

Board of Education Regular Meeting

Monday, August 15, 2022 7:00 PM

Lexington City Council Chambers, 406 E. 7th St., Lexington, NE 68850

Cindy Benjamin: Present
Travis Maloley: Present
Garth Mins: Present
Roger Reutlinger: Present
Carlos Saiz: Present
Larry Steinberger: Present

1. CALL TO ORDER AND NOTICE OF MEETING

2. FLAG SALUTE

3. OPEN MEETINGS ACT

4. ROLL CALL

5. EXCUSE ABSENT BOARD MEMBERS

6. PUBLIC COMMENTS

7. CONSENT AGENDA

Action(s):

Motion to approve the consent agenda. Passed with a motion by Travis Maloley and a second by Cindy Benjamin.

Voting Detail:

Cindy Benjamin: Yea
Travis Maloley: Yea
Garth Mins: Yea
Roger Reutlinger: Yea

Carlos Saiz: Yea
Larry Steinberger: Yea

Voting Summary: Yea: 6, Nay: 0

7.1. Approve Minutes

7.2. Approve Payment of Invoices

7.3. Approve Financial Reports

8. NEW BUSINESS

8.1. Buildings & Grounds

8.1.1. Consider approval of building safety and security plans for 2022-2023.

Action(s):

Motion to approve 22-23 building safety plans as presented. Passed with a motion by Travis Maloley and a second by Carlos Saiz.

Voting Detail:

Cindy Benjamin: Yea
Travis Maloley: Yea
Garth Mins: Yea
Roger Reutlinger: Yea

Carlos Saiz: Yea
Larry
Steinberger: Yea

Voting Summary: Yea: 6, Nay: 0

- 8.1.2. Consider approval of bid to purchase two decorative light poles from the district.

Action(s):

Motion to approve bid from First Presbyterian Church in the total amount of \$200.00 as presented. Passed with a motion by Larry Steinberger and a second by Carlos Saiz.

Voting Detail:

Cindy Benjamin: Yea
Travis Maloley: Yea
Garth Mins: Yea
Roger Reutlinger: Yea

Carlos Saiz: Yea
Larry
Steinberger: Yea

Voting Summary: Yea: 6, Nay: 0

- 8.1.3. Consider approval of bid to purchase modular building from the district.

Action(s):

Motion to approve bid from Jack Gilligan in the amount of \$4000.00 to purchase modular building located at 1711 North Erie Street (Sandoz Elementary), as presented. Passed with a motion by Travis Maloley and a second by Cindy Benjamin.

Voting Detail:

Cindy Benjamin: Yea
Travis Maloley: Yea
Garth Mins: Yea
Roger Reutlinger: Yea

Carlos Saiz: Yea
Larry
Steinberger: Yea

Voting Summary: Yea: 6, Nay: 0

8.2. Activities

- 8.2.1. Consider approval of three-year proposal for Hudl sports video analysis package.

Action(s):

Motion to approve three-year agreement with Hudl for sports video analysis package in the amount of \$13,000.00 per year, as presented. Passed with a motion by Carlos Saiz and a second by Cindy

Benjamin.

Voting Detail:

Cindy Benjamin: Yea
Travis Maloley: Yea
Garth Mins: Yea
Roger Reutlinger: Yea

Carlos Saiz: Yea
Larry
Steinberger: Yea

Voting Summary: Yea: 6, Nay: 0

8.3. Technology

8.3.1. Consider approval of phone system maintenance and customer support proposal and agreement.

Action(s):

Motion to approve five-year maintenance and customer support proposal with InPath Devices for district phone systems in the amount of \$62,378.00, as presented. Passed with a motion by Larry Steinberger and a second by Travis Maloley.

Voting Detail:

Cindy Benjamin: Yea
Travis Maloley: Yea
Garth Mins: Yea
Roger Reutlinger: Yea

Carlos Saiz: Yea
Larry
Steinberger: Yea

Voting Summary: Yea: 6, Nay: 0

8.4. Legislative & Finance

8.4.1. Consider approval of contract for physical and occupational therapy services for 2022-2023.

Action(s):

Consider approval of contract as presented. Passed with a motion by Travis Maloley and a second by Cindy Benjamin.

Voting Detail:

Cindy Benjamin: Yea
Travis Maloley: Yea
Garth Mins: Yea
Roger Reutlinger: Yea

Carlos Saiz: Yea
Larry
Steinberger: Yea

Voting Summary: Yea: 6, Nay: 0

8.4.2. Consider revision to student-teacher compensation method for 2022-2023.

Action(s):

Motion to retract compensating student-teachers based on an hourly rate and instead to compensate them at a salary of \$120.00 per day. Passed with a motion by Larry Steinberger and a second by Travis Maloley.

Voting Detail:

Cindy Benjamin: Yea
Travis Maloley: Yea
Garth Mins: Yea
Roger Reutlinger: Yea

Carlos Saiz: Yea
Larry
Steinberger: Yea

Voting Summary: Yea: 6, Nay: 0

8.5. Policy & Transportation

8.5.1. Consider approval of out of state travel request for LHS cross-country team.

Action(s):

Motion to approve out of state travel request for LHS cross-country team members as presented. Passed with a motion by Cindy Benjamin and a second by Carlos Saiz.

Voting Detail:

Cindy Benjamin: Yea
Travis Maloley: Yea
Garth Mins: Yea
Roger Reutlinger: Yea

Carlos Saiz: Yea
Larry
Steinberger: Yea

Voting Summary: Yea: 6, Nay: 0

8.5.2. Consider resolution to close District English learner (EL), special education, and alternative education programs to option enrollment students for the 2022-2023 school year.

Action(s):

Motion to approve resolution as presented. Passed with a motion by Larry Steinberger and a second by Carlos Saiz.

Voting Detail:

Cindy Benjamin: Yea
Travis Maloley: Yea
Garth Mins: Yea
Roger Reutlinger: Yea

Carlos Saiz: Yea
Larry
Steinberger: Yea

Voting Summary: Yea: 6, Nay: 0

8.5.3. Consider approval of classified personnel performance evaluation form; and teacher evaluation schedule, teacher summative performance evaluation form, teacher PK-5 and 6-12 walkthrough evaluation forms, teacher pre- and post-observation forms, and teacher goal-setting form to be utilized in the 2022-2023 school year.

Action(s) :

Motion to approve classified personnel performance evaluation form; and teacher evaluation schedule, teacher summative performance evaluation form, teacher PK-5 and 6-12 walkthrough evaluation forms, teacher pre- and post-observation forms, and teacher goal-setting form to be utilized in the 2022-2023 school year. Passed with a motion by Roger Reutlinger and a second by Cindy Benjamin.

Voting Detail:

Cindy Benjamin: Yea
Travis Maloley: Yea
Garth Mins: Yea
Roger Reutlinger: Yea

Carlos Saiz: Yea
Larry Steinberger: Yea

Voting Summary: Yea: 6, Nay: 0

8.5.4. Consider revision of policy 3001 - Budget and Property Tax Request.

Action(s) :

Motion to approve revised policy 3001 as presented. Passed with a motion by Cindy Benjamin and a second by Travis Maloley.

Voting Detail:

Cindy Benjamin: Yea
Travis Maloley: Yea
Garth Mins: Yea
Roger Reutlinger: Yea

Carlos Saiz: Yea
Larry Steinberger: Yea

Voting Summary: Yea: 6, Nay: 0

9. **REPORTS & COMMENTS**

9.1. Principals, Administrators, and Directors

9.2. Superintendent

9.2.1. We are awaiting our valuation certifications from Dawson and Gosper Counties to determine whether we need to consider participation in a joint tax request hearing. Certifications are due to us by August 20.

9.2.2. Board meeting dates for 2022-2023.

9.2.3. Board planning session date, time, place.

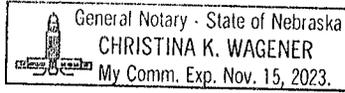
9.3. Board members

10. **ADJOURNMENT**

Board Secretary

*** Proof of Publication ***

State of Nebraska)
County of Dawson) SS.



NOTICE OF MEETING

LEXINGTON PUBLIC SCHOOLS

NOTICE IS HEREBY GIVEN That a Regular Board Meeting of the Board of Education, School District No. 1 of Lexington, Nebraska, will convene at 7:00 pm on the 15 day of August, 2022 in the Lexington City Council Chambers at 406 East 7th St. in Lexington, Nebraska, which meeting will be open to the public. An agenda of such meeting, kept continuously current, is readily available for public inspection at the office of the Superintendent of Schools, at 300 South Washington Street in Lexington.

ZNEZ-Aq3

KERI FAGOT
PO BOX 890
LEXINGTON, NE 68850

ORDER NUMBER 1095114

Pat Tusdal, being first duly sworn on oath, says that he/she is employed by The LEXINGTON CLIPPER-HERALD, a newspaper published in Lexington, Nebraska, and personally knows that said newspaper is a legal twice weekly newspaper under the statutes of the state of Nebraska, having a bonafide circulation of over three hundred copies, has published in said county for more than fifty-two successive weeks prior to the first publication of the attached printed notice and is published in said office maintained in the city of Lexington, in said county, which said notice has been printed hereto and published on the dates listed below.

Section: Class Legals
Category: 0099 LEGALS
PUBLISHED ON: 08/03/2022

TOTAL AD COST: 13.07
FILED ON: 8/3/2022

Subscribed and sworn to before me on this 3 day of

August, 20 22

Christina K. Wagener
Notary Public

Fee: \$ _____
For court information only. (This is not an invoice. Please pay from statement/invoice when billed.)

Board of Education Regular Meeting

July 11, 7:00 PM

Notice of this meeting was published in the Lexington Clipper-Herald on July 6, 2022.

Lexington City Council Chambers
406 E. 7th St.
Lexington, NE 68850

Attendance Taken at 6:58 PM.

Cindy Benjamin: Absent
Travis Maloley: Absent
Garth Mins: Present
Roger Reutlinger: Present
Carlos Saiz: Present
Larry Steinberger: Present

1. CALL TO ORDER AND NOTICE OF MEETING

2. FLAG SALUTE

3. OPEN MEETINGS ACT

4. ROLL CALL

5. EXCUSE ABSENT BOARD MEMBERS

Motion to excuse Cindy Benjamin and Travis Maloley. Passed with a motion by Roger Reutlinger and a second by Larry Steinberger.

Garth Mins: Yea, Roger Reutlinger: Yea, Carlos Saiz: Yea, Larry Steinberger: Yea

6. PUBLIC COMMENTS

7. CONSENT AGENDA

Motion to approve the consent agenda. Passed with a motion by Carlos Saiz and a second by Roger Reutlinger.

Garth Mins: Yea, Roger Reutlinger: Yea, Carlos Saiz: Yea, Larry Steinberger: Yea

7.1. Approve Minutes

7.2. Approve Payment of Invoices

7.3. Approve Financial Reports

7.4. Personnel Actions

7.4.1. Approve Employment Contracts

7.4.2. Betsy Dueland--ELA pre-school teacher

8. NEW BUSINESS

8.1. Buildings & Grounds

8.1.1. Consider approval of the Operations Agreement with the Lexington Recreation Management Company, LLC, and the Lexington Community Facilities Agency (LCFA) for 2022-2023.

Motion to approve the 22-23 Operations Agreement as presented. Passed with a motion by Roger Reutlinger and a second by Carlos Saiz.

Garth Mins: Yea, Roger Reutlinger: Yea, Carlos Saiz: Yea, Larry Steinberger: Yea

8.2. Legislative & Finance

8.2.1. Consider approval of bid to purchase modular buildings from the district.

Motion to approve bid from Jon Sullivan to buy two district modular buildings for a total payment of \$1000.00, as presented. Passed with a motion by Carlos Saiz and a second by Roger Reutlinger.

Garth Mins: Yea, Roger Reutlinger: Yea, Carlos Saiz: Yea, Larry Steinberger: Yea

8.2.2. Consider purchase of convection oven.

Motion to approve purchase of convection oven from Buller Fixture Company in the amount of \$12,395.00, as presented. Passed with a motion by Roger Reutlinger and a second by Larry Steinberger.

Garth Mins: Yea, Roger Reutlinger: Yea, Carlos Saiz: Yea, Larry Steinberger: Yea

8.3. Policy & Transportation

8.3.1. Receive public comment on, discuss, and consider approval of the district's updated Plan for Safe Return with associated protocols required under the American Rescue Plan.

Motion to approve Plan for Safe Return and associated protocols, as presented. Passed with a motion by Carlos Saiz and a second by Larry Steinberger.

Garth Mins: Yea, Roger Reutlinger: Yea, Carlos Saiz: Yea, Larry Steinberger: Yea

8.3.2. Conduct a public hearing on the Parental Involvement Policy (5018). After the hearing, the board will either alter and adopt the revised policy or reaffirm it as written.

Motion to reaffirm policy 5018 as written. Passed with a motion by Larry Steinberger and a second by Carlos Saiz.

Garth Mins: Yea, Roger Reutlinger: Yea, Carlos Saiz: Yea, Larry Steinberger: Yea

8.3.3. Conduct, with the involvement of parents and the public, an evaluation of the content and effectiveness of the Title I Parental Involvement Policy (5057) in improving the academic quality of the schools served. After the evaluation, the board will either alter and adopt the revised policy or reaffirm it as written.

Motion to reaffirm policy 5057 as written. Passed with a motion by Larry Steinberger and a second by Carlos Saiz.

Garth Mins: Yea, Roger Reutlinger: Yea, Carlos Saiz: Yea, Larry Steinberger: Yea

8.3.4. Review the Bullying Policy (5054) and take action, if any, to revise or amend the policy or to reaffirm it as written.

Motion to approve policy 5054 as written. Passed with a motion by Larry Steinberger and a second by Roger Reutlinger.

Garth Mins: Yea, Roger Reutlinger: Yea, Carlos Saiz: Yea, Larry Steinberger: Yea

8.3.5. Review the amount of money collected from students and review the Student Fees Policy (5045) and hold a public hearing on a proposed Student

Fee Policy (5045) for the 2022-23 school year. After the hearing, the board will either alter and adopt the revised policy or reaffirm it as written. Motion to reaffirm policy 5045 as written. Passed with a motion by Larry Steinberger and a second by Carlos Saiz.

Garth Mins: Yea, Roger Reutlinger: Yea, Carlos Saiz: Yea, Larry Steinberger: Yea

8.3.6. Receive public testimony on, discuss, and consider approval of district efforts to comply with the provisions of Nebraska statute 79-724. Motion to approve updated efforts to meet requirements of Nebraska statute 79-724, as presented. Passed with a motion by Carlos Saiz and a second by Larry Steinberger.

Garth Mins: Yea, Roger Reutlinger: Yea, Carlos Saiz: Yea, Larry Steinberger: Yea

8.4. Other

8.4.1. Discuss, consider, and take all necessary action to rescind the contracts of Romario Solano and Karla Barrios.

Motion to rescind the certificated contracts offered to Romario Solano and Karla Barrios. Passed with a motion by Roger Reutlinger and a second by Larry Steinberger.

Garth Mins: Yea, Roger Reutlinger: Yea, Carlos Saiz: Yea, Larry Steinberger: Yea

9. REPORTS & COMMENTS

9.1. Principals, Administrators, and Directors

9.2. Superintendent

9.2.1. Set board planning session date and time.

9.2.2. We will not need to amend the current 21-22 budget as construction costs won't be billed as early as we thought.

9.2.3. Leak at Sandoz and resulting property loss.

9.3. Board members

10. ADJOURNMENT

Any Board Member: "Motion to adjourn this meeting." Passed with a motion by Carlos Saiz.

