

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF EDUCATION  
OF STERLING PUBLIC SCHOOLS, DISTRICT #33  
Wednesday, September 5, 2018

A regular meeting of the Board of Education of Sterling Public Schools was convened in open and public session on Wednesday, September 5, 2018, 9:17 AM at Sterling Public Schools. The roll was called and the following Board members were present or absent:

**Present:** Lois Agena, John Harms, Mike Hestermann, Rick Vollman, Cheri Wirthele.

Notice of the meeting was given in advance by posting in accordance with the Board approved method for giving notice of meetings. Notice of this meeting was given in advance to all members of the Board of Education. The agenda was posted in accordance to board policy. All proceedings of the Board of Education, except as may be hereinafter noted, were taken while the convened meeting was open to the attendance of the public.

A. Call meeting to order and acknowledge Open Meetings Act

B. Pledge of Allegiance

C. Roll Call

D. Approval of agenda; Any changes to the agenda will need approval.

E. Consent Agenda

Approve the consent agenda as presented Passed with a motion by Cheri Wirthele and a second by Mike Hestermann.

Lois Agena: Yea

John Harms: Yea

Mike  
Hestermann: Yea

Rick Vollman: Yea

Cheri  
Wirthele: Yea

Yea: 5, Nay: 0

F. Public Comment – To an item on the agenda

G. Teacher Report

H. Board Committee Reports

I. Administration Reports

## J. Action Items

### 1. Commendations

Approve the commendations as presented Passed with a motion by Cheri Wirthele and a second by Rick Vollman.

Lois Agena: Yea

John Harms: Yea

Mike  
Hestermann: Yea

Rick Vollman: Yea

Cheri  
Wirthele: Yea

Yea: 5, Nay: 0

Laura Goracke, Camden Harlan, Ida Rose Sprague, KT Saathoff, Taylor Schultz, Brian Helmberger, Joe & Anna Zager, Rex Mills, & Michelle Salberg

### 2. Discussion and Approval of the 2018-2019 Tax Request

Move to approve the 2018-2019 Tax Request at \$1.009651 Passed with a motion by Mike Hestermann and a second by Rick Vollman.

Lois Agena: Yea

John Harms: Yea

Mike  
Hestermann: Yea

Rick Vollman: Yea

Cheri  
Wirthele: Yea

Yea: 5, Nay: 0

### 3. Discuss and Approve 2018-2019 Budget

Move to approve the 2018-2019 budget as presented Passed with a motion by Mike Hestermann and a second by Cheri Wirthele.

Lois Agena: Yea

John Harms: Yea

Mike  
Hestermann: Yea

Rick Vollman: Yea

Cheri  
Wirthele: Yea

Yea: 5, Nay: 0

4. Bank Authorization for New Bookkeeper

Move to approve the addition of Kim Alm as an authorized financial representative at First Bank of NE for school transactions Passed with a motion by Cheri Wirthele and a second by Lois Agena.

Lois Agena: Yea  
John Harms: Yea  
Mike  
Hestermann: Yea  
Rick Vollman: Yea

Cheri  
Wirthele: Yea

Yea: 5, Nay: 0

5. Second reading of board policies: 3003.1 Bidding for Construction, Remodeling, Repair, or Related Projects Financed with Federal Funds, 3004 General Purchasing and Procurement & 3004.1 Fiscal Management for Purchasing and Procurement Using Federal Funds

Move the approve board policies: 3003.1 Bidding for Construction, Remodeling, Repair, or Related Projects Financed with Federal Funds, 3004 General Purchasing and Procurement & 3004.1 Fiscal Management for Purchasing and Procurement Using Federal Funds Passed with a motion by John Harms and a second by Mike Hestermann.

Lois Agena: Yea  
John Harms: Yea  
Mike  
Hestermann: Yea  
Rick Vollman: Yea

Cheri  
Wirthele: Yea

Yea: 5, Nay: 0

K. Non-Action Items / Discussion Items:

1. Upcoming Board Dates

L. Adjourn

The meeting was duly adjourned.  
DATED: Wednesday, September 5, 2018

JOHNSON COUNTY SCHOOL DISTRICT #33,  
a/k/a STERLING PUBLIC SCHOOLS

ATTEST:

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Secretary

General Fund 01  
 Opening Balance 8/1/2018

\$ 1,362,775.79

Expenditure			
Description	August	Total Fical Year	Budget (YTD)
1100 - REGULAR INSTRUCTIONAL PROGRAMS	(\$135,059.91)	(\$1,398,007.74)	(\$1,480,072.00)
1105 - PRESCHOOL	(\$8,980.46)	(\$127,287.20)	(\$112,722.00)
1190 - EARLY CHILDHOOD EDUCATIONAL PROGRAMS	(\$371.81)	(\$5,102.33)	\$0.00
1200 - SPECIAL EDUCATION INSTRUCTIONAL PROGRAMS	(\$27,792.64)	(\$341,310.05)	(\$378,385.00)
2120 - GUIDANCE SERVICES	(\$6,963.34)	(\$99,578.10)	(\$114,586.00)
2130 - HEALTH SERVICES	\$0.00	(\$208.78)	\$0.00
2190 - OTHER PUPIL SUPPORT SERVICES	(\$4,977.66)	(\$88,862.85)	(\$103,252.00)
2222 - SCHOOL LIBRARY SERVICES	(\$1,455.29)	(\$19,465.05)	(\$7,300.00)
2224 - EDUCATIONAL TELEVISION SERVICES	(\$7,336.37)	(\$88,017.98)	\$0.00
2230 -	(\$554.00)	(\$51,770.41)	\$0.00
2310 - BOARD OF EDUCATION	(\$2,746.44)	(\$20,144.70)	(\$37,000.00)
2320 - EXECUTIVE ADMINISTRATION SERVICES	(\$14,127.12)	(\$147,928.92)	(\$153,523.00)
2410 - PRINCIPAL	(\$8,175.83)	(\$104,259.77)	(\$106,559.00)
2500 - SUPPORT SERVICES - BUSINESS	\$0.00	(\$285.00)	\$0.00
2510 - BUSINESS SERVICES	(\$7,833.35)	(\$124,247.61)	(\$110,450.00)
2600 - SUPPORT SERVICES - MAINTENANCE AND OPERATION	(\$72.00)	(\$680.54)	\$0.00
2610 - MAINTENANCE	(\$20,986.29)	(\$247,062.55)	(\$253,796.00)
2750 - REGULAR PUPIL TRANSPORTATION	(\$2,463.55)	(\$98,985.16)	(\$116,174.00)
2760 - SCHOOL AGE SPECIAL EDUCATION PUPIL TRANSPORTATION	\$0.00	(\$15,756.95)	(\$19,391.00)
3135 - HAL	(\$141.46)	(\$3,216.46)	\$0.00
4210 - TITLE I NCLB IMPROVING BASIC PROGRAMS ACCOUNTABILITY	(\$9,102.03)	(\$90,638.42)	(\$88,896.00)
4211 - TITLE I SUMMER TUTORING	\$0.00	(\$18.96)	\$0.00

4310 - TITLE II, PART A NCLB TEACHER QUALITY GRANTS	(\$940.00)	(\$2,449.07)	\$0.00
4404 - IDEA PART B (611) BASE ALLOCATION - BIRTH THROUGH AGE FOUR	\$0.00	(\$42,846.84)	\$0.00
4406 - IDEA	\$0.00	(\$1,978.47)	\$0.00
4410 - IDEA ENROLLMENT/POVERTY (611)	\$0.00	(\$25,000.00)	\$0.00
4992 - REAP	\$0.00	(\$9,950.38)	\$0.00
5000 - DEBT SERVICES	(\$4,286.00)	(\$4,286.00)	\$0.00
6000 - SUMMER SCHOOL	(\$1,901.79)	(\$3,428.17)	\$0.00
9000 - NON-PROGRAM EXPENDITURES	\$0.00	(\$50.00)	\$0.00
<b>Sub Total</b>	<b>(\$266,267.34)</b>	<b>(\$3,162,824.46)</b>	<b>(\$3,182,106.00)</b>

Revenue

Description	August	Total Ficscal Year	Budget (YTD)
1000 - LOCAL RECEIPTS	\$0.00	\$23,731.53	\$0.00
1110 - LOCAL PROPERTY TAXES	\$30,987.68	\$2,510,472.04	\$0.00
1115 - CARLINE TAXES	\$0.00	\$9,229.16	\$0.00
1120 - PUBLIC POWER DISTRICT SALES TAX	\$0.00	\$20,412.80	\$0.00
1125 - MOTOR VEHICLE TAXES	\$9,764.18	\$90,769.00	\$0.00
1210 - TUITION RECEIVED FROM OTHER DISTRICTS (REGULAR EDUCATION)	\$0.00	\$10,986.88	\$0.00
1215 - TUITION RECEIVED FROM EDUCATIONAL ENTITIES	\$0.00	\$30.00	\$0.00
1250 - SUMMER SCHOOL TUITION AND FEES	\$0.00	\$1,575.00	\$0.00
1410 - INTEREST	\$0.00	\$4,578.60	\$0.00
1610 - LOCAL LICENSE FEES	\$0.00	\$20.00	\$0.00
1743 - SUMMER OR NIGHT SCHOOL FEES	\$1,400.00	\$1,700.00	\$0.00
1910 - RENTAL OF SCHOOL EQUIPMENT & FACILITIES	\$0.00	\$780.00	\$0.00
1920 - CONTRIBUTIONS AND DONATIONS	\$9.00	\$9.00	\$0.00
1990 - OTHER LOCAL RECEIPTS	\$0.00	\$624.00	\$0.00

2110 - COUNTY FINES AND LICENSE FEES	\$0.00	\$13,061.43	\$0.00
2130 - OTHER COUNTY RECEIPTS	\$0.00	\$51.05	\$0.00
3100 - STATE AID	\$0.00	\$12,823.35	\$0.00
3110 - STATE AID	\$0.00	\$6,060.00	\$0.00
3120 - SPECIAL EDUCATION PROGRAMS	\$0.00	\$138,476.00	\$0.00
3125 - SPECIAL EDUCATION TRANSPORTATION	\$0.00	\$11,099.00	\$0.00
3130 - HOMESTEAD EXEMPTION	\$4,941.01	\$25,637.73	\$0.00
3131 - PROPERTY TAX CREDIT	\$4,479.79	\$170,196.59	\$0.00
3135 - PAYMENTS FOR HIGH ABILITY LEARNERS	\$0.00	\$3,135.00	\$0.00
3180 - PRO-RATE MOTOR VEHICLE	\$212.02	\$6,125.44	\$0.00
3200 - STATE APPORTIONMENT	\$0.00	\$30,770.67	\$0.00
4310 - TITLE II, PART A NCLB TEACHER QUALITY GRANTS	\$0.00	\$3,234.88	\$0.00
4404 - IDEA PART B (611) BASE ALLOCATION	\$0.00	\$32,785.00	\$0.00
4406 - IDEA PRESCHOOL(619) BASE/IDEA ENROLLMENT/POVERTY	\$0.00	\$1,917.00	\$0.00
4410 - IDEA ENROLLMENT/POVERTY Part B LEA	\$0.00	\$24,959.00	\$0.00
4455 - MEDICAID ADMINISTRATIVE ACTIVITIES	\$0.00	\$684.85	\$0.00
4700 - FEDERAL VOCATIONAL & APPLIED TECHNOLOGY EDUCATION	\$0.00	\$280.80	\$0.00
4991 - IMPACT AREA ENHANCEMENT GRANT	\$0.00	\$781.60	\$0.00
5300 - INSURANCE ADJUSTMENTS	\$0.00	\$12,170.30	\$0.00
5400 - SALE OF PROPERTY	\$0.00	\$50.00	\$0.00
5690 - OTHER NON-REVENUE RECEIPTS	\$81.30	\$30,961.16	\$0.00
<b>Sub Total</b>	<b>\$51,874.98</b>	<b>\$3,200,178.86</b>	<b>\$0.00</b>

**Balance as of 8/30/2018**

**\$1,148,383.43**



Employee Benefit 03

Opening Balance 8/2018                   \$                   **11,589.23**

Expenditure	
Description	August
9001 -	(\$873.74)
<b>Sub Total</b>	<b>(\$873.74)</b>
Revenue	
Description	August
1900 - OTHER LOCAL RECEIPTS	\$181.00
<b>Sub Total</b>	<b>\$181.00</b>

**Balance**                   \$                   **10,896.49**

Student Fee 05

Opening Balance 8/2018           **\$ 651.00**

**Balance                               \$ 651.00**







QCPUF 09

Opening Balance 8/2018                   \$       **35,735.70**

Expenditure		
Description	August	Total (Date Range)
5000 - DEBT SERVICES	\$0.00	(\$70,375.00)
<b>Sub Total</b>	<b>\$0.00</b>	<b>(\$70,375.00)</b>
Revenue		
Description	August	Total (Date Range)
1110 - LOCAL PROPERTY TAXES	\$1,244.86	\$87,532.43
1115 - CARLINE TAXES	\$0.00	\$46.51
1120 - PUBLIC POWER DISTRICT SALES TAX	\$0.00	\$511.39
3130 - HOMESTEAD EXEMPTION	\$183.28	\$620.59
3131 - PROPERTY TAX CREDIT	\$0.00	\$6,858.91
3180 - PRO-RATE MOTOR VEHICLE	\$0.00	\$160.37
<b>Sub Total</b>	<b>\$1,428.14</b>	<b>\$95,730.20</b>

**Balance   \$37,163.84**

Board of Education Regular Meeting  
Monday, August 20, 2018 6:30 PM Sterling Public Schools  
250 Main Street Sterling, NE 68443

1. Meeting was called to order by President Harms @ 6:30 p.m. The Open Meetings Act poster was acknowledged.
2. Pledge of Allegiance
3. Roll Call—Present: Agena, Harms, Hestermann, Vollman & Wirthele.  
Absent: Parde.
4. The agenda was approved with no changes.
5. Consent Agenda: Approve consent agenda as presented Passed with a motion by Mike Hestermann and a second by Lois Agena.  
Cheri Wirthele: Abstain (With Conflict)  
Lois Agena: Yea  
John Harms: Yea  
Mike Hestermann: Yea  
Rick Vollman: Yea  
Yea: 4, Nay: 0, Abstain (With Conflict): 1 Absent: Parde
6. No Public Comment – To an item on the agenda
7. Teacher Report - Taylor Schultz FFA Sponsor presented information about the National FFA Convention to be held in Indiana in October.
8. Board Committee Reports--Americanism Board Committee Meeting—  
Agena & Wirthele shared information in regards to the meeting held on August 10, 2018.
9. Administration Reports were presented.
10. Action Items
  - 10.1. Commendations. None at this time.
  - 10.2. Resignation of Mark Parde Board Member  
Move to approve the resignation of Mark Parde as a member of the board of education effective immediately Passed with a motion by Cheri Wirthele and a second by John Harms. Yea: 5, Nay: 0
  - 10.3. Second Reading of Board Policies: 3047, 5026, 5035 & 5064  
Move to approve board policies 3047 Data Breach Response, 5026 Sexual Discrimination and Sexual Harassment of Students, 5035 Student Discipline and 5064 Bed Bugs Passed with a motion by Mike Hestermann and a second by Rick Vollman. Yea: 5, Nay: 0

#### 10.4. Transfer of Money from General Fund to Activities Fund

Move to approve the end of the year transfer of \$10,000 from the General Fund to the Activities Fund Passed with a motion by Rick Vollman and a second by Mike Hestermann. Yea: 5, Nay: 0

10.5. Transfer of Money from the General Fund to the Depreciation Fund. Move to approve the end of the year transfer of \$100,000 from the General Fund (8000) to the Depreciation Fund Passed with a motion by Lois Agena and a second by John Harms. Yea: 5, Nay: 0

10.6. Out of State travel of FFA Members to National Convention in Indiana. Move to approve FFA Members to attend National Convention in Indiana Passed with a motion by Mike Hestermann and a second by Lois Agena. Yea: 5, Nay: 0

10.7. Hiring of Dana Cole Company as the Auditor for the 2017-2018 School Year Audit. Move to approve the hiring of the Dana Cole Company to do the 2017-2018 audit Passed with a motion by John Harms and a second by Rick Vollman. Yea: 5, Nay: 0

#### 10.8. Purchase of a Vehicle/Car

Move to approve the purchase of a Chevy 2016 Malibu for the amount of \$16,500 from Brinkman Bros, Inc Passed with a motion by Mike Hestermann and a second by Lois Agena. Yea: 5, Nay: 0

#### 10.9. Selling of Mini-Van

Move to approve accepting bids for the blue Dodge Caravan Passed with a motion by Lois Agena and a second by Rick Vollman. Yea: 5, Nay: 0

#### 11. Non-Action Items / Discussion Items:

##### 11.1. First Reading of Board Policies: 3003.1, 3004, & 3004.1

[3003.1 Bidding for Construction, Remodeling, Repair, or Related Projects Financed with Federal Funds](#)

[3004 General Purchasing and Procurement](#)

[3004.1 Fiscal Management for Purchasing and Procurement Using Federal Funds](#)

##### 11.2. Upcoming Board Dates

- Wednesday, September 5--7:10, 7:20 & 7:30--Board Meetings (two special meetings followed by the regular meeting).
- September 12 @5:00--Area Membership Meeting in Nebraska City
- Interview Prospective Candidates to fill the board vacancy on

September 27 @ 7:00 p.m.

