602.76</u>	<u>0.00</u>	<u>193,018.77</u>	<u>0.00</u>	<u>0.00</u>	<u>193,018.77</u>

First State Bank - Gothenburg  
 914 Lake Avenue PO Box 79  
 Gothenburg, NE 69138

ACCOUNT:  
 DOCUMENTS:

100101  
 96

PAGE: 1  
 06/30/2021

TELEPHONE:308-537-3684

SCHOOL DISTRICT 20  
 1322 AVENUE I  
 GOTHENBURG NE 69138

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PUBLIC FUNDS ACCOUNT 100101

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		LAST STATEMENT 05/28/21	97,703.95
MINIMUM BALANCE	87,717.06	6 CREDITS	1,032,301.38
AVG AVAILABLE BALANCE	235,136.80	102 DEBITS	1,001,250.95
AVERAGE BALANCE	235,136.80	THIS STATEMENT 06/30/21	128,754.38

----- DEPOSITS -----

REF #.....DATE.....AMOUNT	REF #.....DATE.....AMOUNT	REF #.....DATE.....AMOUNT
06/18 1,630.40	06/22 7,765.26	

----- OTHER CREDITS -----

DESCRIPTION	DATE	AMOUNT
General Fund xfer- bills	06/11	192,837.78
TRANSFER FROM 700866 PER KAY	06/16	730,366.46
SCHOOL DISTRICT VENDOR PMT 00000220	06/18	1,488.74
SCHOOL DISTRICT VENDOR PMT 00000218	06/18	98,212.74

----- CHECKS -----

CHECK #..DATE.....AMOUNT	CHECK #..DATE.....AMOUNT	CHECK #..DATE.....AMOUNT
60210*06/24 517.08	60285 06/21 910.40	60301 06/21 459.71
60247*06/04 4,295.35	60286 06/21 14,114.03	60302 06/18 118.05
60267*06/16 3,054.64	60287 06/16 2,017.13	60303 06/21 18.00
60271 06/01 108.00	60288*06/17 2,332.27	60304 06/23 13.26
60272*06/02 5,583.54	60290 06/22 464.98	60305 06/21 14,646.37
60275 06/16 97.50	60291 06/21 3,107.83	60306 06/21 5,832.68
60276 06/17 169.74	60292 06/21 808.31	60307 06/17 99.42
60277 06/21 500.00	60293 06/21 480.35	60308 06/14 550.00
60278 06/21 1,134.07	60294 06/22 2,586.25	60309 06/18 1,590.87
60279 06/22 81.93	60295 06/18 3,384.96	60310 06/21 889.74
60280 06/24 207.35	60296 06/21 17,832.00	60311*06/21 9,500.00
60281 06/21 942.26	60297 06/21 199.44	60313*06/22 1,825.20
60282 06/23 84.53	60298 06/21 1,945.37	60315 06/23 8,929.18
60283 06/24 346.15	60299 06/21 875.00	60316 06/18 198.40
60284 06/22 73.80	60300 06/17 76.20	60317 06/21 2,175.00

\* \* \* C O N T I N U E D \* \* \*

TELEPHONE:308-537-3684

SCHOOL DISTRICT 20

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PUBLIC FUNDS ACCOUNT 100101

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----- CHECKS -----								
CHECK #	DATE	AMOUNT	CHECK #	DATE	AMOUNT	CHECK #	DATE	AMOUNT
60318*	06/21	1,063.81	60338	06/17	1,335.77	60355	06/28	1,200.00
60320	06/21	90.90	60339	06/18	272.94	60356*	06/22	31.35
60321	06/21	400.85	60340	06/18	467.07	60358	06/21	136.05
60322	06/29	164.75	60341	06/23	24.25	60359	06/22	780.00
60323	06/22	128.00	60342	06/21	100.00	60360	06/21	2,436.53
60324	06/21	1,242.00	60343	06/17	2,476.16	60361	06/15	59.50
60325	06/22	12,349.81	60344	06/21	5,008.02	60362	06/24	494.31
60326	06/21	333.56	60345	06/18	220.50	60363	06/23	5,392.88
60327	06/23	230.52	60346	06/21	53.87	60364	06/21	130,271.35
60328	06/18	1,984.27	60347	06/23	1,110.00	60365	06/21	7,391.90
60329	06/22	1,248.80	60348	06/21	223.90	60366*	06/18	3,527.66
60330*	06/22	171.31	60349	06/24	861.12	60368	06/22	1,571.97
60332	06/21	1,035.29	60350	06/18	52.33	60369	06/22	668.00
60333	06/28	470.00	60351	06/25	720.72	60370	06/22	4,467.00
60334*	06/18	1,857.50	60352	06/28	145.66	60371	06/22	1,652.26
60336	06/21	1,720.09	60353	06/22	1,405.00			
60337	06/21	128.80	60354	06/22	745.09			

(\* ) INDICATES A GAP IN CHECK NUMBER SEQUENCE

----- OTHER DEBITS -----		
DESCRIPTION	DATE	AMOUNT
GOTH SCHOOLS DEBIT 1	06/18	1,328.68
Nebraska Revenue Neb Epay NB1DORXXXX8503	06/18	16,983.74
GOTH SCHOOLS DEBIT 1	06/18	103,334.02
IRS USATAXPYMT 220156921803235	06/18	112,699.63
GOTH SCHOOLS DEBIT 1	06/18	351,801.71
Nebraska Revenue Neb Epay NB1DORXXXX9734	06/21	27.18
IRS USATAXPYMT 220157243039461	06/21	283.65
RETIREMENT RETIREMENT DEBIT NE Public Employee Retirement System 402-471-2053	06/24	99,692.58

----- DAILY BALANCE -----					
DATE	BALANCE	DATE	BALANCE	DATE	BALANCE
06/01	97,595.95	06/16	1,005,142.53	06/24	131,455.51
06/02	92,012.41	06/17	998,652.97	06/25	130,734.79
06/04	87,717.06	06/18	500,162.52	06/28	128,919.13
06/11	280,554.84	06/21	271,844.21	06/29	128,754.38
06/14	280,004.84	06/22	249,358.72		
06/15	279,945.34	06/23	233,574.10		

SELECTED Data  
Date Range: YTD thru 06/30/2021

# Monthly Revenue Report

Arranged by:  
Account Number

Account	Description	Budget	June Receipts	YTD Receipts	Revenue Balance	Percent Remaining
<b>01</b>	<b>GENERAL FUND</b>					
01-1-01100-000-000	Taxes Levied by School District	7,850,000.00	553,094.68	7,698,285.13	151,714.87	1.93
01-1-01115-000-000	Carline Taxes	0.00	0.00	0.00	0.00	0.00
01-1-01120-000-000	Public Power Dist. Sales Tax	0.00	0.00	0.00	0.00	0.00
01-1-01125-000-000	Motor Vehicle Taxes	400,000.00	33,700.77	414,490.27	-14,490.27	-3.62
01-1-01140-000-000	General-Interest Earned	0.00	0.00	0.00	0.00	0.00
01-1-01312-000-000	Tuition for Summer School	5,000.00	426.00	1,986.00	3,014.00	60.28
01-1-01323-000-000	Tuition From Other School/Within St	0.00	436.20	870.66	-870.66	0.00
01-1-01370-000-000	Preschool Tuition	0.00	0.00	0.00	0.00	0.00
01-1-01510-000-000	Interest on Investments	20,000.00	1,162.44	11,936.30	8,063.70	40.31
01-1-01910-000-000	Rental of School Facilities	1,000.00	0.00	400.00	600.00	60.00
01-1-01911-000-000	Local License Fees	3,000.00	0.00	2,225.00	775.00	25.83
01-1-01921-000-000	Police Court Fines	0.00	0.00	200.00	-200.00	0.00
01-1-01942-000-000	Textbook Fines	0.00	0.00	0.00	0.00	0.00
01-1-01990-000-000	Miscellaneous Local Revenue	1,000.00	235.00	235.00	765.00	76.50
01-1-02110-000-000	County Fines and Fees	70,000.00	8,241.57	46,147.94	23,852.06	34.07
01-1-02130-000-000	Other County Receipts	0.00	0.00	0.00	0.00	0.00
01-1-02410-281-001	HSA PRINC ELEM	0.00	0.00	0.00	0.00	0.00
01-1-02710-130-000	DNU*** Route Bus OT	0.00	0.00	0.00	0.00	0.00
01-1-03110-000-000	State Aid	723,416.00	72,338.00	723,416.00	0.00	0.00
01-1-03120-000-000	SPED (State School Age)	500,000.00	122,229.36	469,113.36	30,886.64	6.17
01-1-03125-000-000	SPED Transportation	0.00	0.00	0.00	0.00	0.00
01-1-03130-000-000	Homestead Exemption	0.00	22,015.10	87,663.80	-87,663.80	0.00
01-1-03131-000-000	Property Tax Credit	0.00	0.00	0.00	0.00	0.00

SELECTED Data

# Monthly Revenue Report

Date Range: YTD thru 06/30/2021

Arranged by:  
Account Number

Account	Description	Budget	June Receipts	YTD Receipts	Revenue Balance	Percent Remaining
01-1-03132-000-000	Personal Property Tax Credit	0.00	0.00	0.00	0.00	0.00
01-1-03134-000-000	Personal Property Tax Credit RR & P	0.00	0.00	0.00	0.00	0.00
01-1-03180-000-000	Pro Rate Motor Vehicle	20,000.00	0.00	16,408.68	3,591.32	17.95
01-1-03400-000-000	State Apportionment	120,000.00	0.00	106,348.64	13,651.36	11.37
01-1-03500-000-000	Distance Education Incentive Paymen	0.00	0.00	0.00	0.00	0.00
01-1-03535-000-000	High Ability Learners	10,000.00	0.00	8,082.00	1,918.00	19.18
01-1-03540-000-000	State Early Childhood	0.00	0.00	0.00	0.00	0.00
01-1-04505-000-000	Title I A	165,701.00	0.00	124,245.00	41,456.00	25.01
01-1-04506-000-000	Title I A Accountability	10,000.00	0.00	0.00	10,000.00	100.00
01-1-04509-000	TITLE II-GMS PMTS	0.00	0.00	20,688.00	-20,688.00	0.00
01-1-04509-000-000	Title II A Teacher Training Class S	20,000.00	0.00	0.00	20,000.00	100.00
01-1-04512-000-000	IDEA Part B BASE (611)	4,557.00	0.00	0.00	4,557.00	100.00
01-1-04516-000-000	IDEA Part B PRESCHOOL (619)	0.00	0.00	0.00	0.00	0.00
01-1-04519-000-000	IDEA Enrollment Poverty (619)	163,794.00	0.00	0.00	163,794.00	100.00
01-1-04525-000-000	Carl Perkins	1,000.00	600.00	600.00	400.00	40.00
01-1-04708-000-000	Medicaid in Public Schools	10,000.00	4,929.17	31,737.52	-21,737.52	-217.37
01-1-04709-000-000	Medicaid-MAAPS	0.00	0.00	0.00	0.00	0.00
01-1-04969-000-000	Title IV-A: Stud. Support & Enrichmen	0.00	0.00	0.00	0.00	0.00
01-1-05200-000-000	Fund Transfers to Gen Fund from Fee	20,000.00	0.00	0.00	20,000.00	100.00
01-1-05301-000-000	Insurance Adjustments	0.00	0.00	1,953.57	-1,953.57	0.00
01-1-05690-000-000	Other Non-Revenue Receipts	7,500.00	99,773.48	99,945.02	-92,445.02	-1,232.60
01-1-06406-000-000	IDEA Part B	0.00	0.00	4,534.00	-4,534.00	0.00
01-1-06408-000-000	IDEA	0.00	109,416.00	236,221.00	-236,221.00	0.00

SELECTED Data

# Monthly Revenue Report

Arranged by:  
Account Number

Date Range: YTD thru 06/30/2021

Account	Description	Budget	June Receipts	YTD Receipts	Revenue Balance	Percent Remaining
01-1-06969	Title IV	0.00	0.00	0.00	0.00	0.00
01-1-06996	CARES	0.00	0.00	83,781.00	-83,781.00	0.00
<b>01</b>	<b>FUND Totals:</b>	<b>10,125,968.00</b>	<b>1,028,597.77</b>	<b>10,191,513.89</b>	<b>-65,545.89</b>	<b>-0.64</b>
	<b>Report Totals:</b>	<b>10,125,968.00</b>	<b>1,028,597.77</b>	<b>10,191,513.89</b>	<b>-65,545.89</b>	<b>-0.64</b>

SELECTED Data

# Monthly Expense Report

Date Range: YTD thru 06/30/2021

Arranged by:  
Account Number

Account	Description	Budget	June Expenditures	YTD Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
<b>01</b>	<b>GENERAL FUND</b>						
01-2-01100-111-001	SAL TCHR ELEM	1,450,000.00	101,652.38	1,022,882.73	0.00	427,117.27	29.45
01-2-01100-111-002	SAL TCHR SEC	1,650,000.00	137,646.66	1,390,460.46	0.00	259,539.54	15.72
01-2-01100-112-001	SAL PARA ELEM	0.00	0.00	71.40	0.00	-71.40	0.00
01-2-01100-112-002	SAL PARA SEC	0.00	93.60	2,772.90	0.00	-2,772.90	0.00
01-2-01100-122-001	SAL PARA SUBS ELEM	3,000.00	0.00	84.00	0.00	2,916.00	97.20
01-2-01100-122-002	SAL PARA SUBS SEC	500.00	0.00	0.00	0.00	500.00	100.00
01-2-01100-123-001	SAL SUBS ELEM	45,000.00	2,640.00	43,976.10	0.00	1,023.90	2.27
01-2-01100-123-002	SAL SUBS SEC	45,000.00	3,129.00	40,509.65	0.00	4,490.35	9.97
01-2-01100-211-001	HINS TCHRS ELEM	400,000.00	33,449.41	329,550.83	0.00	70,449.17	17.61
01-2-01100-211-002	HINS TCHRS SEC	420,000.00	31,937.69	320,701.81	0.00	99,298.19	23.64
01-2-01100-212-001	HINS PARA ELEM	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01100-212-002	HINS PARA SEC	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01100-213-001	ELEM. DENTAL INS	0.00	0.00	-220.87	0.00	220.87	0.00
01-2-01100-213-002	SEC. DENTAL INS	0.00	33.19	-6.71	0.00	6.71	0.00
01-2-01100-221-001	FICA TCHRS ELEM	110,000.00	7,391.47	74,390.95	0.00	35,609.05	32.37
01-2-01100-221-002	FICA TCHRS SEC	125,000.00	10,219.71	103,285.15	0.00	21,714.85	17.37
01-2-01100-222-001	FICA PARA ELEM	0.00	0.00	11.85	0.00	-11.85	0.00
01-2-01100-222-002	FICA PARA SEC	0.00	7.16	212.15	0.00	-212.15	0.00
01-2-01100-223-001	FICA SUBS ELEM	3,000.00	201.98	3,334.25	0.00	-334.25	-11.14
01-2-01100-223-002	FICA SUBS SEC	3,000.00	239.26	3,118.43	0.00	-118.43	-3.94
01-2-01100-231-001	RET TCHRS ELEM	125,000.00	10,041.00	101,033.85	0.00	23,966.15	19.17
01-2-01100-231-002	RET TCHRS SEC	160,000.00	13,596.44	137,319.07	0.00	22,680.93	14.17
01-2-01100-232-001	RET PARA ELEM	0.00	0.00	7.05	0.00	-7.05	0.00

SELECTED Data

# Monthly Expense Report

Date Range: YTD thru 06/30/2021

Arranged by:  
Account Number

Account	Description	Budget	June Expenditures	YTD Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-01100-232-002	RET PAR SEC	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01100-233-001	SUB RET	0.00	32.60	277.06	0.00	-277.06	0.00
01-2-01100-233-002	RET OTHER	0.00	31.99	701.62	0.00	-701.62	0.00
01-2-01100-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01100-281-000	HSA ELEM TEACH	0.00	0.00	63,043.80	0.00	-63,043.80	0.00
01-2-01100-281-001	HSA TCHR ELEM	40,000.00	0.00	3,436.68	0.00	36,563.32	91.40
01-2-01100-281-002	HSA TCHR SEC	0.00	0.00	6,873.36	0.00	-6,873.36	0.00
01-2-01100-291-000	Teachers/Professional Staff	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01100-320-000	PSP INSTRUCTION DIST	35,000.00	0.00	16,192.25	0.00	18,807.75	53.73
01-2-01100-320-001	PSP INSTRUCTION ELEM	20,000.00	0.00	16,164.20	0.00	3,835.80	19.17
01-2-01100-320-002	PSP INSTRUCTION SEC	20,000.00	0.00	38,426.89	0.00	-18,426.89	-92.13
01-2-01100-431-001	PSF EQUIP REPAIR ELEM	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01100-431-002	PSF EQUIP REPAIR SEC	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01100-432-002	EQUIP REPAIR SEC	0.00	0.00	320.00	0.00	-320.00	0.00
01-2-01100-580-001	PSO TRAVEL ELEM	10,000.00	0.00	572.68	0.00	9,427.32	94.27
01-2-01100-580-002	PSO TRAVEL SEC	10,000.00	0.00	2,373.05	0.00	7,626.95	76.26
01-2-01100-610-000	SUP GENERAL DIST	35,000.00	0.00	6,683.88	0.00	28,316.12	80.90
01-2-01100-610-001	SUP GENERAL ELEM	30,000.00	14,086.96	59,668.55	0.00	-29,668.55	-98.89
01-2-01100-610-002	SUP GENERAL SEC	65,000.00	3,058.43	52,604.47	0.00	12,395.53	19.07
01-2-01100-640-001	SUP TEXTBOOKS ELEM	60,000.00	2,645.65	79,325.32	0.00	-19,325.32	-32.20
01-2-01100-640-002	SUP TEXTBOOKS SEC	60,000.00	20,954.57	31,909.56	0.00	28,090.44	46.81
01-2-01100-650-001	SUP COMPUTER HARDWARE ELEM	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01100-650-002	SUP COMPUTER HARDWARE SEC	75,000.00	2,825.03	40,214.52	0.00	34,785.48	46.38

SELECTED Data

# Monthly Expense Report

Date Range: YTD thru 06/30/2021

Arranged by:  
Account Number

Account	Description	Budget	June Expenditures	YTD Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-01100-739-000	CAP EQUIP / FURN DIST	0.00	0.00	11,574.98	0.00	-11,574.98	0.00
01-2-01100-739-001	CAP EQUIP / FURN ELEM	2,500.00	5,099.96	11,229.32	0.00	-8,729.32	-349.17
01-2-01100-739-002	CAP EQUIP / FURN SEC	2,500.00	0.00	850.00	0.00	1,650.00	66.00
01-2-01100-810-002	DUES TCHRS	1,500.00	0.00	0.00	0.00	1,500.00	100.00
01-2-01100-890-000	PSO OTHER DIST	10,000.00	0.00	252.00	0.00	9,748.00	97.48
01-2-01100-890-001	PSO OTHER ELEM	1,500.00	0.00	0.00	0.00	1,500.00	100.00
01-2-01100-890-002	PSO OTHER SEC	10,000.00	0.00	5,191.00	0.00	4,809.00	48.09
01-2-01115-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01125-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01150-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01160-111-001	SAL TCHR Poverty	280,000.00	20,747.00	207,470.00	0.00	72,530.00	25.90
01-2-01160-112-001	SAL PARA Poverty	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01160-123-001	SAL SUBS Poverty	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01160-211-001	HINS TCHRS Poverty	75,000.00	6,199.75	60,549.23	0.00	14,450.77	19.26
01-2-01160-212-001	HINS PARA Poverty	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01160-221-001	FICA TCHRS Poverty	19,000.00	1,525.78	15,269.09	0.00	3,730.91	19.63
01-2-01160-222-001	FICA PARA Poverty	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01160-223-001	FICA SUBS Poverty	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01160-231-001	RET TCHRS Poverty	26,000.00	2,049.36	20,493.49	0.00	5,506.51	21.17
01-2-01160-232-001	RET PARA Poverty	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01160-237-000	Increase Retire Cont	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01160-281-001	HSAReg	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01160-529-001	PSO POVERTY OTHER ELEM	0.00	0.00	0.00	0.00	0.00	0.00

SELECTED Data

# Monthly Expense Report

Date Range: YTD thru 06/30/2021

Arranged by:  
Account Number

Account	Description	Budget	June Expenditures	YTD Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-01160-580-001	PSO POVERTY TRAVEL ELEM	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01160-610-001	SUP POVERTY ELEM	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01160-650-001	SUP POVERTY HARDWARE	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01160-730-001	CAP POVERTY EQUIP ELEM	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01190-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01190-610-000	SUP PRESCH MATCHING	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01190-730-006	CAP PRESCH EQUIP MATCH	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01195-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01200-110-000	SAL CLER SPED	20,000.00	1,847.93	16,951.26	0.00	3,048.74	15.24
01-2-01200-111-000	SAL ADMIN SPED DIR	92,000.00	6,875.00	68,750.00	0.00	23,250.00	25.27
01-2-01200-111-001	SAL TCHR SPED ELEM	140,000.00	11,723.77	119,824.77	0.00	20,175.23	14.41
01-2-01200-111-002	SAL TCHR SPED SEC	185,000.00	14,352.00	143,645.68	0.00	41,354.32	22.35
01-2-01200-112-001	SAL PARA SPED ELEM	160,000.00	10,973.86	173,027.53	0.00	-13,027.53	-8.14
01-2-01200-112-002	SAL PARA SPED SEC	65,000.00	2,579.14	45,691.18	0.00	19,308.82	29.70
01-2-01200-122-001	SAL PARA SUB SPED ELEM	2,000.00	711.38	24,314.59	0.00	-22,314.59	-1,115.72
01-2-01200-122-002	SAL PARA SUB SPED SEC	500.00	0.00	0.00	0.00	500.00	100.00
01-2-01200-123-001	SAL SUBS SPED ELEM	9,000.00	192.50	2,942.50	0.00	6,057.50	67.30
01-2-01200-123-002	SAL SUBS SPED SEC	2,000.00	0.00	302.50	0.00	1,697.50	84.87
01-2-01200-130-001	Para O.T.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01200-210-000	HINS CLER SPED	7,500.00	550.03	5,403.71	0.00	2,096.29	27.95
01-2-01200-211-000	HINS ADMIN SPED DIR	22,000.00	1,915.89	19,158.90	0.00	2,841.10	12.91
01-2-01200-211-001	HINS TCHRS SPED ELEM	30,000.00	2,500.29	28,175.17	0.00	1,824.83	6.08
01-2-01200-211-002	HINS TCHRS SPED	48,000.00	3,729.37	37,255.42	0.00	10,744.58	22.38

SELECTED Data

# Monthly Expense Report

Date Range: YTD thru 06/30/2021

Arranged by:  
Account Number

Account	Description	Budget	June Expenditures	YTD Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-01200-212-001	HINS PARA SPED ELEM	71,000.00	7,401.92	70,826.31	0.00	173.69	0.24
01-2-01200-212-002	HINS PARA SPED SEC	22,500.00	1,358.90	13,589.00	0.00	8,911.00	39.60
01-2-01200-220-000	FICA CLER SPED	1,400.00	128.55	1,170.85	0.00	229.15	16.36
01-2-01200-221-000	FICA ADMIN SPED DIR	7,000.00	525.94	5,259.40	0.00	1,740.60	24.86
01-2-01200-221-001	FICA TCHRS SPED ELEM	10,000.00	874.41	8,928.33	0.00	1,071.67	10.71
01-2-01200-221-002	FICA TCHRS SPED SEC	13,800.00	1,073.69	10,748.03	0.00	3,051.97	22.11
01-2-01200-222-001	FICA PARA SPED ELEM	12,000.00	812.71	14,275.36	0.00	-2,275.36	-18.96
01-2-01200-222-002	FICA PARA SPED SEC	4,000.00	136.78	2,893.97	0.00	1,106.03	27.65
01-2-01200-223-001	FICA SUBS SPED ELEM	500.00	14.73	225.10	0.00	274.90	54.98
01-2-01200-223-002	FICA SUBS SPED SEC	150.00	0.00	23.14	0.00	126.86	84.57
01-2-01200-230-000	RET CLER SPED	2,000.00	182.54	1,674.41	0.00	325.59	16.27
01-2-01200-231-000	RET ADMIN SPED DIR	9,000.00	679.10	6,791.00	0.00	2,209.00	24.54
01-2-01200-231-001	RET TCHRS SPED ELEM	15,000.00	1,158.04	11,835.94	0.00	3,164.06	21.09
01-2-01200-231-002	RET TCHRS SPED SEC	18,500.00	1,417.66	14,188.99	0.00	4,311.01	23.30
01-2-01200-232-001	RET PARA SPED ELEM	15,500.00	1,085.02	17,984.56	0.00	-2,484.56	-16.02
01-2-01200-232-002	RET PARA SPED SEC	6,000.00	254.75	4,513.28	0.00	1,486.72	24.77
01-2-01200-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01200-280-000	HSA CLER SPED	2,000.00	0.00	0.00	0.00	2,000.00	100.00
01-2-01200-281-001	HSA TCHR SPED ELEM	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01200-281-002	HSA TCHR SPED SEC	3,500.00	0.00	3,436.68	0.00	63.32	1.80
01-2-01200-282-001	HSA PARA SPED ELEM	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01200-282-002	HSA PARA SPED SEC	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01200-320-000	PSP SPED CONTRACTED	12,000.00	0.00	6,218.41	0.00	5,781.59	48.17

SELECTED Data

# Monthly Expense Report

Date Range: YTD thru 06/30/2021

Arranged by:  
Account Number

Account	Description	Budget	June Expenditures	YTD Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-01200-320-001	PSP SPED CONTRACTED ELEM	2,500.00	0.00	533.35	0.00	1,966.65	78.66
01-2-01200-320-002	PSP SPED CONTRACTED SEC	2,500.00	0.00	2,179.97	0.00	320.03	12.80
01-2-01200-330-000	PSP SPED INSERVICE DIST	10,000.00	0.00	0.00	0.00	10,000.00	100.00
01-2-01200-330-001	PSP SPED INSERVICE ELEM	1,500.00	0.00	355.00	0.00	1,145.00	76.33
01-2-01200-330-002	PSP SPED INSERVICE SEC	1,500.00	0.00	0.00	0.00	1,500.00	100.00
01-2-01200-562-001	PSO SPED TUITION SEC	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01200-562-002	PSO SPED TUITION -SEC	5,000.00	0.00	0.00	0.00	5,000.00	100.00
01-2-01200-580-000	PSO SPED TRAVEL DIST	100.00	0.00	0.00	0.00	100.00	100.00
01-2-01200-580-001	PSO SPED TRAVEL ELEM	2,000.00	0.00	0.00	0.00	2,000.00	100.00
01-2-01200-580-002	PSO SPED TRAVEL SEC	500.00	0.00	0.00	0.00	500.00	100.00
01-2-01200-610-001	SUP SPED ELEM	1,300.00	1,356.30	5,324.26	0.00	-4,024.26	-309.55
01-2-01200-610-002	SUP SPED SEC	1,250.00	0.00	5,204.48	0.00	-3,954.48	-316.35
01-2-01200-640-001	SUP SPED TEXTBOOKS ELEM	1,200.00	0.00	127.29	0.00	1,072.71	89.39
01-2-01200-640-002	SUP SPED TEXTBOOKS SEC	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01200-739-001	CAP SPED FURN/EQUIP ELEM	500.00	0.00	0.00	0.00	500.00	100.00
01-2-01200-739-002	CAP SPED FURN/EQUIP SEC	500.00	0.00	0.00	0.00	500.00	100.00
01-2-01200-890-000	PSO SPED OTHER DIST	0.00	280.00	475.00	0.00	-475.00	0.00
01-2-01200-890-001	PSO SPED OTHER ELEM	0.00	0.00	435.00	0.00	-435.00	0.00
01-2-01200-890-002	PSO SPED OTHER SEC	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01291-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01292-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01295-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01300-151-001	SAL STIP TCHR SUM ELEM	15,500.00	0.00	0.00	0.00	15,500.00	100.00

SELECTED Data

# Monthly Expense Report

Date Range: YTD thru 06/30/2021

Arranged by:  
Account Number

Account	Description	Budget	June Expenditures	YTD Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-01300-151-002	SAL STIP TCHR SUM SEC	10,000.00	0.00	0.00	0.00	10,000.00	100.00
01-2-01300-152-001	SAL PARA SUM ELEM	10,000.00	0.00	0.00	0.00	10,000.00	100.00
01-2-01300-211-001	HINS Summer Stipend Elem	1,500.00	0.00	0.00	0.00	1,500.00	100.00
01-2-01300-211-002	HINS Summer Stipend H.S.	500.00	0.00	0.00	0.00	500.00	100.00
01-2-01300-212-001	HINS Summer Stipend Elem Para	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01300-221-001	FICA TCHRS SUM ELEM	2,000.00	0.00	0.00	0.00	2,000.00	100.00
01-2-01300-221-002	FICA TCHRS SUM SEC	600.00	0.00	0.00	0.00	600.00	100.00
01-2-01300-222-001	FICA PARA SUM ELEM	600.00	0.00	0.00	0.00	600.00	100.00
01-2-01300-229-001	FICM Summer Stipend Elem	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01300-229-002	FICA Summer Stipend H.S.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01300-231-001	RET TCHRS SUM ELEM	2,500.00	0.00	0.00	0.00	2,500.00	100.00
01-2-01300-231-002	RET TCHRS SUM SEC	1,000.00	0.00	0.00	0.00	1,000.00	100.00
01-2-01300-232-001	RET PARA SUM ELEM	1,000.00	0.00	0.00	0.00	1,000.00	100.00
01-2-01300-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01300-239-001	Retire.Summer Stipend Elem	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01300-239-002	Retire.Summer Stipend H.S.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01300-890-002	PSO DRIVER ED OTHER	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01390-151-002	SAL ADDT DRIV ED	6,000.00	0.00	0.00	0.00	6,000.00	100.00
01-2-01390-221-002	FICA ADDT DRIV ED	500.00	0.00	0.00	0.00	500.00	100.00
01-2-01390-231-002	RET ADDT DRIV ED	500.00	0.00	0.00	0.00	500.00	100.00
01-2-01390-610-002	SUP DRIVER ED	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01390-626-002	SUP DRIVER ED GAS/OIL	0.00	0.00	0.00	0.00	0.00	0.00
01-2-01390-640-002	SUP DRIVER ED TEXTBOOKS	0.00	0.00	100.00	0.00	-100.00	0.00

SELECTED Data

# Monthly Expense Report

Date Range: YTD thru 06/30/2021

Arranged by:  
Account Number

Account	Description	Budget	June Expenditures	YTD Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-01400-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02110-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02120-111-001	SAL TCHR GUIDANCE ELEM	97,000.00	7,973.00	79,730.00	0.00	17,270.00	17.80
01-2-02120-111-002	SAL TCHR GUIDANCE SEC	145,000.00	11,822.00	118,220.00	0.00	26,780.00	18.46
01-2-02120-211-001	HINS TCHR GUIDANCE ELEM	20,000.00	1,625.48	16,120.16	0.00	3,879.84	19.39
01-2-02120-211-002	HINS TCHR GUIDANCE SEC	35,000.00	2,619.50	29,974.46	0.00	5,025.54	14.35
01-2-02120-221-001	FICA TCHR GUIDANCE ELEM	7,500.00	598.46	5,984.51	0.00	1,515.49	20.20
01-2-02120-221-002	FICA TCHR GUIDANCE SEC	12,000.00	866.01	8,660.10	0.00	3,339.90	27.83
01-2-02120-231-001	RET TCHR GUIDANCE ELEM	10,000.00	787.56	7,875.51	0.00	2,124.49	21.24
01-2-02120-231-002	RET TCHR GUIDANCE SEC	14,000.00	1,167.75	11,677.50	0.00	2,322.50	16.58
01-2-02120-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02120-320-001	PSP GUIDANCE ELEM	600.00	0.00	239.00	0.00	361.00	60.16
01-2-02120-320-002	PSP GUIDANCE SEC	2,500.00	0.00	0.00	0.00	2,500.00	100.00
01-2-02120-529-001	PSO GUIDANCE OTHER ELEM	500.00	0.00	0.00	0.00	500.00	100.00
01-2-02120-529-002	PSO GUIDANCE OTHER SEC	500.00	0.00	0.00	0.00	500.00	100.00
01-2-02120-580-001	PSO GUIDANCE TRAVEL ELEM	250.00	0.00	0.00	0.00	250.00	100.00
01-2-02120-580-002	PSO GUIDANCE TRAVEL SEC	1,000.00	0.00	0.00	0.00	1,000.00	100.00
01-2-02120-610-001	SUP GUIDANCE ELEM	1,200.00	347.36	658.69	0.00	541.31	45.10
01-2-02120-610-002	SUP GUIDANCE SEC	1,200.00	0.00	0.00	0.00	1,200.00	100.00
01-2-02120-730-001	CAP GUIDANCE EQUIP ELEM	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02120-730-002	CAP GUIDANCE EQUIP SEC	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02120-739-001	CAP Guidance Elem.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02120-739-002	CAP Guidance Sec.	0.00	0.00	0.00	0.00	0.00	0.00

SELECTED Data

# Monthly Expense Report

Arranged by:  
Account Number

Date Range: YTD thru 06/30/2021

Account	Description	Budget	June Expenditures	YTD Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-02130-116-000	SAL PROF NURSE	90,000.00	5,386.50	68,366.52	0.00	21,633.48	24.03
01-2-02130-126-000	SAL SUB NURSE	500.00	0.00	0.00	0.00	500.00	100.00
01-2-02130-216-000	HINS PROF NURSE	25,000.00	2,255.20	22,522.46	0.00	2,477.54	9.91
01-2-02130-226-000	FICA PROF NURSE	6,000.00	405.79	5,167.24	0.00	832.76	13.87
01-2-02130-236-000	RET PROF NURSE	6,000.00	532.07	6,753.14	0.00	-753.14	-12.55
01-2-02130-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02130-281-000	HSA NURSE	3,500.00	0.00	3,436.68	0.00	63.32	1.80
01-2-02130-580-000	PSO NURSE TRAVEL	250.00	0.00	0.00	0.00	250.00	100.00
01-2-02130-610-000	SUP NURSE	4,000.00	0.00	2,852.01	0.00	1,147.99	28.69
01-2-02130-739-000	CAP NURSE EQUIP	1,000.00	0.00	0.00	0.00	1,000.00	100.00
01-2-02130-890-000	PSO NURSE OTHER	250.00	0.00	0.00	0.00	250.00	100.00
01-2-02140-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02141-111-000	SAL TCHR SPED PSYCH	65,000.00	4,815.00	48,900.00	0.00	16,100.00	24.76
01-2-02141-211-000	HINS TCHR SPED PSYCH	21,000.00	1,490.32	14,914.17	0.00	6,085.83	28.98
01-2-02141-221-000	FICA TCHR SPED PSYCH	4,500.00	364.46	3,614.98	0.00	885.02	19.66
01-2-02141-231-000	RET TCHR SPED PSYCH	5,600.00	475.62	4,830.27	0.00	769.73	13.74
01-2-02141-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02141-281-000	HSA -PSYCH	3,500.00	0.00	3,436.68	0.00	63.32	1.80
01-2-02141-320-000	PSP PSYCH DIAGNOSTICS	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02141-340-000	PSP PSYCH SUPERVISON	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02141-580-000	PSO PSYCH TRAVEL	1,000.00	0.00	30.00	0.00	970.00	97.00
01-2-02141-610-000	SUP PSYCH	2,000.00	0.00	2,367.20	0.00	-367.20	-18.36
01-2-02141-739-000	CAP PSYCH EQUIP	0.00	0.00	0.00	0.00	0.00	0.00

SELECTED Data

# Monthly Expense Report

Arranged by:  
Account Number

Date Range: YTD thru 06/30/2021

Account	Description	Budget	June Expenditures	YTD Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-02142-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02143-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02150-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02151-111-000	SAL TCHR SPED SPEECH	65,000.00	5,557.00	56,065.00	0.00	8,935.00	13.74
01-2-02151-123-000	SAL SUBS SPED SPEECH	1,100.00	55.00	770.00	0.00	330.00	30.00
01-2-02151-211-000	HINS TCHR SPED SPEECH	13,800.00	1,028.41	10,424.41	0.00	3,375.59	24.46
01-2-02151-221-000	FICA TCHR SPED SPEECH	5,800.00	410.65	4,142.59	0.00	1,657.41	28.57
01-2-02151-223-000	FICA SUBS SPED SPEECH	100.00	4.21	58.90	0.00	41.10	41.10
01-2-02151-231-000	RET TCHR SPED SPEECH	6,400.00	548.92	5,538.07	0.00	861.93	13.46
01-2-02151-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02151-281-000	HSA SPED SPEECH DIST	2,200.00	0.00	2,254.68	0.00	-54.68	-2.48
01-2-02151-340-000	PSP SPED SPEECH/AUD DIST	15,000.00	0.00	4,535.54	0.00	10,464.46	69.76
01-2-02151-580-000	PSO PS TRAVEL	500.00	0.00	296.28	0.00	203.72	40.74
01-2-02151-610-000	SUP SPEECH	1,500.00	34.23	1,553.92	0.00	-53.92	-3.59
01-2-02151-730-000	CAP SPEECH FURN/EQUIP	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02152-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02152-340-000	PSP SPED SPEECH/AUD 3-5	500.00	0.00	1,453.80	0.00	-953.80	-190.76
01-2-02153-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02153-340-000	PSP SPED SPEECH/AUD 0-2	1,000.00	0.00	497.95	0.00	502.05	50.20
01-2-02160-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02161-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02161-340-000	PSP SPED SCHOOLAGE OT	20,000.00	67.00	13,478.74	0.00	6,521.26	32.60
01-2-02162-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00

SELECTED Data

Date Range: YTD thru 06/30/2021

# Monthly Expense Report

Arranged by:  
Account Number

Account	Description	Budget	June Expenditures	YTD Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-02162-340-000	PSP SPED OT 3-5	4,000.00	0.00	5,259.46	0.00	-1,259.46	-31.48
01-2-02163-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02163-340-000	PSP PRESCH OT 0-2	4,000.00	702.83	2,147.93	0.00	1,852.07	46.30
01-2-02170-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02171-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02171-340-000	PSP SPED PT SCHOOLAGE	3,500.00	0.00	6,510.95	0.00	-3,010.95	-86.02
01-2-02172-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02172-340-000	PSP SPED PT 3-5	1,700.00	0.00	0.00	0.00	1,700.00	100.00
01-2-02173-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02173-340-000	PSP SPED PT 0-2	4,000.00	0.00	2,421.93	0.00	1,578.07	39.45
01-2-02180-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02181-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02181-340-000	PSP SPED VISION SCHOOLAGE	8,000.00	0.00	3,489.33	0.00	4,510.67	56.38
01-2-02182-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02182-340-000	PSP SPED VISION 3-5	1,000.00	0.00	414.74	0.00	585.26	58.52
01-2-02183-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02183-340-000	PSP SPED VISION 0-2	1,000.00	0.00	-5.72	0.00	1,005.72	100.57
01-2-02190-111-002	SAL ADMIN ACT DIR	98,500.00	8,208.00	82,080.00	0.00	16,420.00	16.67
01-2-02190-123-002	SAL SUBS ACTIVITIES	12,000.00	1,540.00	9,460.00	0.00	2,540.00	21.16
01-2-02190-150-002	SAL NONCERT COACH	45,000.00	0.00	48,255.00	0.00	-3,255.00	-7.23
01-2-02190-151-002	SAL TCHR COACH	250,000.00	21,234.00	214,180.00	0.00	35,820.00	14.32
01-2-02190-211-002	HINS TCHR COACH /AD	50,000.00	4,699.09	47,704.93	0.00	2,295.07	4.59
01-2-02190-220-002	FICA NONCERT COACH	4,000.00	0.00	3,691.47	0.00	308.53	7.71

SELECTED Data

# Monthly Expense Report

Arranged by:  
Account Number

Date Range: YTD thru 06/30/2021

Account	Description	Budget	June Expenditures	YTD Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-02190-221-002	FICA TCHR COACH /AD	27,000.00	2,196.96	22,112.55	0.00	4,887.45	18.10
01-2-02190-223-002	FICA SUBS ACTIVITIES	750.00	117.79	713.74	0.00	36.26	4.83
01-2-02190-230-002	RET NONCERT COACH	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02190-231-002	RET TCHR COACH /AD	34,000.00	2,757.81	27,577.95	0.00	6,422.05	18.88
01-2-02190-233-002	ACTIVITY SUB RETIRE	0.00	21.73	122.22	0.00	-122.22	0.00
01-2-02190-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02190-320-002	PSP ACTIVITIES	8,000.00	0.00	0.00	0.00	8,000.00	100.00
01-2-02190-580-002	PSO TRAVEL	500.00	0.00	0.00	0.00	500.00	100.00
01-2-02190-610-002	SUP ACTIVITIES	0.00	0.00	2,820.00	0.00	-2,820.00	0.00
01-2-02190-730-002	CAP ACTIVITIES EQUIP	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02210-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02211-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02212-111-000	SAL ADMIN T & L	86,000.00	7,296.00	72,960.00	0.00	13,040.00	15.16
01-2-02212-211-000	HINS ADMIN T & L	19,000.00	1,582.73	15,827.30	0.00	3,172.70	16.69
01-2-02212-221-000	FICA ADMIN T & L	6,500.00	531.65	5,316.50	0.00	1,183.50	18.20
01-2-02212-231-000	RET ADMIN T & L	8,500.00	720.68	7,206.80	0.00	1,293.20	15.21
01-2-02212-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02212-320-000	PSP T & L	10,000.00	295.00	1,589.99	0.00	8,410.01	84.10
01-2-02212-330-000	PSP PROF DEV DIST	2,500.00	0.00	165.00	0.00	2,335.00	93.40
01-2-02212-330-001	PSP PROF DEV ELEM	2,500.00	0.00	0.00	0.00	2,500.00	100.00
01-2-02212-330-002	PSP PROF DEV SEC	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02212-580-000	PSO T & L TRAVEL	1,000.00	0.00	0.00	0.00	1,000.00	100.00
01-2-02212-610-000	SUP T & L	1,000.00	0.00	740.09	0.00	259.91	25.99

SELECTED Data

# Monthly Expense Report

Arranged by:  
Account Number

Date Range: YTD thru 06/30/2021

Account	Description	Budget	June Expenditures	YTD Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-02212-739-000	CAP T & L EQUIP	1,000.00	0.00	0.00	0.00	1,000.00	100.00
01-2-02212-890-000	PSO T & L OTHER	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02213-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02214-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02219-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02220-111-001	SAL TCHR LIBRARY ELEM	24,000.00	2,085.00	20,850.00	0.00	3,150.00	13.12
01-2-02220-111-002	SAL TCHR LIBRARY SEC	73,000.00	5,331.33	59,736.33	0.00	13,263.67	18.16
01-2-02220-112-001	SAL PARA LIBRARY ELEM	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02220-112-002	SAL PARA LIBRARY SEC	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02220-123-001	SAL SUB LIBRARY ELEM	1,000.00	0.00	275.00	0.00	725.00	72.50
01-2-02220-123-002	SAL SUB LIBRARY SEC	500.00	0.00	1,072.50	0.00	-572.50	-114.50
01-2-02220-211-001	HINS TCHR LIBRARY ELEM	175.00	14.77	148.10	0.00	26.90	15.37
01-2-02220-211-002	HINS TCHR LIBRARY SEC	21,000.00	1,353.81	13,777.52	0.00	7,222.48	34.39
01-2-02220-212-001	HINS PARA LIBRARY ELEM	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02220-212-002	HINS PARA LIBRARY SEC	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02220-221-001	FICA TCHR LIBRARY ELEM	1,750.00	156.22	1,562.10	0.00	187.90	10.73
01-2-02220-221-002	FICA TCHR LIBRARY SEC	5,500.00	382.48	4,311.63	0.00	1,188.37	21.60
01-2-02220-222-001	FICA PARA LIBRARY ELEM	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02220-222-002	FICA PARA LIBRARY SEC	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02220-223-001	FICA SUB LIBRARY ELEM	0.00	0.00	21.04	0.00	-21.04	0.00
01-2-02220-223-002	FICA SUB LIBRARY SEC	50.00	0.00	82.06	0.00	-32.06	-64.12
01-2-02220-231-001	RET TCHR LIBRARY ELEM	2,300.00	205.95	2,059.50	0.00	240.50	10.45
01-2-02220-231-002	RET TCHR LIBRARY SEC	7,100.00	526.62	5,900.63	0.00	1,199.37	16.89

# Monthly Expense Report

SELECTED Data

Date Range: YTD thru 06/30/2021

Arranged by:  
Account Number

Account	Description	Budget	June Expenditures	YTD Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-02220-232-001	RET PARA LIBRARY ELEM	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02220-232-002	RET PARA LIBRARY SEC	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02220-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02220-281-002	HSA TCHR LIBRARY SEC	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02220-320-001	PSP LIBRARY ELEM	0.00	0.00	199.00	0.00	-199.00	0.00
01-2-02220-320-002	PSP LIBRARY SEC	0.00	0.00	673.98	0.00	-673.98	0.00
01-2-02220-580-001	PSO LIBRARY TRAVEL ELEM	100.00	0.00	0.00	0.00	100.00	100.00
01-2-02220-580-002	PSO LIBRARY TRAVEL SEC	100.00	0.00	0.00	0.00	100.00	100.00
01-2-02220-610-001	SUP LIBRARY ELEM	2,000.00	0.00	1,428.56	0.00	571.44	28.57
01-2-02220-610-002	SUP LIBRARY SEC	1,000.00	0.00	397.84	0.00	602.16	60.21
01-2-02220-640-001	SUP LIBRARY BOOKS/PERS ELEM	3,000.00	459.71	4,737.74	0.00	-1,737.74	-57.92
01-2-02220-640-002	SUP LIBRARY BOOKS/PERS SEC	5,000.00	0.00	3,664.40	0.00	1,335.60	26.71
01-2-02220-730-001	CAP LIBRARY EQUIP ELEM	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02220-730-002	CAP LIBRARY EQUIP SEC	0.00	0.00	4,295.35	0.00	-4,295.35	0.00
01-2-02220-890-001	PSO LIBRARY OTHER ELEM	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02220-890-002	PSO LIBRARY OTHER SEC	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02223-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02224-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02230-111-000	SAL ADMIN TECH DIR	76,000.00	6,308.00	63,080.00	0.00	12,920.00	17.00
01-2-02230-114-000	SAL PARA TECH AID	30,000.00	2,307.88	26,496.65	0.00	3,503.35	11.67
01-2-02230-130-000	Para Tech OT	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02230-134-000	SAL PARA Tech OT	0.00	0.00	27.75	0.00	-27.75	0.00
01-2-02230-211-000	HINS ADMIN TECH DIR	10,000.00	0.00	0.00	0.00	10,000.00	100.00

SELECTED Data

# Monthly Expense Report

Date Range: YTD thru 06/30/2021

Arranged by:  
Account Number

Account	Description	Budget	June Expenditures	YTD Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-02230-214-000	HINS PARA TECH AID	7,800.00	679.45	6,794.50	0.00	1,005.50	12.89
01-2-02230-221-000	FICA ADMIN TECH DIR	6,000.00	479.51	4,795.10	0.00	1,204.90	20.08
01-2-02230-224-000	FICA PARA TECH AID	2,100.00	160.98	1,873.37	0.00	226.63	10.79
01-2-02230-231-000	RET ADMIN TECH DIR	7,500.00	623.09	6,230.90	0.00	1,269.10	16.92
01-2-02230-234-000	RET PARA TECH AID	2,800.00	227.97	2,620.02	0.00	179.98	6.42
01-2-02230-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02230-734-000	CARES-Technology	0.00	0.00	4,065.12	0.00	-4,065.12	0.00
01-2-02240-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02290-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02310-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02310-271-000	PSO Alicap WORK COMP OTHERS	20,000.00	0.00	0.00	0.00	20,000.00	100.00
01-2-02310-315-000	PSP AUDIT	7,200.00	0.00	7,013.00	0.00	187.00	2.59
01-2-02310-317-000	PSP LEGAL SERVICES	3,000.00	1,250.00	15,115.50	0.00	-12,115.50	-403.85
01-2-02310-520-000	PSO Alicap LIABILITY INS	10,000.00	0.00	1,405.00	0.00	8,595.00	85.95
01-2-02310-520-000	PSO Alicap PROPERTY INS	10,000.00	0.00	0.00	0.00	10,000.00	100.00
01-2-02310-580-000	PSO BOE TRAVEL	3,000.00	0.00	825.00	0.00	2,175.00	72.50
01-2-02310-810-000	DUES BOE	9,000.00	0.00	7,442.00	0.00	1,558.00	17.31
01-2-02310-890-000	PSO BOE OTHER	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02320-105-000	SAL ADMIN SUPT	180,000.00	14,458.00	144,580.00	0.00	35,420.00	19.67
01-2-02320-110-000	SAL CLER SUPT	21,000.00	1,847.93	18,119.57	0.00	2,880.43	13.71
01-2-02320-130-000	OT ClarSAL	3,000.00	272.18	3,194.51	0.00	-194.51	-6.48
01-2-02320-210-000	HINS CLER SUPT	7,900.00	631.04	6,406.99	0.00	1,493.01	18.89
01-2-02320-215-000	HINS ADMIN SUPT	0.00	0.00	0.00	0.00	0.00	0.00

SELECTED Data

# Monthly Expense Report

Date Range: YTD thru 06/30/2021

 Arranged by:  
 Account Number

Account	Description	Budget	June Expenditures	YTD Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-02320-220-000	FICA CLER SUPT	1,500.00	147.48	1,481.22	0.00	18.78	1.25
01-2-02320-225-000	FICA ADMIN SUPT	12,000.00	1,106.04	11,060.40	0.00	939.60	7.83
01-2-02320-230-000	RET CLER SUPT	2,200.00	209.42	1,989.96	0.00	210.04	9.54
01-2-02320-235-000	RET ADMIN SUPT	17,500.00	1,428.13	14,281.30	0.00	3,218.70	18.39
01-2-02320-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02320-280-000	HSA CLER SUPT	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02320-580-000	PSO EXEC ADMIN TRAVEL	4,000.00	0.00	395.59	0.00	3,604.41	90.11
01-2-02320-610-000	SUP EXEC ADMIN	8,000.00	806.03	14,873.35	0.00	-6,873.35	-85.91
01-2-02320-739-000	CAP EXEC ADMIN EQUIP	1,000.00	0.00	0.00	0.00	1,000.00	100.00
01-2-02320-810-000	DUES EXEC ADMIN	0.00	0.00	2,510.00	0.00	-2,510.00	0.00
01-2-02320-890-000	PSO EXEC ADMIN OTHER	5,000.00	0.00	2,577.84	0.00	2,422.16	48.44
01-2-02330-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02330-317-000	PSP LEGAL SERVICES	0.00	0.00	1,044.50	0.00	-1,044.50	0.00
01-2-02410-110-001	SAL CLER PRINC ELEM	25,000.00	1,563.10	21,121.10	0.00	3,878.90	15.51
01-2-02410-110-002	SAL CLER PRINC SEC	22,600.00	1,759.35	22,649.66	0.00	-49.66	-0.21
01-2-02410-111-001	SAL ADMIN PRINC ELEM	92,500.00	7,846.00	78,460.00	0.00	14,040.00	15.17
01-2-02410-111-002	SAL ADMIN PRINC SEC	112,000.00	9,442.00	94,420.00	0.00	17,580.00	15.69
01-2-02410-120-001	SAL CLER SUB PRINC ELEM	500.00	0.00	233.63	0.00	266.37	53.27
01-2-02410-120-002	SAL CLER SUB PRINC SEC	500.00	942.38	942.38	0.00	-442.38	-88.47
01-2-02410-130-001	OT Clerical	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02410-130-002	Sec. CLAR OT	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02410-210-001	HINS CLER PRINC ELEM	7,500.00	0.00	0.00	0.00	7,500.00	100.00
01-2-02410-210-002	HINS CLER PRINC SEC	7,500.00	679.45	6,794.50	0.00	705.50	9.40

SELECTED Data

# Monthly Expense Report

Date Range: YTD thru 06/30/2021

Arranged by:  
Account Number

Account	Description	Budget	June Expenditures	YTD Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-02410-211-001	HINS ADMIN PRINC ELEM	21,000.00	1,575.75	15,757.50	0.00	5,242.50	24.96
01-2-02410-211-002	HINS ADMIN PRINC SEC	21,000.00	1,575.75	15,757.50	0.00	5,242.50	24.96
01-2-02410-220-001	FICA CLER PRINC ELEM	2,000.00	119.57	1,633.63	0.00	366.37	18.31
01-2-02410-220-002	FICA CLER PRINC SEC	1,750.00	195.02	1,688.16	0.00	61.84	3.53
01-2-02410-221-001	FICA ADMIN PRINC ELEM	7,000.00	571.39	5,710.74	0.00	1,289.26	18.41
01-2-02410-221-002	FICA ADMIN PRINC SEC	8,400.00	696.61	6,966.10	0.00	1,433.90	17.07
01-2-02410-230-001	RET CLER PRINC ELEM	2,300.00	154.40	2,086.31	0.00	213.69	9.29
01-2-02410-230-002	RET CLER PRINC RET	1,300.00	173.79	2,237.29	0.00	-937.29	-72.09
01-2-02410-231-001	RET ADMIN PRINC ELEM	9,100.00	775.01	7,750.10	0.00	1,349.90	14.83
01-2-02410-231-002	RET ADMIN PRINC SEC	12,000.00	932.66	9,326.60	0.00	2,673.40	22.27
01-2-02410-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02410-281-001	HSA PRINC Elem	0.00	0.00	3,436.68	0.00	-3,436.68	0.00
01-2-02410-281-002	HSA PRINC SEC	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02410-320-001	PSP PRINCIPAL ELEM	1,000.00	0.00	333.50	0.00	666.50	66.65
01-2-02410-320-002	PSP PRINCIPAL SEC	1,500.00	0.00	2,778.90	0.00	-1,278.90	-85.26
01-2-02410-580-001	PSO PRINCIPAL TRAVEL ELEM	1,000.00	0.00	0.00	0.00	1,000.00	100.00
01-2-02410-580-002	PSO PRINCIPAL TRAVEL SEC	1,000.00	0.00	0.00	0.00	1,000.00	100.00
01-2-02410-610-001	SUP PRINCIPAL ELEM	1,000.00	212.65	307.65	0.00	692.35	69.23
01-2-02410-610-002	SUP PRINCIPAL SEC	4,000.00	0.00	-271.19	0.00	4,271.19	106.77
01-2-02410-730-001	CAP PRINCIPAL FURN ELEM	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02410-730-002	CAP PRINCIPAL FURN SEC	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02410-810-001	DUES PRINCIPAL ELEM	1,000.00	615.00	705.00	0.00	295.00	29.50
01-2-02410-810-002	DUES PRINCIPAL SEC	1,000.00	875.00	1,480.00	0.00	-480.00	-48.00

