

Board of Education Regular Meeting

SALINE COUNTY SCHOOL DISTRICT 76-0068
501 Main Street
Friend, NE 68359-0067

Monday, May 13, 2019 7:30 PM

Nate Klenke: Present

Paul Segner: Present

Scott Spohn: Present

Jamie Tuttle: Present

Nancy Vossler: Present

Scott Vyhnalek: Present

1. Call to Order and Roll Call
2. Notice of Open Meeting Act - Posted
3. Motion to excuse absent board members
4. Pledge of Allegiance
5. Approval of the agenda

Motion to approve agenda as presented Passed with a motion by Nate Klenke and a second by Jamie Tuttle.

Nate Klenke: Yea, Paul Segner: Yea, Scott Spohn: Yea, Jamie Tuttle: Yea, Nancy Vossler: Yea, Scott Vyhnalek: Yea

Yea: 6, Nay: 0

6. Consent Agenda

Move to accept Consent Agenda as presented Passed with a motion by Jamie Tuttle and a second by Nancy Vossler.

Nate Klenke: Yea, Paul Segner: Yea, Scott Spohn: Yea, Jamie Tuttle: Yea, Nancy Vossler: Yea, Scott Vyhnalek: Yea

Yea: 6, Nay: 0

1. Hold for discussion and for possible action approval of the following items:

1. Minutes of prior meeting(s)
2. Treasurer's report
3. Receipts
4. Expenditures
5. Claims for payment
7. Public Forum: Recognition of visitors, delegations, and reading of communications.

None

8. Reports

1. Technology Update

Chris Nieveen, our ESU6 tech expert, shared what projects have been completed this year. These include a new intercom/phone/bell system; replacement of desktop computers in computer labor, media center, and shop; tech inventory program; and two new Meraki switches. He is exploring replacement of student Chromebooks, and single sign-on for students.

2. Committee:

1. Negotiations

Committee met April 8, and discussed principal salary for the 2019-20 school year. Committee will propose \$2,500 salary increase.

3. Administration

1. Principal's Report

Mrs. Stutzman discussed projects completed, and upcoming events.

2. Superintendent

Mr. Kraus presented Cash Trend data for the last six years. We have two girls participating at State Track this weekend, and one boy at State Golf next week. We will be researching replacement of Social Studies curriculum in high school for next school year.

9. Action Items

1. Accept Teacher Resignations

Accept teacher resignations, with regrets, for Tressa Beckler, Sadie Jones, and Scott Kraus. Passed with a motion by Scott Spohn and a second by Paul Segner.

Nate Klenke: Yea, Paul Segner: Yea, Scott Spohn: Yea, Jamie Tuttle: Yea, Nancy Vossler: Yea, Scott Vyhnalek: Yea

Yea: 6, Nay: 0

2. Approval to offer an initial employment contract to Nicole White- 1st grade, Keeley Kroeker -2nd grade, Nathan Baber- Physical Education, and Daniel Hakes- Library/Math for the 2019-2020 school year.

Approval to offer an initial employment contract to Nicole White- 1st grade, Keeley Kroeker -2nd grade, Nathan Baber- Physical Education, and Daniel Hakes- Library/Math for the 2019-2020 school year. Passed with a motion by Nate Klenke and a second by Jamie Tuttle.

Nate Klenke: Yea, Paul Segner: Yea, Scott Spohn: Yea, Jamie Tuttle: Yea, Nancy Vossler: Yea, Scott Vyhnalek: Yea

Yea: 6, Nay: 0

3. Approve the salary for the K-12 principal for the 2019-20 school year.

Set Liz Stutzman's principal salary for the 2019-20 year at \$92,500 Passed with a motion by Scott Spohn and a second by Nancy Vossler.

Nate Klenke: Yea, Paul Segner: Yea, Scott Spohn: Yea, Jamie Tuttle: Yea, Nancy Vossler: Yea, Scott Vyhnalek: Yea

Yea: 6, Nay: 0

4. Consideration and possible action to Review and Update policies: 2210A, 3410A, 3410B, 3410C, 3540, 3550, 3560, 3570, and 6121

Approve policy review and updates to BOE policies: 2210A, 3410A, 3410B, 3410C, 3540, 3550, 3560, 3570, and 6121 as presented Passed with a motion by Paul Segner and a second by Scott Spohn.

Nate Klenke: Yea, Paul Segner: Yea, Scott Spohn: Yea, Jamie Tuttle: Yea, Nancy Vossler: Yea, Scott Vyhnalek: Yea

Yea: 6, Nay: 0

10. Discussion Items

1. Weight Room summer supervision pay

A member of the coaching staff asked about pay for summer supervision of weightlifting. It was discussed that our Extra Duty Coaching Pay is higher than comparable schools, and it was understood that the higher salary was to cover summer weightlifting supervision and summer camps. Mr. Kraus will discuss with Mr. Pfeiffer.

11. Adjournment- The next regularly scheduled Board Meeting is June 10th, 2019 at 8:00 P.M.

The next meeting will be held Monday, June 10, 2019, at 8:00p.m. Move to adjourn this meeting at 8:22pm Passed with a motion by Jamie Tuttle and a second by Nate Klenke.

Nate Klenke: Yea, Paul Segner: Yea, Scott Spohn: Yea, Jamie Tuttle: Yea, Nancy Vossler: Yea, Scott Vyhnalek: Yea

Yea: 6, Nay: 0

Board of Education Regular Meeting
SALINE COUNTY SCHOOL DISTRICT 76-0068
501 Main Street
Friend, NE 68359-0067
Monday, April 8, 2019 7:30 PM

Nate Klenke: Present
Paul Segner: Present
Scott Spohn: Present
Jamie Tuttle: Present
Nancy Vossler: Present
Scott Vyhnalek: Present

1. Call to Order and Roll Call

2. Notice of Open Meeting Act - Posted

3. Motion to excuse absent board members

4. Pledge of Allegiance

5. Approval of the agenda

Motion to approve agenda as presented Passed with a motion by Scott Spohn and a second by Nancy Vossler.

Nate Klenke: Yea, Paul Segner: Yea, Scott Spohn: Yea, Jamie Tuttle: Yea, Nancy Vossler: Yea,
Scott Vyhnalek: Yea

Yea: 6, Nay: 0

6. Consent Agenda

6.1. Hold for discussion and for possible action approval of the following items:

Move to accept Consent Agenda as presented Passed with a motion by Jamie Tuttle and a second by Nate Klenke.

Nate Klenke: Yea, Paul Segner: Yea, Scott Spohn: Yea, Jamie Tuttle: Yea, Nancy Vossler: Yea,
Scott Vyhnalek: Yea

Yea: 6, Nay: 0

6.1.1. Minutes of prior meeting(s)

6.1.2. Treasurer's report

6.1.3. Receipts

6.1.4. Expenditures

6.1.5. Claims for payment

7. Public Forum: Recognition of visitors, delegations, and reading of communications.

No comment

8. Reports

8.1. Committee:

8.1.1. Activities

The Activity Committee and Mr. Kraus met with Exeter-Milligan BOE representatives and administrators on April 1 to discuss participation in athletics for the next 3-5 years. It was decided to continue with Junior High and High School Football and the planned Softball Co-ops for the next year, but will not pursue any other co-ops at this time. Also discussed continuing the Science and Agriculture teacher sharing. Discussed doing a feasibility study between the two schools. The superintendents will determine how this might be accomplished.

8.2. Administration

8.2.1. Principal's Report

Mrs. Stutzman discussed the many activities ongoing at FPS this spring.

8.2.2. Superintendent

Mr. Kraus reported that the REAP grant application has been submitted for 2019-20. We will use the majority of the 2018-19 REAP grant to pay for a portion of the new intercom system. Title I audit was successfully completed last month. Crisis committee policy was reviewed.

9. Action Items

9.1. Accept Teacher Resignations

Accept resignations, with regrets, from Kelly Kraus, first grade teacher, and Natasha Fuehrer, language arts teacher. Passed with a motion by Scott Spohn and a second by Jamie Tuttle. Nate Klenke: Yea, Paul Segner: Yea, Scott Spohn: Yea, Jamie Tuttle: Yea, Nancy Vossler: Yea, Scott Vyhnalek: Yea
Yea: 6, Nay: 0

9.2. Approval to offer an initial employment contract to Nicole Zurcher, Middle School Language Arts, for the 2019-2020 school year.

Offer an initial employment contract to Nicole Zurcher, Middle School Language Arts, for the 2019-20 school year. Passed with a motion by Nate Klenke and a second by Nancy Vossler. Nate Klenke: Yea, Paul Segner: Yea, Scott Spohn: Yea, Jamie Tuttle: Yea, Nancy Vossler: Yea, Scott Vyhnalek: Yea
Yea: 6, Nay: 0

9.3. Approve the class of 2018-19 candidates for graduation pending successful completion of required coursework.

Approve the class of 2018-19 candidates for graduation pending successful completion of required coursework Passed with a motion by Paul Segner and a second by Nate Klenke. Nate Klenke: Yea, Paul Segner: Yea, Scott Spohn: Yea, Jamie Tuttle: Yea, Nancy Vossler: Yea, Scott Vyhnalek: Yea
Yea: 6, Nay: 0

9.4. Consideration and possible action to Review and Update policies: 3160,3170,3180,3190,3200,3210,3220,3230 and 3250

Accept updates to BOE policies 3160, 3170, 3180, 3190, 3200, 3210, 3220, 3230 and 3250 as presented. Passed with a motion by Nate Klenke and a second by Nancy Vossler.

Nate Klenke: Yea, Paul Segner: Yea, Scott Spohn: Yea, Jamie Tuttle: Yea, Nancy Vossler: Yea, Scott Vyhnalek: Yea

Yea: 6, Nay: 0

10. Discussion Items

11. Adjournment

Motion to adjourn at 7:52pm. Next meeting will be Monday, May 13, at 7:30pm. Passed with a motion by Nancy Vossler and a second by Scott Vyhnalek.

Nate Klenke: Yea, Paul Segner: Yea, Scott Spohn: Yea, Jamie Tuttle: Yea, Nancy Vossler: Yea, Scott Vyhnalek: Yea

Yea: 6, Nay: 0

Friend Public School

Account Summary Report

REVENUES

Cycle: FY18-19; Begin Date: 04/01/2019; End Date: 04/30/2019; Account Type: Revenue; Created On: 5/2/2019 2:22:32 PM

Account Code	Description	Actual -March	Budget (YTD)	Actual (YTD)	% of Budget
GENERAL FUND					
01-1-01100-000-001	LOCAL - TAXES LEVIED - SALINE COUNTY	(\$75,253.25)	(\$2,912,732.00)	(\$1,708,429.78)	58.65
01-1-01100-000-002	LOCAL - TAXES LEVIED - SEWARD COUNTY	(\$13,117.70)	(\$515,000.00)	(\$271,113.73)	52.64
01-1-01100-000-003	LOCAL - TAXES LEVIED - FILLMORE COUNTY	(\$3,550.86)	(\$20,000.00)	(\$8,185.47)	40.92
01-1-01115-000-000	LOCAL - CARLINE TAXES	\$0.00	(\$2,500.00)	(\$534.08)	21.36
01-1-01125-000-000	LOCAL - MOTOR VEHICLE TAXES	(\$15,664.77)	(\$165,000.00)	(\$119,728.92)	72.56
01-1-01510-000-000	LOCAL - INTEREST ON INVESTMENTS	(\$964.47)	(\$5,000.00)	(\$12,249.74)	244.99
01-1-01911-000-000	LOCAL - LOCAL LICENSE FEES	\$0.00	(\$750.00)	\$0.00	0.00
01-1-01925-000-000	LOCAL - Categ Grants - Non-Govt Source	\$0.00	\$0.00	(\$409.00)	0.00
01-1-02110-000-000	INTERMEDIATE - COUNTY FINES AND LICENSE FEES	(\$619.26)	(\$17,500.00)	(\$8,369.46)	47.82
01-1-02210-000-000	INTERMEDIATE - ESU RECEIPTS	\$0.00	(\$2,200.00)	(\$1,576.51)	71.65
01-1-03110-000-000	STATE - STATE AID	(\$4,843.00)	(\$48,427.00)	(\$38,744.00)	80.00
01-1-03120-000-000	STATE - SPED (SCHOOL AGE)	(\$29,029.00)	(\$150,000.00)	(\$161,035.00)	107.35
01-1-03125-000-000	STATE - SPED TRANSPORTATION (SCHOOL AGE)	\$0.00	(\$2,600.00)	\$0.00	0.00
01-1-03130-000-000	STATE - HOMESTEAD EXEMPTION	(\$5,044.75)	\$0.00	(\$10,089.50)	0.00
01-1-03131-000-000	STATE - PROPERTY TAX CREDIT	(\$5,644.46)	\$0.00	(\$25,392.56)	0.00
01-1-03134-000-000	STATE - PUBLIC SERVICE TAX CR	\$0.00	\$0.00	(\$97,309.77)	0.00
01-1-03180-000-000	STATE - PRO-RATE MOTOR VEHICLE	(\$434.78)	(\$5,000.00)	(\$4,575.47)	91.50
01-1-03400-000-000	STATE - STATE APPORTIONMENT	\$0.00	\$0.00	(\$31,145.11)	0.00
01-1-03535-000-000	STATE - PAYMENTS FOR HIGH ABILITY LEARNERS	\$0.00	(\$3,100.00)	(\$3,129.00)	100.93
01-1-04105-000-000	FEDERAL - UNIVERSAL SERVICES FUND (E-RATE)	\$0.00	(\$2,000.00)	\$0.00	0.00
01-1-04310-000-000	FEDERAL - REAP	(\$22,910.00)	\$0.00	(\$27,539.00)	0.00
01-1-04505-000-000	FEDERAL - TITLE I, PART A ESSA	(\$28,745.00)	(\$30,000.00)	(\$28,745.00)	95.81
01-1-04506-000-000	FEDERAL -TITLE I ACCOUNTABILITY ESSA	\$0.00	\$0.00	(\$1,609.00)	0.00
01-1-04512-000-000	FEDERAL - IDEA PART B (611) BASE	\$0.00	(\$20,000.00)	(\$188.00)	0.94
01-1-04516-000-000	FEDERAL - IDEA PRESCHOOL (619)	\$0.00	\$0.00	(\$1,487.00)	0.00
01-1-04521-000-000	FEDERAL - IDEA PART B PROPORTIONATE SHARE	\$0.00	\$0.00	(\$2,323.00)	0.00
01-1-04708-000-000	FEDERAL - MEDICAID IN PUBLIC SCHOOLS (MIPS)	\$0.00	(\$5,000.00)	(\$2,447.78)	48.95
01-1-04709-000-000	FEDERAL - MEDICAID ADMIN ACTIVITIES (MAAPS)	\$0.00	\$0.00	(\$970.04)	0.00
01-1-05300-000-000	OTHER FINANCING - PROCEEDS- DISPOSAL OF REAL OR PP	\$0.00	(\$1,000.00)	(\$113.30)	11.33
01-1-05690-000-000	OTHER FINANCING - OTHER NON-REVENUE RECEIPTS	(\$200.00)	\$0.00	(\$3,468.66)	0.00
01-1-09005-903-000	NON-PROGRAM RECEIPTS - Interfund Loan from Nutrition Fund	(\$8,676.51)	\$0.00	(\$63,367.21)	0.00
01-1-09006-902-000	NON-PROGRAM RECEIPTS - Interfund Loan from Activity Fund	(\$767.80)	\$0.00	(\$16,457.18)	0.00
01-1-05690-000-000	OTHER FINANCING - OTHER NON-REVENUE RECEIPTS	(\$70.66)	\$0.00	(\$3,268.66)	0.00
01-1-09005-903-000	NON-PROGRAM RECEIPTS - Interfund Loan from Nutrition Fund	(\$6,431.53)	\$0.00	(\$54,690.70)	0.00
01-1-09006-902-000	NON-PROGRAM RECEIPTS - Interfund Loan from Activity Fund	(\$2,401.88)	\$0.00	(\$15,689.38)	0.00
Subtotal of Element: [Fund] 01 - GENERAL FUND		(\$224,369.68)	(\$3,907,809.00)	(\$2,724,381.01)	70%