- October 15 @ 7:30--Regular Monthly Board Meeting

12. Adjourn. Meeting adjourned by President Harms @ 7:30 p.m.

Board of Education Working Meeting  
Monday, August 20, 2018 7:30 PM Sterling Public Schools  
250 Main Street Sterling, NE 68443

1. Meeting called to order at 7:39 p.m. by President Harms. The Open Meetings Act poster was acknowledged.

2. Roll Call

Lois Agena: Present

John Harms: Present

Mike Hestermann: Present

Rick Vollman: Present

Cheri Wirthele: Present

3. Approval of agenda; No changes were noted.

4. Non-Action Items / Discussion Items:

4.1. Discussion of Budget for 2018-2019 School Year. The Board reviewed budget information to determine the budget for the upcoming school year.

5. Meeting adjourned at 9:05 p.m. by President Harms.

Expenditure			
Description	August	Total Fiscal Year	Budget (YTD)
1100 - REGULAR INSTRUCTIONAL PROGRAMS	(\$135,059.91)	(\$1,398,007.74)	(\$1,480,072.00)
1105 - PRESCHOOL	(\$8,980.46)	(\$127,287.20)	(\$112,722.00)
1190 - EARLY CHILDHOOD EDUCATIONAL PROGRAMS	(\$371.81)	(\$5,102.33)	\$0.00
1200 - SPECIAL EDUCATION INSTRUCTIONAL PROGRAMS	(\$27,792.64)	(\$341,310.05)	(\$378,385.00)
2120 - GUIDANCE SERVICES	(\$6,963.34)	(\$99,578.10)	(\$114,586.00)
2130 - HEALTH SERVICES	\$0.00	(\$208.78)	\$0.00
2190 - OTHER PUPIL SUPPORT SERVICES	(\$4,977.66)	(\$88,862.85)	(\$103,252.00)
2222 - SCHOOL LIBRARY SERVICES	(\$1,455.29)	(\$19,465.05)	(\$7,300.00)
2224 - EDUCATIONAL TELEVISION SERVICES	(\$7,336.37)	(\$88,017.98)	\$0.00
2230 -	(\$554.00)	(\$51,770.41)	\$0.00
2310 - BOARD OF EDUCATION	(\$2,746.44)	(\$20,144.70)	(\$37,000.00)
2320 - EXECUTIVE ADMINISTRATION SERVICES	(\$14,127.12)	(\$147,928.92)	(\$153,523.00)
2410 - PRINCIPAL	(\$8,175.83)	(\$104,259.77)	(\$106,559.00)
2500 - SUPPORT SERVICES - BUSINESS	\$0.00	(\$285.00)	\$0.00
2510 - BUSINESS SERVICES	(\$7,833.35)	(\$124,247.61)	(\$110,450.00)
2600 - SUPPORT SERVICES - MAINTENANCE AND OPERATION	(\$72.00)	(\$680.54)	\$0.00
2610 - MAINTENANCE	(\$20,986.29)	(\$247,062.55)	(\$253,796.00)
2750 - REGULAR PUPIL TRANSPORTATION	(\$2,463.55)	(\$98,985.16)	(\$116,174.00)
2760 - SCHOOL AGE SPECIAL EDUCATION PUPIL TRANSPORTATION	\$0.00	(\$15,756.95)	(\$19,391.00)
3135 - HAL	(\$141.46)	(\$3,216.46)	\$0.00
4210 - TITLE I INCLB IMPROVING BASIC PROGRAMS ACCOUNTABILITY	(\$9,102.03)	(\$90,638.42)	(\$88,896.00)
4211 - TITLE I SUMMER TUTORING	\$0.00	(\$18.96)	\$0.00
4310 - TITLE II, PART A NCLB TEACHER QUALITY GRANTS	(\$940.00)	(\$2,449.07)	\$0.00
4404 - IDEA PART B (611) BASE ALLOCATION - BIRTH THROUGH AGE FOUR	\$0.00	(\$42,846.84)	\$0.00
4406 - IDEA	\$0.00	(\$1,978.47)	\$0.00
4410 - IDEA ENROLLMENT/POVERTY (611)	\$0.00	(\$25,000.00)	\$0.00
4992 - REAP	\$0.00	(\$9,950.38)	\$0.00
5000 - DEBT SERVICES	(\$4,286.00)	(\$4,286.00)	\$0.00
6000 - SUMMER SCHOOL	(\$1,901.79)	(\$3,428.17)	\$0.00
9000 - NON-PROGRAM EXPENDITURES	\$0.00	(\$50.00)	\$0.00
<b>Sub Total</b>	<b>(\$266,267.34)</b>	<b>(\$3,162,824.46)</b>	<b>(\$3,182,106.00)</b>

Revenue			
Description	August	Total Fiscal Year	Budget (YTD)
1000 - LOCAL RECEIPTS	\$0.00	\$23,731.53	\$0.00
1110 - LOCAL PROPERTY TAXES	\$30,987.68	\$2,510,472.04	\$0.00
1115 - CARLINE TAXES	\$0.00	\$9,229.16	\$0.00
1120 - PUBLIC POWER DISTRICT SALES TAX	\$0.00	\$20,412.80	\$0.00
1125 - MOTOR VEHICLE TAXES	\$9,764.18	\$90,769.00	\$0.00
1210 - TUITION RECEIVED FROM OTHER DISTRICTS (REGULAR EDUCATION)	\$0.00	\$10,986.88	\$0.00
1215 - TUITION RECEIVED FROM EDUCATIONAL ENTITIES	\$0.00	\$30.00	\$0.00
1250 - SUMMER SCHOOL TUITION AND FEES	\$0.00	\$1,575.00	\$0.00
1410 - INTEREST	\$0.00	\$4,578.60	\$0.00
1610 - LOCAL LICENSE FEES	\$0.00	\$20.00	\$0.00
1743 - SUMMER OR NIGHT SCHOOL FEES	\$1,400.00	\$1,700.00	\$0.00
1910 - RENTAL OF SCHOOL EQUIPMENT & FACILITIES	\$0.00	\$780.00	\$0.00
1920 - CONTRIBUTIONS AND DONATIONS	\$9.00	\$9.00	\$0.00
1990 - OTHER LOCAL RECEIPTS	\$0.00	\$624.00	\$0.00
2110 - COUNTY FINES AND LICENSE FEES	\$0.00	\$13,061.43	\$0.00
2130 - OTHER COUNTY RECEIPTS	\$0.00	\$51.05	\$0.00
3100 - STATE AID	\$0.00	\$12,823.35	\$0.00
3110 - STATE AID	\$0.00	\$6,060.00	\$0.00
3120 - SPECIAL EDUCATION PROGRAMS	\$0.00	\$138,476.00	\$0.00
3125 - SPECIAL EDUCATION TRANSPORTATION	\$0.00	\$11,099.00	\$0.00
3130 - HOMESTEAD EXEMPTION	\$4,941.01	\$25,637.73	\$0.00
3131 - PROPERTY TAX CREDIT	\$4,479.79	\$170,196.59	\$0.00
3135 - PAYMENTS FOR HIGH ABILITY LEARNERS	\$0.00	\$3,135.00	\$0.00
3180 - PRO-RATE MOTOR VEHICLE	\$212.02	\$6,125.44	\$0.00
3200 - STATE APPORTIONMENT	\$0.00	\$30,770.67	\$0.00
4310 - TITLE II, PART A NCLB TEACHER QUALITY GRANTS	\$0.00	\$3,234.88	\$0.00
4404 - IDEA PART B (611) BASE ALLOCATION	\$0.00	\$32,785.00	\$0.00
4406 - IDEA PRESCHOOL(619) BASE/IDEA ENROLLMENT/POVERTY	\$0.00	\$1,917.00	\$0.00
4410 - IDEA ENROLLMENT/POVERTY Part B LEA	\$0.00	\$24,959.00	\$0.00
4455 - MEDICAID ADMINISTRATIVE ACTIVITIES	\$0.00	\$684.85	\$0.00
4700 - FEDERAL VOCATIONAL & APPLIED TECHNOLOGY EDUCATION	\$0.00	\$280.80	\$0.00
4991 - IMPACT AREA ENHANCEMENT GRANT	\$0.00	\$781.60	\$0.00
5300 - INSURANCE ADJUSTMENTS	\$0.00	\$12,170.30	\$0.00
5400 - SALE OF PROPERTY	\$0.00	\$50.00	\$0.00
5690 - OTHER NON-REVENUE RECEIPTS	\$81.30	\$30,961.16	\$0.00
<b>Sub Total</b>	<b>\$51,874.98</b>	<b>\$3,200,178.86</b>	<b>\$0.00</b>

Depreciation Fund 02  
Opening Balance 8/1/18

\$ 282,078.54

Expenditure		
Description	August	Total (Date Range)
1100 - REGULAR INSTRUCTIONAL PROGRAMS	(\$18,441.00)	(\$115,263.06)
2190 - OTHER PUPIL SUPPORT SERVICES	(\$564.16)	(\$983.62)
2230 - GENERAL ADMINISTRATION	\$0.00	(\$28,560.00)
2510 - BUSINESS SERVICES	\$0.00	(\$2,938.00)
2610 - MAINTENANCE AND OPERATION	(\$13,571.16)	(\$26,021.25)
<b>Sub Total</b>	<b>(\$32,576.32)</b>	<b>(\$173,765.93)</b>

**Balance** \$249,502.22





Lunch Fund 06

Opening Balance 8/2018

\$ 21,354.31

Expenditure		
Description	August	Total (Date Range)
2100 - SUPPORT SERVICES - PUPILS	(\$1,127.36)	(\$70,243.76)
2130 - HEALTH SERVICES	(\$80.75)	(\$80.75)
2500 - SUPPORT SERVICES - BUSINESS	\$0.00	(\$28,334.31)
2510 - BUSINESS SERVICES	(\$97.50)	(\$347.50)
2610 - MAINTENANCE AND OPERATION	\$0.00	(\$3,821.64)
3100 - SUPPORT SERVICES	(\$1,227.65)	(\$20,524.88)
<b>Sub Total</b>	<b>(\$2,533.26)</b>	<b>(\$123,352.84)</b>
Revenue		
Description	August	Total (Date Range)
1410 - INTEREST	\$0.00	\$600.96
1720 - SALE OF LUNCHES/MILK	\$3,865.00	\$70,269.56
4800 - FEDERAL REIMBURSEMENT (OF NUTRITION PROGRAMS)	\$0.00	\$48,636.53
<b>Sub Total</b>	<b>\$3,865.00</b>	<b>\$119,507.05</b>

**Balance**

**\$22,686.05**

Bond Fund 07

Opening Balance 8/2018

\$ 44,878.86

Expenditure		
Description	August	Total (Date Range)
5000 - DEBT SERVICES	\$0.00	(\$169,812.50)
<b>Sub Total</b>	<b>\$0.00</b>	<b>(\$169,812.50)</b>
Revenue		
Description	August	Total (Date Range)
1110 - LOCAL PROPERTY TAXES	\$2,206.75	\$137,842.18
1115 - CARLINE TAXES	\$0.00	\$591.60
1120 - PUBLIC POWER DISTRICT SALES TAX	\$0.00	\$896.03
2130 - OTHER COUNTY RECEIPTS	\$0.00	\$10,137.32
3130 - HOMESTEAD EXEMPTION	\$0.00	\$1,000.11
3131 - PROPERTY TAX CREDIT	\$0.00	\$10,395.91
3180 - PRO-RATE MOTOR VEHICLE	\$0.00	\$345.23
<b>Sub Total</b>	<b>\$2,206.75</b>	<b>\$161,208.38</b>

**Balance**

**\$47,085.61**

Special Building Fund 08

Opening Balance 8/18

\$

186,139.53

Expenditure		
Description	August	Total (Date Range)
2515 - BUILDINGS AND SITES	(\$10,771.08)	(\$446,680.93)
2610 - MAINTENANCE AND OPERATION	\$0.00	(\$52.20)
3100 - SUPPORT SERVICES	\$0.00	\$28.12
<b>Sub Total</b>	<b>(\$10,771.08)</b>	<b>(\$446,705.01)</b>
Revenue		
Description	August	Total (Date Range)
1110 - LOCAL PROPERTY TAXES	\$1,678.74	\$142,569.86
1120 - PUBLIC POWER DISTRICT SALES TAX	\$0.00	\$786.74
3130 - HOMESTEAD EXEMPTION	\$281.77	\$1,539.14
3131 - PROPERTY TAX CREDIT	\$256.46	\$9,699.89
3180 - PRO-RATE MOTOR VEHICLE	\$0.00	\$239.56
<b>Sub Total</b>	<b>\$2,216.97</b>	<b>\$154,835.19</b>

**Balance**

**\$177,585.42**

QCPUF 09

Opening Balance 8/2018

\$ 35,735.70

Expenditure		
Description	August	Total (Date Range)
5000 - DEBT SERVICES	\$0.00	(\$70,375.00)
<b>Sub Total</b>	<b>\$0.00</b>	<b>(\$70,375.00)</b>
Revenue		
Description	August	Total (Date Range)
1110 - LOCAL PROPERTY TAXES	\$1,244.86	\$87,532.43
1115 - CARLINE TAXES	\$0.00	\$46.51
1120 - PUBLIC POWER DISTRICT SALES TAX	\$0.00	\$511.39
3130 - HOMESTEAD EXEMPTION	\$183.28	\$620.59
3131 - PROPERTY TAX CREDIT	\$0.00	\$6,858.91
3180 - PRO-RATE MOTOR VEHICLE	\$0.00	\$160.37
<b>Sub Total</b>	<b>\$1,428.14</b>	<b>\$95,730.20</b>