Garth Mins: Yea, Roger Reutlinger: Yea, Carlos Saiz: Yea, Larry Steinberger: Yea

Chairperson

Superintendent

Detail Check Register

Posted; Batch Description GF Checks 8/15/22 KJF

Checking Account: 1

1

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
20220808	08/08/2022		Op. of Bldg. Natural Gas DW	01 2610 621 000 0 000	97.24
20220808	08/08/2022		Op. of Bldg. Natural Gas DW	01 2610 621 000 0 000	35.02
20220808	08/08/2022		Op. of Bldg. Natural Gas HS	01 2610 621 001 0 000	611.41
20220808	08/08/2022		Op. of Bldg. Natural Gas HS	01 2610 621 001 0 000	41.60
20220808	08/08/2022		Op. of Bldg. Natural Gas HS	01 2610 621 001 0 000	35.02
20220808	08/08/2022		Op. of Bldg. Natural Gas MS	01 2610 621 002 0 000	1,049.95
20220808	08/08/2022		Op. of Bldg. Natural Gas Bryan	01 2610 621 003 0 000	132.66
20220808	08/08/2022		Op. of Bldg. Natural Gas Bryan	01 2610 621 003 0 000	35.02
20220808	08/08/2022		Op. of Bldg. Natural Gas Morton	01 2610 621 004 0 000	86.34
20220808	08/08/2022		Op. of Bldg. Natural Gas Pershing	01 2610 621 005 0 000	58.70
20220808	08/08/2022		Op. of Bldg. Natural Gas Sandoz	01 2610 621 006 0 000	117.34

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
20220808	08/08/2022		Op. of Bldg. Water & Sewer DW	01 2610 410 000 0 000	48.00
20220808	08/08/2022		Op. of Bldg. Water & Sewer DW	01 2610 410 000 0 000	48.00
20220808	08/08/2022		Op. of Bldg. Water & Sewer DW	01 2610 410 000 0 000	146.45
20220808	08/08/2022		Op. of Bldg. Water & Sewer HS	01 2610 410 001 0 000	591.55
20220808	08/08/2022		Op. of Bldg. Water & Sewer HS	01 2610 410 001 0 000	149.20
20220808	08/08/2022		Op. of Bldg. Water & Sewer HS	01 2610 410 001 0 000	48.00
20220808	08/08/2022		Op. of Bldg. Water & Sewer HS	01 2610 410 001 0 000	134.00
20220808	08/08/2022		Op. of Bldg. Water & Sewer MS	01 2610 410 002 0 000	332.65
20220808	08/08/2022		Op. of Bldg. Water & Sewer MS	01 2610 410 002 0 000	531.25
20220808	08/08/2022		Op. of Bldg. Water & Sewer MS	01 2610 410 002 0 000	100.05
20220808	08/08/2022		Op. of Bldg. Water & Sewer MS	01 2610 410 002 0 000	48.00
20220808	08/08/2022		Op. of Bldg. Water & Sewer MS	01 2610 410 002 0 000	172.25
20220808	08/08/2022		Op. of Bldg. Water & Sewer Bryan	01 2610 410 003 0 000	73.49
20220808	08/08/2022		Op. of Bldg. Water & Sewer Bryan	01 2610 410 003 0 000	650.45
20220808	08/08/2022		Op. of Bldg. Water & Sewer Morton	01 2610 410 004 0 000	385.50
20220808	08/08/2022		Op. of Bldg. Water & Sewer Morton	01 2610 410 004 0 000	269.90
20220808	08/08/2022		Op. of Bldg. Water & Sewer Pershing	01 2610 410 005 0 000	622.50
20220808	08/08/2022		Op. of Bldg. Water & Sewer Pershing	01 2610 410 005 0 000	48.00
20220808	08/08/2022		Op. of Bldg. Water & Sewer Sandoz	01 2610 410 006 0 000	21.25
20220808	08/08/2022		Op. of Bldg. Water & Sewer Sandoz	01 2610 410 006 0 000	642.45
20220808	08/08/2022		Op. of Bldg. Electricity District Wide	01 2610 622 000 0 000	264.47
20220808	08/08/2022		Op. of Bldg. Electricity District Wide	01 2610 622 000 0 000	13.35
20220808	08/08/2022		Op. of Bldg. Electricity District Wide	01 2610 622 000 0 000	13.35
20220808	08/08/2022		Op. of Bldg. Electricity District Wide	01 2610 622 000 0 000	1,829.26
20220808	08/08/2022		Op. of Bldg. Electricity High School	01 2610 622 001 0 000	742.34
20220808	08/08/2022		Op. of Bldg. Electricity High School	01 2610 622 001 0 000	732.97

Detail Check Register

Posted; Batch Description GF Checks 8/15/22 KJF

Checking Account: 1		1					
20220808	08/08/2022	Op. of Bldg. Electricity High School	01 2610 622 001 0 000		51.33		
20220808	08/08/2022	Op. of Bldg. Electricity High School	01 2610 622 001 0 000		13.35		
20220808	08/08/2022	Op. of Bldg. Electricity High School	01 2610 622 001 0 000		12,609.29		
20220808	08/08/2022	Op. of Bldg. Electricity High School	01 2610 622 001 0 000		483.73		
20220808	08/08/2022	Op. of Bldg. Electricity High School	01 2610 622 001 0 000		236.36		
20220808	08/08/2022	Op. of Bldg. Electricity Middle School	01 2610 622 002 0 000		15,628.01		
20220808	08/08/2022	Op. of Bldg. Electricity Middle School	01 2610 622 002 0 000		60.90		
20220808	08/08/2022	Op. of Bldg. Electricity Middle School	01 2610 622 002 0 000		149.99		
20220808	08/08/2022	Op. of Bldg. Electricity Bryan	01 2610 622 003 0 000		3,822.62		
20220808	08/08/2022	Op. of Bldg. Electricity Bryan	01 2610 622 003 0 000		140.90		
20220808	08/08/2022	Op. of Bldg. Electricity Bryan	01 2610 622 003 0 000		13.35		
20220808	08/08/2022	Op. of Bldg. Electricity Morton	01 2610 622 004 0 000		17.00		
20220808	08/08/2022	Op. of Bldg. Electricity Morton	01 2610 622 004 0 000		2,630.22		
20220808	08/08/2022	Op. of Bldg. Electricity Pershing	01 2610 622 005 0 000		4,008.38		
20220808	08/08/2022	Op. of Bldg. Electricity Pershing	01 2610 622 005 0 000		132.95		
20220808	08/08/2022	Op. of Bldg. Electricity Sandoz	01 2610 622 006 0 000		32.45		
20220808	08/08/2022	Op. of Bldg. Electricity Sandoz	01 2610 622 006 0 000		3,553.61		
Check Number: 56957	Check Type: Automatic Payment	Check Date: 08/15/2022	Vendor: REVTRAK	RevTrak	Check Total:	29.95	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
20220808	08/08/2022		Fiscal Services Technical Services	01 2510 350 000 0 000	29.95		
Check Number: 56958	Check Type: Automatic Payment	Check Date: 08/15/2022	Vendor: VERIZONWIR	Verizon Wireless	Check Total:	4,947.29	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
9911983616	08/07/2022		Op. of Bldg. Fiber/Phone DW	01 2610 530 000 0 000	4,227.11		
9911983616	08/07/2022		Migrant Supply DW	01 6915 610 000 0 000	0.00		
9911983617	08/07/2022		Op. of Bldg. Fiber/Phone DW	01 2610 530 000 0 000	680.17		
9911983617	08/07/2022		Migrant Supply DW	01 6915 610 000 0 000	40.01		
Check Number: 56959	Check Type: Automatic Payment	Check Date: 08/15/2022	Vendor: VISA7421	VISA CARD SERVICES	Check Total:	43.13	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
20220808	08/08/2022		Activities Transport/Meal/Hotel DW	01 1101 580 000 0 000	15.84		
20220808	08/08/2022		Activities Transport/Meal/Hotel DW	01 1101 580 000 0 000	27.29		
Check Number: 56960	Check Type: Automatic Payment	Check Date: 08/15/2022	Vendor: VISABUSC1	VISA CARD SERVICES	Check Total:	134.35	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
20220808	08/08/2022		Reg. Pupil Transport. Gas & Oil	01 2710 626 000 0 000	24.35		
20220808	08/08/2022		Reg. Pupil Transport. Gas & Oil	01 2710 626 000 0 000	110.00		
Check Number: 56961	Check Type: Automatic Payment	Check Date: 08/15/2022	Vendor: VISABUSC3	VISA CARD SERVICES	Check Total:	41.19	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
20220809	08/09/2022		meals	01 2320 610 000 0 000	41.19		
Check Number: 56962	Check Type: Automatic Payment	Check Date: 08/15/2022	Vendor: VISABUSC4	VISA CARD SERVICES	Check Total:	110.34	

Detail Check Register

Posted; Batch Description GF Checks 8/15/22 KJF

Checking Account: 1

1

<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
20220808	08/08/2022		Reg. Pupil Transport. Gas & Oil	01 2710 626 000 0 000	51.30		
20220808	08/08/2022		Reg. Pupil Transport. Gas & Oil	01 2710 626 000 0 000	59.04		
Check Number: 56963	Check Type: Automatic Payment	Check Date: 08/15/2022	Vendor: VISACARC2	VISA CARD SERVICES	Check Total:	90.00	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
20220808	08/08/2022		Vehicle Gas & Oil DW	01 2650 626 000 0 000	50.00		
20220808	08/08/2022		Vehicle Gas & Oil DW	01 2650 626 000 0 000	40.00		
Check Number: 56964	Check Type: Automatic Payment	Check Date: 08/15/2022	Vendor: VISACARC3	VISA CARD SERVICES	Check Total:	198.85	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
20220808	08/08/2022		Vehicle Gas & Oil DW	01 2650 626 000 0 000	79.85		
20220808	08/08/2022		Vehicle Gas & Oil DW	01 2650 626 000 0 000	47.50		
20220808	08/08/2022		Vehicle Gas & Oil DW	01 2650 626 000 0 000	71.50		
Check Number: 56965	Check Type: Automatic Payment	Check Date: 08/15/2022	Vendor: VISATRAVDW	VISA CARD SERVICES	Check Total:	1,259.44	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
20220808	08/08/2022		GENERAL INSTRUCTIONAL SUPPLIES MS	01 1100 610 002 0 000	837.45		
20220808	08/08/2022		GENERAL INSTRUCTIONAL SUPPLIES MS	01 1100 610 002 0 000	103.35		
20220808	08/08/2022		GENERAL INSTRUCTIONAL SUPPLIES Morton	01 1100 610 004 0 000	21.74		
20220808	08/08/2022		SPED K-12 Supply DW	01 1200 610 000 0 000	137.00		
20220808	08/08/2022		SPED K-12 Supply Morton	01 1200 610 004 0 000	159.90		
Check Number: 56966	Check Type: Automatic Payment	Check Date: 08/15/2022	Vendor: VISATRAVE3	VISA CARD SERVICES	Check Total:	15.56	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
20220808	08/08/2022		Exec. Admin. Supply	01 2320 610 000 0 000	15.56		
Check Number: 56967	Check Type: Automatic Payment	Check Date: 08/15/2022	Vendor: VISATRAVE4	VISA CARD SERVICES	Check Total:	31.49	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
20220808	08/08/2022		Exec. Admin. Supply	01 2320 610 000 0 000	23.30		
20220808	08/08/2022		Exec. Admin. Supply	01 2320 610 000 0 000	8.19		
Check Number: 56968	Check Type: Automatic Payment	Check Date: 08/15/2022	Vendor: VISATRAVEL	VISA CARD SERVICES	Check Total:	456.83	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
20220808	08/08/2022		Technology Technical Services DW	01 2230 350 000 0 000	20.87		
20220808	08/08/2022		Homeless Travel (Transport/Meal/Hotel)	01 6991 580 000 0 000	26.61		
20220808	08/08/2022		Homeless Travel (Transport/Meal/Hotel)	01 6991 580 000 0 000	409.35		
Check Number: 52344	Check Type: Check	Check Date: 08/15/2022	Vendor:		Check Total:		
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
Check Number: 52345	Check Type: Check	Check Date: 08/15/2022	Vendor: APPLECOMPU	APPLE COMPUTER, INC	Check Total:	5,242.50	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
AJ19485236	08/07/2022	GF028160	iPads	01 2230 650 000 0 000	5,242.50		

Checking Account: 1

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Check Number:	Check Type:	Check Date:	Vendor:		Check Total:
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
52346	Check	08/15/2022	ARAMARKUNI	ARAMARK UNIFORM SERVICES	89.86
6280055903	08/07/2022		Op. of Bldg. Laundry Svcs. ELA	01 2620 424 009 0 000	89.86
52347	Check	08/15/2022	BOBSTRUEVA	Bob's True Value	83.30
A94518	08/08/2022	GF026990	Maintenance Supply MS	01 2620 610 002 0 000	23.27
A95109	08/08/2022	GF026990	Maintenance Supply MS	01 2620 610 002 0 000	0.70
A95591	08/08/2022	GF026990	Maintenance Supply District-Wide	01 2620 610 000 0 000	11.99
A95638	08/08/2022	GF026990	Maintenance Supply District-Wide	01 2620 610 000 0 000	22.36
A95666	08/08/2022	GF026990	Maintenance Supply District-Wide	01 2620 610 000 0 000	17.99
B18316	08/08/2022	GF026990	Maintenance Supply MS	01 2620 610 002 0 000	6.99
52348	Check	08/15/2022	CSTRUCKSAL	C & S TRUCK & SALVAGE, INC.	9,535.70
20220807	08/07/2022		Reg. Pupil Transport. Bus Repairs	01 2710 430 000 0 000	9,535.70
52349	Check	08/15/2022	CASHWA	CASH-WA DISTRIBUTING CO.	2,406.44
13440354	08/08/2022		School Lunch Supply FOOD	06 3100 630 000 0 000	638.14
13441207	08/08/2022		School Lunch Supply FOOD	06 3100 630 000 0 000	543.38
13441208	08/08/2022		School Lunch Supply FOOD	06 3100 630 000 0 000	1,224.92
52350	Check	08/15/2022	CDWCOMPUTE	CDW COMPUTER CENTERS, INC.	1,240.29
BM62893	08/08/2022	GF028143	Print Ribbon	01 2230 610 000 0 000	48.25
BN04015	08/08/2022	GF028149	Lenovo ThinkPad	01 2230 734 000 0 000	1,192.04
52351	Check	08/15/2022	CENTRALCO2	CENTRAL COMMUNITY COLLEGE Lexington	125.00
001880159	08/08/2022	GF027983	Jordy Enamorado class tuition	01 3402 610 000 0 000	125.00
52352	Check	08/15/2022	CENTURYLI2	CenturyLink	2,636.67
20220808	08/08/2022		Op. of Bldg. Fiber/Phone DW	01 2610 530 000 0 000	550.00
20220808	08/08/2022		Op. of Bldg. Fiber/Phone DW	01 2610 530 000 0 000	65.30
20220808	08/08/2022		Op. of Bldg. Fiber/Phone DW	01 2610 530 000 0 000	140.60
20220808	08/08/2022		Op. of Bldg. Fiber/Phone HS	01 2610 530 001 0 000	456.10
20220808	08/08/2022		Op. of Bldg. Fiber/Phone MS	01 2610 530 002 0 000	455.60
20220808	08/08/2022		Op. of Bldg. Fiber/Phone MS	01 2610 530 002 0 000	65.30
20220808	08/08/2022		Op. of Bldg. Fiber/Phone Bryan	01 2610 530 003 0 000	130.10
20220808	08/08/2022		Op. of Bldg. Fiber/Phone Morton	01 2610 530 004 0 000	195.40
20220808	08/08/2022		Op. of Bldg. Fiber/Phone Pershing	01 2610 530 005 0 000	130.10

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<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	<u>Check Total:</u>	
20220808	08/08/2022		Op. of Bldg. Fiber/Phone Sandoz	01 2610 530 006 0 000	195.40		
20220808	08/08/2022		Op. of Bldg. Fiber/Phone ELA	01 2610 530 009 0 000	252.77		
Check Number: 52353	Check Type: Check	Check Date: 08/15/2022	Vendor: CHANGECLOT	Change Clothing	Check Total:	429.86	
20220808	08/08/2022	GF028152	new teacher week material	01 2310 610 000 0 000	429.86		
Check Number: 52354	Check Type: Check	Check Date: 08/15/2022	Vendor: CHARTERCOM	Charter Communications	Check Total:	340.85	
0001136072422	08/08/2022		Technology Communications DW	01 2230 530 000 0 000	340.85		
Check Number: 52355	Check Type: Check	Check Date: 08/15/2022	Vendor: CHEMSEARCH	Chemsearch FE	Check Total:	2,056.04	
7892041	08/09/2022		Op. of Bldg. Contracted Plumbing Service	01 2620 436 000 0 000	252.35		
7892318	08/09/2022		Op. of Bldg. Plumbing Svcs. Sandoz	01 2620 436 006 0 000	594.54		
7892338	08/09/2022		Op. of Bldg. Plumbing Svcs. MS	01 2620 436 002 0 000	206.11		
7892600	08/09/2022		Op. of Bldg. Plumbing Svcs. HS	01 2620 436 001 0 000	756.60		
7892625	08/09/2022		Op. of Bldg. Plumbing Svcs. Pershing	01 2620 436 005 0 000	123.22		
7892654	08/09/2022		Op. of Bldg. Plumbing Svcs. Bryan	01 2620 436 003 0 000	123.22		
Check Number: 52356	Check Type: Check	Check Date: 08/15/2022	Vendor: CHIGUILMEN	Andres Chiguil-Menchu	Check Total:	6,990.00	
20220808	08/08/2022		Morton roof	01 2620 431 004 0 000	6,990.00		
Check Number: 52357	Check Type: Check	Check Date: 08/15/2022	Vendor: CLIPPERHER	CLIPPER - HERALD	Check Total:	98.59	
20220808	08/08/2022		BOE Advertising	01 2310 540 000 0 000	98.59		
Check Number: 52358	Check Type: Check	Check Date: 08/15/2022	Vendor: COUNTRYPAR	Country Partners Cooperative	Check Total:	23.92	
651788	08/08/2022		propane	01 2640 610 000 0 000	23.92		
Check Number: 52359	Check Type: Check	Check Date: 08/15/2022	Vendor: CULLIGAN	CULLIGAN	Check Total:	362.16	
20220808	08/08/2022		Guidance Supply HS	01 2120 610 001 0 000	27.75		
20220808	08/08/2022		Office of Principal Supply HS	01 2410 610 001 0 000	35.60		
20220808	08/08/2022		Fiscal Svcs. Rent of Equip. & Vehicles	01 2510 442 000 0 000	81.47		
20220808	08/08/2022		School Lunch NON-FOOD Supply HS	06 3100 610 001 0 000	54.73		
20220808	08/08/2022		School Lunch NON-FOOD Supply MS	06 3100 610 002 0 000	67.98		
20220808	08/08/2022		School Lunch NON-FOOD Supply Morton	06 3100 610 004 0 000	94.63		
20220808	08/08/2022		School Lunch NON-FOOD Supply Sandoz	06 3100 610 006 0 000	0.00		
Check Number: 52360	Check Type: Check	Check Date: 08/15/2022	Vendor: CUMMINSCEN	Cummins Central Power	Check Total:	3,039.47	
J7-44430	08/09/2022	GF028146	bus 6 repairs	01 2710 430 000 0 000	3,039.47		