DEPRECIATION FUND					
02-1-01510-000-000	DEPR - INVESTMENT INCOME - Interest on Investments	(\$218.64)	(\$900.00)	(\$1,788.01)	198.66
02-1-05200-000-000	DEPR - OTHER FINANCING SOURCES - Trsf from General Fund	\$0.00	(\$100,000.00)	\$0.00	0.00
Subtotal of Element: [Fund] 02 - Depreciation Fund		(\$218.64)	(\$100,900.00)	(\$1,788.01)	2%
SCHOOL NUTRITION FUND					
06-1-01611-000-000	SN - DAILY SALES - SCHOOL LUNCH PROGRAM	(\$6,683.20)	(\$63,000.00)	(\$55,004.70)	87.30
06-1-01620-000-000	SN - DAILY SALES - STAFF	(\$319.90)	(\$2,000.00)	(\$2,780.50)	139.02
06-1-01990-000-000	SN - VENDING SALES	\$0.00	\$0.00	(\$268.21)	0.00
06-1-03150-000-000	SN - REVENUE FROM STATE REIMBURSEMENT	(\$5,420.06)	(\$32,514.00)	(\$44,835.96)	137.89
06-1-05200-000-000	SN - OTHER FINANCING SOURCES - Support from Gen Fund	\$0.00	(\$45,000.00)	(\$18,000.00)	40.00
06-1-05690-000-000	SN - OTHER NON-REVENUE RECEIPTS	\$0.00	\$0.00	(\$111.34)	0.00
Subtotal of Element: [Fund] 06 - Lunch Fund		(\$12,423.16)	(\$142,514.00)	(\$121,000.71)	85%
BOND FUND					
07-1-01100-000-000	BF - LOCAL - TAXES LEVIED - SALINE COUNTY	(\$12,325.17)	(\$551,500.00)	(\$324,730.97)	58.88
07-1-01100-000-002	BF - LOCAL - TAXES LEVIED - FILLMORE COUNTY	(\$571.55)	(\$3,500.00)	(\$1,335.61)	38.16
07-1-01115-000-000	BF - LOCAL - CARLINE TAXES	\$0.00	\$0.00	(\$88.05)	0.00
07-1-01510-000-000	BF - LOCAL - INVEST INCOME - INTEREST ON INVEST	(\$161.85)	\$0.00	(\$2,043.86)	0.00
07-1-03130-000-000	BF - STATE - HOMESTEAD EXEMPTION	(\$705.79)	\$0.00	(\$1,411.58)	0.00
07-1-03131-000-000	BF - STATE - PROPERTY TAX CREDIT	(\$755.25)	\$0.00	(\$1,117.91)	0.00
07-1-03134-000-000	BF - STATE - PUBLIC SERVICE CR	\$0.00	\$0.00	(\$15,658.47)	0.00
07-1-03180-000-000	BF - STATE - PRO-RATE MOTOR VEHICLE	\$0.00	\$0.00	(\$613.75)	0.00
07-1-09003-908-000	BF - NON-PROGRAM RECEIPTS - Interfund Loan from Special Building	\$0.00	\$0.00	(\$45,000.00)	0.00
Subtotal of Element: [Fund] 07 - Bond Fund		(\$14,519.61)	(\$555,000.00)	(\$392,000.20)	71%
SPECIAL BUILDING FUND					
08-1-01100-000-000	SB - LOCAL - TAXES LEVIED - SALINE COUNTY	(\$1,101.29)	(\$45,000.00)	(\$24,714.40)	54.92
08-1-01100-000-001	SB - LOCAL - TAXES LEVIED - SEWARD COUNTY	(\$190.03)	(\$4,500.00)	(\$3,918.94)	87.08
08-1-01100-000-002	SB - LOCAL - TAXES LEVIED - FILLMORE COUNTY	(\$51.50)	(\$500.00)	(\$118.22)	23.64
08-1-01115-000-000	SB - REVENUE FROM LOCAL SOURCES - CARLINE TAXES	\$0.00	\$0.00	(\$7.69)	0.00
08-1-01510-000-000	SB - INVESTMENT INCOME - INTEREST ON INVESTMENTS	(\$1,445.10)	(\$10,000.00)	(\$11,622.28)	116.22
08-1-03130-000-000	SB - REVENUE FROM STATE SOURCES - HOMESTEAD EXEMPTION	(\$73.18)	\$0.00	(\$146.36)	0.00
08-1-03131-000-000	SB - REVENUE FROM STATE SOURCES - PROPERTY TAX CREDIT	(\$81.85)	\$0.00	(\$368.17)	0.00
08-1-03134-000-000	SB - REVENUE FROM STATE SOURCES - PUBLIC SERVICE TAX CR	\$0.00	\$0.00	(\$1,411.23)	0.00
08-1-03180-000-000	SB - REVENUE FROM STATE SOURCES - PRO-RATE MOTOR	(\$6.31)	(\$1,000.00)	(\$65.92)	6.59
08-1-09002-909-000	SB - NON-PROGRAM RECEIPTS - Interfund Loan from Bond Fund	\$0.00	\$0.00	(\$45,000.00)	0.00
Subtotal of Element: [Fund] 08 - Special Building Fund		(\$2,949.26)	(\$61,000.00)	(\$87,373.21)	143%

Friend Public School

Account Summary Report

EXPENDITURES

Cycle: FY18-19; Begin Date: 04/01/2019; End Date: 04/30/2019; Account Type: Expenditure; Created On: 5/2/2019 2:28:37 PM

Account Code	Description	Actual - April	Budget (YTD)	Actual (YTD)	% of Budget
General Fund					
01-2-01100-111-001-00	REG INST - Salaries - Teachers - Sec	\$46,761.17	\$562,000.00	\$374,149.64	66.57
01-2-01100-111-002-00	REG INST - Salaries - Teachers - Elem	\$34,142.04	\$412,000.00	\$273,131.43	66.29
01-2-01100-112-001-00	REG INST - Salaries - Paras and Assistants - Sec	\$1,159.25	\$9,900.00	\$7,305.60	73.79
01-2-01100-112-002-00	REG INST - Salaries - Paras and Assistants - Elem	\$0.00	\$20,000.00	\$12,642.94	63.21
01-2-01100-122-002-00	REG INST - Salaries - Substitute Paras - Elem	\$1,890.05	\$0.00	\$10,513.21	0.00
01-2-01100-123-001-00	REG INST - Salaries - Substitute Teachers - Sec	\$5,123.30	\$35,000.00	\$16,620.78	47.48
01-2-01100-123-002-00	REG INST - Salaries - Substitute Teachers - Elem	\$5,455.88	\$35,000.00	\$23,609.06	67.45
01-2-01100-151-001-00	REG INST - Addl Comp - Teachers - Extra Duty, Class Coverage -	\$7,308.47	\$84,500.00	\$60,197.76	71.23
01-2-01100-151-002-00	REG INST - Addl Comp - Teachers - Extra Duty, Class Coverage -	\$180.00	\$0.00	\$380.00	0.00
01-2-01100-152-001-00	REG INST - Addl Comp - NonCert Coaches - Extra Duty Pay - Sec	\$2,491.00	\$28,000.00	\$27,051.00	96.61
01-2-01100-211-001-00	REG INST - Group Insurance - BCBS - Teachers - Sec	\$14,646.44	\$175,000.00	\$130,976.54	74.84
01-2-01100-211-001-01	REG INST - Group Insurance - LTD - Teachers - Sec	\$261.09	\$3,100.00	\$2,088.72	67.37
01-2-01100-211-002-00	REG INST - Group Insurance - BCBS - Teachers - Elem	\$10,385.68	\$118,000.00	\$89,660.08	75.98
01-2-01100-211-002-01	REG INST - Group Insurance - LTD - Teachers - Elem	\$161.64	\$2,000.00	\$1,293.12	64.65
01-2-01100-212-001-01	REG INST - Group Insurance - LTD - Paras - Sec	\$6.59	\$50.00	\$52.72	105.44
01-2-01100-212-002-01	REG INST - Group Insurance - LTD - Paras - Elem	\$6.59	\$100.00	\$92.26	92.26
01-2-01100-221-001-00	REG INST - Social Security - Teachers - Sec	\$4,019.58	\$48,000.00	\$32,297.94	67.28
01-2-01100-221-002-00	REG INST - Social Security - Teachers - Elem	\$2,483.71	\$30,000.00	\$19,792.65	65.97
01-2-01100-222-001-00	REG INST - Social Security - Paras and Assistants - Sec	\$279.76	\$800.00	\$2,626.27	328.28
01-2-01100-222-002-00	REG INST - Social Security - Paras and Assistants - Elem	\$145.05	\$1,500.00	\$1,778.29	118.55
01-2-01100-223-001-00	REG INST - Social Security - Substitute Teachers - Sec	\$391.92	\$2,700.00	\$1,271.58	47.09
01-2-01100-223-002-00	REG INST - Social Security - Substitute Teachers - Elem	\$417.39	\$2,700.00	\$1,806.15	66.89
01-2-01100-231-001-00	REG INST - Retirement - Teachers - Sec	\$5,340.91	\$64,000.00	\$42,896.77	67.02
01-2-01100-231-002-00	REG INST - Retirement - Teachers - Elem	\$3,390.26	\$41,000.00	\$26,997.02	65.84
01-2-01100-232-001-00	REG INST - Retirement - Paras and Assistants - Sec	\$114.51	\$1,000.00	\$893.34	89.33
01-2-01100-232-002-00	REG INST - Retirement - Paras and Assistants - Elem	\$21.87	\$2,000.00	\$1,247.00	62.35
01-2-01100-271-001-00	REG INST - Workers Comp - Teachers - Sec	\$0.00	\$2,000.00	\$2,000.34	100.01
01-2-01100-271-002-00	REG INST - Workers Comp - Teachers - Elem	\$0.00	\$1,300.00	\$1,281.02	98.54
01-2-01100-272-001-00	REG INST - Workers Comp - Paras and Assistants - Sec	\$0.00	\$100.00	\$49.81	49.81
01-2-01100-272-002-00	REG INST - Workers Comp - Paras and Assistants - Elem	\$0.00	\$100.00	\$61.07	61.07
01-2-01100-281-001-00	REG INST - Health Benefits HSAs-- Teachers - Sec	\$0.00	\$0.00	\$1,772.64	0.00
01-2-01100-281-002-00	REG INST - Health Benefits HSAs-- Teachers - Elem	\$0.00	\$0.00	\$895.18	0.00
01-2-01100-291-001-00	REG INST - Other Employee Benefits - Teachers - Sec	\$0.00	\$900.00	\$413.75	45.97
01-2-01100-291-002-00	REG INST - Other Employee Benefits - Teachers - Elem	\$0.00	\$900.00	\$413.75	45.97
01-2-01100-330-001-00	REG INST - Employee Training - Sec	\$0.00	\$5,000.00	\$919.91	18.39

01-2-01100-330-002-00	REG INST - Employee Training - Elem	\$0.00	\$5,000.00	\$911.94	18.23
01-2-01100-333-001-00	REG INST - Mileage Paid to Staff - Sec	\$0.00	\$0.00	\$62.13	0.00
01-2-01100-340-001-MU	REG INST - Contracted Piano Accompanist - Sec	\$0.00	\$2,000.00	\$0.00	0.00
01-2-01100-382-001-SP	REG INST - Distance Ed - Spanish	\$2,550.00	\$12,000.00	\$10,200.00	85.00
01-2-01100-430-001-MU	REG INST - Repairs to Instruments - Sec	\$0.00	\$500.00	\$62.00	12.40
01-2-01100-443-001-00	REG INST - Lease/Usage - Copier - Sec	\$654.55	\$7,500.00	\$4,634.09	61.78
01-2-01100-443-002-00	REG INST - Lease/Usage - Copier - Elem	\$1,216.97	\$7,500.00	\$4,495.70	59.94
01-2-01100-580-001-00	REG INST - Travel - Sec	\$0.00	\$200.00	\$544.52	272.26
01-2-01100-580-002-00	REG INST - Travel - Elem	\$0.00	\$200.00	\$0.00	0.00
01-2-01100-610-001-00	REG INST - Teaching Supplies - Sec	\$0.00	\$123,985.00	\$1,183.04	0.95
01-2-01100-610-001-AG	REG INST - Supplies - Agri	\$58.09	\$1,000.00	\$811.14	81.11
01-2-01100-610-001-AR	REG INST - Supplies - Art - Sec	\$0.00	\$2,500.00	\$355.79	14.23
01-2-01100-610-001-FC	REG INST - Supplies - FACS	\$19.99	\$500.00	\$133.29	26.65
01-2-01100-610-001-LA	REG INST - Supplies - Lang Arts - Sec	\$0.00	\$3,000.00	\$0.00	0.00
01-2-01100-610-001-MA	REG INST - Supplies - Math - Sec	\$0.00	\$1,000.00	\$0.00	0.00
01-2-01100-610-001-MU	REG INST - Supplies - Music - Sec	\$551.49	\$3,000.00	\$935.05	31.16
01-2-01100-610-001-PE	REG INST - Supplies - PE/Health - Sec	\$0.00	\$1,000.00	\$176.57	17.65
01-2-01100-610-001-SC	REG INST - Supplies - Science - Sec	\$0.00	\$500.00	\$990.94	198.18
01-2-01100-610-001-SH	REG INST - Supplies - Shop	\$156.81	\$3,000.00	\$2,200.61	73.35
01-2-01100-610-001-SP	REG INST - Supplies - Spanish	\$0.00	\$500.00	\$0.00	0.00
01-2-01100-610-001-SS	REG INST - Supplies - Social Studies - Sec	\$0.00	\$1,000.00	\$325.20	32.52
01-2-01100-610-001-TE	REG INST - Supplies - Tech Classes - Sec	\$0.00	\$500.00	\$0.00	0.00
01-2-01100-610-002-00	REG INST - Supplies - Elem	\$0.00	\$126,795.00	\$1,713.42	1.35
01-2-01100-610-002-AR	REG INST - Supplies - Art - Elem	\$0.00	\$2,500.00	\$107.00	4.28
01-2-01100-610-002-LA	REG INST - Supplies - Lang Arts - Elem	\$0.00	\$3,000.00	\$585.67	19.52
01-2-01100-610-002-MA	REG INST - Supplies - Math - Elem	\$0.00	\$500.00	\$0.00	0.00
01-2-01100-610-002-MU	REG INST - Supplies - Music - Elem	\$0.00	\$2,000.00	\$349.41	17.47
01-2-01100-610-002-PE	REG INST - Supplies - PE/Health - Elem	\$0.00	\$1,000.00	\$0.00	0.00
01-2-01100-610-002-SC	REG INST - Supplies - Science - Elem	\$0.00	\$1,000.00	\$0.00	0.00
01-2-01100-610-002-SS	REG INST - Supplies - Social Studies - Elem	\$0.00	\$200.00	\$0.00	0.00
01-2-01100-611-001-FC	REG INST - Food - FACS	\$85.97	\$1,300.00	\$865.57	66.58
01-2-01100-640-001-AG	REG INST - Books and Periodicals - Agri	\$1,455.00	\$2,000.00	\$2,485.58	124.27
01-2-01100-640-001-FC	REG INST - Books and Periodicals - FACS	\$0.00	\$300.00	\$0.00	0.00
01-2-01100-640-001-LA	REG INST - Books and Periodicals - Lang Arts - Sec	\$0.00	\$3,000.00	\$1,496.18	49.87
01-2-01100-640-001-MA	REG INST - Books and Periodicals - Math - Sec	\$0.00	\$1,000.00	\$0.00	0.00
01-2-01100-640-001-SC	REG INST - Books and Periodicals - Science - Sec	\$0.00	\$2,000.00	\$895.70	44.78
01-2-01100-640-002-LA	REG INST - Books and Periodicals - Lang Arts - Elem	\$0.00	\$3,000.00	\$1,779.97	59.33
01-2-01100-640-002-MA	REG INST - Books and Periodicals - Math - Elem	\$0.00	\$0.00	\$93.36	0.00
01-2-01100-643-001-00	REG INST - Web/Cloud Based Software - Sec	\$0.00	\$10,000.00	\$1,015.76	10.15
01-2-01100-643-002-00	REG INST - Web/Cloud Based Software - Elem	\$0.00	\$5,000.00	\$500.00	10.00
01-2-01100-650-001-00	REG INST - Supplies - Tech Related - Sec	\$0.00	\$500.00	\$453.14	90.62
01-2-01100-650-001-MU	REG INST - Tech Supplies - Music - Sec	\$0.00	\$0.00	\$169.00	0.00
01-2-01100-650-001-SH	REG INST - Tech Supplies - Shop	\$0.00	\$3,000.00	\$0.00	0.00
01-2-01100-650-001-SS	REG INST - Software/Tech - Social Studies - Sec	\$0.00	\$500.00	\$309.00	61.80