**Balance** \$37,163.84

**Sterling Public Schools**

Voucher by Warrant-8/18/2018-08/30/2018

Voucher Number	Bank Name	Account Number	Warrant Number	Payment Vendor	Amount	
266	First National Bank	8059655	27935	ESU #5	\$570.00	
<b>Vendor</b>	<b>Account Code</b>	<b>Description</b>	<b>PO Number</b>	<b>Issue Date</b>	<b>Invoice</b>	<b>Amount</b>
ESU #5	01-1100-310-2	Tech Fair			733	\$270.00
ESU #5	01-1100-310-1	tech fair			733	\$90.00
ESU #5	01-1100-310-0	Tech fair			733	\$180.00
ESU #5	01-2510-310-0				771	\$15.00
ESU #5	01-2120-310-0				771	\$15.00
<b>Sub Total</b>						<b>\$570.00</b>
266	First National Bank	8059655	27934	ESU #4	\$2,072.04	
<b>Vendor</b>	<b>Account Code</b>	<b>Description</b>	<b>PO Number</b>	<b>Issue Date</b>	<b>Invoice</b>	<b>Amount</b>
ESU #4	01-1200-318-1	speech services			8720-2	\$293.15
ESU #4	01-1200-670-1	speech travel			8720-2	\$137.50
ESU #4	01-1200-670-1	speech travel			8720-2	\$129.00
ESU #4	01-4310-310-1	Behavior Dr. Date Retreat, Art and Science of Teaching			8738	\$940.00
ESU #4	01-1200-318-1	speech services			8725	\$330.00
ESU #4	01-1200-670-1	speech travel			8725	\$242.39
<b>Sub Total</b>						<b>\$2,072.04</b>
266	First National Bank	8059655	27946	Our Body the Universe	\$152.00	
<b>Vendor</b>	<b>Account Code</b>	<b>Description</b>	<b>PO Number</b>	<b>Issue Date</b>	<b>Invoice</b>	<b>Amount</b>
Our Body the Universe	01-1100-630-2	Field trip to Our body the Universe			8.20.18	\$152.00
<b>Sub Total</b>						<b>\$152.00</b>
266	First National Bank	8059655	27929	Addie Heusman	\$126.06	
<b>Vendor</b>	<b>Account Code</b>	<b>Description</b>	<b>PO Number</b>	<b>Issue Date</b>	<b>Invoice</b>	<b>Amount</b>
Addie Heusman	01-1100-670-1	Two trips to Auburn for Scheduling and NSSRS year-end reporting.	17-2220	08/07/2018	17-2220	\$76.30
Addie Heusman	01-2120-410-0	Testing Supplies	17-2220	08/07/2018	17-2220	\$33.76
Addie Heusman	01-2410-670-0	parking for NETA	17-2217	08/07/2018	17-2217	\$16.00
<b>Sub Total</b>						<b>\$126.06</b>
266	First National Bank	8059655	27950	True Value Hardware	\$38.35	
<b>Vendor</b>	<b>Account Code</b>	<b>Description</b>	<b>PO Number</b>	<b>Issue Date</b>	<b>Invoice</b>	<b>Amount</b>
True Value Hardware	01-2610-410-0	connectors			Copy of 2.7.18	\$14.98
True Value Hardware	01-2610-410-0	paint			8/1/18	\$23.37
<b>Sub Total</b>						<b>\$38.35</b>
266	First National Bank	8059655	27942	Matheson Trigas DBA Linweld	\$191.43	
<b>Vendor</b>	<b>Account Code</b>	<b>Description</b>	<b>PO Number</b>	<b>Issue Date</b>	<b>Invoice</b>	<b>Amount</b>
Matheson Trigas DBA Linweld	01-1100-410-2	Industrial arts supplies			17927782	\$191.43
<b>Sub Total</b>						<b>\$191.43</b>
266	First National Bank	8059655	27953	ZAGER, ANNA	\$371.12	
<b>Vendor</b>	<b>Account Code</b>	<b>Description</b>	<b>PO Number</b>	<b>Issue Date</b>	<b>Invoice</b>	<b>Amount</b>
ZAGER, ANNA	01-2610-410-0	paint			69701	\$34.98
ZAGER, ANNA	01-2610-410-0	6 cans paint plus supplies			69701	\$208.51
ZAGER, ANNA	01-2610-410-0	impact drill			69701	\$127.63
<b>Sub Total</b>						<b>\$371.12</b>
266	First National Bank	8059655	27945	OKEEFE ELEVATOR COMPANY INC	\$3,527.15	
<b>Vendor</b>	<b>Account Code</b>	<b>Description</b>	<b>PO Number</b>	<b>Issue Date</b>	<b>Invoice</b>	<b>Amount</b>
OKEEFE ELEVATOR COMPANY INC	01-2610-318-0	elevator maintenance			477997	\$315.15
OKEEFE ELEVATOR COMPANY INC	02-2610-318-0	repack on elevator, replace hydraulic jacks			1380529	\$3,212.00
<b>Sub Total</b>						<b>\$3,527.15</b>
266	First National Bank	8059655	27943	NEBRASKA DEPARTMENT OF EDUCATION	\$4,286.00	
<b>Vendor</b>	<b>Account Code</b>	<b>Description</b>	<b>PO Number</b>	<b>Issue Date</b>	<b>Invoice</b>	<b>Amount</b>
NEBRASKA DEPARTMENT OF EDUCATION	01-5000-690-0	non-compliance with IDEA MOE for the 13-14 school year	17-2213	07/31/2018	17-2213	\$4,286.00
<b>Sub Total</b>						<b>\$4,286.00</b>
266	First National Bank	8059655	27944	NRCSA	\$850.00	
<b>Vendor</b>	<b>Account Code</b>	<b>Description</b>	<b>PO Number</b>	<b>Issue Date</b>	<b>Invoice</b>	<b>Amount</b>
NRCSA	01-2310-630-0	NRCSA Membership Dues Renewal 18-19			18-19 Member	\$850.00
<b>Sub Total</b>						<b>\$850.00</b>
266	First National Bank	8059655	27930	Buss Pest Control	\$131.67	
<b>Vendor</b>	<b>Account Code</b>	<b>Description</b>	<b>PO Number</b>	<b>Issue Date</b>	<b>Invoice</b>	<b>Amount</b>
Buss Pest Control	01-2610-318-0	pest control			7-17-18	\$131.67
<b>Sub Total</b>						<b>\$131.67</b>
266	First National Bank	8059655	27933	EGAN SUPPLY CO	\$1,226.01	
<b>Vendor</b>	<b>Account Code</b>	<b>Description</b>	<b>PO Number</b>	<b>Issue Date</b>	<b>Invoice</b>	<b>Amount</b>
EGAN SUPPLY CO	01-2610-410-0	spitfire degreaser			283452	\$124.32
EGAN SUPPLY CO	01-2610-410-0	towel roll			282079	\$860.37
EGAN SUPPLY CO	01-2610-410-0	kling toilet bowl cleaner			282079	\$213.12
EGAN SUPPLY CO	01-2610-410-0	first aid kit			282079	\$28.20
<b>Sub Total</b>						<b>\$1,226.01</b>
266	First National Bank	8059655	27939	FOOD DISTRIBUTION PROGRAM	\$1,227.65	
<b>Vendor</b>	<b>Account Code</b>	<b>Description</b>	<b>PO Number</b>	<b>Issue Date</b>	<b>Invoice</b>	<b>Amount</b>
FOOD DISTRIBUTION PROGRAM	06-3100-470-0	food			25229	\$1,227.65
<b>Sub Total</b>						<b>\$1,227.65</b>
266	First National Bank	8059655	27932	DECKER EQUIPMENT	\$30.71	
<b>Vendor</b>	<b>Account Code</b>	<b>Description</b>	<b>PO Number</b>	<b>Issue Date</b>	<b>Invoice</b>	<b>Amount</b>
DECKER EQUIPMENT	01-2610-410-0	ball glide			253713A	\$30.71
<b>Sub Total</b>						<b>\$30.71</b>
266	First National Bank	8059655	27940	HOLIDAY INN Kearney	\$229.90	
<b>Vendor</b>	<b>Account Code</b>	<b>Description</b>	<b>PO Number</b>	<b>Issue Date</b>	<b>Invoice</b>	<b>Amount</b>
HOLIDAY INN Kearney	01-2410-670-0				7.25.18	\$114.95
HOLIDAY INN Kearney	01-2320-670-0				7.25.18	\$114.95
<b>Sub Total</b>						<b>\$229.90</b>
266	First National Bank	8059655	27952	VOICE NEWS	\$322.68	
<b>Vendor</b>	<b>Account Code</b>	<b>Description</b>	<b>PO Number</b>	<b>Issue Date</b>	<b>Invoice</b>	<b>Amount</b>

<b>Vendor</b>	<b>Account Code</b>	<b>Description</b>	<b>PO Number</b>	<b>Issue Date</b>	<b>Invoice</b>	<b>Amount</b>
VOICE NEWS	01-2310-350-0	bookkeeper position			193338	\$322.68
<b>Sub Total</b>						<b>\$322.68</b>
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Warrant Number</b>	<b>Payment Vendor</b>	<b>Amount</b>	
266	First National Bank	8059655	27949	Tecumseh Chieftain	\$15.00	
<b>Vendor</b>	<b>Account Code</b>	<b>Description</b>	<b>PO Number</b>	<b>Issue Date</b>	<b>Invoice</b>	<b>Amount</b>
Tecumseh Chieftain	01-2310-350-0	help wanted ad - bookkeeper			720	\$15.00
<b>Sub Total</b>						<b>\$15.00</b>
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Warrant Number</b>	<b>Payment Vendor</b>	<b>Amount</b>	
266	First National Bank	8059655	27951	UNITE PRIVATE NETWORKS, LLC	\$554.00	
<b>Vendor</b>	<b>Account Code</b>	<b>Description</b>	<b>PO Number</b>	<b>Issue Date</b>	<b>Invoice</b>	<b>Amount</b>
UNITE PRIVATE NETWORKS, LLC	01-2230-390-0	internet connection provider			0006772	\$554.00
<b>Sub Total</b>						<b>\$554.00</b>
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Warrant Number</b>	<b>Payment Vendor</b>	<b>Amount</b>	
266	First National Bank	8059655	27947	PRTS, LLC	\$921.25	
<b>Vendor</b>	<b>Account Code</b>	<b>Description</b>	<b>PO Number</b>	<b>Issue Date</b>	<b>Invoice</b>	<b>Amount</b>
PRTS, LLC	01-1200-318-2	OT & PT,			7796	\$676.00
PRTS, LLC	01-1200-670-2	travel			7796	\$245.25
<b>Sub Total</b>						<b>\$921.25</b>
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Warrant Number</b>	<b>Payment Vendor</b>	<b>Amount</b>	
266	First National Bank	8059655	27938	FILTER SHOP	\$465.55	
<b>Vendor</b>	<b>Account Code</b>	<b>Description</b>	<b>PO Number</b>	<b>Issue Date</b>	<b>Invoice</b>	<b>Amount</b>
FILTER SHOP	01-2610-410-0	96 filters			Copy of 103068	\$465.55
<b>Sub Total</b>						<b>\$465.55</b>
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Warrant Number</b>	<b>Payment Vendor</b>	<b>Amount</b>	
266	First National Bank	8059655	27948	Sit Spots	\$45.75	
<b>Vendor</b>	<b>Account Code</b>	<b>Description</b>	<b>PO Number</b>	<b>Issue Date</b>	<b>Invoice</b>	<b>Amount</b>
Sit Spots	01-1100-410-1	Star- Bright Yellow	17-2194	05/31/2018	903652	\$3.98
Sit Spots	01-1100-410-1	Star- Bright Red	17-2194	05/31/2018	903652	\$1.99
Sit Spots	01-1100-410-1	Hexagon- Orange	17-2194	05/31/2018	903652	\$3.98
Sit Spots	01-1100-410-1	Hexagon- Blue	17-2194	05/31/2018	903652	\$1.99
Sit Spots	01-1100-410-1	Oval- Purple	17-2194	05/31/2018	903652	\$3.98
Sit Spots	01-1100-410-1	Rhombus- Pink	17-2194	05/31/2018	903652	\$1.99
Sit Spots	01-1100-410-1	Rectangle- Bright Green	17-2194	05/31/2018	903652	\$3.98
Sit Spots	01-1100-410-1	Triangle- Bright Blue	17-2194	05/31/2018	903652	\$3.98
Sit Spots	01-1100-410-1	Square- Purple	17-2194	05/31/2018	903652	\$1.99
Sit Spots	01-1100-410-1	Sun- Yellow	17-2194	05/31/2018	903652	\$1.99
Sit Spots	01-1100-410-1	Heart- White	17-2194	05/31/2018	903652	\$1.99
Sit Spots	01-1100-410-1	Circle- Black	17-2194	05/31/2018	903652	\$1.99
Sit Spots	01-1100-410-1	Frog- Green	17-2194	05/31/2018	903652	\$3.98
Sit Spots	01-1100-410-1	Fish- Red	17-2194	05/31/2018	903652	\$1.99
Sit Spots	01-1100-410-1	Shipping	17-2194	05/31/2018	903652	\$5.95
<b>Sub Total</b>						<b>\$45.75</b>
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Warrant Number</b>	<b>Payment Vendor</b>	<b>Amount</b>	
266	First National Bank	8059655	27941	LearningZoneXpress.com	\$80.75	
<b>Vendor</b>	<b>Account Code</b>	<b>Description</b>	<b>PO Number</b>	<b>Issue Date</b>	<b>Invoice</b>	<b>Amount</b>
LearningZoneXpress.com	06-2130-410-0	Diabetes my plate poster	17-2223	08/09/2018	157015	\$14.95
LearningZoneXpress.com	06-2130-410-0	Veggie Rainbow Vinyl Banner	17-2223	08/09/2018	157015	\$14.95
LearningZoneXpress.com	06-2130-410-0	active kids my plate bulletin board set	17-2223	08/09/2018	157015	\$24.95
LearningZoneXpress.com	06-2130-410-0	feed your body, not the trash can poster set	17-2223	08/09/2018	157015	\$14.95
LearningZoneXpress.com	06-2130-410-0	Shipping	17-2223	08/09/2018	157015	\$10.95
<b>Sub Total</b>						<b>\$80.75</b>
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Warrant Number</b>	<b>Payment Vendor</b>	<b>Amount</b>	
266	First National Bank	8059655	27937	Fairfield Inn & Suites	\$229.90	
<b>Vendor</b>	<b>Account Code</b>	<b>Description</b>	<b>PO Number</b>	<b>Issue Date</b>	<b>Invoice</b>	<b>Amount</b>
Fairfield Inn & Suites	01-2320-670-0				7.27.18	\$229.90
<b>Sub Total</b>						<b>\$229.90</b>
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Warrant Number</b>	<b>Payment Vendor</b>	<b>Amount</b>	
266	First National Bank	8059655	27931	DAS State Accounting - Central Finance	\$229.49	
<b>Vendor</b>	<b>Account Code</b>	<b>Description</b>	<b>PO Number</b>	<b>Issue Date</b>	<b>Invoice</b>	<b>Amount</b>
DAS State Accounting - Central Finance	01-1100-382-0	may 2018			1125990	\$229.49
<b>Sub Total</b>						<b>\$229.49</b>
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Warrant Number</b>	<b>Payment Vendor</b>	<b>Amount</b>	
266	First National Bank	8059655	27936	ETA Hand-2-Mind	\$42.46	
<b>Vendor</b>	<b>Account Code</b>	<b>Description</b>	<b>PO Number</b>	<b>Issue Date</b>	<b>Invoice</b>	<b>Amount</b>
ETA Hand-2-Mind	01-3135-410-0	gears gears gears set			60097801	\$42.46
<b>Sub Total</b>						<b>\$42.46</b>
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Warrant Number</b>	<b>Payment Vendor</b>	<b>Amount</b>	
267	First National Bank	8059655	27956	PicRights Ltd	\$545.00	
<b>Vendor</b>	<b>Account Code</b>	<b>Description</b>	<b>PO Number</b>	<b>Issue Date</b>	<b>Invoice</b>	<b>Amount</b>
PicRights Ltd	01-2510-630-0	resolve pic rights			88198224	\$545.00
<b>Sub Total</b>						<b>\$545.00</b>
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Warrant Number</b>	<b>Payment Vendor</b>	<b>Amount</b>	
267	First National Bank	8059655	27955	Brinkman Bros Inc	\$16,500.00	
<b>Vendor</b>	<b>Account Code</b>	<b>Description</b>	<b>PO Number</b>	<b>Issue Date</b>	<b>Invoice</b>	<b>Amount</b>
Brinkman Bros Inc	01-1200-550-0				8.15.18	\$12,375.00
Brinkman Bros Inc	01-1100-550-0				8.15.18	\$4,125.00
<b>Sub Total</b>						<b>\$16,500.00</b>
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Warrant Number</b>	<b>Payment Vendor</b>	<b>Amount</b>	
268	First National Bank	8059655	27964	DIODE TECHNOLOGIES	\$1,095.01	
<b>Vendor</b>	<b>Account Code</b>	<b>Description</b>	<b>PO Number</b>	<b>Issue Date</b>	<b>Invoice</b>	<b>Amount</b>
DIODE TECHNOLOGIES	02-2610-410-0	ZIP 36G phones, replacing old phones			6241	\$1,077.25
DIODE TECHNOLOGIES	02-2610-410-0	Shipping			6241	\$17.76
<b>Sub Total</b>						<b>\$1,095.01</b>
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Warrant Number</b>	<b>Payment Vendor</b>	<b>Amount</b>	
268	First National Bank	8059655	27975	Recycling Enterprises	\$60.00	
<b>Vendor</b>	<b>Account Code</b>	<b>Description</b>	<b>PO Number</b>	<b>Issue Date</b>	<b>Invoice</b>	<b>Amount</b>
Recycling Enterprises	01-2610-324-0	recycling services			18A3173	\$60.00
<b>Sub Total</b>						<b>\$60.00</b>
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Warrant Number</b>	<b>Payment Vendor</b>	<b>Amount</b>	
268	First National Bank	8059655	27974	PIONEER MANUFACTURING COMPANY	\$512.25	
<b>Vendor</b>	<b>Account Code</b>	<b>Description</b>	<b>PO Number</b>	<b>Issue Date</b>	<b>Invoice</b>	<b>Amount</b>
PIONEER MANUFACTURING COMPANY	02-2190-410-2	football field paint			691071	\$512.25
<b>Sub Total</b>						<b>\$512.25</b>
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Warrant Number</b>	<b>Payment Vendor</b>	<b>Amount</b>	
268	First National Bank	8059655	27967	Frey Scientific	\$730.87	
<b>Vendor</b>	<b>Account Code</b>	<b>Description</b>	<b>PO Number</b>	<b>Issue Date</b>	<b>Invoice</b>	<b>Amount</b>