Checking Account: 1

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Check Number:	Check Type:	Check Date:	Vendor:		Check Total:
52361	Check	08/15/2022	CURRICULUM	CURRICULUM ASSOCIATES	3,310.45
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
90186390	08/08/2022	GF028153	supplies	01 1200 610 000 0 000	3,310.45
52362	Check	08/15/2022	DANSSANITA	DAN'S SANITATION	2,673.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
20220807	08/07/2022		Op. of Bldg. Contracted Sanitation Svcs.	01 2620 421 000 0 000	121.25
20220807	08/07/2022		Op. of Bldg. Contracted Sanitation Svcs.	01 2620 421 000 0 000	60.25
20220807	08/07/2022		Op. of Bldg. Contracted Sanitation Svcs.	01 2620 421 000 0 000	64.00
20220807	08/07/2022		Op. of Bldg. Sanitation Svcs. HS	01 2620 421 001 0 000	53.25
20220807	08/07/2022		Op. of Bldg. Sanitation Svcs. HS	01 2620 421 001 0 000	70.25
20220807	08/07/2022		Op. of Bldg. Sanitation Svcs. HS	01 2620 421 001 0 000	44.25
20220807	08/07/2022		Op. of Bldg. Sanitation Svcs. HS	01 2620 421 001 0 000	60.25
20220807	08/07/2022		Op. of Bldg. Sanitation Svcs. HS	01 2620 421 001 0 000	670.25
20220807	08/07/2022		Op. of Bldg. Sanitation Svcs. MS	01 2620 421 002 0 000	453.25
20220807	08/07/2022		Op. of Bldg. Sanitation Svcs. Bryan	01 2620 421 003 0 000	230.25
20220807	08/07/2022		Op. of Bldg. Sanitation Svcs. Morton	01 2620 421 004 0 000	301.25
20220807	08/07/2022		Op. of Bldg. Sanitation Svcs. Pershing	01 2620 421 005 0 000	278.25
20220807	08/07/2022		Op. of Bldg. Sanitation Svcs. Sandoz	01 2620 421 006 0 000	266.25
52363	Check	08/15/2022	DAWSONPEST	DAWSON PEST CONTROL Inc.	309.82
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
24383	08/08/2022		Op. of Bldg. Cont. Pest Control Svcs.	01 2620 425 000 0 000	309.82
52364	Check	08/15/2022	DOCUSIGN	Docusign	10,263.75
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
INV35235761	08/07/2022		docusign	01 2510 735 000 0 000	10,263.75
52365	Check	08/15/2022	EAKESOFFIC	EAKES OFFICE PRODUCTS CENTER	197.97
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
INV376785	08/08/2022		Reg. Ed. Printint & Binding DW	01 1100 550 000 0 000	197.97
52366	Check	08/15/2022	ELECTRICFI	ELECTRICAL ENGINEERING & EQUIPMENT CO.	482.30
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
20220808	08/08/2022	GF027248	HS gym lights parts	01 2620 435 001 0 000	0.00
7511614-00	08/08/2022	GF026987	Op. of Bldg. Contracted Electrical DW	01 2620 435 000 0 000	0.00
7511614-00	08/08/2022	GF026987	Maintenance Supply District-Wide	01 2620 610 000 0 000	17.58
7511722-00	08/08/2022	GF026987	Op. of Bldg. Cont. Electrical Sandoz	01 2620 435 006 0 000	272.10
7511722-00	08/08/2022	GF026987	Maintenance Supply District-Wide	01 2620 610 000 0 000	0.00
7513418-00	08/08/2022	GF026987	Op. of Bldg. Contracted Electrical DW	01 2620 435 000 0 000	0.00
7513418-00	08/08/2022	GF026987	Maintenance Supply District-Wide	01 2620 610 000 0 000	25.61
7514956-00	08/08/2022	GF026987	Op. of Bldg. Cont. Electrical Sandoz	01 2620 435 006 0 000	84.51

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Checking Account: 1		1					
7514956-00	08/08/2022	GF026987	Maintenance Supply District-Wide	01 2620 610 000 0 000		0.00	
7522220-00	08/08/2022	GF026987	Op. of Bldg. Cont. Electrical Sandoz	01 2620 435 006 0 000		46.95	
7522220-00	08/08/2022	GF026987	Maintenance Supply District-Wide	01 2620 610 000 0 000		0.00	
7529442-00	08/08/2022	GF026987	Op. of Bldg. Contracted Electrical DW	01 2620 435 000 0 000		27.60	
7529442-00	08/08/2022	GF026987	Maintenance Supply District-Wide	01 2620 610 000 0 000		0.00	
7530643-00	08/08/2022	GF026987	Op. of Bldg. Cont. Electrical Svcs. HS	01 2620 435 001 0 000		7.95	
7530643-00	08/08/2022	GF026987	Maintenance Supply District-Wide	01 2620 610 000 0 000		0.00	
Check Number: 52367		Check Type: Check	Check Date: 08/15/2022	Vendor: ESU10	ESU 10	Check Total:	2,220.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>		<u>Detail Amount</u>	
20220809	08/09/2022		SPED K-12 Professional Development Bryan	01 1200 330 003 0 000		40.00	
20220809	08/09/2022		SPED K-12 Professional Development Bryan	01 1200 330 003 0 000		40.00	
20220809	08/09/2022		SPED K-12 Professional Develop. Morton	01 1200 330 004 0 000		45.00	
20220809	08/09/2022		SPED K-12 Professional Develop. Sandoz	01 1200 330 006 0 000		45.00	
20220809	08/09/2022		SLP/Audio Svcs. K-12 Prof. Dev. Sandoz	01 2151 330 006 0 000		45.00	
20220809	08/09/2022		SLP/Audio Svcs. Age 3-5 Prof. Dev. ELA	01 2152 330 009 0 000		45.00	
20220809	08/09/2022		Professional Development HS	01 2213 330 001 0 000		320.00	
20220809	08/09/2022		Professional Development HS	01 2213 330 001 0 000		160.00	
20220809	08/09/2022		Professional Development MS	01 2213 330 002 0 000		240.00	
20220809	08/09/2022		Professional Development MS	01 2213 330 002 0 000		120.00	
20220809	08/09/2022		Professional Development Bryan	01 2213 330 003 0 000		40.00	
20220809	08/09/2022		Professional Development Bryan	01 2213 330 003 0 000		120.00	
20220809	08/09/2022		Professional Development Bryan	01 2213 330 003 0 000		80.00	
20220809	08/09/2022		Professional Development Morton	01 2213 330 004 0 000		40.00	
20220809	08/09/2022		Professional Development Pershing	01 2213 330 005 0 000		720.00	
20220809	08/09/2022		Professional Development Pershing	01 2213 330 005 0 000		40.00	
20220809	08/09/2022		Professional Development Sandoz	01 2213 330 006 0 000		80.00	
Check Number: 52368		Check Type: Check	Check Date: 08/15/2022	Vendor: FOLLETT1	Follett School Solutions, Inc	Check Total:	3,919.14
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>		<u>Detail Amount</u>	
480657C	08/07/2022	GF027868	books	01 2220 640 001 0 000		84.19	
494417F	08/08/2022	GF027919	books	01 2220 640 002 0 000		205.27	
494424F	08/08/2022	GF027921	books	01 2220 640 002 0 000		343.73	
518172..	08/07/2022	GF028099	books	01 2220 640 001 0 000		557.79	
518172A	08/08/2022	GF028099	books	01 2220 640 001 0 000		2,218.90	
518172B	08/07/2022	GF028099	books	01 2220 640 001 0 000		509.26	
Check Number: 52369		Check Type: Check	Check Date: 08/15/2022	Vendor: FUNEXPRESS	Fun Express	Check Total:	157.60
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>		<u>Detail Amount</u>	
718134504-01	08/07/2022	GF028176	supplies	01 1100 610 001 0 000		157.60	
Check Number: 52370		Check Type: Check	Check Date: 08/15/2022	Vendor: GOPHERSPOR	GOPHER SPORT	Check Total:	24.58
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>		<u>Detail Amount</u>	

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<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	<u>Check Total:</u>	<u>Detail Amount</u>
IN203706	08/07/2022	GF028188	supplies	01 1100 605 006 0 000	24.58		
Check Number: 52371	Check Type: Check	Check Date: 08/15/2022	Vendor: GALARSON	Gustave A Larson Company	Check Total:	770.26	
4868541	08/07/2022	GF028094	Op. of Bldg. Cont. Heat/Air Svcs. ELA	01 2620 437 009 0 000	770.26		
Check Number: 52372	Check Type: Check	Check Date: 08/15/2022	Vendor: HOMETOWNLE	HOMETOWN LEASING	Check Total:	12,728.28	
20220808	08/08/2022		Reg. Ed. Printint & Binding DW	01 1100 550 000 0 000	12,728.28		
Check Number: 52373	Check Type: Check	Check Date: 08/15/2022	Vendor: INNOVATIV2	Innovative Office Solutions	Check Total:	4.74	
IN3869266	08/08/2022	GF027660	supplies	01 1100 602 002 0 000	0.00		
IN3869266	08/08/2022	GF027660	supplies	01 1100 603 002 0 000	0.00		
IN3869266	08/08/2022	GF027660	supplies	01 1100 610 002 0 000	0.00		
IN3869266	08/08/2022	GF027660	supplies	01 1100 615 002 0 000	4.74		
Check Number: 52374	Check Type: Check	Check Date: 08/15/2022	Vendor: INPATH	InPath	Check Total:	62,378.45	
INV-0200799	08/08/2022		Op. of Bldg. Fiber/Phone DW	01 2610 530 000 0 000	62,378.45		
Check Number: 52375	Check Type: Check	Check Date: 08/15/2022	Vendor: ISLANDSUPP	Island Supply Welding Co	Check Total:	133.80	
272300	08/08/2022	GF026976	classroom consumables	01 1100 613 001 0 000	133.80		
Check Number: 52376	Check Type: Check	Check Date: 08/15/2022	Vendor: JAMFSOFTWA	JAMF Software	Check Total:	48,400.00	
INV270591	08/09/2022	GF028174	renewal	01 2230 735 000 0 000	48,400.00		
Check Number: 52377	Check Type: Check	Check Date: 08/15/2022	Vendor: LANDMARKIM	JOHN DEER FINANCIAL	Check Total:	31.53	
11334164	08/09/2022		Maintenance Supply District-Wide	01 2620 610 000 0 000	31.53		
Check Number: 52378	Check Type: Check	Check Date: 08/15/2022	Vendor: ORSCHELN1	John Deere Financial	Check Total:	74.94	
010373.	08/09/2022	GF026985	Op. of Bldg. Contracted Electrical DW	01 2620 435 000 0 000	0.00		
010373.	08/09/2022	GF026985	Op. of Bldg. Contracted Plumbing Service	01 2620 436 000 0 000	0.00		
010373.	08/09/2022	GF026985	Op. of Bldg. Cont. Heating & Air Svcs.	01 2620 437 000 0 000	9.99		
010373.	08/09/2022	GF026985	Grounds Supply DW	01 2630 610 000 0 000	0.00		
010558	08/09/2022	GF026985	Op. of Bldg. Contracted Electrical DW	01 2620 435 000 0 000	0.00		
010558	08/09/2022	GF026985	Op. of Bldg. Contracted Plumbing Service	01 2620 436 000 0 000	0.00		
010558	08/09/2022	GF026985	Op. of Bldg. Cont. Heating & Air Svcs.	01 2620 437 000 0 000	0.00		
010558	08/09/2022	GF026985	Maintenance Supply District-Wide	01 2620 610 000 0 000	31.97		
010558	08/09/2022	GF026985	Grounds Supply DW	01 2630 610 000 0 000	0.00		
011060	08/09/2022	GF026985	Op. of Bldg. Contracted Electrical DW	01 2620 435 000 0 000	0.00		

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Checking Account: 1		1				
011060	08/09/2022	GF026985	Op. of Bldg. Contracted Plumbing Service	01 2620 436 000 0 000		0.00
011060	08/09/2022	GF026985	Op. of Bldg. Cont. Heating & Air Svcs.	01 2620 437 000 0 000		0.00
011060	08/09/2022	GF026985	Grounds Supply HS	01 2630 610 001 0 000		15.98
013211	08/09/2022	GF026985	Op. of Bldg. Contracted Electrical DW	01 2620 435 000 0 000		0.00
013211	08/09/2022	GF026985	Op. of Bldg. Contracted Plumbing Service	01 2620 436 000 0 000		0.00
013211	08/09/2022	GF026985	Op. of Bldg. Cont. Heating & Air Svcs.	01 2620 437 000 0 000		0.00
013211	08/09/2022	GF026985	Maintenance Supply District-Wide	01 2620 610 000 0 000		5.99
013211	08/09/2022	GF026985	Grounds Supply DW	01 2630 610 000 0 000		0.00
015757	08/09/2022	GF026985	Op. of Bldg. Contracted Electrical DW	01 2620 435 000 0 000		0.00
015757	08/09/2022	GF026985	Op. of Bldg. Contracted Plumbing Service	01 2620 436 000 0 000		0.00
015757	08/09/2022	GF026985	Op. of Bldg. Cont. Heating & Air Svcs.	01 2620 437 000 0 000		0.00
015757	08/09/2022	GF026985	Grounds Supply DW	01 2630 610 000 0 000		0.00
015757	08/09/2022	GF026985	Reg. Pupil Transport. Supply	01 2710 610 000 0 000		6.02
024268	08/09/2022	GF026985	Op. of Bldg. Contracted Electrical DW	01 2620 435 000 0 000		0.00
024268	08/09/2022	GF026985	Op. of Bldg. Contracted Plumbing Service	01 2620 436 000 0 000		0.00
024268	08/09/2022	GF026985	Op. of Bldg. Cont. Heating & Air Svcs.	01 2620 437 000 0 000		0.00
024268	08/09/2022	GF026985	Grounds Supply DW	01 2630 610 000 0 000		4.99
Check Number: 52379	Check Type: Check	Check Date: 08/15/2022	Vendor: JOHNSTONES	JOHNSTONE SUPPLY Inc.	Check Total:	139.44
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
6169830	08/08/2022		Op. of Bldg. Cont. Heating & Air Svcs.	01 2620 437 000 0 000	11.46	
6171532	08/08/2022	GF028154	Sandoz HVAC	01 2620 437 006 0 000	63.99	
6172349	08/08/2022	GF028154	Sandoz HVAC	01 2620 437 006 0 000	63.99	
Check Number: 52380	Check Type: Check	Check Date: 08/15/2022	Vendor: JONES	JONES PLUMBING & HEATING	Check Total:	3,243.65
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
54852	08/08/2022	GF026991	Grounds Supply DW	01 2630 610 000 0 000	18.00	
54853	08/08/2022	GF026991	Grounds Supply DW	01 2630 610 000 0 000	46.00	
54864	08/08/2022	GF026991	Op. of Bldg. Cont. Heating & Air Svcs.	01 2620 437 000 0 000	3.50	
55023	08/08/2022	GF026991	Morton Motor	01 2620 437 004 0 000	324.00	
55030	08/08/2022	GF026991	Op. of Bldg. Contracted Plumbing Service	01 2620 436 000 0 000	130.90	
55032	08/08/2022	GF026991	Op. of Bldg. Plumbing Svcs. Bryan	01 2620 436 003 0 000	6.00	
55033	08/08/2022	GF026991	Op. of Bldg. Contracted Plumbing Service	01 2620 436 000 0 000	87.60	
55086	08/08/2022		Op. of Bldg. Cont. Heat/Air Svcs. Morton	01 2620 437 004 0 000	1,252.00	
55104	08/08/2022		football field project	01 2620 436 001 0 000	1,375.65	
Check Number: 52381	Check Type: Check	Check Date: 08/15/2022	Vendor: KAJEET	Kajeet	Check Total:	13,104.15
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
INV23527	08/08/2022	GF028151	renewal	01 6998 650 001 0 000	13,104.15	
Check Number: 52382	Check Type: Check	Check Date: 08/15/2022	Vendor: KEARNEYWIN	Kearney Winnelson Co	Check Total:	1,374.43
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
385847 01	08/08/2022	GF028123	pipe and fittings to fix the broken spri	01 2620 436 006 0 000	416.68	