SELECTED Data

# Monthly Expense Report

Date Range: YTD thru 06/30/2021

Arranged by:  
Account Number

Account	Description	Budget	June Expenditures	YTD Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-02410-890-001	PSO PRINCIPAL OTHER ELEM	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02410-890-002	PSO PRINCIPAL OTHER SEC	0.00	0.00	150.00	0.00	-150.00	0.00
01-2-02490-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02510-116-000	SAL PROF BUSINESS MNGR	58,000.00	4,983.00	49,830.00	0.00	8,170.00	14.08
01-2-02510-216-000	HINS PROF BUSINESS MNGR	18,000.00	1,426.82	14,268.20	0.00	3,731.80	20.73
01-2-02510-226-000	FICA PROF BUSINESS MNGR	4,500.00	372.19	3,721.90	0.00	778.10	17.29
01-2-02510-236-000	RET PROF BUSINESS MNGR	5,500.00	492.21	4,922.10	0.00	577.90	10.50
01-2-02510-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02510-315-000	PSP AUDIT	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02510-320-000	PSP BUSINESS	6,500.00	31.35	6,142.00	0.00	358.00	5.50
01-2-02510-340-000	PSP BUSINESS FLEX PAY	2,500.00	128.80	1,471.60	0.00	1,028.40	41.13
01-2-02510-351-000	PSP BUSINESS DATA PROCESS	1,500.00	75.20	797.80	0.00	702.20	46.81
01-2-02510-382-000	PSP BUSINESS TELECOMMUNIC	20,000.00	136.05	13,035.16	0.00	6,964.84	34.82
01-2-02510-440-000	PSF COPIER/LEASE	40,000.00	1,590.87	29,462.14	0.00	10,537.86	26.34
01-2-02510-531-000	PSO BUSINESS POSTAGE	10,000.00	0.00	5,845.60	0.00	4,154.40	41.54
01-2-02510-540-000	PSO BUSINESS ADVRT PRNTNG	5,000.00	7.07	2,030.75	0.00	2,969.25	59.38
01-2-02510-610-000	SUP BUSINESS	0.00	0.00	560.61	0.00	-560.61	0.00
01-2-02510-730-000	CAP BUSINESS EQUIP	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02510-739-000	CAP Business Equip	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02510-890-000	PSO BUSINESS OTHER	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02515-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02520-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02530-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00

SELECTED Data

# Monthly Expense Report

Date Range: YTD thru 06/30/2021

Arranged by:  
Account Number

Account	Description	Budget	June Expenditures	YTD Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-02540-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02560-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02570-237-000	increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02580-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02590-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02610-110-000	SAL NONCRT CUST	205,000.00	18,587.77	162,788.83	0.00	42,211.17	20.59
01-2-02610-120-000	SAL NONCRT CUST SUMMER	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02610-130-000	SAL OT NONCRT CUST	40,000.00	3,168.94	42,596.12	0.00	-2,596.12	-6.49
01-2-02610-210-000	HINS NONCRT CUST	65,000.00	7,202.52	59,592.96	0.00	5,407.04	8.31
01-2-02610-220-000	FICA NONCRT CUST	17,000.00	1,644.37	15,481.58	0.00	1,518.42	8.93
01-2-02610-230-000	RET NONCRT CUST	21,000.00	2,149.09	20,255.88	0.00	744.12	3.54
01-2-02610-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02610-270-000	PSO Alicap WORK COMP CUST	5,000.00	0.00	0.00	0.00	5,000.00	100.00
01-2-02610-410-000	PSF WATER & SEWER	10,000.00	0.00	8,416.91	0.00	1,583.09	15.83
01-2-02610-610-000	SUP CUSTODIAL	65,000.00	999.67	97,087.70	0.00	-32,087.70	-49.36
01-2-02610-621-000	SUP NAT. GAS/ELECTRICITY	50,000.00	0.00	163,067.30	0.00	-113,067.30	-226.13
01-2-02610-622-000	SUP ELECTRICITY	150,000.00	0.00	0.00	0.00	150,000.00	100.00
01-2-02610-739-000	CAP CUSTODIAL EQUIP	15,000.00	0.00	10,520.00	0.00	4,480.00	29.86
01-2-02610-890-000	PSO CUSTODIAL OTHER	19,000.00	177.20	19,160.63	0.00	-160.63	-0.84
01-2-02620-110-000	SAL NONCRT MAINT	89,000.00	8,633.00	86,095.24	0.00	2,904.76	3.26
01-2-02620-120-000	SAL NONCRT MAINT SUMMER	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02620-130-000	SAL OT NONCRT MAINT	0.00	1,362.38	11,439.25	0.00	-11,439.25	0.00
01-2-02620-210-000	HINS NONCRT MAINT	40,000.00	3,425.97	35,509.48	0.00	4,490.52	11.22

SELECTED Data

# Monthly Expense Report

Date Range: YTD thru 06/30/2021

Arranged by:  
Account Number

Account	Description	Budget	June Expenditures	YTD Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-02620-220-000	FICA NONCRT MAINT	70,000.00	763.44	7,430.41	0.00	62,569.59	89.38
01-2-02620-230-000	RET NONCRT MAINT	9,000.00	987.32	9,634.29	0.00	-634.29	-7.04
01-2-02620-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02620-270-000	PSO Alicap WORK COMP MAINT	0.00	0.00	-5,286.00	0.00	5,286.00	0.00
01-2-02620-320-000	PSP MAINTENANCE	200,000.00	0.00	471.79	0.00	199,528.21	99.76
01-2-02620-340-000	PSP MAINT-OTHER PROF. SERVICES	0.00	20,127.17	135,548.59	0.00	-135,548.59	0.00
01-2-02620-733-000	CAP BUILDING EQUIP	120,000.00	0.00	9,273.00	0.00	110,727.00	92.27
01-2-02620-890-000	PSO MAINTENANCE OTHER	0.00	0.00	780.00	0.00	-780.00	0.00
01-2-02630-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02640-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02650-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02660-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02660-320-000	PSP SECURITY	1,000.00	0.00	0.00	0.00	1,000.00	100.00
01-2-02660-340-000	SECURITY-OTHER PROF. SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02660-610-000	SUP SECURITY	5,000.00	0.00	0.00	0.00	5,000.00	100.00
01-2-02660-720-000	CAP SECURITY EQUIP	5,000.00	0.00	0.00	0.00	5,000.00	100.00
01-2-02660-735-000	CARES	0.00	0.00	2,530.00	0.00	-2,530.00	0.00
01-2-02670-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02670-320-000	PSP SAFETY	1,000.00	0.00	0.00	0.00	1,000.00	100.00
01-2-02670-340-000	SAFETY-OTHER PROF. SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02670-610-000	SUP SAFETY	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02670-730-000	CAP SAFETY EQUIP	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02670-739-000	CAP Safety Equip	0.00	0.00	0.00	0.00	0.00	0.00

SELECTED Data

# Monthly Expense Report

Date Range: YTD thru 06/30/2021

Arranged by:  
Account Number

Account	Description	Budget	June Expenditures	YTD Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-02680-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02710-110-000	SAL NONCRT ROUTE DRIVER	65,000.00	3,077.91	21,590.78	0.00	43,409.22	66.78
01-2-02710-111-000	SAL CERT ACT DRIVER	0.00	362.70	362.70	0.00	-362.70	0.00
01-2-02710-120-000	SAL NONCRT ACT DRIVER	30,000.00	1,546.51	26,839.83	0.00	3,160.17	10.53
01-2-02710-130-000	Route Bus OT	13,000.00	407.97	3,006.91	0.00	9,993.09	76.86
01-2-02710-210-000	HINS NONCRT TRANPO	25,000.00	2,038.35	20,383.50	0.00	4,616.50	18.46
01-2-02710-211-000	HINS CERT ACT DRIVER	0.00	103.96	103.96	0.00	-103.96	0.00
01-2-02710-220-000	FICA NONCRT TRANPO	7,500.00	384.29	3,927.60	0.00	3,572.40	47.63
01-2-02710-221-000	FICA CERT ACT DRIVER	0.00	27.75	27.75	0.00	-27.75	0.00
01-2-02710-230-000	RET NONCRT TRANPO	7,500.00	344.34	2,429.67	0.00	5,070.33	67.60
01-2-02710-231-000	RETIRE CERT ACT DRIVER	0.00	35.83	35.83	0.00	-35.83	0.00
01-2-02710-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02710-270-000	PSO Alicap WORK COMP DRIVERS	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02710-320-000	PSP TRANSPORTATION	5,000.00	0.00	0.00	0.00	5,000.00	100.00
01-2-02710-332-000	PSP MILEAGE PARENTS	4,000.00	0.00	35,958.54	0.00	-31,958.54	-798.96
01-2-02710-350-000	PSF EQUIP BUS MAINT/REPAIR	0.00	0.00	575.00	0.00	-575.00	0.00
01-2-02710-430-000	PSF EQUIP REPAIR BUS	20,000.00	0.00	9,461.30	0.00	10,538.70	52.69
01-2-02710-431-000	PSF EQUIP REPAIR MAINT	1,000.00	0.00	5,990.13	0.00	-4,990.13	-499.01
01-2-02710-520-000	PSO Alicap VEHICLE INS	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02710-610-000	SUP TRANSP TIRES / PARTS	25,000.00	10.00	10,383.24	0.00	14,616.76	58.46
01-2-02710-626-000	SUP GAS AND OIL	55,000.00	522.95	20,661.23	0.00	34,338.77	62.43
01-2-02710-732-000	CAP TRANSP BUS REPLACE	25,000.00	0.00	0.00	0.00	25,000.00	100.00
01-2-02710-890-000	PSO TRANSPORTATION OTHER	2,600.00	517.67	3,405.70	0.00	-805.70	-30.98

SELECTED Data

# Monthly Expense Report

Arranged by:  
Account Number

Date Range: YTD thru 06/30/2021

Account	Description	Budget	June Expenditures	YTD Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-02711-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02712-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02713-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02714-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02720-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02721-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02722-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02723-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02724-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02730-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02730-431-000	PSF Equip Repair-Bus	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02731-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02732-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02733-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02734-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02790-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02791-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02792-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02792-332-000	PSP SPED MILGE PRNTS SA	0.00	0.00	206.65	0.00	-206.65	0.00
01-2-02793-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02793-332-000	PSP SPED MLGE PRNTS B-5	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02794-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-02900-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00

SELECTED Data

# Monthly Expense Report

Arranged by:  
Account Number

Date Range: YTD thru 06/30/2021

Account	Description	Budget	June Expenditures	YTD Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-02900-890-000	Interlocal Agreement	20,000.00	0.00	0.00	0.00	20,000.00	100.00
01-2-03300-159-001	SAL STIP After School	0.00	0.00	0.00	0.00	0.00	0.00
01-2-03300-221-001	FICA AFTER SCHOOL	0.00	0.00	0.00	0.00	0.00	0.00
01-2-03300-231-001	RET AFTER SCHOOL	0.00	0.00	0.00	0.00	0.00	0.00
01-2-03300-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-03300-529-000	PSO AFTER SCHOOL OTHER	0.00	0.00	0.00	0.00	0.00	0.00
01-2-03300-569-001	PSO AFTER SCHOOL TUITION	2,000.00	0.00	0.00	0.00	2,000.00	100.00
01-2-03300-610-000	SUP AFTER SCHOOL	0.00	0.00	0.00	0.00	0.00	0.00
01-2-03300-730-000	CAP AFTER SCHOOL EQUIP	0.00	0.00	0.00	0.00	0.00	0.00
01-2-03300-890-001	AFTER SCHOOL TUITION	0.00	0.00	0.00	0.00	0.00	0.00
01-2-03400-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-03500-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-03512-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-03535-111-001	SAL TCHR HAL	25,000.00	2,085.00	20,850.00	0.00	4,150.00	16.60
01-2-03535-123-001	SAL SUBS HAL	0.00	0.00	0.00	0.00	0.00	0.00
01-2-03535-211-001	HINS TCHR HAL	200.00	14.77	148.10	0.00	51.90	25.95
01-2-03535-221-001	FICA TCHRS HAL	2,000.00	156.21	1,562.02	0.00	437.98	21.89
01-2-03535-223-001	FICA SUBS HAL	0.00	0.00	0.00	0.00	0.00	0.00
01-2-03535-231-001	RET TCHRS HAL	2,400.00	205.95	2,059.51	0.00	340.49	14.18
01-2-03535-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-03540-111-006	SAL ADMIN PRESCH DIR	50,000.00	1,288.00	12,880.00	0.00	37,120.00	74.24
01-2-03540-111-006	SAL TCHR PRESCH STATE	15,000.00	4,002.00	40,020.00	0.00	-25,020.00	-166.80
01-2-03540-112-006	SAL PARA PRESCH STATE	10,000.00	0.00	0.00	0.00	10,000.00	100.00

SELECTED Data

# Monthly Expense Report

Date Range: YTD thru 06/30/2021

Arranged by:  
Account Number

Account	Description	Budget	June Expenditures	YTD Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-03540-120-006	SAL PARA SUB PRESCH STATE	0.00	0.00	110.00	0.00	-110.00	0.00
01-2-03540-123-006	SAL SUBS PRESCH STATE	1,000.00	0.00	141.75	0.00	858.25	85.82
01-2-03540-211-006	HINS ADMIN PRESCH DIR	20,000.00	1,676.02	16,760.20	0.00	3,239.80	16.19
01-2-03540-211-006	HINS TCHR PRESCH STATE	20,000.00	0.00	0.00	0.00	20,000.00	100.00
01-2-03540-212-006	HINS PARA PRESCH STATE	5,000.00	0.00	0.00	0.00	5,000.00	100.00
01-2-03540-213-006	Preschool Para Health	0.00	0.00	0.00	0.00	0.00	0.00
01-2-03540-220-006	FICA PARA SUB PRESCH STATE	0.00	0.00	8.42	0.00	-8.42	0.00
01-2-03540-221-006	FICA ADMIN PRESCH DIR	5,000.00	395.08	3,950.80	0.00	1,049.20	20.98
01-2-03540-221-006	FICA TCHR PRESCH STATE	5,000.00	0.00	0.00	0.00	5,000.00	100.00
01-2-03540-222-006	FICA PARA PRESCH STATE	884.00	0.00	0.00	0.00	884.00	100.00
01-2-03540-223-006	FICA SUBS PRESCH STATE	0.00	0.00	10.85	0.00	-10.85	0.00
01-2-03540-231-006	RET ADMIN PRESCH DIR	7,000.00	522.54	5,225.40	0.00	1,774.60	25.35
01-2-03540-231-006	RET TCHR PRESCH STATE	7,000.00	0.00	0.00	0.00	7,000.00	100.00
01-2-03540-232-006	RET PARA PRESCH STATE	1,141.00	0.00	0.00	0.00	1,141.00	100.00
01-2-03540-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-03540-320-000	PSP PRESCH	5,000.00	0.00	45.96	0.00	4,954.04	99.08
01-2-03540-340-000	PSP PRESCHOOL	0.00	0.00	0.00	0.00	0.00	0.00
01-2-03540-580-006	PSO PRESCH TRAVEL	250.00	0.00	0.00	0.00	250.00	100.00
01-2-03540-610-000	SUP PRESCH	500.00	65.88	597.12	0.00	-97.12	-19.42
01-2-03540-739-006	CAP PRESCH EQUIP	0.00	0.00	0.00	0.00	0.00	0.00
01-2-03540-890-006	PSO PRESCH OTHER	0.00	0.00	0.00	0.00	0.00	0.00
01-2-03541-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-03541-320-000	PSP PRESCH STARTUP	0.00	0.00	0.00	0.00	0.00	0.00

SELECTED Data

# Monthly Expense Report

Date Range: YTD thru 06/30/2021

Arranged by:  
Account Number

Account	Description	Budget	June Expenditures	YTD Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-03541-529-000	PSO PRESCH STARTUP OTHER	0.00	0.00	0.00	0.00	0.00	0.00
01-2-03541-610-000	SUP PRESCH STARTUP	0.00	0.00	0.00	0.00	0.00	0.00
01-2-03541-640-000	SUP PRESCH START TEXTS	0.00	0.00	0.00	0.00	0.00	0.00
01-2-03541-730-000	CAP PRESCH STARTUP EQUIP	0.00	0.00	0.00	0.00	0.00	0.00
01-2-03551-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-03570-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-03575-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-03590-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-04700-450-000	PSF CONTRACT BLDNG IMPROV	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06200-111-001	SAL TCHR TITLE IA	105,000.00	7,803.71	78,037.34	0.00	26,962.66	25.67
01-2-06200-123-001	SAL SUBS TITLE IA	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06200-211-001	HINS TCHR TITLE IA	40,000.00	3,192.25	32,044.32	0.00	7,955.68	19.88
01-2-06200-221-001	FICA TCHR TITLE IA	8,000.00	590.70	5,907.09	0.00	2,092.91	26.16
01-2-06200-223-001	FICA SUBS TITLE IA	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06200-231-001	RET TCHR TITLE IA	12,000.00	770.83	7,708.31	0.00	4,291.69	35.76
01-2-06200-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06200-281-001	HSA TITLE IA ELEM	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06200-320-001	PSP TITLE IA	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06200-529-001	PSO TITLE IA OTHER	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06200-580-001	PSO TITLE IA TRAVEL	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06200-610-001	SUP TITLE IA	0.00	0.00	237.57	0.00	-237.57	0.00
01-2-06200-640-001	SUP TITLE IA TEXTBOOKS	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06200-650-001	SUP TITLE IA HARDWARE	0.00	0.00	0.00	0.00	0.00	0.00

SELECTED Data

# Monthly Expense Report

Date Range: YTD thru 06/30/2021

Arranged by:  
Account Number

Account	Description	Budget	June Expenditures	YTD Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-06200-730-001	CAP TITLE IA EQUIP	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06200-735-001	CAP TITLE IA SOFTWARE	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06210-320-001	PSP TITLE I ACCNTBLTY	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06210-650-001	SUP TITLE I ACCNTBLTY	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06210-735-001	CAP TITLE I ACCNTBLTY SOFTWARE	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06310-111-001	SAL TCHR TITLE IIA	17,000.00	1,425.00	14,250.00	0.00	2,750.00	16.17
01-2-06310-123-001	SAL SUBS TITLE IIA	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06310-211-001	HINS TCHR TITLE IIA	5,000.00	471.48	4,577.28	0.00	422.72	8.45
01-2-06310-221-001	FICA TCHR TITLE IIA	1,300.00	109.01	1,090.10	0.00	209.90	16.14
01-2-06310-223-001	FICA SUBS TITLE IIA	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06310-231-001	RET TCHR TITLE IIA	1,700.00	140.76	1,407.60	0.00	292.40	17.20
01-2-06310-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06310-529-000	PSO TITLE IIA OTHER	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06403-111-000	SAL TCHR IDEA BASE	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06403-211-000	HINS TCHR IDEA BASE	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06403-221-000	FICA TCHR IDEA BASE	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06403-231-000	RET TCHR IDEA BASE	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06403-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06403-281-000	HSA IDEA BASE ELEM	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06403-320-000	PSP IDEA BASE	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06403-580-000	PSO IDEA BASE TRAVEL	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06403-610-000	SUP IDEA BASE	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06406-111-000	SAL TCHR IDEA PS BASE	3,200.00	256.00	2,560.00	0.00	640.00	20.00

SELECTED Data

# Monthly Expense Report

Arranged by:  
Account Number

Date Range: YTD thru 06/30/2021

Account	Description	Budget	June Expenditures	YTD Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-06406-211-000	HINS TCHR IDEA PS BASE	1,100.00	89.33	893.30	0.00	206.70	18.79
01-2-06406-221-000	FICA TCHR IDEA PS BASE	250.00	19.26	192.60	0.00	57.40	22.96
01-2-06406-231-000	RET TCHR IDEA PS BASE	320.00	25.29	252.90	0.00	67.10	20.96
01-2-06406-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06406-610-000	SUP IDEA PRESCH	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06408-111-000	SAL TCHR IDEA BASE/POVERTY	0.00	8,897.00	88,970.00	0.00	-88,970.00	0.00
01-2-06408-211-000	HINS TCHR IDEA BASE/POVERTY	0.00	3,256.50	32,565.00	0.00	-32,565.00	0.00
01-2-06408-221-000	FICA TCHR IDEA BASE/POVERTY	0.00	643.63	6,445.66	0.00	-6,445.66	0.00
01-2-06408-231-000	RET TCHR IDEA BASE/POVERTY	0.00	878.83	8,788.30	0.00	-8,788.30	0.00
01-2-06408-340-000	PSP IDEA BASE/POVERTY	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06408-610-000	SUP IDEA BASE/POVERTY	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06408-733-000	CAP IDEA BASE/POVERTY EQUIP	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06408-890-000	PSO IDEA BASE/POVERTY OTHER	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06410-111-000	SAL TCHR IDEA ENR POV	105,500.00	0.00	0.00	0.00	105,500.00	100.00
01-2-06410-211-000	HINS TCHR IDEA ENR POV	37,000.00	0.00	0.00	0.00	37,000.00	100.00
01-2-06410-221-000	FICA TCHR IDEA ENR POV	8,000.00	0.00	0.00	0.00	8,000.00	100.00
01-2-06410-231-000	RET TCHR IDEA ENR POV	10,500.00	0.00	0.00	0.00	10,500.00	100.00
01-2-06410-237-000	Increase Retire Cont.	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06410-340-000	PSP IDEA ENR POV	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06410-529-000	PSO IDEA ENR POV OTHER	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06410-610-000	SUP IDEA ENR POV	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06410-730-000	CAP IDEA ENR POV EQUIP	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06412-300-000	PSP IDEA NON-PUBLIC	0.00	0.00	0.00	0.00	0.00	0.00

SELECTED Data

# Monthly Expense Report

Date Range: YTD thru 06/30/2021

Arranged by:  
Account Number

Account	Description	Budget	June Expenditures	YTD Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-06450-320-000	PSP MEDICAID OUTREACH	250.00	0.00	0.00	0.00	250.00	100.00
01-2-06700-610-002	SUP CARL PERKINS	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06700-739-002	CAP CARL PERKINS EQUIP	1,200.00	0.00	0.00	0.00	1,200.00	100.00
01-2-06700-890-000	PSO CARL PERKINS OTHER	0.00	0.00	150.00	0.00	-150.00	0.00
01-2-06969-610-000	Title IV A Supplies	0.00	0.00	0.00	0.00	0.00	0.00
01-2-06996-734-000	CARES	0.00	0.00	83,781.05	0.00	-83,781.05	0.00
01-2-08000-900-000	TRANS TO DEPRECIATION	200,000.00	0.00	0.00	0.00	200,000.00	100.00
01-2-08000-910-000	Trans to Emp. Benefit	25,000.00	0.00	0.00	0.00	25,000.00	100.00
01-2-08000-912-000	TRANS TO LUNCH	50,000.00	0.00	0.00	0.00	50,000.00	100.00
01-2-08000-913-000	TRANS TO ACTIVITIES	25,000.00	0.00	0.00	0.00	25,000.00	100.00
<b>01 Current Year Account Totals:</b>		<b>11,435,420.00</b>	<b>812,367.56</b>	<b>8,832,094.54</b>	<b>0.00</b>	<b>2,603,325.46</b>	<b>22.76</b>
<b>01 FUND Totals:</b>		<b>11,435,420.00</b>	<b>812,367.56</b>	<b>8,832,094.54</b>	<b>0.00</b>	<b>2,603,325.46</b>	<b>22.76</b>
<b>Report Totals:</b>		<b>11,435,420.00</b>	<b>812,367.56</b>	<b>8,832,094.54</b>	<b>0.00</b>	<b>2,603,325.46</b>	<b>22.76</b>

# Check Journal

Fiscal Year: 2021

Check Number	Date	Vendor ID	Vendor Name	Description	Payable	Direct Deposit Accrued Payment
Invoice Account Number	Invoice Date	PO Number	Ereq Num Account Description	PO Date		

**Journal Number: 658      General Fund-June 2021      Posted: 06/15/2021**

**Computer Checks**

**01 - GENERAL FUND**

Bank Account :A - FSB-General Fund

00060361	06/10/2021	LESTHARD	Lester Harding			
Bus License	06/10/2021			06/10/2021	Renewal	
01-2-02710-890-000			PŞO TRANSPORTATION Q̄THER			-59.50      59.50
					Invoice Total:	-59.50      59.50
					Check Total:	-59.50      59.50
00060362	06/10/2021	PERSCONC	Personnel Concepts			
9346851738	06/10/2021			06/10/2021	Supplies	
01-2-02320-610-000			SUP EXEC ADMIN			-494.31      494.31
					Invoice Total:	-494.31      494.31
					Check Total:	-494.31      494.31
			<b>01 - GENERAL FUND</b>			<b>-553.81      553.81</b>
			<b>Total of Computer Checks</b>			<b>-553.81      553.81</b>

Fund Summary

01 - GENERAL FUND	-553.81	553.81
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Payroll Summary

<b>Report Total:</b>	<b>-553.81</b>	<b>553.81</b>
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# Check Journal

Fiscal Year: 2021

Check Number Invoice Account Number	Date Invoice Date	Vendor ID Invoice Date PO Number	Vendor Name Ereq Num Account Description	PO Date	Description	Payable	Direct Deposit Accrued Payment
<b>Journal Number: 698</b>		<b>General Fund-June 2021</b>		<b>Posted: 07/02/2021</b>			
<b>Computer Checks</b>							
<b>01 - GENERAL FUND</b>							
Bank Account :A - FSB-General Fund							
00060372	06/18/2021	SCOTCARL	Scott Carlin				
Fuel	06/18/2021			06/18/2021	Reimburse Fuel		
01-2-02710-626-000			SUP GAS AND OIL			-33.00	33.00
					Invoice Total:	-33.00	33.00
					Check Total:	-33.00	33.00
00060374	06/30/2021	DANEANDE	Danette Anderson				
June	06/30/2021			07/02/2021	OT		
01-2-02161-340-000			PSP SPED SCHOOLAGE OT			-67.00	67.00
01-2-02163-340-000			PSP PRESCH OT 0-2			-702.83	702.83
					Invoice Total:	-769.83	769.83
					Check Total:	-769.83	769.83
00060375	06/30/2021	FLATWABANK	Flatwater Bank				
June	06/30/2021			07/02/2021	Payroll		
01-2-02510-351-000			PSP BUSINESS DATA PROCESS			-75.20	75.20
					Invoice Total:	-75.20	75.20
					Check Total:	-75.20	75.20
00060376	06/30/2021	FOLLSOLU	Follett School Solutions Inc.				
826243F	06/30/2021			07/02/2021	Books		
01-2-02220-640-001			SUP LIBRARY BOOKS/PERS ELEM			-459.71	459.71
					Invoice Total:	-459.71	459.71
					Check Total:	-459.71	459.71
00060377	06/30/2021	FRANINC	Franzen Inc.				
142351	06/30/2021			07/02/2021	Supplies		
01-2-02620-340-000			PSP MAINT-OTHER PROF. SERVICES			-16.75	16.75
					Invoice Total:	-16.75	16.75
					Check Total:	-16.75	16.75
00060378	06/30/2021	GIBSSMIT	Gibbs Smith Publisher				
41820	06/30/2021			07/02/2021	Textbooks		
01-2-01100-640-001			SUP TEXTBOOKS ELEM			-1,374.42	1,374.42
					Invoice Total:	-1,374.42	1,374.42
					Check Total:	-1,374.42	1,374.42
00060379	06/30/2021	GOTHHOSP	Gothenburg Memorial Hospital				
110053	06/30/2021			07/02/2021	Drug Screen		
01-2-02710-890-000			PSO TRANSPORTATION OTHER			-430.00	430.00
					Invoice Total:	-430.00	430.00
					Check Total:	-430.00	430.00
00060380	06/30/2021	GOTHLEAD	Gothenburg Leader				
2155	06/30/2021			07/02/2021	Advertising		
01-2-02510-540-000			PSO BUSINESS ADVRT PRNTNG			-7.07	7.07
					Invoice Total:	-7.07	7.07
					Check Total:	-7.07	7.07
00060381	06/30/2021	GOTHPONY	Gothenburg Pony Express Assoc. Inc.				

# Check Journal

Fiscal Year: 2021

Check Number Invoice Account Number	Date Invoice Date	Vendor ID PO Number	Vendor Name Ereq Num Account Description	PO Date	Description	Payable	Direct Deposit Accrued Payment
7262 01-2-01100-640-001	06/30/2021		SUP TEXTBOOKS ELEM	07/02/2021	Books	-92.67	92.67
					Invoice Total:	-92.67	92.67
					Check Total:	-92.67	92.67
00060382 114128 01-2-02710-610-000	06/30/2021	GOTHTIRE	Gothenburg Tire & Service	07/02/2021	Tires/Parts		
			SUP TRANSP TIRES / PARTS			-10.00	10.00
					Invoice Total:	-10.00	10.00
					Check Total:	-10.00	10.00
00060383 383002 01-2-02620-340-000	06/30/2021	HICKLUMB	Hicken Lumber Center	07/02/2021	Maintenance		
			PSP MAINT-OTHER PROF. SERVICES			-83.95	83.95
					Invoice Total:	-83.95	83.95
					Check Total:	-83.95	83.95
00060384 12794001 01-2-02510-440-000	06/30/2021	HOMELEAS	Hometown Leasing	07/02/2021	Copier Lease		
			PSF COPIER/LEASE			-1,590.87	1,590.87
					Invoice Total:	-1,590.87	1,590.87
					Check Total:	-1,590.87	1,590.87
00060385 955227103 01-2-01100-640-002	06/30/2021	HOUGMIFF	HM Harcourt Publishing Co.	07/02/2021	Textbooks		
			SUP TEXTBOOKS SEC			-15,511.11	15,511.11
					Invoice Total:	-15,511.11	15,511.11
955244379 01-2-01100-640-002	06/30/2021			07/02/2021	Textbooks		
			SUP TEXTBOOKS SEC			-2,458.90	2,458.90
					Invoice Total:	-2,458.90	2,458.90
					Check Total:	-17,970.01	17,970.01
00060386 244401 01-2-01100-610-002	06/30/2021	ISLASUPP	Island Supply Welding Co.	07/02/2021	Supplies		
			SUP GENERAL SEC			-192.00	192.00
					Invoice Total:	-192.00	192.00
					Check Total:	-192.00	192.00
00060387 363429213 01-2-01100-610-001	06/30/2021	J.W.PEPP	J.W. Pepper & Son, Inc.	07/02/2021	Supplies		
			SUP GENERAL ELEM			-579.66	579.66
					Invoice Total:	-579.66	579.66
					Check Total:	-579.66	579.66
00060388 43621 01-2-02620-340-000	06/30/2021	JOHNDEER	John Deere Financial	07/02/2021	Maintenance		
			PSP MAINT-OTHER PROF. SERVICES			-421.73	421.73
					Invoice Total:	-421.73	421.73
					Check Total:	-421.73	421.73
00060389 10232 01-2-02310-317-000	06/30/2021	KSBSCHO	KSB School Law	07/02/2021	Legal Services		
			PSP LEGAL SERVICES			-1,250.00	1,250.00
					Invoice Total:	-1,250.00	1,250.00

# Check Journal

Fiscal Year: 2021

Check Number Invoice Account Number	Date Invoice Date	Vendor ID PO Number	Vendor Name Ereq Num Account Description	PO Date	Description	Payable	Direct Deposit Accrued Payment
Check Total:						-1,250.00	1,250.00
00060390	06/30/2021	LAKELEAR	Lakeshore Learning Materials				
2544330621	06/30/2021			07/02/2021	Equipment		
01-2-01100-739-001			CAP EQUIP / FURN ELEM			-216.20	216.20
Invoice Total:						-216.20	216.20
Check Total:						-216.20	216.20
00060391	06/30/2021	MCGR-HIL	McGraw Hill LLC				
117736058001	06/30/2021			07/02/2021	Textbooks		
01-2-01100-640-002			SUP TEXTBOOKS SEC			-251.79	251.79
Invoice Total:						-251.79	251.79
117826688001	06/30/2021			07/02/2021	Textbooks		
01-2-01100-640-002			SUP TEXTBOOKS SEC			-1,350.00	1,350.00
Invoice Total:						-1,350.00	1,350.00
117834928001	06/30/2021			07/02/2021	Textbooks		
01-2-01100-640-002			SUP TEXTBOOKS SEC			-1,350.00	1,350.00
Invoice Total:						-1,350.00	1,350.00
Check Total:						-2,951.79	2,951.79
00060392	06/30/2021	MIDWFLOR	Midwest Floor Specialists				
134307	06/30/2021			07/02/2021	Supplies		
01-2-02610-610-000			SUP CUSTODIAL			-447.60	447.60
Invoice Total:						-447.60	447.60
Check Total:						-447.60	447.60
00060393	06/30/2021	MOVIMIND	Moving Mindes				
IN55265	06/30/2021			07/02/2021	Equipment		
01-2-01100-739-001			CAP EQUIP / FURN ELEM			-1,446.12	1,446.12
Invoice Total:						-1,446.12	1,446.12
Check Total:						-1,446.12	1,446.12
00060394	06/30/2021	NACIA	NACIA				
2021-2022	06/30/2021			07/02/2021	Membership		
01-2-02212-320-000			PSP T & L			-15.00	15.00
Invoice Total:						-15.00	15.00
Check Total:						-15.00	15.00
00060395	06/30/2021	PAPEDIRE	Paper Direct				
9818573	06/30/2021			07/02/2021	Supplies		
01-2-02320-610-000			SUP EXEC ADMIN			-147.94	147.94
Invoice Total:						-147.94	147.94
Check Total:						-147.94	147.94
00060396	06/30/2021	PAYFLEX	Pay Flex				
1578196	06/30/2021			07/02/2021	Flex Plan		
01-2-02510-340-000			PSP BUSINESS FLEX PAY			-128.80	128.80
Invoice Total:						-128.80	128.80
Check Total:						-128.80	128.80
00060397	06/30/2021	PROTCENT	Protex Central Inc.				
124983	06/30/2021			07/02/2021	Maintenance		
01-2-02620-340-000			PSP MAINT-OTHER PROF. SERVICES			-567.00	567.00
Invoice Total:						-567.00	567.00

# Check Journal

Fiscal Year: 2021

Check Number Invoice Account Number	Date Invoice Date	Vendor ID Invoice Date PO Number	Vendor Name Ereq Num Account Description	PO Date	Description	Payable	Direct Deposit Accrued Payment
Check Total:						-567.00	567.00
00060398	06/30/2021	REALGOOD	Really Good Stuff, Inc.				
7581163/	06/30/2021			07/02/2021	Supplies		
01-2-01100-610-001			SUP GENERAL ELEM			-785.19	785.19
Invoice Total:						-785.19	785.19
7583205	06/30/2021			07/02/2021	Supplies		
01-2-01100-610-001			SUP GENERAL ELEM			-457.53	457.53
01-2-01200-610-001			SUP SPED ELEM			-411.50	411.50
Invoice Total:						-869.03	869.03
7583913/	06/30/2021			07/02/2021	Supplies		
01-2-01100-610-001			SUP GENERAL ELEM			-812.36	812.36
Invoice Total:						-812.36	812.36
Check Total:						-2,466.58	2,466.58
00060399	06/30/2021	SAVVAS	Savvas Learning Compan LLC				
4026344749	06/30/2021			07/02/2021	Supplies		
01-2-01100-610-001			SUP GENERAL ELEM			-3,126.94	3,126.94
Invoice Total:						-3,126.94	3,126.94
Check Total:						-3,126.94	3,126.94
00060400	06/30/2021	SCHODATE	School Datebooks				
S21-0199301	06/30/2021			07/02/2021	Supplies		
01-2-01100-610-001			SUP GENERAL ELEM			-1,081.91	1,081.91
Invoice Total:						-1,081.91	1,081.91
Check Total:						-1,081.91	1,081.91
00060401	06/30/2021	SCHOSPEC	School Specialty LLC				
308103765391	06/30/2021			07/02/2021	Supplies		
01-2-01100-610-001			SUP GENERAL ELEM			-1,124.87	1,124.87
Invoice Total:						-1,124.87	1,124.87
Check Total:						-1,124.87	1,124.87
00060402	06/30/2021	SHREIT	Shred-It USA				
8182201327	06/30/2021			07/02/2021	Custodial		
01-2-02610-890-000			PSO CUSTODIAL OTHER			-177.20	177.20
Invoice Total:						-177.20	177.20
Check Total:						-177.20	177.20
00060403	06/30/2021	SIEMIND	Siemens Industry, Inc.				
5446514303	06/30/2021			07/02/2021	Maintenance		
01-2-02620-340-000			PSP MAINT-OTHER PROF. SERVICES			-9,208.80	9,208.80
Invoice Total:						-9,208.80	9,208.80
5446515121	06/30/2021			07/02/2021	Maintenance		
01-2-02620-340-000			PSP MAINT-OTHER PROF. SERVICES			-9,828.94	9,828.94
Invoice Total:						-9,828.94	9,828.94
Check Total:						-19,037.74	19,037.74
00060404	06/30/2021	T-CCEIL	T-C Ceilings Inc.				
19929	06/30/2021			07/02/2021	Supplies		
01-2-02610-610-000			SUP CUSTODIAL			-369.92	369.92
Invoice Total:						-369.92	369.92
Check Total:						-369.92	369.92

# Check Journal

Fiscal Year: 2021

Check Number Invoice Account Number	Date Invoice Date	Vendor ID PO Number	Vendor Name Ereq Num Account Description	PO Date	Description	Payable	Direct Deposit Accrued Payment
00060405	06/30/2021	TSA	TSA Consulting Group, Inc.				
67532	06/30/2021			07/02/2021	403b consulting		
01-2-02510-320-000			PSP BUSINESS			-31.35	31.35
					Invoice Total:	-31.35	31.35
					Check Total:	-31.35	31.35
00060406	06/30/2021	USBANK	U.S. Bank				
9190	06/30/2021			07/02/2021	Supp/lodging/fuel/fees		
01-2-01100-610-001			SUP GENERAL ELEM			-6,491.14	6,491.14
01-2-01100-610-002			SUP GENERAL SEC			-1,482.09	1,482.09
01-2-01100-640-001			SUP TEXTBOOKS ELEM			-1,178.56	1,178.56
01-2-01100-640-002			SUP TEXTBOOKS SEC			-32.77	32.77
01-2-01100-650-002			SUP COMPUTER HARDWARE SEC			-2,825.03	2,825.03
01-2-01100-739-001			CAP EQUIP / FURN ELEM			-3,437.64	3,437.64
01-2-01200-610-001			SUP SPED ELEM			-263.10	263.10
01-2-01200-610-001			SUP SPED ELEM			-681.70	681.70
01-2-01200-890-000			PSO SPED OTHER DIST			-280.00	280.00
01-2-02120-610-001			SUP GUIDANCE ELEM			-347.36	347.36
01-2-02151-610-000			SUP SPEECH			-34.23	34.23
01-2-02212-320-000			PSP T & L			-280.00	280.00
01-2-02320-610-000			SUP EXEC ADMIN			-163.78	163.78
01-2-02410-610-001			SUP PRINCIPAL ELEM			-212.65	212.65
01-2-02410-810-001			DUES PRINCIPAL ELEM			-615.00	615.00
01-2-02410-810-002			DUES PRINCIPAL SEC			-875.00	875.00
01-2-02610-610-000			SUP CUSTODIAL			-849.15	849.15
01-2-02710-626-000			SUP GAS AND OIL			-489.95	489.95
01-2-02710-890-000			PSO TRANSPORTATION OTHER			-28.17	28.17
01-2-03540-610-000			SUP PRESCH			-65.88	65.88
					Invoice Total:	-20,633.20	20,633.20
					Check Total:	-20,633.20	20,633.20
00060407	06/30/2021	VERIZON	Verizon Wireless				
9882380521	06/30/2021			07/02/2021	Telephone		
01-2-02510-382-000			PSP BUSINESS TELECOMMUNIC			-136.05	136.05
					Invoice Total:	-136.05	136.05
					Check Total:	-136.05	136.05
00060408	06/30/2021	WOODBRASS	Woodwind/Brasswind				
58673088	06/30/2021			07/02/2021	Supplies		
01-2-01100-610-002			SUP GENERAL SEC			-1,189.34	1,189.34
					Invoice Total:	-1,189.34	1,189.34
58675678	06/30/2021			07/02/2021	Supplies		
01-2-01100-610-002			SUP GENERAL SEC			-195.00	195.00
					Invoice Total:	-195.00	195.00
					Check Total:	-1,384.34	1,384.34
<b>01 - GENERAL FUND</b>						<b>-80,847.42</b>	<b>80,847.42</b>
<b>Total of Computer Checks</b>						<b>-80,847.42</b>	<b>80,847.42</b>

Fund Summary

# Check Journal

Fiscal Year: 2021

Check Number Invoice Account Number	Date Invoice Date	Vendor ID PO Number	Vendor Name Ereq Num Account Description	PO Date	Description	Payable	Direct Deposit Accrued Payment
01 - GENERAL FUND						-80,847.42	80,847.42
Payroll Summary							
<b>Report Total:</b>						<b>-80,847.42</b>	<b>80,847.42</b>



**--YOUR ANNUAL MEMBERSHIP PROVIDES SUPPORT FOR --**  
Nebraska Rural Community Schools Association

<p><b><u>STATE LEGISLATIVE ADVOCACY</u></b> NRCSA is active in representing rural public schools in the Unicameral. The Executive Director is the main spokesperson for NRCSA, but is also represented by the lobbying firm of Nowka and Edwards. NRCSA's Legislative Committee includes 20 Superintendents from member schools and helps to direct the legislative efforts of the organization. NRCSA is also represented in the "Nebraskans United for Property Tax Reform and Education" and the "Education Association Coalition", both of which serve as coalitions that work to speak on behalf of public education interests.</p>	<p><b><u>RURAL ADVOCACY</u></b> NRCSA is the only organization that speaks solely on behalf of public rural schools in the State of Nebraska.</p>	<p><b><u>SUPERINTENDENT SEARCHES</u></b> NRCSA's Superintendent Search Service is conducted by veteran Superintendents whose professional lives were involved in rural education in Nebraska. The service is available to all Nebraska school districts, with member districts paying a lower rate than non-member districts. A professional cost effective proposal and fee structure is available upon request.</p>
<p><b><u>PLANNING WORKSHOPS</u></b> The NRCSA Planning Support Service is an elective service that assists districts in planning and goal-setting. The service is conducted by veteran Superintendents whose professional lives were involved in rural education in Nebraska.</p>	<p><b><u>NATIONAL ADVOCACY</u></b> NRCSA is a member of the National Rural Education Advocacy Consortium (NREAC), which represents the interests of rural public schools in national forums where education issues are decided.</p>	<p><b><u>LEGISLATIVE FORUM</u></b> During each legislative session NRCSA offers a forum for Board members and administrators. The forum provides the opportunity to hear from Senators as to what is happening in the Unicameral, as well as to provide input to Senators. The forum is held in Lincoln.</p>
<p><b><u>COMMUNICATIONS</u></b> NRCSA provides regular updates from the Executive Director to member schools. A more in-depth update is provided to all members just prior to monthly Board of Education meetings. The NRCSA webpage is <a href="http://www.nrca.net">www.nrca.net</a>. NRCSA also has a social media presence on Twitter (@NRCSA1980) and on Facebook (<a href="http://www.facebook.com/nrcsahome">www.facebook.com/nrcsahome</a>).</p>	<p><b><u>SPRING CONFERENCE</u></b> NRCSA offers an annual conference in Kearney in March. The conference targets issues and interests of rural schools. An opportunity is created to network with other rural school districts and to interact directly with policymakers and NRCSA leaders.</p>	<p><b><u>GARY FISHER FINE ARTS SCHOLARSHIPS</u></b> NRCSA awards two \$2,000 scholarships to high school seniors from NRCSA-member schools who are entering college with the plan to major in a fine arts field.</p>
<p><b><u>DISTRICT MEETINGS</u></b> Each fall NRCSA conducts a meeting in each of the six membership districts. These meetings provide an opportunity for rural schools to connect with NRCSA leadership on a face-to-face basis.</p>	<p><b><u>US BANK ONE CARD PROGRAM</u></b> NRCSA has partnered with US Bank to provide this unique purchase card program for school districts. Individual school districts decide which staff members receive purchase cards. The district has control over where purchases can be made and for what amounts. This can be especially helpful when sending sponsors out with student groups.</p>	<p><b><u>NRCSA AWARDS</u></b> NRCSA annually recognizes individuals who are outstanding at serving member districts. At the Spring Conference each year NRCSA recognizes an Outstanding Elementary Teacher, Secondary Teacher, Classified Staff Member, ESU Staff Member, Music Teacher, Principal, Board of Education Member, and Superintendent/ESU Administrator.</p>
<p><b><u>NRCSA EXECUTIVE BOARD</u></b> The 10-member Executive Board provides leadership and direction for the organization. Each of the six NRCSA districts is represented by at least one Superintendent from a district within the district.</p>	<p><b><u>NRCSA SCHOLARSHIPS</u></b> NRCSA annually awards 14 \$2,000 scholarships to high school seniors from NRCSA-member schools who are entering college with the goal of becoming school teachers.</p>	<p><b><u>GLOBAL TELETHERAPY</u></b> Global Teletherapy is a partner with NRCSA that provides elective services such as Speech, Behavioral, and Occupational Therapies. Global provides services that are sometimes difficult to fill.</p>
<p><b><u>NEBRASKANS UNITED</u></b> NRCSA is a strong member of this group which includes most education and ag-related organizations in the State. The purpose is to work to provide property tax relief, as well as to protect and promote funding to public education.</p>	<p><b><u>CORONAVIRUS ISSUES</u></b> Over 100 NRCSA member Superintendents and ESU Administrators worked together to produce NRCSA's Reopening Document to help districts develop their own plans for reopening school in the fall.</p>	<p><b><u>LEADERSHIP OPPORTUNITIES</u></b> Each year there are over 50 leadership positions on the Executive Committee or other NRCSA committees that provide opportunities for member Superintendents.</p>
<p><b><u>EDUCATION ASSOCIATIONS COALITION</u></b> NRCSA is an active member of this group that is comprised of all of the major education associations in the state. The purpose of the group is to work together on legislative issues facing public education.</p>	<p><b><u>NATIONAL RURAL EDUCATION ASSOCIATION</u></b> NRCSA is a strong member of the NREA. The NREA provides leadership on issues facing rural education on the national level. Dr. Jon Habben, former NRCSA Executive Director of NRCSA, will serve as Past President of NREA in the coming year.</p>	<p><b><u>RURAL TEACHER SHORTAGE</u></b> NRCSA has started a Rural Teacher Committee that was established to find ways to address the shortage of teachers in rural schools. Twelve member Superintendents work with representatives from Chadron State College, Wayne State College and Peru State College in this work.</p>

"QUALITY RURAL SCHOOLS"

Nebraska Rural Community Schools Association 455 S. 11th St, Suite B, Lincoln, NE 68508

# 2021-2022

## GOTHENBURG JR/SR HIGH SCHOOL STUDENT - PARENT HANDBOOK

Dear Students and Parents:

On behalf of the faculty, administration, and board of education, we welcome you to another school year. We are looking forward to helping your children reach their learning potential and achieve their educational goals in the upcoming year.

**Please read this handbook carefully. Students and their parents are responsible for knowing the rules, regulations, and procedures covered in this handbook. The student handbook is an extension of school policies and has the force and effect of board policy when approved by the board of education.**

This handbook contains information of value to every student and parent. It contains explanations of school regulations and procedures necessary for our school to run smoothly and efficiently. If you are ever in doubt about what is the right thing to do, ask a classroom teacher, speak with the building principal, or contact my office.

**The school district is proud of our students and staff!**

**GO SWEDES!!**

*Seth Ryker*  
*Secondary Principal*

*Marc Mroczek*  
*Activities Director & Assistant Principal*

### **MISSION STATEMENT**

Gothenburg Public Schools is the cornerstone of a proud, passionate, and progressive community where students and staff thrive in a positive and innovative environment. We ensure the growth of all individuals by inspiring them to own and maximize their potential.

This Handbook belongs to:

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Replacement cost of student handbook: \$15.00

## **Important Phone Numbers**

### **Gothenburg Public Schools**

Dr. Todd Rhodes, Supt.	537-3653 ext.4105
Seth Ryker, JH/HS Principal	537-3651 ext.4121
Marc Mroczek, Activities Director/A.P.	537-7501 ext.4122
Tomye McKenna, SPED Director/A.P.	537-3651 ext. 2232
Jerry Wiggins, H.S. Counselor	537-7501 ext.4124
Pam Glodowski, J.H. Counselor	537-7501 ext.4127
Tamela Smith, Upper Elem Counselor	537-3651 ext.
Michelle Stevens, Lower Elem Counselor	537-3651 ext. 2202
Allison Jonas, Director Teaching/Learning	537-3651 ext. 3131
Angie Richeson, Elem. Principal	537-7178 ext.2202
GHS Information/Attendance	537-3651 ext.4120

### **Services**

Emergency Services	911
AIDS Information Hotline	1-800-782-AIDS
Birth Line	1-308-534-3085
Boys Town Hotline	1-800-448-3000
Child Abuse/Neglect Hotline	1-800-652-1999
Crisis Line	324-3040 or dial, Ask for Enterprise 2222
Crisis Intervention Team (Gothenburg)	537-3653
Dawson County Attorney	324-5644
Dawson County Crime Stoppers	784-1234
Dawson Co. Immunization Clinic	324-4219
D.C. Parent Child Center (for victims of domestic violence, child abuse, etc.)	324-2336
Dawson County Public Defender	537-7119
Dawson County Sheriff's Department	324-3011
Domestic Violence Hotline	1-800-876-6238
Emergency 24 hour drug/alcohol line	543-6963
Family Planning (North Platte)	534-3075
Family Planning (Lexington)	324-6223
Gothenburg Chamber of Commerce	537-3505
Gothenburg City Offices	537-3677
Gothenburg Memorial Hospital	537-3661
Gothenburg Police Department	537-3608
Heartland Counseling	324-6754
Juvenile/Probation Office	324-7119
Nebraska Dept of Social Services	324-6633
Nebraska Diagnostic Center	784-4525
Parent Assistance Line	1-800-642-9909
Poison Information Center	1-800-642-9999
Road and Weather Conditions	1-532-0623
Runaway Switchboard	1-800-621-4000
State Patrol Emergency Line	1-800-525-5555
Suicide Prevention Hotline	1-800-273-8255

## **GOTHENBURG HIGH SCHOOL 2021-2022 GHS STAFF**

### **Administration:**

Dr. Todd Rhodes, Superintendent
Mr. Seth Ryker, Secondary Principal
Mr. Marc Mroczek, Activities Director, Assistant JH/HS Principal
Mrs. Allison Jonas, Director of Teaching & Learning
Mrs. Angie Richeson, Elementary Principal
Mrs. Tomye McKenna, Special Ed Director, Assistant Elementary Principal

## ***Support Staff:***

Jerry Wiggins  
Pam Glodowski  
Michelle Stevens  
Jacy Ostergard  
Melissa Haas  
Jo Wiggins  
Jayne Eggleston  
Kay Streeter  
Ginny Peterson  
Lori Verster

High School Counselor  
Upper Elementary and Middle School Counselor  
Lower Elementary Counselor  
School Psychologist  
School Nurse  
Technology Director  
Technology Support  
Business Manager  
Jr/Sr High School Secretary  
District Office Secretary

## ***Cafeteria:***

Lunch Director: Joni Jacobsen

## ***Paraprofessionals/Job Coach:***

Saraid Brock, Beth Cullan, Sue Finke, Marie Foster, Tracie Gamblin, Rhonda Hansen, Susan Harbur, Holly Meints, Katherine Middleton, Tesla Nelson, Terri Nordin, Elaine Smith, Connie Schweitzer, Janice Walker

## ***Faculty:***

Shauna Baker  
Erin Beavers  
Scott Carlin  
Kaitlyn Clark  
Luke Dea  
Jayne Eggleston  
AnnaLisa Estrela  
Jay Garrison  
Kim Graff  
Craig Haake  
Carol Keiser  
Vickie Keiser  
Roger Koehler  
Kent Koehn  
KC Lathrop  
Lori Long  
Susan Massin  
Maggie Miller  
Cindy Moore  
Kelly Morgan  
Tim Negley  
Tim Peterson  
Angela Piper  
Julie Rickertsen  
Ana Rodriguez  
Nicole Rubenthaler  
Seth Schaeffer  
Sharise Scherer  
Kassie Schuett  
Tom Scott  
Jami Stortenbecker  
Brent Streeter  
Maggie Tiller  
Tonya Welch  
Erica Weisler

English  
English  
Science  
English/Social Science  
Social Science  
Computer Tech  
Vocational Agriculture  
English  
English/Journalism  
Physical Education  
Special Education  
Business/Computers  
Business/Computers  
Mathematics  
Industrial Technology  
Media Specialist/Technology  
Family/Consumer Science  
Foreign Language  
Mathematics/Science  
Spanish  
Vocational Ag  
Physical Education  
Special Education  
Mathematics  
Art  
Science  
Physical Education/Health  
Mathematics  
Special Education  
Social Science  
Art  
Social Science  
Science  
Instrumental & Vocal Music  
JH Vocal Music

## ***Bus Drivers:***

## **2021-2022 ACTIVITY SPONSORS/COACHES**

### **Fall Athletic Season**

Head Football - Craig Haake  
Assistant Football - Justin Dowdy, Jerry Wiggins, Tom Scott, Jesse Kincheloe, Seth Schaeffer, Trent Good, Dustin Ehlers  
Girls Golf – Tara Foster  
Assistant Girls Golf - Jacy Ostergard  
Cross Country - Tony Neels  
Assistant Cross Country - Steve Reeves  
Head Softball - Luke Dea  
Assistant Softball - Cory Beachel, Kully Harrison  
Head Volleyball - Bryson Mahlberg  
Assistant Volleyball - Jami Stortenbecker  
9th Volleyball - Rebecca Costello  
Head Jr. High Football - Jonathan Meyer  
Asst. Jr. High Football - Scott Carlin, TBD  
8th Head Volleyball - Jim Clark      Assistant 8th VB - Stephanie Waskowiak  
7th Head Volleyball - Nicole Rubenthaler      Assistant 7th VB - Jordan Ehlers

### **Winter Athletic Season**

Head Boys Basketball - Scott Carlin  
Head Girls Basketball - Kassie Schuett  
Assistant Boys BB – Kent Koehn      Assistant Girls BB -Tim Strauser  
Co-Head Wrestling - Tim Negley & Tom Scott  
9th Girls Basketball - Jena Rahjes      9th Boys Basketball - Luke Dea  
Jr. High Wrestling - Jerry Wiggins      Assistant - Craig Haake  
8th Boys Basketball - Seth Schaeffer      Girls 8<sup>th</sup> Basketball - Jonathan Meyer  
Assistant 8<sup>th</sup> Boys - TBD      Assistant 8<sup>th</sup> Girls - Joe Weaver  
7th Boys Basketball - Jonathan Meyer      Girls 7<sup>th</sup> Basketball - Shauna Baker  
Assistant 7<sup>th</sup> Boys - Joe Weaver      Assistant 7<sup>th</sup> Girls - Suzanne Neels

### **Spring Athletic Season**

Head Girls and Boys Track - Steve Reeves, Bryson Mahlberg  
Jump Coaches - Tim Peterson, KC Lathrop  
Hurdle Coach - Dan Yilk      Pole Vault - Jillian Dowdy, Jesse Ambler  
Distance Coach - Tony Neels      Discus Coach - Scott Carlin      Shot Put Coach - Bryson Mahlberg  
7th-8th Head Girls & Boys Track Coach - Jim Clark, Nicole Rubenthaler  
7th/8th Assistant Girls & Boys Track - Angela Piper, Jonathan Meyer, Dave Clark  
Head Boys Golf - Roger Koehler      Assistant Boys Golf - Justin Henry

### **Other Activities**

Band/Vocal - Tonya Welch  
Musical: Erin Beavers      Assistant: Erin Feather, TBD  
National Honor Society/Sigma Phi Beta - Vickie Keiser  
One Act Play - Lori Long      Assistant - Erin Feather, Jim Long  
FFA - AnnaLisa Estrela/Tim Negley  
Journalism/Yearbook - Vickie Keiser  
Speech - Kaitlyn Clark      Assistant - Lori Long, TBD  
Quiz Bowl - Cindy Moore & Kelly Morgan  
Student Council - Mary Meisinger/Lori Long  
Cheerleaders - Ginny Peterson & TBD  
Seniors - Mr. Wiggins & Mr. Carlin & Mrs. Keiser  
Juniors - Mrs. Baker & Mrs. Beavers  
Sophs. - Mrs. Tiller & Mrs. Rickertsen & Mr. Garrison  
Fresh. - Mrs. Moore & Mrs. Clark & Mr. Schaeffer  
8th - Mrs. Morgan & Mr. Peterson & Mr. Negley  
7th - Mrs. Rubenthaler, Mrs. Baker, Ms. Rodriguez, Mr. Koehn

\*\*Class officers must have passed all classes from the previous school year and also be in the top 25% of class rank.