Frey Scientific	01-1100-410-2	GeoBox by CPO through Frey Scientific https://store.schoolspecialty.com/OA_HTML/ibeCCtptmDspRte.jsp?minisite=10029&item=2928215&byPassGuest=Y	17-2226	08/09/2018	302500171990	\$299.85
Frey Scientific	01-1100-410-2	Marble Launcher https://store.schoolspecialty.com/OA_HTML/ibeCCtptmDspRte.jsp?minisite=10029&item=47454	17-2226	08/09/2018	302500171990	\$269.90
Frey Scientific	01-1100-410-2	Landform transformations for GeoBox https://store.schoolspecialty.com/OA_HTML/ibeCCtptmDspRte.jsp?minisite=10029&item=2930838	17-2226	08/09/2018	302500171990	\$39.95
Frey Scientific	01-1100-410-2	Nitrite/Nitrate testing kit https://store.schoolspecialty.com/OA_HTML/ibeCCtptmDspRte.jsp?minisite=10029&item=6911213	17-2226	08/09/2018	302500171990	\$45.69
Frey Scientific	01-1100-410-2	Chlorine test strips https://store.schoolspecialty.com/OA_HTML/ibeCCtptmDspRte.jsp?minisite=10029&item=45466	17-2226	08/09/2018	302500171990	\$20.99
Frey Scientific	01-1100-410-2	Shipping	17-2226	08/09/2018	302500171990	\$54.49
<b>Sub Total</b>						<b>\$730.87</b>
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Warrant Number</b>	<b>Payment Vendor</b>	<b>Amount</b>	
268	First National Bank	8059655	27958	BIZCO TECHNOLOGIES	\$2,083.00	
<b>Vendor</b>	<b>Account Code</b>	<b>Description</b>	<b>PO Number</b>	<b>Issue Date</b>	<b>Invoice</b>	<b>Amount</b>
BIZCO TECHNOLOGIES	01-1100-460-0	Projectors Library/AG Room	17-2225	08/09/2018	0039267	\$2,083.00
<b>Sub Total</b>						<b>\$2,083.00</b>
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Warrant Number</b>	<b>Payment Vendor</b>	<b>Amount</b>	
268	First National Bank	8059655	27971	MIDWEST TECHNOLOGY PRODUCTS	\$99.00	
<b>Vendor</b>	<b>Account Code</b>	<b>Description</b>	<b>PO Number</b>	<b>Issue Date</b>	<b>Invoice</b>	<b>Amount</b>
MIDWEST TECHNOLOGY PRODUCTS	01-3135-410-0	ozobot			2097738-00	\$99.00
<b>Sub Total</b>						<b>\$99.00</b>
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Warrant Number</b>	<b>Payment Vendor</b>	<b>Amount</b>	
268	First National Bank	8059655	27968	Handwriting Without Tears	\$453.75	
<b>Vendor</b>	<b>Account Code</b>	<b>Description</b>	<b>PO Number</b>	<b>Issue Date</b>	<b>Invoice</b>	<b>Amount</b>
Handwriting Without Tears	01-1100-420-1	Letters and Numbers for Me Workbook	17-2241	08/16/2018	17843	\$107.25
Handwriting Without Tears	01-1100-420-1	My Printing Book Workbook	17-2241	08/16/2018	17843	\$82.50
Handwriting Without Tears	01-1100-420-1	Printing Power Workbook	17-2241	08/16/2018	17843	\$99.00
Handwriting Without Tears	01-1100-420-1	Cursive Handwriting Workbook	17-2241	08/16/2018	17843	\$123.75
Handwriting Without Tears	01-1100-420-1	Shipping	17-2241	08/16/2018	17843	\$41.25
<b>Sub Total</b>						<b>\$453.75</b>
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Warrant Number</b>	<b>Payment Vendor</b>	<b>Amount</b>	
268	First National Bank	8059655	27970	Metal Craft	\$296.83	
<b>Vendor</b>	<b>Account Code</b>	<b>Description</b>	<b>PO Number</b>	<b>Issue Date</b>	<b>Invoice</b>	<b>Amount</b>
Metal Craft	01-1100-460-2	asset tagging			242092	\$274.45
Metal Craft	01-1100-460-2	Shipping			242092	\$22.38
<b>Sub Total</b>						<b>\$296.83</b>
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Warrant Number</b>	<b>Payment Vendor</b>	<b>Amount</b>	
268	First National Bank	8059655	27977	Staples	\$418.89	
<b>Vendor</b>	<b>Account Code</b>	<b>Description</b>	<b>PO Number</b>	<b>Issue Date</b>	<b>Invoice</b>	<b>Amount</b>
Staples	01-1100-410-2	CORK BOARD			3386148489	\$46.59
Staples	01-1100-410-2	cross cut shredder			3386148493	\$94.12
Staples	01-1200-410-0	manila folders			3386148493	\$26.44
Staples	01-1100-410-2				3386148492	\$137.73
Staples	01-1100-410-2	AG CORK BOARD			3386148491	\$114.01
<b>Sub Total</b>						<b>\$418.89</b>
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Warrant Number</b>	<b>Payment Vendor</b>	<b>Amount</b>	
268	First National Bank	8059655	27962	CDW GOVERNMENT INC	\$69.92	
<b>Vendor</b>	<b>Account Code</b>	<b>Description</b>	<b>PO Number</b>	<b>Issue Date</b>	<b>Invoice</b>	<b>Amount</b>
CDW GOVERNMENT INC	01-2510-410-0	chair mats office			7173	\$69.92
<b>Sub Total</b>						<b>\$69.92</b>
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Warrant Number</b>	<b>Payment Vendor</b>	<b>Amount</b>	
268	First National Bank	8059655	27973	Nebraska Public Power Distric	\$3,085.74	
<b>Vendor</b>	<b>Account Code</b>	<b>Description</b>	<b>PO Number</b>	<b>Issue Date</b>	<b>Invoice</b>	<b>Amount</b>
Nebraska Public Power Distric	01-2610-322-0				8-16-2018	\$3,085.74
<b>Sub Total</b>						<b>\$3,085.74</b>
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Warrant Number</b>	<b>Payment Vendor</b>	<b>Amount</b>	
268	First National Bank	8059655	27959	BLACK HILLS ENERGY	\$97.50	
<b>Vendor</b>	<b>Account Code</b>	<b>Description</b>	<b>PO Number</b>	<b>Issue Date</b>	<b>Invoice</b>	<b>Amount</b>
BLACK HILLS ENERGY	06-2510-410-0	PARTS FOR STOVE			08-24-2018	\$22.50
BLACK HILLS ENERGY	06-2510-318-0	LABOR REPLACED THERMAL COUPLE			08-24-2018	\$75.00
<b>Sub Total</b>						<b>\$97.50</b>
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Warrant Number</b>	<b>Payment Vendor</b>	<b>Amount</b>	
268	First National Bank	8059655	27963	Clark Enersen Partners	\$771.08	
<b>Vendor</b>	<b>Account Code</b>	<b>Description</b>	<b>PO Number</b>	<b>Issue Date</b>	<b>Invoice</b>	<b>Amount</b>
Clark Enersen Partners	08-2515-520-0				8	\$771.08
<b>Sub Total</b>						<b>\$771.08</b>
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Warrant Number</b>	<b>Payment Vendor</b>	<b>Amount</b>	
268	First National Bank	8059655	27969	Matheson Trigas DBA Linweld	\$192.03	
<b>Vendor</b>	<b>Account Code</b>	<b>Description</b>	<b>PO Number</b>	<b>Issue Date</b>	<b>Invoice</b>	<b>Amount</b>
Matheson Trigas DBA Linweld	01-1100-410-2	Industrial arts supplies			18146533	\$192.03
<b>Sub Total</b>						<b>\$192.03</b>
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Warrant Number</b>	<b>Payment Vendor</b>	<b>Amount</b>	
268	First National Bank	8059655	27966	ESU #4	\$2,561.13	
<b>Vendor</b>	<b>Account Code</b>	<b>Description</b>	<b>PO Number</b>	<b>Issue Date</b>	<b>Invoice</b>	<b>Amount</b>
ESU #4	01-1200-318-1	speech services			8773	\$861.84
ESU #4	01-1200-670-1	speech travel			8773	\$406.15
ESU #4	01-1200-318-1	speech services			8778	\$742.00
ESU #4	01-1200-670-1	speech travel			8778	\$551.14
<b>Sub Total</b>						<b>\$2,561.13</b>
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Warrant Number</b>	<b>Payment Vendor</b>	<b>Amount</b>	
268	First National Bank	8059655	27981	WASTE CONNECTIONS OF NEBRASKA	\$400.00	
<b>Vendor</b>	<b>Account Code</b>	<b>Description</b>	<b>PO Number</b>	<b>Issue Date</b>	<b>Invoice</b>	<b>Amount</b>
WASTE CONNECTIONS OF NEBRASKA	01-2610-318-0	garbage			1645062	\$400.00
<b>Sub Total</b>						<b>\$400.00</b>
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Warrant Number</b>	<b>Payment Vendor</b>	<b>Amount</b>	
268	First National Bank	8059655	27960	BYTESPEED, LLC	\$79.00	
<b>Vendor</b>	<b>Account Code</b>	<b>Description</b>	<b>PO Number</b>	<b>Issue Date</b>	<b>Invoice</b>	<b>Amount</b>
BYTESPEED, LLC	01-1100-110-1	Fix Broken Keyborad, Wi-Fi, and Hard Drive on ByteSpeed Laptop	17-2236	08/15/2018	126107	\$79.00
<b>Sub Total</b>						<b>\$79.00</b>
<b>Voucher Number</b>	<b>Bank Name</b>	<b>Account Number</b>	<b>Warrant Number</b>	<b>Payment Vendor</b>	<b>Amount</b>	
268	First National Bank	8059655	27957	Al's Johns	\$121.33	