Detail Check Register

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Checking Account: 1		1					
386306 01	08/08/2022	GF028140	misc parts for reinstalling sinks, dishw	06 3100 442 000 0 000		957.75	
Check Number: 52383	Check Type: Check	Check Date: 08/15/2022	Vendor: KLOG	K-LOG	Check Total:	4,609.64	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
22-316630-1	08/08/2022	GF028132	chairs	01 2620 733 000 0 000	4,609.64		
Check Number: 52384	Check Type: Check	Check Date: 08/15/2022	Vendor: KRVN	KRVN	Check Total:	300.00	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
20220808	08/08/2022	GF028082	radio spots	01 3591 610 000 0 000	300.00		
Check Number: 52385	Check Type: Check	Check Date: 08/15/2022	Vendor: KSBSCHOOLL	KSB School Law, PC LLC	Check Total:	742.50	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
12356	08/08/2022		District Legal Services	01 2330 317 000 0 000	742.50		
Check Number: 52386	Check Type: Check	Check Date: 08/15/2022	Vendor: LEXFAMEYE	Lexington Family Eyecare	Check Total:	369.60	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
20220808	08/08/2022	GF028087	Melani Calletano eye exam	01 3402 610 000 0 000	35.00		
20220808-0001	08/08/2022	GF028089	Abdigafar Jama eye exam	01 3402 610 000 0 000	35.00		
20220808-0002	08/08/2022	GF028086	Francisca Gonzalez eye exam	01 3402 610 000 0 000	115.00		
20220808-0003	08/08/2022	GF028091	Axel Sanchez eye exam	01 3402 610 000 0 000	115.00		
20220808-0004	08/08/2022	GF028088	Madelin Aguilar-Lopez	01 3402 610 000 0 000	69.60		
Check Number: 52387	Check Type: Check	Check Date: 08/15/2022	Vendor: LEXPSGF2	LEXINGTON PUBLIC SCHOOLS- GENERAL FUND	Check Total:	1,488.07	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
8/2/22	08/08/2022		Professional Development DW	01 2213 330 000 0 000	393.52		
8/2/22D	08/08/2022		New teacher diner	01 2310 610 000 0 000	1,094.55		
Check Number: 52388	Check Type: Check	Check Date: 08/15/2022	Vendor: LEXRHC	Lexington Regional Health Center	Check Total:	1,494.00	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
20220807	08/07/2022		OT Services Age 0-2 Prof. Services	01 2163 340 015 0 000	342.00		
20220807-0001	08/07/2022		OT Services K-12 Prof. Services	01 2161 340 000 0 000	72.00		
20220807-0002	08/07/2022		PT Services K-12 Prof. Services	01 2171 340 000 0 000	102.24		
20220807-0002	08/07/2022		PT Services Age 0-2 Prof. Services	01 2173 340 015 0 000	977.76		
Check Number: 52389	Check Type: Check	Check Date: 08/15/2022	Vendor: LIENINC	LIEN, INC	Check Total:	3,306.05	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
9868	08/08/2022		Grounds Contracted Lawn Care HS	01 2630 422 001 0 000	1,218.30		
9876	08/08/2022		Grounds Contracted Lawn Care Morton	01 2630 422 004 0 000	452.30		
9881	08/08/2022		Grounds Contracted Lawn Care Bryan	01 2630 422 003 0 000	1,635.45		
Check Number: 52390	Check Type: Check	Check Date: 08/15/2022	Vendor: LINCOLNJOU	LINCOLN JOURNAL-STAR	Check Total:	678.33	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
20220808	08/08/2022		BOE Advertising	01 2310 540 000 0 000	678.33		

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Checking Account: 1

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Check Number:	Check Type:	Check Date:	Vendor:		Check Total:
52391	Check	08/15/2022	MADELINESC	Madeline's Cafe & Bakery	209.11
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
200	08/07/2022	GF028164	breakfast	01 2230 610 000 0 000	59.76
201	08/07/2022	GF028191	lunches	01 2310 610 000 0 000	149.35
52392	Check	08/15/2022	MARTINELEC	MARTIN ELECTRIC CO.	103.80
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
6318	08/08/2022		HVAC fuses	01 2620 437 001 0 000	103.80
52393	Check	08/15/2022	MEADLUMBER	MEAD LUMBER	14,498.28
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
561351-C	08/08/2022	GF028110	FarmBot Supplies	01 3591 610 000 0 000	(33.60)
568670-C	08/08/2022	GF028134	siding for the modulars	01 2620 610 001 0 000	(184.38)
7848220	08/08/2022	GF026989	Op. of Bldg. Contracted Plumbing Service	01 2620 436 000 0 000	0.00
7848220	08/08/2022	GF026989	Op. of Bldg. Cont. Heating & Air Svcs.	01 2620 437 000 0 000	0.00
7848220	08/08/2022	GF026989	Maintenance Supply HS	01 2620 610 001 0 000	16.68
7860554	08/08/2022	GF028110	FarmBot Supplies	01 3591 610 000 0 000	557.90
7860931	08/08/2022	GF026989	Op. of Bldg. Contracted Plumbing Service	01 2620 436 000 0 000	0.00
7860931	08/08/2022	GF026989	Op. of Bldg. Cont. Heating & Air Svcs.	01 2620 437 000 0 000	0.00
7860931	08/08/2022	GF026989	Maintenance Supply District-Wide	01 2620 610 000 0 000	15.98
7883172	08/08/2022	GF028134	siding for the modulars	01 2620 610 001 0 000	299.45
7888659	08/08/2022	GF026989	Op. of Bldg. Contracted Plumbing Service	01 2620 436 000 0 000	0.00
7888659	08/08/2022	GF026989	Op. of Bldg. Cont. Heating & Air Svcs.	01 2620 437 000 0 000	0.00
7888659	08/08/2022	GF026989	Sandoz flood	01 2620 610 006 0 000	168.00
7889264	08/08/2022	GF028134	siding for the modulars	01 2620 610 001 0 000	30.64
7889331	08/08/2022	GF026989	Op. of Bldg. Contracted Plumbing Service	01 2620 436 000 0 000	0.00
7889331	08/08/2022	GF026989	Op. of Bldg. Cont. Heating & Air Svcs.	01 2620 437 000 0 000	0.00
7889331	08/08/2022	GF026989	Maintenance Supply District-Wide	01 2620 610 000 0 000	61.51
7891354	08/08/2022	GF026989	Op. of Bldg. Contracted Plumbing Service	01 2620 436 000 0 000	0.00
7891354	08/08/2022	GF026989	Op. of Bldg. Cont. Heating & Air Svcs.	01 2620 437 000 0 000	0.00
7891354	08/08/2022	GF026989	Sandoz flood	01 2620 610 006 0 000	18.58
7892464	08/08/2022	GF028134	siding for the modulars	01 2620 610 001 0 000	12.47
7895262	08/08/2022	GF026989	Op. of Bldg. Contracted Plumbing Service	01 2620 436 000 0 000	0.00
7895262	08/08/2022	GF026989	Op. of Bldg. Cont. Heating & Air Svcs.	01 2620 437 000 0 000	0.00
7895262	08/08/2022	GF026989	Maintenance Supply District-Wide	01 2620 610 000 0 000	15.41
7909656	08/08/2022	GF028134	siding for the modulars	01 2620 610 001 0 000	5,495.40
7915175	08/08/2022	GF028134	siding for the modulars	01 2620 610 001 0 000	32.33
7920048	08/08/2022	GF026989	Op. of Bldg. Contracted Plumbing Service	01 2620 436 000 0 000	0.00
7920048	08/08/2022	GF026989	Op. of Bldg. Cont. Heating & Air Svcs.	01 2620 437 000 0 000	0.00
7920048	08/08/2022	GF026989	Maintenance Supply District-Wide	01 2620 610 000 0 000	354.96
7922564	08/08/2022	GF026989	Op. of Bldg. Contracted Plumbing Service	01 2620 436 000 0 000	0.00
7922564	08/08/2022	GF026989	Op. of Bldg. Cont. Heating & Air Svcs.	01 2620 437 000 0 000	0.00

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7922564	08/08/2022	GF026989	Maintenance Supply District-Wide	01 2620 610 000 0 000	7.08
7928909	08/08/2022	GF026989	Op. of Bldg. Contracted Plumbing Service	01 2620 436 000 0 000	25.09
7928909	08/08/2022	GF026989	Op. of Bldg. Cont. Heating & Air Svcs.	01 2620 437 000 0 000	0.00
7928909	08/08/2022	GF026989	Maintenance Supply District-Wide	01 2620 610 000 0 000	0.00
7935916	08/08/2022	GF028134	siding for the modulars	01 2620 610 001 0 000	4,632.76
7950615	08/08/2022	GF028168	underlayment for the back of cabinet	01 2620 610 002 0 000	26.40
7954812	08/08/2022	GF028134	siding for the modulars	01 2620 610 001 0 000	2,923.04
7960482	08/08/2022	GF028134	siding for the modulars	01 2620 610 001 0 000	10.55
7968101	08/08/2022	GF028134	siding for the modulars	01 2620 610 001 0 000	12.03
Check Number: 52394	Check Type: Check	Check Date: 08/15/2022	Vendor: SMARTTAG	Michael Laranang	Check Total: 6,683.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
1154107	08/08/2022		Annual Service Plan	01 2710 290 000 0 000	6,483.00
1157322	08/08/2022	GF028166	Smart Print	01 2710 290 000 0 000	200.00
Check Number: 52395	Check Type: Check	Check Date: 08/15/2022	Vendor: MICKSPLATT	MICK'S PLATTE VALLEY GLASS	Check Total: 4,795.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
50247	08/08/2022		trophy case	01 2620 610 001 0 000	4,565.00
50573	08/07/2022	GF028187	bus 2 windshield	01 2710 430 000 0 000	230.00
Check Number: 52396	Check Type: Check	Check Date: 08/15/2022	Vendor: MIDSTATEEN	Mid-State Engineering & Testing, Inc.	Check Total: 2,222.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
21280	08/08/2022	GF028032	soil & concrete testing	01 4700 450 001 0 000	2,222.00
Check Number: 52397	Check Type: Check	Check Date: 08/15/2022	Vendor: MIDSTATESA	MID-STATES AUTOMATION & CONTROL, INC.	Check Total: 7,512.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
72-1733	08/08/2022		Op. of Bldg. Cont. Heating & Air Svcs.	01 2620 437 000 0 000	5,595.00
72-1736	08/08/2022	GF027967	temperature control upgrades	01 6998 610 000 0 000	1,917.00
Check Number: 52398	Check Type: Check	Check Date: 08/15/2022	Vendor: MIDWESTFL2	MIDWEST FLOOR SPECIALISTS	Check Total: 10,310.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
80	08/08/2022		Maintenance Supply HS	01 2620 610 001 0 000	3,610.00
93	08/08/2022		Maintenance Supply MS	01 2620 610 002 0 000	2,945.00
93	08/08/2022		Maintenance Supply Morton	01 2620 610 004 0 000	1,960.00
93	08/08/2022		Maintenance Supply Pershing	01 2620 610 005 0 000	1,795.00
Check Number: 52399	Check Type: Check	Check Date: 08/15/2022	Vendor: ALICAP	NASB ALICAP	Check Total: 466,251.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
20220809	08/09/2022		Fiscal Services Insurance	01 2510 520 000 0 000	466,251.00
Check Number: 52400	Check Type: Check	Check Date: 08/15/2022	Vendor: NATIONALCO	National Council for Mental Wellbeing	Check Total: 469.18
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
MHFA22418	08/08/2022		AWARE SPED-Professional Development	01 6990 330 000 0 000	469.18

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Check Number:	Check Type:	Check Date:	Vendor:		Check Total:
52401	Check	08/15/2022	NACIA	NE Association for Curriculum	75.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
20220808	08/08/2022		Julie Myers membership	01 2213 330 000 0 000	25.00
20220808	08/08/2022		Annette Fitzgerald membership	01 2213 330 000 0 000	25.00
20220808	08/08/2022		Ann Foster membership	01 2213 330 000 0 000	25.00
52402	Check	08/15/2022	NCSA	NE COUNCIL OF SCHOOL ADMIN	2,975.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
20220807	08/07/2022		Angie Kovarik membership	01 1201 330 000 0 000	530.00
20220807-0001	08/07/2022		Christa Anderson membership	01 1200 330 000 0 000	430.00
20220807-0002	08/07/2022		Amy Peplitsch membership	01 1200 330 000 0 000	235.00
20220809	08/09/2022		Drew Welch membership	01 2510 330 000 0 000	610.00
20220809-0001	08/09/2022		Scott West membership	01 2410 330 002 0 000	585.00
20220809-0002	08/09/2022		Jeff Wall membership	01 2410 330 002 0 000	585.00
52403	Check	08/15/2022	NEFIRESPRI	Nebraska Fire Sprinkler Corp	1,513.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
8651	08/08/2022		Safety Cont. Fire/Sprinkler Svcs.	01 2670 434 000 0 000	350.00
8652	08/08/2022		Safety Cont. Fire/Sprinkler Svcs.	01 2670 434 000 0 000	370.00
8653	08/08/2022		Safety Cont. Fire/Sprinkler Svcs.	01 2670 434 000 0 000	178.00
8656	08/08/2022		Safety Cont. Fire/Sprinkler Svcs.	01 2670 434 000 0 000	305.00
8657	08/08/2022		Safety Cont. Fire/Sprinkler Svcs.	01 2670 434 000 0 000	310.00
52404	Check	08/15/2022	NEMAHALAND	Nemaha Landscape Const., Inc	247,500.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
20220808	08/08/2022		Building Improv. Construction Svcs. HS	01 4700 450 001 0 000	247,500.00
52405	Check	08/15/2022	NURSESSERV	NURSES SERVICE ORGANIZATION	113.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
20220807	08/07/2022		Health Services Insurance	01 2130 520 000 0 000	113.00
52406	Check	08/15/2022	ONESOURCEI	ONE SOURCE Inc.	172.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
2039-20220731	08/07/2022		Personnel Services Technical Services	01 2570 350 000 0 000	167.00
2039V-20220731	08/07/2022		Personnel Services Technical Services	01 2570 350 000 0 000	5.00
52407	Check	08/15/2022	OREILLYAUT	OReilly Auto Parts	239.60
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
4799-418287	08/08/2022	GF028167	belts for the John Deere mower	01 2630 610 000 0 000	85.16
4799-41961	08/07/2022	GF026973	classroom consumables	01 1100 613 001 0 000	154.44
52408	Check	08/15/2022	TIGERPAPER	Paper Tiger Shredding	210.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
166618	08/07/2022		Fiscal Services Professional Services	01 2510 340 000 0 000	210.00

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<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
Check Number: 52409		Check Type: Check		Check Date: 08/15/2022 Vendor: PHONAKINC		PHONAK, INC. Check Total: 418.99	
5136749310	08/07/2022	GF028170	PartnerMic	01 1200 610 000 0 000	418.99		
Check Number: 52410		Check Type: Check		Check Date: 08/15/2022 Vendor: PLUMCREEK3		PLUM CREEK MEDICAL GROUP, P.C. Check Total: 900.00	
20220808	08/08/2022		bus driver physical Rhonda Fokken	01 2710 340 000 0 000	180.00		
7/13/2022	08/08/2022		Claudia Ramos services	01 3541 340 009 0 000	240.00		
7/20/2022	08/08/2022		Claudia Ramos services	01 3541 340 009 0 000	240.00		
7/27/2022	08/08/2022		Claudia Ramos services	01 3541 340 009 0 000	240.00		
Check Number: 52411		Check Type: Check		Check Date: 08/15/2022 Vendor: PRICE1		Richard Price Check Total: 9,134.00	
8/3/22	08/07/2022		Op. of Bldg. Cont. Roof Repair HS	01 2620 431 001 0 000	9,134.00		
Check Number: 52412		Check Type: Check		Check Date: 08/15/2022 Vendor: QUADIENTPO		Quadient Finance USA, Inc Check Total: 5,010.00	
20220808	08/08/2022		Fiscal Services Postage	01 2510 531 000 0 000	5,010.00		
Check Number: 52413		Check Type: Check		Check Date: 08/15/2022 Vendor: QUADIENTLE		Quadient Leasing USA, Inc Check Total: 825.00	
N9503677	08/08/2022		Fiscal Services Postage	01 2510 531 000 0 000	825.00		
Check Number: 52414		Check Type: Check		Check Date: 08/15/2022 Vendor: QUILL		QUILL Check Total: 12.91	
26567216	08/08/2022	GF028157	supplies	01 2510 610 000 0 000	12.91		
Check Number: 52415		Check Type: Check		Check Date: 08/15/2022 Vendor: SWAUTOPART		S&W AUTO PARTS Check Total: 710.32	
141530	08/08/2022	GF026986	Op. of Bldg. Cont. Heating & Air Svcs.	01 2620 437 000 0 000	0.00		
141530	08/08/2022	GF026986	Maintenance Supply District-Wide	01 2620 610 000 0 000	59.90		
141530	08/08/2022	GF026986	Care of Equip. Supply DW	01 2640 610 000 0 000	0.00		
141530	08/08/2022	GF026986	Vehicle Repair and Maintenance	01 2650 430 000 0 000	0.00		
141530	08/08/2022	GF026986	Reg. Pupil Transport. Bus Repairs	01 2710 430 000 0 000	0.00		
141623	08/08/2022	GF026986	Op. of Bldg. Cont. Heating & Air Svcs.	01 2620 437 000 0 000	0.00		
141623	08/08/2022	GF026986	Grounds Supply HS	01 2630 610 001 0 000	14.46		
141623	08/08/2022	GF026986	Care of Equip. Supply DW	01 2640 610 000 0 000	0.00		
141623	08/08/2022	GF026986	Vehicle Repair and Maintenance	01 2650 430 000 0 000	0.00		
141623	08/08/2022	GF026986	Reg. Pupil Transport. Bus Repairs	01 2710 430 000 0 000	0.00		
141725	08/08/2022	GF026986	Op. of Bldg. Cont. Heating & Air Svcs.	01 2620 437 000 0 000	0.00		
141725	08/08/2022	GF026986	Care of Equip. Supply DW	01 2640 610 000 0 000	0.00		
141725	08/08/2022	GF026986	Vehicle Repair and Maintenance	01 2650 430 000 0 000	40.47		
141725	08/08/2022	GF026986	Reg. Pupil Transport. Bus Repairs	01 2710 430 000 0 000	0.00		
142046	08/08/2022	GF026986	Op. of Bldg. Cont. Heating & Air Svcs.	01 2620 437 000 0 000	0.00		