# ACADEMICS

## BELL SCHEDULE

Period	Time Schedule		
<b>ACCESS TIME</b>	<b>7:45</b>	-	<b>8:05</b>
Access time will be assigned to assist students and provide additional learning opportunities. Any 7-12 student may take advantage of access time to talk to their teachers.			
<b>1</b>	<b>8:10</b>	-	<b>8:55</b>
<b>2</b>	<b>8:58</b>	-	<b>9:43</b>
<b>Swede Foundations</b>	<b>9:46</b>	-	<b>10:08</b>
<b>3</b>	<b>10:11</b>	-	<b>10:56</b>
<b>4</b>	<b>10:59</b>	-	<b>11:44</b>
<b>5</b>	<b>11:47</b>	-	<b>12:32</b>
<b>6</b>	<b>12:35</b>	-	<b>1:53</b>
<b>White Lunch</b>	<b>12:33</b>	-	<b>1:03</b>
<b>Cardinal Lunch</b>	<b>1:21</b>	-	<b>1:51</b>
<b>7</b>	<b>1:54</b>	-	<b>2:40</b>
<b>8</b>	<b>2:43</b>	-	<b>3:30</b>

**Swede Foundations will consist of academic team time. Students will check/report grades and work with designated teachers to improve academic accountability and performance.**

## ADMITTANCE TO BUILDING & LUNCH HOUR

Access time (7:45 a.m - 8:05 a.m.) is available to any student needing help from a teacher. During the high school noon hour (depending on inclement weather) students will be outside. No supervision will be available prior to 7:45 a.m. and after school at 3:45 p.m. in the academic building.

## ACCREDITATION

Gothenburg High School is a member of the North Central Accreditation Association and is accredited by the State of Nebraska. The school maintains rigid standards in order to meet requirements set forth by the State of Nebraska Department of Education. The athletic classification is Class B/C-1 and the school is considered a Class III school in organization.

## GRADUATION REQUIREMENTS

In an effort to ensure that graduates of Gothenburg High School are adequately prepared for today's society, the following graduation requirements have been established: To graduate from Gothenburg High School, a student must earn a minimum of 240 hours of credit including all required classes. Students who expect to enroll for further education in post-secondary institutions should plan carefully to make sure they have included the necessary preparation in a high school program. Students must be enrolled for a minimum of 35 hours per semester in grades 7-11 and 30 hours per semester in grade 12. Work release students must register for 5 classes in addition to the work experience. Also, work release students will be graded for their working performance.

**Requirements for graduation from Gothenburg High School are listed below:**

<b>English</b> .....	40
(English 9,10,11,12 )	
<b>Social Studies</b> .....	30
(American History & Government)	
<b>Math</b> .....	30
(Algebra I or Integrated Math I)	
<b>Science</b> .....	30
<b>Physical Education</b> .....	10

(Physical Education/First Aid)	
<b>Speech</b> .....	5
<b>Personal Finance</b> .....	5
<b>Electives</b> .....	100
<b>Total Credits Needed</b> .....	240

**ASSIGNMENT OF STUDENTS**

It shall be the responsibility of the administration to determine academic placement decisions involving students, including situations where students transfer into Gothenburg Public Schools from other educational settings. The District reserves the right to make the most appropriate grade level placement, class placement and teacher assignment for students which best fulfills the needs of the students and the school district.

**Classification of students for grade level placement:**

Sophomore.....	60 hours + 2 semesters in attendance
Junior.....	120 hours + 4 semesters in attendance
Senior.....	180 hours + 6 semesters in attendance

**DROP AND ADD INFORMATION**

Every effort has been made to place students in courses that are appropriate for their abilities and future educational or career interests. Maximum student and parent input is allowed during the time when course selections are being made. Once those selections are made, the school will honor them to the extent possible. Students will be allowed to drop and add classes to their schedule for three (3) school days after the semester begins. A student must have written permission from the teachers, guidance counselor and parents for a schedule change during this time. Students will be allowed to drop a class for a period of three weeks after the semester begins provided they have a full schedule and are willing to be an aide or have a study hall. During this time, a grade of Withdrew-Passing (W-P) or Withdrew-Failing (W-F) will be indicated by the teacher and no marks will be entered on the official transcript. Dropping a class after this three week period will result in the drop grade becoming part of the student's permanent record and transcript. This means that drop grades have a direct effect upon grade point average and class rank. Students should take their time during registration and make sure their choices are correct for them.

**GRADING SYSTEM**

The following is the grading system at Gothenburg Jr/Sr High School:

<b>A</b>	=	<b>95.0-100%</b>	<b>(4.0)</b>
<b>A-</b>	=	<b>93.0-94.0%</b>	<b>(3.7)</b>
<b>B+</b>	=	<b>91.0-92.0%</b>	<b>(3.3)</b>
<b>B</b>	=	<b>87.0-90.0%</b>	<b>(3.0)</b>
<b>B-</b>	=	<b>85.0-86.0%</b>	<b>(2.7)</b>
<b>C+</b>	=	<b>83.0-84.0%</b>	<b>(2.3)</b>
<b>C</b>	=	<b>79.0-82.0%</b>	<b>(2.0)</b>
<b>C-</b>	=	<b>77.0-78.0%</b>	<b>(1.7)</b>
<b>D+</b>	=	<b>75.0-76.0%</b>	<b>(1.3)</b>
<b>D</b>	=	<b>72.0-74.0%</b>	<b>(1.0)</b>
<b>D-</b>	=	<b>70.0-71.0%</b>	<b>(0.7)</b>
<b>F</b>	=	<b>0-69%</b>	<b>(0.0)</b>

**P=Pass**

**I=Incomplete**

**WP=Withdrew-Passing      WF=Withdrew-failing**

**NC=No Credit due to attendance**

These grades will be issued following each nine week period and will indicate a composite grade earned up to that point.

**INCOMPLETE GRADES**

When, in the estimation of the teacher, special conditions have been present which warrant an extension of time to complete coursework, a teacher may give an "Incomplete" as a course grade. Generally, any

student with one or more grades of "incomplete" will have **three weeks** to make up the work needed to change this to a passing grade. After this time, the incomplete will automatically be changed to a failing grade. When incomplete grades are the result of extended absences due to chronic illness, accidents, or health related problems, the student may appeal to the principal for an extension to make up the incomplete grade(s).

## **PROGRESS REPORTS**

Progress reports will be mailed to parents every three weeks during the school year. Dates when progress reports are to be sent will be included in the calendar.

## **REPORT CARDS**

The school will make every effort to issue report cards within one week after the conclusion of each of the four nine-week periods. Power School is available for parents to use during the school year. The report card will evaluate scholastic achievement, tardiness and attendance. Students are requested to take the Report cards home and discuss their progress with their parents.

## **PARENT-TEACHER CONFERENCES**

The Gothenburg Jr./Sr. High school will hold parent teacher conferences **twice** during the school year. These conferences will provide a two-way communication between home and school. Conferences are held during the first and third nine week quarter.

## **HONOR ROLL**

All graded classes will be considered for Honor Roll. For a student to be placed on the Honor Roll, the student must receive all A's and B's. Those students with all A's will be recognized as having high honors. Honor Roll Students will be recognized following each grading period.

## **PROMOTION & RETENTION POLICY**

Students will typically progress annually from grade to grade. A student may be retained at a grade level or required to repeat a course or program when it is determined in the judgment of the Principal, in consultation with the student's teachers and counselor, to be appropriate for the educational interests of the student and the school's educational program.

## **CHECKING OUT/DROP**

Any student transferring to another school or leaving school permanently must obtain a check-out sheet from the principal's office. This sheet must be signed by all the student's teachers and returned to the office.

## **STANDARDIZED TESTS**

The test NWEA (MAPS) is a tool that makes possible a profile of each individual student. The test, when used as a tool along with other information, provides the student and the school with valuable information. Students are tested to help determine individual learning levels, abilities, interests and to assist in placement, if necessary. These tests are going to be given two times a year. Copies of the results will be sent to parents.

## **TRANSCRIPTS/HIGH SCHOOL RECORD**

Student records, test results, grades, class ranking, etc., will be forwarded to schools, colleges, universities, scholarship agencies, prospective employers and/or any other party **ONLY** upon written request or permission from a parent, guardian or student. Students should remember that they write their high school record but once and once written, that record cannot be changed. He/she should know that when securing employment, studying at a university or college, or entering the armed forces, their record follows them.

## **NOTICE OF REQUIREMENTS FOR ADMISSION**

Nebraska law requires that parents or legal guardians furnish the following documents upon admission:

- 1) A certified copy of the student's birth certificate issued by the state in which the child was born, prior to admission of a child for the first time.
- 2) Evidence of a physical examination by a physician for a student entering the 7th grade or transferring in from out of state,
- 3) Evidence of visual evaluation by a physician,

4) Students are required to be immunized according to laws passed by the Nebraska legislature. Parents/guardians may contact the school nurse regarding immunization requirements. Forms to submit objections are available from the office of the Superintendent. **Any student not in compliance with the law will not be permitted to attend school.** Medical and religious exemptions are available but require a physician's signature or a signed affidavit.

## **NATIONAL HONOR SOCIETY**

National Honor Society was founded to recognize and encourage academic achievement and the ideals of scholarship, character, service and leadership. The local chapter at Gothenburg H.S. is governed by the national organization. Gothenburg's chapter was chartered as Charter #390 on June 16, 1925.

To be eligible for membership in the Gothenburg High School Chapter of NHS, a student must have been in attendance at GHS for the equivalent of one semester. Selection is based on outstanding scholarship, character, leadership and service with each area counting as 25% of the total. Candidates must have a cumulative average of at least 3.50 although a local chapter may raise that standard if desired. Students may not apply for membership; membership is granted to those sophomores, juniors and seniors selected by the faculty council. Eligible students are judged by a 5 member faculty council as selected by the principal and advisor. A different faculty council is selected each year. 10th, 11th and 12th grade students who have a 3.50 or higher GPA will receive a letter stating that they are eligible to be considered for membership. Students that are eligible will be asked to submit a list of activities and write a short essay. Leadership, character and service will be judged by an evaluation form completed by the five member faculty council using guidelines as presented in the National Honor Society Handbook.

Membership is an honor and a responsibility; students selected for membership are expected to continue to demonstrate the qualities of scholarship, service, leadership and character. Members who fall below the standards which were the basis of their selection may be dismissed from the organization.

## **ACADEMIC INTEGRITY POLICY**

Gothenburg High School is an institution in which learning for a purpose takes place. Useful and lasting learning does not occur unless the process which students go through to learn is an honest process which reflects their true abilities as measured by their own efforts. Progress which is based on unsound learning, as in the case of cheating, is not a genuine process. Cheating prepares a student for failure, not for success. (In an academic institution, dishonesty serves to undermine the academic and intellectual integrity of the school. The faculty and administration of Gothenburg High School are committed to eliminate such acts as cheating and to deal with offenses in a firm and fair manner.)

### **What is the definition of cheating at Gothenburg High School?**

Cheating involves one or more of the following actions:

1. To use the work of another person as your own and/or copy information from another student's test, examination, theme, book report, or term paper.
2. To plagiarize - plagiarism means using another person's idea, expression or words without giving the original author credit.
3. To prepare for cheating in advance. Such as: (a) having in your possession a copy of a test to be given or having been given by a teacher (b) using the test or notes during a test or examination (c) talking while taking quizzes, tests or examinations
4. To fail to follow test procedures/announced instructions (such as no talking, no turning around in seat, raise hand for questions, etc)

## **RENAISSANCE**

### **THE RENAISSANCE MISSION**

The mission of Renaissance is to encourage and recognize academic excellence at Gothenburg High School. The program acknowledges the educational achievements and outstanding contributions of students and staff members through a process of reinforcement, recognition and reward.

RENAISSANCE improves performance, promotion, and partnerships with the community, while celebrating the academic achievement of all students at Gothenburg High School. **During the 2020-21 school year, 295 students (77%) in grades 7-12 received Gold or Cardinal cards.** RENAISSANCE is more than a program; it is an attitude that everyone can achieve excellence. You can be a part of this program during the 2021-2022 school year!

## **GHS RENAISSANCE PROGRAM**

**Promote** Improved-Outstanding Academic Excellence  
**Recognize** Rewarded Respect People!  
**Improve** Your Academic Image!  
**Develop** Visible, Tangible Rewards & Incentives!  
**Every** Effort Is Directed Towards Excellence For Everyone!

### **RENAISSANCE PROGRAM INCENTIVES:**

The following are incentives for achieving academic excellence through the Renaissance Program. Once a student has qualified in any of the categories listed below, they will receive the incentive awards and recognition at an Honors Assembly following the conclusion of the 1st semester;

#### **Students with all A's (4.0) for semester (GOLD CARD)**

Renaissance awards T-shirt  
ACT Fee Reimbursement (1/2 for scores 27 or higher, full for scores 30 or higher)  
Fast food coupons

#### **Students with a "B" Grade Point Average for the semester (CARDINAL CARD)**

Renaissance awards T-shirt  
Fast food coupons

### **ADDITIONAL CRITERIA FOR INCENTIVE REWARDS:**

Students who qualify for grade point incentives must also have exhibited exemplary attendance and discipline. To qualify for any of the above awards, students must have missed nine or fewer days, have had nine or fewer tardies, and have no major discipline referrals to the principal for that semester.

## **ATTENDANCE**

Regular and punctual student attendance is required. School attendance is not only a Nebraska State Law and Board Policy 5008, but it is important to every child's education. Administration is responsible for developing further attendance rules and regulations and all staff are expected to encourage regular and punctual student attendance. Teachers are required to maintain an accurate record of student attendance.

### **Age 21:**

A student shall not be admitted or continued in enrollment after the end of the school year which the student reaches the age of 21. The school year for this purpose ends the last day of instruction for graduating seniors.

### **ABSENTEEISM AND ABSENTEE HOMEWORK**

**If a student will be absent, we ask that a parent/guardian call the school before 9:00 a.m. (537-3651 Ext. 4120). If the school does not receive a call an attempt will be made to contact you. If students need homework assignments, please check Google classroom and/or email the teacher.**

### **ABSENCES FROM SCHOOL**

A student who is absent from school because of participation in an approved co-curricular activity program will not be marked absent from school during the time of participation. **Students need to complete assignments prior to departing for a school activity.**

### **ATTENDANCE ON DAYS OF ACTIVITIES**

**All participants must be in attendance at least one/half day (4 periods) the day of the activity.** The principal and/or activities director shall make the final decision in any exceptional case.

### **ATTENDANCE GUIDELINES/DEFINITIONS**

1. An absence from school will be reported as:  
(a) excused absence or (b) an unexcused absence.

**School Excused Absences** – Impossible or impracticable barriers outside the control of the parent or child that prevent a student from attending school. The parent must provide the school with documentation to demonstrate the absence was beyond the control of the parent or child. This could include, but is not limited to documented illness, court, death of a family member, or suspension. Illness, family bereavement (parents, siblings, and grandparents), doctor or dental appointment, court appearances that are required by court order, participation in school activities, family trips in which student accompanies parent(s)/legal guardian(s), and other unique situations which have received prior approval from the Principal. Please refer to Board policy 5008 for further reference.

The Principal shall have the discretion to deny approval for any of the foregoing reasons, depending on circumstances such as the student's number of other absences, the student's academic status, the tests or other projects which may be missed, and in the case of a family trip, whether the trip could be taken during non-school time and the educational nature of the trip.

**Unexcused Absence.** Absences that are not school excused may result in a report to the county attorney and may be classified as follows: (1) Parent acknowledged absences are those in which the parent communicated with the school that the child is absent and is the parent's responsibility for the extent of the school day. This includes, but is not limited to, illness, vacations, and medical appointments. A student who engages in unexcused absences may be considered truant as per state law Neb. Rev. Stat. ' 79-201. Truancy is a violation of school rules. Students are subject to disciplinary consequences for trancies. Students who leave the school premises without permission during the school day will be considered truant. Please refer to Board policy 5008 for further reference.

**Early Withdrawal for Students Enrolled in Accredited or Approved Schools-** A person who has legal or actual charge or control of a child who is at least 16 but less than 18 years of age may withdraw such child from school before graduation and be exempt from the mandatory attendance requirements if an exit interview is conducted and a withdrawal form is signed. See Board Policy No. 5008 for further information and details of the exit interview and withdrawal form.

**Five (5) unexcused absences-** Students who accumulate five (5) unexcused absences in a quarter shall be deemed to have "excessive absences." Such absences shall be determined on a per class basis for secondary students. When a student has excessive absences, please refer to Board policy No. 5008 for more information and the procedures to be implemented.

**Twenty Excused Absences-**If a student accumulates more than twenty (20) absences per year and all of the absences are due to documental illness that makes attendance impossible or impracticable or are otherwise excused by school authorities, the attendance officer may report such information to the county attorney of the county in which that person having control of the student resides.

**Twenty Unexcused Absences-**If a student accumulates more than twenty (20) absences per year, and any of the absences are not excused, the attendance office shall file a report with the county attorney of the county in which the person having control of the student resides. For further information, refer to Board Policy 5008.

#### **Reporting Excessive Absenteeism to the County Attorney**

The school may report to the county attorney when the school has documented the efforts to address excessive absences. The school shall notify the child's family in writing prior to referring the child to the county attorney. Please refer to Board Policy 5008.

### **ATTENDANCE REGULATIONS**

A student who is absent **nine (9) times from a semester course** will forfeit credit for the course unless he/she requests a hearing before the Attendance Appeals Committee and is granted an extension of credits by this committee. The student and/or parent must present **documented substantiating evidence** (Dr. or dentist appointment notes, court appearance documents, etc.) as to the reason for their absences. (Note: Absences resulting from the participation in school sponsored activities/school exclusions do not count toward the limit of **nine**.) When extended absences occur in cases of chronic or extended illnesses, accidents or other health related problems, an appeal may be made to the Attendance Appeals Committee. Forms to request a waiver of a hearing may be picked up in the office. The committee may waive the necessity of a parent or guardian and student meeting at their discretion. The parent/guardian and student do not have to appear at the Attendance Appeals Committee meeting if the waiver is granted and **documented substantiating evidence** of the student's absence is presented to the office. **Gothenburg Public Schools does NOT sanction or approve a Senior Skip day.**

### **COLLEGE VISITATIONS**

Students will be allowed to have two (2) days of college visitation(s) during their Senior year. The **principal's office must receive a note** from parents/guardians to insure college visitation verification in **advance of the visit**. Seniors who properly follow this procedure will be able to participate in extracurricular activities on those days.

## **STUDENT ILLNESS/ABSENCES**

Upon returning to school after an absence, the student should report to the principal's office and present a note from the parent/guardian stating that they were aware of the absence and the reason for the absence. **If a note is not received by the office, the absence is considered unexcused and the student will need to serve detention time.** After returning to school, students must get an admit slip from the office before they will be allowed back in class. Teachers will inform the student as to the work to be done, but it is the responsibility of the student to contact the teacher for instructions and to make up the work. For excused absences, two school days will be allowed to make up work.

**If a note is not given to the office within 2 days after a student returns to school, he/she will be required to serve detention or possibly Saturday school.**

**When a student becomes ill while at school, he/she must report to the principal's office to check out.**

The office will also attempt to contact the parent. In case of an accident or emergency illness and the parent cannot be contacted, a school employee may take the students home or may call a physician for assistance.

## **ATTENDANCE APPEALS COMMITTEE**

The Attendance Appeals Committee shall consist of the Principals, guidance counselor and four faculty members elected by the faculty. At least four members of the committee must be present at each meeting. The committee will meet at 3:45 p.m. every Monday by appointment. The student's total absence record will be examined. The student and parent/guardian are responsible for providing documentation with justifiable reasons for all absences. A student may appeal the decision of the Appeals Committee to the Board of Education.

## **HOMEWORK GUIDELINES**

Upon returning to school after an excused absence, the student is expected to take the responsibility to make up homework and assignments missed during the absence. **If students need homework assignments, please check online teacher lesson plans on the school website.** If an assignment or project was due the day the student was absent, it will be expected to be turned in when the student returns to school. **Two school days will be allowed to make up work for each day missed, with a maximum of 10 days allowed to make up work.** NOTE: **Students who are absent from school because of an out of school suspension will be allowed to make up any assignments, tests, quizzes, etc.**

## **TARDIES**

Student tardies tend to unnecessarily disrupt classroom routines for all concerned. The following are regulations concerning student tardies:

1. Students are considered tardy if they arrive in the classroom after the tardy bell has rung. If he/she has a handbook pass from the previous period teacher, the tardy will be accepted and excused. **Tardies for 1<sup>st</sup> & 6<sup>th</sup> periods WILL NOT be excused, students will be assigned a 1 hour detention.**
2. Every time a student is tardy, (periods 2-5 and 7-8) he/she will make up 15 minutes in the teacher's room in which the tardy occurred. This time must be served within two days after the tardy was recorded.
3. If the student fails to make up the 15 minutes with the allowable two days, his/her name is turned in to the office and they are required to serve **one hour of detention.**
4. On the second offense of failing to serve detention for a tardy, the student will serve **two hours of detention.**
5. On the third offense of failing to serve detention for a tardy, the student will serve **SATURDAY SCHOOL.** Continued failure to serve detention will result in additional Saturday school and/or **out-of-school suspension** and he/she will also be **required (along with parents) to attend a principal conference.**
7. A student who is tardy **seven (7) times** from a semester course will be required to serve Saturday school **and is not allowed to attend the next dance during the school year (Homecoming-Coronation-Prom).** Any additional tardy for that class will result in Saturday school, In-school (WAS) and/or an out-of-school suspension.

## **BREAKFAST FOR BRUNCH**

The Brunch Program will continue at Gothenburg Jr/Sr High School this year at the same designated time. **Students are permitted to bring water bottles into the school. Other drinks: coffee, energy drinks, etc. are not permitted in classrooms.** All breakfast purchases will be recorded daily and will be charged against student accounts. All students who qualify for free/reduced lunches also qualify for free/reduced

breakfasts. Brunch will be delivered to academic classrooms and PE classes will have brunch in the cafeteria.

## **CRIME STOPPERS**

A Crime Stoppers program has been established to allow students (and faculty) to give anonymous or confidential information and get a cash reward. This program addresses the two main reasons people sometimes don't come forward: 1.) Fear of Involvement and 2.) Apathy.

## **DAILY BULLETIN AND ANNOUNCEMENTS**

Announcements will be published daily. All announcements which teachers, students, and organizations wish to appear in the daily bulletin should be in the principal's office by 8:30 a.m. The daily bulletin will be distributed via computer and posted by the high school office. The bulletin will publish only school related announcements. With administrative approval, students may post notices or posters.

## **DANCES/STUDENT ACTIVITIES**

The following rules will be in effect for all dances held at Gothenburg Public Schools involving Gothenburg students:

1. Student arrival time set for each dance can be within one hour of the starting time. Doors will be closed and no one will be admitted after 1 hour of the start of the dance. Any exceptions need to be discussed in advance with Principals.
2. Students leaving the dance before it is over may not return.
3. Students can't leave the facility; they must stay in the dancing area.
4. Senior High dances are for students 9th-12th grades. Guests are allowed to come to two Senior High dances: Coronation and Homecoming, provided they are between- 9th grade and age 20. Prom is for Juniors, Seniors and Soph. servers and their dates between 10th grade and age 20. All school rules are in effect for **ALL** who attend the dance. There will be a sign up for out of town or out of school dates. This list will be provided to sponsors. **All guests must sign up in the principal's office prior to 3:00 p.m. on THURSDAY preceding the dance.**

This includes but is not limited to:

- a. Appropriate Dress. **(NO JEANS or T-SHIRT or CAPS/HATS)**
- b. Inappropriate displays of affection.
- c. Being uncooperative, disrespectful, other misbehavior, etc.

Any of the above mentioned offenses should be reported to the school sponsor. The school sponsor will then call the parents and have the parents pick up their child.

5. One school sponsor and five additional adult sponsors are necessary for each dance. The school sponsor will provide a copy of "sponsors duties and responsibilities" to each sponsor before each dance.

6. **Any student leaving 30 minutes or more before the conclusion of the dance must sign out.**

7. **The administration reserves the right to approve or disapprove outside guests.**

8. **Any student that attends Saturday School because of excessive tardies or truancy will not be allowed to attend the next "calendar" dance.**

## **EMERGENCY DRILLS**

Drills at regular intervals are required by law and are an important safety precaution. It is essential that when the first signal is given, everyone obeys orders promptly and clear the building by the prescribed route as quickly as possible. Students will be instructed by their teachers concerning the proper procedures to be followed.

# **SCHOOL COUNSELING SERVICES**

What's a School Counselor, a person who is especially trained to help you realize your fullest potential as a unique human being! How?

**Depending on your needs, your counselor can help you:**

- . assess your strengths and limitations
- . develop positive attitudes--ones that help rather than hurt you
- . develop suitable decisions about your life
- . choose courses that are right for you
- . solve personal problems with family, friends, teachers
- . plan your education and decide on a career and find a job

**The GOAL of counseling is to help you understand yourself so you can learn to make better decisions about your life. Together, you and the counselor will:**

1. sort out exactly what your problem is
2. discuss your needs and feelings

3. explore alternatives and discuss their likely effects on your life and your goals
4. make a decision

**When can I see the school counselor?**

If you have a study hall, that is an excellent time to stop in. If that is not the case for you, ask your teacher for permission to come during one of your class periods and make an appointment with the counselor for that time.

**Can I trust that the counselor will keep my information confidential?**

Yes, the only time a counselor will break confidentiality is if you reveal that you or someone else is in danger. In that situation, the counselor is required to contact someone who can help.

**Parents and students are invited to call or stop in and talk to Mr. Wiggins, GHS counselor (537-3651 ext. 4124) or Mrs. Glodowski, Middle School counselor (ext. 3134).**

**INDIVIDUAL STUDENT CONFERENCES**

Each and every student will be asked to make an appointment to see the School Counselor during a designated time to review your educational plan, check credits, review career plans and become better acquainted.

Each appointment will take approximately fifteen minutes, and you will be asked to sign up a week in advance. Throughout the school year, group counseling sessions will be made available to students who are dealing with similar issues. Topics for groups include, but are not limited to the following: anger management, grief and loss, dating relationships, divorce, alcoholism, study skills, self-esteem, communication and relating to others.

**COLLEGE FAIR @ COZAD (Wilson Center) - TBA**  
**FINANCIAL AID PROGRAM at Gothenburg - TBA**

**ACT TEST DATES**

**REGISTRATION DEADLINES**

February 6, 2021	January 8, 2021	January 15, 2021	February 19-April 2, 2021
April 17, 2021	March 12, 2021	March 26, 2021	April 27-June 11, 2021
June 12, 2021	May 7, 2021	May 21, 2021	June 22-August 6, 2021
July 17, 2021*	June 18, 2021	June 25, 2021	July 27-September 10, 2021
September 11, 2021	August 6, 2021	August 20, 2021	September 27-November 5, 2021

October 23, 2021	September 17, 2021	October 1, 2021	November 9-December 30, 2021
December 11, 2021	November 5, 2021	November 19, 2021	December 21, 2021-February 4, 2022
February 12, 2022	January 7, 2022	January 21, 2022	February 25-April 7, 2022
April 2, 2022	February 25, 2022	March 11, 2022	April 12-June 23, 2022
June 11, 2022	May 6, 2022	May 20, 2022	June 21-August 5, 2022
July 16, 2022*	June 17, 2022	June 24, 2022	July 26-September 9, 2022

**SCHOOL CODE: 280940**

**HARASSMENT**

Gothenburg School District #20 prohibits harassment of students on any premise where the district has control of the premises or can otherwise lawfully exert its jurisdiction. As a student, you have the right to protest and/or register a confidential complaint to the following people: your counselor, principal, superintendent, or the board of education. Gothenburg students can attend school with security and dignity and without fear of insulting, degrading, or exploiting treatment of any nature. **All harassment charges in grades 9-12 will be continued on to the next disciplinary step during the student's high school years at GHS, (an ongoing process). In grades 7-8, harassment issues will be an ongoing process during each year only.**

**ANTI-BULLYING POLICY**

One of the missions of the District is to provide a physically safe and emotionally secure environment for all students and staff. Positive behaviors (non-violence, cooperation, teamwork, understanding, and acceptance of others) are encouraged in the educational program and are required of all staff. Inappropriate behaviors (bullying, intimidation, and harassment) are to be identified and students and all staff are required to avoid such behaviors. Students have the opportunity to use the online harassment form to notify school officials of any incidents of bullying.

**DATING VIOLENCE**

Dating violence means a pattern of behavior where one person uses threats of, or actually uses: physical, sexual, verbal, or emotional abuse to control his or her dating partner. "Dating partner" means any person, regardless of gender, involved in an intimate relationship with another person primarily characterized by the expectation of affectionate involvement whether casual, serious, or long term. All dating violence incidents will be addressed as the administration determines appropriate, within the scope and subject to the limits of the District 20's authority.

## **EQUAL OPPORTUNITIES**

District #20 supports equal educational opportunity for students free from limitations based on ethnic or racial background, sex, disability, race, color, religious beliefs, marital status, veteran status, or economic and social conditions.. This concept of equal education opportunity serves as a guide for the school district and the staff in making decisions relating to school facilities, employment or personnel, selection of educational materials, equipment, curriculum, and regulations affecting students and their welfare.

## **ELIMINATION of DISCRIMINATION**

The policy of Gothenburg Public Schools is to not discriminate on the basis of sex, disability, race, color, religion, veteran status, national or ethnic origin, marital status, pregnancy, childbirth or related medical condition, or other protected status in admission or access to, or treatment with regard to employment or with regard to its programs and activities. The Superintendent shall be the ADA, 505, Title II, VI, and IX Coordinator, and Coordinator for any other anti-discrimination laws. Complaints or concerns involving discrimination or needs for accommodation should be addressed to said Coordinator.

## **LOCKERS**

School lockers are school property and remain under the control of the school at all times; however, students are expected to assume full responsibility for the content security of their lockers. Lockers should be kept locked at all times when they are not opened for use. Students are responsible for locking their lockers after use, and should not reveal their combinations to anyone. Students should not expect privacy regarding items placed in their lockers. School authorities may conduct periodic general inspections of lockers for any reason at any time without notice or student consent. At no time does the Gothenburg Public Schools (District 20) relinquish its exclusive control of lockers provided for the convenience of students. Periodic, search of student lockers may be conducted by school authorities:

- 1) School officials may conduct a search if there is a reasonable basis to believe that the search will uncover evidence of a crime or rule violation;**
- 2) Illegal items or other items determined to be a threat to the safety of others, a threat to educational purposes, or a prohibited nuisance item may be seized by school officials.**
- 3) Items which are used to disrupt or interfere with the educational process may be removed from student possession.**

## **STUDENT VALUABLES**

Students **SHOULD NOT** bring money or valuable items to school, as the school will assume **NO** responsibility for articles lost, stolen or damaged items.

## **VANDALISM**

Students and their parents shall be responsible for all damage to equipment or school property. This responsibility applies in the matter of books and supplies of all kinds, as well as equipment, buildings and grounds. Vandalism may result in a discipline referral.

## **VIDEO SURVEILLANCE**

The Board of Education has authorized the use of video cameras on School District #20 property to ensure the health, welfare and safety of all staff, students and visitors to District property, and to safeguard District facilities and equipment. The Superintendent may use video cameras in locations as deemed appropriate. Notice is hereby given that video surveillance may occur on District #20 property. In the event a video surveillance recording captures a student or other building user violating school policies or rules or local, state or federal laws, the video surveillance recording may be used in appropriate disciplinary proceedings against the student or other building user and may also be provided to law enforcement agencies.

## **LUNCH**

It is the policy (Policy 3571) of the District to comply with the National School Lunch Program and School Breakfast Program and all other federal grant programs that provide free or reduced meals to qualifying students. The District will ensure that families can check their meal account balances in a manner other than exclusively online. The District will ensure that at least one form of meal account payment is free of charge.

- Full Pay Families - will pay for meals at the district's published standard rate for each meal. After the FAMILY balance reaches -\$25.00 he/she will not be allowed to charge, however he/she will be offered a designated menu alternate that will be charged to the child's meal account at the standard rate.
- Reduced Pay Families will be allowed to receive a breakfast at the district's published reduced rate for each meal. When the balance reaches -\$25.00 he/she will not be allowed to charge, however he/she will be offered a designated menu alternate that will be charged to the child's meal account at the reduced rate.
- Free Status Families will be allowed to receive a free breakfast and lunch each day. The District will disclose individual student eligibility information only to those persons (and organizations) who require the information in order to carry out an activity specifically authorized by the National School Lunch Act, subject to applicable legal exceptions.

Children from families whose income is at or below the level shown on schedules furnished to the school may apply at any time during the year for free and reduced price meals and free milk. Applications must be made in advance for approval. Please contact Kay Streeter, 537-3653, Ext. 4104.

**JH/HS students will have a CLOSED campus. Students will have 3 choices for lunch: 1) Eat in the cafeteria; 2) bring sack lunch; 3) parent pick up or walk home. Students who leave campus at lunch will need to have a signed parent permission form on file in the office. This will be required of all students 7-12. Students will not be permitted to drive off campus for lunch OR eat lunch in vehicles.**

All food items and drinks must be consumed in the cafeteria. Juice may only be purchased during lunchtime. If a student brings a sack lunch to school, they must also eat in the school cafeteria. **Students are not to remain in the high school building during lunch unless directly supervised by a staff member.** Senior High students wishing to go home for lunch or eat off campus may do so, provided they walk or ride their bike to their destination and return in time for the next period of classes. **Students driving or riding with another student over the lunch hour or any time during the day will be assigned detention time.**

In accordance with Federal Law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age or disability. To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, or call (800) 795-3272 (voice) or (202) 720-6382 (TTY). USDA is an equal opportunity provider and employer.

## **MEDIA CENTER**

The media center is provided for your assistance in school work, as well as for recreational reading, but is not to be used as a student lounge. All books must be checked out and returned or renewed within two weeks. No dictionary, encyclopedia or other reference material should leave the media center without permission. For magazine articles or books not available in the media center, access is available through Interlibrary loan. The media center is fully automated with ten computer workstations for the card catalog. There will also be two electronic encyclopedias for student use. SIRS and Wilson Web are the two web based magazine indexes. **Use of the media center is a privilege carrying with it the responsibility of courtesy, respect and consideration.** Any student abusing this privilege will be barred from the media center.

## **DRIVING---PARKING PERSONAL VEHICLES---RIDING IN A BUS**

Students who drive privately owned motor vehicles to school must obey the following rules:

- 1) Students may not move their vehicles during the day without permission from a principal.
- 2) **Students will not be allowed to sit in their vehicles during the school day.**
- 3) Students must drive with care to ensure the safety of the pedestrians. Students may not drive carelessly or with excessive speed.
- 4) By driving personal vehicles to school and parking on or near school grounds, students consent to have that vehicle searched by school officials when they have reasonable suspicion that such a search will reveal a violation of school rules.
- 5) Students are to park their vehicles in the school parking lot east of the school and community building, upon arrival at school and they are to be left parked until the close of the school day.
- 6) **All students MUST park properly in the corresponding parking spaces provided or receive detention. A student violating driving regulations will be assigned detention time according to the Gothenburg Discipline Plan.**
- 7) **Bus procedures in the event the drop-off location is uncertain or appears unsafe to leave students, the driver will make every attempt to:** A. Radio transportation or otherwise communicate with dispatch to notify them of the situation if possible. B. Release children only if an

adult responsible for the children is present. If not, keep children who are to be released in the vehicle, continue with the route, and return children who were to be released to the school. C. Dispatch will notify appropriate law enforcement agencies and school administration if appropriate given the circumstances.

## **PHYSICALS/HEALTH REQUIREMENTS**

The Nebraska State Department of Health requires all 7th grade students to have health examinations within six months prior to the beginning of the current school year, and that records of such examinations be on file at the school. **No 7th grader will be allowed in school without a physical. Examination forms are available in the principal's office.** Students will also be required to have a physical taken and a form signed by their doctor, to be kept on file with the school if they are to participate in organized athletics. Please refer to the Athletic Guidelines in this handbook for more information.

## **SCHOOL CLOSINGS**

Even in severe weather Gothenburg Schools will attempt to remain open. In the event schools are to be closed prior to the start of classes, the public will be notified through radio, TV and social media. The decision to keep the schools open or closed will be made as early as possible and also announced via Swift K-12 telephone notification system.

## **TELEPHONE USE**

School telephones are business phones. Students may use the phones located on Main Street. Any improper use of school phones (prank-harassment) made by students during school time will be an automatic suspension from school. Students will not be called from class to take phone messages except in cases of emergency. **Electronic devices if confiscated:**

**1st time: Documented warning 2nd time: 1 hour detention (device returned after detention is served)**

**3rd time: 2 hour detention (parent pickup after first hour is served)**

**Cell phone use is prohibited in classrooms (without teacher permission.) Cell phones are prohibited in locker room/restrooms and will be confiscated on sight. Students may carry their phone but it is recommended that phones be stored in a locked locker or car.**

## **VISITOR'S PASS**

Discretion should be used when bringing a visitor to school. Permission to visit a class must be obtained from the Principal. Regulations applying to our students also apply to visitors. A visitor's pass is to be obtained in the Principal's Office before attending any classes.

## **RIGHTS & RESPONSIBILITIES - STUDENT RESPONSIBILITY**

It is the common goal of students, faculty and administration to achieve a school atmosphere which is most conducive to learning, including the opportunity for students to learn by assuming their appropriate share of the responsibility. While it is recognized that the best and most effective disciplines are good manners, respect for the rights of others, self control, and personal responsibility, it is also recognized that not every student will choose these options. When you, as a responsible student, see your fellow students breaking the conduct code or damaging property, speak up for the common good of all Gothenburg students and **Your** school!

## **Military Recruiters**

The District will provide access to routine directory information to each student in a high school grade upon a request made by a military recruiter, unless the student's parent or guardian has submitted a written request that the student's information not be shared with a military recruiter. The District will provide military recruiters with the same access to a student in a high school grade as the District provides to postsecondary educational institutions or to prospective employers of such students.

If a parent or guardian does not want his or her student's information to be provided to a military recruiter, the parent must submit a written request to the Superintendent.

## **PARENT/STUDENT RIGHTS**

1. Be treated with courtesy by all members of the Gothenburg Staff
2. Be respected as an individual regardless of race, creed, national origin, economic status, sex or age
3. Be informed of any academic requirements of any school program
4. Participate in meaningful parent-teacher conferences to discuss his/her child's school progress and welfare when the need arises
5. Be informed of school policies/administrative decisions

6. Inspect his/her child's cumulative record and remove or correct any false or misleading statement in conformity with current guidelines established by the State and Federal governments.
7. Appeal the placement, in accordance with established guidelines, of his/her child in a special education class
8. Secure as much help as is available from the Gothenburg School District to further the progress and improvement of his/her child
9. Expect that every attempt will be made by school personnel to insure the receipt by parents of important school news and messages
10. Expect reasonable protection for his/her child from physical harm while under school authority

## **DISCLAIMER**

The administration retains the right and privilege to issue penalties for acts of discipline not specifically stated in the Gothenburg Discipline Plan and to alter any penalties as they consider necessary. Also, the administration reserves the right to amend any provision in this handbook which is necessary in the best interest of the school process.

**With cause, the administration can search a student's person, locker, car, backpack or other personal effects. Also, the administration can search with reasonable cause, students' electronic communication-email or other messages sent from school computers, a students' personal data storage devices, (disks, CD's and portable flash drives).**

## **INTERNET SAFETY & ACCEPTABLE USE POLICY**

It is the policy of Gothenburg Public Schools to comply with the Children's Internet Protection Act (CIPA) and Children's Online Privacy Protection Act (COPPA). With respect to the District's computer network, the District shall: (a) prevent user access to, or transmission of, inappropriate material via Internet, electronic mail, or other forms of direct electronic communications; (b) provide for the safety and security of minors when using electronic mail, chat rooms, and other forms of direct electronic communications; (c) prevent unauthorized access, including so-called "hacking," and other unlawful activities online; (d) prevent unauthorized online disclosure, use, or dissemination of personal identification information of minors; (e) obtain verifiable parental consent before allowing third parties to collect personal information online from students; and (f) implement measures designed to restrict minors' access to materials (visual or non-visual) that are harmful to minors.

Violation of the policies and procedures concerning the use of the District technology resources may result in suspension or cancellation of the privilege to use the technology resources and disciplinary action, up to and including expulsion of students. Use that is unlawful may be reported to the law enforcement authorities. Users shall be responsible for damages caused and injuries sustained by improper or non-permitted use. Each student and parent/guardian must sign and return to the Principal's office the Student & Parent Agreement form called "Acceptable Use of Computers and Networks" before student access is allowed.

## **ELECTRONIC DEVICES**

**The District does not allow students to bring or use electronic devices at school without administration approval.** The use of electronic devices can be disruptive to the educational process and are items that are frequently lost or stolen. In order to maintain a secure and orderly learning environment, and to promote respect and courtesy regarding the use of electronic devices, the District hereby establishes the following rules and regulations governing student use of electronic devices, and procedures to address student misuse of electronic devices.

Electronic devices, include, but are not limited to portable game consoles, cameras, digital scanners, laptop computers, and other electronic or battery powered instruments which transmit voice, text, or data from one person to another. Sexting means generating, sending or receiving, encouraging others to send or receive, or showing others, through an electronic device, a text message, photograph, video or other medium that is sexual in nature (sexual content, sexually exploits a person, and/or displays a sexually explicit message). Students shall not record others, (photographs, videotaping, sound recording, etc) without direct administrative approval and consent of the person(s) being recorded, other than recording of persons participating in school activities that are open to the public.

Students who violate the prohibitions of this policy shall be subject to the imposition of appropriate disciplinary action, up to and including expulsion.

**Students found in possession of a "sexting" or recording others, (photographs, videotaping, sound recording, etc without direct administration approval and consent of the other person (s) shall be subject to disciplinary action, up to and including expulsion.**

**Students who send or encourage another to send a "sexting" message shall be subject to disciplinary action, up to and including expulsion.**

Violations of this policy regarding the prohibited use of electronic devices may constitute a violation of federal or state laws and regulations, Therefore, it shall be reported to the appropriate legal authorities and law enforcement.

## STUDENT FEES POLICY

The Board of Education adopts the following student fees policy in accordance with the Nebraska Public Elementary and Secondary Student Fee Authorization Act. The District's general policy is to provide for free instruction in accordance with the Nebraska State Constitution. The District also provides activities, programs, and services that extend beyond the minimum level of constitutionally required free instruction. Under the Public Elementary and Secondary Student Fee Authorization Act, the District is permitted to charge students fees for these activities or to require students to provide specialized equipment and attire for certain purposes. This policy is subject to further interpretation or guidance by administrative or Board regulations. Students are encouraged to contact their building administration, their teachers or their coaches and sponsors for further specifics.

### A. Definitions.

1. "Students" shall mean students, their parents, guardians or other legal representatives.
2. "Extracurricular activities" shall mean student activities or organizations that (1) are supervised or administered by the District; (2) do not count toward graduation or advancement between grades; and (3) are not otherwise required by the District.
3. "Post secondary education costs" shall mean tuition and other fees associated with obtaining credit from a post secondary educational institution.

### B. Listing of Fees Charged by this District.

#### 1. Guidelines for Clothing Required for Specified Courses and Activities.

Students are responsible for complying with the District's grooming and attire guidelines. They are also responsible for furnishing all clothing required for any special programs, courses or activities in which they participate. The teacher, coach, or sponsor of the activity will provide students with written guidelines that will detail any special clothing requirements and explain why the special clothing is required for the specific program, course or activity.

#### 2. Safety Equipment and Attire.

The District will provide students with all safety equipment and attire that is required by law. Building administrators will assure that (a) such equipment is available in the appropriate classes and areas of the school buildings, (b) teachers are directed to instruct students in the use of such devices, and (c) students use the devices as required. Students are responsible for using the devices safely and as instructed.

#### 3. Personal or Consumable Items.

The District will provide students with facilities, equipment, materials and supplies, including books. *Personal consumable items may be suggested but will not be required.* Students are responsible for the careful and appropriate use of such property. Students will be charged for damage to school property caused by the student and will be held responsible for the reasonable replacement cost of any school property that was lost by the student.

#### 4. Materials Required for Course Projects.

Students in some courses produce a project that becomes their property at the end of the course. In those circumstances, students must either furnish or pay for the reasonable cost of any materials required for the course project.

#### 5. Extracurricular Activities.

The District may charge students a fee to participate in extracurricular activities to cover the District's reasonable costs in offering such activities. The District may require students to furnish specialized equipment and clothing that is required for participation in extracurricular activities, or may charge a reasonable fee for the use of District-owned equipment or attire. The coach or sponsor will provide students with written guidelines detailing the fees charged, the equipment and/or clothing required, or the usage fee charged. The guidelines will explain the reasons that fees, equipment and/or clothing are required for the activity.

#### 6. Post secondary Education Costs.

Some students enroll in post secondary courses while still enrolled in the District's high school. As a general rule, students must pay all costs associated with such post secondary courses.

#### 7. Transportation Costs.

The District will charge students reasonable fees for transportation services provided by the District to the extent permitted by federal and state statutes and regulations.

#### 8. Copies of Student Files or Records.

The District will charge a fee for making copies of a student's files or records for the parents or guardians of such student. The Superintendent or the Superintendent's designee shall establish a schedule of student record fees. Parents of students have the right to inspect and review the students' files or records without the payment of a fee, and no fee shall be charged to search for or retrieve any student's files or records.

#### 9. Participation in Before-and-After-School or Pre-kindergarten Services.

The District will charge reasonable fees for participation in before-and-after-school or pre kindergarten services offered by the District pursuant to statute.

10. Participation in Summer School or Night School.

The District will charge reasonable fees for participation in summer school or night school, and may charge reasonable fees for correspondence courses.

11. Charges for Food Consumed by Students.

The District will charge for items that students purchase from the District's breakfast and lunch programs. The fees charged for these items will be set according to applicable federal and state statutes and regulations. The District will charge students for the cost of food, beverages, and the like that students purchase from a school store, a vending machine, a booster club or from similar sources. Students may be required to bring money or food for field trip lunches/activities.

C. Waiver Policy.

Students who qualify for free or reduced-price lunches under United States Department of Agriculture child nutrition programs shall be provided a fee waiver or be provided the necessary materials or equipment without charge for (1) participation in extracurricular activities, (2) admission fees and transportation charges for student spectators attending extracurricular activities, (3) materials for course projects, and (4) the use of a musical instrument in optional music courses that are not extracurricular activities. Actual participation in the free or reduced-price lunch program is not required to qualify for the waivers provided in this section. The District is not obligated to provide any particular type or quality of equipment or other material to eligible students.

D. Distribution of Policy.

This policy will be published in the Student Handbook or its equivalent that will be provided to students at no cost.

E. Student Fee Fund.

The School Board hereby establishes a Student Fee Fund. The Student Fee Fund shall be a separate School District fund that will not be funded by tax revenue, and that will serve a depository for all moneys collected from students for (1) participation in extracurricular activities, (2) post secondary education costs, and (3) summer school or night school courses. Moines in the Student Fee Fund shall be expended only for the purposes for which they were collected from students. Legal Reference:

Neb. Constitution, Article VII, section 1.

Neb. Rev. Stat. 79-241, 79-605, 79-611 Transportation

79-2,104

Student files or records

79-715 Eye-protective devices  
79-737 Liability of students for damages to school books  
79-1,104 Before-and-after-school or pre kindergarten services.  
79-1106 to 79-1108.03 Accelerated or differential curriculum

## CERTIFICATION

The Board of Education of Gothenburg Public Schools annually holds a public hearing on the student fee policy. The hearing follows a review of the amount of money collected from students pursuant to, and the use of waivers provided in, the student fee policy for the 2009-2010 school year. This student fee policy was then adopted by a majority vote of the school board at an open public meeting conducted in compliance with the Public Meetings Law.

## **HEALTH SERVICES**

The Gothenburg Public School System has a full time registered nurse who coordinates health services. She conducts health screening on students annually. Should you have any concerns about your child's hearing or vision, she can evaluate him/her at any time during the school year. A written health services referral will be sent to parents whenever a concern is found on any screening procedure.

When children are not well, they should not be sent to school. Children who have vomited or had diarrhea 12 hours prior to the starting time of school should not come. Children with the following conditions will be sent home:

- vomiting
- diarrhea
- a fever of 100 degrees or higher
- a suspicious rash
- head lice
- \*any child showing any signs or symptoms of a contagious or infectious disease.

Children excluded for a confirmed communicable disease should not be allowed to return to school until the minimum isolation period has elapsed, and all signs and symptoms of acute illness have disappeared. The period of exclusion should extend throughout the period when acute signs of illness are present, or until the student is fever free for 24 hours without the use of fever reducing medication.

Emergency forms are sent out the first day of school. Please fill these out carefully and include any health problems specific to your child. These forms enable the school to efficiently handle any sudden illness or injury. Treatment of injury occurring outside of the school jurisdiction is not the responsibility of school employees. Home and emergency phone numbers are required.

## MEDICINES

Students are not to carry on themselves any medication (prescription or over the counter) that has not been approved in writing by the school administration or school nurse.

## CODE OF CONDUCT

The discipline which may be imposed includes actions which are determined to be reasonably necessary to aid the student, to further school purposes, or to prevent interference with the educational process, such as (without limitation) counseling, warning students, parent contacts, parent conferences, rearrangement of schedules, requirements that a student remain in school after regular hours to do additional work, restriction of extracurricular activity, or requirements that a student receive counseling upon written consent of the parent or guardian, or in-school suspension. The discipline may also include out-of-school suspension (short-term or long-term) and expulsion. When a student is suspended or expelled, the student shall not be permitted on school grounds without specific administrator approval.

## SCOPE OF CONDUCT RULES:

On school grounds, in a vehicle owned, leased, contracted by the school, vehicle being used for a school purpose by a school employee or by his or her designee, or at a school sponsored activity or athletic event.

## LEVEL I MISBEHAVIORS

**Minor misbehavior that impedes the operation of school.**

Examples: Running in buildings, boisterous behavior, nuisance items (rubber bands, pins, etc.)

**CONSEQUENCE: Teacher discretion**

## LEVEL II MISBEHAVIORS

**Misbehavior that is frequent or serious enough to disrupt the learning climate of the school or endanger the well-being of others. These acts do not represent a direct threat to the health and safety of others but need administrative corrective action.**

Examples: Chronic or severe Level I misbehavior, unexcused absence, forging notes or excuses, petty theft, verbal abuse, intimidation of another student, minor physical contact (pushing or shoving), parking improperly, threatening force to injure others, committing any act involving a civil wrong or crime, forgery, unsportsmanlike conduct, driving or riding with another GHS student during the school day, throwing snow, cheating, vulgar language, improper clothing-bagging/sagging, excessive holes in jeans, wearing caps improperly, inappropriate language, materials, possession of obscene materials and proper student behavior in school-sponsored vehicles.

**CONSEQUENCE: Teacher/Administrative discretion and**

**1st offense-1 hour of detention/form sent home**

**2nd offense-2 hours of detention/form sent home**

**3rd offense-3 hours of detention/form sent home**

## LEVEL III MISBEHAVIORS

**Differentiated cases requiring unique consequences.**

Examples:

**A. POSSESSION** of any tobacco products. USE of tobacco products on school grounds will result in a 3 day out of school suspension (Level IV). For purposes of this policy, tobacco means any tobacco product (including but not limited to cigarettes, cigars, and chewing tobacco), vapor products (such as e-cigarettes), electronic nicotine delivery systems, alternative nicotine products, tobacco product look-alikes, and products intended to replicate tobacco products either by appearance or effect.

**B. Truancy**

**CONSEQUENCES:**

**A./B. 1st offense-1 day out of school suspension and/or administrative discretion (A)-Excluded from school activities for 10 school days.**

**A. 2nd offense-3 days out of school suspension & 20 day exclusion from school activities (same season)**

## LEVEL IV MISBEHAVIORS

### **Grounds for Short-Term Suspension, Long-Term Suspension, Expulsion or Mandatory Reassignment.**

The following conduct has been determined by the Board of Education to have the potential to seriously affect the health, safety or welfare of students, staff and other persons or to otherwise seriously interfere with the educational process. Such conduct constitutes grounds for long-term suspension, expulsion, or mandatory reassignment, and any other lesser forms of discipline. The conduct is subject to the consequence of long-term suspension, expulsion, or mandatory reassignment where it occurs on school grounds, in a vehicle owned, leased, or contracted by the school and being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or an employee's designee, or at a school-sponsored activity or athletic event.

1. Willfully disobeying any reasonable written or oral request of a school staff member, or the voicing of disrespect to those in authority.
2. a) Use of violence or fighting: **1st offense-3 day out-of-school suspension. 2nd offense-5 day out of school suspension /notify police.**  
b) Use of violence, force, coercion, threat, intimidation, harassment, or similar conduct in a manner that constitutes a substantial interference with school purposes or making any communication that a reasonable recipient would interpret as a serious expression of an intent to harm or cause injury to another.
3. Willfully causing or attempting to cause substantial damage to property, stealing or attempting to steal property of substantial value, repeated damage or theft involving property, or setting or attempting to set a fire of any magnitude.
4. Causing or attempting to cause personal injury to any person, including any school employee, school volunteer, or student. Personal injury caused by accident, self-defense, or other action undertaken on the reasonable belief that it was necessary to protect some other person shall not constitute a violation of this subdivision.
5. Threatening or intimidating any student for the purpose of or with the intent of obtaining money or anything of value from such student or making a threat which causes or may be expected to cause a disruption to school operations.
6. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon or that has the appearance of a weapon or bringing or possessing any explosive device, including fireworks.
7. Engaging in selling, using, possessing or dispensing of alcohol, tobacco, narcotics, drugs, controlled substance, or an inhalant; being under the influence of any of the above; possession of drug paraphernalia, or the selling, using, possessing, or dispensing of an imitation controlled substance as defined in section 28-401 of the Nebraska statutes, or material represented to be alcohol, narcotics, drugs, a controlled substance or inhalant. Tobacco means any tobacco product (including but not limited to cigarettes, cigars, and chewing tobacco), vapor products (such as e-cigarettes), alternative nicotine products, tobacco product look-alikes, and products intended to replicate tobacco products either by appearance or effect. Use of a controlled substance in the manner prescribed for the student by the student's physician is not a violation. The term "under the influence" has a less strict meaning than it does under criminal law; for school purposes, the term means any level of impairment and includes even the odor of alcohol or illegal substances on the breath or person of a student; also, it includes being impaired by reason of the abuse of any material used as a stimulant.
8. Public indecency or sexual conduct.
9. Engaging in bullying, which includes any ongoing pattern of physical, verbal, or electronic abuse on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose by a school employee or a school employee's designee, or at school-sponsored activities or school-sponsored athletic events.
10. Sexually assaulting or attempting to sexually assault any person. This conduct may result in an expulsion regardless of the time or location of the offense if a complaint alleging such conduct is filed in a court of competent jurisdiction.
11. Engaging in any activity forbidden by law which constitutes a danger to other students or interferes with school purposes. This conduct may result in an expulsion regardless of the time or location of the offense if the conduct creates or had the potential to create a substantial interference with school purposes, such as the use of the telephone or internet off-school grounds to threaten.
12. A repeated violation of any rules established by the school district or school officials if such violations constitute a substantial interference with school purposes.
13. Truancy or failure to attend assigned classes or assigned activities; or tardiness to school, assigned classes or assigned activities.