Vendor	Account Code	Description	PO Number	Issue Date	Invoice	Amount
Al's Johns	01-2190-327-0	toilet for practice field			19871	\$121.33
<b>Sub Total</b>						<b>\$121.33</b>
<b>Voucher Number</b> 268	<b>Bank Name</b> First National Bank	<b>Account Number</b> 8059655	<b>Warrant Number</b> 27961	<b>Payment Vendor</b> CAPITAL BUSINESS SYSTEMS, INC	<b>Amount</b> \$1,147.21	
Vendor	Account Code	Description	PO Number	Issue Date	Invoice	Amount
CAPITAL BUSINESS SYSTEMS, INC	01-1100-410-1	copier lease/copies			23224090	\$313.66
CAPITAL BUSINESS SYSTEMS, INC	01-1100-410-2	copier lease/copies			23224090	\$313.52
CAPITAL BUSINESS SYSTEMS, INC	01-1200-410-0	copier lease/copies			23224090	\$206.50
CAPITAL BUSINESS SYSTEMS, INC	01-2510-410-0	copier lease/copies			23224090	\$313.53
<b>Sub Total</b>						<b>\$1,147.21</b>
<b>Voucher Number</b> 268	<b>Bank Name</b> First National Bank	<b>Account Number</b> 8059655	<b>Warrant Number</b> 27976	<b>Payment Vendor</b> SCHOLASTIC INC	<b>Amount</b> \$224.30	
Vendor	Account Code	Description	PO Number	Issue Date	Invoice	Amount
SCHOLASTIC INC	01-1100-420-1	https://shop.scholastic.com/teachers-ecommerce/teacher/featured-shops/50-books-collections.html?per=TSO%2Fpm%2F20180801%2F%2Fimg%2FBreakerModule%2FNewTCH%2FHomepage%20Card%2FContentCard%2F20180801_TSO_OFF_PRODUCTCARD1%2F	17-2227	08/09/2018	17556798	\$50.00
SCHOLASTIC INC	01-1100-420-1	Shipping	17-2227	08/09/2018	17556798	\$4.50
SCHOLASTIC INC	01-1100-440-2	science world			6460374-9	\$169.80
<b>Sub Total</b>						<b>\$224.30</b>
<b>Voucher Number</b> 268	<b>Bank Name</b> First National Bank	<b>Account Number</b> 8059655	<b>Warrant Number</b> 27972	<b>Payment Vendor</b> NASB	<b>Amount</b> \$230.00	
Vendor	Account Code	Description	PO Number	Issue Date	Invoice	Amount
NASB	01-2510-310-0	NAEP workshop			1164-x3x0m9	\$75.00
NASB	01-2310-310-0	reg fees school law seminar - c. wirthle			44574	\$155.00
<b>Sub Total</b>						<b>\$230.00</b>
<b>Voucher Number</b> 268	<b>Bank Name</b> First National Bank	<b>Account Number</b> 8059655	<b>Warrant Number</b> 27978	<b>Payment Vendor</b> T O Haas Tire	<b>Amount</b> \$44.21	
Vendor	Account Code	Description	PO Number	Issue Date	Invoice	Amount
T O Haas Tire	01-2750-338-0	oil service			57529	\$44.21
<b>Sub Total</b>						<b>\$44.21</b>
<b>Voucher Number</b> 268	<b>Bank Name</b> First National Bank	<b>Account Number</b> 8059655	<b>Warrant Number</b> 27979	<b>Payment Vendor</b> Taylor Schultz	<b>Amount</b> \$57.50	
Vendor	Account Code	Description	PO Number	Issue Date	Invoice	Amount
Taylor Schultz	01-2750-336-0	gas reimbursement			8/24/18	\$57.50
<b>Sub Total</b>						<b>\$57.50</b>
<b>Voucher Number</b> 268	<b>Bank Name</b> First National Bank	<b>Account Number</b> 8059655	<b>Warrant Number</b> 27965	<b>Payment Vendor</b> Dottie Heusman	<b>Amount</b> \$223.45	
Vendor	Account Code	Description	PO Number	Issue Date	Invoice	Amount
Dottie Heusman	01-2320-670-0	Mileage to Kearney & Back . July 24th-July 27	17-2257	08/30/2018	17-2257	\$187.48
Dottie Heusman	01-2320-670-0	Supt. Meeting in Auburn	17-2257	08/30/2018	17-2257	\$35.97
<b>Sub Total</b>						<b>\$223.45</b>
<b>Grand Total</b>					Accounts Payable	\$50,035.92
					Estimated Payroll	\$ 143,731.26
					<b>Total to be Approved</b>	<b>\$193,767.18</b>

# Check Listing

8/14/18-8/30/2018

Warrant Number	Vendor	Amount
27929	Addie Heusman	\$126.06
27930	Buss Pest Control	\$131.67
27931	DAS State Accounting - Central Finance	\$229.49
27932	DECKER EQUIPMENT	\$30.71
27933	EGAN SUPPLY CO	\$1,226.01
27934	ESU #4	\$2,072.04
27935	ESU #5	\$570.00
27936	ETA Hand-2-Mind	\$42.46
27937	Fairfield Inn & Suites	\$229.90
27938	FILTER SHOP	\$465.55
27939	FOOD DISTRIBUTION PROGRAM	\$1,227.65
27940	HOLIDAY INN Kearney	\$229.90
27941	LearningZoneXpress.com	\$80.75
27942	Matheson Trigas DBA Linweld	\$191.43
27943	NEBRASKA DEPARTMENT OF EDUCATION	\$4,286.00
27944	NRCSA	\$850.00
27945	OKEEFE ELEVATOR COMPANY INC	\$3,527.15
27946	Our Body the Universe	\$152.00
27947	PRTS, LLC	\$921.25
27948	Sit Spots	\$45.75
27949	Tecumseh Chieftain	\$15.00
27950	True Value Hardware	\$38.35
27951	UNITE PRIVATE NETWORKS, LLC	\$554.00
27952	VOICE NEWS	\$322.68
27953	ZAGER, ANNA	\$371.12
27955	Brinkman Bros Inc	\$16,500.00
27956	PicRights Ltd	\$545.00
27957	Al's Johns	\$121.33
27958	BIZCO TECHNOLOGIES	\$2,083.00
27959	BLACK HILLS ENERGY	\$97.50
27960	BYTESPEED, LLC	\$79.00
27961	CAPITAL BUSINESS SYSTEMS, INC	\$1,147.21
27962	CDW GOVERNMENT INC	\$69.92
27963	Clark Enersen Partners	\$771.08
27964	DIODE TECHNOLOGIES	\$1,095.01
27965	Dottie Heusman	\$223.45
27966	ESU #4	\$2,561.13
27967	Frey Scientific	\$730.87
27968	Handwriting Without Tears	\$453.75
27969	Matheson Trigas DBA Linweld	\$192.03
27970	Metal Craft	\$296.83
27971	MIDWEST TECHNOLOGY PRODUCTS	\$99.00
27972	NASB	\$230.00
27973	Nebraska Public Power Distric	\$3,085.74
27974	PIONEER MANUFACTURING COMPANY	\$512.25
27975	Recycling Enterprises	\$60.00
27976	SCHOLASTIC INC	\$224.30
27977	Staples	\$418.89
27978	T O Haas Tire	\$44.21
27979	Taylor Schultz	\$57.50

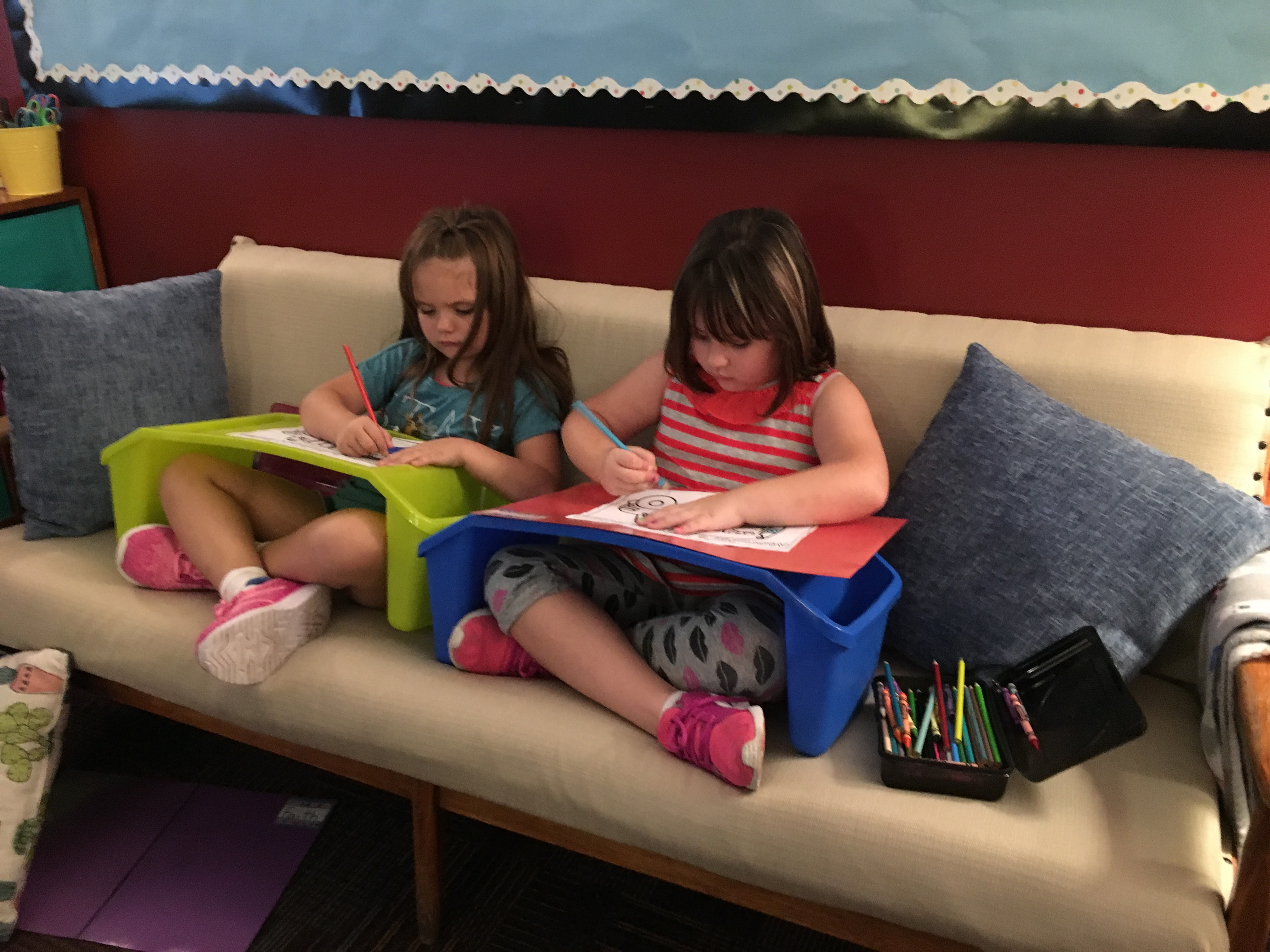
27981	WASTE CONNECTIONS OF NEBRASKA	\$400.00
	Accounts Payable	<b>\$50,035.92</b>
	Estimated Payroll	\$ 143,731.26
	<b>Total to be Approved</b>	<b>\$193,767.18</b>

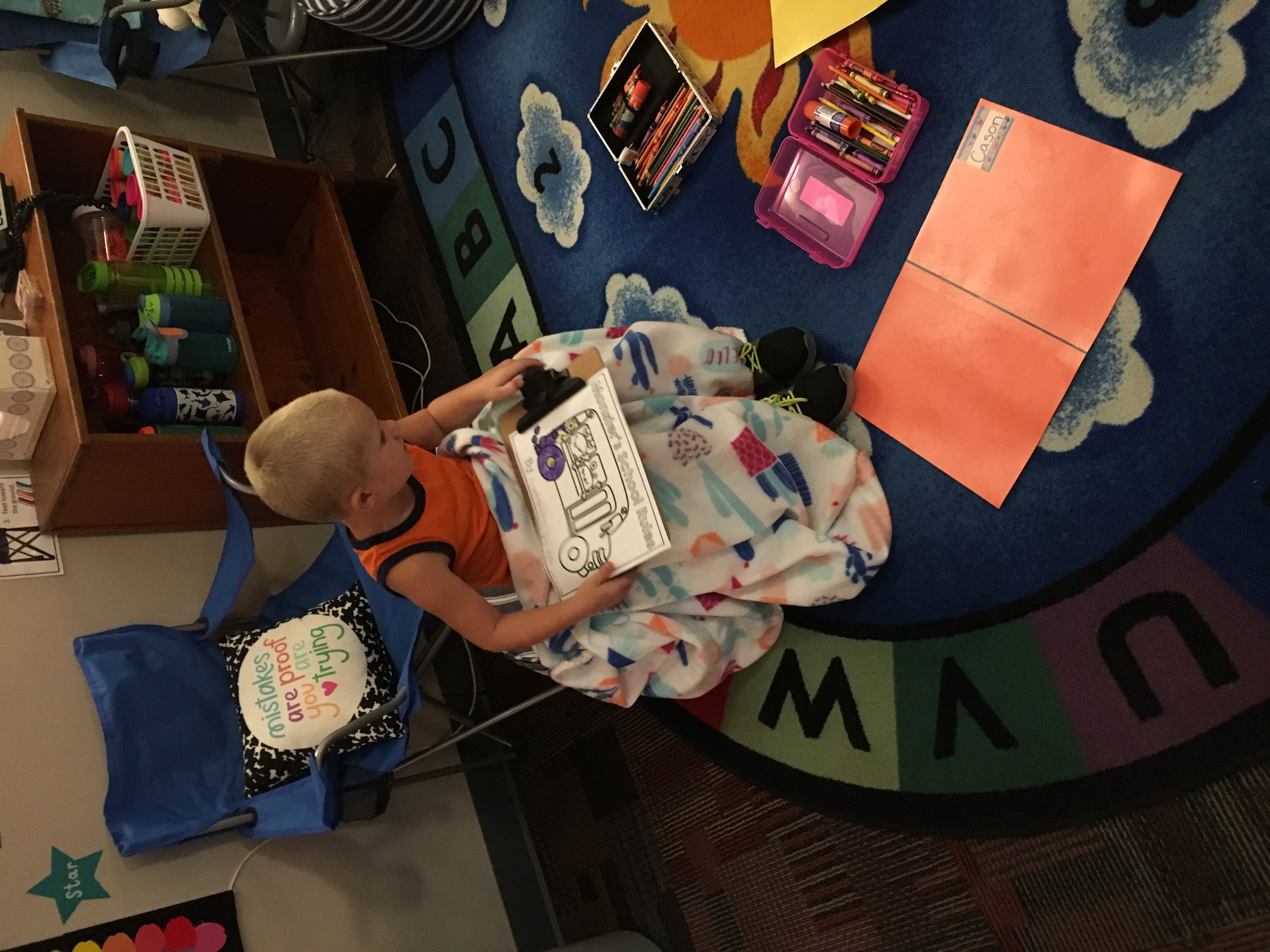
**Check Listing**

8/14/18-8/30/2018

<b>Warrant Number</b>	<b>Vendor</b>	<b>Amount</b>
27929	Addie Heusman	\$126.06
27930	Buss Pest Control	\$131.67
27931	DAS State Accounting - Central Finance	\$229.49
27932	DECKER EQUIPMENT	\$30.71
27933	EGAN SUPPLY CO	\$1,226.01
27934	ESU #4	\$2,072.04
27935	ESU #5	\$570.00
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27940	HOLIDAY INN Kearney	\$229.90
27941	LearningZoneXpress.com	\$80.75
27942	Matheson Trigas DBA Linweld	\$191.43
27943	NEBRASKA DEPARTMENT OF EDUCATION	\$4,286.00
27944	NRCSA	\$850.00
27945	OKEEFE ELEVATOR COMPANY INC	\$3,527.15
27946	Our Body the Universe	\$152.00
27947	PRTS, LLC	\$921.25
27948	Sit Spots	\$45.75
27949	Tecumseh Chieftain	\$15.00
27950	True Value Hardware	\$38.35
27951	UNITE PRIVATE NETWORKS, LLC	\$554.00
27952	VOICE NEWS	\$322.68
27953	ZAGER, ANNA	\$371.12
27955	Brinkman Bros Inc	\$16,500.00
27956	PicRights Ltd	\$545.00
27957	Al's Johns	\$121.33
27958	BIZCO TECHNOLOGIES	\$2,083.00
27959	BLACK HILLS ENERGY	\$97.50
27960	BYTESPEED, LLC	\$79.00
27961	CAPITAL BUSINESS SYSTEMS, INC	\$1,147.21
27962	CDW GOVERNMENT INC	\$69.92
27963	Clark Enersen Partners	\$771.08
27964	DIODE TECHNOLOGIES	\$1,095.01