01-2-01100-650-001-TE	REG INST - Tech Supplies - Tech Class - Sec	\$0.00	\$0.00	\$109.99	0.00
01-2-01100-650-002-00	REG INST - Supplies - Tech Related - Elem	\$300.00	\$1,000.00	\$892.00	89.20
01-2-01100-734-001-00	REG INST - Tech-Related Hardware - Sec	\$0.00	\$30,000.00	\$3,485.00	11.61
01-2-01100-734-002-00	REG INST - Tech-Related Hardware - Elem	\$0.00	\$0.00	\$9,285.00	0.00
01-2-01100-735-001-00	REG INST - Technology Software - Sec	\$0.00	\$2,000.00	\$0.00	0.00
01-2-01100-810-001-00	REG INST - Dues and Fees - Sec Staff	\$0.00	\$3,000.00	\$95.00	3.16
01-2-01100-810-001-01	REG INST - Field Trips Students - Secondary	\$0.00	\$200.00	\$0.00	0.00
01-2-01100-810-001-AG	REG INST - Dues & Fees - Agri	\$0.00	\$500.00	\$0.00	0.00
01-2-01100-810-001-MU	REG INST - Dues & Contest Fees - Music - Sec	\$0.00	\$1,000.00	\$525.00	52.50
01-2-01100-810-001-SS	REG INST - Dues & Fees - Social Studies - Sec	\$0.00	\$100.00	\$210.00	210.00
01-2-01100-810-002-00	REG INST - Dues & Fees - Elem	\$0.00	\$3,000.00	\$160.00	5.33
01-2-01100-810-002-01	REG INST - Field Trips Students - Elementary	\$0.00	\$700.00	\$401.79	57.39
01-2-01100-810-002-MU	REG INST - Dues & Contest Fees - Music - Elem	\$0.00	\$500.00	\$0.00	0.00
01-2-01115-565-001-00	SENCAP - Tuition to Postsecondary Schools	\$955.60	\$5,000.00	\$1,737.45	34.74
01-2-01190-111-002-00	EARLY - Salaries - Teachers	\$4,662.33	\$55,950.00	\$31,894.78	57.00
01-2-01190-112-002-00	EARLY - Salaries - Paras	\$1,999.04	\$15,700.00	\$12,496.41	79.59
01-2-01190-121-002-00	EARLY - Salaries - Subs - Teachers	\$0.00	\$1,000.00	\$0.00	0.00
01-2-01190-211-002-00	EARLY - Group Insurance - BCBS Teachers	\$1,402.68	\$19,800.00	\$11,756.12	59.37
01-2-01190-211-002-01	EARLY - Group Insurance - LTD - Teachers	\$25.27	\$300.00	\$202.16	67.38
01-2-01190-212-002-01	EARLY - Group Insurance - LTD - Paras	\$5.23	\$70.00	\$41.84	59.77
01-2-01190-221-002-00	EARLY - Social Security - Teachers	\$353.92	\$4,200.00	\$2,418.80	57.59
01-2-01190-222-002-00	EARLY - Social Security - Paras	\$153.32	\$1,350.00	\$959.15	71.04
01-2-01190-223-002-00	EARLY - Social Security - Subs - Teachers	\$0.00	\$75.00	\$0.00	0.00
01-2-01190-231-002-00	EARLY - Retirement - Teachers	\$460.54	\$5,600.00	\$3,150.83	56.26
01-2-01190-232-002-00	EARLY - Retirement - Paras	\$197.46	\$1,750.00	\$1,234.35	70.53
01-2-01190-271-002-00	EARLY - Workers Comp - Teachers	\$0.00	\$200.00	\$174.71	87.35
01-2-01190-272-002-00	EARLY - Workers Comp - Paras	\$0.00	\$60.00	\$56.04	93.40
01-2-01190-281-002-00	EARLY - Health Benefits - HSA Teachers	\$0.00	\$0.00	\$2,036.00	0.00
01-2-01190-330-002-00	EARLY - Employee Training	\$0.00	\$500.00	\$156.28	31.25
01-2-01190-610-002-00	EARLY - General Supplies	\$0.00	\$2,000.00	\$687.88	34.39
	Regular Education	\$163,848.41	\$2,189,185.00	\$1,294,186.69	0.59
01-2-01200-111-001-00	SPED SA - Salaries - Teachers - Sec	\$5,050.89	\$61,600.00	\$40,407.12	65.59
01-2-01200-111-002-00	SPED SA - Salaries - Teachers -Elem	\$6,645.96	\$76,500.00	\$53,167.68	69.50
01-2-01200-112-001-00	SPED SA - Salaries - Paras - Sec	\$4,138.96	\$24,800.00	\$22,799.87	91.93
01-2-01200-112-002-00	SPED SA - Salaries - Instructional Aides -Elem	\$5,599.53	\$76,500.00	\$45,615.16	59.62
01-2-01200-122-001-00	SPED SA - Salaries - Subs - Paras - Sec	\$0.00	\$0.00	\$25.75	0.00
01-2-01200-122-002-00	SPED SA - Salaries - Subs - Paras -Elem	\$110.21	\$0.00	\$1,024.85	0.00
01-2-01200-123-001-00	SPED SA - Salaries - Subs - Teachers	\$139.00	\$5,000.00	\$1,251.00	25.02
01-2-01200-123-002-00	SPED SA - Salaries - Subs - Teachers	\$556.00	\$5,000.00	\$3,355.88	67.11
01-2-01200-132-002-00	SPED SA - Salaries - OT - Paras -Elem	\$0.00	\$0.00	\$8.37	0.00

01-2-01200-211-001-00	SPED SA - Group Insurance - BCBS - Teachers - Sec	\$1,761.41	\$21,100.00	\$15,852.69	75.13
01-2-01200-211-001-01	SPED SA - Group Insurance LTD Teachers - Sec	\$41.14	\$500.00	\$329.12	65.82
01-2-01200-211-002-00	SPED SA - Group Insurance - BCBS - Teachers -Elem	\$303.11	\$3,900.00	\$2,768.07	70.97
01-2-01200-211-002-01	SPED SA - Group Insurance LTD Teachers Elem	\$20.04	\$500.00	\$120.24	24.04
01-2-01200-212-001-00	SPED SA - Group Insurance LTD Paras - Sec	\$18.12	\$100.00	\$98.83	98.83
01-2-01200-212-002-00	SPED SA - Group Insurance LTD Paras -Elem	\$32.95	\$350.00	\$138.39	39.54
01-2-01200-221-001-00	SPED SA - Social Security - Teachers - Sec	\$386.24	\$4,300.00	\$3,090.03	71.86
01-2-01200-221-002-00	SPED SA - Social Security - Teachers -Elem	\$507.41	\$6,100.00	\$4,059.31	66.54
01-2-01200-222-001-00	SPED SA - Social Security - Aides - Sec	\$318.02	\$1,900.00	\$1,751.74	92.19
01-2-01200-222-002-00	SPED SA - Social Security - Aides -Elem	\$431.61	\$6,100.00	\$3,518.01	57.67
01-2-01200-223-001-00	SPED SA - Social Security - Subs - Sec	\$10.64	\$0.00	\$95.70	0.00
01-2-01200-223-002-00	SPED SA - Social Security - Subs -Elem	\$42.55	\$0.00	\$256.75	0.00
01-2-01200-231-001-00	SPED SA - Retirement - Teachers - Sec	\$498.92	\$6,000.00	\$3,991.35	66.52
01-2-01200-231-002-00	SPED SA - Retirement - Teachers -Elem	\$656.47	\$7,900.00	\$5,251.76	66.47
01-2-01200-232-001-00	SPED SA - Retirement - Aides - Sec	\$408.84	\$2,500.00	\$2,252.15	90.08
01-2-01200-232-002-00	SPED SA - Retirement - Aides -Elem	\$553.11	\$7,800.00	\$4,498.45	57.67
01-2-01200-271-001-00	SPED SA - Workers Comp- Teachers - Sec	\$0.00	\$230.00	\$222.46	96.72
01-2-01200-271-002-00	SPED SA - Workers Comp- Teachers -Elem	\$0.00	\$260.00	\$260.43	100.16
01-2-01200-272-001-00	SPED SA - Workers Comp - Aides - Sec	\$0.00	\$150.00	\$111.17	74.11
01-2-01200-272-002-00	SPED SA - Workers Comp - Aides -Elem	\$0.00	\$250.00	\$244.28	97.71
01-2-01200-317-002-00	SPED SA - Contracted Legal Services -Elem	\$0.00	\$5,000.00	\$0.00	0.00
01-2-01200-330-001-00	SPED SA - Employee Training - Sec	\$0.00	\$5,000.00	\$185.44	3.70
01-2-01200-330-002-00	SPED SA - Employee Training -Elem	\$0.00	\$5,000.00	\$469.42	9.38
01-2-01200-580-001-00	SPED SA - Travel - Sec	\$0.00	\$0.00	\$33.87	0.00
01-2-01200-591-002-00	SPED SA - SRS fees Purch thru ESU6	\$0.00	\$1,000.00	\$817.00	81.70
01-2-01200-610-001-00	SPED SA - General Supplies - Sec	\$0.00	\$107,830.00	\$0.00	0.00
01-2-01200-610-002-00	SPED SA - General Supplies -Elem	\$26.64	\$107,830.00	\$425.89	0.39
01-2-01200-643-001-00	SPED SA - Web/Cloud Based Software - Sec	\$0.00	\$0.00	\$619.00	0.00
01-2-01200-643-002-00	SPED SA - Web/Cloud Based Software -Elem	\$0.00	\$2,000.00	\$99.00	4.95
01-2-01200-650-001-00	SPED SA - Supplies - Technology Related - Sec	\$15.38	\$0.00	\$36.12	0.00
01-2-01200-650-002-00	SPED SA - Supplies - Technology Related -Elem	\$0.00	\$0.00	\$758.00	0.00
01-2-01200-734-001-00	SPED SA - Technology-Related Hardware - Sec	\$0.00	\$5,000.00	\$3,485.00	69.70
01-2-01200-810-001-00	SPED SA - Dues and Fees - Sec	\$0.00	\$2,000.00	\$0.00	0.00
01-2-01200-810-002-00	SPED SA - Dues and Fees -Elem	\$0.00	\$2,000.00	\$60.00	3.00
01-2-02141-591-001-00	PSYCH - Psych Eval Services Purch from ESU6 - SA - Sec	\$11,023.36	\$10,000.00	\$13,625.21	136.25
01-2-02141-591-001-01	PSYCH - LMHP Services Purch from ESU6 - SA - Sec	\$605.30	\$5,000.00	\$1,168.60	23.37
01-2-02141-591-002-00	PSYCH - Psych Eval Services Purch from ESU6 - SA - Elem	\$0.00	\$50,000.00	\$5,050.64	10.10
01-2-02141-591-002-02	PSYCH - Consultant Svs Purch from ESU6 - SA - Elem	\$0.00	\$10,000.00	\$0.00	0.00
01-2-02142-591-002-00	PSYCH - Psych Eval Svcs Purch from ESU6 - Ages 3-4	\$0.00	\$0.00	\$3,769.14	0.00
01-2-02151-591-001-00	SPEECH - Speech Therapy Purch From ESU6 - SA - Sec	\$5,922.45	\$0.00	\$11,015.98	0.00
01-2-02151-591-002-00	SPEECH - Speech Therapy Purch From ESU6 - SA - Elem	\$0.00	\$140,000.00	\$23,203.81	16.57
01-2-02151-591-002-01	SPEECH - Deaf/HOH Therapy Purch From ESU6 - SA - Elem	\$2,335.07	\$25,000.00	\$4,701.49	18.80
01-2-02151-591-002-02	SPEECH - Extended SY Purch From ESU6 - SA - Elem	\$0.00	\$5,000.00	\$0.00	0.00
01-2-02151-610-002-00	SPEECH - General Supplies - SA - Elem	\$0.00	\$0.00	\$264.16	0.00

01-2-02152-591-002-00	SPEECH - Speech Therapy Purch From ESU6 - Age 3-5	\$0.00	\$15,000.00	\$1,563.39	10.42
01-2-02152-591-002-02	SPEECH - Homebased Therapy Purch From ESU6 - Age 3-5	\$0.00	\$10,000.00	\$0.00	0.00
01-2-02153-591-002-00	SPEECH - Speech Therapy Purch From ESU6 - Age 0-2	\$311.71	\$5,000.00	\$1,718.76	34.37
01-2-02153-591-002-02	SPEECH - Homebased Therapy Purch From ESU6 - Age 0-2	\$0.00	\$10,000.00	\$0.00	0.00
01-2-02161-591-001-00	OT - Occupational Therapy Purch from ESU6 - SA - Sec	\$4,450.12	\$10,000.00	\$7,586.14	75.86
01-2-02161-591-002-00	OT - Occupational Therapy Purch from ESU6 - SA - Elem	\$4,820.97	\$15,000.00	\$11,188.02	74.58
01-2-02162-591-002-00	OT - Occupational Therapy Purch from ESU6 - Age 3-5	\$0.00	\$3,000.00	\$0.00	0.00
01-2-02163-591-002-00	OT - Occupational Therapy Purch from ESU6 - Age 0-2	\$0.00	\$5,000.00	\$0.00	0.00
01-2-02171-591-001-00	PT - Physical Therapy Purch From ESU6- SA - Sec	\$0.00	\$5,000.00	\$1,716.04	34.32
01-2-02171-591-002-00	PT - Physical Therapy Purch From ESU6- SA - Elem	\$0.00	\$10,000.00	\$4,087.13	40.87
01-2-02181-340-002-00	VISION - Prof Services - Vision Therapy - Elem	\$275.78	\$5,000.00	\$2,304.34	46.08
	Special Education	\$58,017.91	\$900,000.00	\$316,518.20	0.35
01-2-02120-111-001-00	GUIDANCE - Salaries - Counselor - Secondary	\$2,846.19	\$34,200.00	\$22,769.52	66.57
01-2-02120-111-002-00	GUIDANCE - Salaries - Counselor - Elem	\$2,846.19	\$34,200.00	\$22,769.52	66.57
01-2-02120-211-001-00	GUIDANCE - Group Insurance - BCBS - Counselor- Secondary	\$548.57	\$6,500.00	\$4,937.13	75.95
01-2-02120-211-001-01	GUIDANCE - Group Insurance LTD - Counselor- Secondary	\$27.27	\$320.00	\$218.16	68.17
01-2-02120-211-002-00	GUIDANCE - Group Insurance - BCBS - Counselor- Elem	\$548.55	\$6,500.00	\$4,936.95	75.95
01-2-02120-221-001-00	GUIDANCE - Social Security - Counselor- Secondary	\$216.67	\$2,550.00	\$1,734.57	68.02
01-2-02120-221-002-00	GUIDANCE - Social Security - Counselor- Elem	\$214.62	\$2,550.00	\$1,718.14	67.37
01-2-02120-231-001-00	GUIDANCE - Retirement - Counselor- Secondary	\$281.14	\$3,400.00	\$2,249.12	66.15
01-2-02120-231-002-00	GUIDANCE - Retirement - Counselor- Elem	\$281.14	\$3,400.00	\$2,249.12	66.15
01-2-02120-271-001-00	GUIDANCE - Workers Comp - Counselor- Secondary	\$0.00	\$220.00	\$213.30	96.95
01-2-02120-320-001-00	GUIDANCE - Student Workshops- Secondary	\$0.00	\$2,500.00	\$2,334.00	93.36
01-2-02120-320-002-00	GUIDANCE - Student Workshops- Elem	\$0.00	\$500.00	\$0.00	0.00
01-2-02120-330-001-00	GUIDANCE - Employee Training - Secondary	\$0.00	\$750.00	\$64.29	8.57
01-2-02120-330-002-00	GUIDANCE - Employee Training - Elem	\$0.00	\$750.00	\$45.00	6.00
01-2-02120-610-001-00	GUIDANCE - General Supplies- Secondary	\$50.84	\$860.00	\$355.61	41.35
01-2-02120-610-002-00	GUIDANCE - General Supplies- Elem	\$0.00	\$800.00	\$27.93	3.49
01-2-02120-640-002-00	GUIDANCE - Books and Periodicals- Elem	\$0.00	\$0.00	\$18.31	0.00
01-2-02120-810-001-00	GUIDANCE - Dues and Fees- Secondary	\$0.00	\$1,000.00	\$720.00	72.00
01-2-02120-810-002-00	GUIDANCE - Dues and Fees- Elem	\$0.00	\$1,000.00	\$352.50	35.25
01-2-02130-116-002-00	NURSE - Salaries - Nurse - Elem	\$2,535.72	\$42,500.00	\$30,994.06	72.92
01-2-02130-216-002-00	NURSE - Group Insurance BCBS- Elem	\$1,657.18	\$14,900.00	\$13,251.86	88.93
01-2-02130-216-002-01	NURSE - Group Insurance LTD- Elem	\$18.35	\$250.00	\$150.48	60.19
01-2-02130-226-002-00	NURSE - Social Security - Nurse- Elem	\$191.40	\$3,200.00	\$2,355.38	73.60
01-2-02130-236-002-00	NURSE - Retirement - Nurse- Elem	\$250.47	\$4,200.00	\$2,927.89	69.71
01-2-02130-276-002-00	NURSE - Workers Comp - Nurse- Elem	\$0.00	\$150.00	\$134.02	89.34
01-2-02130-580-002-00	NURSE - Travel- Elem	\$0.00	\$200.00	\$0.00	0.00
01-2-02130-610-001-00	NURSE - General Supplies- Secondary	\$106.00	\$0.00	\$238.00	0.00
01-2-02130-610-002-00	NURSE - General Supplies- Elem	\$30.31	\$600.00	\$561.69	93.61