14. The use of language, written or oral, or conduct, including gestures, which is profane or abusive to students or staff members. Profane or abusive language or conduct includes, but is not limited to, that which is commonly understood and intended to be derogatory toward a group or individual based upon race, gender, disability, national origin, or religion.
15. Dressing or grooming in a manner which is dangerous to the student's health and safety or a danger to the health and safety of others or repeated violations of the student dress and grooming standards; dressing, grooming, or engaging in speech that is lewd or indecent, vulgar or plainly offensive; dressing, grooming, or engaging in speech that school officials reasonably conclude will materially and substantially disrupt the work and discipline of the school; dressing, grooming, or engaging in speech that a reasonable observer would interpret as advocating illegal drug use.
16. Willfully violating the behavioral expectations for riding school buses or vehicles.
17. A student who engages in the following conduct shall be expelled for the remainder of the school year in which it took effect if the misconduct occurs during the first semester, and if the expulsion for such conduct takes place during the second semester, the expulsion shall remain in effect for the first semester of the following school year, with the condition that such action may be modified or terminated by the school district during the expulsion period on such terms as the administration may establish:
  - a. The knowing and intentional use of force in causing or attempting to cause personal injury to a school employee, school volunteer, or student, except if caused by accident, self-defense, or on the reasonable belief that the force used was necessary to protect some other person and the extent of force used was reasonably believed to be necessary, or
  - b. The knowing and intentional possession, use, or transmission of a dangerous weapon other than a firearm. The term "dangerous weapon" includes any personal safety or security device (such as tasers, mace and pepper spray). If a student desires to carry or possess a personal safety or security device, the student must obtain prior approval from the building principal before bringing such device on school grounds. If a student obtains prior approval from the building principal, the student must store the device during the school day in the student's locker, in the main office or in another secure location designated by the building principal. A student shall not carry a personal safety or security device during the school day.
18. Knowingly and intentionally possessing, using, or transmitting a firearm on school grounds, in a school-owned or utilized vehicle, or during an educational function or event off school grounds, or at a school-sponsored activity or athletic event. This conduct shall result in an expulsion for one calendar year. "Firearm" means a firearm as defined in 18 U.S.C. 921, as that statute existed on January 1, 1995. That statute includes the following statement: "The term 'firearm' means (a) any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive; (b) the frame or receiver of any such weapon; (c) any firearm muffler or firearm silencer; or (d) any destructive device." The Superintendent may modify such one year expulsion requirement on a case-by-case basis, provided that such modification is in writing.
 

Bringing a firearm or other dangerous weapon to school for any reason is discouraged; however, a student will not be subject to disciplinary action if the item is brought or possessed under the following conditions:

  - a. Prior written permission to bring the firearm or other dangerous weapon to school is obtained from the student's teacher, building administrator and parent.
  - b. The purpose of having the firearm or other dangerous weapon in school is for a legitimate educational function.
  - c. A plan for its transportation into and from the school, its storage while in the school building and how it will be displayed must be developed with the prior written approval by the teacher and building administrator. Such plan shall require that such item will be in the possession of an adult staff member at all times except for such limited time as is necessary to fulfill the educational function.
  - d. The firearm or other dangerous weapon shall be in an inoperable condition while it is on school grounds.
  - e. For personal safety or security devices, the student abides by the requirements set forth above.

**CONSEQUENCE: Long term suspension, expulsion, or mandatory reassignment and reviewed by Discipline Comm.**

## CORPORAL PUNISHMENT

Corporal punishment is prohibited. No staff member or other agent of the District may use physical force with a student EXCEPT to the extent such is essential for self-defense, the protection of persons or the safeguarding of property, and only such physical force as is reasonably necessary for such purposes shall be used.

## SATURDAY SCHOOL

Saturday school will begin at 8:30 a.m. and will end at 11:30 a.m. on the designated Saturday of each month. Students who have been assigned to Saturday school **MUST ATTEND-NO EXCEPTIONS**. If a student fails to attend Saturday school or follow the rule stipulations, he/she will be issued a one day out-of-school suspension and/or in-school suspension at the discretion of administration and he/she must attend the following Saturday School along with a conference between the parent/student/principal must occur.

### POSSIBLE SITUATIONS:

- 1) Truancy from school and/or skipping detention room, 2) make-up time for excessive absences from school, 3) theft, 4) fighting or intimidation of another student (s), 5) students who receive No. 5 detention or No. 10 detention, etc., 6) disruptive behavior in a classroom and results in removal of student.

### Rules of Saturday School:

- 1) Students must be on time
- 2) Students must stay the entire time (8:30 a.m.- 11:30 a.m.)

## DETENTION

A detention room will be established to facilitate the consequences for Level II and Level III Misbehaviors. Rules for the detention room are as follows: students should be prepared to study/review homework and NO eating, drinking, talking or sleeping is allowed.

## RESPECT

Students are expected to exhibit responsibility by showing respect for persons and property. Students also have responsibility neither to take nor damage the property of other students, school personnel or District. A show of disrespect toward a staff member or insubordination on the part of the student will not, under any circumstances, be tolerated.

## DRESS AND GENERAL APPEARANCE

Students are expected to dress in a way that is appropriate for the school setting. The attire should NOT disrupt the educational process or constitute a possible threat to the safety and health of the student or his/her peers. **Decency and modesty should prevail!!**

Following is a list of examples of attire that will NOT be considered appropriate, such list is not exclusive and other forms of attire deemed inappropriate by the administration may be deemed inappropriate for the school setting:

- a. clothing that shows an inappropriate amount of bare skin or underwear; sagging shorts/pants, unacceptable shorts or cutoffs, 1/2 shirts, spaghetti straps, excessive holes in jeans,
- b. shorts, skirts, or skorts that do not reach mid-thigh or longer,
- c. clothing or jewelry that advertises or promotes beer, alcohol, tobacco or illegal drugs, (Hooter's T-shirts)
- d. clothing or jewelry that could be used as a weapon (chains, spiked apparel)
- e. Head wear includes caps/bandanas/scarves/hoodies
- f. Clothing or jewelry which exhibits nudity, makes sexual references or carries lewd, indecent, or vulgar double
- g. Clothing or jewelry that is gang related or 420 related
- h. Visible body piercing (other than facial area).
- i. Shirts open in the back or tank tops.

Footwear is required at all times. **Students are asked not to wear gym or athletic clothes to regular classes. Caps/hats are not to be worn in the buildings and will be confiscated after one warning. However, caps may be worn to athletic events in the community building only during after school hours.**

## INDIVIDUAL CLASSROOM RULES

Students are expected to abide by individual classroom rules that are established by the classroom teachers. Refusal to do so may result in suspension or expulsion proceedings. Individual classroom rules will be distributed by each teacher at the beginning of the school year or upon enrollment. Students must also fully understand that any teacher in the building has the authority to correct misconduct at any time.

**No pop or juice allowed in any classroom except during brunch or by administrative approval on special occasions.**

## **WEAPON POLICY**

If a student is determined to have brought a firearm or dangerous weapon to school, or have a firearm or dangerous weapon in their possession while on school grounds, in a school owned vehicle, or at a school sponsored activity or athletic event, they shall be expelled for a period of one year.

## **STUDENT SUSPENSION/EXPULSION**

Nebraska Legislative Bill 1250 (1994) provides the conditions under which students may be excluded from public schools. The statute provides:

- (1) Rules must be clear and definite to provide clear notice to students.
- (2) Rules shall be distributed to students and their parents at the beginning of each school year, or at the time of enrollment.
- (3) Rules shall be posted in conspicuous places in each school during the school year.
- (4) Changes in rules and standards shall not take effect until reasonable effort has been made to distribute such changes to all students/parents.

There are 6 types of exclusions which may be used in the Gothenburg Schools:

1. In-School suspension
2. Short term suspension (up to five school days)
3. Emergency Exclusion
4. Long term suspension (6 school days but less than 20 days)
5. Expulsion
6. Mandatory Reassignment

**All due process procedures shall be followed and information sent to parents and students affected by any exclusion proceedings. Due process will be in 3 parts: 1) Oral or written notice of the charges if he or she denies the allegation:**

- 2) **An explanation of the evidence against the student**
- 3) **An opportunity to present his/her evidence**

## **USE of CANINE UNITS**

The district may use area law enforcement or private canine units in efforts to detect illegal drugs and other contraband. The administration may use the canine units at any time, during or outside school hours, announced or unannounced.

With the approval of the superintendent of schools, a building principal may arrange for the use of a canine unit in any area, building, or property on school grounds. This includes the school parking lot and other areas on and off school grounds where students park vehicles during or outside school hours. If a dog alerts on a student's vehicle, the student will be required to unlock the doors, trunk, and other locked compartments for inspection. If a student refuses to comply, the student will be disciplined under the district's student code of conduct and the matter may also be turned over to law enforcement authorities. If a student is found to possess or control any contraband, whether on the student's person or in a student's personal effects, desk, locker, vehicle, or other place, the administration will (1) seize the contraband, (2) notify the student's parent(s) or guardian(s), and (3) take such disciplinary action as is appropriate under district policies and rules. The administration shall turn illegal items over to law enforcement authorities.

## **DISPLAYS OF AFFECTION**

Displays of affection beyond holding hands are inappropriate and disruptive of the school's learning environment. Such conduct includes kissing, touching, fondling or other displays of affection that would be reasonably considered to be embarrassing or a distraction to others. Students will face the following consequences:

**1<sup>st</sup> offense-Student will be confronted and directed to cease.**

**2<sup>nd</sup> offense- Student will be confronted, directed to cease, and parents will be notified. Added disciplinary steps (one-hour detention) will be taken to enforce this guideline by teachers and administration.**

## **PRE-EXPULSION PROCEDURE**

Prior to expelling a student, the district will convene a conference called by a school administrator and attended by: (a) a parent or legal guardian, (b) the student, (c) a school representative, and (d) a representative of either a community organization with a mission of assisting young people or a representative of an agency involved with juvenile justice. The purpose of the conference will be to have the participants assist the district in the development of a written plan to be adopted by a school administrator and presented to the student and the parent/legal guardian. The plan will: (a) specify guidelines and consequences for behaviors which have been identified as preventing the student from achieving the desired benefits from the educational opportunities provided: (b) identify educational objectives that must be

achieved in order to receive credits toward graduation; (c) specify the financial resources and community programs available to meet both the educational and behavioral objectives identified; and d) require the student to attend monthly reviews in order to assess the student's progress toward meeting the specified goals and objectives.

## **EXCEPTION**

If the offense which warrants expulsion involves the knowing and intentional possession, use, or transmission of a firearm on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or his or her designee, or at a school-sponsored activity or athletic event, the pre-expulsion procedures do not apply.

## **HOMELESS STUDENT**

Policy 5418 includes forms related to homeless students. Gothenburg Public School will ask for enrollment information and request for placement in accordance with policy 5418. District #20 will comply with the federal and state law related to homeless students. A "homeless child" for purposes of this policy is a child who lacks a fixed, regular, and adequate nighttime residence. An "unaccompanied youth" is a child who is not in the physical custody of a parent or guardian. District #20's designated Homeless Coordinator is the Superintendent of Schools.

# **ACTIVITIES/ATHLETICS**

GHS would like to extend to you a warm and friendly welcome from one of the most successful athletic and activities programs in the state. Research has shown the most successful students are those who are involved in school-sponsored activities. **We encourage each student to find an area of interest and become involved.** Numerous activities sponsored by Gothenburg Junior and Senior High and participation guidelines are outlined on the following pages.

## **PHILOSOPHY**

The athletic and activities programs are intended to be in conformity with the general objectives of the school. At no time does the program place the total education curriculum secondary in emphasis. The program functions as part of the whole curriculum and constantly strives for the development of a well-rounded individual. A comprehensive and balanced activities program is an essential complement to the basic program of instruction. GPS activities programs will emphasize character, courage and integrity as the major objectives of the program. Programs will prepare students to assume positions of leadership and enable students to appropriately deal with adversity and success. Programs will establish a foundation for the specific skills necessary for improvement in activities and provide guidance in the development of proper practice and training habits. GPS will always enter every competition to win. In doing so, we will always maintain respect for our school, our opponents, and most of all, ourselves. Students and parents must realize that participation in sports and other co-curricular activities is a privilege granted by the school to a student. This privilege may be revoked or temporarily suspended if a student's school work and/or conduct becomes unacceptable.

## **INITIATIONS, HAZING, SECRET CLUBS & OUTSIDE ORGANIZATIONS**

**Initiations.** Initiations by classes, clubs or athletic teams are prohibited except with the approval of the administration. Any student who engages in or encourages initiations that have not been approved by the administration is subject to disciplinary action, up to and including denial of any or all school privileges and expulsion. The administration may only give consent to initiation activities that are consistent with student conduct expectations and that do not present a risk of physical or mental injury or belittlement.

**Hazing.** Hazing by classes, clubs, athletic teams or other student organizations are prohibited. Hazing means any activity by which a person intentionally or recklessly endangers the physical or mental health and safety of an individual for the purpose of initiation into, admission into, affiliation with, or continued membership with any school organization. Hazing is prohibited even though the person who has been the subject of the hazing consents to the activity. Any student who engages in or encourages hazing is subject to disciplinary action, up to and including denial of any or all school privileges and expulsion.

**Secret Organizations.** It is unlawful for students to participate in or be members of any secret fraternity or secret organization that is in any degree a school organization. Any student who violates this restriction is subject to disciplinary action, up to and including denial of any or all school privileges and expulsion.

**Outside Organization.** It is unlawful for any person, whether a student of the District or not, to enter upon the school grounds or any school building for the purpose of rushing or soliciting, while there, any student to join any fraternity, society, or association organized outside of the schools unless approved by the

administration. Any person who violates this restriction is subject to criminal prosecution and removal and exclusion from school grounds.

## **GHS SPORTS AND ACTIVITIES**

A complete list of Gothenburg Junior and Senior High School sports and other activities, as well as the sponsors and coaches, are listed on page four & five of this handbook. **If you have any questions concerning the following pages, please contact Mr. Marc Mroczek, Activities Director of the Gothenburg Public Schools; at 537-3651 (ext. 4122).**

## **ABSENCES FROM SCHOOL**

A student who is absent from school because of participation in an approved co-curricular activity program will not be marked absent from school during the time of participation. **Students need to complete assignments for their respective teachers before leaving for a school activity.**

## **ATTENDANCE ON DAYS OF ACTIVITIES**

**All participants must be in attendance at least one/half day (4 periods) the day of the activity.** When a contest is scheduled to be on a Saturday, the student will be judged by his attendance on Friday. The principal and/or activities director shall make the final decision in any exceptional case.

## **ACCIDENT INSURANCE**

Gothenburg Public Schools **DOES NOT** carry health and accident insurance for individuals. It is recommended that students who expect to participate in athletics carry health and accident insurance. A program endorsed by the school district and offered through Heartland Financial Group Inc. will be made available to all students.

## **NSAA Eligibility Rules**

*IN ORDER TO REPRESENT A NEBRASKA HIGH SCHOOL IN INTERSCHOLASTIC ACTIVITIES COMPETITION, A STUDENT MUST ABIDE BY ELIGIBILITY RULES OF THE NEBRASKA SCHOOL ACTIVITIES ASSOCIATION. A SUMMARY OF THE MAJOR RULES IS GIVEN BELOW. CONTACT THE PRINCIPAL OR ACTIVITIES DIRECTOR FOR AN EXPLANATION OF THE COMPLETE RULE.*

2.2.1 Student must be a bona fide student of their member school and have not graduated from any high school.

2.2.2 After a student's initial enrollment in grade nine, he/she shall be ineligible after eight semesters of school membership beginning with his/her enrollment in grade nine.

2.3 Student is ineligible if nineteen years of age before August 1 of current school year—age 21 for non-contact Unified Sports athletes. (Student in grades 7 or 8 may participate on a high school team if he/she was 15 years of age prior to August 1 of current school year.)

2.4.1 Student must be enrolled in some high school on or before the eleventh school day of the current semester.

2.5.1 Student must be continually enrolled in at least twenty credit hours per semester and regular in attendance, in accordance with the school's attendance policy at the school he/she wishes to represent in interscholastic competition.

2.5.2 Student must have been enrolled and received twenty hours of credit in school the immediate preceding semester.

2.6.2.1 Guardianship does not fulfill the definition of a legal parent. If a guardian has been appointed for a student, the student is eligible in the school district where his/her legal parent(s) have their domicile. Individual situations involving guardianship may be submitted to the Executive Director for review and a ruling.

2.6.3 A student entering grade nine for the first time after being promoted from grade eight of a two-year junior high, or a three-year middle school, or entering a high school for the first time after being promoted to grade ten from a three-year junior high school is eligible. After a student makes an initial choice of high schools, any subsequent transfer, unless there has been a change of domicile by his/her parents, shall render the student ineligible for ninety school days. (See May 1 Transfer List bylaw below.) If a student has participated on a high school team at any level as a seventh, eighth, or ninth grade student, he/she has established his/her eligibility at the high school where he/she participated. If the student elects to attend another high school upon entering ninth or tenth grade, he/she shall be ineligible for ninety school days. Student eligibility related to domicile can be attained in the following manners:

2.6.9.1 If the change in domicile by the parents occurs during a school year, the student may remain at the school he/she is attending and be eligible until the end of the school year or transfer to a high school located in the school district where the parents established their domicile and be eligible.

2.6.9.2 If the domicile is changed during the summer months and the student is in grade twelve and the student has attended the high school for two or more years, the student may remain at the high school he/she has been attending and retain eligibility.

2.6.9.3 If a student elects to remain at the high school where he/she initially enrolled after being promoted from grade eight of a middle or junior high school, or grade nine of a junior high school, he/she is eligible at that school, or is eligible at a high school located within the school district in which the parents established their domicile.

2.6.10 If the legal parents of a student change their domicile from one school district that has a high school to another school district that has a high school, the student shall be eligible immediately in the school district where the parents established their domicile.

2.7.7 Nebraska transfer students whose name appears on the NSAA transfer list prior to May 1 shall be eligible immediately in the fall at the transfer high school. Those students whose name does NOT appear on the NSAA transfer list prior to May 1 shall be ineligible for ninety school days, with such transfers being subject to hardship waiver guidelines.

2.7.8 Nebraska transfer students must have signed and delivered all forms necessary to make such transfer to the school in which he/she intends to enroll for the 2021-2022 school year prior to May 1, 2021; for the student to be eligible. The school to which the transfer is being made must have notified the NSAA office via an NSAA online transfer form, no later than May 1, 2021. The student would become ineligible for ninety school days the next fall if the student were to change his/her mind and decide not to transfer. If such student were to transfer to the new school, but later decides to return to his/her former district before 90 school days have elapsed, such student will be ineligible in the former district for the remainder of the 90 school days, with the ineligibility period commencing at the start of the fall semester. Those students, who did not have their enrollment forms signed, delivered and accepted prior to May 1, 2021, shall be ineligible for ninety school days, with such transfers being subject to hardship waiver guidelines.

2.7.9 NEW! Transfer to Home School District. Any student entering high school for the first time after promotion from grade eight who did not initially enroll in the high school located in the school district where the student's parents have their domicile, or a student who transfers back to a high school located in the school district where his/her legal parent(s) have established their domicile shall be ineligible for ninety school days.

3.5 / 3.1 Once the season of a sport begins, a student shall participate in practices and compete only in athletic contests/meets in that sport that are scheduled by his/her school. Any other competition will render the student ineligible for a portion of, or all of, the season in that sport. The season of a sport begins with the first date of practice as permitted by NSAA rules.

3.5.1 During the season of a particular sport, athletes participating in that sport for a high school may attend, but may not physically take part, either as an individual or as a member of a team, in the sport activity in which instruction is being offered in the clinic, camp or school. \*(Refer to 3.5.1.1 for exception in Swimming & Diving.)

3.6 A student shall not participate on an all-star team while a high school undergraduate.

3.7 A student must maintain his/her amateur status.

**COMPLIANCE WITH THE RULES WILL PREVENT YOUR TEAM, SCHOOL OR COMMUNITY FROM BEING PENALIZED.**

**You can also be declared ineligible by the coach and/or sponsor if you violate any rules or regulations set up by the coach or sponsor. Students shall be informed of these rules and regulations by their coach and/or sponsor.**

## **JUNIOR HIGH PARTICIPATION IN ATHLETIC CONTESTS**

Students in seventh and eighth grades may participate in interscholastic competitions subject to and in a manner consistent with the bylaws of the NSAA. The scholastic eligibility rules for seventh and eighth grades shall be the same as established by the school board for high school interscholastic competitions and, in the absence of such rules, shall be the minimum established by the NSAA.

## **TEAM TRAVEL**

Participants in school sponsored activities **are required** to travel to and from the activity in a district sponsored vehicle. When students/athletes are traveling in a school sponsored vehicle they will follow the Code of Conduct rules in this handbook. In the event a parent/guardian wishes to take the participant after the activity has concluded, they shall (sign-out) request permission directly (be at the activity) from the coach/sponsor.

## **PARTICIPATION**

A boy or girl who is a member of the Gothenburg High School athletic squad in season may not participate in any other organized athletic competition, in school or out of school, during the time he/she is a member of the GHS interscholastic squad. Workouts or supplementary practice outside of regular squad practice and competition are not specifically restricted. It is expected, however, that athletes given the privilege of representing their school will give first allegiance, as far as athletic participation is concerned, to the Gothenburg High School squad of which they are a member, and to the school's coaches who are

responsible for the athlete's development and performance. This policy is not intended to restrict casual or recreational activities.

## **PARTICIPATION REQUIREMENTS**

All Jr. & Sr. High students who expect to participate in athletic practices/contests will be required to have the following requirements on-file with the activity director prior to participation. All forms must be on-file with the activity director prior to participation.

1. Physical. Physicals by a medical licensed doctor must be dated after May 1, 2021, for the 2021/2022 school year. (Sports and Cheerleading).
2. NSAA Parental Consent Form.
3. Gothenburg Public Schools Medical/Travel Release
4. Drug Testing Consent Form.
5. ImPact Baseline Test (Sports and Cheerleading).
6. Activity Card (\$40). (All Sports).

## **CONCUSSION: "RETURN TO LEARN"**

The Superintendent or designee shall develop a return to learn protocol for students who have sustained a concussion. The return to learn protocol shall recognize that students who have sustained a concussion and returned to school may need informal or formal accommodations, modifications of curriculum, and monitoring by medical or academic staff until the student is fully recovered.

## **ACTIVITIES ON CHURCH NIGHT AND SUNDAYS**

The policy of the Board of Education states: "There will be no activities scheduled (practice included) on Wednesday evening." (6:30 P.M.) Exception: When an athletic team is required to play in conference, district, or tournament competition. The policy further states that "There will be no activities scheduled on Sunday." Exception: When a team is required to play on Monday, (Varsity level) practices may be scheduled on Sunday afternoon. For all such practices, permission must first be granted through the activities director.

## **SPORTS SEASONS**

<b>FALL</b>	<b>OPENING PRACTICE</b>	<b>CLOSE OF SEASON</b>
Softball	August 9, 2021	State Tournament
Football	August 9, 2021	Football playoffs
Cross Country	August 9, 2021	State Meet
Volleyball	August 9, 2021	State Tournament
Girls Golf	August 9, 2021	State Meet
<b>WINTER</b>	<b>OPENING PRACTICE</b>	<b>CLOSE OF SEASON</b>
Wrestling	November 15, 2021	State Meet
Basketball (B/G)	November 15, 2021	State Tournament
<b>SPRING</b>	<b>OPENING PRACTICE</b>	<b>CLOSE OF SEASON</b>
Boys Golf	February 28, 2022	State Meet
Track (B/G)	February 28, 2022	State Meet

No individual may participate simultaneously in more than one sport per season. If a student is participating in one sport during a sports season and decides to quit that sport and participate in another sport during the same season, the student shall be restricted from practice or competition for five school days.

## **SPORTSMANSHIP**

### **Responsibility of Players:**

The responsibility of the players for sportsmanship is second in importance only to the coach. Because players are admired and respected, they exert a great deal of influence over the actions and behaviors of the spectators.

1. Treat opponents with the respect that is due them as guests.
2. Exercise self-control at all times, accepting and abiding by decisions.
3. Respect the officials' judgment and interpretations of the rules. Never argue or make gestures indicating a dislike for a decision.
4. Only the captain should communicate with the officials regarding the clarification of a rule.
5. Accept both victory and defeat with pride and compassion, never being boastful or bitter.
6. Congratulate the opponents in a sincere manner following either a victory or defeat.
7. Cooperate with the coach and fellow players in trying to promote good sportsmanship.
8. Welcome the opportunity to discuss the rules and strategies of the contest with parents and friends so they can better understand and appreciate the finer points of the game.

9. Accept seriously the responsibility and privilege of representing Gothenburg High School and our community.

### **Responsibility of Students (Spectators):**

The students' frequent role as spectators and their tremendous enthusiasm for sports are indicative of their vital responsibility for good sportsmanship. Their habits and reactions determine the quality of sportsmanship which reflects upon the reputation of our school. Students/spectators are permitted to attend extracurricular activities only as guests of the school district. Accordingly, they must comply with the school district's rules and policies. It is the responsibility of the student and/or spectator to:

1. Keep cheers positive. There should be no profanity or degrading language/gestures.
2. Avoid actions that offend visiting teams or individual players.
3. Learn the rules of the game in order to be a better-informed spectator.
4. Treat all visiting teams in a manner in which you would expect to be treated.
5. Accept the judgment of coaches and officials.
6. Encourage other spectators to participate in the spirit of good sportsmanship.
7. Obey the instructions of school employees and officials supervising the extracurricular activity.

**While the varsity game is in progress, students may not leave the gym or football bleachers except between quarters and half-time.**

## **DRUG & ALCOHOL/GOOD CONDUCT RULE**

### **1. VIOLATION:**

1.1 Any student who violates written program rules during the extracurricular program season shall be subject to the sanctions set forth in the written program rules.

1.2 Any student engaged in an extracurricular activity program who, (1) possesses, or uses alcoholic beverages, or (2) drugs, the possession or use of which are declared a crime or infraction under the laws of the State of Nebraska, (3) who engages in conduct, or used language during school pictures, video, gestures, which is grossly offensive to the standard of the community of Gothenburg, Nebraska, during the particular extracurricular activity program shall:

**1.2.1 If a student has not previously been found to be in violation of the rules set forth in this paragraph during said extracurricular activity program season, and the student self-reports the violation, he/she shall be suspended for 10 school days from participation in extracurricular activity contests including dances. If a student fails to self-report the violation they shall be suspended for 15 school days from participation, in any manner in such extracurricular activity program, (includes FFA, vocal, band, dances-Homecoming, Coronation, Prom and speech).**

**1.2.2 If a student has previously been found to be in violation of the rules set forth in this paragraph during such extracurricular activity program season and the student self-reports the violation, they shall be suspended from extra-curricular activity contests/dances for a period of 20 school days. If a student fails to self-report the violation they shall be suspended for 30 school days from participation in any manner in such extracurricular activity program (includes FFA, vocal, band, dances-Homecoming, Coronation, Prom, speech).**

### **2. ENFORCEMENT OF RULE:**

2.1 When a possible violation of the foregoing rule is brought to the attention of the program sponsor or activities director, the sponsor or director shall, as soon as is reasonable practical, meet with the student and (1) advise the student of the facts known to the sponsor or director: (2) allow the student to respond to the allegations and (3) advise the student of his/her right to appeal to a Violation Board hearing.

2.2 If the student admits conduct constituting a violation of the foregoing rules, the sanction shall be immediately imposed and the student and the student's parents or guardians shall be immediately notified by the mailing of a written notice. If the program sponsor or the activities director is satisfied that no such violation occurred, no further action shall be taken.

2.3 If a sponsor is not satisfied with the explanation of the student and determines that a violation has occurred, the matter shall be referred to the Violation Board.

2.4 The student, the student's parent or guardian shall be advised of the Violation Board meeting, its time, place and purpose by telephone, in person or in writing. The meeting shall be held with two days after the student has been confronted, and may be postponed for a reasonable time, not to exceed two school days, at the request of the student.

2.5 The hearing shall be informal, and the student may present witnesses in his/her behalf and shall have the right to have a representative of the student's choice assist in any presentation he/she wishes to make. The Violation Board shall have a right to limit the presentation to preclude unreasonable repetitious or irrelevant testimony.

2.6 The Violation Board shall reach its decision in a closed meeting.

**2.7** If the Violation Board determines that no violation occurred, the sponsor of the extracurricular activity shall immediately advise the student and the student's parents.

**2.8** If the Violation Board determines that a violation has occurred, the activities director or sponsor will promptly visit with the student and the student's parents or guardian to explain the decision. A written decision shall be mailed to the student and his parent/guardian with a reasonable time after the decision is reached.

**2.9** If the student is dissatisfied with the decision of the Violation Board, he/she shall have a right to appeal to the Superintendent of Schools within two days from receiving written notification of appeal the decision of the Violation Board by presenting a written request therefore to the Superintendent. If the student is not satisfied with the Superintendent's decision, the student may appeal the decision to the Board of Education within two days of receipt of the written request therefore to the secretary of the Board of Education. The appeal hearing will be conducted not later than the next regular meeting of the Board of Education after receipt of the request. Such appeals shall not delay the effective time of the suspension or expulsion.

**2.10** The Violation Board shall consist of the activities director, either the junior high or senior high principal, the activity sponsor, one other extracurricular activity sponsor, and one junior/senior high school teacher to be selected by the student. Any of the Violation Board members may designate, in writing, an alternate to serve in their place.

Situations resulting in the enforcement of the policy are:

1. Student being given a citation for an alcohol/drug violation and/or a failed drug test.
2. Student admits to violating the extracurricular alcohol/drug policy.
3. Any verified form of school investigation.
4. Staff member witnesses a violation of the policy.

## **Legal Issues**

### **NOTIFICATION OF RIGHTS UNDER FERPA**

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. They are:

- 1) The right to inspect and review the student's education records within 45 days of the day the District receives a request for access. Parents or eligible students should submit to the school principal (or appropriate school official) a written request that identifies the record(s) they wish to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
- 2) The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate or misleading. Parents or eligible students may ask the School District to amend a record that they believe is inaccurate or misleading. They should write the school principal, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the District decides not to amend the record as requested by the parent or eligible student, the District will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.
- 3) The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the District as an administrator, supervisor, instructor or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the District has contracted to perform a special task (such as an attorney, auditor, medical consultant or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, the District discloses education records without consent to officials of another School District in which a student seeks or intends to enroll.
- 4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA. The name and address of the office that administers FERPA is: Kathleen Styles, Office of the Chief Privacy Officer. U.S. Department of Education. 400 Maryland Avenue, S.W. Washington, D.C. 20202

## **NOTICE CONCERNING DIRECTORY INFORMATION**

The District may disclose directory information. The types of personally identifiable information that the District has designated as directory information are as follows:

1. Student's Name, address, telephone listing, and the name, address, telephone listings (if not unlisted), e-mail address and work or other contact information of the student's parent/guardian or other adult acting in loco parentis or with authority to act as parent or guardian in educational matters for the student;
2. School and dates of attendance;
3. Student's current grade;
4. Student's enrollment status (e.g. full-time or part-time);
5. Student's date of birth and place of birth;
6. Student's extra-curricular participation;
7. Student's achievement awards or honors;
8. Student's weight and height if a member of an athletic team;
9. Student's photograph; and
10. School or school district the student attended before he or she enrolled in [Name] Public Schools.

Notwithstanding the foregoing, the District does not designate as directory information personally identifiable information from students' education records where the District determines that the disclosure to the potential recipient poses a risk to student safety or well-being, including but not limited to circumstances where the potential recipient is a registered sex offender and the personally identifiable information would permit the potential recipient to communicate with or otherwise contact the student.

A parent or eligible student has the right to refuse to let the District designate information about the student as directory information. The period of time within which a parent or eligible student has to notify the District in writing that he or she does not want information about the student designated as directory information is as follows: two weeks from the time this information is first received. Please contact the Superintendent's office to indicate your refusal to have your child's information designated as directory information.

The District may disclose information about former students without meeting the conditions in this section.

### **OPTIONAL**

In addition, notice is further given that FERPA permits the disclosure of personally identifiable information from students' education records, without consent of the parent or eligible student, if the disclosure meets certain conditions found in §99.31 of the FERPA regulations. Except for disclosures to school officials, disclosures related to some judicial orders or lawfully issued subpoenas, disclosures of directory information, and disclosures to the parent or eligible student, §99.32 of the FERPA regulations requires the District to record the disclosure. Parents and eligible students have a right to inspect and review the record of disclosures. The District may disclose personally identifiable information from the education records of a student without obtaining prior written consent of the parents or the eligible student —

- To other school officials, including teachers, within the educational agency or institution whom the school has determined to have legitimate educational interests. This includes contractors, consultants, volunteers, or other parties to whom the District has outsourced institutional services or functions, provided that the conditions listed in §99.31(a)(1)(i)(B)(1) - (a)(1)(i)(B)(2) are met. (§99.31(a)(1))
- To officials of another school, school system, or institution of postsecondary education where the student seeks or intends to enroll, or where the student is already enrolled if the disclosure is for purposes related to the student's enrollment or transfer, subject to the requirements of §99.34. (§99.31(a)(2))
- To authorized representatives of the U.S. Comptroller General, the U. S. Attorney General, the U.S. Secretary of Education, or State and local educational authorities, such as the Nebraska Department of Education. Disclosures under this provision may be made, subject to the requirements of §99.35, in connection with an audit or evaluation of Federal- or State-supported education programs, or for the enforcement of or compliance with Federal legal requirements that relate to those programs. These entities may make further disclosures of personally identifiable information to outside entities that are designated by them as their authorized representatives to conduct any audit, evaluation, or enforcement or compliance activity on their behalf. (§§99.31(a)(3) and 99.35)
- In connection with financial aid for which the student has applied or which the student has received, if the information is necessary to determine eligibility for the aid, determine the amount of the aid, determine the conditions of the aid, or enforce the terms and conditions of the aid. (§99.31(a)(4))
- To State and local officials or authorities to whom information is specifically allowed to be reported or disclosed by a State statute that concerns the juvenile justice system and the system's ability to effectively serve, prior to adjudication, the student whose records were released, subject to §99.38. (§99.31(a)(5))

- To organizations conducting studies for, or on behalf of, the District, in order to: (a) develop, validate, or administer predictive tests; (b) administer student aid programs; or (c) improve instruction. (§99.31(a)(6))
- To accrediting organizations to carry out their accrediting functions. (§99.31(a)(7))
- To parents of an eligible student if the student is a dependent for IRS tax purposes. (§99.31(a)(8))
- To comply with a judicial order or lawfully issued subpoena. (§99.31(a)(9))
- To appropriate officials in connection with a health or safety emergency, subject to §99.36. (§99.31(a)(10))
- Information the District has designated as “directory information” under §99.37. (§99.31(a)(11))

The District’s policy is for education records to be kept confidential except as permitted by the FERPA law, and the District does not approve any practice which involves an unauthorized disclosure of education records. In some courses student work may be displayed or made available to others. Also, some teachers may have persons other than the teacher or school staff, such as volunteers or fellow students, assist with the task of grading student work and returning graded work to students. The District does not either approve or disapprove such teaching practices, and designates such student work as directory information and/or as non-education records. Each parent and eligible student shall be presumed to have accepted this designation in the absence of the parent or eligible student giving notification to the District in writing in the manner set forth above pertaining to the designation of directory information. Consent will be presumed to have been given in the absence of such a notification from the parent or eligible student.

### **NOTICE CONCERNING DESIGNATION OF LAW ENFORCEMENT UNIT:**

The District designates the Gothenburg Police Department as the District’s “law enforcement unit” for purposes of (1) enforcing any and all federal, state or local law, (2) maintaining the physical security and safety of the schools in the District, and (3) maintaining safe and drug free schools.

### **NOTICE OF REQUIREMENTS FOR ADMISSION**

Nebraska law requires that parents or legal guardians furnish the following documents upon admission:

- 1) A certified copy of the student’s birth certificate issued by the state in which the child was born, prior to admission of a child for the first time.
- 2) Evidence of a physical examination by a physician for a student entering the 7th grade or transferring in from out of state,
- 3) Evidence of visual evaluation by a physician,
- 4) Students are required to be immunized according to laws passed by the Nebraska legislature.

Parents/guardians may contact the school nurse regarding immunization requirements.

Forms to submit objections are available from the Supt. office. **Any student not in compliance with the law will not be permitted to attend school.** Medical and religious exemptions are available but require a physician’s signature or a signed affidavit.

## **2020-2021 STUDENT HANDBOOK: COVID SUPPLEMENT**

The following rules and expectations will be effective during the 2020-2021 school year. These rules and expectations are intended to ensure the health and safety of all students, staff members, and the overall community. Because of the fluid nature of the current COVID-19 pandemic and the District’s continued collaboration with health officials, these rules and expectations are subject to change at any time. The District will

send parents and students written notification of any such changes. It is each family's responsibility to monitor for, understand, and adhere to any such changes, including those changes implemented on short notice. If a parent or student ever has any questions about the interpretation or implementation of these rules and expectations, the parent or student should promptly contact their building administrator.

**1. Masks (Required in the Orange Risk tier.)** Unless otherwise directed by the Superintendent, every student must wear an appropriate mask on school grounds and while in school vehicles. An appropriate face covering should block airborne particles. The design must not interfere with or disrupt the operation of the school or learning environment. Masks must be worn in a manner that covers the student's nose and mouth. A student may remove their mask only when a staff member gives the student permission, such as during mask "breaks" or during lunchtime. If a staff member provides specific mask directives to a student, the student shall comply with those directives. Students who do not comply with the mask requirement or directives may face discipline, up to and including exclusion or expulsion from school.

Students are highly encouraged to follow health and safety best practices outside of the school setting, including frequent hand washing and social distancing.

**2. COVID-19 Symptoms.** A student who experiences, or has experienced within 24 hours, any of the following symptoms must notify their administrator prior to coming to school or prior to entering a school vehicle:

1. Fever or chills
2. Cough
3. Shortness of breath or difficulty breathing
4. Muscle or body aches
5. New loss of taste or smell
6. Sore throat
7. Nausea or vomiting
8. Diarrhea

The administrator will then evaluate the student's symptoms to determine if the student may report to school or will be given academic work to complete at home. Students who miss school due to potential COVID-19 exposure or symptoms will generally not be counted as an unexcused absence. However, if the administration determines that the student has violated other rules or has not been honest about his or her symptoms, the student's absence may be deemed unexcused and the student may face other consequences. A student's arrival on school grounds or in a school vehicle after the student or parent fails to promptly notify a building administrator of potential symptoms could result in student discipline, up to and including exclusion or expulsion from school.

A student who fails to report COVID-19 symptoms because the student wants to participate or compete in activities may face additional activity consequences.

**3. Potential Exposure.** Parents and students who have reason to suspect that the student may have been exposed to COVID-19 must promptly inform a building administrator. Potential exposure includes, but is not limited to, coming into close contact

with a person who tested positive or is awaiting test results, a family member in the household who has tested positive or is awaiting test results, traveling to a “hot spot,” or receiving notification from a health official or medical professional of a potential exposure. Students who plan to travel outside of the community are encouraged to consult with a building administrator in advance to determine the potential consequences (such as mandatory quarantine) of such travel. Any student who has potentially been exposed to COVID-19 will not be allowed on school grounds or in a school vehicle until the District, in its sole and absolute discretion, determines that the student may safely return to school. A student’s arrival on school grounds or in a school vehicle after the student or parent fails to promptly notify a building administrator of a potential exposure could result in student discipline, up to and including exclusion or expulsion from school.

**4. Academic Work at Home.** A student who has potentially been exposed to COVID-19 and is not allowed on school grounds will not face an academic penalty unless the administration determines that the student has otherwise violated school rules. Any COVID-19 related student absence will not be counted as an unexcused absence. During a student’s COVID-19 related absence, the student is expected (to the extent that he or she is able) to work with his or her teachers to obtain and complete coursework and assignments. A teacher retains the discretion to grade student work during a student’s COVID-19 related absence.

**5. Activities.** A student will not be permitted to participate in activities if the student has possible COVID-19 symptoms, has potentially been exposed to COVID-19 or would otherwise jeopardize the health and safety of other students or staff. The District, in its sole and absolute discretion, will determine when a student may return or participate in an activity. Any student who fails to promptly report COVID-19 symptoms, potential exposure, or otherwise takes action or inaction that could jeopardize the health and safety of other students or staff will be subject to discipline, including the removal from the activity for the remainder of the year.

**6. Failure to be Honest.** These rules and expectations are designed and will be implemented to ensure, to the extent practicable, the health and safety of all students and staff. The District will endeavor to balance the need to ensure the health and safety of school premises, while not intruding on a family’s confidential medical information. With that in mind, students and families are expected to be honest with the District regarding a student’s potential COVID-19 exposure or symptoms. If a parent is uncomfortable or unwilling to provide specific information to the District about a student’s potential exposure or symptoms, the family need only inform a building administrator of the fact that there may have been a potential exposure or potential symptoms. A parent may, but will not be required to, divulge any specific information about the potential exposure or symptoms, such as medical information. In any circumstance, if the District determines that a parent or student has not been honest or forthright with information or facts provided (or not provided) to the District about a potential exposure or potential symptoms, the District may exclude a student for a longer period of time (for health and safety reasons) or may impose disciplinary consequences, up to and including exclusion or expulsion from school.

**7. Other Health and Safety Rules.** At any time, a staff member may impose or require a student to undertake other health and safety requirements (such as frequent

hand washing, maintaining social distancing, and the like). A student must follow such health and safety requirements or face discipline.

**8. Assumption of the Risks.** In the middle of the COVID-19 pandemic, the District has endeavored to reopen schools for the benefit of student learning and development. However, there is no guarantee that the school environment will be completely safe and free from COVID-19 or other related risks and hazards. Any parent who is uncomfortable with the risks associated with sending their student to school must promptly contact a building administrator to discuss alternative educational options. A parent who elects to send their student back to school does so understanding, assuming, and accepting the associated health and safety risks, including the possibility that the student may be exposed to and/or contract COVID-19.

# HEADS+UP

## CONCUSSION IN HIGH SCHOOL SPORTS

A FACT SHEET FOR **ATHLETES**

### What is a concussion?

A concussion is a brain injury that:

- Is caused by a bump, blow, or jolt to the head or body.
- Can change the way your brain normally works.
- Can occur during practices or games in any sport or recreational activity.
- Can happen even if you haven't been knocked out.
- Can be serious even if you've just been "dinged" or "had your bell rung."

All concussions are serious. A concussion can affect your ability to do schoolwork and other activities (such as playing video games, working on a computer, studying, driving, or exercising). Most people with a concussion get better, but it is important to give your brain time to heal.

### What are the symptoms of a concussion?

You can't see a concussion, but you might notice **one or more** of the symptoms listed below or that you "don't feel right" soon after, a few days after, or even weeks after the injury.

- Headache or "pressure" in head
- Nausea or vomiting
- Balance problems or dizziness
- Double or blurry vision
- Bothered by light or noise
- Feeling sluggish, hazy, foggy, or groggy
- Difficulty paying attention
- Memory problems
- Confusion

### What should I do if I think I have a concussion?

- **Tell your coaches and your parents.** Never ignore a bump or blow to the head even if you feel fine. Also, tell your coach right away if you think you have a concussion or if one of your teammates might have a concussion.
- **Get a medical check-up.** A doctor or other health care professional can tell if you have a concussion and when it is OK to return to play.
- **Give yourself time to get better.** If you have a concussion, your brain needs time to heal. While your brain is still healing, you are much more likely to have another concussion. Repeat concussions can increase the time it takes for you to recover and may cause more damage to your brain. It is important to rest and not return to play until you get the OK from your health care professional that you are symptom-free.

### How can I prevent a concussion?

Every sport is different, but there are steps you can take to protect yourself.

- Use the proper sports equipment, including personal protective equipment. In order for equipment to protect you, it must be:
  - The right equipment for the game, position, or activity
  - Worn correctly and the correct size and fit
  - Used every time you play or practice
- Follow your coach's rules for safety and the rules of the sport.
- Practice good sportsmanship at all times.

**If you think you have a concussion:**  
Don't hide it. Report it. Take time to recover.

**It's better to miss one game than the whole season.**

For more information and to order additional materials **free-of-charge**, visit: [www.cdc.gov/Concussion](http://www.cdc.gov/Concussion).

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES  
CENTERS FOR DISEASE CONTROL AND PREVENTION



# HEADS **x** UP

## CONCUSSION IN HIGH SCHOOL SPORTS

A FACT SHEET FOR **PARENTS**

### What is a concussion?

A concussion is a brain injury. Concussions are caused by a bump, blow, or jolt to the head or body. Even a “ding,” “getting your bell rung,” or what seems to be a mild bump or blow to the head can be serious.

### What are the signs and symptoms?

You can’t see a concussion. Signs and symptoms of concussion can show up right after the injury or may not appear or be noticed until days after the injury. If your teen reports **one or more** symptoms of concussion listed below, or if you notice the symptoms yourself, keep your teen out of play and seek medical attention right away.

Signs Observed by Parents or Guardians	Symptoms Reported by Athlete
<ul style="list-style-type: none"> <li>• Appears dazed or stunned</li> <li>• Is confused about assignment or position</li> <li>• Forgets an instruction</li> <li>• Is unsure of game, score, or opponent</li> <li>• Moves clumsily</li> <li>• Answers questions slowly</li> <li>• Loses consciousness (<i>even briefly</i>)</li> <li>• Shows mood, behavior, or personality changes</li> <li>• Can’t recall events <i>prior</i> to hit or fall</li> <li>• Can’t recall events <i>after</i> hit or fall</li> </ul>	<ul style="list-style-type: none"> <li>• Headache or “pressure” in head</li> <li>• Nausea or vomiting</li> <li>• Balance problems or dizziness</li> <li>• Double or blurry vision</li> <li>• Sensitivity to light or noise</li> <li>• Feeling sluggish, hazy, foggy, or groggy</li> <li>• Concentration or memory problems</li> <li>• Confusion</li> <li>• Just not “feeling right” or is “feeling down”</li> </ul>

### How can you help your teen prevent a concussion?

Every sport is different, but there are steps your teens can take to protect themselves from concussion and other injuries.

- Make sure they wear the right protective equipment for their activity. It should fit properly, be well maintained, and be worn consistently and correctly.

- Ensure that they follow their coaches' rules for safety and the rules of the sport.
- Encourage them to practice good sportsmanship at all times.

### What should you do if you think your teen has a concussion?

- 1. Keep your teen out of play.** If your teen has a concussion, her/his brain needs time to heal. Don’t let your teen return to play the day of the injury and until a health care professional, experienced in evaluating for concussion, says your teen is symptom-free and it’s OK to return to play. A repeat concussion that occurs before the brain recovers from the first—usually within a short period of time (hours, days, or weeks)—can slow recovery or increase the likelihood of having long-term problems. In rare cases, repeat concussions can result in edema (brain swelling), permanent brain damage, and even death.
- 2. Seek medical attention right away.** A health care professional experienced in evaluating for concussion will be able to decide how serious the concussion is and when it is safe for your teen to return to sports.
- 3. Teach your teen that it’s not smart to play with a concussion.** Rest is key after a concussion. Sometimes athletes wrongly believe that it shows strength and courage to play injured. Discourage others from pressuring injured athletes to play. Don’t let your teen convince you that s/he’s “just fine.”
- 4. Tell all of your teen’s coaches and the student’s school nurse about ANY concussion.** Coaches, school nurses, and other school staff should know if your teen has ever had a concussion. Your teen may need to limit activities while s/he is recovering from a concussion. Things such as studying, driving, working on a computer, playing video games, or exercising may cause concussion symptoms to reappear or get worse. Talk to your health care professional, as well as your teen’s coaches, school nurse, and teachers. If needed, they can help adjust your teen’s school activities during her/his recovery.

#### If you think your teen has a concussion:

Don’t assess it yourself. Take him/her out of play. Seek the advice of a health care professional.

**It’s better to miss one game than the whole season.**

For more information and to order additional materials *free-of-charge*, visit: [www.cdc.gov/Concussion](http://www.cdc.gov/Concussion).

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES  
CENTERS FOR DISEASE CONTROL AND PREVENTION



# CLASS SCHEDULE

*Class*

*Teacher*

**1st**

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**2nd**

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**SWEDE FOUNDATIONS**

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**3rd**

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**4th**

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**5th**

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**6th**

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**7th**

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**8th**

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**2021-2022**  
**DUDLEY ELEMENTARY - GOTHENBURG PUBLIC SCHOOLS**  
**STUDENT - PARENT HANDBOOK**

Welcome to Dudley Elementary - Gothenburg Elementary School for the 2021-2022 school year. This handbook is intended to be used by students, parents/guardians, and staff as a guide to the rules, regulations, and general information about Dudley Elementary. Each student, parent/guardian, and staff member is responsible for becoming familiar with the handbook and knowing the information contained in it.

Although the information in this handbook is detailed and specific, the handbook is not intended to be all encompassing. This handbook is intended to help students have a successful and rewarding school year. The rules, procedures, and practices adopted in the Student - Parent Handbook shall have the effect of Board Policy and is annually reviewed and voted on by the District #20 School Board.

The administration reserves the right to make decisions and rule revisions at any time to assure the well-being of all students and the educational program. The administration will be responsible for interpreting the rules contained in the handbook. Student rights will be protected and respected and in turn, students must respect the rights of others.

**GO SWEDES!!!**

**Angela Richeson**  
**Elementary Principal**

**Tomye McKenna**  
**Assistant Elementary Principal**  
**Special Education Director**

**MISSION STATEMENT**

Gothenburg Public Schools is the cornerstone of a proud, passionate, and progressive community where students and staff thrive in a positive and innovative environment. We ensure the growth of all individuals by inspiring them to own and maximize their potential.

**DUDLEY ELEMENTARY STAFF 2021 - 2022**

**Superintendent:** Dr. Todd Rhodes - 537-3651 Ext. 4105

**Elementary Principal:** Angela Richeson - 537-3651 Ext. 1116

**Special Education Director / Assistant Principal:** Tomye McKenna - 537-3651 Ext. 2242

**Director of Teaching and Learning:** Allison Jonas - 537-3651 Ext. 3131

**Board of Education**

Devin Brundage

Kyle Fornoff

Jon Hudson

Becky Jobman

Kelly Terrell

Nate Wyatt

**Swede Preschool Academy**

Melissa Bell

**Kindergarten**

Molly Koehn

Suzanne Neels

Kayla Paul

Charity Wyatt

**1st Grade**

Brittany Jesseph

Anne Ostendorf

Michelle Stienike

**2nd Grade**

Wendy Bartels

Justin Dowdy

Tara Foster

**3rd Grade**

Gretchen David

Tiffani Dea

Jena Rahjes

#### **4th Grade**

Becky Gibbens  
Mary Meisinger  
Stephanie Waskowiak

#### **5th Grade**

Sharon Andres  
Becky Costello  
Tony Neels

#### **6th Grade**

Erika Brown  
Barb Hicken  
Jonathan Meyer

**Special Education:** Kylee Malcom (Early Childhood), Maria Andersen (Kindergarten - 2nd Grade), Bryan Bazata (3rd & 4th Grade), Heather Franzen (5th & 6th Grade)

**School Psychologist:** Jacy Ostergard

**Speech Pathologist:** Erin Feather (K-6), Carol Keiser (Preschool, Junior High & High School)

**Counselors:** Michelle Stevens (Preschool - 2nd Grade), Tami Smith (3rd Grade - 5th Grade), Pam Glodowski (6th Grade)

**Vocal Music:** Erica Wieseler

**Instrumental Music:** Tonya Welch

**Physical Education:** Bryson Mahlberg

**Art:** Jami Stortenbecker & Kara Libich

**Keyboarding:** Kara Libich

**High Ability Coordinator:** Amy Harrison

**MTSS Coordinator:** Michelle Mroczek

**MTSS Interventionist:** Kristen Butterfield

**School Librarian:** Amy Harrison

**Technology Coordinator:** Jo Wiggins

**Technology Para:** Jayne Eggleston

**Secretary:** Karman Keith

**Nurse:** Melissa Haas

**Paraeducators:** Saraid Brock, Sue Finke, Marie Foster, Tracie Gamblin, Rhonda Hansen, Susan Harbur, Holly Meints, Tesla Nelson, Katherine Middleton, Terri Nordin, Elaine Smith, Janice Walker, Donica Williams

**Facilities and Custodial Director:** Jesse Kincheloe

**Grounds and Transportation Director:** Les Harding

**Custodians:** Cindy Reinhard & Jason Fulkerson

### **SERVICES**

Emergency Services	911
Poison Information Center	1-800-642-9999
Suicide Prevention Hotline	1-800-273-8255
Gothenburg Police Department	537-3608
Dawson County Sheriff's Department	324-3011
State Patrol Emergency Line	1-800-525-5555
Nebraska Family Helpline	1-888-866-8660
Boys Town Hotline	1-800-448-3000
Child Abuse/Neglect Hotline	1-800-652-1999
Dawson County Attorney	324-5644
Dawson County Crime Stoppers	784-1234
Dawson County Immunization Clinic	324-4219
Dawson County Parent Child Center	324-2336
(for victims of domestic violence, child abuse, etc.)	
Domestic Violence Hotline	1-800-876-6238
Emergency 24 hour drug/alcohol line	543-6963
Gothenburg Chamber of Commerce	537-3505
Gothenburg City Offices	537-3677
Gothenburg Health	537-3661

### **THE SCHOOL DAY**

#### **BEFORE SCHOOL**

Students are not to arrive on school grounds before 7:50 a.m. (exceptions: students who ride the bus). Prior to that time, the school is not responsible for supervision of students. A school employee will be on duty at 7:50 a.m. and students will enter the building at 7:55 a.m. Students will be considered tardy after 8:05 a.m.

#### **AFTER SCHOOL**

The school day will end at 3:30 p.m. (2:30 p.m. for preschool and 3:25 p.m. for kindergarten). School will dismiss on (most) Wednesdays at 2:30 p.m. (2:25 for kindergarten) for staff professional development. All playground gates will be locked and school grounds will no longer be supervised after 3:40 p.m. on a regularly scheduled day or 2:40 p.m. on an early dismissal day. The school is not responsible for supervision of students after these times.