27965	Dottie Heusman		\$223.45
27966	ESU #4		\$2,561.13
27967	Frey Scientific		\$730.87
27968	Handwriting Without Tears		\$453.75
27969	Matheson Trigas DBA Linweld		\$192.03
27970	Metal Craft		\$296.83
27971	MIDWEST TECHNOLOGY PRODUCTS		\$99.00
27972	NASB		\$230.00
27973	Nebraska Public Power Distric		\$3,085.74
27974	PIONEER MANUFACTURING COMPANY		\$512.25
27975	Recycling Enterprises		\$60.00
27976	SCHOLASTIC INC		\$224.30
27977	Staples		\$418.89
27978	T O Haas Tire		\$44.21
27979	Taylor Schultz		\$57.50
27981	WASTE CONNECTIONS OF NEBRASKA		\$400.00
	Accounts Payable		<b>\$50,035.92</b>
	Estimated Payroll	\$	143,731.26
	<b>Total to be Approved</b>		<b>\$193,767.18</b>





rain forest & jungle

Cason

mistakes  
are proof  
you are  
trying

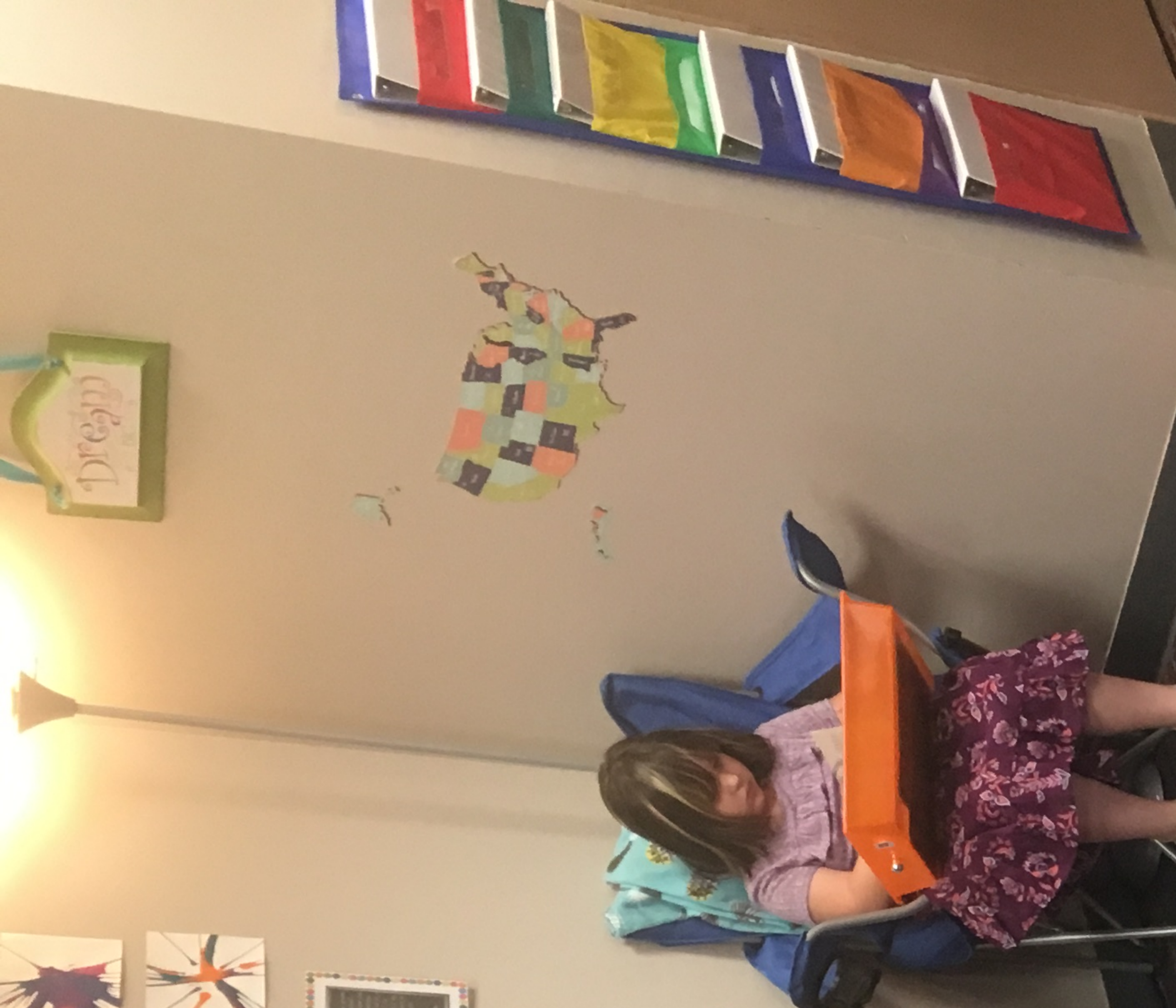
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- Diamond
- Heart
- Triangle
- Hexagon
- Pentagon
- Star
- Rectangle

OUR VISION:  
OUR MISSION:  
Camp Chairs





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## CURRICULUM REPORT

Addie Heusman

September 5, 2018

- Per a previous discussion with the board, I have scheduled an EducationQuest parent financial aid meeting at 4:30 PM on October 11. The meeting is open to junior and senior parents. More information will be sent to parents next month and it has also been posted on our calendar and in our newsletter. Seniors will be meeting with EducationQuest at 2:30 that same afternoon to set up their FSA ID for filling out the FAFSA and receive information on making smart financial decisions while in college.
- Our Apply to College event is taking place on October 11 at 1:00PM before the financial aid meeting. If any board members would like to attend and help students fill out a college application, answer questions, or just be in attendance to support the event, you are more than welcome.
- I attended a College Access workshop to gain more insight on the grant we received. Students will be going on whole class college visits and then more specific visits, for example to Bryan School of Nursing. These will be handled with a sign-up process for those students who are specifically interested in that career field.
- Fall MAP Growth testing has begun; however, not without incident. NWEA is having technical issues that prevented our first high school test session from running smoothly and delayed testing for several days. Students and teachers should be commended for what I call “powering through” the test we did get completed as the test continually kicked students out and resuming the test is quite the process for both the student and teacher. Being 1-1 and having access points in each classroom has allowed us to streamline the testing to a minimal number of days rather than dragging it out over a month. When all is done, students in grades 1-11 will have taken tests in math, science, language arts, and reading.
- Before the next meeting, the state will release our Spring NSCAS (Nebraska Student-Centered Assessment System) results to us as a school.

## TRANSPORTATION/MAINTENANCE REPORT

Brent Heusman  
September 5, 2018

- We will be starting 80 day vehicle inspections next week. Hopefully we will get a good report this go around after a rough 4th quarter report.
- We took the activity bus over to Panko's as the check engine light had been coming on every once in a while. They diagnosed it as an oil pressure issue, and changed the oil and serviced it and they think that will solve the problem.
- The concession stands income for the summer ball season was \$1,674.60, which is a little less than last year. Having a few less games most likely contributed to this.
- We have added a JH/JV FB doubleheader this year against Humphrey/Lindsey HF. We are going to play the game at East Butler, the midpoint between the 2 schools. The JH game will start at 4:00 with the JV game to follow.
- Some upcoming calendar events; Mudecas VB tournament will be the Week of Sept. 10-13. Parents night for VB will be Thursday, Oct. 11th vs. J-B and FB Parents night will be Thursday, Oct. 18th vs. Dorchester.
- Our homecoming week will be Oct. 8-13 this year. Scott is weighing the pros and cons to having a Saturday dance this year. We will be making a decision soon on this once we have everything figured out planning wise.

**Scott Harrington**

**September 5, 2018**

## **The Gym is OPEN!!!**

### MacBook Resale Pricing

- I received the following quotes on the resale value of a one year old laptop that we purchased for \$900:
  - Diamond Assets quoted me at \$470 per laptop.
  - PowerOn quoted me at \$550 per laptop.
  - TechToSchool quoted me at \$500 per laptop.

We are going to be live streaming varsity sports on YouTube.

- Each sport will have its' own YouTube channel that will host all of the games all season long.
- Links will be sent out in order to access the games.
- They may not have sound, but should be able to have a clear picture as you stream the game.
- We may look to add commentating to some of the home events down the road.

### Random Drug Testing Policy

- We have been doing some research into the possibility of adding a random drug testing policy.
- Several neighboring schools have one.
- If it was a path we chose to explore, we would hold several parent/student meetings before we implemented a policy.
- Students and parents would have to sign the release opting into the random drug testing before they could participate in any extracurricular activity in grades 7-12.

**SUPERINTENDENT REPORT**

Dottie Heusman  
September 5, 2018

Mr. Heusman has worked with the County Roads Departments in Johnson, Otoe and Gage County to help get the necessary work done on the bus routes. This has included bus stop signs, rock and some grading. We will continue to do this throughout the year. I did ride a route on Tuesday, August 28. When I do this I am looking for the drivers compliance with the law, student behaviors, driver's following Mr. Heusman and my routes and drop off directions, and doing a formal evaluation of the driver. I will do this at minimum one time this year. Mr. Heusman also does this each year. Mine will occur right away this year and Mr. Heusman's will be in the spring.

The Johnson County Hospital Therapy Department came to the school to talk to all the coaches about proper lift techniques. They will be doing a follow up with the coaches and Mr. Richardson during lifting times with students to assure that no improper lifting techniques or lifts are occurring.

Mr. Harrington, Mr. Heusman, and I have been in conversations with our counterparts at Freeman to talk about Jr. High Football and other sharing opportunities. More information will be shared with the Board as some possible options are further along in the discussion.

I would encourage all Board members to continue to talk to people about their interest in filling the Board vacancy. We have such great parents and community members that would do an outstanding job in this role.

As always I would encourage any of you to contact me if you have any questions throughout the course of the year. Please help remember the chain of command and if it's something that another staff member should deal with you should contact them first. Thanks for understanding this and helping to promote this with our parents and patrons.

## LEVIES EXPECTED TO BE SET BY THE COUNTIES 2017/18 COMPARED TO 2018/19

Fund	PROPERTY TAXES		VALUATION		EXPECTED LEVY	
	17-18	18-19	17-18	18-19	17-18	18-19
General	2,656,989.87	2,693,939.27	305,126,717.00	309,898,129.00	0.870782	0.869298
Special Bldg	151,515.15	153,535.35	305,126,717.00	309,898,129.00	0.049656	0.049544
Bond	183,838.38	182,424.24	305,126,717.00	309,898,129.00	0.060250	0.058866
QCPUF	98,484.85	98,989.90	305,126,717.00	309,898,129.00	0.032277	0.031943
<b>TOTAL</b>	<b>3,090,828.25</b>	<b>3,128,888.76</b>			<b>1.012965</b>	<b>1.009651</b>

2018-2019 BUDGET ADOPTED									
	TOTAL BEGINNING BALANCE (Column 1)	TOTAL AVAILABLE RESOURCES BEFORE PROPERTY TAXES (Including Beginning Balances) (Column 2)	PERSONAL AND REAL PROPERTY TAXES (Column 3)	TOTAL RESOURCES AVAILABLE (Col 2 + Col 3) (Column 4)	TOTAL BUDGET OF DISBURSEMENTS & TRANSFERS - SPECIAL EDUCATION (Column 5)	TOTAL BUDGET OF DISBURSEMENTS & TRANSFERS - NON-SPECIAL EDUCATION (Column 6)	TOTAL BUDGET OF DISBURSEMENTS & TRANSFERS (Col 5 + Col 6) (Column 7)	NECESSARY CASH RESERVE (Column 8)	TOTAL REQUIREMENTS (Col 7 + Col 8) (Column 9)
General	1,512,611.00	2,005,823.00	2,667,000.00	4,672,823.00	419,888.00	4,164,077.00	4,583,965.00	88,858.00	4,672,823.00
Depreciation	351,062.00	451,062.00		451,062.00			451,062.00		451,062.00
Employee Benefit	9,341.00	9,341.00		9,341.00			9,341.00		9,341.00
Contingency	-	-		-			-		-
Activities	26,460.00	156,460.00		156,460.00			156,460.00		156,460.00
School Nutrition	22,040.00	147,040.00		147,040.00			147,040.00		147,040.00
Bond	121,951.00	123,551.00	180,600.00	304,151.00			304,151.00		304,151.00
Special Building	175,200.00	175,200.00	152,000.00	327,200.00			327,200.00		327,200.00
Qualified Capital Purpose Undertaking	82,372.00	82,372.00	98,000.00	180,372.00			180,372.00		180,372.00
Cooperative	-	-		-			-		-
Student Fee	591.00	591.00		591.00			591.00		591.00
<b>TOTAL ALL FUNDS</b>	<b>2,301,628.00</b>	<b>3,151,440.00</b>	<b>3,097,600.00</b>	<b>6,249,040.00</b>	<b>419,888.00</b>	<b>4,164,077.00</b>	<b>6,160,182.00</b>	<b>88,858.00</b>	<b>6,249,040.00</b>

**PERSONAL AND REAL PROPERTY TAX RECAP**

PERSONAL AND REAL PROPERTY TAXES FROM COLUMN 3 (Line A)	PERSONAL AND REAL PROPERTY TAXES (Line A + Line B) (Line C)	General Fund	Bond Fund(s) Total Of All Bond Funds	Special Building Fund	Qualified Capital Purpose Undertaking Fund
		2,667,000.00	180,600.00	152,000.00	98,000.00
COUNTY TREASURERS COMMISSION 1% OF TAXES COLLECTED (Line B)		26,939.37	1,824.24	1,535.35	989.90
<b>TOTAL PERSONAL AND REAL PROPERTY TAXES (Line A + Line B) (Line C)</b>		<b>2,693,939.37</b>	<b>182,424.24</b>	<b>153,535.35</b>	<b>98,989.90</b>

CERTIFIED STATE AID	MOTOR VEHICLE TAXES
\$ 18,123.00	\$ 90,000.00

COUNTY TREASURERS BALANCE, 9-1-2018			
512,611.00	20,000.00	75,200.00	22,372.00

	2017-2018 ACTUAL/ESTIMATED							
	TOTAL BEGINNING BALANCE (Column 1)	TOTAL AVAILABLE RESOURCES BEFORE PROPERTY TAXES (Including Beginning Balances) (Column 2)	PERSONAL AND REAL PROPERTY TAXES (Column 3)	TOTAL RESOURCES AVAILABLE (Col 2 + Col 3) (Column 4)	TOTAL DISBURSEMENTS & TRANSFERS - SPECIAL EDUCATION (Column 5)	TOTAL DISBURSEMENTS & TRANSFERS - NON-SPECIAL EDUCATION (Column 6)	TOTAL DISBURSEMENTS & TRANSFERS (Col 5 + Col 6) (Column 7)	TOTAL ENDING BALANCE (Col 4 - Col 7) (Column 8)
General	1,297,052.00	2,614,977.00	2,165,130.00	4,780,107.00	354,273.00	2,913,223.00	3,267,496.00	1,512,611.00
Depreciation	423,220.00	523,220.00		523,220.00			172,158.00	351,062.00
Employee Benefit	13,969.00	16,141.00		16,141.00			6,800.00	9,341.00
Contingency	-	-		-			-	-
Activities	29,712.00	157,532.00		157,532.00			131,072.00	26,460.00
School Nutrition	28,724.00	148,100.00		148,100.00			126,060.00	22,040.00
Bond	132,758.00	145,990.00	145,774.00	291,764.00			169,813.00	121,951.00
Special Building	468,514.00	480,243.00	140,892.00	621,135.00			445,935.00	175,200.00
Qualified Capital Purpose Undertaking	58,443.00	66,460.00	86,288.00	152,748.00			70,376.00	82,372.00
Cooperative	-	-		-			-	-
Student Fee	835.00	835.00		835.00			244.00	591.00
TOTAL ALL FUNDS	2,453,227.00	4,153,498.00	2,538,084.00	6,691,582.00	354,273.00	2,913,223.00	4,389,954.00	2,301,628.00

NOTE: Total Disbursements and Transfers (Column 7) is the sum of Column 5 and Column 6 for the General Fund only. For all other funds, numbers will pull automatically from the Worksheets.