	Support - Pupils	\$12,650.61	\$168,000.00	\$118,326.55	0.70
01-2-02211-580-000-00	SCHOOL IMPROV - Travel	\$0.00	\$1,000.00	\$0.00	0.00
01-2-02211-810-000-00	SCHOOL IMPROV - Dues and Fees	\$0.00	\$3,000.00	\$0.00	0.00
01-2-02220-111-001-00	LIB MEDIA - Salaries - Teachers - Secondary	\$0.00	\$15,150.00	\$0.00	0.00
01-2-02220-111-002-00	LIB MEDIA - Salaries - Teachers - Elem	\$2,387.63	\$15,150.00	\$20,074.04	132.50
01-2-02220-112-001-00	LIB MEDIA - Salaries - Regular - Paras - Secondary	\$2,282.22	\$19,800.00	\$15,729.34	79.44
01-2-02220-211-001-00	LIB MEDIA - Group Insurance - BCBS - Teachers - Secondary	\$0.00	\$4,975.00	\$0.00	0.00
01-2-02220-211-001-01	LIB MEDIA - Group Insurance - LTD - Teachers - Secondary	\$27.42	\$330.00	\$219.36	66.47
01-2-02220-211-002-00	LIB MEDIA - Group Insurance - BCBS - Teachers - Elem	\$805.15	\$4,975.00	\$7,433.87	149.42
01-2-02220-212-001-01	LIB MEDIA - Group Insurance - LTD - Paras - Secondary	\$6.59	\$80.00	\$52.72	65.90
01-2-02220-221-001-00	LIB MEDIA - Social Security - Teachers - Secondary	\$2.01	\$1,125.00	\$16.08	1.42
01-2-02220-221-002-00	LIB MEDIA - Social Security - Teachers - Elem	\$175.28	\$1,125.00	\$1,475.02	131.11
01-2-02220-222-001-00	LIB MEDIA - Social Security - Aides - Secondary	\$175.10	\$1,500.00	\$1,207.33	80.48
01-2-02220-231-001-00	LIB MEDIA - Retirement - Teachers - Secondary	\$0.00	\$1,500.00	\$0.00	0.00
01-2-02220-231-002-00	LIB MEDIA - Retirement - Teachers - Elem	\$235.85	\$1,500.00	\$1,982.85	132.19
01-2-02220-232-001-00	LIB MEDIA - Retirement - Paras - Secondary	\$225.43	\$2,000.00	\$1,553.72	77.68
01-2-02220-271-001-00	LIB MEDIA - Workers Comp - Teachers - Secondary	\$0.00	\$200.00	\$196.95	98.47
01-2-02220-272-001-00	LIB MEDIA - Workers Comp - Aides - Secondary	\$0.00	\$70.00	\$61.07	87.24
01-2-02220-330-001-00	LIB MEDIA - Employee Training - Secondary	\$0.00	\$0.00	\$105.00	0.00
01-2-02220-330-002-00	LIB MEDIA - Employee Training - Elem	\$0.00	\$0.00	\$77.30	0.00
01-2-02220-443-001-00	LIB MEDIA - Lease - Copier - Secondary	\$181.71	\$0.00	\$353.51	0.00
01-2-02220-443-002-00	LIB MEDIA - Lease - Copier - Elem	\$181.71	\$0.00	\$353.51	0.00
01-2-02220-610-001-00	LIB MEDIA - General Supplies - Secondary	\$0.00	\$2,260.00	\$70.26	3.10
01-2-02220-610-002-00	LIB MEDIA - General Supplies - Elem	\$0.00	\$2,260.00	\$599.12	26.50
01-2-02220-640-001-00	LIB MEDIA - Books and Periodicals - Secondary	\$32.00	\$4,000.00	\$3,036.62	75.91
01-2-02220-640-002-00	LIB MEDIA - Books and Periodicals - Elem	\$0.00	\$4,000.00	\$2,664.55	66.61
01-2-02220-641-001-00	LIB MEDIA - E-Books - Secondary	\$0.00	\$250.00	\$250.00	100.00
01-2-02220-641-002-00	LIB MEDIA - E-Books - Elem	\$0.00	\$250.00	\$250.00	100.00
01-2-02220-643-001-00	LIB MEDIA - Web/Cloud Based Software - Secondary	\$0.00	\$1,000.00	\$0.00	0.00
01-2-02220-643-002-00	LIB MEDIA - Web/Cloud Based Software - Elem	\$0.00	\$2,000.00	\$1,000.00	50.00
01-2-02230-432-000-00	TECH - Technology-Related Repairs and Maintenance	\$0.00	\$2,000.00	\$0.00	0.00
01-2-02230-530-000-00	TECH - Communications	\$783.49	\$25,000.00	\$13,267.92	53.07
01-2-02230-591-000-00	TECH - Tech Support - On Site - Purch From ESU6	\$1,743.75	\$30,000.00	\$13,377.33	44.59
01-2-02230-591-000-01	TECH - Tech - Hosted Services - Purch From ESU6	\$486.57	\$6,000.00	\$3,105.30	51.75
01-2-02230-643-000-00	TECH - Web/Cloud Based Software	\$15.76	\$10,000.00	\$8,867.76	88.67
01-2-02230-650-000-00	TECH - Supplies - Technology Related	\$0.00	\$2,000.00	\$1,057.18	52.85
01-2-02230-734-000-00	TECH - Technology-Related Hardware	\$0.00	\$500.00	\$0.00	0.00
01-2-02230-735-000-00	TECH - Technology Software	\$0.00	\$5,000.00	\$577.50	11.55
	Support - Staff	\$9,747.67	\$170,000.00	\$99,015.21	0.58

01-2-02310-310-000-00	BOE - Official/Administrative Services	\$0.00	\$2,000.00	\$1,107.64	55.38
01-2-02310-317-000-00	BOE - Contracted Legal Services	\$1,477.70	\$7,000.00	\$11,599.39	165.70
01-2-02310-340-000-00	BOE - Other Professional Services	\$0.00	\$2,000.00	\$0.00	0.00
01-2-02310-520-000-00	BOE - Insurance	\$0.00	\$8,100.00	\$8,054.00	99.43
01-2-02310-540-000-00	BOE - Advertising	\$0.00	\$3,000.00	\$149.18	4.97
01-2-02310-580-000-00	BOE - Travel	\$209.90	\$3,500.00	\$1,296.45	37.04
01-2-02310-610-000-00	BOE - General Supplies	\$0.00	\$1,400.00	\$0.00	0.00
01-2-02310-643-000-00	BOE - Web/Cloud Based Software	\$0.00	\$5,000.00	\$3,500.00	70.00
01-2-02310-810-000-00	BOE - Dues and Fees	\$160.00	\$8,000.00	\$4,841.00	60.51
	Board of Education	\$1,847.60	\$40,000.00	\$30,547.66	0.76
01-2-02320-105-000-00	SUPER - Salaries - Superintendent	\$10,416.67	\$125,000.00	\$83,333.36	66.66
01-2-02320-110-000-00	SUPER - Salaries - Regular - Admin Asst	\$2,642.46	\$30,000.00	\$18,466.97	61.55
01-2-02320-210-000-00	SUPER - Group Insurance - BCBS Admin Asst	\$1,657.18	\$19,900.00	\$14,914.62	74.94
01-2-02320-210-000-01	SUPER - Group Insurance - LTD Admin Asst	\$16.63	\$200.00	\$181.38	90.69
01-2-02320-215-000-00	SUPER - Group Insurance - BCBS - Superintendents	\$1,709.36	\$20,500.00	\$15,384.24	75.04
01-2-02320-215-000-01	SUPER - Group Insurance - LTD - Superintendents	\$48.51	\$600.00	\$338.89	56.48
01-2-02320-220-000-00	SUPER - Social Security - Admin Asst	\$197.49	\$2,300.00	\$1,381.30	60.05
01-2-02320-225-000-00	SUPER - Social Security - Superintendents	\$781.46	\$9,600.00	\$6,251.63	65.12
01-2-02320-230-000-00	SUPER - Retirement - Admin Asst	\$261.02	\$3,000.00	\$1,824.13	60.80
01-2-02320-235-000-00	SUPER - Retirement - Superintendents	\$1,028.94	\$12,500.00	\$8,231.52	65.85
01-2-02320-270-000-00	SUPER - Workers Comp - Admin Asst	\$0.00	\$100.00	\$92.75	92.75
01-2-02320-275-000-00	SUPER - Workers Comp - Superintendent	\$0.00	\$400.00	\$395.77	98.94
01-2-02320-310-000-00	SUPER - Contracted Services	\$40.00	\$5,000.00	\$55.00	1.10
01-2-02320-330-000-00	SUPER - Employee Training	\$0.00	\$0.00	\$31.99	0.00
01-2-02320-530-000-00	SUPER - Cell Phone Reimb	\$50.00	\$600.00	\$400.00	66.66
01-2-02320-580-000-00	SUPER - Travel	\$233.70	\$5,000.00	\$1,202.63	24.05
01-2-02320-610-000-00	SUPER - General Supplies	\$24.95	\$4,800.00	\$368.64	7.68
01-2-02320-643-000-00	SUPER - Web/Cloud Based Software	\$0.00	\$500.00	\$1,196.88	239.37
01-2-02320-650-000-00	SUPER - Supplies - Technology Related	\$599.30	\$0.00	\$965.22	0.00
01-2-02320-810-000-00	SUPER - Dues and Fees	\$40.00	\$5,000.00	\$482.00	9.64
	Superintendent	\$19,747.67	\$245,000.00	\$155,498.92	0.63
01-2-02410-110-001-00	PRIN - Salaries - Admin Asst - Secondary	\$2,628.99	\$23,000.00	\$17,064.78	74.19
01-2-02410-111-001-00	PRIN - Salaries - Principal - Secondary	\$3,750.00	\$45,000.00	\$30,000.00	66.66
01-2-02410-111-002-00	PRIN - Salaries - Principal - Elementary	\$3,750.00	\$45,000.00	\$30,000.00	66.66
01-2-02410-130-001-00	PRIN - Salaries - Overtime -Admin Asst- Secondary	\$0.00	\$0.00	\$22.95	0.00
01-2-02410-210-001-01	PRIN - Group Insurance - LTD - Admin Asst- Secondary	\$7.42	\$100.00	\$59.36	59.36
01-2-02410-211-001-00	PRIN - Group Insurance -BCBS - Principal - Secondary	\$727.42	\$10,300.00	\$7,055.78	68.50
01-2-02410-211-001-01	PRIN - Group Insurance LTD - Principal - Secondary	\$36.84	\$230.00	\$294.72	128.13
01-2-02410-211-002-00	PRIN - Group Insurance - BCBS - Principal - Elementary	\$727.44	\$10,300.00	\$7,055.96	68.50
01-2-02410-211-002-01	PRIN - Group Insurance - LTD - Principal - Elementary	\$0.00	\$230.00	\$0.00	0.00

01-2-02410-220-001-00	PRIN - Social Security - Admin Asst- Secondary	\$200.31	\$1,800.00	\$1,304.88	72.49
01-2-02410-221-001-00	PRIN - Social Security - Principal - Secondary	\$287.08	\$3,500.00	\$2,306.39	65.89
01-2-02410-221-002-00	PRIN - Social Security - Principal - Elementary	\$284.29	\$3,500.00	\$2,283.97	65.25
01-2-02410-230-001-00	PRIN - Retirement - Admin Asst- Secondary	\$259.69	\$2,200.00	\$1,687.90	76.72
01-2-02410-231-001-00	PRIN - Retirement - Principal - Secondary	\$370.42	\$4,500.00	\$2,963.36	65.85
01-2-02410-231-002-00	PRIN - Retirement - Principal - Elementary	\$370.42	\$4,500.00	\$2,963.35	65.85
01-2-02410-270-001-00	PRIN - Workers Comp - Admin Asst - Secondary	\$0.00	\$100.00	\$68.80	68.80
01-2-02410-271-001-00	PRIN - Workers Comp - Principal - Secondary	\$0.00	\$150.00	\$140.52	93.68
01-2-02410-271-002-00	PRIN - Workers Comp - Principal - Elementary	\$0.00	\$150.00	\$140.52	93.68
01-2-02410-281-001-00	PRIN - Health Benefits - Principal - Secondary	\$0.00	\$0.00	\$1,022.98	0.00
01-2-02410-281-002-00	PRIN - Health Benefits - Principal - Elementary	\$0.00	\$0.00	\$1,013.02	0.00
01-2-02410-330-001-00	PRIN - Employee Training - Principal - Secondary	\$0.00	\$0.00	\$64.29	0.00
01-2-02410-580-001-00	PRIN - Travel - Secondary	\$0.00	\$5,000.00	\$71.65	1.43
01-2-02410-580-002-00	PRIN - Travel - Elementary	\$0.00	\$5,000.00	\$59.58	1.19
01-2-02410-610-001-00	PRIN - General Supplies - Secondary	\$146.99	\$47,000.00	\$884.61	1.88
01-2-02410-610-002-00	PRIN - General Supplies - Elementary	\$81.05	\$5,440.00	\$957.05	17.59
01-2-02410-640-001-00	PRIN - Books and Periodicals - Secondary	\$0.00	\$0.00	\$30.00	0.00
01-2-02410-643-001-00	PRIN - Web/Cloud Based Software - Secondary	\$0.00	\$5,000.00	\$47.88	0.95
01-2-02410-643-002-00	PRIN - Web/Cloud Based Software - Elementary	\$0.00	\$5,000.00	\$0.00	0.00
01-2-02410-810-001-00	PRIN - Dues and Fees - Secondary	\$480.00	\$5,000.00	\$772.50	15.45
01-2-02410-810-002-00	PRIN - Dues and Fees - Elementary	\$0.00	\$5,000.00	\$92.50	1.85
	Principal	\$14,108.36	\$237,000.00	\$110,429.30	0.47
01-2-02510-116-000-00	FISCAL SVCS - Salaries - Business	\$4,463.33	\$53,560.00	\$35,706.64	66.66
01-2-02510-216-000-00	FISCAL SVCS - Group Insurance -BCBS - Business	\$1,657.18	\$19,900.00	\$14,914.62	74.94
01-2-02510-216-000-01	FISCAL SVCS - Group Insurance - LTD - Business	\$24.48	\$300.00	\$195.84	65.28
01-2-02510-226-000-00	FISCAL SVCS - Social Security - Business	\$327.85	\$4,100.00	\$2,623.14	63.97
01-2-02510-236-000-00	FISCAL SVCS - Retirement - Business	\$440.88	\$5,300.00	\$3,527.04	66.54
01-2-02510-276-000-00	FISCAL SVCS - Workers Comp -Business	\$0.00	\$170.00	\$164.04	96.49
01-2-02510-315-000-00	FISCAL SVCS - Accounting/Auditing Services	\$0.00	\$5,300.00	\$0.00	0.00
01-2-02510-330-000-00	FISCAL SVCS - Employee Training	\$0.00	\$0.00	\$60.00	0.00
01-2-02510-443-000-00	FISCAL SVCS - Lease - Copier	\$24.85	\$5,000.00	\$76.12	1.52
01-2-02510-530-000-00	FISCAL SVCS - Communications	\$418.91	\$5,500.00	\$3,264.96	59.36
01-2-02510-531-000-00	FISCAL SVCS - Postage	\$100.00	\$5,500.00	\$2,515.36	45.73
01-2-02510-580-000-00	FISCAL SVCS - Travel	\$0.00	\$500.00	\$0.00	0.00
01-2-02510-610-000-00	FISCAL SVCS - General Supplies	\$0.00	\$2,120.00	\$805.73	38.00
01-2-02510-643-000-00	FISCAL SVCS - Web/Cloud Based Software	\$79.56	\$4,000.00	\$10,956.17	273.90
01-2-02510-735-000-00	FISCAL SVCS - Technology Software	\$0.00	\$8,000.00	\$0.00	0.00
01-2-02510-810-000-00	FISCAL SVCS - Dues and Fees	\$0.00	\$750.00	\$0.00	0.00
	Fiscal Services	\$7,537.04	\$120,000.00	\$74,809.66	0.62