## **ATTENDANCE**

Regular and punctual student attendance is required. School attendance is not only a Nebraska State Law and a Board Policy (5008), but is important to every child's education. Teachers are required to maintain an accurate record of student attendance and submit attendance daily.

### **REPORTING AN ABSENT STUDENT**

If a student will be absent, we ask that a parent/guardian call the school before 9:00 a.m. (537-3651 Ext. 8). If the school does not receive a call, an attempt will be made to contact a parent/guardian.

### **ATTENDANCE GUIDELINES/DEFINITIONS**

Absence from school will be reported as an:

(a) Excused absence

-or-

(b) Unexcused absence

#### **Excused Absence**

An excused absence is an impossible or impracticable barrier outside the control of the parent or child that prevents a student from attending school. The parent must provide the school with documentation to demonstrate the absence was beyond the control of the parent or child. This could include, but is not limited to documented illness by a medical professional, court (with formal documentation), death of a family member, or other unique situations that have received prior approval from the principal. Please refer to Board policy 5008 for further reference.

The Principal shall have the discretion to deny approval for any of the foregoing reasons depending on circumstances such as the student's number of other absences, the student's academic status, the tests or other projects which may be missed, and in the case of a family trip, whether the trip could have been taken during non-school time and/or the educational nature of the trip.

#### **Unexcused Absence**

Excessive unexcused absences may result in a report to the county attorney. A parent acknowledged unexcused absence is one in which the parent/guardian communicated with the school that the child is absent and the parent/guardian is then responsible for the student for the extent of the school day. Examples of unexcused absences include

but are not limited to illness (without a doctor's note), vacations, and medical appointments (without a doctor's note).

A student who engages in multiple unexcused absences may be considered truant as per state law Neb. Rev. Stat. '79-201. Truancy is a violation of the school rules and students are subject to disciplinary consequences for truanancies. Students who leave the school premises without permission during the school day will be considered truant. Please refer to Board policy 5008 for further reference.

### **Five (5) unexcused absences**

Students who accumulate five (5) unexcused absences in a quarter shall be deemed to have "excessive absences". Please refer to Board policy No. 5008 for more information.

### **REPORTING EXCESSIVE ABSENTEEISM TO THE COUNTY ATTORNEY**

If a student accumulates more than twenty (20) absences per year, the attendance officer may report such information to the county attorney of the county in which that person having control of the student resides. For further information, refer to Board Policy 5008.

### **TARDY POLICY**

A child is considered late for elementary school if he or she is not **in the classroom** by 8:05 a.m. ready to begin the school day. Letters will be sent home each quarter when students have been tardy five (5) or more times.

### **EARLY WITHDRAWAL FOR STUDENTS ENROLLED IN ACCREDITED OR APPROVED SCHOOLS**

A person who has legal or actual charge or control of a child who is at least 16 but less than 18 years of age may withdraw such child from school before graduation and be exempt from the mandatory attendance requirements if an exit interview is conducted and a withdrawal form is signed. See Board Policy No. 5008 for further information and details of the exit interview and withdrawal form.

### **NOTICE OF REQUIREMENTS FOR ADMISSION**

Students should register with the District Office at **1322 Avenue I** as soon as possible after moving into the school district. The registration packet and forms are available in the District Office. **Registration forms and required documents must be complete and returned prior to attending school.** Parents/guardians are encouraged to begin the process early.

Nebraska law requires that parents or legal guardians furnish the following documents upon admission:

- A certified copy of the student's birth certificate issued by the state in which the child was born, prior to admission of a child for the first time.
- Evidence of a physical examination by a physician for a student entering kindergarten or transferring in from out of state.
- Evidence of visual evaluation by a physician.
- Students are required to be immunized according to laws passed by the Nebraska legislature. Parents/guardians may contact the school nurse regarding immunization requirements.
- Receipt of transcripts, records or grades from previous school are required, if applicable, to insure placement within the appropriate classes.
- **Any student not in compliance with the law will not be permitted to attend school.**

Upon completion of registration, the Elementary Principal will contact the family to finalize the enrollment process.

Medical and religious exemptions are available but require a physician's signature or a signed affidavit. The Nebraska Dept of Health and Human Services requires that all immunizations are reported. Students are required to have immunizations completed by October 15 or students will be excluded from school until immunizations are completed or waivers are provided.

### **BIRTH CERTIFICATES**

Board Policy 5001 requires that all new enrolling students must show a **certified** birth certificate with a raised State Seal. A copy will be made for school files and the original will be returned to the parent or guardian. Other reliable proof of the child's identity and age, accompanied by an affidavit explaining the inability to produce a copy of the birth certificate, may be used in lieu of a birth certificate.

### **CHANGE OF ADDRESS**

The school should be notified of any change of address or home telephone number. Also, please notify the school of any plans for moving so sufficient time is given for accumulating student records. Parental permission is needed (at the new school) before student records can be transferred or requested from the previous school. The new school will send a request for records to the previous school once parent permission is obtained.

## **HOMELESS STUDENT**

Policy 5418 includes forms related to homeless students. Gothenburg Public School will ask for enrollment information and request for placement in accordance with policy 5418. District #20 will comply with the federal and state law related to homeless students.

A “homeless child” (for purposes of this policy) is a child who lacks a fixed, regular, and adequate nighttime residence. An “unaccompanied youth” is a child who is not in the physical custody of a parent or guardian. District #20’s designated Homeless Coordinator is the Superintendent of Schools. The duties of the Homeless Coordinator include the identification, enrollment and placement of homeless students, coordination of services, designing of activities, maintenance of student records and other required documentation.

## **WEATHER RELATED SCHOOL CLOSING**

Even in severe weather, Gothenburg Public Schools will attempt to remain open. In the event schools are to be closed prior to the start of classes, the public will be notified through T.V., radio, and social media. The school’s SwiftK12 telephone system will also be used to contact students and staff about any decisions to change the school day because of weather. The decision to close school will be made as early as possible.

It is important that parents do not call administrators or the radio stations as it makes it more difficult to call in emergency school closing announcements. It is the parent’s responsibility to determine if they wish to send their child to school during inclement weather, if school is not closed.

If the students are to be dismissed early, notification will be given on T.V., radio and social media. A call will also be sent out using our SwiftK12 telephone system.

## **HEALTH SERVICES**

Gothenburg Public Schools has a full time registered nurse who coordinates health services. She conducts health screenings on students annually. Should there be any concerns about a child’s hearing or vision, she can evaluate him/her at any time during the school year. A written health services referral will be sent to parents whenever a concern is found on any screening procedure.

When children are not well, they should not be sent to school. Children who have vomited or had diarrhea anytime within the last 24 hours prior to the starting time of

school should not come to school. Children with the following conditions will be sent home:

- vomiting
- diarrhea
- a fever of 100 degrees or higher
- a suspicious rash
- head lice
- any child showing any signs or symptoms of a contagious or infectious disease

Children with a confirmed communicable disease should not return to school until the minimum isolation period has elapsed, and all signs and symptoms of acute illness have disappeared. The period of exclusion should extend throughout the period when acute signs of illness are present, or until the student is fever free for 24 hours without the use of fever reducing medication.

Emergency forms are sent out at the start of the school year. Please fill these forms out carefully and include any health problems specific to the child. These forms enable the school to efficiently handle any sudden illness or injury. Home and emergency phone numbers are required. Treatment of injury occurring outside of the school jurisdiction is not the responsibility of school employees.

Students that have a known medical diagnosis of an allergen, asthma or seizure need to provide an Asthma/Allergy/Seizure Action Plan signed by a physician. Forms may be obtained from your physician or at the school. In the event of an anaphylactic reaction, Rule 59 (per the state of Nebraska protocol) will be followed if there is no individualized action plan provided.

Evidence of a physical examination by a physician, a physician assistant, or an advanced practice registered nurse within six (6) months prior to the entrance of the child into the beginner grade, seventh grade or, in the case of a transfer from out of state, to any other grade, unless the parent or legal guardian submits a written statement objecting to a physical examination. Waivers are available in the nurse's office.

Evidence of a visual examination by a physician, a physician assistant, an advanced practice registered nurse within six (6) months prior to the entrance of the child into the beginner grade, seventh grade or, in the case of a transfer from out of state, to any other grade, unless the parent or legal guardian submits a written statement objecting to a visual examination. The visual evaluation is to consist of testing for amblyopia,

strabismus, and internal and external eye health, with testing sufficient to determine visual acuity. Waivers are available in the nurse's office.

Medication of any type is to be administered by the school nurse or his/her designee. Written permission from a parent/guardian must be obtained in order to administer medication. **PARENTS/GUARDIANS** are required to bring medication to school in the original packaging. The only medication to be given at school is that which **cannot** be scheduled around school hours.

### **IMMUNIZATIONS**

Evidence of protection against diphtheria, tetanus, pertussis, polio, measles, mumps, and rubella, Hepatitis B, Varicella (chicken pox) and Haemophilus Influenza type b (Hib) and other diseases are required by applicable law, by immunization, prior to enrollment. Exceptions are allowed based on: (1) written statement by health care provider that immunizations would be injurious to the student or a family member or (2) affidavit of a religious reason for non-immunizations and immunization is continued as rapidly as medically feasible or (3) written statement of parent or guardian that immunizations have been completed, where the child's parent is in the military, the child is enrolling following residence outside the state, and proof of immunization is given within 60 days. Refer to HHS regulations, 173 NAC 3.

The Nebraska Department of Health and Human Services requires that all immunizations are reported. Students are required to have immunizations completed by October 15 or students will be excluded from school until immunizations are completed or waivers are provided.

### **CONCUSSION**

The superintendent or designee shall develop a Return to Learn protocol for students who have sustained a concussion. The Return to Learn protocol shall recognize that students who have sustained a concussion and return to school may need informal or formal accommodations, modifications of curriculum, and monitoring by medical or academic staff until the student is fully recovered.

## **ACADEMICS**

### **ACCREDITATION**

Gothenburg High School is a member of the North Central Accreditation Association and is accredited by the State of Nebraska. The school maintains rigid standards in order to meet requirements set for by the State of Nebraska Department of Education.

The athletic classification is Class C-1 in most sports and Class B in a few sports. The school is considered a Class III school in organization.

### **PARENT AND FAMILY ENGAGEMENT POLICY**

Gothenburg Public Schools intends to follow the Title I Parent and Family Engagement Policy guidelines in accordance with federal law, *Section 1116(a -f) ESSA, (Every Student Succeeds Act) of 2015.*

Gothenburg Public Schools shall:

Provide opportunities for the participation of parents and family members including those with migratory children, limited English proficiency, or have disabilities. Parent shall be notified of the Parent and Family Engagement Policy, information related to school and parent programs, meetings, and other activities in an understandable and uniform format and to the extent practicable provided in a language the parents can understand;

Convene an annual parent meeting scheduled at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation under this part and to explain the requirements of this part, and the right of the parents to be involved;

Involve parents in an organized, ongoing, and timely way, in the planning, review, and improvement of the Parent and Family Engagement Policy;

Provide opportunities for parents and family members to participate in decisions relating to the education of their children. The school shall provide other reasonable support for parental involvement activities;

Provide parents of participating children timely information about programs under this part, a description and explanation of the curriculum in use, the forms of academic assessment used to measure student progress and the achievement levels of the challenging state academic standards. The school will provide assistance, opportunities, and/or materials and training to help parents work with their children to improve their children's academic achievement in a format, and when feasible, in a language the parents and family members can understand;

Educate teachers, specialized instructional support personnel, principals, and other school leaders, with the assistance of parents in the value and utility of contributions of

parents, how to reach out to, communicate with and work with parents as equal partners;

Coordinate and integrate parental involvement programs and activities with other Federal, State and local programs, including preschool programs that encourage and support parents in more fully participating in the education of their children.

## **SCHOOL-PARENT-STUDENT COMPACT**

### **Dudley Elementary School**

#### **2021-2022 School Year**

This School-Parent-Student Compact has been jointly developed with the school, parents and students, and outlines how the entire school staff, parents, and students will share the responsibility for improved student academic achievement and the means by which the school, parents and students will build and develop a partnership to help children achieve the State's high academic standards. At the annual parent-teacher conferences, the compact shall be discussed as it relates to the individual child's achievement.

#### ***Teacher/School:***

- Provide high-quality curriculum and instruction in a supportive and effective learning environment to enable children to meet the challenging state academic standards.
- Regularly communicate with parents on their child's progress.

#### ***Parent/Family:***

- Communicate and work with teachers and school staff on an ongoing basis to be involved and support my child's learning
- Support my child's learning, volunteer in the classroom, participate, as appropriate, in decisions related to his/her education, guide positive use of extracurricular time.

#### ***Student:***

- Be at school every day and on time unless I am sick
- Come to school each day prepared with supplies and an attitude to learn.
- Be responsible for my own behavior.
- Respect and cooperate with other students and adults.
- Be prepared for school by having school materials, completing assignments, and asking for help when needed.

- Communicate with my parents, family, and teachers about my school progress and experiences so that they can help me be successful at school.

## **BOOKS**

All textbooks and library books are loaned for student use during the school year. Textbooks and library books are to be kept clean and handled carefully. Students will be required to pay for lost or damaged textbooks and library books.

## **STUDENT PLANNERS**

Student planners are provided for students in third through sixth grade. They are designed to help students keep track of their assignments and school activities. Teachers will explain how to use the planners in the classroom. The school provides the first planner each year. It is the student's responsibility to take care of it. If a planner is lost or destroyed by a student, he/she is expected to replace it at an \$5.00 fee.

## **PROGRESS REPORTS**

Progress reports will be sent home with students in grades 3-6 at the midpoint of each quarter, throughout the school year.

## **REPORT CARDS**

Report cards are sent home at the end of each nine-week period. For online grading information please go to PowerSchool: <https://ps.gothenburgswedes.org/public>. If you have trouble accessing a student's account please contact the elementary office.

## **PARENT-TEACHER CONFERENCES**

Gothenburg Public Schools holds parent teacher conferences twice during the school year. These conferences provide a two-way communication between home and school.

## **PROMOTION & RETENTION POLICY**

Students will typically progress annually from one grade level to the next grade level. A student may be retained at a grade level or be required to repeat a course or program when such is determined in the judgment of the principal, in consultation with the student's teachers and counselor, and to be appropriate for the educational interests of the student and the school's educational program.

## **AFTER SCHOOL STUDY HALL**

An After School Study Hall room will be established for students who need extra academic assistance, have missing assignments that need completed or are behind on

their learning/work. After School Study Hall will be offered on Monday, Tuesday and Thursday from 3:30 - 4:00 p.m. and students must stay the duration of the time. Rules for the After School Study Hall room are as follows: students should be prepared to study/review homework, students must be respectful and follow all directions given by the supervising adult, and NO eating, drinking, or sleeping allowed.

### **PRIVACY OF STUDENT EDUCATION RECORDS**

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age (“eligible students”) certain rights with respect to the student’s education records:

The right to inspect and review the student’s education records within 45 days of the day the District receives a request for access. Parents or eligible students should submit to the school principal (or appropriate school official) a written request that identifies the record(s) they wish to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

The right to request the amendment of the student’s education records that the parent or eligible student believes are inaccurate or misleading. Parents or eligible students may ask the School District to amend a record that they believe is inaccurate or misleading. They should write the school principal, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the District decides not to amend the record as requested by the parent or eligible student, the District will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

The right to consent to disclosures of personally identifiable information contained in the student’s education records, except to the extent that FERPA authorizes disclosure without consent. One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the District as an administrator, supervisor, instructor or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the District has contracted to perform a special task (such as an attorney, auditor, medical consultant or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee or assisting another school official in performing his or her

tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, the District discloses education records without consent to officials of another School District in which a student seeks or intends to enroll.

The right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, S.W.  
Washington, D.C. 20202-8520

### **NOTICE CONCERNING DIRECTORY INFORMATION**

The District may disclose directory information. The types of personally identifiable information that the District has designated as directory information are as follows:

Student's Name, address, telephone listing, and the name, address, telephone listings (if not unlisted), e-mail address and work or other contact information of the student's parent/guardian or other adult acting in loco parentis or with authority to act as parent or guardian in educational matters for the student;

- School and dates of attendance;
- Student's current grade;
- Student's enrollment status (e.g. full-time or part-time);
- Student's date of birth and place of birth;
- Student's extra-curricular participation;
- Student's achievement awards or honors;
- Student's weight and height if a member of an athletic team;
- Student's photograph; and
- School or school district the student attended before he or she enrolled in [Name] Public Schools.

Notwithstanding the foregoing, the District does not designate as directory information personally identifiable information from students' education records where the District determines that the disclosure to the potential recipient poses a risk to student safety or well-being, including but not limited to circumstances where the potential recipient is a registered sex offender and the personally identifiable information would permit the potential recipient to communicate with or otherwise contact the student.

A parent or eligible student has the right to refuse to let the District designate information about the student as directory information. The period of time within which a parent or eligible student has to notify the District in writing that he or she does not want information about the student designated as directory information is as follows: two weeks from the time this information is first received. Please contact the Superintendent's office to indicate your refusal to have your child's information designated as directory information.

The District may disclose information about former students without meeting the conditions in this section.

### **REQUEST OF INFORMATION**

Parents in Title I schools (Dudley Elementary) may request and receive:

- Information regarding the professional qualifications of the student's classroom teacher.
- Information on policies regarding student participation in state or district assessments and on procedures to opt the child out of such assessments.
- Information for parents of English learners regarding how they can be involved in the education of their child and assist their child to attain English proficiency and achieve at high levels within a well-rounded education.

More detailed information concerning Every Student Succeeds Act (ESSA) may be obtained by contacting the District Office.

### **COMPLAINT PROCEDURE**

Step 1: Schedule a conference with staff member most directly involved in the matter.

Step 2: Address the concern to the Principal if the matter is not resolved in Step 1.

Step 3: Address the concern to the Superintendent if the matter is not resolved in Step 2.

Step 4: Address the concern to the Board of Education if the matter is not resolved in Step 3.

All information to be considered at each step should be placed in writing in order to be most effective. Action or decisions will be expedited as quickly as possible.

Parent/Patron Comment Forms are available in the office or on the school website in

Policy 1030 and 1030A. Comment forms concerning personnel will be forwarded to the supervisor.

### **ACADEMIC INTEGRITY POLICY**

Students are expected to abide by the standards of academic integrity established by their teachers and school administration. Standards of academic integrity are established in order for students to learn as much as possible from instruction, for students to be given grades which accurately reflect the student's level of learning and progress, to provide a level playing field for all students, and to develop appropriate values.

Cheating involves one or more of the following actions:

- To use the work of another person as your own and/or copy information from another student's test, examination, theme, book report, or term paper.
- To plagiarize - plagiarism means using another person's idea, expression or words without giving the original author credit.
- To prepare for cheating in advance. Such as: (a) having in your possession a copy of a test to be given or having been given by a teacher (b) using the test or notes during a test or examination (c) talking while taking quizzes, tests or examinations.
- To fail to follow test procedures/announced instructions (such as no talking, no turning around in seat, raising hand for questions, etc.)

### **HOMEWORK POLICY**

Dudley Elementary believes homework is intended to be an effective tool in the learning process. Homework promotes responsibility and reinforces and extends skills learned during the school day. Child growth and development requires different expectations at each grade level.

### **GENERAL INFORMATION**

#### **LOCKERS**

Students in some grades will be assigned lockers. It is important that these lockers are kept shut at all times in order to protect the articles inside the locker. The school cannot be responsible for articles lost or stolen. It is wise to mark belongings so they may be easily identified.

Lockers are the property of the school and should be treated as such. Do not paste signs on or in lockers that will take off the paint. Do not mark in or on them with ink. They are provided only for student use and are not student property. **Students are not**

**allowed to trade lockers without permission from their Principal/Teacher.** The school administrators reserve the right to inspect lockers any time if reasonable suspicion exists.

### **STUDENT VALUABLES - LOST AND FOUND**

Students **SHOULD NOT** bring money or valuable items to school, as the school will assume **NO** responsibility for articles lost, stolen or damaged. To help prevent lost articles, put the child's name in/on belongings. If an article belonging to a student is missing, check the lost and found box near the south playground entrance.

### **BRUNCH/LUNCH PROGRAM**

It is the policy (Policy 3571) of the Gothenburg School District to comply with the National School Lunch Program and School Breakfast Program and all other federal grant programs that provide free or reduced meals to qualifying students. Gothenburg Public Schools provides a brunch/lunch program. Brunch price is \$1.65 per meal. Those who qualify for free lunch will also receive free brunch. Those who qualify for reduced price lunches will receive brunch at \$0.25 per meal.

Children bringing sack lunches may purchase milk for \$0.40. Lunch prices are \$2.70 per meal. Ala-Carte price will be \$1.50. For those that qualify for reduced price lunches will receive at lunch at \$0.40 per meal. Free or reduced lunch application forms are available in the office. Adult meals are \$3.75 per day.

Gothenburg Public Schools operates an electronic point of sale system in our cafeteria. All students will have a personal identification number (PIN) that will be used as they purchase a meal. With the electronic point of sale, students will pay in advance (to their family account) and the meal purchase is automatically deducted from the family account. The student enters the four-digit PIN number, the cashier verifies the student name, and the meal is deducted from the family account.

The District will ensure that families can check their meal account balances in a manner other than exclusively online.

Full Pay Families will pay for meals at the district's published standard rate for each meal. After the FAMILY balance reaches -\$25.00 he/she will not be allowed to charge, however he/she will be offered a designated menu alternate that will be charged to the child's meal account at the standard rate. If the family balance is \$0 a child will not be able to charge for brunch.

Reduced Pay Families will be allowed to receive a lunch at the district's published reduced rate for each meal. When the balance reaches -\$25.00 he/she will not be allowed to charge, however he/she will be offered a designated menu alternate that will be charged to the child's meal account at the reduced rate. If the family balance is \$0 a child will not be able to charge for brunch.

Free Status Families will be allowed to receive a free brunch and lunch each day. The District will disclose individual student eligibility information only to those persons (and organizations) who require the information in order to carry out an activity specifically authorized by the National School Lunch Act, subject to applicable legal exceptions.

Statements are also available upon request. These will be itemized with each child's name, number and date upon which they purchased a meal.

Parents will be asked to fill out a payment envelope with each child's name and grade. These envelopes are available in each office or the cafeteria and can be dropped off at the Elementary office, at the cafeteria, or mailed to the school. Payments must be made at the beginning of each day so they can be entered before lunchtime.

Students going home for lunch should bring a signed parent note and students must sign out/in at the elementary office every time they leave/enter the building for lunch.

### **SCHOOL WELLNESS POLICY**

Students bringing food from home should bring healthy choices for their lunch and are prohibited from sharing food with other students. Soda, as well as large-sized sports drinks, are strongly discouraged. For additional information on the School Wellness Policy, please refer to Board Policy 5417a.

### **FOOD ALLERGIES**

Please notify the school if your child has any food allergies. A doctor's note is required if any modification is required in your child's meal plan.

In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, or call (800) 795-3272 (voice) or (202) 720-6382 (TTY). USDA is an equal opportunity provider and employer.

## **PARTY INVITATIONS**

Gothenburg Public Schools believes that party invitations are an “out of school” activity and should not be delivered at school.

## **VISITOR'S PASS**

Discretion should be used when bringing a visitor to school. Permission to visit a class must be obtained from the teacher. Regulations applying to our students also apply to visitors. A visitor's pass should be obtained in the elementary office before attending any classes.

## **SCHOOL ACTIVITIES**

Students are welcome to attend activities at the elementary and high school. Students are expected to be a courteous audience and display good sportsmanship. Students who are not with a parent or guardian are required to sit in a dedicated seating area (as determined by an administrator) at all events. Students are encouraged to only get up to go to the concession stand or use the restroom during appropriate breaks in play (examples include time-outs, quarters, half-time, etc.). Students who are running around in the hallways or playing outside on school property will be asked to sit down. Non-compliance will result in a parents/guardian phone call and the student(s) will be asked to leave the school activity.

## **NOTICE CONCERNING DESIGNATION OF LAW ENFORCEMENT UNIT**

The District designates the Gothenburg Police Department as the District’s “law enforcement unit” for purposes of (1) enforcing any and all federal, state or local law, (2) maintaining the physical security and safety of the schools in the District, and (3) maintaining safe and drug free schools.

## **EMERGENCY DRILLS**

Drills at regular intervals are required by law and are an important safety precaution. It is essential that when the first signal is given, everyone obeys orders promptly and as quickly as possible. Students will be instructed by their teachers concerning the proper procedures to be followed.

## **BUS POLICY**

The Gothenburg Public School District will provide transportation for all district students who live beyond the 4-mile limit. Due to school insurance, no other riders will be allowed to ride the bus if they are not on the current route roster.

**In the event the bus drop-off location is uncertain or appears unsafe to leave students, the driver will make every attempt to:**

- Radio transportation or otherwise communicate with dispatch to notify them of the situation, if possible.
- Release children only if an adult responsible for the children is present. If not, keep children who are to be released in the vehicle, continue with route, and return children who were to be released to the school.
- Dispatch will notify appropriate law enforcement agencies and school administration if appropriate, given the circumstances.

### **STUDENT BEHAVIOR**

Students are not to engage in conduct which causes or creates a reasonable likelihood that it will cause a substantial disruption in or material interference with any school function, activity or purpose or interfere with the health, safety, well being or rights of other students, staff, or visitors.

### **BOYS TOWN MODEL**

Dudley Elementary students will be accountable for the following 16 skills:

- Following instructions
- Accepting criticism or consequence
- Accepting “NO” for an answer
- Greeting others
- Getting the teacher’s attention
- Making a request
- Disagreeing appropriately
- Giving criticism
- Resisting peer pressure
- Making an apology
- Engaging in a conversation
- Giving/accepting compliments
- Volunteering
- Reporting other youths’ behavior
- Introducing yourself

### **COURTESY RULES**

- Due respect must be shown at all times to all students and school personnel.
- Proper language and manners are expected of all students.
- No fighting, rough play, pushing or shoving—even in fun.
- Do not grab or pull on other children's clothes.

- Respect other classes in session by being quiet at all times in the hallways and restrooms.
- Walk, do not run, in the building.
- No candy or gum is allowed in the classroom or on the playground (exception: birthdays and special occasions with the teacher's permission).
- Personal technology devices such as cell phones, watches or other wearable technology that allows texting and calling, and electronic devices are prohibited at school.
  - Cell phones and watches or other wearable technology that allows texting and calling may be given to a classroom teacher to hold on to/keep safe during the day. Students may **not** use these devices while on school grounds.
- Toys such as hard balls, skateboards, scooters, rollerblades, lasers, pocket or other knives, and toy guns are prohibited at school.
- Use the slide and other playground equipment properly.
- No throwing snowballs at school.
- No tackle football.
- Good manners and quiet voices are required in the cafeteria.
- Students are to leave the school grounds promptly after they are dismissed from school.

## **DISCIPLINE**

Board Policy 5101 (Student Discipline) states the superintendent will develop and maintain a system of uniform discipline. The discipline which may be imposed includes actions which are determined to be reasonably necessary to aid the student, to further school purposes, or to prevent interference with the educational process, such as (without limitation) counseling, warning students, parent contacts, parent conferences, rearrangement of schedules, requirements that a student remain in school after regular hours to do additional work, restriction of extracurricular activity, or requirements that a student receive counseling upon written consent of the parent or guardian, or in-school suspension. The discipline may also include out-of-school suspension (short-term or long-term) and expulsion. When a student is suspended or expelled, the student shall not be permitted on school grounds without specific administrator approval. For more information regarding student discipline please reference Board Policy 5101.

**Level I** - Minor misbehavior that impedes the orderly operation of school.

**Consequence** - Teacher discretion (may include missing recess or staying after school) following posted classroom rules, cafeteria, or recess rules.

**Level II** - Misbehavior that is frequent or serious enough to disrupt the learning climate of the school or endanger the well being of others. These acts do not represent a direct threat to the health and safety of others but need administrative corrective action.

**Consequence** - Teacher discretion and:

1st Offense - Parent phone call and grade level consequences (based on grade level behavior management program)

2nd Offense - Parent phone call and grade level consequences (based on grade level behavior management program)

3rd Offense - Parent phone call and parent meeting to create a behavior plan.

**Level III** - Differentiated cases requiring unique consequences (examples include physical behaviors, theft, possession, or truancy).

**Consequence** - Detention (with a classroom teacher or the principal) or suspension

**Level IV** - Serious acts, which require administrative action and result in removing the student, at least temporarily, from the classroom.

**Consequence** - Possible suspension or expulsion.

## **STUDENT SUSPENSION/EXPULSION**

Nebraska Law provides the conditions under which students may be excluded from public schools. The statute provides:

- Rules must be clear and definite to provide clear notice to students.
- Rules shall be distributed to students and their parents at the beginning of each school year, or at the time of enrollment.
- Rules shall be posted in conspicuous places during the school year.
- Changes in rules and standards shall not take effect until a reasonable effort has been made to distribute such changes to all students/parents.

There are 6 types of exclusions which may be used in Gothenburg Public Schools:

- In-School Suspension
- Short-Term Suspension (up to five school days)
- Emergency Exclusion
- Long-Term Suspension (6 school days but less than 20 days)
- Expulsion
- Mandatory Reassignment

All due process procedures shall be followed and information sent to parents and students affected by any exclusion proceedings. Due process will be in 3 parts:

- Oral or written notice of the charges if he or she denies the allegation

- An explanation of the evidence against the student
- An opportunity to present his/her evidence

### **PRE-EXPULSION PROCEDURE**

Prior to expelling a student, the district will convene a conference called by a school administrator and attended by:

- a parent or legal guardian
- the student
- a school representative
- a representative of either a community organization with a mission of assisting young people or a representative of an agency involved with juvenile justice.

The purpose of the conference will be to have the participants assist the district in the development of a written plan to be adopted by a school administrator and presented to the student and the parent/legal guardian.

The plan will:

- specify guidelines and consequences for behaviors which have been identified as preventing the student from achieving the desired benefits from the educational opportunities provided
- identify educational objectives that must be achieved in order to receive credits toward graduation
- specify the financial resources and community programs available to meet both the educational and behavioral objectives identified
- require the student to attend monthly reviews in order to assess the student's progress toward meeting the specified goals and objectives.

### **EXPULSION**

If the offense which warrants expulsion involves the knowing and intentional possession, use, or transmission of a firearm on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or his or her designate, or at a school-sponsored activity or athletic event, the pre-expulsion procedures do not apply.

A student who engages in the following conduct shall be expelled for the remainder of the school year in which it took effect if the misconduct occurs during the first semester, and if the expulsion for such conduct takes place during the second semester, the expulsion shall remain in effect for the first semester of the following school year, with the condition that such action may be modified or terminated by the school district during the expulsion period on such terms as the administration may establish:

- The knowing and intentional use of force in causing or attempting to cause personal injury to a school employee, school volunteer, or student, except if caused by accident, self-defense, or on the reasonable belief that the force used was necessary to protect some other person and the extent of force used was reasonably believed to be necessary, or
- The knowing and intentional possession, use, or transmission of a dangerous weapon other than a firearm. The term “dangerous weapon” includes any personal safety or security device (such as tasers, mace and pepper spray). If a student desires to carry or possess a personal safety or security device, the student must obtain prior approval from the building principal before bringing such device on school grounds. A student shall not carry a personal safety or security device during the school day. It must be kept by the principal during the day.

### **WEAPON POLICY**

It shall be the policy of the Gothenburg Public School District to undertake all reasonable efforts to prohibit the unlawful possession, the knowingly and intentionally selling, attempting to sell, providing, loaning, delivering, or in any other way transferring the possession of a firearm to a juvenile, and to prevent the unlawful possession of a firearm in a school, on school grounds, in a school owned vehicle, or at a school sponsored activity or athletic event. This policy shall not apply to the issuance of firearms to or possession by members of the Armed Services of the United States, active or reserve, National Guard of the State, or reserve officers training corp, peace officers, or other duly authorized law enforcement officers when on duty or training. Further, nothing in this policy shall be construed to require school action when a firearm is lawfully possessed by a person receiving instruction, or instruction under the immediate supervision of an adult instructor, or as to firearms contained within a private vehicle operated by a non-student adult when the firearm is not loaded, is encased, and is either in a locked firearm rack that is on a motor vehicle or is in a case that is expressly made for the purpose of containing a firearm and that is completely zipped, snapped, buckled, tied or otherwise fastened with no part of a firearm exposed. Any unlawful use or possession of a firearm as described in this policy and as described by statute shall as soon as is reasonably possible be reported to an appropriate peace officer. Nothing in this policy shall be construed to prevent the district from carrying out regular disciplinary procedures as have been adopted by the Board of Education or as otherwise authorized by law.

### **CORPORAL PUNISHMENT**

Corporal punishment is prohibited. No staff member or other agent of the District may use physical force with a student EXCEPT to the extent such is essential for self-defense, the protection of persons or the safe-guarding of property, and only such physical force as is reasonably necessary for such purposes shall be used.

### **INITIATIONS, HAZING, SECRET CLUBS, AND OUTSIDE ORGANIZATIONS**

Gothenburg Public Schools Board Policy 6284 prohibits initiations by classes, clubs or athletic teams except with the approval of the administration. Hazing by classes, clubs, athletic teams or other student organizations are prohibited. It is unlawful for students to participate in or be members of any secret fraternity or secret organization that is in any degree a school organization. It is also unlawful for any person, whether a student of Gothenburg Public Schools or not, to enter upon the school grounds or any school building for the purpose of rushing or soliciting, while there, any student to join any fraternity, society, or association organized outside of the schools. Violation of the policy may result in consequences as defined within the school discipline policies and student handbooks.

### **VANDALISM**

Students and their parents shall be responsible for all damage to equipment or school property. This responsibility applies in the matter of books and supplies of all kinds, as well as equipment, buildings and grounds. Vandalism may result in a discipline referral.

### **ANTI-BULLYING POLICY**

One of the beliefs of the District is that relationships, as well as supportive, safe and trustworthy environments, are essential. Positive behaviors (non-violence, cooperation, teamwork, understanding, and acceptance of others) are encouraged in the educational program and are required of all students and staff. Inappropriate behaviors (bullying, intimidation, and harassment) are to be identified and students and staff are required to avoid such behaviors. Strategies and practices are taught and implemented to reinforce positive behaviors and to discourage and protect others from inappropriate behaviors.

Students are prohibited from engaging in any form of bullying. The Centers for Disease Control and Prevention defines bullying as “any unwanted aggressive behavior(s) by another youth or group of youths who are not siblings or current dating partners that involves an observed or perceived power imbalance and is repeated multiple times or is highly likely to be repeated.” Nebraska statute defines bullying as “an ongoing pattern of physical, verbal or electronic abuse.” The District’s administrators will consider these definitions when determining whether any specific situation constitutes bullying. Both of these definitions include both in-person and cyberbullying behaviors.

The disciplinary consequences for bullying will depend on the severity, frequency, duration, and effect of the behavior and may result in sanctions up to and including suspension or expulsion. Students who believe they are being bullied should immediately inform a teacher or the building principal.

### **Reporting Bullying**

Students who experience or observe bullying behavior must immediately report what happened to a teacher or administrator. Students can use the district's anonymous online platform to make this report. All students are taught (by the school counselors) where to find the form on the school's website. Students may always confer with their parents or guardians about bullying they experience or witness, but the students must also ultimately report the situation to a teacher or administrator.

### **CHILD ABUSE AND NEGLECT**

School employees will report suspected abuse or neglect of a child as required by state law and school policy. Nebraska law defines abuse or neglect as knowingly, intentionally, or negligently causing or permitting a minor child or an incompetent or disabled person to be (1) placed in a situation that endangers his or her life or physical or mental health; (2) cruelly confined or cruelly punished; (3) deprived of necessary food, clothing, shelter or care; (4) left unattended in a motor vehicle, if such child is six years of age or younger; (5) sexually abused; (6) placed in a situation to be sexually exploited through sex trafficking of a minor as defined in state law or by allowing, encouraging, or forcing such person to engage in debauchery, public indecency, or obscene or pornographic photography, films, or depictions; or (7) placed in a situation to be a trafficking victim as defined in state law.

### **DATING VIOLENCE**

Gothenburg Public Schools strives to provide physically safe and emotionally secure environments for all students and staff. Positive behaviors are encouraged in the educational program and are required of all students and staff.

Dating violence means a pattern of behavior where one person uses threats of, or actually uses: physical, sexual, verbal, or emotional abuse to control his or her dating partner. "Dating partner" means any person, regardless of gender, involved in an intimate relationship with another person primarily characterized by the expectation of affectionate involvement whether casual, serious, or long term. All dating violence incidents will be addressed as the administration determines appropriate, within the scope and subject to the limits of the District 20's authority.

## **SEXUAL HARASSMENT**

Gothenburg School District #20 prohibits sexual harassment of employees and students on any premise where the district has control or can otherwise lawfully exert jurisdiction. Students have the right to protest and/or register a confidential complaint to any trusted adult, including but not limited to teacher, counselor, principal, superintendent, or the board of education. Students can attend school with security and dignity and without fear of insulting, degrading, or exploiting treatment of a sexual nature.

## **ELIMINATION OF DISCRIMINATION**

This school district hereby gives this statement of compliance and intends to comply with all state and federal laws prohibiting discrimination. This school district intends to take any necessary measures to assure compliance with such laws against any prohibited form of discrimination. The Superintendent shall be the ADA, 505, Title II, VI, and IX Coordinator, and Coordinator for any other anti-discrimination laws. Complaints or concerns involving discrimination or needs for accommodation should be addressed to said Coordinator.

## **USE OF CANINE UNITS**

The district may use area law enforcement or private canine units in efforts to detect illegal drugs and other contraband. The administration may use the canine units at any time, during or outside school hours, announced or unannounced. With the approval of the superintendent of schools, a building principal may arrange for the use of a canine unit in any area, building, or property on school grounds. This includes the school parking lot and other areas on and off school grounds where students park vehicles during or outside school hours. If a dog alerts on a student's vehicle, the student will be required to unlock the doors, trunk, and other locked compartments for inspection. If a student refuses to comply, the student will be disciplined under the district's student code of conduct and the matter may also be turned over to law enforcement authorities.

If a student is found to possess or control any contraband, whether on the student's person or in a student's personal effects, desk, locker, vehicle, or other place, the administration will (1) seize the contraband, (2) notify the student's parent(s) or guardian(s), and (3) take such disciplinary action as is appropriate under district policies and rules. The administration shall turn illegal items over to law enforcement authorities.

## **VIDEO SURVEILLANCE**

The Board of Education has authorized the use of video cameras on School District #20 property to ensure the health, welfare and safety of all staff, students and visitors to

District property, and to safeguard District facilities and equipment. The Superintendent may use video cameras in locations as deemed appropriate. Notice is hereby given that video surveillance may occur on District #20 property. In the event a video surveillance recording captures a student or other building user violating school policies or rules or local, state or federal laws, the video surveillance recording may be used in appropriate disciplinary proceedings against the student or other building user and may also be provided to law enforcement agencies.

### **INTERNET SAFETY & ACCEPTABLE USE POLICY**

It is the policy of Gothenburg Public Schools to comply with the Children's Internet Protection Act (CIPA) and Children's Online Privacy Protection Act (COPPA). With respect to the District's computer network, the District shall:

- prevent user access to, or transmission of, inappropriate material via Internet, electronic mail, or other forms of direct electronic communications;
- provide for the safety and security of minors when using electronic mail, chat rooms, and other forms of direct electronic communications;
- prevent unauthorized access, including so-called "hacking," and other unlawful activities online;
- prevent unauthorized online disclosure, use, or dissemination of personal identification information of minors;
- obtain verifiable parental consent before allowing third parties to collect personal information online from students; and
- implement measures designed to restrict minors' access to materials (visual or non-visual) that are harmful to minors. More information on procedures/policies/laws is found in Board Policy # 6800.

Violation of the policies and procedures concerning the use of the District technology resources may result in suspension or cancellation of the privilege to use the technology resources and disciplinary action, up to and including expulsion of students. Use that is unlawful may be reported to the law enforcement authorities. Users shall be responsible for damages caused and injuries sustained by improper or non-permitted use. Each student and parent/guardian must sign and return to the Principal's office the Student & Parent Agreement form called "Acceptable Use of Computers and Networks" before student access is allowed.

### **ELECTRONIC DEVICES**

School Board policy 5101 states the District strongly discourages students from bringing and/or using electronic devices at school without administrative approval. The use of electronic devices can be disruptive to the educational process and are items that are

frequently lost or stolen. "Electronic devices" include, but not limited to, cell phones, iPads, iPods, portable game consoles, cameras, digital scanners, laptop computers, and other electronic and battery-powered instruments which transmit voice, text, or data from one person to another.

Elementary students are not permitted to possess or use any personal electronic devices (including cell phones and watches or other wearable technology that allows texting and calling) during class time or passing time. Students are not allowed to have cell phones out and/or use them on campus before school, after school, or anytime during the day. This includes when students are standing in line before school and also when walking out of the building at the end of the day. Devices that are out during the day will be confiscated by the principal until the end of the day.

"Sexting" means generating, sending or receiving, encouraging others to send or receive, or showing others, through an electronic device, a text message, photograph, video or other medium that displays sexual content or any sexually explicit conduct as defined at Neb. Rev. Stat. § 28-1463.02. Students shall not record others, (photograph, videotape, sound record, etc) without direct administrative approval and consent of the person(s) being recorded, other than recording of persons participating in school activities that are open to the public.

Students who violate the prohibitions of this policy shall be subject to the imposition of appropriate disciplinary action, up to and including expulsion, provided that at a minimum the following penalties shall be imposed:

- Students found in possession of a "sexting" or recording others, (photographs, videotaping, sound recording, etc.) without direct administration approval and consent of the other person (s) shall be subject to disciplinary action, up to and including expulsion.
- Students who send or encourage another to send a "sexting" message shall be subject to disciplinary action, up to and including expulsion.

Violations of this policy regarding the prohibited use of electronic devices may constitute a violation of federal or state laws and regulations. Therefore, it shall be reported to the appropriate legal authorities and law enforcement.

**Each student and parent/guardian must sign and return to the administration the student/parent agreement form called Acceptable use of Computer and Network form before student access is allowed.**

## **MISUSE OF COMPUTERS/NETWORK**

The use of computers, whether stand-alone, or as a part of a local area network, or as part of a wide area network such as the Internet, is a privilege, not a right, and must be consistent with and driven by the educational objectives of the Gothenburg Public Schools.

Inappropriate use of computing facilities shall be defined as:

- The creating, display, access, transmission, reception, exchange, or distribution of any text, image, or sound that is indecent, obscene, racist, sexist, vulgar, defamatory, illegal, or that promotes harm to self or others or otherwise in violation of the Gothenburg Public Schools Internet Safety Policy.
- Using computing facilities to harass or threaten individuals or groups
- Vandalizing computing facilities (network/files or data)
- Plagiarizing computer-based copyright materials in reports/assignments
- Gaining or attempting to “hack” the system (network/files or data)
- Forgery of or interference with electronic mail messages
- Using computers or computer networks to commit, facilitate, encourage, or promote illegal acts.
- Giving a personal password to another individual or letting another individual use a personal account.
- Knowingly introducing materials forbidden by the Gothenburg Public Schools into the Gothenburg Public Schools computers and/or systems via any electronic storage media.

Consequences:

Minimum: Detention or Short term suspension

Maximum: Long term suspension or expulsion.

## **POSSESSION OF OBSCENE OR PORNOGRAPHIC MATERIALS**

Students are prohibited from possessing pornographic or obscene books, magazines, pictures, or material of any kind. The taking, disseminating, transferring, or sharing of obscene, pornographic, lewd, or otherwise illegal images or photographs, whether by electronic data transfer or texting, sexting, emailing, may constitute a crime under state and/or federal law.

Consequence: Short term or long term suspension, report to law enforcement, possible arrest

## **DRESS CODE**

Students are expected to dress in a way that is appropriate for the school setting. Students should not dress in a manner that is dangerous to the health and safety of anyone or interferes with the learning environment or teaching process in our school.

Attire that will not be considered appropriate includes clothing that shows an inappropriate amount of bare skin or underwear or clothing that is too tight, revealing or baggy, or tops and bottoms that do not overlap or any material that is sheer or lightweight to be seen through; shorts, skirts, or skorts that do not reach mid-thigh or longer; clothing or jewelry that advertises or promotes beer, alcohol, tobacco, or illegal drugs; clothing or jewelry that could be used as a weapon or that would encourage "horseplay" or that would damage property; headwear including hats, caps, bandannas, and scarves; clothing or jewelry which exhibits nudity, makes sexual references or carries lewd, indecent, or vulgar messages; clothing or jewelry that is gang-related; visible body piercing other than facial areas. This list is not exclusive and other forms of attire deemed inappropriate by the administration may be deemed inappropriate for the school setting.

### **STUDENT FEES POLICY**

The Board of Education adopts the following student fees policy in accordance with the Nebraska Public Elementary and Secondary Student Fee Authorization Act. The District's general policy is to provide for free instruction in accordance with the Nebraska State Constitution. The District also provides activities, programs, and services that extend beyond the minimum level of constitutionally required free instruction. Under the Public Elementary and Secondary Student Fee Authorization Act, the District is permitted to charge students fees for these activities or to require students to provide specialized equipment and attire for certain purposes. This policy is subject to further interpretation or guidance by administrative or Board regulations. Students are encouraged to contact their building administration, their teachers or their coaches and sponsors for further specifics.

#### **Definitions**

- "Students" shall mean students, their parents, guardians or other legal representatives.
- "Extracurricular activities" shall mean student activities or organizations that (1) are supervised or administered by the District; (2) do not count toward graduation or advancement between grades; and (3) are not otherwise required by the District.
- "Post secondary education costs" shall mean tuition and other fees associated with obtaining credit from a post secondary educational institution.

### **Listing of Fees Charged by this District**

- Guidelines for Clothing Required for Specified Courses and Activities - Students are responsible for complying with the District's grooming and attire guidelines. They are also responsible for furnishing all clothing required for any special programs, courses or activities in which they participate. The teacher, coach, or sponsor of the activity will provide students with written guidelines that will detail any special clothing requirements and explain why the special clothing is required for the specific program, course or activity.
- Safety Equipment and Attire - The District will provide students with all safety equipment and attire that is required by law. Building administrators will assure that (a) such equipment is available in the appropriate classes and areas of the school buildings, (b) teachers are directed to instruct students in the use of such devices, and (c) students use the devices as required. Students are responsible for using the devices safely and as instructed.
- Personal or Consumable Items - The District will provide students with facilities, equipment, materials, and supplies, including books. Personal consumable items may be suggested but will not be required. Students are responsible for the careful and appropriate use of such property. Students will be charged for damage to school property caused by the student and will be held responsible for the reasonable replacement cost of any school property that was lost by the student.
- Materials Required for Course Projects - Students in some courses produce a project that becomes their property at the end of the course. In those circumstances, students must either furnish or pay for the reasonable cost of any materials required for the course project.
- Extracurricular Activities - The District may charge students a fee to participate in extracurricular activities to cover the District's reasonable costs in offering such activities. The District may require students to furnish specialized equipment and clothing that is required for participation in extracurricular activities, or may charge a reasonable fee for the use of District-owned equipment or attire. The coach or sponsor will provide students with written guidelines detailing the fees charged, the equipment and/or clothing required, or the usage fee charged. The guidelines will explain the reasons that fees, equipment and/or clothing are required for the activity.
- Post secondary Education Costs - Some students enroll in post secondary courses while still enrolled in the District's high school. As a general rule, students must pay all costs associated with such post secondary courses.

- Transportation Costs - The District will charge students reasonable fees for transportation services provided by the District to the extent permitted by federal and state statutes and regulations.
- Copies of Student Files or Records - The District will charge a fee for making copies of a student's files or records for the parents or guardians of such student. The Superintendent or the Superintendent's designee shall establish a schedule of student record fees. Parents of students have the right to inspect and review the students' files or records without the payment of a fee, and no fee shall be charged to search for or retrieve any student's files or records.
- Participation in Before-and-After-School or Pre-kindergarten Services - The District will charge reasonable fees for participation in before-and-after-school or pre-kindergarten services offered by the District pursuant to statute.
- Participation in Summer School or Night School - The District will charge reasonable fees for participation in summer school or night school, and may charge reasonable fees for correspondence courses.
- Charges for Food Consumed by Students - The District will charge for items that students purchase from the District's breakfast and lunch programs. The fees charged for these items will be set according to applicable federal and state statutes and regulations. The District will charge students for the cost of food, beverages, and the like that students purchase from a school store, a vending machine, a booster club or from similar sources. Students may be required to bring money or food for field trip lunches/activities.

### **Waiver Policy**

Students who qualify for free or reduced-price lunches under United States Department of Agriculture child nutrition programs shall be provided a fee waiver or be provided the necessary materials or equipment without charge for (1) participation in extracurricular activities, (2) admission fees and transportation charges for student spectators attending extracurricular activities, (3) materials for course projects, and (4) the use of a musical instrument in optional music courses that are not extracurricular activities. Actual participation in the free or reduced-price lunch program is not required to qualify for the waivers provided in this section. The District is not obligated to provide any particular type or quality of equipment or other material to eligible students.

### **Distribution of Policy**

This policy will be published in the Student Handbook or its equivalent that will be provided to students at no cost.

### **Student Fee Fund**

The School Board hereby establishes a Student Fee Fund. The Student Fee Fund shall be a separate School District fund that will not be funded by tax revenue, and that will serve a depository for all moneys collected from students for (1) participation in extracurricular activities, (2) post secondary education costs, and (3) summer school or night school courses. Monies in the Student Fee Fund shall be expended only for the purposes for which they were collected from students. Legal Reference:

Neb. Constitution, Article VII, section 1.

Neb. Rev. Stat.

79-241, 79-605, 79-611 Transportation

79-2,104 Student files or records

79-715 Eye-protective devices

79-737 Liability of students for damages to school books

79-1,104 Before-and-after-school or pre kindergarten services.

79-1106 to 79-1108.03 Accelerated or differential curriculum

### **CERTIFICATION**

The Board of Education of Gothenburg Public Schools annually holds a public hearing on the student fee policy. The hearing follows a review of the amount of money collected from students pursuant to, and the use of waivers provided in, the student fee policy for the current school year. This student fee policy was then adopted by a majority vote of the school board at an open public meeting conducted in compliance with the Public Meetings Law.

### **EQUAL OPPORTUNITIES**

District #20 supports equal educational opportunity for students free from limitations based upon ethnic or racial background, religious beliefs, sex, disabilities, marital status, or economic and social conditions. This concept of equal education opportunity serves as a guide for the school district and the staff in making decisions relating to school facilities, employment or personnel, selection of educational materials, equipment, curriculum, and regulations affecting students and their welfare.

### **DISCLAIMER**

The administration retains the right and privilege to issue penalties for acts of discipline not specifically stated in the Gothenburg Discipline Plan and to alter any penalties as they consider necessary. Also, the administration reserves the right to amend any provision in this handbook which is necessary in the best interest of the school process.

**With cause, the administration can search a student’s person, locker, car, backpack or other personal effects. Also, the administration can search with reasonable cause, students’ electronic communication-email or other messages sent from school computers, a students’ personal data storage devices, (disks, CD’s and portable flash drives).**

## **2021-2022 STUDENT HANDBOOK: COVID SUPPLEMENT**

The following rules and expectations will be effective during the 2021-2022 school year. These rules and expectations are intended to ensure the health and safety of all students, staff members, and the overall community. Because of the fluid nature of the current COVID-19 pandemic and the District’s continued collaboration with health officials, these rules and expectations are subject to change at any time. The District will send parents and students written notification of any such changes. It is each family’s responsibility to monitor for, understand, and adhere to any such changes, including those changes implemented on short notice. If a parent or student ever has any questions about the interpretation or implementation of these rules and expectations, the parent or student should promptly contact their building administrator.

### **MASKS**

Unless otherwise directed by the Superintendent, every student must wear an appropriate mask on school grounds and while in school vehicles. An appropriate mask is a double cloth mask that does not interfere with or disrupt the operation of the school or the learning environment. Masks must be worn in a manner that covers the student’s nose and mouth. A student may remove their mask only when a staff member gives the student permission, such as during mask “breaks” or during lunchtime. If a staff member provides specific mask directives to a student, the student shall comply with those directives. Students who do not comply with the mask requirement or directives may face discipline, up to and including exclusion or expulsion from school.

Students are highly encouraged to follow health and safety best practices outside of the school setting, including frequent hand washing and social distancing.

### **COVID-19 SYMPTOMS**

A student who experiences, or has experienced within 24 hours, any of the following symptoms must notify their administrator prior to coming to school or prior to entering a school vehicle:

- Fever or chills
- Cough

- Shortness of breath or difficulty breathing
- Muscle or body aches
- New loss of taste or smell
- Sore throat
- Nausea or vomiting
- Diarrhea

The administrator will then evaluate the student's symptoms to determine if the student may report to school or will be given academic work to complete at home. Students who miss school due to potential COVID-19 exposure or symptoms will generally not be counted as an unexcused absence. However, if the administration determines that the student has violated other rules or has not been honest about his or her symptoms, the student's absence may be deemed unexcused and the student may face other consequences. A student's arrival on school grounds or in a school vehicle after the student or parent fails to promptly notify a building administrator of potential symptoms could result in student discipline, up to and including exclusion or expulsion from school.

A student who fails to report COVID-19 symptoms because the student wants to participate or compete in activities may face additional activity consequences.

### **POTENTIAL EXPOSURE**

Parents and students who have reason to suspect that the student may have been exposed to COVID-19 must promptly inform a building administrator. Potential exposure includes, but is not limited to, coming into close contact with a person who tested positive or is awaiting test results, a family member in the household who has tested positive or is awaiting test results, traveling to a "hot spot," or receiving notification from a health official or medical professional of a potential exposure. Students who plan to travel outside of the community are encouraged to consult with a building administrator in advance to determine the potential consequences (such as mandatory quarantine) of such travel. Any student who has potentially been exposed to COVID-19 will not be allowed on school grounds or in a school vehicle until the District, in its sole and absolute discretion, determines that the student may safely return to school. A student's arrival on school grounds or in a school vehicle after the student or parent fails to promptly notify a building administrator of a potential exposure could result in student discipline, up to and including exclusion or expulsion from school.

### **ACADEMIC WORK AT HOME**

A student who has potentially been exposed to COVID-19 and is not allowed on school grounds will not face an academic penalty unless the administration determines that the

student has otherwise violated school rules. Any COVID-19 related student absence will not be counted as an unexcused absence. During a student's COVID-19 related absence, the student is expected (to the extent that he or she is able) to work with his or her teachers to obtain and complete coursework and assignments. A teacher retains the discretion to grade student work during a student's COVID-19 related absence.

### **ACTIVITIES**

A student will not be permitted to participate in activities if the student has possible COVID-19 symptoms, has potentially been exposed to COVID-19 or would otherwise jeopardize the health and safety of other students or staff. The District, in its sole and absolute discretion, will determine when a student may return or participate in an activity. Any student who fails to promptly report COVID-19 symptoms, potential exposure, or otherwise takes action or inaction that could jeopardize the health and safety of other students or staff will be subject to discipline, including the removal from the activity for the remainder of the year.