Detail Check Register

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142046	08/08/2022	GF026986	Grounds Supply HS	01 2630 610 001 0 000		9.40
142046	08/08/2022	GF026986	Care of Equip. Supply DW	01 2640 610 000 0 000		0.00
142046	08/08/2022	GF026986	Vehicle Repair and Maintenance	01 2650 430 000 0 000		0.00
142046	08/08/2022	GF026986	Reg. Pupil Transport. Bus Repairs	01 2710 430 000 0 000		0.00
142155	08/08/2022	GF026986	Op. of Bldg. Cont. Heating & Air Svcs.	01 2620 437 000 0 000		0.00
142155	08/08/2022	GF026986	Care of Equip. Supply DW	01 2640 610 000 0 000		0.00
142155	08/08/2022	GF026986	Vehicle Repair and Maintenance	01 2650 430 000 0 000		0.00
142155	08/08/2022	GF026986	Reg. Pupil Transport. Bus Repairs	01 2710 430 000 0 000		80.76
142322	08/08/2022	GF026972	classroom consumables	01 1100 613 001 0 000		286.51
142336	08/08/2022	GF026986	Op. of Bldg. Cont. Heating & Air Svcs.	01 2620 437 000 0 000		0.00
142336	08/08/2022	GF026986	Care of Equip. Supply DW	01 2640 610 000 0 000		0.00
142336	08/08/2022	GF026986	Vehicle Repair and Maintenance	01 2650 430 000 0 000		78.86
142336	08/08/2022	GF026986	Reg. Pupil Transport. Bus Repairs	01 2710 430 000 0 000		0.00
142498	08/08/2022	GF026972	classroom consumables	01 1100 613 001 0 000		58.89
142534	08/08/2022	GF026986	Op. of Bldg. Cont. Heat/Air Svcs. Bryan	01 2620 437 003 0 000		55.78
142534	08/08/2022	GF026986	Care of Equip. Supply DW	01 2640 610 000 0 000		0.00
142534	08/08/2022	GF026986	Vehicle Repair and Maintenance	01 2650 430 000 0 000		25.29
142534	08/08/2022	GF026986	Reg. Pupil Transport. Bus Repairs	01 2710 430 000 0 000		0.00
Check Number: 52416		Check Type: Check	Check Date: 08/15/2022	Vendor: SCHOLASTI4	SCHOLASTIC MAGAZINES	Check Total: 197.78
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
M7251257 7	08/07/2022	GF027711	classroom magazines	01 1100 606 002 0 000	197.78	
Check Number: 52417		Check Type: Check	Check Date: 08/15/2022	Vendor: SCHOLASTI5	SCHOLASTIC, INC.	Check Total: 898.33
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
4828618	08/08/2022	GF028073	books	01 3541 610 009 0 000	898.33	
Check Number: 52418		Check Type: Check	Check Date: 08/15/2022	Vendor: SCHOOLSPEC	SCHOOL SPECIALTY INC.	Check Total: 612.46
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
208130381907	08/08/2022	GF027721	supplies	01 1100 606 005 0 000	43.26	
208130551970	08/09/2022	GF028065	art supplies	01 1100 606 002 0 000	303.28	
308104046046	08/09/2022	GF028138	supplies	01 2620 610 000 0 000	265.92	
Check Number: 52419		Check Type: Check	Check Date: 08/15/2022	Vendor: SERVICEMAS	SERVICEMASTER	Check Total: 103,799.98
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
20220807	08/07/2022		Op. of Bldg. Contracted Cleaning Svcs.	01 2620 420 000 0 000	69,023.00	
20220807	08/07/2022		Op. of Bldg. Cleaning Svcs. HS	01 2620 420 001 0 000	0.00	
20220807	08/07/2022		Op. of Bldg. Cleaning Svcs. MS	01 2620 420 002 0 000	0.00	
20220807	08/07/2022		Op. of Bldg. Cleaning Svcs. Bryan	01 2620 420 003 0 000	0.00	
20220807	08/07/2022		Op. of Bldg. Cleaning Svcs. Morton	01 2620 420 004 0 000	0.00	
20220807	08/07/2022		Op. of Bldg. Cleaning Svcs. Pershing	01 2620 420 005 0 000	0.00	
20220807	08/07/2022		Op. of Bldg. Cleaning Svcs. Sandoz	01 2620 420 006 0 000	29,903.98	
20220807	08/07/2022		Op. of Bldg. Cleaning Svcs. ELA	01 2620 420 009 0 000	0.00	

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Checking Account: 1		1					
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	<u>Check Total:</u>	<u>Detail Amount</u>
20220807	08/07/2022		Cooperative Fund Cleaning Contract	10 2620 420 000 0 000		4,873.00	
Check Number: 52420	Check Type: Check	Check Date: 08/15/2022	Vendor: SHERWINWIL	Sherwin-Williams	Check Total:	441.80	
20220807	08/07/2022	GF028155	paint	01 2620 610 000 0 000	220.90		
7907-2	08/08/2022	GF028155	paint	01 2620 610 000 0 000	220.90		
Check Number: 52421	Check Type: Check	Check Date: 08/15/2022	Vendor: SIGNPRO	SIGN PRO	Check Total:	315.00	
lexi013018	08/08/2022	GF028078	stickers	01 2710 610 000 0 000	315.00		
Check Number: 52422	Check Type: Check	Check Date: 08/15/2022	Vendor: SMITHIRREG	Smith Irregation	Check Total:	220.06	
22263	08/07/2022	GF028139	water wheel control valves	01 2630 422 001 0 000	220.06		
Check Number: 52423	Check Type: Check	Check Date: 08/15/2022	Vendor: AMSANLLC	Supply Works	Check Total:	284.95	
20220807	08/07/2022		trash cans	01 2620 610 000 0 000	284.95		
Check Number: 52424	Check Type: Check	Check Date: 08/15/2022	Vendor: TEACHERDIR	TEACHER DIRECT	Check Total:	296.46	
INV/2022/8546	08/07/2022	GF027579	supplies	01 1100 610 003 0 000	296.46		
Check Number: 52425	Check Type: Check	Check Date: 08/15/2022	Vendor: TRANEHVACP	Trane HVAC Parts & Supplies	Check Total:	2,113.84	
12781099	08/09/2022	GF027444	erv blower assembly for the HS	01 2620 437 001 0 000	1,121.84		
312810754	08/08/2022		Op. of Bldg. Cont. Heat/Air Svcs. Morton	01 2620 437 004 0 000	992.00		
Check Number: 52426	Check Type: Check	Check Date: 08/15/2022	Vendor: USAVE	U Save	Check Total:	74.71	
410430	08/07/2022	GF028096	dymo tape	01 1100 610 006 0 000	40.60		
415692	08/07/2022	GF027999	notary stamp	01 1100 610 000 0 000	34.11		
Check Number: 52427	Check Type: Check	Check Date: 08/15/2022	Vendor: UNITEPRIVA	Unite Private Networks, LLC	Check Total:	1,681.31	
SI-22-023213	08/07/2022		Technology Infrastructure DW	01 2230 740 000 0 000	1,681.31		
Check Number: 52428	Check Type: Check	Check Date: 08/15/2022	Vendor: USPSLEX	United States Postal Service	Check Total:	318.00	
20220807	08/07/2022		CO PO Box	01 2510 531 000 0 000	318.00		
Check Number: 52429	Check Type: Check	Check Date: 08/15/2022	Vendor: UNITYSCHOO	Unity School Bus Parts	Check Total:	62.36	
0524559-IN	08/08/2022	GF027934	bus part	01 2710 610 000 0 000	62.36		
Check Number: 52430	Check Type: Check	Check Date: 08/15/2022	Vendor: UNIVERSIT8	University of Maryland, UMB	Check Total:	1,960.00	

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<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
20220807	08/07/2022	GF028194	registration	01 6990 330 000 0 000	1,960.00
Check Number: 52431 Check Type: Check Check Date: 08/15/2022 Vendor: UNKACADEMI UNK Academic & Career Services Check Total: 110.00					
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
20220809	08/09/2022		career fair	01 2570 610 000 0 000	110.00
Check Number: 52432 Check Type: Check Check Date: 08/15/2022 Vendor: USFOODS US Foods - Grand Island Check Total: 1,735.50					
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
5461154	08/07/2022	GF027994	oven	06 3100 733 000 0 000	0.00
5461154	08/07/2022	GF027994	table	06 3100 733 000 0 000	1,735.50
Check Number: 52433 Check Type: Check Check Date: 08/15/2022 Vendor: USILAMINAT USI Laminating Check Total: 306.67					
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
0395076201015	08/08/2022	GF028161	Opti Clear, gloss 3 mil roll laminating	01 1100 610 001 0 000	306.67
Check Number: 52434 Check Type: Check Check Date: 08/15/2022 Vendor: WEATHERCRA WEATHERCRAFT COMPANIES Check Total: 746.45					
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
8566	08/08/2022		Op. of Bldg. Cont. Roof Repair HS	01 2620 431 001 0 000	427.86
8567	08/08/2022		Op. of Bldg. Cont. Roof Repair HS	01 2620 431 001 0 000	318.59
Check Number: 52435 Check Type: Check Check Date: 08/15/2022 Vendor: YANDASMUSI Yanda's Music Check Total: 4,648.39					
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
20220807	08/07/2022	GF028020	elementary instruments	01 1100 644 000 0 000	4,640.00
597365	08/07/2022	GF026982	classroom consumables	01 1100 608 001 0 000	8.39

*Denotes Expensed Invoice Item

Checking Account ID: 1

Total without Voids: 1,179,219.20

Checking Account: 1

1

Check Number: 56954

Check Type: Automatic Payment Check Date: 07/21/2022 Vendor: LEXUTILITI

LEXINGTON UTILITIES SYSTEM

Check Total:

53,110.61

<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
20220720	07/20/2022		Op. of Bldg. Water & Sewer DW	01 2610 410 000 0 000	48.00
20220720	07/20/2022		Op. of Bldg. Water & Sewer DW	01 2610 410 000 0 000	146.45
20220720	07/20/2022		Op. of Bldg. Water & Sewer DW	01 2610 410 000 0 000	48.00
20220720	07/20/2022		Op. of Bldg. Water & Sewer HS	01 2610 410 001 0 000	548.55
20220720	07/20/2022		Op. of Bldg. Water & Sewer HS	01 2610 410 001 0 000	142.20
20220720	07/20/2022		Op. of Bldg. Water & Sewer HS	01 2610 410 001 0 000	48.00
20220720	07/20/2022		Op. of Bldg. Water & Sewer HS	01 2610 410 001 0 000	130.00
20220720	07/20/2022		Op. of Bldg. Water & Sewer MS	01 2610 410 002 0 000	362.65
20220720	07/20/2022		Op. of Bldg. Water & Sewer MS	01 2610 410 002 0 000	506.25
20220720	07/20/2022		Op. of Bldg. Water & Sewer MS	01 2610 410 002 0 000	108.55
20220720	07/20/2022		Op. of Bldg. Water & Sewer MS	01 2610 410 002 0 000	49.00
20220720	07/20/2022		Op. of Bldg. Water & Sewer MS	01 2610 410 002 0 000	160.25
20220720	07/20/2022		Op. of Bldg. Water & Sewer Bryan	01 2610 410 003 0 000	639.45
20220720	07/20/2022		Op. of Bldg. Water & Sewer Bryan	01 2610 410 003 0 000	64.74
20220720	07/20/2022		Op. of Bldg. Water & Sewer Morton	01 2610 410 004 0 000	443.50
20220720	07/20/2022		Op. of Bldg. Water & Sewer Morton	01 2610 410 004 0 000	338.90
20220720	07/20/2022		Op. of Bldg. Water & Sewer Pershing	01 2610 410 005 0 000	610.50
20220720	07/20/2022		Op. of Bldg. Water & Sewer Pershing	01 2610 410 005 0 000	48.00
20220720	07/20/2022		Op. of Bldg. Water & Sewer Sandoz	01 2610 410 006 0 000	21.25
20220720	07/20/2022		Op. of Bldg. Water & Sewer Sandoz	01 2610 410 006 0 000	712.45
20220720	07/20/2022		Op. of Bldg. Electricity District Wide	01 2610 622 000 0 000	251.35
20220720	07/20/2022		Op. of Bldg. Electricity District Wide	01 2610 622 000 0 000	13.35
20220720	07/20/2022		Op. of Bldg. Electricity District Wide	01 2610 622 000 0 000	13.35
20220720	07/20/2022		Op. of Bldg. Electricity District Wide	01 2610 622 000 0 000	1,979.18
20220720	07/20/2022		Op. of Bldg. Electricity High School	01 2610 622 001 0 000	429.94
20220720	07/20/2022		Op. of Bldg. Electricity High School	01 2610 622 001 0 000	97.54
20220720	07/20/2022		Op. of Bldg. Electricity High School	01 2610 622 001 0 000	13.35
20220720	07/20/2022		Op. of Bldg. Electricity High School	01 2610 622 001 0 000	13,750.99
20220720	07/20/2022		Op. of Bldg. Electricity High School	01 2610 622 001 0 000	517.46
20220720	07/20/2022		Op. of Bldg. Electricity High School	01 2610 622 001 0 000	144.07
20220720	07/20/2022		Op. of Bldg. Electricity High School	01 2610 622 001 0 000	753.58
20220720	07/20/2022		Op. of Bldg. Electricity Middle School	01 2610 622 002 0 000	15,324.73
20220720	07/20/2022		Op. of Bldg. Electricity Middle School	01 2610 622 002 0 000	59.60
20220720	07/20/2022		Op. of Bldg. Electricity Middle School	01 2610 622 002 0 000	114.04
20220720	07/20/2022		Op. of Bldg. Electricity Bryan	01 2610 622 003 0 000	4,381.99
20220720	07/20/2022		Op. of Bldg. Electricity Bryan	01 2610 622 003 0 000	119.67
20220720	07/20/2022		Op. of Bldg. Electricity Bryan	01 2610 622 003 0 000	13.35
20220720	07/20/2022		Op. of Bldg. Electricity Morton	01 2610 622 004 0 000	17.00
20220720	07/20/2022		Op. of Bldg. Electricity Morton	01 2610 622 004 0 000	3,522.21

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20220720	07/20/2022	Op. of Bldg. Electricity Pershing	01 2610 622 005 0 000	4,255.44
20220720	07/20/2022	Op. of Bldg. Electricity Pershing	01 2610 622 005 0 000	116.92
20220720	07/20/2022	Op. of Bldg. Electricity Sandoz	01 2610 622 006 0 000	37.79
20220720	07/20/2022	Op. of Bldg. Electricity Sandoz	01 2610 622 006 0 000	2,007.02

Check Number: 52276	Check Type: Check	Check Date: 07/21/2022	Vendor: ADTECHNICA	A&D TECHNICAL SUPPLY COMPANY Inc.	Check Total: 825.90
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
0000335462	07/20/2022		LF 20# Bond Copy	08 6998 340 000 0 000	825.90

Check Number: 52277	Check Type: Check	Check Date: 07/21/2022	Vendor: AMAZON	AMAZON/GE MONEY BANK	Check Total: 8,788.26
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
433869749339	07/20/2022	GF028072	supplies	01 1100 619 001 0 000	60.55
435964739467	07/20/2022	GF028116	supplies	01 3541 610 009 0 000	128.80
438333473998	07/20/2022	GF028072	supplies	01 1100 619 001 0 000	20.85
443384779854	07/20/2022	GF028049	books	01 6998 610 000 0 000	2,505.48
444599969435	07/20/2022	GF028067	Summer School Supply-Middle School	01 1300 610 002 0 000	57.58
444683443577	07/20/2022	GF028066	supplies	01 1100 610 002 0 000	301.93
444758636687	07/20/2022	GF028049	books	01 6998 610 000 0 000	5.33
446854786433	07/20/2022	GF028057	supplies	01 2230 610 000 0 000	33.99
449845886344	07/20/2022	GF028041	supplies	01 1100 610 003 0 000	288.32
455489544498	07/20/2022	GF028049	books	01 6998 610 000 0 000	23.16
455838746768	07/20/2022	GF027988	summer school supplies	01 1300 610 002 0 000	248.05
458678835433	07/20/2022	GF028107	supplies	01 3541 610 009 0 000	9.99
463585969539	07/20/2022	GF028049	books	01 6998 610 000 0 000	5.35
464659889393	07/20/2022	GF028066	supplies	01 1100 610 002 0 000	40.86
467433639378	07/20/2022	GF028116	supplies	01 3541 610 009 0 000	7.99
467549378795	07/20/2022	GF028103	books	01 3541 610 009 0 000	47.92
468756893776	07/20/2022	GF028107	supplies	01 3541 610 009 0 000	9.99
469636348738	07/20/2022	GF028049	books	01 6998 610 000 0 000	33.88
478949746565	07/20/2022	GF028053	supplies	01 1100 610 002 0 000	52.60
535848386977	07/20/2022	GF028049	books	01 6998 610 000 0 000	47.95
538565873553	07/20/2022	GF028067	Summer School Supply-Middle School	01 1300 610 002 0 000	125.97
545448995986	07/20/2022	GF028116	supplies	01 3541 610 009 0 000	259.99
555635584649	07/20/2022	GF028107	supplies	01 3541 610 009 0 000	162.45
559493694534	07/20/2022	GF027988	summer school supplies	01 1300 610 002 0 000	432.31
559536873838	07/20/2022	GF027988	summer school supplies	01 1300 610 002 0 000	74.92
573858464659	07/20/2022	GF028107	supplies	01 3541 610 009 0 000	(13.00)
576349568493	07/20/2022	GF028105	books	01 3541 610 009 0 000	463.74
576843443834	07/20/2022	GF028067	Summer School Supply-Middle School	01 1300 610 002 0 000	189.96
578443454876	07/20/2022	GF028081	books	01 1100 640 004 0 000	209.86
578739433859	07/20/2022	GF028111	iphone cases & cubes	01 2230 610 000 0 000	54.01
584844939984	07/20/2022	GF028107	supplies	01 3541 610 009 0 000	24.44