01-2-02610-110-000-00	OPERATIONS - Salaries - Maint & Custodial	\$10,958.18	\$143,000.00	\$82,816.46	57.91
01-2-02610-110-000-01	OPERATIONS - Salaries - Summer Custodial	\$0.00	\$4,000.00	\$0.00	0.00
01-2-02610-130-000-00	OPERATIONS - Salaries - Overtime	\$0.00	\$0.00	\$70.67	0.00
01-2-02610-210-000-00	OPERATIONS - Group Insurance - BCBS	\$3,995.79	\$47,950.00	\$35,962.11	74.99
01-2-02610-210-000-01	OPERATIONS - Group Ins - LTD	\$55.91	\$780.00	\$447.28	57.34
01-2-02610-220-000-00	OPERATIONS - Social Security	\$824.40	\$12,000.00	\$6,241.13	52.00
01-2-02610-230-000-00	OPERATIONS - Retirement	\$1,010.74	\$14,450.00	\$7,625.23	52.76
01-2-02610-270-000-00	OPERATIONS - Workers Comp	\$0.00	\$4,550.00	\$4,516.85	99.27
01-2-02610-410-000-00	OPERATIONS - Utility Services - Water & Sewage	\$807.40	\$16,000.00	\$8,110.60	50.69
01-2-02610-410-000-01	OPERATIONS - Utility Services - Culligan	\$52.00	\$800.00	\$747.50	93.43
01-2-02610-420-000-00	OPERATIONS - Cleaning Services - Garbage	\$874.33	\$11,400.00	\$7,151.67	62.73
01-2-02610-430-000-00	OPERATIONS - Repairs and Maintenance Services	\$0.00	\$5,000.00	\$1,384.60	27.69
01-2-02610-490-000-00	OPERATIONS - Other Purchased Property Services	\$770.70	\$6,000.00	\$6,773.80	112.89
01-2-02610-520-000-00	OPERATIONS - Insurance - Property	\$0.00	\$21,300.00	\$21,236.00	99.69
01-2-02610-580-000-00	OPERATIONS - Travel	\$0.00	\$500.00	\$150.00	30.00
01-2-02610-610-000-00	OPERATIONS - General Supplies	\$39.26	\$11,270.00	\$8,386.81	74.41
01-2-02610-610-000-01	OPERATIONS - Janitorial Supplies	\$73.12	\$15,000.00	\$8,293.13	55.28
01-2-02610-621-000-00	OPERATIONS - Natural Gas	\$4,567.55	\$25,000.00	\$21,044.03	84.17
01-2-02610-622-000-00	OPERATIONS - Electricity	\$1,828.19	\$28,000.00	\$15,820.56	56.50
01-2-02620-430-000-00	MAINT BLDG - Repairs and Maintenance Services	\$2,760.74	\$19,500.00	\$14,580.85	74.77
01-2-02620-442-000-00	MAINT BLDG - Rentals of Equipment	\$0.00	\$2,500.00	\$1,753.21	70.12
01-2-02620-490-000-00	MAINT BLDG - Other Purchased Property Services	\$0.00	\$0.00	\$6,340.72	0.00
01-2-02620-610-000-00	MAINT BLDG - General Supplies	\$0.00	\$5,000.00	\$1,957.87	39.15
01-2-02630-420-000-00	GROUNDS - Mowing - Contracted	\$0.00	\$5,000.00	\$1,666.66	33.33
01-2-02630-420-000-01	GROUNDS - Snow Removal - Contracted	\$4,275.00	\$2,500.00	\$4,275.00	171.00
01-2-02630-420-000-02	GROUNDS - Lawn Care - Contracted	\$0.00	\$5,500.00	\$6,605.98	120.10
01-2-02630-430-000-00	GROUNDS - Repairs and Maintenance Services	\$0.00	\$2,000.00	\$0.00	0.00
01-2-02630-610-000-00	GROUNDS - General Supplies	\$0.00	\$1,000.00	\$1,976.82	197.68
01-2-02650-430-001-00	STAFF VEH - Repairs and Maintenance Services	\$0.00	\$2,000.00	\$0.00	0.00
01-2-02650-626-001-00	STAFF VEH - Gasoline	\$0.00	\$0.00	\$32.90	0.00
01-2-02660-330-000-00	SAFETY - Employee Training	\$0.00	\$0.00	\$115.00	0.00
01-2-02660-340-000-00	SAFETY - Safety Audits	\$0.00	\$0.00	\$450.00	0.00
01-2-02660-490-000-00	SAFETY - Other Purch Property Svcs	\$1,865.13	\$0.00	\$1,865.13	0.00
01-2-02660-610-000-00	SAFETY - Supplies	\$0.00	\$0.00	\$5,942.71	0.00
	Operations, Maint & Grounds	\$34,758.44	\$412,000.00	\$284,341.28	0.69
01-2-02710-110-001-00	BUSING - Salaries - Secondary	\$657.45	\$8,100.00	\$6,188.72	76.40
01-2-02710-110-002-00	BUSING - Salaries - Elem	\$4,962.31	\$43,000.00	\$32,528.48	75.64
01-2-02710-120-001-00	BUSING - Salaries - Subs - Secondary	\$0.00	\$0.00	\$243.21	0.00
01-2-02710-220-001-00	BUSING - Social Security - Secondary	\$49.46	\$600.00	\$484.80	80.80
01-2-02710-220-002-00	BUSING - Social Security - Elem	\$378.95	\$3,300.00	\$2,487.31	75.37
01-2-02710-230-001-00	BUSING - Retirement - Secondary	\$23.71	\$0.00	\$126.55	0.00
01-2-02710-230-002-00	BUSING - Retirement - Elem	\$56.97	\$0.00	\$89.42	0.00
01-2-02710-270-002-00	BUSING - Workers Comp - Elem	\$0.00	\$1,730.00	\$1,731.00	100.05

01-2-02710-290-001-00	BUSING - Reimb drivers licensing costs - Secondary	\$0.00	\$100.00	\$0.00	0.00
01-2-02710-290-002-00	BUSING - Reimb drivers licensing costs - Elem	\$0.00	\$100.00	\$8.50	8.50
01-2-02710-340-001-00	BUSING - Physicals - Secondary	\$0.00	\$1,000.00	\$353.00	35.30
01-2-02710-340-001-01	BUSING - Drug Testing - Secondary	\$0.00	\$500.00	\$420.00	84.00
01-2-02710-340-002-00	BUSING - Physicals - Elem	\$0.00	\$1,000.00	\$169.00	16.90
01-2-02710-340-002-01	BUSING - Drug Testing - Elem	\$0.00	\$500.00	\$50.00	10.00
01-2-02710-519-001-00	BUSING - Student Transp Purchased From Other Sources -	\$0.00	\$0.00	\$32.67	0.00
01-2-02710-519-002-00	BUSING - Contracted Busing - Elem	\$32.67	\$3,000.00	\$228.69	7.62
01-2-02710-520-002-00	BUSING - Insurance - Buses and Vans - Elem	\$0.00	\$7,500.00	\$7,323.00	97.64
01-2-02710-610-001-00	BUSING - General Supplies - Secondary	\$178.15	\$1,000.00	\$354.13	35.41
01-2-02710-610-002-00	BUSING - General Supplies - Elem	\$0.00	\$4,800.00	\$157.28	3.27
01-2-02710-626-001-00	BUSING - Gasoline - Secondary	\$1,568.96	\$0.00	\$2,660.68	0.00
01-2-02710-626-002-00	BUSING - Gasoline - Elem	\$0.00	\$25,000.00	\$9,757.23	39.02
01-2-02710-732-002-00	BUSING - Vehicle Purchase - Elem	\$0.00	\$100,000.00	\$0.00	0.00
01-2-02730-430-000-00	BUSING - Repairs and Maintenance Services	\$4,262.40	\$66,770.00	\$13,497.25	20.21
01-2-02730-610-000-00	BUSING - General Supplies	\$0.00	\$0.00	\$254.20	0.00
	Pupil Transportation	\$12,171.03	\$268,000.00	\$79,145.12	0.30
01-2760-140-1-88	SPED TRANSP - SALARY	\$0.00	\$0.00	\$0.00	0.00
01-2760-210-1-88	SPED TRANSP - FICA	\$0.00	\$0.00	\$0.00	0.00
01-2760-220-1-88	SPED TRANSP - RETIREMENT	\$0.00	\$0.00	\$0.00	0.00
01-2760-334-1-88	SPED TRANSP - Reimb Mileage to Parent	\$0.00	\$0.00	\$0.00	0.00
	SPED Transportation	\$0.00	\$0.00	\$0.00	#DIV/0!
01-2-03400-810-001-00	CATEG GRANT - Dues & Fees - Sec	\$0.00	\$0.00	\$90.00	0.00
01-2-03535-610-001-00	HAL - General Supplies- Secondary	\$0.00	\$1,600.00	\$0.00	0.00
01-2-03535-610-002-00	HAL - General Supplies- Elem	\$0.00	\$1,600.00	\$0.00	0.00
01-2-06200-111-002-00	TITLE - Salaries - Teachers	\$3,587.42	\$43,000.00	\$28,539.36	66.37
01-2-06200-211-002-00	TITLE - Group Insurance - BCBS - Teachers	\$0.00	\$210.00	\$10,477.08	4,989.08
01-2-06200-211-002-01	TITLE - Group Insur - LTD - Teacher	\$17.51	\$0.00	\$140.08	0.00
01-2-06200-221-002-00	TITLE - Social Security - Teachers	\$237.83	\$3,300.00	\$1,893.22	57.37
01-2-06200-231-002-00	TITLE - Retirement - Teachers	\$354.36	\$4,200.00	\$2,819.06	67.12
01-2-06200-271-002-00	TITLE - Workers Comp - Teachers	\$0.00	\$150.00	\$132.93	88.62
01-2-06200-330-002-00	TITLE - Employee Training	\$90.00	\$1,000.00	\$90.00	9.00
01-2-06200-610-002-00	TITLE - General Supplies	\$0.00	\$2,700.00	\$129.00	4.77
01-2-06210-330-002-00	TITLE ACCOUNT - Employee Training	\$0.00	\$0.00	\$32.30	0.00
01-2-06210-610-002-00	TITLE ACCOUNT - General Supplies	\$0.00	\$5,000.00	\$0.00	0.00
01-2-06404-111-002-00	IDEA BASE - Salaries - Teachers	\$0.00	\$36,000.00	\$4,660.00	12.94
01-2-06404-112-002-00	IDEA BASE - Salaries - Paras	\$1,614.71	\$0.00	\$10,476.45	0.00
01-2-06404-211-002-00	IDEA BASE - Group Insurance- BCBS - Teachers	\$0.00	\$0.00	\$1,886.00	0.00
01-2-06404-221-002-00	IDEA BASE - Social Security - Teachers	\$0.00	\$0.00	\$354.00	0.00
01-2-06404-222-002-00	IDEA BASE - Social Security - Paras	\$123.52	\$0.00	\$801.40	0.00

01-2-06404-231-002-00	IDEA BASE - Retirement - Teachers	\$0.00	\$0.00	\$460.00	0.00
01-2-06404-232-002-00	IDEA BASE - Retirement - Paras	\$159.50	\$0.00	\$1,034.85	0.00
01-2-06406-610-002-00	IDEA PS - General Supplies	\$0.00	\$3,700.00	\$2,211.49	59.77
01-2-06410-111-002-00	IDEA EN-POV - Salaries - Teachers	\$0.00	\$35,000.00	\$0.00	0.00
01-2-06410-112-002-00	IDEA EN-POV - Salaries - Paras	\$2,167.83	\$0.00	\$16,023.66	0.00
01-2-06410-212-002-00	IDEA EN-POV - Group Insur - Paras - LTD	\$0.00	\$0.00	\$32.95	0.00
01-2-06410-222-002-00	IDEA EN-POV - Social Security - Paras	\$142.74	\$0.00	\$1,050.06	0.00
01-2-06410-232-002-00	IDEA EN-POV - Retirement - Paras	\$214.13	\$0.00	\$1,582.76	0.00
01-2-06410-332-002-00	IDEA EN-POV - Mileage Paid to Parents	\$0.00	\$0.00	\$174.00	0.00
01-2-06410-510-002-00	IDEA EN-POV - Contracted Student Transp Services	\$197.20	\$0.00	\$1,167.60	0.00
01-2-06410-591-002-00	IDEA EN-POV - Speech Cont Svc Purch from ESU6	\$24,936.64	\$0.00	\$24,936.64	0.00
01-2-06992-320-002-00	REAP - Professional Educational Services- Elem	\$0.00	\$0.00	\$3,299.05	0.00
01-2-06992-734-001-00	REAP - Technology-Related Hardware- Secondary	\$11,455.00	\$0.00	\$11,455.00	0.00
01-2-06992-734-002-00	REAP - Technology-Related Hardware- Elem	\$11,455.00	\$27,540.00	\$12,785.00	46.42
	Federal & State Programs	\$56,753.39	\$165,000.00	\$138,733.94	0.84
01-2-08000-912-000-00	Fund Transfers to School Nutrition Fund	\$0.00	\$30,000.00	\$18,000.00	60.00
01-2-08000-913-000-00	Fund Transfers to Activities Fund	\$2,000.00	\$30,000.00	\$18,000.00	60.00
	IntraFund Support	\$2,000.00	\$60,000.00	\$36,000.00	0.60
	APRIL TOTALS	\$393,188.13	\$4,974,185.00	\$2,737,552.53	0.55
	Intrafund Transfers				
01-2-09005-000-000-00	NON-PGM EXPENDITURES - Interfund loan to Nutrition Fund	\$7,453.38	\$0.00	\$54,821.89	0.00
01-2-09005-220-000-00	NON-PGM EXPENDITURES - Interfund loan to Nutrition Fund FICA	\$570.19	\$0.00	\$4,042.87	0.00
01-2-09005-230-000-00	NON-PGM EXPENDITURES - Interfund loan to Nutrition Fund RET	\$652.94	\$0.00	\$4,502.45	0.00
01-2-09006-000-000-00	NON-PGM EXPENDITURES - Interfund Loan to Activity Fund	\$741.80	\$0.00	\$15,882.01	0.00
01-2-09006-220-000-00	NON-PGM EXPENDITURES - Interfund Loan to Activity Fund FICA	\$11.19	\$0.00	\$251.40	0.00
01-2-09006-230-000-00	NON-PGM EXPENDITURES - Interfund Loan to Activity Fund RET	\$14.81	\$0.00	\$323.77	0.00
	TOTAL GENERAL FUND EXPENDITURES	\$402,632.44	\$4,974,185.00	\$2,817,376.92	0.57
	Depreciation Fund				
02-2-02900-610-001-00	DEPR - General Supplies	\$0.00	\$0.00	\$599.00	0.00
02-2-02900-650-001-00	DEPR - Technology-Related Supplies - Sec	\$0.00	\$0.00	\$3,345.00	0.00
02-2-02900-650-002-00	DEPR - Technology-Related Supplies - Elem	\$0.00	\$0.00	\$1,115.00	0.00
02-2-02900-730-001-00	DEPR - Equipment	\$0.00	\$50,000.00	\$0.00	0.00
02-2-02900-730-002-00	DEPR - Equipment	\$0.00	\$50,000.00	\$0.00	0.00
02-2-02900-732-002-00	DEPR - Vehicles	\$0.00	\$194,406.00	\$0.00	0.00
02-2-02900-734-001-00	DEPR - Technology-Related Hardware	\$0.00	\$0.00	\$6,009.12	0.00
02-2-02900-734-002-00	DEPR - Technology-Related Hardware	\$0.00	\$0.00	\$6,009.12	0.00
	TOTAL DEPRECIATION FUND	\$0.00	\$294,406.00	\$17,077.24	0.06