### **FAILURE TO BE HONEST**

These rules and expectations are designed and will be implemented to ensure, to the extent practicable, the health and safety of all students and staff. The District will endeavor to balance the need to ensure the health and safety of school premises, while not intruding on a family's confidential medical information. With that in mind, students and families are expected to be honest with the District regarding a student's potential COVID-19 exposure or symptoms. If a parent is uncomfortable or unwilling to provide specific information to the District about a student's potential exposure or symptoms, the family need only inform a building administrator of the fact that there may have been a potential exposure or potential symptoms. A parent may, but will not be required to, divulge any specific information about the potential exposure or symptoms, such as medical information. In any circumstance, if the District determines that a parent or student has not been honest or forthright with information or facts provided (or not provided) to the District about a potential exposure or potential symptoms, the District may exclude a student for a longer period of time (for health and safety reasons) or may impose disciplinary consequences, up to and including exclusion or expulsion from school.

### **OTHER HEALTH AND SAFETY RULES**

At any time, a staff member may impose or require a student to undertake other health and safety requirements (such as frequent hand washing, maintaining social distancing, and the like). A student must follow such health and safety requirements or face discipline.

**ASSUMPTION OF THE RISKS**

In the middle of the COVID-19 pandemic, the District has endeavored to reopen schools for the benefit of student learning and development. However, there is no guarantee that the school environment will be completely safe and free from COVID-19 or other related risks and hazards. Any parent who is uncomfortable with the risks associated with sending their student to school must promptly contact a building administrator to discuss alternative educational options. A parent who elects to send their student back to school does so understanding, assuming, and accepting the associated health and safety risks, including the possibility that the student may be exposed to and/or contract COVID-19.



# **GOTHENBURG** PUBLIC SCHOOLS

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Excellence is an Expectation

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## **STRATEGIC PLAN**

2021-2026

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## **Mission Statement**

*The loftiest aspiration of our organization.*

Gothenburg Public Schools is the cornerstone of a proud, passionate, and progressive community where students and staff thrive in a positive and innovative environment. We ensure the growth of all individuals by inspiring them to own and maximize their potential.

## **Beliefs**

*Fundamental values, ethical codes, and overriding convictions and principles.*

We Believe...

- Excellence is an expectation and worth the investment.
- Every person is worthy and valued.
- Educating the whole child creates productive citizens and lifelong learners.
- Supportive, safe, and trustworthy environments and relationships are essential.
- Collaboration of all stakeholders is essential for creating exceptional and expanded opportunities for all students.
- High expectations promote high achievement.
- Change and innovation are necessary to the process of education.
- Investment in others today, creates a better tomorrow.

## **Parameters**

*Established guidelines from which Gothenburg Public Schools will operate.  
Self-imposed regulations: things we will always do; things we will never do.*

- We will attract, cultivate, empower and only retain the highest quality staff dedicated to achieving our mission and objectives.
- We will provide an environment that encourages effective communication between stakeholders.
- We will collaborate with internal and external stakeholders.
- We will develop, maintain and evaluate programs, including high-quality curriculum and technology, that meet the mission of Gothenburg Public Schools.
- We will make decisions in an effort to develop the full potential of every student and staff member.
- We will not tolerate any behavior that undermines the mission and beliefs of the district.



## **Objectives**

*Desired and measurable end results.*

- Student growth will increase on state and local assessments annually.
- Each student will continuously achieve their academic and personal goals.
- All staff will continuously achieve their professional goals to maximize their potential.
- All students and staff will demonstrate positive behaviors necessary to maximize their potential.

## **Strategies**

*Strategies are intended to close the gap between our baseline data (where we are) and our mission (where we want to be).*

- We will foster the social and emotional well-being of our staff and students.
- We will expand educational opportunities to allow students to maximize their potential.
- We will collaborate with all stakeholders to maximize student growth.

## Implementation Schedule

*Research, Begin Implementation, Full Implementation, Completed, Abandoned  
(Leave blank to describe not started yet.)*

**Strategy 1:** We will foster the social and emotional well-being of our staff and students.

Specific Result	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026
<a href="#">1.1:</a> Collaborate with the community to support the social and emotional well-being of students.					
<a href="#">1.2:</a> Create an environment that provides a social and emotional empowering culture for staff well-being.					
<a href="#">1.3:</a> Integrate and maintain systems to support the implementation of social and emotional programs with school-wide fidelity.					

**Strategy 2:** We will expand educational opportunities to allow students to maximize their potential.

Specific Result	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026
<a href="#">2.1:</a> Communicate the extended opportunities Gothenburg Public Schools provides.					
<a href="#">2.2:</a> Offer multiple pathways to obtain college credit.					
<a href="#">2.3:</a> Increase exposure for elementary students to various college and career opportunities.					

**Strategy 3:** We will collaborate with all stakeholders to maximize student growth.

Specific Result	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026
<a href="#">3.1:</a> Collaborate to revitalize the volunteer-based school foundation to provide financial support in order to increase student opportunities.					
<a href="#">3.2:</a> Expand student opportunities (K-12) through collaboration with stakeholders to provide relevant learning experiences.					
<a href="#">3.3:</a> Implement innovative and effective communication practices.					



## Action Plans

Strategy Number: 1

Action Plan Number: 1.1

Date: May 25, 2021

Strategy 1: We will foster the social and emotional well-being of our staff and students.

Specific Result 1.1: Collaborate with the community to support social and emotional well-being of students.

### **ACTION STEPS**

1. Provide parent training or guest speakers related to social and emotional learning.
2. Form a collaborative group with law enforcement, medical and mental health providers, and Gothenburg Schools to discuss social and emotional concerns of K-12 students.
3. Create a parent and community organization to support social and emotional learning.
4. Create a community stakeholder communication platform to educate about social and emotional learning.
5. Explore expanding the TeamMates program at lower grades.
6. Evaluate plan on an annual basis.



Strategy Number: 1

Action Plan Number: 1.2

Date: May 25, 2021

Strategy: We will foster social and emotional well-being of our staff and students.

Specific Result 1.2: Create an environment that provides a social and emotional empowering culture for staff well-being.

#### **ACTION STEPS**

1. Create a staff recognition process to include but not limited to:
  - a. Number of years in district
  - b. Level of education
  - c. Community involvement
  - d. Retirement/leaving the district
2. Recognize staff on media platforms for work they are doing in educational areas.
  - a. Classified and certificated staff
3. Provide staff opportunities to learn more about their own personal self-care. (e.g. optional mental health screener)
4. Educate staff on local self-care and mental health resources.
5. Support staff morale and confidence through the use of an employee wellness program.
  - a. Mental health support
  - b. Mentor program
  - c. employee assistance program
6. Explore job descriptions and pay incentives to improve retention of support staff. (e.g. training incentives, years of experience, extra responsibilities)
7. Evaluate plan on an annual basis.

Strategy Number: 1

Action Plan Number: 1.3

Date: May 25, 2021

Strategy: We will foster social and emotional well-being of our staff and students.

Specific Result 1.3: Integrate and maintain systems to support the implementation of social and emotional programs with school-wide fidelity.

#### ACTION STEPS

1. Create a K-12 scope and sequence of social and emotional skills, curriculum, and resources.
2. Refine the current multi-tiered systems of support (MTSS) to integrate a stronger behavior component.
3. Provide social and emotional screeners for all students and supports for students in need.
4. Provide common expectations to be implemented in every classroom.
  - a. Implement common expectations with fidelity (e.g. Boys Town Model)
  - b. Develop a core skills daily checklist with common terminology
5. Create a school-wide positive behavior recognition program.
6. Define the role of each counselor to create a fluidity of social and emotional curriculum.
7. Define the teacher's role in order to teach social and emotional curriculum.
  - a. Explore opportunities to embed social and emotional learning in classroom instruction
  - b. Empower teachers to take the initiative to implement social and emotional learning in the classroom
  - c. Make intentional connections to planned activities delivered by counselors
8. Designate a social and emotional resource section (for staff and students) in elementary and secondary libraries and/or school website.
9. Invite social and emotional experts to create awareness.



10. Provide training for teacher/staff in social and emotional learning (SEL) and behavior programs on a consistent and continuous basis. Areas to consider include but not limited to:
  - a. Zones of Regulation
  - b. Trauma Informed Care
  - c. Boys Town
  - d. Social and Emotional Competencies
  - e. Instructional Strategies to Support SEL
  - f. Physical Layout of the Classroom
11. Provide examples of best practice for teachers to integrate into lessons when working with students.
12. Create SEL teacher trainers or subject matter experts to ensure teachers receive adequate training and support year round.
13. Evaluate plan on an annual basis.

Strategy Number: 2

Action Plan Number: 2.1

Date: May 25, 2021

Strategy 2: We will expand educational opportunities to allow students to maximize their potential.

Specific Result 2.1: Communicate the extended opportunities Gothenburg Public Schools provides.

### **ACTION STEPS**

1. Define and communicate expanded educational opportunities.
  - a. Social Media, website, SwiftK12, notes home, add to calendar
2. Create a 9th through 12th grade comprehensive course offerings document.
3. Share high school student career portfolios with parents.
4. Increase informational parent meeting opportunities.
5. Provide opportunities for individualized guidance for students and parents.
6. Share plans for the individualized guidance process (based on grade level) with parents.
7. Explore options to refine advisement structures to utilize Swede Foundations as a communication and guidance tool for educational opportunities.
8. Evaluate plan on an annual basis.



Strategy Number: 2

Action Plan Number: 2.2

Date: May 25, 2021

Strategy: We will expand educational opportunities to allow students to maximize their potential.

Specific Result 2.2: Offer multiple pathways to obtain college credit.

#### **ACTION STEPS**

1. Increase the number of college credit classes taught by Gothenburg staff.
2. Maintain the opportunity for students to take on-line college classes while on GHS campus.
3. Provide the opportunity for GHS students to take courses provided by a community, trade, or university system and also receive GHS credit (dual credit).
4. Explore offering more career pathway courses.
5. Cultivate partnerships with community colleges including but not limited to:
  - a. Bringing a community college presence to Gothenburg.
  - b. Satellite programs.
6. Review policies & procedures to allow students to travel to a college campus for part of the school day.
7. Explore possible means of funding sources to incentivize teachers to take additional coursework to become qualified to teach in-person college classes.
8. Survey current and former students and community stakeholders to help GPS identify priorities for college credit and career pathway opportunities.

9. Evaluate plan on an annual basis.

Strategy Number: 2

Action Plan Number: 2.3

Date: May 25, 2021

Strategy: We will expand educational opportunities to allow students to maximize their potential.

Specific Result 2.3: Increase exposure for elementary students to various college and career opportunities.

#### ACTION STEPS

1. Provide before and after school clubs.
  - a. Facilitators are responsible for a month-long club
  - b. Clubs expand upon the current curriculum
  - c. Clubs offer college and career exploration opportunities
  - d. Collaborate with community stakeholders
2. Evaluate the purpose of the after school study hall to support exposure to college and career opportunities.
3. Develop a continuum of career and college ready activities for elementary students including but not limited to:
  - a. Bring in community speakers
  - b. Offer virtual tours of businesses
  - c. Establish a career day
4. Evaluate plan on an annual basis.

Strategy Number: 3

Action Plan Number: 3.1

Date: May 25, 2021

Strategy 3: We will collaborate with all stakeholders to maximize student growth.

Specific Result 3.1: Collaborate to revitalize the volunteer-based school foundation to provide financial support in order to increase student opportunities.

#### **ACTION STEPS**

1. Encourage the GPS School Foundation to redefine its purpose and how it is used in our district.
2. Collaborate with the current GPS School Foundation to identify individuals who should be part of the school foundation board (e.g. financial planner, mortician, CPA, pastor, Gothenburg Improvement Company individuals, business leaders, school representatives, ag-business representatives, parents, students).
3. Collaborate with the GPS School Foundation to identify additional sources of funding.
4. Provide the GPS School Foundation with a web presence that provides updated information to stakeholders. Items that could be included on the web page:
  - a. Highlights and Stories
  - b. Programing
  - c. Events
  - d. Donation opportunities
  - e. Donor recognition
5. Evaluate the impact of this plan on an annual basis.

Strategy Number: 3

Action Plan Number: 3.2

Date: May 25, 2021

Strategy: We will collaborate with all stakeholders to maximize student growth.

Specific Result 3.2: Expand student opportunities (K-12) through collaboration with stakeholders to provide relevant learning experiences.

#### **ACTION STEPS**

1. Develop a system to request, collect, and organize volunteer and business partnership information for all levels (K - 12).
  - a. To identify classroom guests
  - b. To identify recurring volunteers
  - c. To identify Diversified Occupation opportunities
  - d. To identify possible job shadow opportunities
  - e. To identify facilitators for after-school clubs (Cross reference Strategy 2)
2. Create and maintain a centralized database to identify opportunities for teachers to connect students and stakeholders in order to support instructional goals.
3. Expand annual events to engage the community with GPS students (e.g. job shadows, interview process with businesses, job fair, life skills, Week of the Young Child, book fairs, etc.) (Cross reference Strategy 2)
4. Identify a lead at each level (K-6 and 7-12) to oversee the maintenance of this plan.
  - a. Develop a process to vet guest speakers
  - b. Develop an approval process to connect the experience or guest to curricular objectives
5. Evaluate plan on an annual basis.

Strategy Number: 3

Action Plan Number: 3.3

Date: May 25, 2021

Strategy: We will collaborate with all stakeholders to maximize student growth.

Specific Result 3.3: Implement innovative and effective communication practices.

### **ACTION STEPS**

1. Create and promote a district brand that celebrates who we are and what we do.
  - a. Involve students and alumni to share the positive stories of our district with intention
  - b. Plan for and utilize consistent communication across multiple platforms (e.g. social media, website, newsletters, newspaper, etc)
2. Enhance the district website with increased searchability and current content for both elementary and secondary buildings.
  - a. Explore additional human resource support for web site maintenance
  - b. Highlight key materials at determined times of the year (e.g. graduation requirements and course offerings in April)
3. Expand the social media presence at GPS.
  - a. Clearly define the expectations for the social media coordinator
  - b. Explore additional human resource support for social media
  - c. Establish and communicate expectations for staff to share materials with the social media coordinator
  - d. Push key materials through social media at determined times of the year (e.g. graduation requirements and course offerings in April)
4. Communicate and educate parents about the process of logging in to the PowerSchool app. (e.g. Open House help desk, Swede Foundations teachers, Parent-Teacher conferences, providing handouts)
5. Consider having one app (platform, tool, Apptegy, etc) to communicate push notifications in addition to communication with various social media accounts (Facebook, Twitter, etc).
6. Evaluate the plan annually.



**GOTHENBURG**  
**PUBLIC SCHOOLS**  
Excellence is an Expectation

## Resolution No. 21-22-01

WHEREAS Gothenburg Public Schools is the cornerstone of a proud, passionate, and progressive community where students and staff thrive in a positive and innovative environment; and

WHEREAS The Gothenburg Public School Administration, Staff and Board are dedicated to ensuring the growth of all individuals by inspiring them to own and maximize their potential; and

WHEREAS Gothenburg Public Schools will develop, maintain and evaluate programs, including high-quality curriculum and technology, that will meet the mission of Gothenburg Public Schools;

BE IT RESOLVED BY THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 20 IN THE STATE OF NEBRASKA AS FOLLOWS:

Section 1. The Board of Education (the "Board") hereby makes the following findings and determinations:

- (a) Parents and guardians are the primary educators of their own children, especially in matters of faith and morals, including sex education; and
- (b) The school district is to support and assist the education of children, not to replace the parent and guardians; and
- (c) The Nebraska Department of Education initially proposed a first draft ("Draft #1") of Health Education Standards, which could have infringed on parents' and guardians' role as primary educators of their own children; and
- (d) Parents and guardians in this District voiced their concerns over some of the rejected Standards in Draft #1, making it clear that they do not intend to relinquish their role as primary educators of the children they care for; and
- (e) Parents and guardians who supported some or all of the rejected Health Education Standards in Draft #1 have every right and every opportunity to avail themselves of any and all educational material necessary to educate their own children in a manner consistent with any proposed Health Education Standards from the Nebraska Department of Education, and their right and ability to do so is not adversely affected by this District's decision to make its own determinations regarding the content of its health education curriculum.

Section 2. The Board determines that the District would not have adopted the Human Growth and Development Standards (Standard 7) in the rejected draft #1 of the Health Standards as previously proposed by the Nebraska Department of Education.

Section 3. At such time as the Nebraska Department of Education adopts finalized Health Education Standards, the District will make its own determinations regarding the content of its health education standards and curriculum. This will involve a comprehensive process of standard and curriculum adoption that includes feedback from our parents, patrons, and

community members to ensure that the standards and curriculum adopted by the District reflect our students' educational needs and our community's moral values.

RESOLVED on this 12th day of July 2021

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President

## **Administrator Report**

Meeting: July Board Meeting

Date: 7/12/21

Mrs. Angie Richeson

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**Thank You to the Custodial Staff:** A huge thank you to the custodial for working so hard the last few months to get our elementary building ready for the start of Summer School, as well as the start of the school year. The carpets are clean, things have been wiped down and disinfected, and we can literally see our reflection in the newly waxed floors. We are ready for Summer School to start on Monday, July 12th!

## **Administrator Report**

Date: 7/12/21

Mr. Seth Ryker, Secondary Principal

=====

### **Topics:**

Credit Recovery

Open House

Administrator Days

### **I. Credit Recovery**

- a. We had 12 students participate in the credit recovery program in June.
  - i. 1 Student was able to recover 14 semester credits and one diploma was awarded!
  - ii. Edgenuity platform was a great improvement over Odysseyware.

### **II. GPS Open House**

- a. Open House will return on Tuesday, August 10th (5:30-8:00)
  - i. Orientation for 7th & 9th grade students as well as students new to the district.
  - ii. Community vendors can contact the district office to request a table
  - iii. Information will be available in both newspapers later this month

### **III. Administrator Days**

- a. In person Administrator Days returns to Kearney July 28-30

## **Administrator Report**

Meeting: July Board Meeting

Date: 7/12/2021

Mr. Marc Mroczek, Activities Director

=====

### **Topics:**

Gym Floors

New Record Boards

NCA Multi-Sports Clinic

Fall Activities Start Date

### **I. Gym Floors**

- The South gym floor was waxed the last week of May.
- The North gym floor is currently in the process of being sanded down and will be repainted. Completion date is set for August 1, 2021.

### **II. New Record Boards**

- We are currently installing the new record boards for our sports teams on the east wall of the cafeteria. A new JH Track record board will be installed near the north gym. The current one is outdated and hangs in the hallway that goes to the weight room.

### **III. NCA Multi-Sports Clinic**

- The Nebraska Coaches Association Multi-Sports Clinic will be held on July 27-29, 2021, in Lincoln in conjunction with the National High School Athletic Coaches Association.
- We have 21 coaches attending. I will also be attending the conference as well.

### **IV. Fall Activities Start Date**

- All fall sports can begin conditioning the week of August 2-6, 2021.
- All fall sports will officially start practice on August 9, 2021.

Administrative Report

July 12, 2021

Mrs. Tomye McKenna

Special Education Director/Assistant Elementary Principal

+++++

Topic:

1. New paraprofessional
2. Summer Services

1. New Paraprofessional

- a. We are in the process of hiring a new paraprofessional to support students at Gothenburg Public Schools.

2. Summer Services

- a. Special Education staff (Mrs. Malcom, Mrs. Keiser, and Mrs. Feather) continue to provide services throughout the summer to students based on their educational needs.

## **Administrator Report**

Meeting: July Board Meeting

Date: 7/12/21

Mrs. Allison Jonas

**Pk Programs:** Continuing to collaborate with GECLC. We've been working on scholarship applications and it's exciting to see how our private providers are filling a need in our community. Currently, 100% of our kindergarten class attended preschool. Just five years ago, this was consistently 80%. The impact of quality childcare environments will continue to have a positive impact on the community now and well into the future.

### **Curriculum:**

**All core content areas** have been updated to align to new standards.

**ELA Standards** - Are currently under review at NDE.

To view the first draft of the provisions click [here](#).

To take the survey click [here](#).

The changes are not major but do align with new research around the Science of Reading (which our materials were selected on).

**Mentor Program:** Mentors have made contact with their mentees and everyone is excited for the new year! Board members are invited to join us for lunch on Monday, August 2nd at the Barn N Grill. Please let me know if you plan to attend.

- [Swede Orientation](#) – A week with new teachers to prepare them for their life as a Swede! A little more complex this year than in years past but we have a good plan!

### **Professional Development:**

- Assessment Manual & Continuous Improvement Handbook - Being combined into a single "playbook" that will align with our strategic plan.
- [Weekly Learning Team Agendas](#) – Updated weekly with upcoming agenda items
- [Back to School In-service](#) – A working document with professional development opportunities offered in the days leading up to school starting.

**Administrator Report**

Meeting: July Board Meeting

Date: 7/12/21

Dr. Todd Rhodes, Superintendent

=====

**2021-2022 School Lunches:**

- The federal government will continue free meals for all students through June of 2022.

**Summer Projects:**

- The maintenance and custodial staff have had a busy summer readying the buildings and classrooms for students. The North Gym floor has been sanded, repainted and refinished.

**Dudley Renovation Project:**

- The Dudley Renovation Project remains on schedule.

**Budget Workshop:**

- Work has begun on the 2021-2022 budget. We will need to set a day and time for the budget workshop.

**NCSA Administrator Days:**

- Administrators' Days 2021 will be held on Wednesday, July 28<sup>th</sup> through Friday July 31<sup>st</sup>.

**2020-2021 Contract Days:**

- July-20 days
- August-21 days
- September-21 days
- October-21 days
- November-17 days
- December-18 days
- January-19 days
- February-19 days
- March-22 days
- April-20 days
- May- 18 days
- June- 17 days

KAREN A. HAASE  
STEVE WILLIAMS  
BOBBY TRUHE



COADY H. PRUETT  
JORDAN JOHNSON  
SHARI RUSSELL, Paralegal

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## MEMORANDUM

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We have attached the 3000 series policies that deal with Business Operations.

**Policy 3001. Budgets.** This policy deals specifically with creating budget and related requirements. It notes that the Superintendent is responsible for developing the budget.

**Policy 3002. Deposits.** This policy sets out general guidelines for how to handle money collected by the district. Note that the procedures outlined in this policy apply to anyone acting on behalf of the district, which includes employees, students and volunteers. Your board should determine the amount of cash that it is comfortable in keeping in the building overnight.

**Policy 3003. Bidding for Construction, Remodeling, Repair, or Site Improvements.** This policy sets out the process that the board will follow when it is going to solicit bids for construction and related projects.

The second section sets out the process that the District will follow when it is undertaking a construction project that has an anticipated cost of less than \$100,000. Under state law, school districts are only required to engage in the formal solicitation of bids when they are undertaking construction with a cost of more than \$100,000, but most districts want to follow some structured process for obtaining quotes or estimates before they begin smaller projects. This section also includes the ability for the district to use the ESUCC Coop for these non-bid projects.

The third section sets out the formal requirements of Nebraska's bidding statutes.

**Policy 3003.1. Bidding for Construction, Remodeling, Repair, or Related Projects Financed with Federal Funds.** This policy sets out the requirements that you must follow when you use federal funds for construction. Please note that this policy will apply to any construction financed with federal funds, regardless of how much the anticipated project

will cost. If the construction project has an anticipated cost of more than \$100,000, then you will have to comply with both policy 3003 and 3003.1.

**Policy 3004. General Purchasing and Procurement.** This policy sets out general guidelines for purchasing equipment and supplies which are not purchased with federal funds. Please review it carefully to be sure that it accurately describes your process in a general way. Note that there is a provision in this policy which states that use of statewide cooperative purchasing programs for school districts, such as ESUCC's Coop Purchasing, satisfies any requirement under this policy or state law to the extent such a bid or quote is not otherwise independently required by law.

The board must make a decision about two parts of the fourth section of this policy. You must tell staff how many days prior to a board meeting they have to submit receipts for reimbursement. You must also set the amount at which you will require staff to secure written quotes and/or estimates. Due to the way the federal regulations work, we strongly urge you to set that limit at **\$10,000**. As you will see, the EDGAR regulations have one set of rules for purchases under \$10,000, another set of rules for purchases between \$10,000 and \$250,000, and a third set of rules for purchase over \$250,000. We think it will be confusing for the district to adopt a fourth set of rules for purchases below \$10,000 but above some other limit set by the board. Having said all that, the board is certainly entitled to adopt a lower threshold than \$10,000 in this policy because it applies to purchases not made with federal funds.

**Policy 3004.1: Fiscal Management for Purchasing and Procurement Using Federal Funds.** This policy sets out all of the elements that are required by the Education Department General Administrative Regulations (EDGAR). These regulations apply to all federal grants that are made by the US Department of Education to local school districts directly and to all funds that pass from the federal government through state departments of education to local schools. That means you will need to follow this policy for purchases for your food program, special education, Title I and any other federal program. The first section recites that this policy will only apply to purchases made with federal dollars. This keeps your staff from having to jump through the hoops in this policy if they are spending state or local funds. All of your staff who work in areas where federal funds are spent (cooks, special ed and Title I paraeducators, etc.) should be trained on this policy.

**Policy 3005. School Activities Fund.** This policy governs school activity funds and it provides that funds remaining after graduation may be transferred to any district account. Notice that this policy attempts to address

the problem of unspent senior class funds by permitting the funds to be transferred at the board's discretion or kept in that class's fund. If your board follows a different practice, contact us or your regular school attorney to be sure that your practice is lawful.

**Policy 3006. [Intentionally Left Blank]**

**Policy 3007. Review of Bills.** This policy provides a good set of checks and balances which is always a subject of focus for the State Auditor.

**Policy 3008. Grants, Gifts and Bequests.** Although it is generally a good thing when people want to give the school district donations, boards need to have control over what is donated and how it is used. This policy allows the superintendent to accept the donation of personal items (like coats for a winter closet drive) and of cash donations up to a limit set by your board. All other donations must be approved by the board.

**Policy 3009. Audits.** This policy states that you will obtain an annual audit as required by law. It also states that the district does not use generally accepted accounting principles. Most schools do not have the staff or other resources to comply with GAAP and state statute specifically provides that schools do not have to follow GAAP. Nonetheless, the state auditor will frequently criticize schools for not following GAAP. This policy will help schools defend against that sort of criticism.

**Policy 3010. Insurance.** This policy addresses insurance as it relates to protecting the school district, the board as a corporate body, individual board members, appointed officers, employees, and volunteers from financial loss arising from any claim, demand, suit or judgment. The school district's insurance should be reviewed annually or as the need arises.

**Policy 3011. Transportation.** This policy addresses transportation. Please review it to make sure it is consistent with your transportation plan. If you have adopted a different plan, substitute yours for our form plan. If you would like us to review it, please e-mail it to us.

**Policy 3012. School Meal Program.** This policy addresses the provision of a meal program for students and the meal charge policy. The Meal Program section outlines the district's responsibilities to create a program, set costs, and/or contract with a private company to manage the program. It also states that the district will notify families of the costs and the procedure for signing up for free or reduced-price meals. The Meal Charge Policy outlines the district's duty under federal regulations to establish procedures and provide notice for how the school will handle student meals

when a student's meal account is delinquent. We have provided four options for boards to choose from.

**Policy 3013. Emergency Closings.** This policy on emergency closing states that school will be held on each day of the school calendar unless the superintendent determines that school should not be in session. Note that the policy uses the "impossible or impracticable" wording from the mandatory attendance statute, which should support the district if a parent ever claims bad weather as a defense to a truancy charge.

**Policy 3014. Use of School Property.** Over the last several years, schools and ESUs in Nebraska have seen an increase in the variety and frequency of groups wanting to utilize district facilities. Districts in Nebraska and throughout the country have been involved in significant litigation regarding facility use, and many others have been forced to resolve facility use questions with entities like the ACLU. In response, our policy takes a comprehensive look at these issues. We will highlight the main provisions for your board to focus on, below:

***Accounting for "Regular Uses."*** Many districts permit patrons to use facilities such as the weight room and track on a regular basis. Some districts have designated hours, and others permit patrons to keep keys or fobs to access the facilities. Most districts use some sort of application and agreement for these uses separate from their general facility use application. The first section of the policy is an attempt to capture these regular, individual uses and permit them with only one application. We have also included an Application, Release, Waiver, and Agreement document. Rather than requiring patrons to apply for a facility use permission every time, we hope this one-time application process protects the district to the maximum extent possible and eases the administrative burden when patrons use the facilities regularly.

***Prohibiting Commercial Use.*** This is a very tricky area for many districts. Most districts do not want to turn the school and school activities into shopping malls. However, most schools do want to permit booster clubs and student groups to raise funds which support school students and activities. From a purely legal perspective, the district is almost always better off prohibiting others from profiting by using district facilities. One recent example is an athletic trainer who wanted to host a workout class in the school weight room and charge money for patrons to attend. The trainer sought to take advantage of the facility being open to

community use and planned to use the district's equipment and facilities rent-free to host the class. As a result of requests like this, we have written the policy to prohibit commercial uses which result in personal financial gain. If your district has a practice of permitting commercial uses, such as fitness classes, for-profit craft fairs, and other such events, you should contact us directly to assist you in preparing a policy provision which best protects the district.

***Redefined Groupings.*** The policy breaks out groups using facilities into four separate categories: curriculum-related student groups, extracurricular student groups, non-curriculum related student groups, and non-student groups. This grouping system closely tracks the Supreme Court cases and assists in drawing clearer lines for requirements of various groups depending upon their alignment with district curriculum and activity offerings. For example, the policy says that all student groups are given priority over other outside groups.

***Charging Fees for Admission.*** The last section of the policy prohibits groups which use school facilities from charging admissions fees. This is a *major* question in many districts, and our provision may not be consistent with your district's practices and preferences for supporting your community groups. **Please read this section carefully and be sure to discuss it fully with your entire board.**

The Political Subdivision Tort Claims Act exempts schools from liability when their facilities are used for "recreational" purposes, *but only if the group using facilities does not charge a fee to participate in or spectate the event.* Likewise, if the district maintains control over the event/facilities, such as providing supervision or custodial services, the protection from liability may not apply.

These protections came about as a result of court cases where political subdivisions were sued because someone attending an event held in public facilities was injured. In one case, for example, a patron suffered an ankle injury stepping in an animal burrow on a courthouse lawn during a town celebration. The public policy behind these protections says that schools should be encouraged to permit others to use their facilities. As an incentive to permit the recreational use of district facilities, school districts should not be held liable for damages suffered

when patrons are participating or spectating "recreational" activities on school grounds. The definitions in the statutes are quite broad, providing protection to schools in many cases.

However, in order to maintain the protections of this law, schools cannot permit outside groups to charge a fee to attend the facility and cannot maintain control over the facility. If someone has to pay a fee to attend an activity, and if the district maintains control over the facility, then the patron(s) has a greater expectation of protection from possible dangers. But if the school does not maintain control and the entity using the facility does not charge an admission fee, the district is only liable for its "gross negligence" rather than standard negligence.

As you can see, this is one of the more complex policies in our service. Please feel free to call us and work through these issues one-by-one whenever it is convenient for you.

**Policy 3015. Time Away From School Activities.** This policy states that school activities will not be held on Wednesday nights or Sundays. This policy intentionally considers these days "time away from activities" and specifically and intentionally does not contemplate the types of activities in which students may be engaged on those days. **If you have other days designated for time away from school activities, modify the policy accordingly.**

**Policy 3016. Smoking.** Many districts are struggling with effective policy solutions to electronic cigarettes, vapor pens, and similar technology. In 2014 the Unicameral made it a criminal violation for any minor under the age of 18 to use "vapor products or alternative nicotine products." Accordingly, we recommend that your general tobacco use policy to include an option which prohibits the use of vape pens, electronic cigarettes, and the like. While this policy applies to all students and staff, it applies generally to all district patrons and visitors. This policy has 3 options. You should select one or a combination of these policies.

**Policy 3017 Press Releases.** This policy requires administrative approval of press releases regarding school-related activities and events.

**Policy 3018. Denial of Access to School Premises.** This policy provides a method for denying access to school activities or school premises. It permits an administrator to limit or deny access to certain school activities or school premises for various reasons.

**Policy 3019. Sale or Disposal of School Property.** This policy states that the sale of school property must be made with the best interests of the school and taxpayers in mind. It sets forth the statutory requirement that the sale of school property be approved by a two-thirds vote of the board of education at a regular board meeting.

**Policy 3020. Copyright Compliance.** This policy addresses copyright compliance and discusses the steps district administrators must take or may take when an infringement occurs. It states that teachers and students may not use any media in a manner that is in violation of applicable copyright laws. If staff or students subject the district to payment for copyright violations, the district may require the offending student or staff member to make the district whole. **Please note: even if there is a technical infraction which occurs because of a staff member or student, one protection for educational institutions against copyright liability is to distribute materials and provide training to staff and students about the importance of copyright compliance. This policy requires you to distribute materials to students and staff for the purpose of preserving that defense.**

**Policy 3021. Operation of School Business Office** This policy describes the days and hours that the business office will be open. Some boards prefer that the district's business office be open during regular business hours. **You should revise the policy to describe the district's practice.**

**Policy 3022. Volunteers.** This policy addresses the use of volunteers. We recommend having most volunteers sign a volunteer services agreement, though we recognize that in some instances the volunteer's involvement will be insubstantial. The policy also prohibits people from volunteering if they refuse to comply with a requested background check. If you need assistance in creating or updating your volunteer services agreement, we would be happy to help

**Policy 3023. Record Management and Retention.** School districts must comply with two sets of laws governing the retention and deletion of records. The Federal Rules of Civil Procedure require government entities to retain some electronic records with metadata intact and to state with specificity when they will delete electronic records. Nebraska's Records Management Act and the record retention schedules adopted by the Nebraska Secretary of State's Record Management Division outline when schools may delete both physical and digital records. The schedules which apply to school districts are Schedule 10 and Schedule 24. This policy outlines how the school district will comply with all of these various laws and regulations.

This policy has several options for you to adopt, depending on whether you use a cloud-based productivity suite and, if so, which suite you use. If you use a cloud-based service such as Google Apps for Education or Office 365, you will need to select the retention level you have selected from your service provider. If you still use internal servers to host your e-mail, you will need to consult with your technology coordinator to determine how long the district stores e-mail and other electronic data. There is no obligation to retain all of your e-mail in their original format, but you must identify your retention schedule for these records.

Under Schedule 24, "short term communications" must be maintained for at least 6 months, which is why we have included that retention period for school-affiliated social media posts. Please note that all this means is that staff using school-affiliated social media posts cannot delete their posts for at least 6 months. If you use Twitter, for example, to announce sports scores, you just cannot go back and delete old Tweets at the end of the school year. You do not have to print these posts -- leaving them on the social media application counts as "maintaining" under the schedules.

Your retention obligations for security video is covered by Schedule 24. After consulting with the Secretary of State's office, we have categorized security video as "working papers" which can be destroyed as soon as the school determined that there is no need to keep it. Schools will have to complete an annual disposition report regarding this footage. The Secretary of State's Office was gracious enough to provide us with a sample disposition report on security video footage, which we have included as an example with the forms for the 3000 series.

**Policy 3024. Booster Clubs and Parent Teacher Organizations.**

This policy addresses booster clubs and parent-teacher organizations. There are two variations that can be used. In both cases, we suggest that the district: (1) take complete control over the organization's finances or (2) keep the school's finances and the organization's finances completely separate. Regardless of which approach is used, the key is to make the relationship clear in the policy. We have attached policies which address both situations.

**Policy 3025. Returned and Outstanding Checks.** This policy deals with insufficient fund checks. It states that a person who wrote a bad check must pay the school the amount of the check in cash plus an additional \$30 (the board should choose the amount) to cover costs to the district. It also gives the district the authority to refuse to accept checks from people whose checks are repeatedly returned for insufficient funds. The policy also addresses checks which are outstanding and authorizes the superintendent to review them and resolve any issues related to outstanding checks, including

stopping payment and reissuing the checks. **These terms are not statutorily required and the board may set its own standards.**

**Policy 3026. Handbooks.** This policy covers handbooks. It states that handbooks are intended to convey information and explain school regulations and procedures. It points out that the handbooks are not contracts and that the administration has the authority to change handbook provisions during the year so long as the changes are consistent with board policy. It also makes clear that the handbooks are trumped, when inconsistent, by board policy and state law.

**Policy 3027. Resolution of Conflicts Between Parents Over School Issues.** This policy addresses the resolution of conflicts between parents over school issues. It explains that the school will not become involved in disputes between parents regarding such issues as court orders, student records, and picking up children at school.

**Policy 3028. Sex Offenders.** This policy deals with sex offenders and emphasizes the importance of students' safety at school. It states that the school will notify staff members, parents, and students (1) of any registered sex offenders residing in the school district and (2) of the availability of information about sex offenders on the State Patrol's web page. If your district does not distribute this list to staff, parents, and students, you should.

**Policy 3029. Distribution of Flyers Advertising Non-School Issues.** This policy addresses the distribution of flyers advertising activities of non-school organizations. The first numbered paragraph sets forth prohibitions against flyers with statements that are inappropriate for a school setting. The remaining paragraphs set forth procedures and requirements for flyers.

**Policy 3030. Automatic External Defibrillator Program.** This policy deals with automatic external defibrillators (AED). Some organizations offer to donate both the AED and the cost of its upkeep. The attached policy is designed to limit the school district's potential liability while incorporating the policy elements recommended by the American Medical Association and the American Heart Association. You will have to identify a medical advisor and should be sure that the person designated as the AED Program Coordinator understands his/her obligations under the policy and is willing to fulfill those responsibilities. **Note that you will have to identify a Program Coordinator and Medical Advisor.**

**Policy 3031. Students Electing to Attend School in Adjoining State.** This policy addresses requests for students to attend schools in an

adjoining state. It restricts approval of out-of-state enrollment except when (1) the student will suffer extreme and unusual harm if not allowed to attend school in an adjoining state; or (2) the district's financial circumstances will be unaffected by the out-of-state transfer.

**Policy 3032. Copyrighting Fees for School District Records.** addresses the copying fees for School District Records should they be requested. You will have to identify what amount you will charge for each request.

**Policy 3033. Lending Textbooks to Children Enrolled in Private Schools.** This policy complies with Rule 4 of the Nebraska Department of Education. It addresses lending textbooks to children enrolled in private schools and the process for individuals to fill out an application for the textbooks. The procedures and timelines laid out in the policy are required by NDE.

Rule 4 has a very broad definition of the term "textbook." Although we do not recite that definition in the policy itself, administrators and boards should understand that "textbook" includes digital resources and subscriptions:

Textbook shall mean any instructional material that is designated for use by individual students in classroom instruction as the principal source of study material, in any of grades kindergarten through grade 12 in the public school(s) of each school district. The following, if designated for use by individual students as the principal source of study material, are likewise to be considered textbooks for purposes of this chapter: multiple texts; electronic and digital subscriptions; and hard-copy, write-in work texts if accessible by students pursuant to a multi-year subscription entered into by the school district. Instructional material that is in a non-tangible, electronic or digital format, e.g. web-based (on-line) material, accessible by students through a subscription or license agreement entered into by the school district, is a textbook if the individual student's access ceases within the timeframe described in Section 003.01 of this chapter. The following are not to be considered textbooks: library books, teacher's editions, hard-copy supplemental workbooks and any book or material designated for classroom, and not individual use (e.g. "Big Books" and the like).

For many years, when homeschool parents have asked to borrow textbooks from the school district, it has merely been a matter of loaning out an extra book, which did not impose any additional cost on the school. With this much

broader definition of “textbook” homeschool and private school parents could seek to access digital textbooks or other electronic resources. If the school pays a per-user subscription for these resources, the district is not required to pay that cost for the homeschool or private school student. Instead, the district requests funds from NDE to pay for the requested resource. You may also add up to 5% of the cost to defray administrative expense. Then the department will respond to the request by informing the schools whether there are sufficient funds to pay for the requested resource. Schools are only obligated to purchase and lend textbooks only to the extent that the Legislature appropriates funds to the Nebraska Department of Education to be distributed for this purpose.

### **Policy 3034. [Intentionally Left Blank]**

**Policy 3035. Chain of Command.** This policy was created in response to requests from several of our school district clients to provide more effective and efficient assistance to patrons and employees with questions or concerns. You should review this carefully to be sure it accurately describes how your district's chain of command operates.

**Policy 3036. Purchasing (Credit) Card Program.** Many school districts in Nebraska use credit cards to purchase goods and services for school purposes. However, many schools are unaware that, though state law authorizes the use of such credit cards, it also imposes certain obligations upon the district. In addition, the Nebraska Auditor of Public Accounts has chastised some schools in their audits because school personnel failed to maintain adequate supporting documentation for credit card expenses in violation of state law and school district policy. This policy includes everything required by state law and incorporates recommendations made by the State Auditor in previous school district audits. It also tracks changes to federal purchasing and procurement and allows continuity of your purchasing system. After you adopt the policy, we strongly encourage you to provide a copy of it to all employees and require them to acknowledge that they have received and read it.

**Policy 3037. Petty Cash.** The Nebraska State Auditor expressed concern during a recent audit that a school district maintained a petty cash fund without adopting any policy or procedures governing its use. The auditor was particularly concerned about the lack of monitoring and oversight of the fund. If you do not use petty cash, you do not need a policy. However, if you do utilize such a fund, we strongly encourage you to adopt a policy that spells out its amount, who controls it, when it may be used, monitoring procedures, etc. You should review this policy with the administration and the board to make sure that it conforms to your actual practice.

### **Policy 3038. [Intentionally Left Blank]**

**Policy 3039. Threat Assessment and Response.** Schools are required to have a “threat assessment” procedure which they are supposed to use any time someone reports a threat made by a student, staff member, or patron. The idea is that the school can use a data-driven approach to determine what to do in response to such a threat rather than a knee-jerk reaction. There are three options in this policy - one in which a “threat assessment team” investigates and responds to threats; one in which the superintendent performs these tasks alone; and one in which a school district law enforcement unit conducts the investigation. You should select the option that best reflects your district’s practices. However, you cannot use the “law enforcement unit” option unless you have adopted Policy 5054, designating a “law enforcement unit” for your district.

**Policy 3040. School Safety and Security.** We have designed this policy so that it complies with the Safety and Security Protocols. The first section states that the board wants to meet the minimum safety requirements. If your board wants to go beyond the minimum to meet the “exceeds” or “outstanding” level of the rubric, please let us know and we will revise these policies accordingly.

In the next two sections of this policy, we have tried to separate out the obligations for safety and security measures between the superintendent, principals, and the crisis team. You may revise **who** must perform each of the duties identified, but you may not **eliminate** any of these duties and still comply with the Safety and Security Protocols.

Your board should carefully review the section of the policy dealing with memorials and select which option will best fit your district’s needs. We have made two changes to the policy. When a school community experiences the death of a student or a similar tragedy, there is often the very human tendency to want to do something in memory of the deceased student. These memorials can range from spontaneous tributes piled at lockers or parking spaces to more permanent, lasting tributes like placing plaques in halls or planting trees or gardens in the student’s name. There may also be ceremonies or assemblies that bring together members of the school community to share memories and grieve together. While this is a very understandable impulse, the most current psychological research indicates that these sorts of memorials are not good for kids and they create tremendous potential legal issues. The best legal and psychological agrees that it is best practice to disallow student memorials. While we defer to the research, we also know that there can be tremendous political pressure to allow a memorial. So, we

have included two options for memorials. The first is to flatly prohibit them. The second option sets up a process whereby the school's crisis team can consider a request for a memorial and make a recommendation to the board. It is important that you discuss this issue as a board **now** before a crisis event has occurred.

**Policy 3041. Crisis Team Duties.** This policy places the majority of the responsibility for complying with the Safety and Security Protocols on the crisis team. Note that the superintendent names people to serve on the crisis team using the considerations set out in policy 3040 above. The way this is set up, it will be the crisis team that conducts the self-assessment required by NDE. All of you currently have an All-Hazard School Security Plan. It is likely that the Safety and Security Protocols will require substantial revisions to that plan, and this policy places the responsibility for those revisions on the crisis team. Again, we have not included anything in this policy which is not required for minimum compliance with the Safety and Security Protocols.

**Policy 3042. Construction Management at Risk Contracts and Policy 3043. Design-Build Contracts.** The Political Subdivisions Construction Alternatives Act requires a school to have policies in place before it can use the construction management at risk and design-build methods of construction. These policies comply with the requirements of the Act.

**Policy 3044. Incidental or De Minimis Use of Public Resources.** The general rule is that personal uses of "public resources" are not permitted. However, the Nebraska Political Accountability and Disclosure Act allows boards or public entities, such as schools and ESUs, to pass a policy which authorizes board members and employees to use public resources for personal purposes when those uses are "incidental or de minimis." As long as the personal use is accounted for on the board member's or employee's personal taxes, as required by law, the board can authorize these uses to avoid complaints and allegations of misuse. This policy is designed to account for the most common uses we come across, and your board is free to remove or add additional uses consistent with your practices.

**Policy 3045. Use of Sniffer Dogs.** Many schools have decided to use trained drug dogs to conduct "sniff searches" of vehicles on school grounds, school lockers used by students, and other items or areas at the school. Schools have the authority to use drug dogs to conduct "sniff searches" in many, if not most, circumstances. One exception is the use of a dog to sniff a student or staff member. **We strongly discourage school districts from allowing dogs to sniff people.** The tougher questions are whether the school ***should*** implement use drug sniffing dogs and, if so, how

the program should be implemented. This policy includes our recommended procedures in the event that school decides to use drug dogs.

**Policy 3046. Animals at School.** This policy addresses animals on school grounds from all relevant legal perspectives: class pets, therapy animals, and service dogs. The requirements for each are different, with the key being the disability-related considerations for therapy animals (which can include nearly any animal) to service dogs (which include only specially trained dogs and miniature horses). The policy also requires that requests for service animals and requests for therapy animals (where you allow them) that are made by or on behalf of a student with an IEP or a 504 plan be referred to the respective IEP or 504 Team for consideration. There are two options for therapy animals, and you will need to pick one.

**Policy 3047. Data Breach Response.** School districts that are required to provide reasonable security to personal information handled by the district. This policy states the district will implement the appropriate security, and if the district experiences a data breach it will investigate the breach, provide notice to those affected, and notice to the Attorney General. We have also included a section that provides for data governance protocols to be put in place to map the flow of data between software, hardware, and personnel in order to maintain good data hygiene and make sure data breach responses will run smoothly and efficiently.

**Policy 3048. Communicable Diseases.** This policy sets forth steps to take if it is determined that a staff member or student has a high risk communicable disease. Because we get this question all the time, we did want to highlight that, yes, Hepatitis "E" is a real thing included in the DHHS regulations.

**Policy 3049. Drones and Unmanned Aircraft.** With the increasing use of drones and other unmanned aircraft by schools and by private individuals, this policy contemplates some general use restrictions while also factoring in differences for district uses versus personal or private use on school grounds. The policy generally defers to the superintendent or his or her designee to provide permission, designate authorized areas, and impose other restrictions on the use of drones on school property.

**Policy 3050. Technology in the Classroom.** This policy addresses the use of electronic devices and software applications in the classroom that are not selected or purchased by the district. If a teacher brings in a Google Home, Amazon Echo, or similar device; or wants to use a specific application; this policy requires that the teacher notify the administration of the device or application's use, and provides guidance on how the device should be setup.

The policy also restricts the use of assistive technology to prohibit the recording and transmitting of the classroom activities of other students.

**Policy 3051. Opioid Overdose Prevention and Response.** Naloxone, also known by its brand name Narcan, has been used by emergency responders and health care professionals for many years as an opioid antagonist to reduce deaths and negative consequences of individuals experiencing opioid overdose. Although Nebraska has a naloxone statute allowing for dispensing naloxone without a prescription, the Department of Health and Human Services, Division of Public Health, has also issued a standing order to facilitate the availability of naloxone. This policy allows the district to take advantage of those laws and have naloxone available to administer by appropriately trained staff. Much like the policy on AED's, it is permissive and you should consult with your school nurse and local authorities if you want to have a naloxone program.

**Policy 3052. Leasing Personal Property.** This policy provides the authority for authorized personnel to lease personal property (e.g., equipment, goods, etc.) from vendors for school district use. A decision will need to be made as to the total lease amount above which written quotes/estimates will be required to be obtained from multiple vendors.

This policy also provides the authority for the Superintendent to lease out district-owned personal property that is not needed for school purposes. Decisions will have to be made concerning (1) the threshold (dollar amount) of the fair market value of the personal property in question under which the Superintendent may lease out such property without board authorization, and (2) the maximum number of days that the Superintendent can agree to lease out district-owned personal property.

**Policy 3053. Nondiscrimination.** This policy satisfies the requirement that a school district have a policy which forbids discrimination for unlawful reasons.

School districts with 50 or more employees are required to appoint a responsible person to coordinate the administrative requirements of ADA compliance and to respond to complaints filed by the public. In this policy, the 504 coordinator is the same person as the ADA coordinator. If you do not want your 504 coordinator to serve as your ADA coordinator let us know and we can work with you to customize this policy.

**Policy 3054. Law Enforcement Unit.** This policy allows the board to designate a law enforcement unit for the district. The district is permitted to designate any individual or group as it's law enforcement unit. The disclosure

of records created and maintained by a law enforcement unit for a law enforcement purpose is not restricted by state and federal student record laws, so this policy further outlines how law enforcement unit records should be maintained and how they may be disclosed. Designating a law enforcement unit implicates complex legal and privacy considerations, and we encourage you to reach out for advice on these issues before adopting this policy.

**Policy 3055. School Resource Officers.** On and after January 1, 2021, school must have a memorandum of understanding in effect with any law enforcement agency that provides school resource officers and any security agency which provides security guards to schools in a school district. Each MOU must include policies that address six specific issues. We have developed this policy to ensure that every policy provision required by the new SRO statutes exists and can be incorporated into any MOU.

**Policy 3056. Guest Speakers.** Some schools have invited guest speakers into school with little to no knowledge of the guest speaker's message, experience, or intent. Not surprisingly, not all guest speaker appearances went as smoothly as one would hope when there is little research done about the guest speaker. This policy includes a process and procedure to research guest speakers so that everyone involved has a clear understanding of the guest speaker's purpose and message. This will help the school determine if the proposed message complies with school district policies and its fundamental values and to avoid unwanted surprises for everyone involved.

**Policy 3057. Title IX.** This policy went into effect on August 14, 2020.

## **3000 Series Policies**

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## 3032

### Copying Fees for School District Records

Requests for copies of school district records shall be subject to applicable copying fees. No fee shall be charged for providing a copy of a student or public record if a specific law or regulation requires the copy to be provided without charge.

**Student Records.** Students and their parents or guardians shall not be charged any fee to inspect and review the student's files or records. Students and their parents or guardians who desire a copy of the student's files or records shall pay the reasonable cost of reproduction as follows:

- Black and white letter or legal-sized photocopies: No charge for the first 10 copies; 5 cents for each copied page thereafter.
- Computer data printouts: No charge for the first 10 pages; 5 cents for each page thereafter.
- Other medium: Actual cost of reproduction.
- Postage fees: Actual cost

Students and their parents or guardians **shall not be charged any fee:**

- To search for or retrieve any student's files or records.
- For a copy of a student's Individualized Education Plan (IEP).
- For copy of the special education evaluation report and the documentation of determination of eligibility for special education services upon completion of the administration of assessments and other evaluation measures.
- If the fee effectively prevents the parents from exercising their right to inspect and review student records.

**Student Records – Transfer School.** A copy of the student's files or records, including academic material and any disciplinary material relating to any suspension or expulsion shall be provided at no charge, upon request, to any public or private school to which the student transfers.

**Public Records.** Individuals requesting copies of public records shall pay the actual added cost of making the copies available.

- For photocopies, actual added costs may include a reasonably apportioned cost of the supplies, such as paper, toner, other equipment used in preparing the copies, and any additional payment obligation for the time of contractors necessarily incurred to comply with the copy request.

- For printouts of computerized data on paper, actual added cost may include computer run time and the cost of materials for making the copy.
- For electronic data, the actual added cost may include the reasonably calculated actual added cost of the computer run time, any necessary analysis and programming, and production of a report in the form furnished to the requester.
- The actual added cost shall not include any charge for the existing salary or pay obligation to public officer or employees for the first four hours of searching, identifying, physically redacting, or copying records, but fees may be charged after the first four hours.
- The district shall not charge any fee for copies of public records that is prohibited by law but reserves the right to charge any other fee allowed by law.

The fee schedule for public records copies is as follows:

- Black and white letter or legal-sized photocopies: 50 cents for each copied page.
- Computer data printouts: 50 cents for each page.
- Other medium: Actual cost of reproduction.
- Postage fees: Actual cost

**Deposit.** The school district may require a deposit before providing copies of student or public records if the estimated cost to fulfill the request exceeds fifty dollars.

**Waiver.** Documents may be furnished without charge or at a reduced charge where the district determines that waiver or reduction is in the public interest.

Adopted on: \_\_\_\_\_

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

Reviewed on: \_\_\_\_\_

### **3033**

#### **Lending Textbooks to Children Enrolled in Private Schools**

The school district shall make textbooks available to private school children who reside within the district or are otherwise entitled to borrow them pursuant to statute and 92 Nebraska Administrative Code, section 4. The district is obligated to purchase and lend textbooks only to the extent that the Legislature appropriates funds to the Nebraska Department of Education to be distributed for this purpose. As used in this policy, "textbooks" shall have the definition adopted by the Nebraska State Board of Education in Rule 4.

The district shall make a request for funds by filing an application on the form prescribed by the Department of Education no later than February 15<sup>th</sup> prior to the school year for which the application is made. The application shall include: the number of applications received; the number of textbooks requested; the number of textbooks needed to be purchased to fill the requests; the purchase price of the textbooks needed to be purchased which may include up to 5% of the cost to defray administrative expense; the title, purchase price, and number requested of each textbook including any shipping or handling charges; and if applicable the amount of carryover funds remaining from the previous year, amount of funds on hand from sale of unused textbooks, and amount of funds on hand from reimbursements for damaged textbook.

Textbooks which have not been requested for three consecutive years may be classified as unused and disposed of by sale or otherwise.

On or before November 15<sup>th</sup>, the district shall prepare a list of textbooks that are designated for use in the district during the current year and a list of new textbooks designated for use the following school year. The lists shall be kept current and in a place where they may be viewed during regular business hours. The district shall maintain a separate inventory of textbooks purchased for the use of private school children residing in the district.

Any parent or legal guardian who wishes to borrow textbooks shall submit an application on the form prescribed by the Department of Education to the district's administration offices on or before January 15<sup>th</sup> prior to the school year for which the application is made. The district shall maintain a supply of blank application forms and receipt forms. It shall keep the forms that have been signed by parents and guardians in a separate file for at least 5 years. It shall notify the parents and guardians at least 10 days prior to the start of school when and where the textbooks will be available. It shall make

textbooks available to parents or guardians on or before August 15<sup>th</sup>. If the number of textbooks for a particular subject or grade level is insufficient to fill all of the requests, the textbooks shall be distributed to parents and guardians based on a random drawing.

Parents and guardians shall sign a receipt on the form prescribed by the Department of Education when they pick up the textbooks and shall return the textbooks that can be returned no later than 15 days after the district's last day of class. The district shall assess the returned textbooks for damage beyond normal wear and tear. The parent or guardian who signed the receipt is responsible for paying the reasonable cost of the repair or replacement of any book that is damaged, lost, stolen, or not returned.

The school district shall limit the loan each year to ten textbooks per student for students in grades K-6 and to eight textbooks per student for students in grades 7-12.