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589565394486	07/20/2022	GF028107	supplies	01 3541 610 009 0 000	199.90
654777466564	07/20/2022	GF028067	Summer School Supply-Middle School	01 1300 610 002 0 000	48.49
656858988346	07/20/2022	GF028053	supplies	01 1100 610 002 0 000	33.97
659886385749	07/20/2022	GF028080	key rings	06 3100 610 000 0 000	210.98
665779653653	07/20/2022	GF028067	Summer School Supply-Middle School	01 1300 610 002 0 000	26.97
667875845597	07/20/2022	GF028063	ipad stands	01 2230 610 000 0 000	232.98
674934899466	07/20/2022	GF028107	supplies	01 3541 610 009 0 000	9.99
679338436469	07/20/2022	GF028107	supplies	01 3541 610 009 0 000	458.32
684679699533	07/20/2022	GF028049	books	01 6998 610 000 0 000	23.16
6933654633847	07/20/2022	GF028053	supplies	01 1100 610 002 0 000	85.96
693639953954	07/20/2022	GF027988	summer school supplies	01 1300 610 002 0 000	213.33
694873685688	07/20/2022	GF028045	Beyond the Bells Supply	01 3591 610 000 0 000	55.47
734585784473	07/20/2022	GF028107	supplies	01 3541 610 009 0 000	135.00
746365585499	07/20/2022	GF028067	Summer School Supply-Middle School	01 1300 610 002 0 000	1,138.52

Check Number: 52278

Check Type: Check

Check Date: 07/21/2022 Vendor: AMAZON

AMAZON/GE MONEY BANK

Check Total:

6,852.65

<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
755957598345	07/20/2022	GF028116	supplies	01 3541 610 009 0 000	174.86
768638548687	07/20/2022	GF028072	supplies	01 1100 619 001 0 000	279.96
789946567484	07/20/2022	GF028049	books	01 6998 610 000 0 000	(13.76)
794579595936	07/20/2022	GF028072	supplies	01 1100 619 001 0 000	170.90
833689863698	07/20/2022	GF028081	books	01 1100 640 004 0 000	89.94
837899464967	07/20/2022	GF028104	books	01 3541 610 009 0 000	11.52
839567346978	07/20/2022	GF028105	books	01 3541 610 009 0 000	200.62
853785994655	07/20/2022	GF028107	supplies	01 3541 610 009 0 000	11.96
853873586984	07/20/2022	GF028107	supplies	01 3541 610 009 0 000	123.50
855544498755	07/20/2022	GF028107	supplies	01 3541 610 009 0 000	172.50
859987968836	07/20/2022	GF028069	folders	01 6915 610 000 0 000	320.00
863955368738	07/20/2022	GF028045	Beyond the Bells Supply	01 3591 610 000 0 000	6.99
869356859897	07/20/2022	GF028081	books	01 1100 640 004 0 000	962.80
878789848736	07/20/2022	GF028049	books	01 6998 610 000 0 000	23.16
887387649347	07/20/2022	GF028057	supplies	01 2230 610 000 0 000	440.00
888694566899	07/20/2022	GF028048	sorter	01 1200 610 000 0 000	17.66
888694566899	07/20/2022	GF028048	pens	01 2510 610 000 0 000	11.83
895686836363	07/20/2022	GF027988	summer school supplies	01 1300 610 002 0 000	78.99
933949455678	07/20/2022	GF028107	supplies	01 3541 610 009 0 000	76.00
934557535639	07/20/2022	GF028103	books	01 3541 610 009 0 000	641.15
936443677935	07/20/2022	GF028116	supplies	01 3541 610 009 0 000	17.66
939356466454	07/20/2022	GF027988	summer school supplies	01 1300 610 002 0 000	22.99
943774454963	07/20/2022	GF028107	supplies	01 3541 610 009 0 000	24.00
945956688345	07/20/2022	GF028103	books	01 3541 610 009 0 000	54.42
954674664349	07/20/2022	GF028107	supplies	01 3541 610 009 0 000	129.15

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954765553675	07/20/2022	GF028043	supplies	01 1300 610 002 0 000		68.97	
964556545569	07/20/2022	GF028107	supplies	01 3541 610 009 0 000		13.00	
966854578574	07/20/2022	GF028116	supplies	01 3541 610 009 0 000		229.98	
974899987434	07/20/2022	GF028104	books	01 3541 610 009 0 000		291.80	
978385565637	07/20/2022	GF027814	supplies	01 2151 610 004 0 000		(7.30)	
985547577975	07/20/2022	GF028072	supplies	01 1100 619 001 0 000		1,349.73	
985963378644	07/20/2022	GF028081	books	01 1100 640 004 0 000		35.97	
996539337534	07/20/2022	GF028116	supplies	01 3541 610 009 0 000		47.50	
997469798734	07/20/2022	GF028057	supplies	01 2230 610 000 0 000		323.11	
998537748775	07/20/2022	GF028043	supplies	01 1300 610 002 0 000		451.09	
Check Number: 52279	Check Type: Check	Check Date: 07/21/2022	Vendor: AMERICANPR	American Program Bureau, Inc	Check Total:	15,000.00	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
82100-1-0	07/19/2022		speaker	01 2213 330 000 0 000	5,000.00		
82100-1-0	07/19/2022		speaker	01 6418 330 000 0 000	5,000.00		
82100-1-0	07/19/2022		speaker	01 6990 330 000 0 000	5,000.00		
Check Number: 52280	Check Type: Check	Check Date: 07/21/2022	Vendor: APPLECOMPU	APPLE COMPUTER, INC	Check Total:	38,475.00	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
AJ13142290	07/19/2022	GF027447	13" MacBook Airs	01 6998 650 001 0 000	26,580.00		
AJ14285540	07/19/2022	GF027447	13" MacBook Airs	01 6998 650 001 0 000	11,895.00		
Check Number: 52281	Check Type: Check	Check Date: 07/21/2022	Vendor: BAGSINBULK	Bags In Bulk	Check Total:	144.00	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
86430	07/19/2022	GF028141	High Trails Multi pocket bungee backpack	01 6991 610 000 0 000	144.00		
Check Number: 52282	Check Type: Check	Check Date: 07/21/2022	Vendor: BAIRDHOLML	BAIRD HOLM LLP	Check Total:	528.00	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
282415	07/20/2022		foreign teacher assistance	01 2570 610 000 0 000	528.00		
Check Number: 52283	Check Type: Check	Check Date: 07/21/2022	Vendor: KLETTWORLD	Books International	Check Total:	14,322.15	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
20766-1	07/19/2022	GF027953	6-8 Spanish Text	01 6998 610 000 0 000	1,623.75		
20766.	07/19/2022	GF027953	6-8 Spanish Text	01 6998 610 000 0 000	12,698.40		
Check Number: 52284	Check Type: Check	Check Date: 07/21/2022	Vendor: WALMARTCOM	Capital One	Check Total:	3,927.44	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
20220720	07/20/2022		Summer School Supply-Middle School	01 1300 610 002 0 000	494.75		
20220720	07/20/2022		Summer School Supply-Middle School	01 1300 610 002 0 000	45.38		
20220720	07/20/2022		Summer School Supply-Middle School	01 1300 610 002 0 000	262.59		
20220720	07/20/2022		Summer School Supply-Elementary	01 1300 610 004 0 000	506.64		
20220720	07/20/2022		Summer School Supply-Elementary	01 1300 610 004 0 000	261.39		
20220720	07/20/2022		Summer School Supply-Elementary	01 1300 610 004 0 000	372.68		
20220720	07/20/2022		Summer School Supply-Elementary	01 1300 610 004 0 000	51.00		

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20220720	07/20/2022		Summer School Supply-Elementary	01 1300 610 004 0 000	169.59
20220720	07/20/2022		Summer School Supply-Elementary	01 1300 610 004 0 000	49.50
20220720	07/20/2022		Summer School Supply-Elementary	01 1300 610 004 0 000	130.87
20220720	07/20/2022		Technology Supply DW.	01 2230 610 000 0 000	61.60
20220720	07/20/2022		Reg. Pupil Transport. Supply	01 2710 610 000 0 000	29.99
20220720	07/20/2022		Sixpence Supply	01 3541 610 009 0 000	474.01
20220720	07/20/2022		Beyond the Bells Supply	01 3591 610 000 0 000	36.70
20220720	07/20/2022		Beyond the Bells Supply	01 3591 610 000 0 000	587.39
20220720	07/20/2022		Beyond the Bells Supply	01 3591 610 000 0 000	168.45
20220720	07/20/2022		School Lunch NON-FOOD Supply	06 3100 610 000 0 000	224.91
Check Number: 52285	Check Type: Check	Check Date: 07/21/2022	Vendor: CARROTTOPI	CARROT-TOP INDUSTRIES, INC.	Check Total: 80.83
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
INV108447	07/19/2022	GF028120	2' x 3' Micronesia Flag	01 1100 610 001 0 000	40.99
INV108447	07/19/2022	GF028120	2' x 3' Ukraine Flag	01 1100 610 001 0 000	33.99
INV108447	07/19/2022	GF028120	shipping	01 1100 610 001 0 000	5.85
Check Number: 52286	Check Type: Check	Check Date: 07/21/2022	Vendor: CCSPRESENT	CCS PRESENTATION SYSTEMS	Check Total: 1,043.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
IN003466	07/20/2022	GF028002	Epson lamps	01 2230 610 000 0 000	1,043.00
Check Number: 52287	Check Type: Check	Check Date: 07/21/2022	Vendor: CENTRALCO2	CENTRAL COMMUNITY COLLEGE Lexington	Check Total: 425.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
20220719	07/19/2022	GF028106	Brenda Jiguan nursing class	01 3541 340 009 0 000	425.00
Check Number: 52288	Check Type: Check	Check Date: 07/21/2022	Vendor: CENTURYLI2	CenturyLink	Check Total: 2,569.96
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
20220719	07/19/2022		Op. of Bldg. Fiber/Phone DW	01 2610 530 000 0 000	358.85
20220719	07/19/2022		Op. of Bldg. Fiber/Phone DW	01 2610 530 000 0 000	138.38
20220719	07/19/2022		Op. of Bldg. Fiber/Phone DW	01 2610 530 000 0 000	159.47
20220719	07/19/2022		Op. of Bldg. Fiber/Phone DW	01 2610 530 000 0 000	64.19
20220719	07/19/2022		Op. of Bldg. Fiber/Phone HS	01 2610 530 001 0 000	448.33
20220719	07/19/2022		Op. of Bldg. Fiber/Phone MS	01 2610 530 002 0 000	447.83
20220719	07/19/2022		Op. of Bldg. Fiber/Phone MS	01 2610 530 002 0 000	64.19
20220719	07/19/2022		Op. of Bldg. Fiber/Phone Bryan	01 2610 530 003 0 000	127.88
20220719	07/19/2022		Op. of Bldg. Fiber/Phone Morton	01 2610 530 004 0 000	192.07
20220719	07/19/2022		Op. of Bldg. Fiber/Phone Pershing	01 2610 530 005 0 000	127.88
20220719	07/19/2022		Op. of Bldg. Fiber/Phone Sandoz	01 2610 530 006 0 000	192.07
20220719	07/19/2022		Op. of Bldg. Fiber/Phone ELA	01 2610 530 009 0 000	248.82
Check Number: 52289	Check Type: Check	Check Date: 07/21/2022	Vendor: CHANGECLOT	Change Clothing	Check Total: 1,395.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
20220719	07/19/2022	GF028014	clothing	01 3541 610 009 0 000	1,395.00

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Check Number:	Check Type:	Check Date:	Vendor:	Detail Description	Chart of Account Number	Check Total:
52290	Check	07/21/2022	CHEMSEARCH	Chemsearch FE		2,056.04
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
7852477	07/19/2022		Op. of Bldg. Contracted Plumbing Service	01 2620 436 000 0 000	252.35	
7852499	07/19/2022		Op. of Bldg. Plumbing Svcs. MS	01 2620 436 002 0 000	206.11	
7852548	07/19/2022		Op. of Bldg. Plumbing Svcs. HS	01 2620 436 001 0 000	756.60	
7852615	07/19/2022		Op. of Bldg. Plumbing Svcs. Pershing	01 2620 436 005 0 000	123.22	
7853060	07/19/2022		Op. of Bldg. Plumbing Svcs. Bryan	01 2620 436 003 0 000	123.22	
7853252	07/19/2022		Op. of Bldg. Plumbing Svcs. Sandoz	01 2620 436 006 0 000	594.54	
52291	Check	07/21/2022	CITYOFLEXI	CITY OF LEXINGTON		2,935.41
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
202207072230	07/19/2022		Op. of Bldg. Water & Sewer ELA	01 2610 410 009 0 000	134.98	
202207072230	07/19/2022		Op. of Bldg. Electricity ELA	01 2610 622 009 0 000	2,559.00	
202207072230	07/19/2022		Op. of Bldg. Sanitation Svcs. ELA	01 2620 421 009 0 000	241.43	
52292	Check	07/21/2022	COUNTRYPAR	Country Partners Cooperative		23.92
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
643777	07/19/2022		propane	01 2640 610 000 0 000	23.92	
52293	Check	07/21/2022	ASCENTRALS	DAS - State Accounting - Central Finance		650.40
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
1326218	07/19/2022		Technology Communications DW	01 2230 530 000 0 000	650.40	
52294	Check	07/21/2022	DAWSONPEST	DAWSON PEST CONTROL Inc.		309.82
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
24317	07/19/2022		Op. of Bldg. Cont. Pest Control Svcs.	01 2620 425 000 0 000	309.82	
52295	Check	07/21/2022	DESIGNERCR	DESIGNER CRAFT WOODWORKING		129.60
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
23165	07/19/2022	GF028137	laminat covered particle board for repa	01 2620 733 006 0 000	129.60	
52296	Check	07/21/2022	DHHS	DHHS Licensure Unit		125.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
20220719	07/19/2022		social work license	01 6200 330 000 0 000	125.00	
52297	Check	07/21/2022	DIVERSEEPO	Diverse Epoxy, LLC		2,880.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
21	07/19/2022		Maintenance Supply Bryan	01 2620 610 003 0 000	1,440.00	
21	07/19/2022		Maintenance Supply Pershing	01 2620 610 005 0 000	1,440.00	
52298	Check	07/21/2022	NAEHCY	National Association for the Education of Homeless Children & Youth		998.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
072022-0448	07/19/2022	GF028133	Kristi O'Meara registration	01 6991 330 000 0 000	998.00	

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<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
494426F	07/19/2022	GF027920	books	01 2220 640 002 0 000	2,135.79	Check Total:	2,135.79
571334	07/19/2022	GF027968	sensory room	01 6998 610 000 0 000	14,315.10	Check Total:	14,315.10
1843	07/19/2022	GF028083	tables & chairs	01 3591 610 000 0 000	460.00	Check Total:	460.00
72964756	07/19/2022	GF028074	APC Replacement Battery Cartridge	01 2230 610 000 0 000	322.44	Check Total:	7,377.12
72999695	07/19/2022	GF028076	HPE Aruba	01 2230 740 000 0 000	7,054.68	Check Total:	7,377.12
P1116024	07/19/2022		Reg. Pupil Transport. Drug Test	01 2710 350 000 0 000	137.60	Check Total:	137.60
10620	07/20/2022		Contracted Snow Removal	10 2630 423 000 0 000	75.00	Check Total:	75.00
955608300	07/19/2022	GF028135	HS physics text	01 6998 610 000 0 000	1,350.00	Check Total:	2,758.31
955610432	07/19/2022	GF028135	HS physics text	01 6998 610 000 0 000	1,408.31	Check Total:	2,758.31
IN3848363	07/19/2022	GF027568	supplies	01 1100 610 006 0 000	190.50	Check Total:	948.31
IN3848372	07/19/2022	GF027679	supplies	01 1100 610 004 0 000	69.85	Check Total:	948.31
IN3849626	07/19/2022	GF027844	supplies	01 2510 610 000 0 000	105.70	Check Total:	948.31
IN3849676	07/19/2022	GF027801	supplies	01 1100 610 001 0 000	264.25	Check Total:	948.31
IN3849676	07/19/2022	GF027801	supplies	01 1100 613 001 0 000	0.00	Check Total:	948.31
IN3849683	07/19/2022	GF027679	supplies	01 1100 610 004 0 000	7.85	Check Total:	948.31
IN3849685	07/19/2022	GF027660	supplies	01 1100 603 002 0 000	41.36	Check Total:	948.31
IN3855183	07/19/2022	GF027844	supplies	01 2510 610 000 0 000	40.60	Check Total:	948.31
IN3855192	07/19/2022	GF027801	supplies	01 1100 610 001 0 000	162.40	Check Total:	948.31
IN3855192	07/19/2022	GF027801	supplies	01 1100 613 001 0 000	0.00	Check Total:	948.31
IN3864365	07/20/2022	GF027660	supplies	01 1100 615 002 0 000	65.80	Check Total:	948.31
						Check Total:	15,000.00