**MOTOR VEHICLE TAXES**  
\$ 90,000.00

	2017-2018	2018-2019	
	Spent	Budgeted OVER ESTIMATED	Difference
Certified Salaries Regular Instruction	871,289.00	899,299.00	28,010.00
Certified Salaries Preschool	73,820.00	82,460.00	8,640.00
Certified Salaries Special Education	84,321.00	77,745.00	-6,576.00
Maintenance/Custodial Salaries	73,889.00	55,100.00	-18,789.00
Salaries Sports & Activities	49,550.00	67,983.00	18,433.00
Salaries Guidance	55,894.00	60,484.00	4,590.00
Distance Learning Salary	10,986.00	18,194.00	7,208.00
Title I Salary	58,711.00	59,640.00	929
Transportation Salary	58,341.00	72,093.00	13,752.00
Superintendent Salary	109,000.00	111,500.00	2,500.00
Principal Salary	78,000.00	81,120.00	3,120.00
Media Salary	14,076.00	21,300.00	7,224.00
Paraprofessional Salaries	81,954.00	85,940.00	3,986.00
Office Classified Salaries	59,935.00	56,880.00	-3,055.00
Benefits FICA & Retirement All Staff	320,272.00	306,902.00	-13,370.00
Insurance Health & LTD	390,583.00	402,458.00	11,875.00
Annuity for Staff not taking Insurance	12,833.00	12,000.00	-833
Substitute Salary, FICA & Retirement	42,877.00	60,528.00	17,651.00
Stipends for Staff (Summer)	2,486.00	4,509.00	2,023.00
Workmen's Comp	21,233.00	20,020.00	-1,213.00
Professional Development	10,085.00	10,000.00	-85
Legal Fees	2,253.00	3,000.00	747
Contracted Services	32,805.00	39,705.00	6,900.00
ESU #4 Personnel	74,538.00	117,170.00	42,632.00
Special Education Costs outside district	103,102.00	80,665.00	-22,437.00
OT/PT	19,418.00	30,000.00	10,582.00
Contracted Services Tech	24,400.00	40,800.00	16,400.00
Utilities	51,560.00	60,041.00	8,481.00
Property Insurance	22,665.00	25,541.00	2,876.00
Vehicle Expenses	43,728.00	85,100.00	41,372.00
Advertising, Printing, Postage	15,186.00	19,124.00	3,938.00
Distance Learning	3,000.00	8,550.00	5,550.00
Supplies & Materials	86,602.00	119,285.00	32,683.00
Textbooks	5,762.00	6,000.00	238
Library Books & Publications	2,535.00	5,500.00	2,965.00
Hardware, Software	32,845.00	127,151.00	94,306.00
Furniture	5,568.00	4,500.00	-1,068.00
Dues, Fees, Travel & Mileage	49,451.00	40,664.00	-8,787.00

Transfers to Lunch, Depr & Activities	110,000.00	120,000.00	10,000.00
ERIP Payouts	0	50,000.00	50,000.00
	3,165,553.00	3,548,951.00	383,398.00

Comments

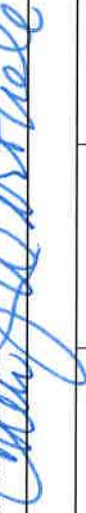
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# NOTICE OF BUDGET HEARING AND BUDGET SUMMARY

Sterling Public Schools (49-0033) in Johnson County, Nebraska

PUBLIC NOTICE is hereby given, in compliance with the provisions of State Statute Sections 13-501 to 13-513, that the governing body will meet on the 5 day of September, 2018 at 7:10 o'clock, PM, at Sterling Public Schools for the purpose of hearing support, opposition, criticism, suggestions or observations of taxpayers relating to the following proposed budget and to consider amendments relative thereto. The budget detail is available at the office of the Clerk/Secretary during regular business hours.

Clerk/Secretary



FUNDS	Actual Disbursements & Transfers		Actual/Estimated Disbursements & Transfers		Budgeted Disbursements & Transfers		Necessary Cash Reserve (4)	Total Available Resources Before Property Taxes (5)	Fee and Delinquent Tax Allowance (6)	Total Personal and Real Property Tax Requirement (7)
	2016-2017 (1)	2017-2018 (2)	2017-2018 (2)	2018-2019 (3)	2018-2019 (3)					
General	\$ 3,107,184.00	\$ 3,267,496.00	\$ 3,267,496.00	\$ 4,583,965.00	\$ 4,583,965.00	\$ 88,858.00	\$ 2,005,823.00	\$ 26,939.37	\$ 2,693,939.37	
Depreciation	\$ 45,129.00	\$ 172,158.00	\$ 172,158.00	\$ 451,062.00	\$ 451,062.00	-	\$ 451,062.00	-	-	
Employee Benefit	\$ 3,855.00	\$ 6,800.00	\$ 6,800.00	\$ 9,341.00	\$ 9,341.00	-	\$ 9,341.00	-	-	
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	-	-	
Activities	\$ 111,015.00	\$ 131,072.00	\$ 131,072.00	\$ 156,460.00	\$ 156,460.00	-	\$ 156,460.00	-	-	
School Nutrition	\$ 118,927.00	\$ 126,060.00	\$ 126,060.00	\$ 147,040.00	\$ 147,040.00	-	\$ 147,040.00	-	-	
Bond	\$ 176,100.00	\$ 169,813.00	\$ 169,813.00	\$ 304,151.00	\$ 304,151.00	-	\$ 123,551.00	\$ 1,824.24	\$ 182,424.24	
Special Building	\$ 88,175.00	\$ 445,935.00	\$ 445,935.00	\$ 327,200.00	\$ 327,200.00	-	\$ 175,200.00	\$ 1,535.35	\$ 153,535.35	
Qualified Capital Purpose Undertaking	\$ 71,425.00	\$ 70,376.00	\$ 70,376.00	\$ 180,372.00	\$ 180,372.00	-	\$ 82,372.00	\$ 989.90	\$ 98,989.90	
Cooperative	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	-	-	
Student Fee	\$ -	\$ 244.00	\$ 244.00	\$ 591.00	\$ 591.00	-	\$ 591.00	-	-	
TOTALS	\$ 3,721,810.00	\$ 4,389,954.00	\$ 4,389,954.00	\$ 6,160,182.00	\$ 6,160,182.00	\$ 88,858.00	\$ 3,151,440.00	\$ 31,288.86	\$ 3,128,888.86	

Total Personal and Real Property Tax Requirement For Bonds  
\$ 182,424.24

Total Personal and Real Property Tax Requirement for ALL Other  
\$ 2,946,464.62

# Notice of Special Hearing To Set Final Tax Request

Sterling Public Schools (49-0033) in Johnson County, Nebraska

PUBLIC NOTICE is hereby given, in compliance with the provisions of State Statute Section 77-1601.02, that the governing body will meet on the 5 day of September 2018 at 7:20 o'clock PM, at Sterling Public Schools for the purpose of hearing support, opposition, criticism, suggestions or observations of taxpayers relating to setting the final tax request at a different amount than the prior year tax request.

		<b>2017/18 Budget Information</b>			<b>2018/19 Budget Information</b>		
Fund	2017-2018 Property Tax Request	2017 Tax Rate	Property Tax Rate (2017-2018 Request Divided By 2018 Valuation)	2018-2019 Proposed Property Tax Request	Proposed 2018 Tax Rate		
General Fund	2,569,890.00	0.870782	0.829269	2,693,939.37	0.869298		
Bond Fund(s) K - 12	183,838.00	0.060250	0.059322	182,424.24	0.058866		
Bond Fund(s) K - 8			0.000000		0.000000		
Bond Fund(s) 9 - 12			0.000000		0.000000		
Bond Fund			0.000000		0.000000		
Special Building Fund	151,515.00	0.049656	0.048892	153,535.35	0.049544		
Qualified Capital Purpose Undertaking Fund K - 12	98,484.00	0.032277	0.031779	98,989.90	0.031943		
Qualified Capital Purpose Undertaking Fund K - 8			0.000000		0.000000		
Qualified Capital Purpose Undertaking Fund 9 - 12			0.000000		0.000000		

**3003.1**  
**Bidding for Construction, Remodeling, Repair, or Related Projects**  
**Financed with Federal Funds**

**I. Applicability of the Policy**

This policy applies only to construction and contracts undertaken with federal funds which are subject to the federal Uniform Grant Guidance (UGG) and other applicable federal law, including but not limited to the Education Department and General Administration Regulations (EDGAR) and the United States Department of Agriculture (USDA) regulations governing school food service programs. In the event this policy conflicts or is otherwise inconsistent with mandatory provisions of the UGG, EDGAR or other applicable federal law, the mandatory provisions of the laws shall control.

The District will also comply with the requirements of the public lettings laws (NEB. REV. STAT. §§ 73-101 through 73-106) when the contemplated expenditure for the complete project exceeds \$100,000, the Political Subdivisions Construction Alternatives Act (NEB. REV. STAT. §§ 13-2901 through 13-2914), energy financing contracts (NEB. REV. STAT. §§ 66-1062 through 66-1066), other applicable state laws, and the board's general policy on Bidding for Construction and Related Projects. In the event of a conflict between state and federal law, the more stringent requirement shall apply.

**II. All projects undertaken pursuant to this policy will be subject to the following bond requirements**

- A.** A bid guarantee from each bidder equivalent to five percent of the bid price. The "bid guarantee" must consist of a firm commitment such as a bid bond, certified check, or other negotiable instrument accompanying a bid as assurance that the bidder will, upon acceptance of the bid, execute such contractual documents as may be required within the time specified.
- B.** A performance bond on the part of the contractor for 100 percent of the contract price. A "performance bond" is one executed in connection with a contract to secure fulfillment of all the contractor's obligations under such contract.
- C.** A payment bond on the part of the contractor for 100 percent of the contract price. A "payment bond" is one executed in connection with a contract to assure payment as required by law of all persons

supplying labor and material in the execution of the work provided for in the contract.

### **III. Construction Projects with an Anticipated Cost of Under \$250,000**

#### **A. Methods of Bidding/Soliciting Quotations or Estimates**

The type of procedures required depends on the anticipated cost of the project.

1. Construction with an Anticipated Cost of up to \$10,000 (Micro-Purchases)

Micro-purchase means a purchase of supplies or services using simplified acquisition procedures, the annual aggregate amount of which does not exceed \$10,000. Micro-purchases may be made or awarded without soliciting competitive quotations, to the extent district staff determine that the cost of the purchase is reasonable. For purposes of this policy "reasonable" means the purchase is comparable to market prices for the geographic area.

To the extent practicable, the District distributes micro-purchases equitably among qualified suppliers. The District will follow its standard policy on purchasing, which can be found earlier in this subsection.

2. Construction with an Anticipated Cost of between \$10,000 and \$250,000 (Small Purchase Procedures)

For construction projects subject to this policy, small purchases are purchases that, in the aggregate amount, is more than \$10,000 and less than \$250,000 annually. For small purchases, price or rate quotes shall be obtained in advance from a reasonable number of qualified sources as detailed in the district's standard policies on purchasing and on bid letting and contracts, which can be found earlier in this subsection.

**B. Construction Projects with an estimated cost of \$100,000 and over will be made pursuant to the District's Policy on Bid Letting and Contracts.**

**IV. Construction Projects with an Anticipated Cost Over \$250,000**

**A. Sealed Bids: All constructions projects subject to this policy with an anticipated cost of \$250,000 or more will be publicly solicited using the sealed bid method**

1. Bids must be solicited from an adequate number of known suppliers, providing them sufficient response time prior to the date set for opening the bids, for state, local, and tribal governments, the invitation for bids must be publically advertised;
2. The invitation for bids, which will include any specifications and pertinent attachments, must define the items or services in order for the bidder to properly respond;
3. Sealed bids will be publically opened in a place and at the specific time stated in the bid solicitation. Bidders shall be notified of the opening and invited to be present.
4. The contract will be awarded to the lowest responsive and responsible bidder.
  - a) Where specified in bidding documents, factors such as discounts, transportation cost, and life cycle costs must be considered in determining which bid is lowest.
  - b) Payment discounts will only be used to determine the low bid when prior experience indicates that such discounts are usually taken advantage of.
  - c) Any or all bids may be rejected if there is a sound documented reason.
5. The board shall have discretion in determining which bidders are responsible and responsive and shall award the contract to the lowest, responsible, and responsive bidder whose bid meets the bid specifications. This means that the board will select the bid that offers the best value and award a contract based upon the amount of the bid and the bidder's ability and capacity to carry on the work, its equipment and facilities, honesty, integrity, skills, business judgment, experience,

equipment, facilities, financial stability, past performance, and other relevant factors.

6. The board will generally complete its review of bids and select a vendor within 30 days of bid submission.

## **B. Advertising for Bids.**

1. The superintendent or designee will arrange to advertise for bids by publishing notice in any newspaper of general circulation within the school district at least 7 calendar days prior to the date on which bids are due.

2. Nothing shall prevent the superintendent or designee from advertising in additional media outlets or for a longer period of time.

## **C. Bid Documents**

1. The bid documents shall identify the day upon which the bids shall be returned, received, or opened and shall identify the hour at which the bids will close or be received or opened.

2. The bid documents shall also provide that such bids shall be opened simultaneously in the presence of the bidders or their representatives.

3. Bids received after the date and time specified in the bid documents shall be returned to the bidder unopened.

4. If bids are being opened on more than one contract, the board, in its discretion, may award each contract as the bids are opened.

5. Sealed bids will be opened in a place and at the specific time stated in the bid solicitation. Bidders shall be notified of the opening and invited to be present.

6. Bids will be reviewed by the Superintendent and/or designee and submitted to the board for approval.

7. The board shall have discretion in determining which bidders are responsible and responsive and shall award the contract to the lowest, responsible, and responsive bidder whose

bid meets the bid specifications. This means that the board will select the bid that offers the best value and award a contract based upon the amount of the bid and the bidder's ability and capacity to carry on the work, its equipment and facilities, honesty, integrity, skills, business judgment, experience, equipment, facilities, financial stability, past performance, and other relevant factors.