Adopted on: \_\_\_\_\_  
Revised on: \_\_\_\_\_  
Reviewed on: \_\_\_\_\_

### 3035

#### Chain of Command – District Administration

The superintendent shall be in control of all school district operations except as provided by another policy or as otherwise provided by law. Following is the administrative chain of command working from the lowest level on the chain upward.

<b>Student Discipline:</b>	<ol style="list-style-type: none"><li>1. Classroom Teacher</li><li>2. Principal/Assistant Principal</li><li>3. Superintendent</li></ol>
<b>Instruction or Curriculum:</b>	<ol style="list-style-type: none"><li>1. Teacher</li><li>2. Principal/Curriculum Director</li><li>3. Superintendent</li></ol>
<b>Transportation:</b>	<ol style="list-style-type: none"><li>1. Bus Driver</li><li>2. Principal/Assistant Principal</li><li>3. Superintendent</li></ol>
<b>Facilities, Grounds, or Maintenance:</b>	<ol style="list-style-type: none"><li>1. Custodial staff</li><li>2. Head custodian</li><li>3. Principal</li><li>4. Superintendent</li></ol>
<b>Policy or Handbook:</b>	<ol style="list-style-type: none"><li>1. Principal</li><li>2. Superintendent</li></ol>
<b>Athletics:</b>	<ol style="list-style-type: none"><li>1. Coach</li><li>2. Athletic/Activities Director</li><li>3. Principal</li><li>4. Superintendent</li></ol>
<b>Personnel:</b>	<ol style="list-style-type: none"><li>1. Employee in question</li><li>2. Principal</li><li>3. Superintendent</li></ol>
<b>All Other Matters</b>	<ol style="list-style-type: none"><li>1. Building Principal</li><li>2. Superintendent</li></ol>

Absent extraordinary circumstances, each matter must be addressed at whatever level the initial action occurred. If the matter is not resolved, the individual may raise it with the next person on the chain of command. This

policy does not supersede any individual's right to contact Board members directly. However, whenever a matter is brought directly to the Board as a whole or to a Board member as an individual, it will be referred to the appropriate individual in the chain of command for study and resolution. The most effective means of initial communication is a personal conference, e-mail, or telephone conversation. E-mail addresses and phone numbers can be found on the school district's website at <https://www.gothenburgswedes.org/>

Adopted on: \_\_\_\_\_

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

Reviewed on: \_\_\_\_\_

## 3036

### **Purchasing (Credit) Card Program**

The board approves the use of a purchasing card (credit card) program for the purchase of goods and services for and on behalf of the school district. The board shall determine the type of purchasing card or cards to be used in the program and shall contract with a third-party provider as provided by law.

**Authorized Purchases.** Authorized users have standing authority to use the purchasing card to charge actual, necessary, and reasonable travel expenses and goods and services for and on behalf of the district. Otherwise, the purchasing card may only be used to purchase goods and services approved by the board or the superintendent or designee. The maximum amount that may be charged in a single day is \$1,000.

**Unauthorized Purchases.** In no event shall the purchasing card be used for personal purchases, purchases that are not school related, alcohol purchases, or purchases that are not allowed by law. Such unauthorized use shall result in discipline, up to and including the end of employment. Individuals who make unauthorized purchases shall reimburse the district for the expense within ten days of the purchase or the discovery of the unauthorized purchase, whichever occurs first.

**Authorized Users.** Individuals holding the following titles may be assigned an individual purchasing card: District Administration and District Personnel. The board may take action at any meeting to authorize additional users or to revoke or suspend user privileges. Such action shall be recorded in the minutes. The school shall also maintain a purchasing card in the name of the school district. School district employees may purchase school related goods and services with the school district credit card only with authorization from the superintendent.

**Documentation.** Employees seeking reimbursement for a purchasing card purchase shall submit an itemized receipt ***and*** a purchasing card receipt to the school district. The itemized receipt shall include the name of the business, contact information, the date, a description of each item sufficient to give the board reasonable notice of the item purchased, and the price. **A non-itemized credit card receipt alone is not sufficient.** Designated school personnel shall maintain the documentation for at least 10 years or as otherwise required by Schedule 24 - Local Agencies (General Records) maintained by the Nebraska Records Management Division. Employees shall maintain copies of any documentation submitted to the school district.

**Suspension or Termination of Privileges.** The board or the superintendent (or his or her designee) (1) ***shall*** temporarily or permanently suspend the

purchasing card privileges of any individual that does not submit an itemized receipt for each purchasing card purchase, and (2) **may** temporarily or permanently suspend the purchasing card privileges of any individual for any other reason. The individual's purchasing card account shall be immediately closed and he or she shall return the purchasing card to the superintendent or board. Purchases that are not accompanied by the required documentation shall be considered unauthorized, and the individual making the purchase shall reimburse the district within 10 days of the purchase or the discovery of the non-itemized purchase, whichever occurs first.

**Reward Points or Rebates.** Any reward points, rebates, or other benefits received from the third-party purchasing card company are and shall remain the property of the school district.

**Purchase Review Procedures.** The superintendent, or his or her designee, and board secretary shall conduct independent reviews of credit card expenses, or a sample thereof, on a quarterly basis. Any unlawful or unauthorized expenditure or other discrepancy shall be brought to the attention of the offending employee, if any, and the board. The superintendent or his or her designee shall provide the board at each regular meeting with the documentation submitted pursuant to this policy or a summary of that documentation with a description of each item sufficient to give the board reasonable notice of the items purchased. Any unlawful or unauthorized purchase shall be addressed as provided in this policy or as otherwise allowed by law.

Adopted on: \_\_\_\_\_  
Revised on: \_\_\_\_\_  
Reviewed on: \_\_\_\_\_

## **3037 Petty Cash**

The elementary school, middle school, high school, and school district office each shall have a petty cash fund for the purchase of materials, supplies, services, or other school related goods and services in circumstances requiring immediate payment.

**Fund Custodians.** The amount of the fund will not exceed \$2,000. The individuals holding the following employment positions shall be the custodians of each petty cash fund and shall administer and be responsible for them:

District Office:                      Superintendent of Schools

Petty fund disbursements may only be made with the authorization of the petty cash fund custodian or the superintendent.

**Documentation.** All petty cash fund disbursements are to be supported by an itemized receipt or other sufficient evidence that documents the expenditure. The itemized receipt or supporting documentation shall include the name of the business, contact information, the date, a description of each item sufficient to give the board reasonable notice of the item purchased, and the price. Designated school personnel shall maintain the documentation for at least 10 years or as otherwise required by Schedule 24 – Local Agencies (General Records) maintained by the Nebraska Records Management Division. Employees shall maintain copies of any documentation submitted to the school district. Expenses will be assigned to the proper budget account.

**Unauthorized Purchases.** In no event shall the petty cash fund be used for personal purchases, purchases that are not school related, alcohol purchases, or purchases that are not allowed by law. Such unauthorized use shall result in discipline, up to and including the end of employment. Individuals who make unauthorized purchases shall reimburse the district for the expense within ten days of the purchase or the discovery of the unauthorized purchase, whichever occurs first.

**Purchase Review Procedures.** The superintendent, or his or her designee, and the school district treasurer shall conduct independent reviews of petty cash fund expenditures on a monthly basis. Any unlawful or unauthorized expenditure or other discrepancy shall be brought to the attention of the offending employee, if any, and the board. The superintendent or his or her designee shall provide the board at each regular meeting with petty cash fund documentation that includes a description of each item sufficient to give the board reasonable notice of the items purchased. Any unlawful or unauthorized

purchase shall be addressed as provided by board policy or as otherwise allowed by law.

**Reconciliation and Closeout.** Each petty cash fund will be reconciled by the school district treasurer and closed out at the end of the fiscal year (June 30<sup>th</sup>). The petty cash fund will be reestablished by the board of education at its July meeting or at such other meeting as determined by the board.

Adopted on: \_\_\_\_\_

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

Reviewed on: \_\_\_\_\_

## Threat Assessment and Response

### Team Concept

The board of education is committed to providing a safe environment for members of the school community. Students, staff and patrons are urged to immediately report any statements or behavior that makes the observer fearful or uncomfortable about the safety of the school environment.

#### 1. Definitions

- a. A **threat** is an expression of a willful intent to physically or sexually harm someone or to damage property in a way that indicates that an individual poses a danger to the safety of school staff, students or other members of the school community.
  - i. The threat may be expressed/communicated behaviorally, orally, visually, in writing, electronically, or through any other means.
  - ii. A **transient threat** is an expression of anger or frustration that can be quickly or easily resolved.
  - iii. A **substantive threat** is an expression of serious intent to harm others which includes, but is not limited to, any threat which involves a detailed plan and means.
- b. A **threat assessment** is a fact-based process emphasizing an appraisal of observed (or reasonably-observable) behaviors to identify potentially dangerous or violent situations, to assess them and to manage/address them. Threat assessment is the process of identifying and responding to serious threats in a systematic, data-informed way.
  - i. The threat assessment process is distinct from student disciplinary procedures. The mere fact that the district is conducting a threat assessment does not by itself necessitate suspension, expulsion or

emergency exclusion without complying with state law and board policy related governing those actions.

- ii. The threat assessment process is distinct from specialized instruction which a student with a disability may receive from the school district. The school district will not change a student's educational placement as that term is used in the Individuals with Disabilities in Education Act *solely* as part of a threat assessment.

## **2. Obligation to Report Threatening Statements or Behaviors.**

All staff and students must report **substantive threats** to a member of the administration immediately and comply with any other mandatory reporting obligations. Staff and students who are unsure whether a threat is substantive or transient should report the situation. Staff and students must make such report regardless of the nature of the relationship between the individual who initiated the threat or threatening behavior and the person(s) who were threatened or who were the focus of the threatening behavior. Staff and students must also make such reports regardless of where or when the threat was made or the threatening behavior occurred.

THREATS OR ASSAULTS WHICH REQUIRE IMMEDIATE INTERVENTION SHOULD BE REPORTED TO THE POLICE AT 911.

## **3. Threat Assessment Team**

The threat assessment team (team) shall consist of superintendent of schools, building principal(s), guidance counselor and local law enforcement. Not every team member need participate in every threat assessment. If the threat has been made by or is directed towards, a student with a disability, the threat assessment team must include a staff member who is knowledgeable about special education services or Section 504 of the Rehabilitation Act, as appropriate. Neither the student nor their student's family members are part of the threat assessment team.

The team is responsible for investigating all reported threats to school safety, evaluating the significance of each threat, and devising an appropriate response. The threat assessment team shall work closely with the crisis team in planning for crisis situations. The threat assessment team shall be familiar with mental health resources available to students, staff and patrons and shall collaborate with local mental health service providers as appropriate.

#### **4. Threat Assessment Investigation and Response**

When a threat is reported, the school administrator shall initiate an initial inquiry/triage and, in consultation with members of the threat assessment team, make a determination of the seriousness of the threat as expeditiously as possible. The school administrator must contact law enforcement if the administrator believes that an individual poses a clear and immediate threat of serious violence.

If there is no reasonably apparent imminent threat present or once such an imminent threat is contained, the threat assessment team will meet to evaluate and respond to the threatening behavior. The team may, but is not required to, review the following types of information:

- Review of the threatening behavior and/or communication;
- Interviews with the individuals involved including students, staff members, and family members as necessary and/or appropriate;
- Review of school and other records for any prior history or interventions with the students involved;
- Any other investigatory methods that the team determines to be reasonable and useful.

At the conclusion of the investigation, the team will determine what, if any, response to the threat is appropriate. The team is authorized to disclose the results of its investigation to law enforcement and to the target(s) of any threatened acts. The team may refer the individual of concern to the appropriate school administrator for consequences under the school's student discipline policy or, if appropriate, report the results of its investigation to the student's individualized education plan team.

Regardless of threat assessment activities, disciplinary action and referral to law enforcement will occur consistent with board policy and Nebraska law.

#### **5. Communication with the Public about Reported Threats**

The team will keep members of the school community appropriately informed about substantive threats and about the team's response to those threats. This communication may include oral announcements, written communication sent home with students, or communication through print or broadcast media. However, the team will not reveal the identity of the individual of concern or of any target(s) of threatened violence unless permitted by law.

**6. Coordination with the Crisis Team After Resolution of Threat**

The threat assessment team will confer with the district's crisis team after a threat has been investigated to provide the crisis team with information that the crisis team may use in assessing or revising the district's All-Hazard School Safety Plan.

Adopted on: \_\_\_\_\_

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

Reviewed on: \_\_\_\_\_

**3040**  
**School Safety and Security**

In order to fulfill its obligation to provide a safe and secure learning environment, the Board of Education has adopted this School Safety and Security Policy. Although the district will take reasonable steps to protect students and staff, no entity can provide complete safety and security at all times. This policy does not make the district a guarantor of the safety of students, staff or patrons.

**I. General Safety and Security**

**a. NDE Rubric**

The District will meet at least the minimum requirement for each school safety and security standard indicator adopted by the Nebraska Department of Education.

**b. School Hours**

- i. During a crisis situation, the administration will maintain established school hours and proceed with all co-curricular activities as scheduled whenever possible.
- ii. If, during a crisis situation, the parent(s) or guardian of a student decide that the student needs to be absent, this absence will be excused.

**c. Access to School Facilities**

- i. The school's facilities may not be used for funeral or memorial services during the school day.
- ii. This policy does not discourage the presentation of traditional American Legion memorial services which promote patriotism.

**d. Memorials**

- i. Memorials often create a visual reminder of a particular crisis that may reintroduce feelings of grief for students. Therefore, memorials may not be displayed anywhere on school premises.

- ii. This policy is not intended to discourage the acceptance of memorial funds or specific items.

## **II. Superintendent's Duties Related to Safety and Security**

### **a. Appointment of Crisis Team**

The Superintendent shall appoint members to serve on the school district's crisis team. The superintendent may, but is not required, to include representatives from the following groups on the crisis team:

- Administrators
- Teachers
- Health/mental health
- Facilities staff
- Transportation staff
- Food service staff member
- Information technology staff
- Students
- Parents
- Staff member with expertise on the needs of students with disabilities
- Organizations that serve the disabled
- Organizations that serve the needs of minority populations (ELL, race, etc.)
- Representatives from local early responders (law enforcement, fire and rescue personnel, railroad, factories, etc.)

### **b. Compliance with Fire and Safety Codes**

The Superintendent will ensure that the school district meets all current fire and life safety codes or is in the process of coming into compliance.

### **c. Annual Safety Audits**

The Superintendent will arrange for the performance of an annual safety audits using an external consultants utilizing the standardized audit protocol adopted by the Nebraska Department of Education.

#### **d. Mutual Aid Agreements**

The Superintendent will enter into mutual aid agreements to address the academic, physical, operational, psychological, and emotional recovery areas when possible with appropriate local entities.

### **III. Building Principals' Duties Related to Safety and Security**

#### **a. Positive and Safe Learning Environment**

Each building principal shall implement a school-wide behavior process to create a positive and safe learning environment.

Each building principal shall conduct training on and require enforcement of the district's anti-bullying and dating violence policies.

Each building principal shall ensure that staff complete the required suicide prevention training as required by board policy.

Each building principal shall require staff to engage in active supervision of students at all times

#### **b. Visitor Protocol.**

Each building principal shall adopt a protocol for visitors to his/her school building to sign in upon arrival and departure and to be identified as a visitor while they are in the building during the school day. The protocol must also address visitors in specialized areas of the school such as playgrounds, gyms, cafeterias and the like.

This protocol may be written or unwritten but must be clearly communicated to and enforced by all staff.

The building principal will report individuals who repeatedly violate the visitor protocol to the superintendent for possible exclusion from school facilities pursuant to board policy.

**c. Emergency Drills**

Each building principal must ensure that the following drills are conducted in his/her building:

- i. Fire drills (evacuation): One fire drill conducted monthly with one additional drill being conducted during the first 30 days of school.
- ii. Tornado drills (shelter): One drill during the first two weeks of school and the second drill during the month of March.
- iii. Bus evacuation drills: Two drills during the school year involving all students and appropriate staff. Recommended that one drill occur during the first month of school.

Each building principal must also conduct any non-required drills recommended by crisis team.

Each building principal shall conduct a performance review of each of the drills conducted pursuant to this policy. This review does not have to be in writing.

Adopted on: \_\_\_\_\_

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

Reviewed on: \_\_\_\_\_

## **3041**

### **Crisis Team Duties**

The crisis team is responsible for planning for the safety and security of the school, staff, and students. The teams will respond to and manage any safety or security incident that occurs in the school setting or which has the potential to disrupt the orderly operation of the school system.

#### **1. Membership on and Chair of Team**

The superintendent will appoint members to serve on the crisis team.

If the superintendent does not serve on the crisis team personally, he/she shall appoint an individual to serve as the chair of the crisis team. The chair of the crisis team shall have the responsibility of scheduling crisis team meetings, documenting crisis team actions and reporting to the board at least annually on the district's All-Hazard School Safety Plan and other activities of the crisis team.

#### **2. Meetings of the Crisis Team**

The crisis team will meet at least twice annually with representatives from local law enforcement and local fire and rescue personnel. At these meetings, the team will coordinate with local agencies to prepare for and communicate about a variety of real world scenarios.

The crisis team will meet at such additional times as necessary to fulfill the duties given to it pursuant to this policy.

#### **3. School Self-Assessment**

The crisis team shall conduct the self-assessment created by the Nebraska Department of Education as part of its School Safety and Security Standards. This assessment shall be conducted for each school building. The team shall report the results of this self-assessment to the superintendent and to the board of education.

Either the superintendent or the chair of the safety committee will also report the results of the self-assessment to the Nebraska Department of Education.

#### **4. All-Hazard School Safety Plan**

The crisis team will create an All-Hazard School Safety Plan. The plan must be customized to the needs of each of the school district's buildings. The plan must include all of the components required by the School Safety and Security Standards adopted by the Nebraska Department of Education, and shall meet at least the minimum indicators set by those Standards.

The crisis team shall share a copy of the district's All-Hazard School Safety Plan with local authorities and first responders.

The chair of the crisis team shall provide a copy of the district's All-Hazard School Safety Plan to the NDE Security Assessor at least one-week prior to the assessor's scheduled visit to the district.

#### **5. Standard Response Protocol (SRP)**

Crisis team shall be knowledgeable about the Standard Response Protocol promoted by the "I love u guys" Foundation.

The crisis team will coordinate with members of the administrative team to arrange for all students, employees and other individuals who routinely use the district's facilities to receive SRP training and guidance.

The crisis team will assess the need for SRP to be implemented at off campus locations where students may be present for school activities.

The crisis team will confer with individuals knowledgeable about students, staff or patrons who may have special needs in order for those individuals to be able to understand and implement the SRP.

#### **6. Consultation With Building Principals**

The crisis team shall confer with the principal of each building within the district to ensure that visible signage is present in each building which meets the needs of local emergency responders

The crisis team will review the utility of non-required drills in light of the needs and unique circumstances present within each building within the district. Non-required drills recommended by NDE include lock-down, lock out, evacuation, shelter and reunification process. The crisis team will consult with building principals to review both required and non-required drills.

**7. Consultation with Threat Assessment Team**

The crisis team will consult with members of the threat assessment team to determine if the district's All-Hazard School Safety Plan has been appropriately implemented and if it should be modified or updated.

**8. Review of Training**

The crisis team shall review the training which the school system provides for specified employees in required areas to comply with local, state, and federal regulations.

The crisis team shall also review any non-required training which could be provided to appropriate staff to increase the safety and security of the school district and its students, staff and patrons. If the team believes such non-required training would be beneficial, it shall recommend to the superintendent that the training be provided to the identified staff member at district expense.

**9. Communication with School Community and Stakeholders**

The crisis team will work continuously to improve communication with the school community and relevant stakeholders. This communication shall include, but not be limited to, the communication strategies and protocols identified in the district's All-Hazard School Safety Plan.

**10. Communication with the Board of Education**

The crisis team will report to the board at least annually on its activities. This report may be included as part of the superintendent's report at a regular board meeting.

Adopted on: \_\_\_\_\_

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

Reviewed on: \_\_\_\_\_

## 3042

### **Construction Management at Risk Contracts**

This policy is adopted pursuant to the Political Subdivisions Construction Alternatives Act (NEB. REV. STAT. § 13-2901 through § 13-2914).

The board shall adopt a resolution by a two-thirds affirmative vote selecting the construction management at risk contract delivery system prior to proceeding with any of the steps involved with solicitation or execution of any construction contract.

#### **Definitions.** For purposes of this policy:

1. Construction management at risk contract means a contract by which a construction manager (a) assumes the legal responsibility to deliver a construction project within a contracted price to the school district, (b) acts as a construction consultant to the school district during the design development phase of the project when the school district's architect or engineer designs the project, and (c) is the builder during the construction phase of the project;
2. Construction manager means the legal entity which proposes to enter into a construction management at risk contract pursuant to the Act;
3. Proposal means an offer in response to a request for proposals by a construction manager to enter into a construction management at risk contract for a project pursuant to the act;
4. Request for proposals means the documentation by which a school district solicits proposals; and
5. School district means Gothenburg Public Schools.

#### **Procedures.**

1. Procedures for the preparation and content of requests for proposals shall include the following:
  - A. At least thirty days prior to the deadline for receiving and opening proposals, notice of the request for proposals shall be published in a newspaper of general circulation within the school district and filed with the State Department of Education. The request for proposals shall contain, at a

minimum, the following elements:

1. The identity of the school district for which the project will be built and the school district that will execute the contract;
  2. Policies adopted by the school district pursuant to the Act;
  3. The proposed terms and conditions of the contract, including any terms and conditions which are subject to further negotiation. The proposed general terms and conditions shall be consistent with nationally recognized model general terms and conditions which are standard in the design and construction industry in Nebraska. The proposed terms and conditions may set forth an initial determination of the manner by which the construction manager selects any subcontractor and may require that any work subcontracted be awarded by competitive bidding;
  4. Any bonds and insurance required by law or as may be additionally required by the school district;
  5. General information about the project which will assist the school district in its selection of the construction manager, including a project statement which contains information about the scope and nature of the project, the project site, the schedule, and the estimated budget;
  6. The criteria for evaluation of proposals and the relative weight of each criterion; and
  7. A description of any other information which the school district chooses to require.
2. Procedures for the preparation and submission of proposals by the construction manager shall be determined on a project-by-project basis and included within the requests for proposals.
  3. Procedures for evaluating requests for proposals submitted to the school district by a construction manager shall include the following:

- A. The school district shall refer the proposals for recommendation to a selection committee. The selection committee shall be a group of at least five persons designated by the school district. Members of the selection committee shall include (1) members of the school board, (2) members of the school administration or staff, (3) the school's architect or engineer (4) any person having special expertise relevant to selection of a construction manager under the Act, and (5) a resident of the school district other than an individual included in subdivisions (1) through (4) of this subsection. A member of the selection committee designated under subdivision (4) or (5) of this subsection shall not be employed by or have a financial or other interest in a construction manager who has a proposal being evaluated and shall not be employed by the school district or the school's architect or engineer.
- B. The selection committee and the school district shall evaluate proposals taking into consideration the criteria enumerated in subdivisions (1) through (7) of this subsection with the maximum percentage of total points for evaluation which may be assigned to each criterion set forth following the criterion. The following criteria shall be evaluated, when applicable:
- (1) The financial resources of the construction manager to complete the project **5%**;
  - (2) The ability of the proposed personnel of the construction manager to perform **10%**;
  - (3) The character, integrity, reputation, judgment, experience, and efficiency of the construction manager **20%**;
  - (4) The quality of performance on previous projects **20%**;
  - (5) The ability of the construction manager to perform within the time specified **20%**;
  - (6) The previous and existing compliance of the construction manager with laws relating to the

contract **10%**; and

- (7) Such other information as may be secured having a bearing on the selection **15%**.

The records of the selection committee in evaluating proposals and making recommendations shall be considered public records for purposes of NEB. REV. STAT. § 84-712.01.

- C. The school district shall then evaluate and rank each proposal on the basis of best meeting the criteria in the request for proposals and taking into consideration the recommendation of the selection committee.
4. Procedures for negotiations between the school district and the construction managers submitting proposals prior to the acceptance of a proposal if any such negotiations are contemplated shall include the following:
- A. The school district may attempt to negotiate a construction management at risk contract with the highest ranked construction manager and may enter into a construction management at risk contract after negotiations.
- B. The negotiations shall include a final determination of the manner by which the construction manager selects a subcontractor.
- C. If the school district is unable to negotiate a satisfactory contract with the highest ranked construction manager, the school district may terminate negotiations with that construction manager. The school district may then undertake negotiations with the second highest ranked construction manager and may enter into a construction management at risk contract after negotiations.
- D. If the school district is unable to negotiate a satisfactory contract with the second highest ranked construction manager, the school district may undertake negotiations with the third highest ranked construction manager, if any, and may enter into a construction management at risk contract after negotiations.
- E. If the school district is unable to negotiate a satisfactory contract with any of the ranked construction managers, the school district may either revise the request for proposals and solicit new proposals or cancel the construction management at risk process under the act.

- F. If the school district is able to negotiate a satisfactory contract with a construction manager, the school district shall file a copy of all construction management at risk contract documents with the State Department of Education within thirty days after their full execution. Within thirty days after completion of the project, the construction manager shall file a copy of all contract modifications and change orders with the State Department of Education.
5. Procedures for filing and acting on formal protests relating to the solicitation or execution of construction management at risk contracts shall include the following:
- A. Definitions.
    - (1) Interested party shall mean an actual or prospective bidder whose direct economic interest would be affected by the award of a contract by the school district to another party or by the failure of the school district to award a contract to such actual or prospective bidder.
    - (2) Protest shall mean a written objection by an interested party on any phase of the bidding process, including specification, preparation, bid solicitation, and intent to award.
  - B. Right to Protest. An interested party may protest to the Superintendent. The protest shall be submitted in writing on company letterhead within five working days after public notice of the bid. Protests based on alleged apparent improprieties in a solicitation or other request for proposals must be filed before bid opening or the closing date for receipt of proposals. In all other cases, the protest must be filed within five working days following the selection of the construction manager. To expedite handling of protests, the envelope containing the protest should be clearly labeled "Protest". The written protest shall include as a minimum the following:
    - (1) The name and address of the interested party;
    - (2) Appropriate identification of the relevant solicitation, and if a bid has been opened, its number, and date of

opening;

- (3) A detailed statement of reasons for the protest;
- (4) Supporting, exhibits, evidence, or documents to substantiate any claims unless not available within the filing time, in which case the expected availability date shall be indicated; and a list of all persons who have knowledge of facts relevant to the protest; and
- (5) The action(s) the protestor desires the school district to take to resolve the protest.

The Superintendent will immediately decide upon receipt of the protest whether or not the award of a contract shall be delayed, or if the protest is timely received after the award, whether the performance of the contract should be suspended. The school district shall not proceed further with the solicitation or with the award of the contract and shall suspend performance under the contract, if awarded, unless the Superintendent makes a written determination that the protest is clearly without merit or that award of the contract without delay is necessary to protect the substantial interests of the school district.

- C. Authority to Resolve Protests. Prior to the commencement of an administrative review by the Board concerning any protest, the Superintendent shall attempt to resolve any protest filed by an interested party concerning any solicitation. If the protest is not resolved by mutual agreement, the Superintendent shall create and deliver a Decision to the protestor within a reasonable time after the written protest was received. The Decision shall include a written summary of the Superintendent's investigation and a recommendation regarding the outcome of the protest. The Decision shall (1) state the reasons for the action taken, and (2) inform the interested party of their right to the administrative review by the Board. A copy of the Decision shall be mailed or otherwise furnished immediately to the interested party and any other party intervening protestor and all other bidders. If not satisfied with the decision of the Superintendent, any interested party protestor may appeal to the Board, but the decision shall be final unless the interested party protestor files a timely appeal with the

Board.

- D. Board Appeal Procedures. Any interested party protester, within five working days of receipt of a decision of the Superintendent, may file with the Superintendent a written notice of appeal for an administrative review before the Board. The Notice of Appeal must clearly state the action protested and the basis of appeal. The Board will conduct an administrative review at its next regularly scheduled meeting or at a special meeting. The school district board of education shall consider the Decision of the Superintendent and shall make the final decision on the protest. The school district board of education's decision shall be final.
6. A construction management at risk contract may be conditioned upon later refinements in scope and price and may permit the school district in agreement with the construction manager to make changes in the project without invalidating the contract. Later refinements shall not exceed the scope of the project statement contained in the request for proposals.

**Prohibitions.** The school district shall not use a construction management at risk contract for any construction project excluded by NEB. REV. STAT. § 13-2914 or any other applicable law.

Adopted on: \_\_\_\_\_

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

Reviewed on: \_\_\_\_\_

**3043**  
**Design-Build Contracts**

This policy is adopted pursuant to the Political Subdivisions Construction Alternatives Act (NEB. REV. STAT. § 13-2901 through § 13-2914).

The board shall adopt a resolution by a two-thirds affirmative vote selecting the design-build contract delivery system prior to proceeding with any of the steps involved with solicitation or execution of any construction contract.

**Definitions.** For purposes of this policy:

1. Board means the District's Board of Education.
2. Department means the Nebraska Department of Education.
3. Design-Build Contract (DB Contract) means a contract which is subject to qualification-based selection between the District and a Design-Builder to furnish (a) architectural, engineering, and related design services for a project pursuant to the Nebraska Political Subdivisions Construction Alternatives Act (Act) and (b) labor, materials, supplies, equipment, and construction services for a project pursuant to the Act.
4. Design-Builder means a legal entity which proposes to enter into a DB Contract which is subject to qualification-based selection pursuant to the Act.
5. District means Gothenburg Public Schools.
6. NEARA means the Nebraska Engineers and Architects Regulation Act.
7. Performance-Criteria Developer (PCD) means any person licensed or any organization issued a certificate of authorization to practice architecture or engineering pursuant to the NEARA who is selected by the District pursuant to this policy to assist the District in the development of Project Performance Criteria, Requests For Proposals, evaluation of Proposals, evaluation of construction under a DB Contract to determine adherence to the Project Performance Criteria, and any additional services requested by the District to represent its interests in relation to a project.
8. Project Performance Criteria means the performance requirements of the project suitable to allow the Design-Builder to make a Proposal.

Performance requirements include the following, if required by the project: capacity, durability, standards, ingress and egress requirements, description of the site, surveys, soil and environmental information concerning the site, interior space requirements, material quality standards, design and construction schedules, site development requirements, provisions for utilities, storm weather retention and disposal, parking requirements, applicable governmental code requirements, and other criteria for the intended use of the project.

9. Proposal means an offer in response to a Request For Proposals ("RFP") by a Design-Builder to enter into a DB Contract for a project pursuant to the Act.
10. Act means the Nebraska Political Subdivisions Construction Alternatives Act.
11. Request for Proposals (RFP) means the documentation by which the District solicits Proposals.
12. Superintendent means the District's Superintendent of Schools.

**Procedures.** The District shall follow the procedures below in connection with any DB Contract.

**1. Rules and Procedures for Selecting and Hiring a PCD for a Specific Project.**

A. The District shall encourage eligible persons or organizations who desire to provide services to the District as a PCD to submit a statement of qualifications and performance data to the District. At least thirty days prior to selecting and hiring a PCD, the District shall publish notice in a newspaper of general circulation in the District that it is seeking a PCD for a design-build project. The notice shall include the following:

- (1) A general description of the Design-Build project;
- (2) Directions regarding how interested persons or organizations can apply for consideration by the District;
- (3) The date by which persons or organizations must submit their applications; and
- (4) A statement that any person or organization applying for consideration by the District must obtain a copy of

the District's Design-Build Contract Policy from the Superintendent.

- B. To apply to be the District's PCD, applicants must submit a current statement of qualifications and performance data to the District. The statement of qualifications must include evidence that the applicant is licensed or certified to practice architecture or engineering pursuant to the NEARA. Applicants must update any information provided to the District to reflect any changed conditions of the applicant.
- C. Applicants shall first be certified by the Superintendent as qualified to act as a PCD for the District. In order to certify an applicant, the Superintendent shall make a finding that a PCD is fully qualified to render the required service. Factors to be considered in making this finding shall include capabilities to perform, adequacy of personnel, past record and performance, and experience; and may also include consideration of recent, current, and projected workloads; experience; equipment and facilities; promptness, and the quality of work previously done by applicant; suitability to the particular task; willingness to meet time and budget requirements; and such other qualities as are found necessary to consider in order to determine whether or not, if awarded the contract, the applicant could perform it strictly in accordance with its terms capabilities to perform.
- D. The Board shall evaluate each qualified applicant's current statement of qualifications and performance data. The Board shall conduct discussions with, and may require public presentations by no less than three applicants regarding their qualifications, approach to the project, ability to furnish the required service, and other factors identified above.
- E. The Board shall select, in order of preference, at least three applicants deemed to be most highly qualified to perform the required services after considering the factors outlined above.
- F. The Board shall negotiate a contract with the most qualified applicant for compensation which the Board determines is fair and reasonable. In making this determination, the Board shall conduct a detailed analysis of the cost of the professional services required in addition to considering their scope and complexity. For all lump-sum or cost-plus-a-fixed-fee professional service contracts, the Board shall require the applicant receiving the award to

execute a certificate stating that wage rates and other factual unit costs supporting the compensation are accurate, complete, and current at the time of contracting. Any contract under which such a certificate is required shall contain a provision that the original contract price and any additions thereto shall be adjusted to exclude any significant sums by which the Board determines the contract price had been increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs. All such contract adjustments shall be made within one year following the end of the contract.

- G. If the Board is unable to negotiate a satisfactory contract with the applicant considered to be the most qualified at a price the Board determines to be fair and reasonable, it shall terminate negotiations with that applicant. The Board may then undertake negotiations with the second most qualified applicant. If the Board fails to reach an agreement with the second most qualified applicant, it shall terminate negotiations with that applicant. The Board shall then undertake negotiations with the third most qualified applicant.
- H. If the Board is unable to negotiate a satisfactory contract with any of the selected applicants, it shall either select additional applicants in order of their competence and qualification and continue negotiations in accordance with this policy until an agreement is reached or review the agreement under negotiation to determine the possible cause for failure to achieve a negotiated agreement.
- I. The Board may designate a committee to carry out any or all of the Board's duties under the PCD selection section of this policy, provided that the Board must approve any agreement with an applicant prior to its execution. Any such committee must have among its membership at least one person who is licensed to practice architecture or engineering pursuant to the NEARA.
- J. The public shall not be excluded from the meetings or proceedings under this section of this policy in accordance with the Open Meetings Act.
- K. The contract between the District and the PCD shall contain a prohibition against contingent fees as follows: "The PCD warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the PCD, to solicit or

secure this agreement and that the PCD has not paid or agreed to pay any person, company, corporation, individual, or firm, other than a bona fide employee working solely for the PCD, any fee, commission, percentage, gift, or any other consideration contingent upon or resulting from the award or the making of this agreement." Upon violation of such provision, the District shall have the right to terminate the agreement without liability and, at its discretion, to deduct from the contract price, or otherwise recover, the full amount of such fee, commission, percentage, or consideration.

- L. The PCD is ineligible to be included as a provider of any services in a Proposal for the project on which it has acted as a PCD.
- M. A PCD may not be employed by or may not have a financial or other interest in a Design-Builder that will submit a Proposal.

**2. Procedures and standards to be used to prequalify Design-Builders.**

- A. The District, with the help of the PCD, shall prepare a request for letters of interest. The request for letters of interest shall:
  - (1) Describe the project in sufficient detail to permit a Design-Builder to submit a letter of interest;
  - (2) Be published in a newspaper of general circulation within the District at least 30 days prior to the deadline for receiving letters of interest; and
  - (3) Be sent by first-class mail to any Design-Builder upon request.
- B. Letters of interest shall be reviewed by the District in consultation with the PCD. The District and the PCD will evaluate prospective Design-Builders based on the information submitted to the District in response to the request for letters of interest.
- C. The District shall select at least three prospective Design-Builders, except that if only two Design-Builders have submitted letters of interest, the District shall select at least two prospective Design-Builders. Such selected Design-Builders shall be considered prequalified and eligible to receive and respond to the RFP.

- D. The District and PCD shall use the following standards when selecting which prospective Design-Builders to prequalify: capabilities to perform, adequacy of personnel, past record and performance, and experience; and may also include consideration of recent, current, and projected workloads; experience; equipment and facilities; promptness, and the quality of work previously done by applicant; suitability to the particular task; willingness to meet time and budget requirements; and such other qualities as are found necessary to consider in order to determine whether or not, if awarded the contract, the applicant could perform it strictly in accordance with its terms capabilities to perform.

**3. Procedures for the preparation and content of RFPs.**

- A. The District, with the help of the PCD, shall prepare the RFP, which shall contain:
- (1) The identity of the school district for which the project will be built and will execute the Design-Build Contract;
  - (2) A copy of this Design-Build Contract Policy and all other policies adopted by the District relating to the DB Contract;
  - (3) The proposed terms and conditions of the DB Contract, including any terms and conditions which are subject to further negotiation. The proposed general terms and conditions shall be consistent with nationally recognized model general terms and conditions which are standard in the design and construction industry in Nebraska. The proposed terms and conditions may set forth an initial determination of the manner by which the Design-Builder selects any subcontractor and may require that any work subcontracted be awarded by competitive bidding;
  - (4) A project statement which contains information about the scope and nature of the project;
  - (5) Project Performance Criteria;
  - (6) Budget parameters for the project;
  - (7) Any bonds or insurance required by law or as may be additionally required by the District;
  - (8) The criteria for evaluation of Proposals and the relative weight of each criterion;
  - (9) A requirement that the Design-Builder provide a written statement of its proposed approach to the design and construction of the project, which may include graphic

materials illustrating the proposed approach to design and construction but shall not include price proposals;

(10) A requirement that the Design-Builder agree to the following conditions:

- (i) An architect or engineer licensed to practice in Nebraska will participate substantially in those aspects of the offering which involve architectural or engineering services;
- (ii) At the time of the design-build offering, the Design-Builder will furnish to the Board a written statement identifying the architect or engineer who will perform the architectural or engineering work for the design-build project;
- (iii) The architect or engineer engaged by the Design-Builder to perform the architectural or engineering work with respect to the design-build project will have direct supervision of such work and may not be removed by the Design-Builder prior to the completion of the project without the written consent of the Board;
- (iv) A Design-Builder offering design-build services with its own employees who are design professionals licensed to practice in Nebraska will: (a) comply with the NEARA by procuring a certificate of authorization to practice architecture or engineering and (b) submit proof of sufficient professional liability insurance; and
- (v) The rendering of architectural or engineering services by a licensed architect or engineer employed by the Design-Builder will conform to the NEARA and rules and regulations adopted under the Act; and

(11) Other information the District chooses to require.

B. At least 30 days prior to the deadline for receiving and opening Proposals, the notice of the RFP shall be:

- (1) Published in a newspaper of general circulation within the District;
- (2) Filed with the Department; and

- (3) Sent by first-class mail to the prequalified Design-Builders only.

#### **4. Procedures for preparing and submitting Proposals.**

- A. Prequalified Design-Builders shall prepare and submit Proposals as required by the RFP.
- B. All Proposals shall be sealed. Proposals shall not be opened until expiration of the time established for making Proposals as set forth in the RFP.
- C. Proposals may be withdrawn at any time prior to acceptance.
- D. The District has the right to reject any and all Proposals except for the purpose of evading the law. The District may thereafter solicit new Proposals using the same or a different Project Performance Criteria.

#### **5. Procedures for evaluating Proposals.**

- A. The District may only proceed to negotiate and enter into a DB Contract if there are at least two proposals from prequalified Design-Builders.
- B. The District shall refer the proposals for recommendation to a selection committee. The selection committee shall be a group of at least five persons designated by the District. Members of the selection committee shall include (1) members of the school board, (2) members of the school administration or staff, (3) the school's architect or engineer (4) any person having special expertise relevant to selection of a design-builder under the Act, and (5) a resident of the District other than an individual included in subdivisions (1) through (4) of this subsection. A member of the selection committee designated under subdivision (4) or (5) of this subsection shall not be employed by or have a financial or other interest in a design-builder who has a proposal being evaluated and shall not be employed by the District or the school's architect or engineer.
- C. The selection committee and the District shall evaluate proposals taking into consideration the criteria enumerated in subdivisions (1) through (7) of this subsection with the maximum percentage of total points for evaluation which may be assigned to each criterion set forth following the criterion. The following criteria shall be evaluated, when applicable:

- (1) The financial resources of the design-builder to complete the project **5%**;
- (2) The ability of the proposed personnel of the design-builder to perform **10%**;
- (3) The character, integrity, reputation, judgment, experience, and efficiency of the design-builder **20%**;
- (4) The quality of performance on previous projects **20%**;
- (5) The ability of the design-builder to perform within the time specified **20%**;
- (6) The previous and existing compliance of the design-builder with laws relating to the contract **10%**; and
- (7) Such other information as may be secured having a bearing on the selection **15%**.

The records of the selection committee in evaluating proposals and making recommendations shall be considered public records for purposes of NEB. REV. STAT. § 84-712.01.

- D. The District shall then evaluate and rank each proposal on the basis of best meeting the criteria in the request for proposals and taking into consideration the recommendation of the selection committee.

**6. Procedures for Negotiations between the District and Design-Builders Submitting Proposals Prior to the District's Acceptance of a Proposal.**

- A. The District may attempt to negotiate a DB Contract with the highest ranked Design-Builder selected by the Board and may enter into a DB Contract after negotiations.
- B. The negotiations shall include a final determination of the manner by which the design-builder selects a subcontractor.
- C. If the District is unable to negotiate a satisfactory DB Contract with the highest ranked Design-Builder, it may terminate negotiations with that Design-Builder. The District may then undertake negotiations with the second highest ranked Design-

- Builder and may enter into a DB Contract with that Design-Builder after negotiations.
- D. If the District is unable to negotiate a satisfactory DB Contract with the second highest ranked Design-Builder, it may terminate negotiations with that Design-Builder. The District may then undertake negotiations with the third highest ranked Design-Builder, if any, and may enter into a DB Contract with that Design-Builder after negotiations.
  - E. If the District is unable to negotiate a satisfactory DB Contract with any of the ranked Design-Builders, it may either revise the RFP and solicit new Proposals or cancel the design-build process.
  - F. If the District is able to negotiate a satisfactory contract with a design-builder, the District shall file a copy of all design-build contract documents with the State Department of Education within thirty days after their full execution. Within thirty days after completion of the project, the design-builder shall file a copy of all contract modifications and change orders with the State Department of Education.

**7. Procedures for Filing and Acting on Formal Protests Relating to the Solicitation or Execution of DB Contracts.**

- A. Definitions.
  - (1) Interested party shall mean an actual or prospective bidder whose direct economic interest would be affected by the award of a contract by the District to another party or by the failure of the District to award a contract to such actual or prospective bidder.
  - (2) Protest shall mean a written objection by an interested party on any phase of the bidding process, including specification, preparation, bid solicitation, and intent to award.
- B. Right to Protest. An interested party may protest to the Superintendent. The protest shall be submitted in writing on company letterhead within five working days after public notice of the bid. Protests based on alleged apparent improprieties in a solicitation or other request for proposals must be filed before bid opening or the closing date for receipt of proposals. In all other cases, the protest must be filed within five working days following the selection of the design-builder. To expedite handling of protests, the envelope containing the protest

should be clearly labeled "Protest". The written protest shall include as a minimum the following:

- (1) The name and address of the interested party;
- (2) Appropriate identification of the relevant solicitation, and if a bid has been opened, its number, and date of opening;
- (3) A detailed statement of reasons for the protest;
- (4) Supporting, exhibits, evidence, or documents to substantiate any claims unless not available within the filing time, in which case the expected availability date shall be indicated; and a list of all persons who have knowledge of facts relevant to the protest; and
- (5) The action(s) the protestor desires the school district to take to resolve the protest.

The Superintendent will immediately decide upon receipt of the protest whether or not the award of a contract shall be delayed, or if the protest is timely received after the award, whether the performance of the contract should be suspended. The school district shall not proceed further with the solicitation or with the award of the contract and shall suspend performance under the contract, if awarded, unless the Superintendent makes a written determination that the protest is clearly without merit or that award of the contract without delay is necessary to protect the substantial interests of the District.

- C. Authority to Resolve Protests. Prior to the commencement of an administrative review by the Board concerning any protest, the Superintendent shall attempt to resolve any protest filed by an interested party concerning any solicitation. If the protest is not resolved by mutual agreement, the Superintendent shall create and deliver a Decision to the protestor within a reasonable time after the written protest was received. The Decision shall include a written summary of the Superintendent's investigation and a recommendation regarding the outcome of the protest. The Decision shall (1) state the reasons for the action taken, and (2) inform the interested party of their right to the administrative review by the Board. A copy of the Decision shall be mailed or otherwise furnished immediately to the interested party and any other party intervening protester and all other bidders. If not satisfied with the decision of the Superintendent, any

interested party protester may appeal to the Board, but the decision shall be final unless the interested party protester files a timely appeal with the Board.

D. **Board Appeal Procedures.** Any interested party protester, within five working days of receipt of a decision of the Superintendent, may file with the Superintendent a written notice of appeal for an administrative review before the Board. The Notice of Appeal must clearly state the action protested and the basis of appeal. The Board will conduct an administrative review at its next regularly scheduled meeting or at a special meeting. The school district board of education shall consider the Decision of the Superintendent and shall make the final decision on the protest. The school district board of education's decision shall be final.

**8. Refinements and Changes.** A DB Contract may be conditioned upon later refinements in scope and price and may permit the District, in agreement with the Design-Builder, to make changes in the project without invalidating the DB Contract. Later refinements shall not, however, exceed the scope of the project statement contained in the RFP.

**9. Projects Excluded.** The District shall not use a design-build contract for any construction project excluded by NEB. REV. STAT. § 13-2914 or any other applicable law.

Adopted on: \_\_\_\_\_

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

Reviewed on: \_\_\_\_\_

## **3044**

### **Incidental or De Minimis Use of Public Resources**

The board prohibits its members and employees from using public resources for personal or political purposes as prohibited in the Nebraska Political Accountability and Disclosure Act ("Act"). However, the board recognizes that incidental or de minimis uses of public resources are sometimes necessary and within reason. The purpose of this policy is to comply with the Act and to authorize certain uses of public resources as permitted by the Act.

The following uses of public resources are permitted as incidental or de minimis:

- Limited communications with family members or other non-district employees for personal purposes, such as e-mails or text messages with a spouse using district hardware, software, internet, accounts, or other public resources so long as this communication does not distract from or interfere with employees performing their official duties, with interference determined in the sole and unfettered discretion of an employee's supervising administrator;
- Traveling to or from the person's home when the primary purpose serves the interests of the district. If an employee is unsure whether the primary purpose serves the interests of the district, the employee should obtain the approval of his or her supervising administrator, who is authorized to make that determination under this policy;
- Making a limited number of copies of personal documents when the person cannot make alternative arrangements;
- Using personal social media accounts or accessing appropriate websites which are consistent with the district's digital citizenship curriculum while off duty;
- Using district-owned computer programs, such as Word, Excel, Adobe, and others for personal purposes while off duty;
- Any other uses contained in the collective bargaining agreement or individual contract of the employee;
- Other uses by employees authorized by the superintendent or superintendent's designee. The board intends to allow the superintendent to authorize such uses on a case-by-case basis to the maximum extent permitted by the Act; and
- Other uses by the superintendent or board members authorized by the board president. The board intends to allow the board president to authorize such uses on a case-by-case basis to the maximum extent permitted by the Act

All uses pursuant to this policy must be (1) consistent with other district policies, (2) consistent with the provisions of Title 92, Nebraska Administrative Code, Chapter 27 (Nebraska Department of Education "Rule 27"), and (3) reported as compensation in accordance with the Internal Revenue Code of 1986, as amended, and taxes, if any, are paid. It is the responsibility of each board member or employee to account for their own tax liability, and the district will not indemnify or account for any personal use of public resources by the board member or employee.

All of the provisions of Rule 27 will apply to non-certificated staff for the purposes of this policy. In addition, employees may not use the school's internet, computers, or other technology to access obscene or pornographic material, sext, or engage in any illegal activities.

Adopted on: \_\_\_\_\_

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

Reviewed on: \_\_\_\_\_

**3045**  
**Use of Sniffer Dogs**

The board of education finds that the possession of illegal drugs and other contraband on school grounds is unlawful, is disruptive of the educational process, is harmful to students and staff, and is contrary to the interests of the school district. Accordingly, to minimize the presence of these items on school grounds, the administration is authorized to use sniffer dogs according to the protocol set forth in this policy.

**Protocol for Use of Sniffer Dogs**

1. The superintendent, or the building principal with the superintendent's permission, may initiate the use of specially trained sniffer dogs to conduct an inspection.
2. The administration will contact the canine provider and/or the appropriate law enforcement agency to schedule the use of a sniffer dog or dogs. The administration shall require an assurance from the provider that any sniffer dogs to be used in the school have been properly trained, and may request evidence of the training and/or certification of the dogs. In no event will the school district authorize a sniffer dog to sniff any person.
3. The superintendent or if designated by the superintendent, the building principal, and law enforcement representatives or canine provider will confer regarding the specific plan of areas to be inspected. The plan may involve any or all school building facilities, vehicles in the school parking lot, or other areas where student and staff vehicles are parked on school property during or after school hours.
4. If the inspection is scheduled for a day when school is in session, students and staff will be informed over the public address system, and will be directed to remain in their rooms until given further directions.
5. During the inspection, administrators may assign personnel to designated areas as deemed appropriate to assist in the smooth handling of the inspection.
6. After the inspection is finished, students and staff will be notified over the public address system, and will be thanked for their cooperation.
7. If the sniffer dog alerts, the alert will constitute reasonable cause for the administration to conduct a search of the property. If the sniffer

dog alerts on a vehicle on school grounds, the owner will be required to unlock the vehicle doors and trunk for further inspection of the interior of the vehicle. If the owner refuses to unlock the vehicle, the matter will be turned over to law enforcement authorities. The owner will be subject to disciplinary action as specified in board policy and/or the student or staff handbook or as otherwise allowed by law. This may include discipline for the refusal to obey an administrative directive.

8. Any illegal drugs or contraband found on school grounds, whether in a desk, locker, vehicle, or any other place on school grounds, will be confiscated and turned over to law enforcement authorities. A student's parents will be contacted. The individual will be subject to disciplinary action as specified in board policy and/or the student or staff handbook or as otherwise allowed by law.
9. At the conclusion of the inspection, school officials will confer with the canine provider and/or any law enforcement authorities who were involved in the inspection to review the results of the inspection. The administration may authorize any follow-up inspections or other action deemed appropriate.

### **NOTICE TO STUDENTS AND STAFF**

Students and staff shall be informed of the District's policy regarding the use of sniffer dogs as soon as practicable after the adoption of this policy. Thereafter, students and staff shall be informed of the policy at the beginning of the school year. By this policy and/or via the provision in the student or staff handbook, students and staff are specifically notified that:

1. Lockers may be sniffed by sniffer dogs at any time.
2. Vehicles parked on school property may be sniffed by sniffer dogs at any time.
3. Classrooms and other common areas may be sniffed by sniffer dogs at any time students and staff are not present.
4. If contraband of any kind is found, the student or staff member shall be subject to appropriate disciplinary action.

Adopted on: \_\_\_\_\_  
Revised on: \_\_\_\_\_  
Reviewed on: \_\_\_\_\_

## 3046 Animals at Schools

Animals are not allowed in school district buildings or on school district property without the written permission of the superintendent or his or her designee except as provided in this policy or as otherwise required by law.

### **I. USE OF ANIMALS FOR INSTRUCTIONAL PURPOSES**

Animals that support a district program or curriculum or that are used for instructional purposes are allowed in school district buildings or on school district property with the written permission of the superintendent or building principal.

### **II. SERVICE ANIMALS**

The school district does not permit discrimination against individuals with disabilities, including those who require the assistance of a service animal. An individual with a disability is permitted to be accompanied by his/her service animal on school property when required by law, subject to the conditions of this policy.

**Service Animal.** A "service animal" is a dog that has been individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability. Work or tasks **do not** include the crime deterrent effects of an animal's presence and the provision of emotional support, well-being, comfort, or companionship. The work or tasks performed by a service animal must be directly related to the handler's disability or necessary to mitigate a disability. Other species of animals, whether wild or domestic, trained or untrained, are not service animals for the purposes of this definition. **See also,** Miniature Horses below.

**School District Inquiries.** School officials **may** ask the owner or handler of an animal whether the animal is required because of a disability and what work or task the animal has been trained to do **unless** the answers to these inquiries are readily apparent. School officials **may not** ask about the nature or extent of a person's disability and may not require documentary proof of certification or licensing as a service animal.

**Procedural Requirements.** The following requirements must be satisfied **before** a service animal will be allowed in school buildings or on school grounds:

**Request.** A person who wants to be accompanied by his/her service animal must submit a written request form to a principal or superintendent. The request form is attached to this policy. These requests must be renewed each school year or whenever a different service animal will be used. When a request to be accompanied by a service animal is submitted by, or on behalf of, a student who has an Individualized Education Program (IEP) and/or a Section 504 Plan, then the request shall be promptly referred to the student's respective IEP Team and/or 504 Team for its consideration and/or input.

**Health and Vaccination.** The owner or handler must have proof of current licensure from the local licensing authority including proof of the service animal's current vaccinations and immunizations required by law.

Service animals will not be allowed in school buildings or other school property until the school has approved the request.

**Control.** A service animal must be under the control of its handler at all times. The service animal must have a harness, backpack, vest identifying the dog as a trained service dog, leash, or other tether. If the handler is unable to use a harness, backpack, vest, leash, or other tether, because of a disability or the use of a harness, backpack, vest, leash, or other tether would interfere with the service animal's safe, effective performance of work or tasks, the use of these items is not required. However, the service animal must be otherwise under the handler's control.

**Exclusion or Removal from School.** A service animal may be excluded from school property and buildings if a school administrator determines that:

- (1) A handler does not have control of the service animal;
- (2) The service animal is not housebroken;
- (3) The service animal presents a direct and immediate threat to others in the school; or
- (4) The animal's presence fundamentally alters the nature of the service, program, or activity.

The handler or the student's parent or guardian shall be required to remove the service animal from school premises immediately upon such a determination. If the service animal is removed, the individual with a disability shall be provided with the opportunity to participate in the service, program, or activity without the service animal.

**Allergic Reactions.** If any student or school employee assigned to a classroom or mode of transportation in which a service animal is permitted suffers an allergic reaction to the service animal, the person having custody and control of the animal will be required to remove the animal to a different location designated by an administrator. The school will arrange a meeting between school personnel, the individual with the disability, and the parents or guardian(s) of the person with the disability if that person is a student to develop an alternate plan.

**Supervision and Care of Service Animals.** The owner or handler of a service animal is solely responsible for the supervision and care of the animal, including any feeding, exercising, and clean up while the animal is in a school building or on school property. The student's parent or guardian is responsible for providing for the supervision and the care of the animal in the event that his or her student is not able to do so. The school district is not responsible for providing any care, supervision, or assistance for a service animal.

**Extra Charges.** The owner or handler of a service animal will not be required to pay an admission fee or a charge for the animal to attend events for which a fee is charged.

**Damage to School Property and Injuries.** The owner or handler of a service animal is solely responsible and liable for any damage to school property or injury to personnel, students, or others caused by the animal.