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<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
86961	07/19/2022		Acellus License Fee	01 1100 643 000 0 000	15,000.00	
Check Number: 52308	Check Type: Check	Check Date: 07/21/2022	Vendor: ISLANDSUPP	Island Supply Welding Co	Check Total:	10,983.25
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
271864	07/20/2022	GF028100	supplies	01 6998 610 000 0 000	10,618.00	
271976	07/19/2022	GF026976	classroom consumables	01 1100 613 001 0 000	292.50	
271977	07/19/2022	GF026976	classroom consumables	01 1100 613 001 0 000	72.75	
Check Number: 52309	Check Type: Check	Check Date: 07/21/2022	Vendor: LANDMARKIM	JOHN DEER FINANCIAL	Check Total:	23.60
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
11313872	07/20/2022	GF028047	mower belt	01 2640 610 000 0 000	23.60	
Check Number: 52310	Check Type: Check	Check Date: 07/21/2022	Vendor: ORSCHELN1	John Deere Financial	Check Total:	246.48
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
013125	07/20/2022	GF026985	Grounds Supply DW	01 2630 610 000 0 000	28.96	
014566	07/20/2022	GF026985	Maintenance Supply MS	01 2620 610 002 0 000	19.33	
014953	07/20/2022	GF026985	Maintenance Supply HS	01 2620 610 001 0 000	2.51	
016037.	07/20/2022	GF026985	Maintenance Supply HS	01 2620 610 001 0 000	1.73	
016662	07/20/2022	GF026985	Maintenance Supply District-Wide	01 2620 610 000 0 000	39.99	
017907	07/20/2022	GF026985	Op. of Bldg. Cont. Heating & Air Svcs.	01 2620 437 000 0 000	37.79	
018255	07/20/2022	GF026985	Maintenance Supply MS	01 2620 610 002 0 000	22.97	
020952	07/20/2022	GF026985	Maintenance Supply District-Wide	01 2620 610 000 0 000	31.15	
021566	07/20/2022	GF026985	Op. of Bldg. Cont. Heating & Air Svcs.	01 2620 437 000 0 000	24.99	
022077	07/20/2022	GF026985	Maintenance Supply District-Wide	01 2620 610 000 0 000	37.06	
Check Number: 52311	Check Type: Check	Check Date: 07/21/2022	Vendor: JOHNSTONES	JOHNSTONE SUPPLY Inc.	Check Total:	124.48
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
20220719	07/19/2022		Op. of Bldg. Cont. Heating & Air Svcs.	01 2620 437 000 0 000	124.48	
Check Number: 52312	Check Type: Check	Check Date: 07/21/2022	Vendor: K12POSTERS	K12Posters.com	Check Total:	429.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
2509	07/19/2022	GF028121	Diversity 24" x 75"	01 1100 610 001 0 000	195.00	
2509	07/19/2022	GF028121	Respect for All 24" x 75"	01 1100 610 001 0 000	195.00	
2509	07/19/2022	GF028121	shipping	01 1100 610 001 0 000	39.00	
Check Number: 52313	Check Type: Check	Check Date: 07/21/2022	Vendor: KEARNEYWIN	Kearney Winnelson Co	Check Total:	195.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
384885 01	07/19/2022	GF028098	HS hvac	01 2620 437 001 0 000	195.00	
Check Number: 52314	Check Type: Check	Check Date: 07/21/2022	Vendor: KIRKSRESTA	Kirk's Restaurant	Check Total:	486.86
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
06/07	07/19/2022	GF028024	Exec. Admin. Supply	01 2320 610 000 0 000	486.86	
Check Number: 52315	Check Type: Check	Check Date: 07/21/2022	Vendor: KLAWN	K-Lawn of Lexington	Check Total:	10,834.90

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<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
14121	07/19/2022		Grounds Contracted Lawn Care HS	01 2630 422 001 0 000	114.95
14121	07/19/2022		Grounds Contracted Lawn Care MS	01 2630 422 002 0 000	116.00
14147	07/19/2022		Grounds Contracted Lawn Care Svcs.	01 2630 422 000 0 000	120.00
14225	07/19/2022		Grounds Contracted Lawn Care HS	01 2630 422 001 0 000	737.90
14225	07/19/2022		Grounds Contracted Lawn Care MS	01 2630 422 002 0 000	262.90
14225	07/19/2022		Grounds Contracted Lawn Care Pershing	01 2630 422 005 0 000	700.55
14225	07/19/2022		Grounds Contracted Lawn Care Sandoz	01 2630 422 006 0 000	619.25
14226	07/19/2022		Grounds Contracted Lawn Care Svcs.	01 2630 422 000 0 000	81.95
14226	07/19/2022		Grounds Contracted Lawn Care HS	01 2630 422 001 0 000	140.40
14226	07/19/2022		Grounds Contracted Lawn Care Bryan	01 2630 422 003 0 000	482.35
14226	07/19/2022		Grounds Contracted Lawn Care Bryan	01 2630 422 003 0 000	439.50
14258	07/19/2022		Grounds Contracted Lawn Care HS	01 2630 422 001 0 000	669.90
14258	07/19/2022		Grounds Contracted Lawn Care HS	01 2630 422 001 0 000	3,437.50
14258	07/19/2022		Grounds Contracted Lawn Care MS	01 2630 422 002 0 000	797.30
14258	07/19/2022		Grounds Contracted Lawn Care Morton	01 2630 422 004 0 000	771.10
14258	07/19/2022		Grounds Contracted Lawn Care Pershing	01 2630 422 005 0 000	1,168.35
14259	07/19/2022		Grounds Contracted Lawn Care Morton	01 2630 422 004 0 000	175.00
Check Number: 52316	Check Type: Check	Check Date: 07/21/2022	Vendor: LASWA	Lexington area Solid Waste Agency	Check Total: 11.20
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
20220719	07/19/2022		Op. of Bldg. Contracted Sanitation Svcs.	01 2620 421 000 0 000	11.20
Check Number: 52317	Check Type: Check	Check Date: 07/21/2022	Vendor: LEXINGTONL	Lexington Lions Club	Check Total: 1,350.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
20220721	07/21/2022		peaches	06 3100 630 000 0 000	1,350.00
Check Number: 52318	Check Type: Check	Check Date: 07/21/2022	Vendor: LIFEGUARDM	LifeGuard MD, Inc	Check Total: 1,058.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
14409	07/19/2022	GF028126	AED batteries	01 6450 610 000 0 000	1,058.00
Check Number: 52319	Check Type: Check	Check Date: 07/21/2022	Vendor: MCSTORAGE	Morris McConnell	Check Total: 370.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
156.042	07/19/2022		Op. of Bldg. Other Cont. Svcs.	01 2620 490 000 0 000	370.00
Check Number: 52320	Check Type: Check	Check Date: 07/21/2022	Vendor: MERIDIANRE	Meridian Rentals	Check Total: 56.82
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
065395	07/19/2022	GF028112	floor scraper rental	01 2620 610 000 0 000	56.82
Check Number: 52321	Check Type: Check	Check Date: 07/21/2022	Vendor: MIDWESTFL2	MIDWEST FLOOR SPECIALISTS	Check Total: 2,150.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
49	07/19/2022		Maintenance Supply Bryan	01 2620 610 003 0 000	2,150.00
Check Number: 52322	Check Type: Check	Check Date: 07/21/2022	Vendor: MIKESSPR	Alexander Michael	Check Total: 176.02

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<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
22381	07/19/2022		Grounds Supply DW	01 2630 610 000 0 000	176.02	
Check Number: 52323	Check Type: Check	Check Date: 07/21/2022	Vendor: NCSA	NE COUNCIL OF SCHOOL ADMIN	Check Total:	286.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
20220719	07/19/2022		Julie Myers admin days	01 2210 330 000 0 000	286.00	
Check Number: 52324	Check Type: Check	Check Date: 07/21/2022	Vendor: NESAFETYCE	NE SAFETY CENTER	Check Total:	725.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
57-10282	07/19/2022		Reg. Pupil Transport. Prof. Development	01 2710 330 000 0 000	725.00	
Check Number: 52325	Check Type: Check	Check Date: 07/21/2022	Vendor: NELANDTIRE	NEBRASKALAND TIRE CO. INC.	Check Total:	578.08
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
10599	07/19/2022	GF028144	ACT Van GA tires	01 2710 430 000 0 000	578.08	
Check Number: 52326	Check Type: Check	Check Date: 07/21/2022	Vendor: NOVELIDEAS	Novel Ideas, Inc	Check Total:	871.70
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
4513	07/19/2022	GF028046	workbooks	01 6998 610 000 0 000	871.70	
Check Number: 52327	Check Type: Check	Check Date: 07/21/2022	Vendor: OREILLYAUT	OReilly Auto Parts	Check Total:	54.57
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
4799-416057	07/19/2022	GF028131	van x repair	01 2650 430 000 0 000	54.57	
Check Number: 52328	Check Type: Check	Check Date: 07/21/2022	Vendor: TIGERPAPER	Paper Tiger Shredding	Check Total:	285.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
163609	07/19/2022		Fiscal Services Professional Services	01 2510 340 000 0 000	285.00	
Check Number: 52329	Check Type: Check	Check Date: 07/21/2022	Vendor: PLUMCREEK3	PLUM CREEK MEDICAL GROUP, P.C.	Check Total:	860.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
20220719	07/19/2022		Dahlas Holbein bus driver physical	01 2710 340 000 0 000	140.00	
6/12/22	07/19/2022		Claudia Ramos	01 3541 340 009 0 000	240.00	
6/28/22	07/19/2022		Claudia Ramos	01 3541 340 009 0 000	240.00	
7/6/22	07/19/2022		Claudia Ramos	01 3541 340 009 0 000	240.00	
Check Number: 52330	Check Type: Check	Check Date: 07/21/2022	Vendor: QUADIENTLE	Quadient Leasing USA, Inc	Check Total:	803.61
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
N9485818	07/19/2022		Fiscal Services Postage	01 2510 531 000 0 000	803.61	
Check Number: 52331	Check Type: Check	Check Date: 07/21/2022	Vendor: QUILL	QUILL	Check Total:	67.54
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
26268703	07/19/2022	GF028127	supplies	01 2510 610 000 0 000	31.86	
26296133	07/19/2022	GF028127	supplies	01 2510 610 000 0 000	35.68	
Check Number: 52332	Check Type: Check	Check Date: 07/21/2022	Vendor: RENAISSANC	RENAISSANCE LEARNING, INC.	Check Total:	11,593.39
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
INV5254465	07/19/2022	GF028117	renewal	01 1100 602 002 0 000	11,593.39	

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Check Number:	Check Type:	Check Date:	Vendor:		Check Total:
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
52333	Check	07/21/2022	SCHOLASTI4	SCHOLASTIC MAGAZINES	11,691.82
M7251245 2	07/19/2022	GF027706	classroom magazines	01 1100 610 003 0 000	1,871.93
M7251248 6	07/19/2022	GF027707	classroom magazines	01 1100 610 004 0 000	2,225.30
M7251251 0	07/19/2022	GF027708	classroom magazines	01 1100 610 005 0 000	2,290.82
M7251253 6	07/19/2022	GF027709	classroom magazines	01 1100 610 006 0 000	2,094.40
M7251255 1	07/19/2022	GF027712	classroom magazines	01 1190 610 009 0 000	1,161.60
M7251258 5	07/19/2022	GF027710	classroom magazines	01 1100 610 001 0 000	2,047.77
52334	Check	07/21/2022	SCHOOLSPEC	SCHOOL SPECIALTY INC.	80.59
208130354415	07/21/2022	GF028065	art supplies	01 1100 606 002 0 000	80.59
52335	Check	07/21/2022	SEESAW	Seesaw	9,120.00
2021-71800	07/19/2022	GF028118	renewal	01 6998 610 000 0 000	9,120.00
52336	Check	07/21/2022	SIMPLIFAST	SimpliFaster	4,596.00
3153	07/19/2022	GF027703	VMaxPro	01 2230 610 000 0 000	4,596.00
52337	Check	07/21/2022	SOCIALSTUD	SOCIAL STUDIES SCHOOL SERVICE	5,628.00
S1179409	07/19/2022	GF027960	Readiness US and World Map (G2-G3)	01 1100 644 004 0 000	5,628.00
52338	Check	07/21/2022	SOFTWAREUN	Software Unlimited Inc.	6,600.00
20212298	07/19/2022		Fiscal Services Technology Software	01 2510 735 000 0 000	6,600.00
52339	Check	07/21/2022	AMSANLLC	Supply Works	6,204.27
694853177	07/19/2022	GF028113	supplies	01 2620 610 000 0 000	15.00
696897388	07/20/2022	GF028113	supplies	01 2620 610 000 0 000	6,189.27
52340	Check	07/21/2022	TALKINGPOI	TalkingPoints	20,400.00
2215	07/19/2022	GF028128	software subscription	01 6998 643 000 0 000	20,400.00
52341	Check	07/21/2022	VVSINC	VVS, Inc	43.02
3600:4283626	07/19/2022		Fiscal Svcs. Rent of Equip. & Vehicles	01 2510 442 000 0 000	43.02
52342	Check	07/21/2022	WOODCRAFT	Woodcraft	189.99
IV003830496	07/19/2022	GF027762	supplies	01 1100 612 001 0 000	189.99

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Check Number: 52343	Check Type: Check	Check Date: 07/21/2022	Vendor: WORTHINGTO	Worthington Diret	Check Total:	12,351.50
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
INV388320-LEX018	07/19/2022	GF028055	tables	01 2620 733 002 0 000	12,351.50	

*Denotes Expensed Invoice Item

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Total without Voids: 322,328.91

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Check Number: 71896	Check Type: Automatic Payment	Check Date: 07/13/2022	Vendor: VISA	Check Total:	180.00		
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
20220713	07/13/2022		GIRLS SOCCER	05 2900 000 001 0 133	180.00		
Check Number: 71897	Check Type: Automatic Payment	Check Date: 07/13/2022	Vendor: VISA	Check Total:	820.90		
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
20220713	07/13/2022		BOYS TENNIS	05 2900 000 001 0 119	446.15		
20220713	07/13/2022		BOYS TENNIS	05 2900 000 001 0 119	374.75		
Check Number: 71898	Check Type: Automatic Payment	Check Date: 07/13/2022	Vendor: VISA	Check Total:	214.00		
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
20220713	07/13/2022		High School Drill Team Fundraising	05 2900 000 001 0 072	214.00		
Check Number: 71899	Check Type: Automatic Payment	Check Date: 07/13/2022	Vendor: VISA	Check Total:	498.32		
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
20220713	07/13/2022		HS Skills USA	05 2900 000 001 0 022	30.00		
20220713	07/13/2022		HS Skills USA	05 2900 000 001 0 022	30.00		
20220713	07/13/2022		HS Skills USA	05 2900 000 001 0 022	12.00		
20220713	07/13/2022		HS Skills USA	05 2900 000 001 0 022	21.91		
20220713	07/13/2022		HS Skills USA	05 2900 000 001 0 022	33.65		
20220713	07/13/2022		HS Skills USA	05 2900 000 001 0 022	32.49		
20220713	07/13/2022		HS Skills USA	05 2900 000 001 0 022	14.62		
20220713	07/13/2022		HS Skills USA	05 2900 000 001 0 022	35.81		
20220713	07/13/2022		HS Skills USA	05 2900 000 001 0 022	17.36		
20220713	07/13/2022		HS Skills USA	05 2900 000 001 0 022	12.40		
20220713	07/13/2022		HS Skills USA	05 2900 000 001 0 022	6.51		
20220713	07/13/2022		HS Skills USA	05 2900 000 001 0 022	17.36		
20220713	07/13/2022		HS Skills USA	05 2900 000 001 0 022	32.49		
20220713	07/13/2022		HS Skills USA	05 2900 000 001 0 022	23.15		
20220713	07/13/2022		HS Skills USA	05 2900 000 001 0 022	26.71		
20220713	07/13/2022		HS Skills USA	05 2900 000 001 0 022	26.58		
20220713	07/13/2022		HS Skills USA	05 2900 000 001 0 022	30.00		
20220713	07/13/2022		HS Skills USA	05 2900 000 001 0 022	30.00		
20220713	07/13/2022		HS Skills USA	05 2900 000 001 0 022	11.94		
20220713	07/13/2022		HS Skills USA	05 2900 000 001 0 022	16.14		
20220713	07/13/2022		HS Skills USA	05 2900 000 001 0 022	22.87		
20220713	07/13/2022		HS Skills USA	05 2900 000 001 0 022	14.33		
Check Number: 71900	Check Type: Automatic Payment	Check Date: 07/13/2022	Vendor: VISA	Check Total:	300.00		
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
20220713	07/13/2022		MS GENERAL ATHLETICS	05 2900 000 002 0 259	300.00		
Check Number: 13521	Check Type: Check	Check Date: 07/13/2022	Vendor: APPLECOMPU	Check Total:	7,600.00		
			APPLE COMPUTER, INC				