8. The board will generally complete its review of bids and select a vendor within 30 days of bid submission.

**D. The terms of any construction project undertaken pursuant to this policy will be memorialized in a written contract which has been reviewed by the district's legal counsel and approved by the board.**

Adopted on: \_\_\_\_\_  
Revised on: \_\_\_\_\_  
Reviewed on: \_\_\_\_\_

**3003.1**  
**General Purchasing and Procurement**

**I. Applicability of the Policy**

Purchases made with federal funds, whether those funds are derived directly from the federal government (e.g. award of a federal grant) or are derived by pass-through awards the Nebraska Department of Education (e.g. special education funds, school lunch funds, Title I funds) are subject to the policy on Purchasing and Procurement with Federal Funds, which is found elsewhere in this section.

**II. General Purchasing Policy**

- A. The school district's budget shall be the guide for all purchases. No employee of the district may make a purchase that is not provided for in the budget without board or administrative approval.
- B. The board intends to purchase competitively, whenever possible, without prejudice and to seek maximum educational value for every dollar expended.
- C. The acquisition of services, equipment and supplies shall be centralized in the administration office under the supervision of the superintendent of schools, who shall be responsible for developing and administering the purchasing program of the school district.
- D. Purchases or commitments of district funds that are not authorized by this policy will be the responsibility of the person making the commitment.

**III. Building-Specific Purchasing**

- A. School buildings are operationally under the control of building principals. Principals have control and responsibility for the building and grounds, for all supplies and equipment housed at the building, for all school-related activities in the building, and for all pupils, teachers, and other employees assigned to the building.
- B. Principals, in consultation with their staff, are responsible for requisitioning, managing, distributing and utilizing supplies within

the building.

- C. The superintendent of schools or his/her designee is responsible for the requisitioning, managing, distributing, and utilizing of supplies for maintenance and transportation.
- D. The administration is responsible for purchasing of goods, services and supplies and for providing the necessary forms for establishing efficient procedures to facilitate the process.

#### **IV. Purchasing Procedures**

- A. School personnel must secure the approval of an authorized administrator before making any purchase.
- B. Employees seeking reimbursement for a purchase made with their personal funds must attach an itemized receipt or invoice to all requests for reimbursement; must sign all purchase receipts or charge slips; and must submit itemized receipts and any purchasing card or credit card receipts to the office of the superintendent no later than 10 days prior to the next regular board meeting. A non-itemized credit card receipt is not sufficient.
- C. Employees making purchases with a school district credit care or purchasing program must comply with the steps set forth in the district's Purchasing (Credit) Card Program.
- D. All purchases of goods and services made with district funds must be made on a properly executed purchase order.
- E. All purchases shall be initiated with a purchase order. Purchase orders are signed by the person responsible for that particular budget and finally by the superintendent.
- F. For purchases or more than \$5,000, authorized staff members must secure written quotes and/or estimates from a reasonable number of vendors. Staff will purchase from a responsible vendor with the lowest process unless the board approves the purchase from the more expensive vendor.

**V. Relations with Vendors**

- A. The board wishes to maintain good working relations with vendors who supply materials, supplies, and services to the school system. The school shall not extend favoritism to any vendors. Each order shall be placed on the basis of quality, price and delivery, with past services being a factor if all other considerations are equal. The administrative team may, in its discretion, use a Nebraska state-wide cooperative purchasing program in lieu of obtaining quotes or bids under this policy to the extent such a bid or quote is not otherwise independently required by law.
  
- B. No purchase shall be made that violates any conflict of interest policy or law.
  
- C. No Employee shall endorse any product of any type or kind in such a manner as will identify him/her in any way as an employee of the school district.
  
- D. The board believes in patronizing local businesses. Consequently, when proposals are judged to be equal in terms of quality, price, and/or service, the contract or purchase will be awarded to the firm that is located within the district. However, the board will not sacrifice either quality or economy to patronize local businesses.

Adopted on: 7-10-17

Revised on: 9-5-2018

Reviewed on: \_\_\_\_\_

**3004.1**  
**Fiscal Management for Purchasing and Procurement Using Federal Funds**

**I. Applicability of Policy**

This policy applies only to non-construction related purchases undertaken with federal funds which are subject to the federal Uniform Grant Guidance (UGG) and other applicable federal law, including but not limited to the Education Department and General Administration Regulations (EDGAR) and the United States Department of Agriculture (USDA) regulations governing school food service programs. In the event this policy conflicts or is otherwise inconsistent with mandatory provisions of the UGG, EDGAR or other applicable federal law, the mandatory provisions of the laws shall control.

All other non-construction purchases will be governed by the Board's general purchasing policy, which can be found earlier in this subsection. In the event of a conflict between state and federal law, the more stringent requirement shall apply.

This procurement policy shall govern all purchasing activities that relate to any aspect of the National School Lunch and Breakfast Programs. The district's goal is to fully implement all required procurement rules, regulations and policies set forth in 2 CFR 200, 7 CFR parts 210, 3016 and 3019, and by the Nebraska Department of Education.

**II. Procurement System**

The District maintains the following purchasing procedures.

**A. Responsibility for Purchasing**

The authority to make purchases shall be governed by the District's purchasing policy, which can be found elsewhere in this section. Except as otherwise provided in the District's purchasing policy, the acquisition of services, equipment, and supplies shall be centralized in the administration office under the supervision of the superintendent of schools, who shall be responsible for developing and administering the purchasing program of the school district. Purchases or commitments of district funds that are not authorized by this policy will be the responsibility of the person making the commitment.

## **B. Methods of Purchasing**

The type of purchase procedures required depends on the cost of the item(s) being purchased.

### **1. Purchases up to \$10,000 (Micro-Purchases)**

Micro-purchase means a purchase of supplies or services using simplified acquisition procedures, the annual aggregate amount of which does not exceed \$10,000. Micro-purchases may be made or awarded without soliciting competitive quotations, to the extent district staff determine that the cost of the purchase is reasonable. For purposes of this policy "reasonable" means the purchase is comparable to market prices for the geographic area.

To the extent practicable, the District distributes micro-purchases equitably among qualified suppliers. The District will follow its standard policy on purchasing, which can be found earlier in this subsection.

### **2. Purchases between \$10,000 and \$250,000 (Small Purchase Procedures)**

Small purchases are purchases that, in the aggregate amount, is more than \$10,000 and less than \$250,000 annually. For small purchases, price or rate quotes shall be obtained in advance from a reasonable number of qualified sources as detailed in the district's standard policies on purchasing and on bid letting and contracts, which can be found earlier in this subsection.

### **3. Purchases Over \$250,000**

#### **a) Sealed Bids (Formal Advertising)**

For purchases over \$250,000, the district will generally follow the bidding process outlined in the board's policy on Bidding for Construction, Remodeling, Repair or Site Improvement.

#### **b) Contract/Price Analysis**

The District performs a cost or price analysis in connection with every procurement action in excess of \$250,000, including contract modifications. The district will make an independent estimate of costs prior to receiving bids or proposals.

#### **4. Noncompetitive Proposals (Sole Sourcing)**

- a) Procurement by noncompetitive proposals is procurement through solicitation of a proposal from only one source and may be used only when one or more of the following circumstances apply:
  - 1) The item is available only from a single source;
  - 2) The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation;
  - 3) The federal awarding agency or pass-through entity expressly authorizes noncompetitive proposals in response to a written request from the District; or
  - 4) After solicitation of a number of sources, competition is determined inadequate.
- b) Noncompetitive proposals may only be solicited with the approval of the superintendent or the board. Sufficient and appropriate documentation that justifies the sole sourcing decision must be maintained by the superintendent or designee.
- c) A cost or price analysis will be performed for noncompetitive proposals when the price exceeds \$250,000.

#### **C. Use of Purchase (Debit & Credit) Cards**

District use of purchase cards is subject to the policy on purchase cards which can be found elsewhere in this subsection.

#### **D. Federal Procurement System Standards**

The district's procurement transactions will be conducted in a manner providing full and open competition consistent with 2 C.F.R §200.319.

The District will maintain and follow general procurement standards consistent with 2 C.F.R. §200.318.

## **E. Debarment and Suspension**

The District awards contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources.

The District may not subcontract with or award subgrants to any person or company who is debarred or suspended. For all contracts over \$25,000 the District verifies that the vendor with whom the District intends to do business with is not excluded or disqualified. 2 C.F.R. Part 200, Appendix II(1) and 2 C.F.R. §§ 180.220 and 180.300.

The District will verify debarment or suspension by revising the excluded parties list on SAM.gov, collecting a certification through the bidding process, and/or by including a debarment and suspension provision in the bid and contract documents. The Superintendent or his/her designee shall be responsible for such verification.

## **F. Settlements of Issues Arising Out of Procurements**

The District alone is responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the District of any contractual responsibilities under its contracts. Violations of law will be referred to the local, state, or federal authority having proper jurisdiction.

### **III. Conflict of Interest and Code of Conduct**

**A. Board and staff member conflicts of interest are governed by the district's conflict of interest policies.**

**B. Purchases covered by this policy are subject to the following additional provisions.**

- 1.** Employees, officers, and agents engaged in the selection, award, and/or administration of district contracts which are prohibited from engaging in such actions if a real or apparent conflict of interest is present.

2. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.
3. The board may determine at its discretion that a financial interest is not substantial enough to give rise to a conflict of interest.

### **C. Favors and Gifts**

The officers, employees, and agents of the District may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts, with the limited exception of unsolicited items of nominal value.

### **D. Enforcement**

Disciplinary Actions will be applied for violations of such standards by officers, employees, or agents of the District at the board's discretion.

## **IV. Property Management Systems**

### **A. Property Classifications**

1. Equipment means tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization level established by the District for financial statement purposes, or \$5,000.
2. Supplies means all tangible personal property other than those described in §200.33 Equipment. A computing device is a supply if the acquisition cost is less than the lesser of the capitalization level established by the District for financial statement purposes or \$5,000, regardless of the length of its useful life. 2 C.F.R. §200.94.
3. Computing Devices means machines used to acquire, store, analyze, process, and publish data and other information electronically, including accessories (or "peripherals") for

printing, transmitting and receiving, or storing electronic information. 2 C.F.R. §200.20.

4. Capital Assets means tangible or intangible assets used in operations having a useful life of more than one year which are capitalized in accordance with GAAP. Capital assets include:
  - a) Land, buildings (facilities), equipment, and intellectual property (including software) whether acquired by purchase, construction, manufacture, lease-purchase, exchange, or through capital leases; and
  - b) Additions, improvements, modifications, replacements, rearrangements, reinstallations, renovations or alterations to capital assets that materially increase their value or useful life (not ordinary repairs and maintenance). 2 C.F.R. §200.12.

## **B. Inventory Procedure**

Newly purchased property shall be received and inspected by the staff member who ordered it to ensure that that it matches the purchase order, invoice, or contract and that it is in acceptable condition.

Equipment, Computing Devices, and Capital Assets must be tagged with an identification number, manufacturer, model, name of individual who tagged the item, and date tagged).

## **C. Inventory Records**

For equipment, computing devices, and capital assets purchased with federal funds, the following information is maintained in the property management system:

1. Serial number;
2. District identification number;
3. Manufacturer;
4. Model;
5. Date tagged and individual who tagged it;
6. Source of funding for the property;
7. Who holds title;
8. Acquisition date and cost of the property;
9. Percentage of federal participation in the project costs for the federal award under which the property was acquired;

- 10.** Location, use and condition of the property; and
- 11.** Any ultimate disposition data including the date of disposal and sale price of the property.

The inventory list shall be adjusted by the superintendent of schools or his/her designee for property that is sold, lost, stolen, cannot be repaired, or that cannot be located.

#### **D. Physical Inventory**

- 1.** A physical inventory of the property must be taken and the results reconciled with the property records at least once every two years.
- 2.** The Superintendent or his/her designee will ensure that the physical inventory is performed. The physical inventory will generally occur during the months of June or July, but may be conducted during other time periods with the approval of the superintendent.

#### **E. Maintenance**

In accordance with 2 C.F.R. 313(d)(4), the District maintains adequate maintenance procedures to ensure that property is kept in good condition.

#### **F. Lost or Stolen Items**

The District maintains a control system that ensures adequate safeguards are in place to prevent loss, damage, or theft of the property.

#### **G. Use of Equipment**

Equipment must be used in the program or project for which it was acquired as long as needed, whether or not the project or program continues to be supported by the federal award, and the District will not encumber the property for any non-federal program use without prior approval of the federal awarding agency and the pass-through entity.

#### **H. Disposal of Equipment**

When it is determined that original or replacement equipment acquired under a federal award is no longer needed for the original project or program or for other activities currently or previously supported by a federal awarding agency, the Superintendent or his/her designee will contact the

awarding agency (or pass-through for a state-administered grant) for disposition instructions.

If the item has a current FMV of \$5,000 or less, it may be retained, sold, or otherwise disposed of with no further obligation to the federal awarding agency.

## **V. Other Contract Matters.**

### **A. Required Terms**

The non-Federal entity's contracts must contain the applicable provisions required by section 200.326 and described in Appendix II to Part 200—Contract Provisions for non-Federal Entity Contracts Under Federal Awards.

### **B. Contracting with Certain Vendors**

Pursuant to the standards contained in 2 C.F.R. § 200.321, the District will take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible consistent with state law.

To the maximum extent practicable, the school food program shall purchase domestic commodities or products produced in US or processed in US substantially using agricultural commodities produced in US.

### **C. Record Keeping**

#### **1. Record Retention**

- a) The District maintains all records that fully show (1) the amount of funds under the grant or subgrant; (2) how the subgrantee uses those funds; (3) the total cost of each project; (4) the share of the total cost of each project provided from other sources; (5) other records to facilitate an effective audit; and (6) other records to show compliance with federal program requirements. 34 C.F.R. §§ 76.730-.731 and §§ 75.730-.731. The District also maintains records of significant project experiences and results. 34 C.F.R. § 75.732. These records and accounts must be retained and made available for programmatic or financial audit.

- b) The U.S. Department of Education is authorized to recover any federal funds misspent within 5 years before the receipt of a program determination letter. 34 C.F.R. § 81.31(c). Schedule 10 (Local School Districts) and Schedule 24 (Local Agencies General Records) of the Nebraska Records Management Division as approved by the Nebraska Secretary of State/State Records Administrator requires the District to maintain records regarding federal awards for a minimum of six (6) years. Consequently, the District shall retain records for a minimum of six (6) years from the date on which the final Financial Status Report is submitted, unless otherwise notified in writing to extend the retention period by the awarding agency, cognizant agency for audit, oversight agency for audit, or cognizant agency for indirect costs. However, if any litigation, claim, or audit is started before the expiration of the record retention period, the records will be retained until all litigation, claims, or audit findings involving the records have been resolved and final action taken. 2 C.F.R. § 200.333.
- c) Records will be destroyed in compliance with Schedule 10, Schedule 24, and State law. This includes the completion of a Records Disposition Report.

## **2. Maintenance of Procurement Records**

- a) The District must maintain records sufficient to detail the history of all procurements. These records will include, but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, the basis for the contract price (including a cost or price analysis), and verification that the contractor is not suspended or debarred.
- b) Retention of procurement records shall be in accordance with applicable law and Board policy.

## **D. Privacy**

The District has protections in place to ensure that the personal information of both students and employees is protected. These include the use of

passwords that are changed on a regular basis; staff training on the requirements of the Family Educational Rights and Privacy Act (FERPA) and State confidentiality requirements; and training on identifying whether an individual requesting access to records has the right to the documentation.

Adopted on: \_\_\_\_\_

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

Reviewed on: \_\_\_\_\_