**Miniature Horses.** Requests to permit the use of a miniature horse by an individual with a disability will be addressed on a case-by-case basis by considering the following factors:

- (1) The type, size, and weight of the miniature horse and whether the facility can accommodate these features;
- (2) Whether the handler has sufficient control of the miniature horse;
- (3) Whether the miniature horse is housebroken; and
- (4) Whether the miniature horse's presence in a specific facility compromises legitimate safety requirements that are necessary for safe operation.

All additional requirements outlined in this policy, which apply to service animals, shall apply to miniature horses.

**Service Animal in Training.** This policy shall also be applicable to service animals in training that are accompanied by a bona fide trainer.

**Denial of Access and Grievance.** If a school official denies a request for access of a service animal, the disabled individual or parent or guardian can file a written grievance with the school's Section 504 Coordinator.

### **III. THERAPY ANIMALS**

A "therapy animal" is an animal that has been individually trained and certified to work with its owner to provide emotional support, well-being, comfort, or companionship. Therapy animals are not "service animals" as that term is used in the Americans with Disabilities Act.

Therapy animals will not be allowed on school grounds or school property except as otherwise required by law.

Adopted on: \_\_\_\_\_

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

Reviewed on: \_\_\_\_\_

**3047**  
**Data Breach Response**

**I. Preparation**

A data breach is an instance in which personal information as defined by state law or personally identifiable information as defined by federal law is released or accessed in an unauthorized manner. The district will implement and maintain reasonable security procedures and practices that are appropriate to the nature and sensitivity of the personal information handled by the district. In order to ensure compliance with state and federal law; in the event of a breach the following preparatory steps shall be taken.

**A. Data Governance**

The superintendent, or their designee, will create an annually updated data directory that will include:

1. Computing devices purchased by the district,
2. Software that is installed on district devices,
3. Staff members with access to district devices,
4. Staff members with active usernames and passwords for any district software.

**B. New Devices and Software**

Any new software or device that is used in a district building for district purposes will be submitted to the superintendent or their designee for inclusion in the directory.

**II. Incident Response Plan**

**A. Assessment and Investigation**

1. If the District becomes aware of a data breach it will make every reasonable effort to remedy the cause of the breach as soon as possible.
2. The District will conduct a good faith, reasonable, and prompt investigation to determine the likelihood that

personal information has been or will be used for an unauthorized purpose.

3. This investigation will include, but not be limited to, an assessment of what software, hardware, and physical documents were accessed; which District personnel had access to the compromised data; and what specific data was compromised.

**B. Notification of Affected Individuals**

1. If the investigation determines that the use of information about a Nebraska resident for an unauthorized purpose has occurred or is reasonably likely to occur, the district shall give notice to the affected Nebraska resident.
2. Notice shall be made as soon as possible and without unreasonable delay, consistent with the legitimate needs of law enforcement and consistent with any measures necessary to determine the scope of the breach and to restore the reasonable integrity of the computerized data system.

**C. Notification of Law Enforcement and Outside Organizations**

1. Should notice of the breach be required to any individual, notice of the breach will be simultaneously sent to the Nebraska Attorney General's office.
2. The Superintendent will determine if the Family Policy Compliance Office will be notified of the breach.
3. The Superintendent will determine if the Privacy Technical Assistance Center will be notified of the breach.

Adopted on: \_\_\_\_\_

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

Reviewed on: \_\_\_\_\_

## 3048 Communicable Disease

The school district strives to provide a safe environment for both students and staff while safeguarding the rights of all students and employees, including those with communicable diseases.

**Communicable Diseases.** Communicable diseases are defined by the Nebraska Department of Health and Human Services in Title 173 Nebraska Administrative Code Chapter 1 and include HIV/AIDS, Hepatitis (A, B, and E), Measles, Mumps, and Tuberculosis.

**School Attendance and Participation in School Sponsored Activities.** A student who has been diagnosed with a communicable disease shall be provided with educational services in accordance with state law and board policy. Generally, individuals with a communicable disease will be restricted only to the extent necessary to prevent the transmission of the disease, to protect their health and rights of privacy, and to protect the health and safety of others. The decision regarding a student's education program and placement shall be made on an individual basis in light of current medical and educational information and recommendations. These will be determined by the superintendent, the student's Section 504 or Individualized Education Program (IEP) team, or the district's Crisis Team. In addition, participation in Nebraska School Athletic Association (NSAA) events will be subject to its rules and procedures, if any.

**Infection and Exposure Control Procedures/Universal Precautions.** The district will monitor the information available through the Federal Centers for Disease Control, the Nebraska Department of Health and Human Services, and the Occupational Safety and Health Administration. This policy and any procedures, universal precautions, or exposure control plan will be modified, if appropriate, based upon the best new medical information provided by the above sources.

The superintendent will take appropriate measures if there is an epidemic or outbreak of a communicable disease which may include, but it's not limited to, the emergency exclusion or alternative placement of students or the closure of a school building or the entire school district.

**Confidentiality.** The existence of an individual's communicable disease shall be treated as confidential and will be limited to school staff on a "need-to-know" basis. If it is necessary to inform a person of another's condition (due to exposure, for instance), the person will be notified of the confidentiality of that disclosure. In addition, any communication about a student's

communicable disease shall be consistent with that student's IEP or Section 504 Plan, if any.

**Staff Training.** Staff will receive training regarding communicable diseases and the requirements of this policy and any adopted procedures as part of the training received under the Workplace Injury Prevention and Safety Committee policy.

**Reporting.** School staff who learn that an individual has a communicable disease will report it to the proper authority as required by Title 173 Nebraska Administrative Code Chapter 1

Adopted on: \_\_\_\_\_

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

Reviewed on: \_\_\_\_\_

**3049**

**Drones and Unmanned Aircraft**

Drones, Unmanned Aircraft Systems, and any other such vehicles ("drones"), which are not operated for purposes of district programs or activities, may not be operated on or above district property without the prior written permission of the superintendent or designee. Any authorized use of drones must comply with all state and federal regulations governing the operation of drones, including FAA regulations.

Drones owned by the district or operated on or above district property with permission must be operated:

1. In compliance with this policy and all other district policies;
2. Only outside the school building(s) in the area authorized or designated by the superintendent or designee;
3. Under the direct supervision of an individual fully trained and skilled in the system's operation;
4. By an individual with the requisite skill and training to safely operate the drone; and
5. Consistent with any other limitations imposed by the superintendent or designee.

Any monitoring or recording of picture, video, or audio by a drone must have the prior written permission of the superintendent or designee and comply with all board policies governing recordings, data, and records.

Any unauthorized use of a drone is strictly prohibited. Devices used in a manner that does not comply with this policy or applicable state and federal law may be confiscated and the operator may be subject to discipline, civil liability, or criminal liability.

Adopted on: \_\_\_\_\_

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

Reviewed on: \_\_\_\_\_

**3050**  
**Technology in the Classroom**

I. In General

The district desires to use technology in a way that aides in the education of students. New devices and applications offer a number of helpful tools that can improve the student experience and increase learning. Many of these devices and applications also create concerns about student privacy. It is the goal of the district to embrace the helpful elements of technological advancement while remaining mindful of potential student privacy issues.

II. Devices

A. Non-district issued electronic devices may be used in the classroom, under supervision of a staff member. Teachers who wish to bring a device into the classroom on a regular or permanent basis, should inform the principal before deploying the device.

1. Smart speakers such as Google Home, Amazon Echo, Apple HomePod, and similar devices may be used in the classroom. The device must be registered to an account linked to the classroom teacher's school email address. The district will not maintain any records created by use of the smart speaker device. Any record of use will be considered non-record communications pursuant to Nebraska's Records Management Act, and not be maintained by the district.
2. Assistive technology may be used in district classrooms. Any assistive technology, such as an AngelSense device, that uses "listen-in" functionality must have that function disabled while the student using the device is in a district classroom. No assistive technology devices will be permitted to record or transmit the classroom activity of other students unless required by law.
3. All other electronic devices that connect to the internet that a staff member wishes to use for the education of students should be disclosed to the administration prior to use. The district may at any time direct that a teacher discontinue use of a given device.

- B. Any classroom recordings made by a staff member will be made pursuant to district policy.

### III. Applications

A. School as Agent. The school will serve as an agent for parents/guardians in the collection of information within the school context. The school's use of student information is solely for education purposes.

B. District Applications. The district uses various software applications to record, track, and store student data. Each application selected by the district is in compliance with federal and state law, to the best of the administration's knowledge. Should the district become aware that an application used by the district has suffered a data breach, or been found to be out of compliance with federal or state law, the district will investigate the scope of the violations and notify students, parents, and staff in accordance with district policy.

#### C. Staff-Selected Applications.

1. Staff are permitted to select applications for use in the classroom.
2. Staff must perform basic due diligence to ensure that the application is safe for students and serves a pedagogical purpose. Staff must notify their supervising administrator of the application they plan to use as part of their lesson plan prior to their use in the classroom. The district may at any time direct that a teacher discontinue use of a given application. The district will provide training on the relevant student privacy laws to staff members who are selecting and deploying applications in the classroom.

Adopted on: \_\_\_\_\_

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

Reviewed on: \_\_\_\_\_

## 3051

### Opioid Overdose Prevention and Response

The district will maintain an opioid antagonist in its schools, specifically naloxone, otherwise known by its brand name Narcan. Pursuant to Nebraska law and the Naloxone Standing Order issued by the Nebraska DHHS, Division of Public Health, the board will permit school nurses, trained school staff, or other individuals qualified by law to administer naloxone to any person at school or a school event displaying symptoms of an opioid overdose.

This policy shall not create a duty on the part of the school district and/or its personnel to administer naloxone. School representatives will not administer naloxone under the following circumstances:

- a. Naloxone is not available during the overdose emergency;
- b. There is no individual available who is qualified to administer naloxone; or
- c. School representatives are uncertain as to whether an opioid overdose is occurring.

Nothing in this policy is intended to regulate, restrict or otherwise deter a law enforcement officer, emergency medical technician, volunteer fire fighter, licensed medical professional or other authorized individual from administering his/her own supply of naloxone when responding in good faith to a suspected drug overdose occurring on school district property or at a school-sponsored event.

**Procurement and Storage.** The superintendent, in consultation with the school's nursing staff, will make the necessary arrangements to obtain naloxone. The naloxone will be stored unlocked in the nurses' office(s). The superintendent, in consultation with the school's nursing staff, will reorder naloxone.

Naloxone that is nearing its expiration date will be replaced. The school nurse shall maintain a log of naloxone supplies consistent with the district's practices for logging other medications.

**Training.** Licensed health care professionals and school resource officers employed on the high school and middle school levels shall all complete an approved naloxone training prior to carrying and/or administering naloxone. Other school staff members may be trained as determined by the administration. Once trained, staff members shall

review the DHHS standing order and applicable naloxone administration protocols as needed.

**Recordkeeping and Reporting.** Any individual who administers naloxone on behalf of the school district will promptly notify the building principal and superintendent of the facts and circumstances surrounding the drug overdose incident. The administration of naloxone to any student will be documented in his/her cumulative health record. The administration of naloxone to any staff member will be documented in his/her personnel file.

Adopted on: \_\_\_\_\_

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

Reviewed on: \_\_\_\_\_

**3052**  
**Leasing Personal Property**

**I. Leases of Personal Property by the District**

**A. Applicability of this policy.**

Leases of personal property using any federal funds, whether those funds are derived directly from the federal government (e.g. award of a federal grant) or are derived by pass-through awards from the Nebraska Department of Education (e.g. special education funds, school lunch funds, Title I funds) are subject to the policy on Purchasing and Procurement with Federal Funds, which is found elsewhere in this section.

This policy applies to all other leases of personal property made by the school district other than construction, remodeling, repair and site improvements.

**B. General Leasing Policy**

1. The school district's budget shall be the guide for all leases of personal property. Any leases of personal property must be approved by the board or superintendent.
2. The board intends to lease competitively, whenever possible, without prejudice and to seek maximum educational value for every dollar expended.
3. The leasing of equipment and other goods shall be centralized in the administration office under the supervision of the superintendent of schools, who shall be responsible for developing and administering the leasing program of the school district.
4. Leases of personal property or commitments of district funds that are not authorized by this policy will be the responsibility of the person making the commitment.
5. No board member, employee, volunteer, parent-teacher organization, or other individual or entity may use a school district account, its tax identification number, or its tax exemption to make personal leases of any kind or for any reason.

### **C. Leasing Procedures**

1. School personnel must secure the approval of the board or superintendent before entering into a lease for personal property.
2. For lease of more than \$10,000, the district will secure written quotes and/or estimates from a reasonable number of vendors. The district will lease from a responsible vendor with the lowest price unless the board approves the lease from the more expensive vendor.

### **D. Relations with Vendors**

1. The board wishes to maintain good working relations with vendors who lease equipment, goods, and other personal property to the school system. The school shall not extend favoritism to any vendors. Each lease shall be entered into on the basis of quality, price and delivery, with past experiences being a factor if all other considerations are equal.
2. No lease shall be made that violates any conflict of interest policy or law.
3. The board believes in patronizing local businesses. Consequently, when proposals are judged to be equal in terms of quality, price, and/or service, the lease will be awarded to the firm that is located within the district. However, the board will not sacrifice either quality or economy to patronize local businesses.

## **II. Lease of District-Owned Personal Property to Others**

### **A. Personal Property Valued at No More Than \$5,000**

If the Superintendent determines that any personal property that is owned by the school district and has a fair market value of no more than \$5,000 is not needed for school district use, the Superintendent may enter into a lease agreement for a period no longer than the period of time during which such property is not needed for school purposes and in no event longer than 180 days. The Superintendent is authorized to determine the terms and conditions of the lease of this district-owned personal property, provided

however that Superintendent will avoid leasing such personal property at a rate that is significantly lower than the fair market value for comparable rentals of similar personal property. At Superintendent's discretion, Superintendent may require lessors of this district-owned personal property to furnish property and liability insurance covering lessors use of such property.

**B. Personal Property Valued in Excess of \$5,000**

If the board of education determines that any personal property that is owned by the school district and has a fair market value of at least \$5,000 is not needed for school district use, the board may lease such property, or portion thereof, upon such terms and conditions as it determines.

Adopted on: \_\_\_\_\_

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

Reviewed on: \_\_\_\_\_

**3053**  
**Nondiscrimination**

The School District does not discriminate on the basis of prohibited factors in employment and educational programs/activities. The School District affirmatively strives to provide equal opportunity for all as required by:

Title VI of the Civil Rights Act of 1964 - prohibits discrimination on the basis of race, color, religion, or national origin

Title VII of the Civil Rights Act of 1964 as amended - prohibits discrimination in employment on the basis of race, color, religion, sex, or national origin

Title IX of the Education Amendments of 1972 - prohibits discrimination on the basis of sex

Age Discrimination in Employment Act of 1967 (ADEA) as amended - prohibits discrimination on the basis of age with respect to individuals who are at least 40

The Equal Pay Act of 1963 as amended - prohibits sex discrimination in payment of wages to women and men performing substantially equal work in the same establishment

Section 504 of the Rehabilitation Act of 1973 - prohibits discrimination against the disabled

Americans with Disabilities Act of 1990 (ADA) - prohibits discrimination against individuals with disabilities in employment, public service, public accommodations and telecommunications

The Family and Medical Leave Act of 1993 (FMLA) - requires covered employers to provide up to 12 weeks of unpaid, job-protected leave to "eligible" employees for certain family and medical reasons

The Pregnancy Discrimination Act of 1978 - prohibits discrimination in employment on the basis of pregnancy, childbirth, or related medical conditions

The Uniformed Services Employment and Reemployment Rights Act (USERRA) - provides job protections and reemployment rights to military reservists and National Guard members called to active duty

The Boy Scouts of America Equal Access Act which prohibits discrimination against groups that wish to access district facilities

The Nebraska Fair Employment Practice Act (FEPA) – prohibits employment discrimination on the basis of race, color, national origin, religion, sex (including pregnancy), disability, marital status, and retaliation

Nebraska Age Discrimination in Employment Act (Age Act) – prohibits employment discrimination on the basis of age for those individuals who are over 40 years of age

The Equal Pay Act of Nebraska – prohibits discriminatory wage practices based on sex

The Nebraska Equal Opportunity in Education Act – prohibits discrimination on the basis of sex (including pregnancy) by any educational institution

Veterans Preference Law (NEB. REV. STAT §§ 48-225 to 48-231) - stipulates categorical preferences for employment for military veterans and for the spouses of disabled veterans

Additional School Board policies prohibit harassment and/or discrimination against students, employees, or patrons on the basis of sex, race, color, ethnic or national origin, religion, marital status, disability, age, pregnancy, and any other legally prohibited basis. Retaliation for engaging in a protected activity is also prohibited.

Any person who believes she or he has been discriminated against, denied a benefit, or excluded from participation in any district education program or activity may file a complaint using the district's complaint procedures.

Inquiries regarding compliance with any of the laws referred to in this policy may be directed to the superintendent or to the district's Title IX and/or Section 504/ADA Coordinator.

Adopted on: \_\_\_\_\_

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

Reviewed on: \_\_\_\_\_

**3054**  
**Law Enforcement Unit**

The board is committed to providing a safe environment conducive to learning for members of the school community. In furtherance of this commitment, the board designates Gothenburg Police Department and the Dawson County Sheriff to act as the district's Law Enforcement Unit.

**Authority of the Law Enforcement Unit.** The law enforcement unit is officially authorized to:

- Enforce any local, State, or Federal law, or refer to appropriate authorities a matter for enforcement of any local, State, or Federal law against; *and*
- Maintain the physical security and safety of the district

In maintaining the physical security and safety of the district, the law enforcement unit may employ surveillance or other safety or security equipment in compliance with state and federal law. The law enforcement unit is responsible for the maintenance and security of any such equipment.

**Records of the Law Enforcement Unit.** All records created and maintained by the law enforcement unit for a law enforcement purpose are considered law enforcement unit records. This would include any records produced by surveillance or other safety or security equipment employed by the law enforcement unit to maintain the physical security and safety of the district.

Law enforcement unit records must be maintained by the law enforcement unit until the unit determines the records may be destroyed. The law enforcement unit is responsible for maintaining law enforcement unit records separate and apart from the student records maintained by the district pursuant to the board's policy regarding student records.

Law enforcement unit records may only be disclosed with the authorization of the Superintendent or his/her designee. Only copies of law enforcement unit records may be disclosed, and the original must be retained by the law enforcement unit and will continue to be considered a law enforcement unit record.

Adopted on: \_\_\_\_\_  
Revised on: \_\_\_\_\_  
Reviewed on: \_\_\_\_\_

## **3055**

### **School Resource Officers**

The school district must have in effect a memorandum of understanding (MOU) with any law enforcement agency or any security agency prior to using the services of a school resource officer (SRO) or security guard. The MOU shall comply with all state law requirements.

**Employer.** The SRO or security guard are employees of the law enforcement agency or security agency.

**Required Training.** Each SRO and security guard and at least one administrator in each elementary or secondary school where an SRO or security guard is assigned must attend a minimum of twenty hours of training focused on school-based law enforcement, including, but not limited to, coursework focused on school law, student rights, understanding special needs students and students with disabilities, conflict de-escalation techniques, ethics for school resource officers and security guards, teenage brain development, adolescent behavior, implicit bias training, diversity and cultural awareness, trauma-informed responses, and preventing violence in school settings.

**Prosecution Referral Records.** The district must create and maintain records on each student referral for prosecution from an SRO in response to an incident occurring at school, on school grounds, or at a school-sponsored event. The records must allow for analysis of related data and must include the reason for the referral and the federally identified demographic characteristics of each student.

**Parent or Guardian Notification.** School officials are not required to notify a parent or guardian or give them an opportunity to be present if the student is subjected to questioning or interrogation by a school official. School officials will notify a parent or guardian or give them an opportunity to be present if the student is subjected to questioning or interrogation by an SRO or security guard operating in conjunction with a school official as provided in the school's separate policy regarding investigations, arrests, and other student contact by law enforcement, Health and Human Services, or other child welfare agencies.

**Rights Advisement.** School officials will not advise students of any constitutional rights before student questioning or interrogation. The advisement, if any, shall be made by the SRO or security guard as provided by their agencies' policies and procedures.

**Referral to Law Enforcement for Prosecution.** The school district's student discipline policy is the school policy required by state law that addresses the student conduct or actions that will be referred to law enforcement for prosecution and the type of student conduct or actions that will be resolved as a disciplinary matter by a school official and not referred to law enforcement.

**Restraint and Seclusion.** The school district's restraint and seclusion policy applies to the use of restraint and seclusion on students by school district employees. SROs and security guards that are not employees of the school district are not governed by the school district's restraint and seclusion policy. Instead, they will be governed by the restraint and seclusion policies, practices, and procedures implemented by their employers.

**Filing and Posting the MOU.** The superintendent shall provide a copy of any initial MOU entered into under this policy to the Nebraska Department of Education (Department) or post a copy on the school district's website within three months of its adoption. The superintendent shall thereafter file any changes to the MOU with the Department or post it on the school district's website no later than January 1<sup>st</sup> of each year.

**Complaint Process.** Any student or parent who wishes to express a concern or file a complaint about an SRO or security guard and the practices of the SRO or security guard must follow the school district's complaint procedure.

Adopted on: \_\_\_\_\_  
Revised on: \_\_\_\_\_  
Reviewed on: \_\_\_\_\_

## **3056 Guest Speakers**

The school board recognizes that guest speakers with demonstrated expertise in areas of interest to the school district and its students may enrich the students' educational experiences. The school district has adopted this policy to ensure that the messages provided by outside speakers do not conflict with school district policies, the fundamental values of a public school education, or the legal limitations placed on public school districts. Individuals who wish to invite a guest speaker must follow the procedures outlined below.

**Classroom or School-Sponsored Activity Guest Speakers.** Teachers or activity sponsors who desire to invite a guest speaker to address his or her class or activity members must:

1. Research the guest speaker, have a clear understanding of the guest speaker's purpose and message, and determine that the speaker's message complies with the school district's policies and fundamental values.
2. Complete a Guest Speaker Request Form and submit it to the building principal at least 7 days prior to the proposed appearance.
3. Notify the main office of name, time, and date of the guest speaker's appearance (if the request is approved).
4. Notify parents of the name, time, date, and topic and summary of the presentation at least 5 days before the presentation (if the request is approved).
5. Require the guest speaker to submit a copy of any visual or written materials to the employee at least 24 hours prior to any presentation. The employee shall submit the materials to the principal upon receipt.
6. Prepare students in advance for the experience.
7. Inform the guest speaker that students or employees may ask challenging questions or offer differing viewpoints.
8. Terminate the presentation if the speaker fails to limit his or her remarks to the subject on which he or she has been invited to speak.
9. Remain with the speaker and students to facilitate and monitor the discussion.

10. Provide appropriate follow-up activities and education.

**Assembly Speakers.** Employees who desire to invite a guest speaker to address staff or students at an assembly must follow the identical procedures outlined above. In addition, the employee must submit the Guest Speaker Request Form to the superintendent at least 7 days prior to the proposed appearance and the speaker submitted materials upon receipt.

**Request Consideration.** The administrator(s) must research the guest speaker and determine that the speaker's message complies with the school district's policies and fundamental values. If it does not comply, the administrator will reject the request. If it does comply, the administrator shall then consider the following factors when approving or denying the request:

1. The guest speaker's ability to appropriately and adequately address the topic with the students based upon the speaker's education, training, expertise, or other qualifications.
2. The materials submitted by the guest speaker.
3. The educational value to students of the presentation.
4. The relevance of the presentation to the class, activity, or school's educational mission.
5. Whether the topic of the presentation is appropriate for the students' ages and level of maturity.
6. Whether the speaker has a history of providing factual information in a fair and balanced manner or if he or she has previously advocated for a particular position or espoused personal opinion, bias, or partisanship.
7. Whether the speaker's proposed presentation is consistent with the fundamental values of a public school education and/or encourages the fundamental values, habits, or manners of civility.
8. Whether the speaker's proposed presentation will satisfy the Nebraska Department of Education's accreditation, curriculum, or standards requirements or recommendations.

The administrator shall notify the employee of his or her decision.

**Controversial Issues.** If the employee or administrator determine that the guest speaker's topic or presentation is partisan or controversial but will still be of benefit to the students, (1) the employee and administrator will work

with the guest speaker to develop a plan that will allow the issue to be presented in an objective and unbiased manner and/or (2) the employee and administrator will develop a plan that will allow opposing viewpoints to be presented. The employee will notify students and their parents at least 5 days in advance of the nature of the presentation. If a student does not wish to attend a controversial presentation, the employee will either excuse the student from attending or provide an alternative assignment.

**Other Requirements.** The inviting employee or appropriate administrator may interrupt or stop the presentation if it violates this or any other school policy.

Adopted on: \_\_\_\_\_

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

Reviewed on: \_\_\_\_\_

**3057**  
**Title IX Policy**

It is the policy of the school district that no person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subject to discrimination under any of the school district's programs or activities. The district is required by Title IX (20 U.S.C. § 1681) and 34 C.F.R. part 106 to not discriminate in such a manner.

**1. Title IX Coordinator**

**1.1. Designation.** The district will designate and authorize at least one employee to coordinate its efforts to comply with its responsibilities under this policy, who will be referred to as the "**Title IX Coordinator.**" The district will notify applicants for admission and employment, students, parents or legal guardians of students, employees, and all unions or professional organizations holding collective bargaining or professional agreements with the district, of the name or title, office address, electronic mail address, and telephone number of the Title IX Coordinator. Any person may report sex discrimination, including sexual harassment (whether or not the person reporting is the person alleged to be the victim of conduct that could constitute sex discrimination or sexual harassment). This report may be made by any means, including but not limited to, in person, by mail, by telephone, or by electronic mail, using the contact information listed for the Title IX Coordinator, or by any other means that results in the Title IX Coordinator receiving the person's verbal or written report. Such a report may be made at any time (including during non-business hours).

**2. Definitions.** As used in this policy, the following terms are defined as follows:

**2.1. Actual knowledge** means notice of sexual harassment or allegations of sexual harassment to any district employee. Imputation of knowledge based solely on vicarious liability or constructive notice is insufficient to constitute actual knowledge. This standard is not met when the only district employee with actual knowledge is the respondent (as that term is defined below). "Notice" as used in this paragraph includes, but is not limited to, a report of sexual harassment to the Title IX Coordinator as described in subsection 1.1 above.

**2.2. Complainant** means an individual who is alleged to be the victim of conduct that could constitute sexual harassment.

2.3. **Formal complaint** means a document filed by a complainant or signed by the Title IX Coordinator alleging sexual harassment against a respondent and requesting that the district investigate the allegation of sexual harassment. The only district official who is authorized to initiate the Grievance Process for Formal Complaints of Sexual Harassment against a respondent is the Title IX Coordinator (by signing a formal complaint). At the time of filing a formal complaint with the district, a complainant must be participating in or attempting to participate in the district's education program or activity. A formal complaint may be filed with the Title IX Coordinator in person, by mail, or by electronic mail, by using the contact information required to be listed for the Title IX Coordinator under subsection 1.1 above, and by any additional method designated by the district. As used in this paragraph, the phrase "document filed by a complainant" means a document or electronic submission (such as by electronic mail or through an online portal provided for this purpose by the district) that contains the complainant's physical or digital signature, or otherwise indicates that the complainant is the person filing the formal complaint. Where the Title IX Coordinator signs a formal complaint, the Title IX Coordinator is not a complainant or otherwise a party under this policy or under 34 C.F.R. part 106, and will comply with the requirements of this policy and 34 C.F.R. part 106, including subsections 5.1.3–5.1.4 and 34 C.F.R. § 106.45(b)(1)(iii).

2.4. **Respondent** means an individual who has been reported to be the perpetrator of conduct that could constitute sexual harassment.

2.5. **Consent** for purposes of this policy means the willingness in fact for conduct to occur. An individual may, as a result of age, incapacity, disability, lack of information, or other circumstances be incapable of providing consent to some or all sexual conduct or activity. Neither verbal nor physical resistance is required to establish that an individual did not consent. District officials will consider the totality of the circumstances in determining whether there was consent for any specific conduct. Consent may be revoked or withdrawn at any time.

2.6. **Sexual harassment** means conduct on the basis of sex that satisfies one or more of the following:

- 2.6.1. An employee of the district conditioning the provision of an aid, benefit, or service of the district on an individual's participation in unwelcome sexual conduct;
- 2.6.2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it

effectively denies a person equal access to the district's education program or activity;

2.6.3. **Sexual assault**, as defined in 20 U.S.C. § 1092(f)(6)(A)(v), which means an offense classified as a forcible or nonforcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation:

2.6.3.1. **Sex Offenses, Forcible**—Any sexual act directed against another person, without the consent of the victim including instances where the victim is incapable of giving consent.

2.6.3.1.1. **Rape**—(Except Statutory Rape) The carnal knowledge of a person, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity.

2.6.3.1.2. **Sodomy**—Oral or anal sexual intercourse with another person, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity

2.6.3.1.3. **Sexual Assault With An Object**—To use an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity

2.6.3.1.4. **Fondling**—The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity

2.6.3.2. **Sex Offenses, Non-forcible**—(Except Prostitution Offenses) Unlawful, non-forcible sexual intercourse.

2.6.3.2.1. **Incest**—Non-Forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law

2.6.3.2.2. **Statutory Rape**—Non-Forcible sexual intercourse with a person who is under the statutory age of consent

2.6.4. **Dating violence**, as defined in 34 U.S.C. § 12291(a)(10), which means violence committed by a person—

2.6.4.1. who is or has been in a social relationship of a romantic or intimate nature with the victim; and

2.6.4.2. where the existence of such a relationship shall be determined based on a consideration of the following factors:

2.6.4.2.1. The length of the relationship.

2.6.4.2.2. The type of relationship.

2.6.4.2.3. The frequency of interaction between the persons involved in the relationship.

2.6.5. **Domestic violence**, as defined in 34 U.S.C. § 12291(a)(8), which includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

2.6.6. **Stalking**, as defined in 34 U.S.C. § 12291(a)(30), which means engaging in a course of conduct directed at a specific person that would cause a reasonable person to—

2.6.6.1. fear for his or her safety or the safety of others; or

2.6.6.2. suffer substantial emotional distress.

2.7. **Supportive measures** means non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the complainant or the respondent before or after the filing of a formal complaint or where no formal complaint has been filed. Such measures are designed to restore or preserve equal access to the district's education program or activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the district's educational environment, or deter sexual harassment. Supportive measures may include counseling, extensions of deadlines or other course-related adjustments, modifications of work or class schedules, campus escort services, mutual restrictions on contact between the parties, changes in work or housing locations, leaves of absence, increased security and monitoring of certain areas of the campus, and other similar measures. The district will maintain as confidential any supportive measures provided to the complainant or respondent, to the extent that maintaining such confidentiality would not impair the ability of the district to provide the supportive measures. The Title IX Coordinator is responsible for coordinating the effective implementation of supportive measures.

### 3. **Discrimination Not Involving Sexual Harassment.**

3.1. **General Prohibition.** Except as provided elsewhere in Title IX, 34 C.F.R. part 106, or this policy, no person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any academic, extracurricular, research, occupational training, or other education program or activity operated by the district.

3.2. **Specific Prohibitions.** Except as provided elsewhere in Title IX, 34 C.F.R. part 106, or this policy, in providing any aid, benefit, or service to a student, the district will not on the basis of sex:

- 3.2.1. Treat one person differently from another in determining whether such person satisfies any requirement or condition for the provision of such aid, benefit, or service;
- 3.2.2. Provide different aid, benefits, or services or provide aid, benefits, or services in a different manner;
- 3.2.3. Deny any person any such aid, benefit, or service;
- 3.2.4. Subject any person to separate or different rules of behavior, sanctions, or other treatment;
- 3.2.5. Apply any rule concerning the domicile or residence of a student or applicant;
- 3.2.6. Aid or perpetuate discrimination against any person by providing significant assistance to any agency, organization, or person which discriminates on the basis of sex in providing any aid, benefit or service to students or employees;
- 3.2.7. Otherwise limit any person in the enjoyment of any right, privilege, advantage, or opportunity.

**3.3. Complaint Procedure.** All complaints regarding any alleged discrimination on the basis of sex, including without limitation violations of this policy, 34 C.F.R. part 106, Title IX, Title VII, or other state or federal law—when the alleged discrimination does not arise from or relate to an allegation of sexual harassment as defined in subsection 2.6 above—shall be addressed pursuant to the district’s general complaint procedure, Board Policy 2006.

#### **4. Response to Sexual Harassment**

**4.1. Reporting Sexual Harassment.** Any person who witnesses an act of unlawful sexual harassment is encouraged to report it to the District’s Title IX Coordinator. No person will be retaliated against based on any report of suspected sexual harassment or retaliation. Any District employee who receives a report of sexual harassment or has actual knowledge of sexual harassment must convey that information to the Title IX Coordinator as soon as reasonably practicable, but in no case later than the end of the following school day.

4.2. **General Response to Sexual Harassment.** When the district has actual knowledge of sexual harassment in its education program or activity against a person in the United States, the district will respond promptly in a manner that is not deliberately indifferent. The district will be deemed to be deliberately indifferent only if its response to sexual harassment is clearly unreasonable in light of the known circumstances. For the purposes of this policy "education program or activity" includes locations, events, or circumstances over which the district exercised substantial control over both the respondent and the context in which the sexual harassment occurs. The district's response will treat complainants and respondents equitably by offering supportive measures as defined in subsection 2.7 above to a complainant, and by following the grievance process described in section 5 below before the imposition of any disciplinary sanctions or other actions that are not supportive measures, against a respondent. The Title IX Coordinator will promptly contact the complainant to discuss the availability of supportive measures, consider the complainant's wishes with respect to supportive measures, inform the complainant of the availability of supportive measures with or without the filing of a formal complaint, and explain to the complainant the process for filing a formal complaint.

4.3. **Emergency Removal.** Nothing in this policy precludes the district from removing a respondent from the district's education program or activity on an emergency basis, provided that the district undertakes an individualized safety and risk analysis, and determines that an immediate threat to the physical health or safety of any student or other individual arising from the allegations of sexual harassment justifies removal. In the event that the district so removes a respondent on an emergency basis, then the district will provide the respondent with notice and an opportunity to challenge the decision immediately following the removal. This provision may not be construed to modify any rights under the Individuals with Disabilities Education Act, Section 504 of the Rehabilitation Act of 1973, or the Americans with Disabilities Act.

4.4. **Administrative Leave.** Nothing in this policy precludes the district from placing a non-student employee respondent on administrative leave during the pendency of a grievance process that complies with section 5 below. This provision may not be construed to modify any rights under Section 504 of the Rehabilitation Act of 1973 or the Americans with Disabilities Act.

4.5. **General Response Not Conditioned on Formal Complaint.** With or without a formal complaint, the district will comply with the obligations and procedures described in this section 4.

5. **Grievance Process for Formal Complaints of Sexual Harassment.**

5.1. **General Requirements.**

5.1.1. **Equitable Treatment.** The district will treat complainants and respondents equitably by providing remedies to a complainant where a determination of responsibility for sexual harassment has been made against the respondent, and by following the grievance process described in this section 5 before the imposition of any disciplinary sanctions or other actions that are not supportive measures against a respondent. Remedies will be designed to restore or preserve equal access to the district's education program or activity. Remedies may include the same individualized services described in subsection 2.7 as "supportive measures"; however, remedies need not be non-disciplinary or non-punitive and need not avoid burdening the respondent.

5.1.2. **Objective Evaluation.** This grievance process requires an objective evaluation of all relevant evidence—including both inculpatory and exculpatory evidence. Credibility determinations may not be based on a person's status as a complainant, respondent, or witness.

5.1.3. **Absence of Conflicts of Interest or Bias.** The district will require that any individual designated by a recipient as a Title IX Coordinator, investigator, decision-maker, or any person designated by a recipient to facilitate an informal resolution process, not have a conflict of interest or bias for or against complainants or respondents generally or an individual complainant or respondent.

5.1.4. **Training.** The district will ensure that all individuals or entities described in this Training section 5.1.4 receive training as provided below. Any materials used to train these individuals will not rely on sex stereotypes and will promote impartial investigations and adjudications of formal complaints of sexual harassment.

5.1.4.1. **All District Employees and Board Members.** All district employees and board members will be trained on how to identify and report sexual harassment.

5.1.4.2. **Title IX Coordinators, Investigators, Decision-Makers, or Informal Resolution Facilitators.** The district will ensure that Title IX Coordinators, investigators, decision-makers, or any person designated by the district to facilitate an informal resolution process receive training on:

5.1.4.2.1. The definition of sexual harassment in subsection 2.6;

5.1.4.2.2. The scope of the district's education program or activity;

5.1.4.2.3. How to conduct an investigation and grievance process including hearings, appeals, and informal resolution processes, as applicable; and

5.1.4.2.4. How to serve impartially, including by avoiding prejudgment of the facts at issue, conflicts of interest, and bias.

5.1.4.3. **Decision-Makers.** The district will ensure that decision-makers receive training on issues of relevance of questions and evidence, including when questions and evidence about the complainant's sexual predisposition or prior sexual behavior are not relevant, as set forth in subsection 5.6.

5.1.4.4. **Investigators.** The district will also ensure that investigators receive training on issues of relevance to create an investigative report that fairly summarizes relevant evidence, as set forth in subsection 5.5.8.

5.1.5. **Presumption.** It is presumed that the respondent is not responsible for the alleged conduct until a determination regarding responsibility is made at the conclusion of the grievance process.

- 5.1.6. **Reasonably Prompt Time Frames.** This grievance process shall include reasonably prompt time frames for conclusion of the grievance process, including reasonably prompt time frames for filing and resolving appeals and informal resolution processes if the district offers informal resolution processes. The process shall also allow for the temporary delay of the grievance process or the limited extension of time frames for good cause with written notice to the complainant and the respondent of the delay or extension and the reasons for the action. Good cause may include considerations such as the absence of a party, a party's advisor, or a witness; concurrent law enforcement activity; or the need for language assistance or accommodation of disabilities.
- 5.1.7. **Range of Possible Sanctions and Remedies.** Following a determination of responsibility, the district may impose disciplinary sanctions and remedies in conformance with this and the district's student discipline policy, and other state and federal laws. Depending upon the circumstances, these policies provide for disciplinary sanctions and remedies up to and including expulsion.
- 5.1.8. **Range of Supportive Measures.** The range of supportive measures available to complainants and respondents include those listed in subsection 2.7.
- 5.1.9. **Respect for Privileged Information.** The district will not require, allow, rely upon, or otherwise use questions or evidence that constitute, or seek disclosure of, information protected under a legally recognized privilege, unless the person holding such privilege has waived the privilege.

## 5.2. **Notice of Allegations.**

- 5.2.1. **Initial Notice.** Upon receipt of a formal complaint, the district will provide the following written notice to the parties who are known:
- 5.2.1.1. A copy of this policy.
  - 5.2.1.2. Notice of the allegations of sexual harassment potentially constituting sexual harassment as defined in subsection 2.6, including sufficient details known at

the time and with sufficient time to prepare a response before any initial interview. Sufficient details include the identities of the parties involved in the incident, if known, the conduct allegedly constituting sexual harassment, and the date and location of the alleged incident, if known. The written notice will include a statement that the respondent is presumed not responsible for the alleged conduct and that a determination regarding responsibility is made at the conclusion of the grievance process. The written notice will inform the parties that they may have an advisor of their choice, who may be, but is not required to be, an attorney, under subsection 5.5.5, and may inspect and review evidence under subsection 5.5.5. The written notice will inform the parties of any provision in the district's code of conduct that prohibits knowingly making false statements or knowingly submitting false information during the grievance process.

- 5.2.2. **Supplemental Notice.** If, in the course of an investigation, the district decides to investigate allegations about the complainant or respondent that are not included in the Initial Notice described above, the district will provide notice of the additional allegations to the parties whose identities are known.

### 5.3. **Dismissal of Formal Complaint.**

- 5.3.1. The district will investigate the allegations in a formal complaint.
- 5.3.2. **Mandatory Dismissals.** The district **must** dismiss a formal complaint if the conduct alleged in the formal complaint:
- 5.3.2.1. Would not constitute sexual harassment as defined in subsection 2.6 even if proved;
  - 5.3.2.2. Did not occur in the district's education program or activity; or
  - 5.3.2.3. Did not occur against a person in the United States.

5.3.3. **Discretionary Dismissals.** The district **may** dismiss the formal complaint or any allegations therein, if at any time during the investigation or hearing:

5.3.3.1. The complainant notifies the Title IX Coordinator in writing that the complainant would like to withdraw the formal complaint or any allegations therein;

5.3.3.2. The respondent is no longer enrolled in or employed by the district; or

5.3.3.3. Specific circumstances prevent the district from gathering evidence sufficient to reach a determination as to the formal complaint or allegations therein.

5.3.4. Upon a dismissal required or permitted pursuant to subsections 5.3.2 or 5.3.3 above, the district will promptly send written notice of the dismissal and an explanation of that action simultaneously to the parties.

5.3.5. Dismissal of a formal complaint under this policy does not preclude the district from taking action under another provision of the district's code of conduct or pursuant to another district policy.

5.4. **Consolidation of Formal Complaints.** The district may consolidate formal complaints as to allegations of sexual harassment against more than one respondent, or by more than one complainant against one or more respondents, or by one party against the other party, where the allegations of sexual harassment arise out of the same facts or circumstances. Where a grievance process involves more than one complainant or more than one respondent, references in this policy to the singular "party," "complainant," or "respondent" include the plural, as applicable.

5.5. **Investigation of Formal Complaint.** When investigating a formal complaint and throughout the grievance process, the district will:

5.5.1. Designate and authorize one or more persons (which need not be district employees) as investigator(s) to conduct the district's investigation of a formal complaint;

5.5.2. Ensure that the burden of proof and the burden of gathering evidence sufficient to reach a determination regarding

responsibility rest on the district and not on the parties provided that the district cannot access, consider, disclose, or otherwise use a party's records that are made or maintained by a physician, psychiatrist, psychologist, or other recognized professional or paraprofessional acting in the professional's or paraprofessional's capacity, or assisting in that capacity, and which are made and maintained in connection with the provision of treatment to the party, unless the district obtains that party's voluntary, written consent to do so for a grievance process under this section (if a party is not an "eligible student," as defined in 34 CFR 99.3, then the district will obtain the voluntary, written consent of a "parent," as defined in 34 CFR 99.3);

- 5.5.3. Provide an equal opportunity for the parties to present witnesses, including fact and expert witnesses, and other inculpatory and exculpatory evidence;
- 5.5.4. Not restrict the ability of either party to discuss the allegations under investigation or to gather and present relevant evidence;
- 5.5.5. Provide the parties with the same opportunities to have others present during any grievance proceeding, including the opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice, who may be, but is not required to be, an attorney, and not limit the choice or presence of advisor for either the complainant or respondent in any meeting or grievance proceeding; however, the district may establish restrictions regarding the extent to which the advisor may participate in the proceedings, as long as the restrictions apply equally to both parties;
- 5.5.6. Provide, to a party whose participation is invited or expected, written notice of the date, time, location, participants, and purpose of all hearings, investigative interviews, or other meetings, with sufficient time for the party to prepare to participate;
- 5.5.7. Provide both parties an equal opportunity to inspect and review any evidence obtained as part of the investigation that is directly related to the allegations raised in a formal complaint, including the evidence upon which the district

does not intend to rely in reaching a determination regarding responsibility and inculpatory or exculpatory evidence whether obtained from a party or other source, so that each party can meaningfully respond to the evidence prior to conclusion of the investigation. Prior to completion of the investigative report, the district will send to each party and the party's advisor, if any, the evidence subject to inspection and review in an electronic format or a hard copy, and the parties will have at least 10 calendar days to submit a written response, which the investigator will consider prior to completion of the investigative report; and

- 5.5.8. Create an investigative report that fairly summarizes relevant evidence and, at least 10 calendar days prior to the time of determination regarding responsibility, send to each party and the party's advisor, if any, the investigative report in an electronic format or a hard copy, for their review and written response.

**5.6. Exchange of Written Questions.** After the district has sent the investigative report to the parties pursuant to subsection 5.5.8, but before reaching a determination regarding responsibility, the decision-maker(s) will afford each party the opportunity to submit written, relevant questions that a party wants asked of any party or witness, provide each party with the answers, and allow for additional, limited follow-up questions from each party. Questions and evidence about the complainant's sexual predisposition or prior sexual behavior are not relevant, unless such questions and evidence about the complainant's prior sexual behavior are offered to prove that someone other than the respondent committed the conduct alleged by the complainant, or if the questions and evidence concern specific incidents of the complainant's prior sexual behavior with respect to the respondent and are offered to prove consent. The decision-maker(s) will explain to the party proposing the questions any decision to exclude a question as not relevant.

#### **5.7. Determination Regarding Responsibility**

- 5.7.1. **Decision-Maker(s).** The decision-maker(s) cannot be the same person as the Title IX Coordinator or the investigator(s).
- 5.7.2. **Written Determination.** The decision-maker(s) will issue a written determination regarding responsibility. To reach this determination, the decision-maker(s) will apply the

preponderance of the evidence standard. The written determination will include:

- 5.7.2.1. Identification of the allegations potentially constituting sexual harassment as defined in subsection 2.6;
- 5.7.2.2. A description of the procedural steps taken from the receipt of the formal complaint through the determination, including any notifications to the parties, interviews with parties and witnesses, site visits, methods used to gather other evidence, and hearings held;
- 5.7.2.3. Findings of fact supporting the determination;
- 5.7.2.4. Conclusions regarding the application of the district's code of conduct to the facts;
- 5.7.2.5. A statement of, and rationale for, the result as to each allegation, including a determination regarding responsibility, any disciplinary sanctions the district imposes on the respondent, and whether remedies designed to restore or preserve equal access to the district's education program or activity will be provided by the district to the complainant; and
- 5.7.2.6. The district's procedures and permissible bases for the complainant and respondent to appeal.

5.7.3. The district will provide the written determination to the parties simultaneously. The determination regarding responsibility becomes final either on the date that the district provides the parties with the written determination of the result of the appeal, if an appeal is filed, or if an appeal is not filed, the date on which an appeal would no longer be considered timely.

5.7.4. The Title IX Coordinator is responsible for effective implementation of any remedies.

5.8. **Appeals.** The district will offer both parties the opportunity to appeal from a determination regarding responsibility, and from the

district's dismissal of a formal complaint or any allegations therein, on the grounds identified below.

5.8.1. **Time for Appeal.** Appeals may only be initiated by submitting a written Notice of Appeal to the Office of the Superintendent of Schools within ten (10) calendar days of the date of the respective written determination of responsibility or dismissal from which the appeal is taken. The Notice of Appeal must include (a) the name of the party or parties making the appeal, (b) the determination, dismissal, or portion thereof being appealed, and (c) a concise statement of the specific grounds (from subsection 5.8.2 below) upon which the appeal is based. A party's failure to timely submit a Notice of Appeal will be deemed a waiver of the party's right to appeal under this policy, 34 C.F.R. part, 106, and Title IX.

5.8.2. **Grounds for Appeal.** Appeals from a determination regarding responsibility, and from the district's dismissal of a formal complaint or any allegations therein, are limited to the following grounds:

5.8.2.1. Procedural irregularity that affected the outcome of the matter;

5.8.2.2. New evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome of the matter; and

5.8.2.3. The Title IX Coordinator, investigator(s), or decision-maker(s) had a conflict of interest or bias for or against complainants or respondents generally or the individual complainant or respondent that affected the outcome of the matter.

5.8.3. As to all appeals, the district will:

5.8.3.1. Notify the other party in writing when an appeal is filed and implement appeal procedures equally for both parties;

5.8.3.2. Ensure that the decision-maker(s) for the appeal is not the same person as the decision-maker(s) that

reached the determination regarding responsibility or dismissal, the investigator(s), or the Title IX Coordinator;

5.8.3.3. Ensure that the decision-maker(s) for the appeal complies with the standards set forth in subsections 5.1.3–5.1.4.

5.8.3.4. Give both parties a reasonable, equal opportunity to submit a written statement in support of, or challenging, the outcome;

5.8.3.5. Issue a written decision describing the result of the appeal and the rationale for the result; and

5.8.3.6. Provide the written decision simultaneously to both parties.

**5.9. Informal Resolution.** The district will not require as a condition of enrollment or continuing enrollment, or employment or continuing employment, or enjoyment of any other right, waiver of the right to an investigation and adjudication of formal complaints of sexual harassment consistent with this section. Similarly, the district will not require the parties to participate in an informal resolution process under this section and may not offer an informal resolution process unless a formal complaint is filed. However, at any time prior to reaching a determination regarding responsibility the district may facilitate an informal resolution process, such as mediation, that does not involve a full investigation and adjudication, provided that the district:

5.9.1. Provides to the parties a written notice disclosing:

5.9.1.1. The allegations;

5.9.1.2. The requirements of the informal resolution process including the circumstances under which it precludes the parties from resuming a formal complaint arising from the same allegations;

5.9.1.3. That at any time prior to agreeing to a resolution, any party has the right to withdraw from the informal resolution process and resume the grievance process with respect to the formal complaint; and

- 5.9.1.4. Any consequences resulting from participating in the informal resolution process, including the records that will be maintained or could be shared;
- 5.9.2. Obtains the parties' voluntary, written consent to the informal resolution process; and
- 5.9.3. Does not offer or facilitate an informal resolution process to resolve allegations that an employee sexually harassed a student.

**5.10. Recordkeeping.**

- 5.10.1. The district will maintain for a period of seven years records of:
  - 5.10.1.1. Each sexual harassment investigation including any determination regarding responsibility, any disciplinary sanctions imposed on the respondent, and any remedies provided to the complainant designed to restore or preserve equal access to the district's education program or activity;
  - 5.10.1.2. Any appeal and the result therefrom;
  - 5.10.1.3. Any informal resolution and the result therefrom; and
  - 5.10.1.4. All materials used to train Title IX Coordinators, investigators, decision-makers, and any person who facilitates an informal resolution process. The district will make these training materials publicly available on its website, or if the district does not maintain a website then the district will make these materials available upon request for inspection by members of the public.
- 5.10.2. For each response required under section 4, the district will create, and maintain for a period of seven years, records of any actions, including any supportive measures, taken in response to a report or formal complaint of sexual harassment. In each instance, the district will document the basis for its conclusion that its response was not deliberately indifferent, and document that it has taken measures

designed to restore or preserve equal access to the district's education program or activity. If the district does not provide a complainant with supportive measures, then the district will document the reasons why such a response was not clearly unreasonable in light of the known circumstances. The documentation of certain bases or measures does not limit the district in the future from providing additional explanations or detailing additional measures taken.

6. **Superintendent Authorized to Contract.** The board authorizes the Superintendent to contract for, designate, and appoint individuals to serve in the roles of the district's investigator(s), decision-maker(s), informal resolution facilitator(s), or appellate decision-maker(s) as contemplated by this policy.

7. **Access to Classes and Schools.**

7.1. **General Standard.** Except as provided in this section or otherwise in 34 C.F.R. part 106, the district will not provide or otherwise carry out any of its education programs or activities separately on the basis of sex, or require or refuse participation therein by any of its students on the basis of sex.

7.1.1. **Contact sports in physical education classes.** This section does not prohibit separation of students by sex within physical education classes or activities during participation in wrestling, boxing, rugby, ice hockey, football, basketball, and other sports the purpose or major activity of which involves bodily contact.

7.1.2. **Ability grouping in physical education classes.** This section does not prohibit grouping of students in physical education classes and activities by ability as assessed by objective standards of individual performance developed and applied without regard to sex.

7.1.3. **Human sexuality classes.** Classes or portions of classes that deal primarily with human sexuality may be conducted in separate sessions for boys and girls.

7.1.4. **Choruses.** The district may make requirements based on vocal range or quality that may result in a chorus or choruses of one or predominantly one sex.

7.2. **Classes and Extracurricular Activities.** The district may provide nonvocational single-sex classes or extracurricular activities as permitted by 34 C.F.R. part 106.

8. **Athletics.** It is the policy of the district that no person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, be treated differently from another person or otherwise be discriminated against in any interscholastic, club, or intramural athletics offered by the district, and that the district will not provide any such athletics separately on such basis.

8.1. **Separate Teams.** Notwithstanding the foregoing paragraph, the district may operate or sponsor separate teams for members of each sex where selection for such teams is based upon competitive skill or the activity involved is a contact sport.

8.2. **Equal opportunity.** The district will provide equal athletic opportunity for members of both sexes. Unequal aggregate expenditures for members of each sex or unequal expenditures for male and female teams will not constitute noncompliance with this section.

9. **Certain Different Treatment on the Basis of Sex Permitted.** Nothing herein shall be construed to prohibit the district from treating persons differently on the basis of sex as permitted by Title IX or 34 C.F.R. part 106. For example, and without limiting the foregoing, the district may provide separate toilet, locker room, and shower facilities on the basis of sex, but such facilities provided for students of one sex shall be comparable to such facilities provided for students of the other sex.

10. **Retaliation Prohibited.** Neither the district nor any other person may intimidate, threaten, coerce, or discriminate against any individual for the purpose of interfering with any right or privilege secured by Title IX, 34 C.F.R. part 106, or this policy, or because the individual has made a report or complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under this policy. The district will keep confidential the identity of any individual who has made a report or complaint of sex discrimination, including any individual who has made a report or filed a formal complaint of sexual harassment, any complainant, any individual who has been reported to be the perpetrator of sex discrimination, any respondent, and any witness, except as may be permitted by the FERPA statute, 20 U.S.C. § 1232g, or FERPA regulations, 34 C.F.R. part 99, or as required by law, or to carry out the purposes of 34 C.F.R. part 106, including the conduct of any investigation, hearing, or judicial

proceeding arising thereunder. Complaints alleging retaliation may be filed according to shall be addressed pursuant to Board Policy 2006 (Complaint Procedure).

**10.1. Specific Circumstances.**

10.1.1. The exercise of rights protected under the First Amendment does not constitute retaliation prohibited by this section.

10.1.2. Charging an individual with a code of conduct violation for making a materially false statement in bad faith in the course of a grievance proceeding under this part does not constitute retaliation prohibited under this section, provided, however, that a determination regarding responsibility, alone, is not sufficient to conclude that any party made a materially false statement in bad faith.

**11. Notification of Policy.** The district will notify applicants for admission and employment, students, parents or legal guardians of students, employees, and all unions or professional organizations holding collective bargaining or professional agreements with the district of the existence of this policy. The requirement to not discriminate, as stated in Title IX and 34 C.F.R. part 106, in the district's education program(s) or activities extends to admission and employment, and inquiries about the application of Title IX and 34 C.F.R. part 106 to the district may be referred to the district's Title IX Coordinator, the Assistant Secretary for Civil Rights of the United States Department of Education, or both.

**12. Publication of Policy.** The district will prominently display on its website, if any, and in each handbook that it makes available to applicants for admission and employment, students, parents or legal guardians of students, employees, and all unions or professional organizations holding collective bargaining or professional agreements with the district, the name or title, office address, electronic mail address, and telephone number of the employee or employees designated as the Title IX Coordinator(s).

**13. Application Outside the United States.** The requirements of this policy apply only to sex discrimination occurring against a person in the United States.

**14. Scope of Policy.** Nothing herein shall be construed to be more demanding or more constraining upon the district than the requirements of Title IX (20 U.S.C. § 1681) and 34 C.F.R. part 106. To the extent that the district is in compliance with Title IX and 34 C.F.R. part 106, then all of the

district's obligations under this policy shall be deemed to be fulfilled and discharged.

Adopted on: \_\_\_\_\_

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

Reviewed on: \_\_\_\_\_