School Nutrition Fund					
06-2-03100-110-001-00	SN - Salaries - Regular - Kitchen	\$7,434.49	\$63,000.00	\$52,696.62	83.64
06-2-03100-120-001-00	SN - Salaries - Subs - Kitchen	\$0.00	\$2,000.00	\$0.00	0.00
06-2-03100-210-001-01	SN - Group Ins - LTD - Kitchen	\$18.89	\$225.00	\$151.12	67.16
06-2-03100-220-001-00	SN - Soc Sec - Kitchen	\$570.19	\$4,500.00	\$4,042.87	89.84
06-2-03100-230-001-00	SN - Retirement - Kitchen	\$652.94	\$5,275.00	\$4,502.45	85.35
06-2-03100-270-001-00	SN - Workers Comp - Kitchen	\$0.00	\$2,000.00	\$1,974.15	98.70
06-2-03100-610-001-00	SN - General Supplies	\$384.96	\$3,000.00	\$2,169.65	72.32
06-2-03100-629-001-00	SN - Vending	\$0.00	\$500.00	\$368.80	73.76
06-2-03100-630-001-00	SN - Food	\$6,924.24	\$53,000.00	\$47,806.94	90.20
06-2-03100-630-001-01	SN - Commodities	\$1,419.69	\$12,000.00	\$8,118.17	67.65
TOTAL HOT LUNCH FUND		\$17,405.40	\$145,500.00	\$121,830.77	0.84

Bond Fund					
07-2-05000-831-000-00	BF - Redemption of Principal	\$0.00	\$395,000.00	\$395,000.00	100.00
07-2-05000-832-000-00	BF - Interest on Long-Term Debt	\$0.00	\$136,998.00	\$69,556.14	50.77
07-2-05000-890-000-00	BF - Fees	\$0.00	\$212,710.00	\$0.00	0.00
07-2-09003-000-000-00	BF - Non-Pgm Expend - Interfund Loan to Special Bldg Fund	\$0.00	\$0.00	\$45,000.00	0.00
TOTAL BOND FUND		\$0.00	\$744,708.00	\$509,556.14	0.68

Special Building Fund					
08-2-02515-710-001-00	SB - Land and Improvements	\$0.00	\$233,935.00	\$43,950.00	18.78
08-2-02515-720-001-00	SB - Buildings	\$0.00	\$0.00	\$9,061.50	0.00
08-2-02515-720-002-00	SB - Buildings	\$0.00	\$828,900.00	\$9,061.50	1.09
08-2-02515-730-001-00	SB - Equipment	\$23,022.07	\$0.00	\$24,355.07	0.00
08-2-02515-730-002-00	SB - Equipment	\$23,022.07	\$0.00	\$23,022.07	0.00
08-2-09002-000-000-00	SB - Non-Pgm Expend - Interfund Loan to Bond Fund	\$0.00	\$0.00	\$45,000.00	0.00
TOTAL SPECIAL BUILDING FUND		\$46,044.14	\$1,062,835.00	\$154,450.14	0.15

FRIEND PUBLIC SCHOOLS

Board of Education - Payments to be Approved
5/13/2019

Manual Checks/Funds Transfers done in April:

GENERAL FUND

Payroll	April payroll	\$	273,528.39
		\$	<u>273,528.39</u>

May Presentations

GENERAL FUND

34 Electric	maint supplies	\$	15.50
Activity Fund	May support	\$	6,000.00 <i>(yearbook payment + high jump pit)</i>
Activity Fund	Reimb - K, 1 & 3rd field trips, FFA state conf lc	\$	604.98
Awards Unlimited	awards	\$	54.63
Beaver Hardware	supplies	\$	26.95
Black Hills Energy	natural gas	\$	385.65
Brett or Jill Speece	reimb mileage	\$	229.87
Cavendish Square	library materials	\$	195.54
City of Friend	utilities	\$	2,436.40
Constellation	natural gas	\$	1,209.60
Culligan	water softener	\$	205.75
Dan St. Romain	SPED teaching supplies	\$	85.00
DAS State Acctg - State of Nebr	internet service - March	\$	229.49
Dietze Music	supplies	\$	15.08
Diversified Drug Testing	bus driver drug testing	\$	170.00
ESU 6	Technology, SPED services	\$	3,334.93
Farmers Union Coop	fuel	\$	1,780.05
Farmers Union Coop - Carquest	supplies	\$	23.01
Five Star Truck Center	bus washes	\$	40.98
Follett	library software 19-20	\$	1,042.50
Friend Community Club	annual dues	\$	50.00
Hampton Inn - Kearney	lodging - Johnson-Clouse- data conf	\$	104.95
Hometown Leasing	copier lease	\$	743.44
Hot Lunch Fund	May support	\$	4,000.00
Jenn Nantkes	vision therapy	\$	249.82
Johnson-Clouse, Michele	reimb parking - NASBO conf	\$	12.50
Jostens	kindergarten grad, h.s. diplomas	\$	370.66
Kraus, David	reimburse cell phone	\$	50.00
Mail Finance	quarterly postage meter lease	\$	474.00
Menards - South	supplies	\$	253.28
Morgan Cowell	piano accom, mileage - 2 concerts	\$	295.75
Nasco	SPED teaching supplies	\$	149.60
Nebr Council of School Admin	NASBO, Data Conf Regist - MJC, NCE -Houlder	\$	510.00
Nebr Dept of Labor/Boiler Pgm	inspection/certificate	\$	150.00
Neofunds	refill postage meter	\$	100.00
NRCSA	state conf regist - correction	\$	800.00
O'Keefe Elevator	monthly maint fee	\$	209.72
Paper 101	paper	\$	5,485.06 <i>co-op order</i>
Perry, Guthery, Haase & Gessford	legal services	\$	270.00
Pfeiffer, Jim	reimburse science supplies	\$	43.63
Potter Repair	bus, van inspections, repairs	\$	481.58
Presto-X	exterminator	\$	133.00
Quill	supplies	\$	75.96

Romans Wiemer & Assoc	2018 audit	\$	5,625.00
Seward County Independent	publish legals, printing	\$	274.34
Shred-It	paper shredding	\$	87.08
Sutton Public School	district music expense	\$	276.50
Time Management Systems	monthly maint fee	\$	79.56
Unite Private Networks	monthly WAN lease	\$	554.00
USBank VISA	Activity purchases	\$	2,299.01
USBank VISA	Jesse Bower - meals - state conf	\$	62.31
USBank VISA	Greg's Market - ag supplies	\$	52.82
USBank VISA	Walmart, Dollar General - groceries for FACS	\$	158.68
USBank VISA	Amazon - supplies	\$	272.57
USBank VISA	Supply House - plumbing	\$	407.51
USBank VISA	Lied Conf Center - Hottovy - lodging conf	\$	125.26
USBank VISA	Dollar Gen, Caseys - supplies - L Stutzman	\$	169.72
Waste Connections	garbage service	\$	874.33
Windstream	telephone service	\$	406.82
			<u>\$ 44,824.37</u>
Late Presentation:			
JW Pepper	music	\$	107.04
			<u>\$ 44,931.41</u>

PRINCIPAL'S CONTRACT OF EMPLOYMENT

THIS CONTRACT is made by and between the Board of Education of the **Saline County School District 0068, a/k/a Friend Public Schools**, hereinafter referred to as "the Board" and **Elizabeth Stutzman**, hereinafter referred to as "the Principal."

WITNESSETH: That in accordance with action taken by the Board as recorded in the minutes of the Board meeting held on May 13th, 2019, the Board hereby agrees to employ the Principal and the Principal hereby agrees to accept such employment, subject to the following terms and conditions:

Section 1. Term of Contract This Contract is for a term of one year beginning on the 1st day of July, 2019, and expiring on the 30th day of June, 2020. A "contract year" for purposes of this Contract shall be from July 1 to June 30.

The Principal shall be expected to perform 220 days of service, beginning on or about eighteen (18) days ahead of the certificated staff contract reporting date and ending on or about seventeen (17) days after the certificated staff departure date.

Written request for release from contractual obligations submitted on or before April 1 of the contract year will be granted for the ensuing school year. Request for release submitted after April 1 and on or before June 1 will be granted only in the event the Board determines it can find a satisfactory replacement and employs such replacement. After June 1, the Board of Education reserves the right to refuse such requests.

Section 2. Salary The annual salary shall be: **Ninety-two Thousand Five Hundred Dollars – (\$92,500)**. Said annual salary shall be paid in twelve equal installments commencing on August 25, 2019.

The District, acting by and through its Board of Education, reserves the right to adjust the annual salary during the term of this Contract, said salary adjustment, however, not to reduce the annual salary to any lesser amount than that as above stated. Any adjustment in salary made during the term of this Contract shall be in the form of an amendment and shall become a part of this Contract; provided, however, that in making any such salary adjustment, it shall not be considered that the District has entered into a new Contract, nor shall the termination date of this Contract be thereby extended unless the Board of Education, by specific action, shall expressly extend such termination date. In no event shall any such extension, together with the unexpired term of this Contract or any prior extension, be for a period in excess of three (3) years.

This contract shall conform to the regulations governing deductions with reference to Withholding Tax, Social Security and School Employees Retirement Act. Other deductions may be withheld as agreed to by the parties to this contract.

Section 3. Benefits. As further consideration for the services to be performed by the Principal, it is agreed as follows:

A. **Leave Benefits:** Paid leave is available to the Principal when the following specific conditions are met: (1) the Principal is currently employed by the District and (2) the paid leave day is taken on a day Principal would otherwise be expected to be at work.

1. Personal and Professional. Personal and professional leave is available to the Principal on the same terms as other certificated employees of the District plus one (1) additional personal day. Use of such leave must be approved by the Superintendent in advance. Personal and professional leave days are non-cumulative. There shall be no pay-in-lieu of unused personal or professional leave upon separation of employment.
 2. Sick Leave. The Principal shall be allowed 10 working days of paid sick leave each contract year. Sick days may be used for personal illness, or illness or death in the immediate family. Immediate family is defined as spouse, children, father, mother, aunts, uncles, father-in-law, mother-in-law, brothers-in-law, sisters-in-law, sons-in-law, daughters-in-law, step-father, step-mother, stepchildren, step grandchildren, grandparents, grandchildren, brothers or sisters. The Board reserves the right to ask the Principal for a doctor's certificate in the case of extended illness or frequent absence due to illness. The Board may at its discretion select the licensed physician to perform the examination. The Board also reserves the right to extend these provisions in cases of extreme hardships upon recommendation of the Administration and the vote by majority of the Board.
 3. Carry-over and Accumulation of Sick Days. Unused sick leave may be carried over from one contract year to the next succeeding contract year to a maximum of 40 sick leave days. Once the maximum is accumulated, no further sick leave days will be available or granted for the ensuing contract year or years until the accumulated number of days is less than 40, and then only to the extent necessary to restore the total number of available sick leave days to the maximum of 40 days.
 4. Holidays. The following days shall be holiday days and not working days: July 4th, Labor Day, Thanksgiving, Christmas Day, New Years Day, and Memorial Day.
 5. Log. The Principal shall maintain current log of used vacation and sick leave days with the secretary for the Superintendent.
- B. Health and Dental Insurance. The District shall pay for and provide the Principal with health and dental insurance for which the Principal is qualified under the District's group insurance plan on the same terms other certificated employees of the District receive such benefit.
- C. Disability Insurance. The District will pay the Principal the amount of the long term disability insurance cost. This amount will then be payroll deducted from the Principal's check to pay the LTD premium.
- D. Retirement Plan. The Principal may elect to designate part of the Principal's annual salary to be invested in a tax exempt deferred income retirement plan of his/her choice.
- E. Meetings and Dues. The Principal shall attend appropriate professional meetings at the local, state, and national levels provided that such attendance does not interfere with the proper performance of the Principal's duties. The reasonable and necessary expenses of such meetings shall be reimbursed by the District consistent with Board policies. In addition, membership dues to NCSA and NASSP shall be paid by the District. The Board may on request pay for the Principal's membership in other educational organizations that would serve in the school's best interest, as determined by the Board.

- F. Transportation Expenses. The reasonable and necessary expenses of transportation required in the performance of Principal's official duties shall be reimbursed at the rate set annually by the Board for District travel.
- G. Indemnification. The District shall, to the extent permitted by law, defend, hold harmless, and indemnify the Principal from any and all demands, claims, suits, actions, and legal proceedings brought against the Principal in the Principal's individual capacity or the Principal's official capacity as an agent or employee of the District, provided that the incident arose while the Principal was acting (or, in good faith, reasonably believed that the Principal was acting) within the scope of the Principal's employment with the District and the District is not in an adverse position in the legal proceedings.
- H. Other Benefits. The Principal may be provided such other benefits as are provided to certificated employees of the District in the Board's discretion, except as otherwise provided herein, provided the Principal meets the conditions and eligibility requirements for such benefits.

Section 4. Duties. The Principal is employed as the PreK-12 Principal. The Principal shall perform the duties of such positions as are regularly and customarily expected for such position and such duties and responsibilities as are set forth in Board Policy or Regulation for such position. The Principal shall be subject to assignment to such other duties by the Board or the Superintendent and may be assigned to a different position for which the Principal is qualified by reason of certification, endorsement, or college preparation. In addition to the normal duties traditionally required of certificated employees, the Principal may be assigned extra duty assignments by the District. Such assignments shall be upon such terms and condition and at such additional rate of compensation as the Principal and the District may agree upon; provided that the Principal shall not unreasonably refuse to accept such assignments. The Principal agrees to devote full time to the assigned duties, provided that with the advance agreement of the Board of Education, the Principal may undertake consultative work, speaking engagements, writing, lecturing or other professional duties.

In performing the assigned duties, the Principal shall be governed by the policies, regulations and directions of the Board of Education. The Principal shall in all respects to diligently and faithfully perform the assigned duties to the best of the Principal's professional ability. Regular dependable attendance is an essential function of the Principal's position.

Section 5. Contract Termination. In the event the Principal violates any of the provisions of this Contract or performs any act or does anything which is materially harmful to the District, or which substantially inhibits the Principal's ability to discharge the duties as set forth herein, including, but not limited to (1) becoming legally disqualified to perform as a Principal or elementary principal in the State of Nebraska; (2) participation in any fraud; (3) causing any intentional damage to property; (4) engaging in any unlawful act; (5) any representations in this Contract being determined to be false or incorrect; (6) failure to return a Renewal Agreement by the required date, provided that such date not be prior to March 15; and (7) just cause, including: (a) incompetency, which includes, but is not limited to, demonstrated deficiencies or shortcomings in knowledge of subject matter or teaching or administrative skills; (b) neglect of duty; (c) unprofessional conduct; (d) insubordination; (e) immorality; (f) physical or mental incapacity; (g) failure to give evidence of professional growth as required by law; or (h) other conduct which interferes substantially with the continued performance of duties; then the Principal may be

discharged in accordance with applicable law. Suspension or other disciplinary action may be enforced in accordance with applicable law. Duty assignments which do not require a teaching or administrative certificate are on an at-will basis, shall be subject to removal without cause and shall not be subject to continuation or renewal as part of the Principal's Contract.

Upon lawful termination of this Contract for any reason, the compensation to be paid hereunder shall be an amount which bears the same ratio to the annual salary specified as the number of days of service provided to the date of such termination bears to the number of days of service that have been provided in the contract year. Any portion of the salary paid, but not earned, prior to the date of termination of this Contract, and any sums owing to the District by the Principal, shall be set off from sums due to the Principal and, if the sums owing to the District are in excess of the sums due the Principal, the amount owing shall be immediately refunded by the Principal.

The Board of Education may require a certificate of health and physical fitness of Principal in accordance with applicable law at any time while this Contract is in force. Should the Principal be unable to perform the Principal's duties by reason of mental or physical incapacity or any reason beyond the Principal's control, and said disability exists for a period exceeding the Principal's sick leave allowance, the Board of Education may, in its discretion, make a proportionate reduction from the salary and benefits, and if such disability continues or is permanent, or of such nature as to make the Principal unable to perform essential functions of the positions for which the Principal is employed, the Board of Education may, at its option, terminate this agreement whereupon the respective duties, rights and obligations hereof shall terminate.

Section 6 Representations and Legal Requirements. The Principal affirms that: (1) the Principal holds or will hold a valid and appropriate certificate to act as a certificated employee in the State of Nebraska to perform the assigned duties throughout the term of this Contract and any extensions of this Contract; (2) the required certificate to perform the assigned duties shall be registered as required by law; it being understood and agreed that this contract is not valid until the required certificate is registered in accordance with law and that the Principal shall not be compensated for any services performed prior to the date of registration of this certificate; and (3) the Principal is not under contract with another board of education within the State of Nebraska covering any part of or all of the same time of performance as provided for in this Contract.

The Principal further warrants and represents as follows: (1) all information set forth in the Principal's application for employment and other information provided by the Principal in seeking employment are true and accurate, and if said information ceases to be true, Principal will advise the Board of Education immediately; (2) Principal has never been convicted or plead no contest or otherwise been adjudicated as having committed a felony, any other offense involving moral turpitude or any other offense involving abuse, neglect, or sexual misconduct as defined in Sections 003.12 through 003.14 of 92 NAC 21; and (3) Principal has not suffered suspension or revocation of any educational professional license or certificate, nor voluntarily surrendered such a license or certificate where charges or potential charges were pending or imminent.

There shall be no penalty for release or resignation by the Principal from this Contract; provided no resignation shall become effective until expiration of the remaining term of the Contract unless the Board fixes an earlier effective date. This Contract is subject to provisions of the School Employees Retirement Act.

Section 7 Governing Laws. The parties shall be governed by all applicable Nebraska and federal laws, rules and regulations in performance of their respective duties and obligations under this Contract.

Section 8 Amendments & Severability. This Contract may be modified or amended only by a writing duly authorized and executed by the Principal and the Board. If any portion of this Contract shall be declared invalid or unenforceable by a court of competent jurisdiction, such declaration shall not affect the validity or enforceability of the remaining provisions of this Contract.

The failure to return a signed copy of this Contract to the President or Secretary of the Board of Education of the District on or before _____, shall constitute a rejection by the Principal of the offer of employment.

<p>Executed this _____ day of _____, 2019.</p> <hr/> <p>Principal</p>	<p>Executed this _____ day of _____, 2019.</p> <p>Board of Education of Saline County School District 0068, a/k/a/ Friend Public Schools</p> <p>By: _____ Paul Segner, President</p> <p>Attest: _____ Secretary or other Authorized Officer</p>
--	---

FRIEND PUBLIC SCHOOLS PRINCIPAL JOB DESCRIPTION

REQUIREMENTS:

- A. Education Level: M.A. or higher preferred. Must qualify for Nebraska Administrative and Supervisory Certificate.
- B. Certification: Must possess a Nebraska Administrative and Supervisory Certificate at all times during employment with such endorsements as required by NDE Rule 10.
- C. Experience Desired: Prior principal experience preferred.
- D. Other Requirements: Must have ability to work effectively with professional staff to provide leadership in a creative learning climate.

REPORTS TO: Superintendent of Schools

OVERTIME: Exempt.

Administrative exemption: The Principal has the primary duty of performing administrative functions directly related to academic instruction or training.

Executive exemption: The primary duty of the Principal is the management of the school to which the Principal is assigned. The Principal customarily and regularly directs the work of two or more other employees and has authority to hire or fire other employees or the Principal's recommendations as to hiring, firing, promotion or other change of status of other employees are given particular weight.

TASKS

The Principal is responsible for planning, directing, or coordinating the academic, clerical, or auxiliary activities of the school to which the Principal is assigned. Specific duties and responsibilities may vary depending on the assignments given by the Superintendent or the Board of Education. The Principal is expected to adhere to all Board policies and requirements state and federal laws and regulations, including ethics regulations. The tasks to be performed by the Principal include the following:

- Direct and coordinate activities of teachers, administrators, and support staff at schools, public agencies, and institutions.
- Evaluate curricula, teaching methods, and programs to determine their effectiveness, efficiency, and utilization, and to ensure that school activities comply with federal, state, and local regulations.
- Collaborate with teachers to develop and maintain curriculum standards, develop mission statements, and set performance goals and objectives.
- Determine allocations of funds for staff, supplies, materials, and equipment, and authorize purchases.
- Determine the scope of educational program offerings, and prepare drafts of course schedules and descriptions in order to estimate staffing and facility requirements.

- Observe teaching methods and examine learning materials in order to evaluate and standardize curricula and teaching techniques, and to determine areas where improvement is needed.
- Plan and develop instructional methods and content for educational, vocational, or student activity programs.
- Prepare and submit budget requests and recommendations, or grant proposals to solicit program funding.
- Prepare, maintain, or oversee the preparation/maintenance of attendance, activity, planning, or personnel reports and records.
- Recommend personnel actions related to programs and services.
- Recruit, hire, train, and evaluate staff. Conduct staff observations and evaluations in accordance with the Board evaluation policy and legal requirements, and assure that observations and evaluations are completed by others who are delegated such duties. Implement improvement or corrective action plans implemented when needed. Make recommendations on employee actions requiring Board action.
- Review and approve new programs, or recommend modifications to existing programs, submitting program proposals for school board approval as necessary.
- Set educational standards and goals, and help establish policies and procedures to carry them out.
- Collect and analyze survey data, regulatory information, and data on demographic and employment trends to forecast enrollment patterns and curriculum change needs.
- Confer with parents and staff to discuss educational activities, policies, and student behavioral or learning problems.
- Counsel and provide guidance to students regarding personal, academic, vocational, or behavioral issues.
- Develop partnerships with businesses, communities, and other organizations to help meet identified educational needs and to provide school-to-work programs.
- Direct and coordinate school maintenance services and the use of school facilities.
- Enforce discipline and attendance rules.
- Organize and direct committees of specialists, volunteers, and staff to provide technical and advisory assistance for programs.
- Review and interpret government codes, and develop programs to ensure adherence to codes and facility safety, security, and maintenance.
- Teach classes or courses to students when necessary in the absence of teachers.
- Write articles, manuals, and other publications, and assist in the distribution of promotional literature about facilities and programs.
- Advocate for new schools to be built, or for existing facilities to be repaired or remodeled.
- Establish, coordinate, and oversee particular programs across school districts, such as programs to evaluate student academic achievement.
- Supervise instructional, athletic, and extracurricular programs.
- Provide appropriate and safe learning environment.
- Modify curriculum to meet student needs with assistance from appropriate directors and supervisors.
- Implement multicultural and other educational plans.
- Coordinate special education services for identified students, **including referral to applicable Medicaid programs.**
- Meet with students for purposes of furnishing information, monitoring, counseling and recognition for academic, athletic or activity success.
- Attend meetings of the Board of Education and present information as requested or as needed.

Adopted: March 2008

Revised: September 2017

**DRIVER CERTIFICATION
FOR USE OF DISTRICT VEHICLES OR TRANSPORTATION OF STUDENTS**

This certification is required for all persons who: (1) drive District-owned or leased vehicles or (2) drive students as part of their employment or (3) provide a pupil transportation service which is sponsored or approved by the District.

Name _____ Operator's License No: _____ License Class: _____

I certify that the following information is true and accurate:

_____ I have a current and valid Nebraska motor vehicle license, current proof of insurance, and the physical and mental ability to properly operate a motor vehicle.

_____ My driver's license is subject to the following restrictions (check the applicable restrictions) and I will comply with all such restrictions:

_____ Corrective Lenses	_____ Outside Mirrors
_____ Automatic Signals	_____ Maximum Speed Rest.
_____ Mechanical Aids	_____ Daylight Only
_____ Restricted Area	_____ 2 Lane, 2 Way Only
_____ Automatic Trans.	_____ No Interstate Driving
_____ No One Way Streets	_____ Other: _____

_____ I will abide by all rules of the road and any applicable rules of the Nebraska Department of Education and the District relating to driving a motor vehicle. Seat belts and child restraint systems will be utilized by all occupants. Cell phones will not be used while the vehicle is in motion.

_____ I have been given instruction on emergency evacuation procedures, first aid and other instruction applicable to the group of pupils being transported.

_____ I certify that I am of good moral character and I will not engage in conduct or use language inappropriate for children.

_____ I certify that I have a satisfactory driving record. I agree to immediately notify my supervisor or the Superintendent upon the occurrence of any of the following events:

- Suspension, revocation, withdrawal or expiration of my driver's license;
- Any ticket or accident while in a District-owned vehicle or while engaged in school business;
- Any ticket or accident which could result in the suspension, revocation, or withdrawal of my driver's license while in any vehicle at any time;
- Any circumstance which may result in any of the responses on this Driver Certification not continuing to be completely accurate or which may indicate that I should not be driving a school vehicle or transporting students.

Dated this _____ day of _____, 20____.

Driver

Basic First Aid Procedures

First aid is the immediate and temporary care given to the victim of an accident or sudden illness until medical services can be obtained. Keep these points in mind when handling situations that may require you to administer first aid:

- Remove everyone from danger and then provide first aid in a safe location. Also, do not attempt to make a rescue until you are sure you won't become a victim.
- Remain calm. Keeping your composure while helping the injured person will help him/her to keep calm and cooperate. If the person becomes anxious or excited, the damage from the injury could be increased.
- Plan quickly what you need to do. Learn basic procedures or have your first aid information available so you can care for the injured person.
- Send for professional help as soon as possible. The local emergency telephone number is 911.

The school telephone number is: 402-947-2781

- Let the person know that help is on the way and try to make them as comfortable as possible.

Evaluating the Situation and Setting Priorities

To effectively deal with emergencies, the situation must be evaluated and priorities set.

<p>Three evaluations which must be made to establish priorities for treatment:</p> <ul style="list-style-type: none"> • Condition of the scene • Type of injury • Need for treatment 	<p>Primary first aid procedures are to:</p> <ul style="list-style-type: none"> • Restore breathing. • Control bleeding. • Prevent shock
---	--

Whenever possible, do not move the victim. Treat the person where you find him/her. However, several types of situations require the person to be moved out of immediate danger, such as fire, electrocution, and drowning.

Bleeding

Bleeding needs immediate attention. Evaluate the type of bleeding and the amount of blood lost:

<ul style="list-style-type: none"> • Capillary oozing. 	<p>Injuries to capillaries or small veins. It is indicated by steady oozing of dark colored blood.</p>
<ul style="list-style-type: none"> • Venous bleeding 	<p>Bleeding from the vein. It is indicated by a flow of dark-colored blood at a steady rate.</p>
<ul style="list-style-type: none"> • Arterial bleeding. 	<p>Bleeding from an artery. It is indicated by bright red blood flowing quickly in spurts.</p>

Blood flowing in a small, steady stream or small spurts can be serious, but can be controlled. Blood flowing in a heavy stream or large spurts is very serious and must be brought under control immediately.

The primary step to control bleeding is to exert direct pressure over the wound. Place the cleanest material available against the bleeding point and apply pressure by hand until the wound clots and can be dressed with bandages. If necessary, apply direct, even pressure with your bare

hand. If blood soaks through the bandage, do not remove it. Apply more bandages and secure them. Make sure the bandages are not too tight so circulation is not restricted.

Look for swelling around the wound. If the bandage interferes with the circulation of the blood, loosen it. Elevate the wound above the level of the heart, except when there is a broken bone.

Artery Pressure Point

If direct pressure on the wound does not control bleeding, direct pressure on any artery pressure point closest to the wound is necessary. The artery pressure point must be located between the heart and the wound.

Tourniquet Warning

A tourniquet should only be used for hemorrhaging that cannot be controlled by direct or arterial pressure. Tourniquets are dangerous to apply, to leave on, and to remove. Stoppage of blood supply below the tourniquet can lead to gangrene and loss of limb.

Shock

Shock occurs when the vital body functions are depressed. The three most common causes of shock are:

- Excessive bleeding
- Inadequate breathing
- Unsplintered fractures

If shock is not treated promptly, death may result, even if the injury causing the shock is not severe enough to cause death. It is NOT recommended that drivers attempt to splint a fractured bone; instead simply treat the victim for shock.

Recognizing shock

When a person is in shock, the skin is pale, cold, clammy, and moist with beads of sweat around the lips and forehead. The pulse is fast, weak, or entirely absent. Breathing is shallow and irregular and the eyes are dull and vacant with dilated pupils. The person complains of nausea and dizziness. She may be unaware of the seriousness of the injury and then suddenly collapse.

Control of shock

The victim should lie down on top of an article of clothing, newspaper or other material and kept warm with a light blanket. In warmer temperatures, it is not necessary to use a cover.

The person should not become overly warm so that perspiration occurs. Perspiration draws blood to the skin, away from the interior of the body where it is needed. In order to help the flow of blood to the heart and head, elevate their legs at least 12 inches high. If there is a head or chest injury or breathing seems difficult, elevate the chest instead of the legs.

Offer small amounts of water to the person every 15 minutes. Do not give water if the victim is vomiting, nauseous, or unconscious.

Burns

It is not recommended to treat burns. First aid treatment often causes complications and interferes with the treatment given by the physicians. Keep the burned area uncontaminated and treat for shock.

Do not apply burn preparation and do not use ice water. It intensifies the shock. There are exceptions when it may be necessary to give first aid. Chemicals may continue to burn the skin if they are not removed. Large amounts of water should be used to flush the area free of the chemicals, particularly if it is a chemical burn of the eyes or face.

Mouth-to-Mouth Resuscitation

Breathing may stop for the following three reasons:

- Air passage is blocked
- Nerve centers that control breathing are not functioning due to drowning, electrocution, head injury or poisoning
- A sucking sound in the chest prevents the lungs from expanding.

In the first two cases, the skin may be blue and breathing may appear to have stopped. If there seems to be no back injury, place the person on his back, open the mouth and clear out foreign matter with your fingers. Place your hand on the victim's forehead, tilt the head back so the chin points upward and lift jaw. This action moves the base of the tongue away from the back of the throat so the airway is not blocked.

Pinch nostrils to prevent any leakage of air. Open your mouth wide, take a deep breath, and place your mouth over the victim's mouth. With a small child, place your mouth over the mouth and nose, making a tight seal.

Blow vigorously into the mouth, while continuing to lift the lower jaw in order to keep the airway clear. Between each breath, remove your mouth and listen for the outflow of air coming from the lungs. If you hear air, an exchange of air has occurred. Continue to breathe for the person, blowing into the mouth approximately 12 times a minute.

After each breath, remove your mouth and listen for the exchange of air. Blow less vigorously with a small child using shallower breaths at rate of about 20 per minute. A sign of restored breathing is a sigh or a gasp from the victim.

Breath may be irregular at first so continue mouth-to-mouth resuscitation. If normal breathing doesn't occur, continue breathing for the person, alternating with others until aid arrives.

Be Prepared--Learn Cardiopulmonary Resuscitation (CPR)

CPR should be used when a person is unresponsive or when breathing or heart beat stops. Call 911 immediately. If someone is available, have him or her call emergency medical services while you begin CPR. Try to stimulate the victim. If no response, turn them onto their back by supporting the head and neck. If head or neck injury is suspected, do not bend or turn neck. Tilt the head back and lift chin up and out to open the airway. Look, listen and feel for breath. If no breathing is present, seal your lips tightly around their mouth; pinch their nose shut. Give two slow breaths (1 to 1½ seconds each), until chest rises.

If no signs of circulation, place heel of one hand in the center of the chest. Compress at a rate that provides about 100 compressions and 20 breaths per minute. For a child, compression depth should be ½ to 1 inch. For an adult, compressions should be about 2 inches.

Repeat cycle of five compressions to one breath until signs of circulation return or until help arrives.

Epilepsy

Once an epileptic seizure begins, you may not be able to move the person. Try to prevent him/her from injury, such as striking his head or body against any hard, sharp, or hot object.

Do not restrain the person or interfere with his movements. Epilepsy victims seldom bite their tongues during seizures. More harm is done when an object is forced between the teeth or into the mouth. Breaking teeth, cutting lips, mouth, or tongue, can occur more often than by the tongue being bitten because of the seizure.

You should communicate information about any seizure to the parents and to the school authorities.

Choking

The Heimlich Method, or Hug of Life, is a procedure to help a choking person. Stand behind the person, place your arms around his/her waist and grasp your hands together halfway between the navel and sternum (right below the rib cage). Form a fist with the thumb side against the midriff area. Grasp your fist with your other hand, press midriff area with a quick upward thrust. If the person has collapsed, turn him on his back. Straddle him and press into the same spot with a quick upward thrust with the heel of one hand placed on top of the other hand. Continue until object is freed and/or the person begins coughing.

Do not pound or slap a choking person on the back. This can force the object further into the throat. Artificial respiration or offering water is useless because the throat is blocked. Children often choke from running with food or other objects in their mouths.

EMERGENCY EVACUATION PROCEDURES **(For Students Being Transported in Small Vehicles—Cars & Vans)**

In a vehicle accident or emergency situation, the driver must use his/her best judgment to decide what action shall be taken. As a driver, your primary responsibility is student safety. In an emergency, it may be necessary that the vehicle be evacuated.

A Vehicle Must Be Evacuated In These Situations:

- The vehicle is on fire. It must be stopped and evacuated immediately. Passengers will move to a point 100 feet or more from the vehicle and remain there until the vehicle driver has determined that no danger remains. If a vehicle is unable to move and is close to existing fire or highly combustible materials, the danger of fire shall be assumed and all passengers must be evacuated.
- The vehicle is stopped in an unsafe location and is unable to proceed (e.g., due to an accident or weather conditions). The driver must determine immediately if it is safer for passengers to remain on the vehicle or to evacuate. For example, if the vehicle is in the path of any train, or on or closely adjacent to any railroad tracks.
- The vehicle could change position and increase the danger. For example, if a vehicle were to come to rest near a body of water or precipice where it could slide into the water or over a cliff, it must be evacuated;
- If there is danger of collision. Under normal traffic conditions, the vehicle should be visible for a distance of 300 feet or more. A position over a hill or around a curve where such visibility does not exist should be considered reason for evacuation.

Important Factors In School Vehicle Evacuation: The safety of the pupils is of utmost importance and must be given first consideration. Prior to evacuation, the emergency brakes shall be set, ignition turned off, the transmission placed in an appropriate gear; and hazard flashers turned on to warn traffic. The driver should stay in the vehicle during evacuation to facilitate the evacuation procedures. The driver should be familiar with any extra equipment on the vehicle that would aid in an evacuation of a student with a disability and assure that the student is safely evacuated.

Students should be instructed to evacuate on side of the vehicle away from the roadway—typically the passenger side. Evacuations shall be conducted with deliberate speed. A time interval of 1½ to 2 seconds per passenger has proven to be the safest and most efficient. A vehicle should be completely evacuated in 2 ½ minutes. To insure a safe exit, passengers must have their hands free. They must leave personal belongings in the vehicle except those needed for their safety (coats, etc.). During an evacuation, passengers must be directed to a safe point at least 100 feet from the vehicle and remain there until given further directions.

Upon evacuation, the driver should attend to any injured students and immediately contact emergency service (call 911 and the school). Discuss the accident only with police and school district officials. Do not leave the scene of an accident until the safe transportation of all students has been arranged by the student's parent, the school, or emergency personnel.

To assist the driver in evacuations (or to respond to situations where the driver is incapacitated), mature, responsible students should be selected and trained to lead passengers to safety from each door utilized for evacuation. The selected student should be trained to:

- turn off ignition switches;
- set emergency brakes;
- summon help when and where needed (instructions and telephone numbers shall be available);
- use windows for evacuation in emergencies;
- set flags and reflectors or reflective triangles;
- open and close service and emergency exit doors;
- direct school vehicle evacuations;
- perform other duties as directed by the driver.

Emergency Equipment: The driver should be familiar with and appropriately use emergency equipment during an evacuation. Emergency equipment for a small vehicle may include the following:

- reflector kit;
- vehicle-mounted hazard flashers;
- body fluid clean-up kit;
- first aid kits;
- fire extinguishers;
- triangle shaped reflectors.

Business OperationsProcedures—Bidding Construction Projects

The District shall bid every project for the construction, remodeling, or repair of any school-owned building or for site improvements when the contemplated expenditures for the project is in excess of \$100,000.00, or such sum as adjusted pursuant to §73-106. The bidding procedures shall comply with the requirements of state law and shall include the following:

1. Notice to Bidders: The Administration shall prepare a notice to bidders containing a general description of the scope of the project being bid; the location of the project; the means of obtaining project documents, including plans and specifications; the date and hour bids will close; and the date, hour and place bids are to be returned, received and opened, and a provision that such bids will be immediately and simultaneously opened in the presence of the bidders or representatives of the bidders, when the hour is reached for the bids to close.
2. Regular Manner of Advertisement for Bids: The notice to bidders shall be published one time in a newspaper of general circulation in the School District. The notice shall be published at least seven (7) days prior to the date designated for the opening of such bids. The Board of Education or Administration may, in its sole discretion, elect to utilize further advertisement for bids as it may determine appropriate to secure a sufficient number of qualified bidders for the scope of the project.
3. Bid Opening: When the hour is reached for such bids to close, bids will be immediately and simultaneously opened in the presence of the bidders or representatives of the bidders.
4. Contract Award: The contract shall be awarded to the lowest responsible bidder as to the extent required by law. When not so required, the award shall be made on the basis of consideration of the contract award criteria determined appropriate by the Board or administration.
5. Performance and Payment Bonds. Whenever any contract is entered into for the erecting, furnishing, or repairing of any building or other public structure or improvement, the contractor shall be required, before commencing such work, to furnish a performance, labor and material payment bond. The bond requirement shall not apply, however, to any project bid or proposed which has a total cost of \$10,000 or less unless the School Board or Administration includes a bond requirement in the specifications for the project. The bond shall be in an amount not less than the contract price. The bond shall be conditioned on the faithful performance of the contract and the payment by the contracting party of all laborers and mechanics for labor that is performed and of all material and equipment rental that is actually used or rented in connection with the improvement project and the performance of the contract. Such bond shall contain such provisions as are required by statutes, and be in a form prescribed and required by the district.

6. Retention of an Architect or Engineer. The School District shall not engage in the construction of any public works involving architecture or engineering unless the plans, specifications, and estimates have been prepared and the construction has been observed by an architect, a professional engineer, or a person under the direct supervision of an architect, professional engineer, or those under the direct supervision of an architect or professional engineer; provided that such requirement shall not apply to any public work in which the contemplated expenditure for the complete project does not exceed one hundred thousand dollars (\$100,000), as adjusted from time to time by § 81-3445 or other applicable law.

7. Additional Procedures. Each bid for which a labor and material bond is required shall be accompanied by a bid bond or certified check in the amount of five percent (5%) of such bid unless the School Board or Administration waives such requirement. The Board of Education or Administration may provide for additional procedures for the procurement, opening and acceptance of bids as deemed appropriate for a particular project.

Legal Reference: Neb. Rev. Stat. ' 52-118; Neb. Rev. Stat. ' 73-101 *et seq.*; Neb. Rev. Stat. ' 73-106; Neb. Rev. Stat. ' 81-3445

Date of Adoption: 08-10-2015

Business OperationsRebates to School Personnel

No school employee or board member shall receive any commission, expense-paid trips, or anything of value from individuals or companies from which the school district purchases equipment or materials required in the operation of the school district. The operation of the school district includes the purchase of materials for the repair and maintenance of the school plant, for conducting student classes, for materials and supplies used in school organizations, such as clubs, specific classes, and for comparable items.

Legal Reference: Neb. Rev. Stat. §79-520

Date of Adoption: May 14, 2007
Board Review December 2011

Business OperationsRecords Management and Disposition

1. General Standard. Records should generally be organized, managed, retained and disposed of in accordance with law and the Secretary of State's schedules for retention and disposition of public records.
2. Records Officer. The Superintendent is hereby designated as the records officer of the school district for purposes of this policy. Any questions about the type or category of a record or the required retention period for it should be addressed to the records officer.
3. Electronic Messages. Electronic messages are communications using an electronic system for the conduct of school district business internally, between other state and local government agencies, and with parents, students, patrons and others in the outside world. These messages may be in the form of e-mail, electronic document exchange (electronic fax), and electronic data interchange (EDI). In this policy, the terms electronic messages and e-mail are used, depending on the context, to mean the same thing. The school district's electronic system in which records are collected, organized, and categorized to facilitate preservation, retrieval, use, and disposition is as follows:
 - a. End-User Management. End-user means anyone who creates or receives electronic messages on the school district's electronic system. Electronic messages are to be managed at the end-user's desktop rather than from a central point. Each end-user is responsible for organizing, managing and disposing of records that are part of his or her desktop computer.
 - b. Categories for Retention. Electronic messages fall within three categories: (1) transitory messages; (2) records with a less than permanent retention period; and (3) records with a permanent retention period. End-users are to organize, store, retain and dispose of electronic messages according to these three categories. This means determining which electronic messages require long-term retention, determining who is responsible for making this decision, and establishing storage and disposition requirements for electronic messages.
 - i. *Transitory messages*. Transitory messages include copies posted to several persons and casual and routine communications similar to telephone conversations. For example, as determined on an individual case-by-case basis by the end-user, transitory messages include certain embryonic materials, notes or drafts; unwanted and unneeded "junk" mail; "personal" mail for employees not related to school business; unsolicited sectarian, religious, partisan, political or commercial messages, or political advertising or advertisements promoting particular personal or religious beliefs, a specific ballot question, or controversial topics or positions. There is no retention requirement for transitory messages. Employees

sending or receiving such communications may delete them immediately without obtaining approval.

- ii. *Less than permanent retention records.* These records are governed by the retention period for equivalent hard copy records as specified in the approved records retention and disposition schedules. These records should be converted to hard copy (printed) or an electronic format which can be retrieved and interpreted (downloaded) for the legal retention period. Employees creating or receiving such communications may delete or destroy the records only according to the applicable retention schedule. Questions relating to the retention or destruction of these records should be referred to the records officer.
 - iii. *Permanent/archival retention records.* These are records scheduled for transfer to the Nebraska State Historical Society (NSHS). Decisions relating to such records should be made by the records officer in consultation with NSHS, and the State Records Administrator about either transferring the records or maintaining them in the agency of origin. If the transfer decision is made, the method, frequency and format of the transfer should be determined cooperatively by the records officer, the NSHS, and the State Records Administrator.
- c. Electronic Storage Limitations. The district's computer systems have storage limitations. E-mails are deleted by the computer system within 60 to 90 days to avoid operational problems. End-users are instructed that electronic messages that are required to be maintained past that time period should be converted to hard copy (printed) or an electronic format which can be retrieved and interpreted (downloaded) for the legal retention period. The retention period for the particular record is the best indicator of which storage medium or format to choose.
- d. Proper Use of Electronic Messages.
- i. Non-Discrimination. Electronic messaging is not permitted to be used to promote discrimination on the basis of race, color, national origin, age, marital status, sex, political affiliation, religion, disability or sexual preference; promote sexual harassment; or to promote personal, political, or religious business or beliefs.
 - ii. Permissible Use. Electronic messaging is to be used only for purposes that are consistent with the mission of the school district. Electronic messaging is not permitted to be used for personal purposes except for: incidental, intermittent or occasional use which does not interfere with performance of duties as determined by the administration, use that is authorized pursuant to an individual use agreement, and use that represents a form of the employee's compensation. Electronic messaging is not permitted to be used for personal financial gain or for the purpose of

campaigning for or against the nomination or election of a candidate or the qualification, passage, or defeat of a ballot question. Electronic messaging is not permitted to be used for purposes of assisting a non-profit organization except when and to the extent such use serves a school purpose or facilitates school district business.

- iii. Conduct. Employees shall not read electronic messages received by another employee when there is no school purpose for doing so, send electronic messages under another employee's name without the employee's consent or administrative authorization, or change or alter any portion of a previously sent electronic message without administrative authorization.
- iv. Other Regulations. Electronic messaging is subject to all requirements of the school district's "Acceptable Use of Computers, Network, Internet and Websites" policy and may be monitored and accessed at any time without prior notice. The school district has complete authority to regulate all electronic messaging. Electronic messaging is a privilege and not a property right and is not a public forum. Electronic messaging is made available subject to all board policy and regulations, these regulations, building guidelines, use agreements, handbook provisions, and all administrative orders or directives as issued from time to time.

4. Electronic Records

All books, papers, documents, reports, and records kept by the District may be retained as electronic records. Minutes of the meetings of the school board may be kept as an electronic record.

5. Litigation Holds

When litigation against the District or its employees is filed or threatened, the District will take all reasonable action to preserve all documents and records that pertain to the issue. Such action will in particular be taken when the litigation may be filed in federal court or otherwise subject to federal rules of discovery.

As soon as the District is made aware of pending or threatened litigation, a litigation hold directive will be issued by the records officer or designee. The directive will be given to all persons suspected of having records that may pertain to the litigation issue.

The litigation hold directive overrides any records retention schedule that may otherwise call for the disposition or destruction of the records until the litigation hold has been lifted. E-mail and computer accounts of separated employees that have been placed on a litigation hold will be maintained by the records officer until the hold is released.

Employees who receive notice of a litigation hold are to preserve all records that pertain to the litigation issue. This includes preserving electronic messages that would otherwise be deleted by the computer system; such messages are to be converted by the recipients of the litigation hold to hard copy (printed) or electronic format which can be retrieved and interpreted (downloaded) for the duration of the litigation hold.

No employee who has been notified of a litigation hold may alter or delete an electronic or other record that falls within the scope of the hold. Violation of the litigation hold may subject the employee to disciplinary actions, up to and including dismissal, as well as personal liability for civil and/or criminal sanctions by the courts or law enforcement agencies.

6. Settlement Agreements

A public written or electronic record of all settled claims shall be maintained.

The record for all such claims settled in the amount of fifty thousand dollars or more (or one percent of the total annual budget of the School District, whichever is less) shall include a written executed settlement agreement. The settlement agreement shall contain a brief description of the claim, the party or parties released under the settlement, and the amount of the financial compensation, if any, paid by or to the School District or on its behalf. Any such settlement agreement shall be included as an agenda item on the next regularly scheduled public meeting of the School Board for informational purposes or for approval if required.

Any such settled claim or settlement agreement shall be a public record. Nonetheless, specific portions of the record may be withheld from the public to the extent permitted or provided by statute.

The foregoing does not apply to claims made in connection with insured or self-insured health insurance contracts.

Legal Reference: Neb. Rev. Stat. " 84-712 through 84-712.09
Neb. Rev. Stat. " 84-1201 to 84-1227
Laws 2010, LB 742
State Records Administrator Guidelines:
Schedule 10: Records of Local School Districts (Feb. 1989)
Schedule 24: Local Agencies General Records (March 2005)
Electronic Imaging Guidelines (March 2003)

Date of Adoption: 08-10-2015

Business OperationsNCLB

It is the policy of the District to comply with the NCLB and federal grant programs in which the District participates.

1. Authority to Sign Applications. The Superintendent is authorized to sign applications for any of the NCLB formula grants on behalf of the District and may delegate such authority to other administrator's in the Superintendent's discretion. The Superintendent shall submit such applications as determined appropriate so long as acceptance of the funds does not include conditions contrary to the policies of the Board of Education.
2. Supplement not Supplant. Federal funds shall be used to supplement, not supplant the amount of funds or services available from non-federal sources, in compliance with the requirements of federal law. NCLB funds shall not be used to provide services otherwise required by law to be made available.
3. Equitable Allocation. Federal funds shall be used in a manner to ensure equitable allocation of resources. Staff are to be assigned and curriculum materials and instructional supplies are to be distributed to the schools in such a way that equivalence of personnel and materials is ensured among the schools in compliance with the requirements of federal law.
4. Maintenance of Effort. The District shall maintain fiscal effort related to NCLB programs in compliance with the requirements of federal law.
5. Resources. The procurement of resources related to the NCLB programs, including contracts and purchase or service agreements for such program, shall be in accordance with the district's written procedures for purchasing and contracting. Purchase orders and invoices shall indicate an appropriate record of expenditures. All equipment purchased with federal funds, including those used in nonpublic and other facilities, shall be appropriately identified, inventoried, and when no longer useful to the program, properly disposed. Resources such as staff, materials and equipment funded by Title I shall be used only for children participating in the program.
6. Maintenance of Records. Records of all federal financial and program information shall be kept for a minimum of 5 years after the start date of the project.
7. Identification of Eligible Children. The Superintendent and the designees shall implement an appropriate process to identify children eligible for services provided under federal programs.

8. Coordination of Services. Title I services shall be coordinated and integrated with the regular classroom, with other agencies providing services and with other federal, state and local programs.
9. Other Requirements. The Superintendent shall take or cause other staff to take such action as required by law for the District to maintain compliance with NCLB and specific NCLB grant programs in which the District participates.

Legal Reference: NCLB

Date of Adoption: April 14, 2008
Board Reviewed December 2011

InstructionCurriculum Review Cycle

EVALUATION	IMPLEMENTATION	SUBJECT
2018-2019	2019-2020	Art, Music, Health, and Journalism, Social Studies
2019-2020	2020-2021	Industrial Technology, FCS, Math
2020-2021	2021-2022	Spanish -FFA
2021-2022	2022-2023	Language Arts
2022-2023	2023--2024	Science
2023--2024	2024-2025	Math and Accounting
2024-2025	2025-2026	Social Studies , Spanish

- ~~Computer tests will be purchased as needed due to the constant changing of technology.~~

Disclaimer: Textbook adoption or purchases are not necessarily needed or followed depending on the information gained during a curriculum review for each subject area. A practice of replacing or updating materials and curriculum will be done on a review of curriculum guided by data research. Administrative and/or Board permission may be granted to purchase and update textbook adoptions.

Date-of Adoption: July 11, 2011
Board Reviewed December 2011
Board reviewed: June 2018