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<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
AJ11357111	07/13/2022	ACT03970	cables & adapters	05 2900 000 000 0 969	7,600.00
Check Number: 13522	Check Type: Check	Check Date: 07/13/2022	Vendor: CHANGECLOT	Change Clothing	Check Total: 627.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
20220713	07/13/2022	ACT03980	Summer Cup T-Shirts	05 2900 000 001 0 069	90.00
20220713-0001	07/13/2022	ACT03979	shirts	05 2900 000 003 0 309	537.00
Check Number: 13523	Check Type: Check	Check Date: 07/13/2022	Vendor: COMFORTSU1	Comfort Suites West Omaha	Check Total: 1,190.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
20220713	07/13/2022		rooms	05 2900 000 001 0 136	1,190.00
Check Number: 13524	Check Type: Check	Check Date: 07/13/2022	Vendor: GREATPLATT	GREAT PLATTE RIVER ROAD ARCHWAY MONUMENT	Check Total: 348.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
200397	07/13/2022	ACT03937	field trip	05 2900 000 005 0 502	348.00
Check Number: 13525	Check Type: Check	Check Date: 07/13/2022	Vendor: LINCOLNJOU	LINCOLN JOURNAL-STAR	Check Total: 174.40
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
1081260-1	07/13/2022	ACT03968	Thank you Ad for Orange and Black	05 2900 000 001 0 063	174.40
Check Number: 13526	Check Type: Check	Check Date: 07/13/2022	Vendor: LOUSSPORTI	Lou's Sporting Goods	Check Total: 181.90
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
AAE744558-AX07	07/13/2022	ACT03972	Stat book, Captain Bands, Scrimmage vest	05 2900 000 001 0 133	10.04
AAE744558-AX07	07/13/2022	ACT03972	Practice jerseys	05 2900 000 002 0 250	0.00
AAV750148-AX05	07/13/2022	ACT03864	Helmets, footballs, wrist coaches, scrim	05 2900 000 001 0 114	0.00
AAV750148-AX05	07/13/2022	ACT03864	VB antennae with sleeve, flip boards, ga	05 2900 000 001 0 116	0.00
AAV750148-AX05	07/13/2022	ACT03864	softballs, scorebooks, line up cards, he	05 2900 000 001 0 132	171.86
Check Number: 13527	Check Type: Check	Check Date: 07/13/2022	Vendor: MEADLUMBER	MEAD LUMBER	Check Total: 795.52
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
7777136	07/13/2022	ACT03971	Bandsaw to cut metal for welding	05 2900 000 001 0 022	304.99
7796847	07/13/2022	ACT03894	student project material	05 2900 000 001 0 025	490.53
Check Number: 13528	Check Type: Check	Check Date: 07/13/2022	Vendor: NHSPA	Nebraska High School Press Association	Check Total: 1,710.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
20220713	07/13/2022		High School Yearbook Fundraising	05 2900 000 001 0 080	1,710.00
Check Number: 13529	Check Type: Check	Check Date: 07/13/2022	Vendor: NEFFCOMPAN	The Neff Company	Check Total: 339.19
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
A02948825	07/13/2022	ACT03974	Runner Up for Cheerleaders	05 2900 000 001 0 106	339.19
Check Number: 13530	Check Type: Check	Check Date: 07/13/2022	Vendor: YANDASMUSI	Yanda's Music	Check Total: 1,790.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
594029	07/13/2022	ACT03969	Instrument repairs and replacement parts	05 2900 000 002 0 211	270.00

Checking Account: 5		5					
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	<u>Check Total:</u>	<u>Detail Amount</u>
595835	07/13/2022	ACT03969	Instrument repairs and replacement parts	05 2900 000 002 0 211	1,505.00		
595842	07/13/2022	ACT03969	Instrument repairs and replacement parts	05 2900 000 002 0 211	15.00		
Check Number: 13531	Check Type: Check	Check Date: 07/30/2022	Vendor: AMAZON	AMAZON/GE MONEY BANK	Check Total:	1,204.12	
598586988853	07/30/2022	ACT03973	supplies	05 2900 000 001 0 029	101.52		
756376664537	07/30/2022	ACT03973	supplies	05 2900 000 001 0 029	1,102.60		
Check Number: 13532	Check Type: Check	Check Date: 07/30/2022	Vendor: SP2	American Safety Council	Check Total:	349.00	
M6355763	07/30/2022	ACT03987	safty training online	05 2900 000 001 0 023	349.00		
Check Number: 13533	Check Type: Check	Check Date: 07/30/2022	Vendor: APPLECOMPU	APPLE COMPUTER, INC	Check Total:	9,500.00	
AJ13701879	07/30/2022	ACT03975	USB-C power adapters & lightning cable	05 2900 000 000 0 969	9,500.00		
Check Number: 13534	Check Type: Check	Check Date: 07/30/2022	Vendor: WALMARTCOM	Capital One	Check Total:	245.30	
20220730	07/30/2022		HS FINES	05 2900 000 001 0 029	86.78		
20220730	07/30/2022		Flower Garden	05 2900 000 004 0 406	102.64		
20220730	07/30/2022		Flower Garden	05 2900 000 004 0 406	55.88		
Check Number: 13535	Check Type: Check	Check Date: 07/30/2022	Vendor: CHANGECLLOT	Change Clothing	Check Total:	4,487.50	
20220730	07/30/2022	ACT03982	PE SHIRTS	05 2900 000 002 0 219	4,487.50		
Check Number: 13536	Check Type: Check	Check Date: 07/30/2022	Vendor: INNOVATIV1	Innovative Timing Systems, LLC	Check Total:	249.00	
23046	07/30/2022		support agreement	05 2900 000 001 0 115	249.00		
Check Number: 13537	Check Type: Check	Check Date: 07/30/2022	Vendor: ORSCHELN1	John Deere Financial	Check Total:	69.54	
012439	07/30/2022	ACT03967	Paint and supplies for fundraiser	05 2900 000 001 0 070	10.58		
014544	07/30/2022	ACT03967	Paint and supplies for fundraiser	05 2900 000 001 0 070	44.98		
014595	07/30/2022	ACT03967	Paint and supplies for fundraiser	05 2900 000 001 0 070	13.98		
Check Number: 13538	Check Type: Check	Check Date: 07/30/2022	Vendor: LOUSSPORTI	Lou's Sporting Goods	Check Total:	4,192.11	
AAE744558-AK09	07/30/2022	ACT03972	Stat book, Captain Bands, Scrimmage vest	05 2900 000 001 0 133	27.00		
AAE744558-AK09	07/30/2022	ACT03972	Practice jerseys	05 2900 000 002 0 250	707.81		
AAV750147-AX03	07/30/2022	ACT03864	Helmets, footballs, wrist coaches, scrim	05 2900 000 001 0 114	0.00		
AAV750147-AX03	07/30/2022	ACT03864	VB antennae with sleeve, flip boards, ga	05 2900 000 001 0 116	208.14		
AAV750147-AX03	07/30/2022	ACT03864	softballs, scorebooks, line up cards, he	05 2900 000 001 0 132	0.00		
AAV751217-AK01	07/30/2022	ACT03962	lettering pins (FB and Tennis)	05 2900 000 001 0 130	178.68		
AAV751218-AK02	07/30/2022	ACT03962	Mat Tape	05 2900 000 001 0 100	252.00		

Checking Account: 5

5

AAV751218-AK02	07/30/2022	ACT03962	Mens Basketballs	05 2900 000 001 0 120	650.00
AAV751218-AK02	07/30/2022	ACT03962	Basketball nets	05 2900 000 001 0 120	32.00
AAV751218-AK02	07/30/2022	ACT03962	Head gear	05 2900 000 001 0 121	666.00
AAV751218-AK02	07/30/2022	ACT03962	Women's basketballs	05 2900 000 001 0 122	910.00
AAV751218-AK02	07/30/2022	ACT03962	slip knot replacement sheet	05 2900 000 001 0 122	118.00
AAV751218-AK02	07/30/2022	ACT03962	shipping	05 2900 000 001 0 130	122.48
AAV751218-AK02	07/30/2022	ACT03962	fox mini whistles	05 2900 000 001 0 130	84.00
AAV751218-AK02	07/30/2022	ACT03962	Basketball clipboards	05 2900 000 002 0 252	24.00
AAV751218-AK02	07/30/2022	ACT03962	Mat Clean disenfectant	05 2900 000 002 0 253	140.00
AAV751218-AK02	07/30/2022	ACT03962	BB scorebooks	05 2900 000 002 0 254	72.00
Check Number: 13539	Check Type: Check	Check Date: 07/30/2022	Vendor: PERMABOUND	PERMA-BOUND	Check Total: 55.82
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
1933603-00	07/30/2022	ACT03976	books	05 2900 000 001 0 054	55.82
Check Number: 13540	Check Type: Check	Check Date: 07/30/2022	Vendor: PIZZAHUT	Pizza Hut	Check Total: 286.49
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
12/11/21	07/30/2022		CONCESSIONS	05 2900 000 001 0 032	120.99
9/24/2021	07/30/2022		CONCESSIONS	05 2900 000 001 0 032	165.50
Check Number: 13541	Check Type: Check	Check Date: 07/30/2022	Vendor: RSCHOOLTOD	rSchoolToday	Check Total: 595.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
78510	07/30/2022		HS GENERAL ACTIVITIES	05 2900 000 001 0 130	595.00

*Denotes Expensed Invoice Item

Checking Account ID: 5

Total without Voids: 38,003.11

Fund: 05 ACTIVITY FUND

Chart of Account Number		Chart of Account Description				Entity Name	Expenses	Revenues	Outstanding AP	Outstanding PO	Balance Change	Balance
Entry Date	JR	Reference #	Check Acct	Check #	Description							
05 704 0948		Social Work Fundraising				*Previous Balance						113.61
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	113.61
05 704 0949		Student Fee Waivers				*Previous Balance						11,897.67
05 2900 000 000 0 949		Student Fee Waivers										
10/25/2021	PO	ACT03806			Jose Fuentes-Palacios sports physical	PLUM CREEK MEDICAL GROUP, P.C.	0.00	0.00	0.00	90.00		
03/18/2022	PO	ACT03895			Angel Chavez sports physical	PLUM CREEK MEDICAL GROUP, P.C.	0.00	0.00	0.00	90.00		
05 704 0949		Student Fee Waivers				*Previous Balance						(180.00)
						*Ending Balance:	0.00	0.00	0.00	180.00	0.00	11,717.67
05 704 0953		Early Learning Academy				*Previous Balance						175.73
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	175.73
05 704 0956		ELEMENTARY RECORDERS				*Previous Balance						4,137.49
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	4,137.49
05 704 0957		NE SPECIAL OLYMPICS				*Previous Balance						2,431.68
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	2,431.68
05 704 0958		GIFTED PROGRAMS				*Previous Balance						1,224.22
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	1,224.22
05 704 0959		AUTISM Programs				*Previous Balance						396.96
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	396.96
05 704 0960		ADULT ACTIVITY TICKETS				*Previous Balance						7,000.00
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	7,000.00
05 704 0961		INSUFFICIENT CHECKS				*Previous Balance						32.30
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	32.30
05 704 0966		Alumni Funds				*Previous Balance						841.00
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	841.00
05 704 0967		Majestic Theatre				*Previous Balance						38,249.16
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	38,249.16
05 704 0968		MONA				*Previous Balance						230.22
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	230.22
05 704 0969		STUDENT LAPTOP PROTECTION PLAN				*Previous Balance						342,664.15
05 704 0969		STUDENT LAPTOP PROTECTION PLAN										
05 1710 0969		STUDENT LAPTOP PROTECTION PLAN										
07/26/2022	CR				iPad insurance	Lexington Public Schools	0.00	2,915.00	0.00	0.00		
07/28/2022	CR				RevTrak Receipts	Lexington Public Schools	0.00	25.00	0.00	0.00		
05 2900 000 000 0 969		STUDENT LAPTOP PROTECTION PLAN										
07/13/2022	CD	ACT03970 AJ11357111	5	13521	cables & adapters	APPLE COMPUTER, INC	7,600.00	0.00	0.00	0.00		

Fund: 05 ACTIVITY FUND

Chart of Account Number			Chart of Account Description			Entity Name	Expenses	Revenues	Outstanding AP	Outstanding PO	Balance Change	Balance
Entry Date	JR	Reference #	Check Acct	Check #	Description							
07/30/2022	CD	ACT03975 AJ13701879	5	13533	USB-C power adapters & lightning cable	APPLE COMPUTER, INC	9,500.00	0.00	0.00	0.00		
05 704 0969					STUDENT LAPTOP PROTECTION PLAN	*Current Activity						(14,160.00)
						*Ending Balance:	17,100.00	2,940.00	0.00	0.00	0.00	328,504.15
05 704 0970					STUDENT LAPTOP BAGS	*Previous Balance						6,645.00
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	6,645.00
05 704 0971					STUDENT USB DRIVES	*Previous Balance						834.07
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	834.07
05 704 0980					TRANSPORTATION	*Previous Balance						9.66
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	9.66
05 704 1010					CLASS OF 2022	*Previous Balance						0.00
05 2900 000 001 0 010					Class of 2022							
05/03/2022	PO	ACT03943			graduation flowers	PLUM CREEK MARKET PLACE	0.00	0.00	0.00	1,118.00		
05 704 1010					CLASS OF 2022	*Previous Balance						(1,118.00)
						*Ending Balance:	0.00	0.00	0.00	1,118.00	0.00	(1,118.00)
05 704 1011					CLASS OF 2019	*Previous Balance						1,130.51
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	1,130.51
05 704 1012					CLASS OF 2020	*Previous Balance						716.24
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	716.24
05 704 1013					CLASS OF 2021	*Previous Balance						84.74
05 2900 000 001 0 013					Class of 2021							
03/17/2022	PO	ACT03892			HS Academic Distinction medals	AWARDS UNLIMITED, INC.	0.00	0.00	0.00	210.65		
05 704 1013					CLASS OF 2021	*Previous Balance						(210.65)
						*Ending Balance:	0.00	0.00	0.00	210.65	0.00	(125.91)
05 704 1014					HS Pioneer Scholarship	*Previous Balance						500.00
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	500.00
05 704 1016					High School Student Support	*Previous Balance						1,939.61
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	1,939.61
05 704 1017					High School Student Teammaker Account	*Previous Balance						2,827.17
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	2,827.17
05 704 1018					High School Technology Club	*Previous Balance						284.57
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	284.57
05 704 1019					High School Prom Fundraising	*Previous Balance						7,189.25
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	7,189.25
05 704 1021					Booster Club (flow-through)	*Previous Balance						7,633.41
05 2900 000 001 0 021					Booster Club (flow-through)							
04/19/2022	PO	ACT03918			Lifting Belts	Rogue Fitness	0.00	0.00	0.00	1,045.00		

Fund: 05 ACTIVITY FUND

Chart of Account Number		Chart of Account Description				Entity Name	Expenses	Revenues	Outstanding AP	Outstanding PO	Balance Change	Balance
Entry Date	JR	Reference #	Check Acct	Check #	Description							
04/28/2022	PO	ACT03936			Signs for Cheer Competition	Varsity Spirit Fashions	0.00	0.00	0.00	318.00		
05/24/2022	PO	ACT03962			Triple Window Wrist Bands	Lou's Sporting Goods	0.00	0.00	0.00	270.00		
05 704 1021					Booster Club (flow-through)	*Previous Balance					(1,633.00)	
						*Ending Balance:	0.00	0.00	0.00	1,633.00	6,000.41	
05 704 1022					HS Skills USA	*Previous Balance					7,362.17	
05 704 1022					HS Skills USA							
05 2900 000 001 0 022					HS Skills USA							
07/13/2022	CD	ACT03971 7777136	5	13527	Bandsaw to cut metal for welding	MEAD LUMBER	304.99	0.00	0.00	0.00		
07/13/2022	CD	20220713	5	71899	HS Skills USA	VISA	30.00	0.00	0.00	0.00		
07/13/2022	CD	20220713	5	71899	HS Skills USA	VISA	30.00	0.00	0.00	0.00		
07/13/2022	CD	20220713	5	71899	HS Skills USA	VISA	12.00	0.00	0.00	0.00		
07/13/2022	CD	20220713	5	71899	HS Skills USA	VISA	21.91	0.00	0.00	0.00		
07/13/2022	CD	20220713	5	71899	HS Skills USA	VISA	33.65	0.00	0.00	0.00		
07/13/2022	CD	20220713	5	71899	HS Skills USA	VISA	32.49	0.00	0.00	0.00		
07/13/2022	CD	20220713	5	71899	HS Skills USA	VISA	14.62	0.00	0.00	0.00		
07/13/2022	CD	20220713	5	71899	HS Skills USA	VISA	35.81	0.00	0.00	0.00		
07/13/2022	CD	20220713	5	71899	HS Skills USA	VISA	17.36	0.00	0.00	0.00		
07/13/2022	CD	20220713	5	71899	HS Skills USA	VISA	12.40	0.00	0.00	0.00		
07/13/2022	CD	20220713	5	71899	HS Skills USA	VISA	6.51	0.00	0.00	0.00		
07/13/2022	CD	20220713	5	71899	HS Skills USA	VISA	17.36	0.00	0.00	0.00		
07/13/2022	CD	20220713	5	71899	HS Skills USA	VISA	32.49	0.00	0.00	0.00		
07/13/2022	CD	20220713	5	71899	HS Skills USA	VISA	23.15	0.00	0.00	0.00		
07/13/2022	CD	20220713	5	71899	HS Skills USA	VISA	26.71	0.00	0.00	0.00		
07/13/2022	CD	20220713	5	71899	HS Skills USA	VISA	26.58	0.00	0.00	0.00		
07/13/2022	CD	20220713	5	71899	HS Skills USA	VISA	30.00	0.00	0.00	0.00		
07/13/2022	CD	20220713	5	71899	HS Skills USA	VISA	30.00	0.00	0.00	0.00		
07/13/2022	CD	20220713	5	71899	HS Skills USA	VISA	11.94	0.00	0.00	0.00		
07/13/2022	CD	20220713	5	71899	HS Skills USA	VISA	16.14	0.00	0.00	0.00		
07/13/2022	CD	20220713	5	71899	HS Skills USA	VISA	22.87	0.00	0.00	0.00		
07/13/2022	CD	20220713	5	71899	HS Skills USA	VISA	14.33	0.00	0.00	0.00		
05 704 1022					HS Skills USA	*Current Activity					(803.31)	
						*Ending Balance:	803.31	0.00	0.00	0.00	6,558.86	
05 704 1023					HS Auto Resale	*Previous Balance					1,930.91	
05 704 1023					HS Auto Resale							
05 2900 000 001 0 023					HS Auto Resale							
07/30/2022	CD	ACT03987 M6355763	5	13532	safty training online	American Safety Council	349.00	0.00	0.00	0.00		
05 704 1023					HS Auto Resale	*Current Activity					(349.00)	
						*Ending Balance:	349.00	0.00	0.00	0.00	1,581.91	
05 704 1024					HS Welding	*Previous Balance					1,399.34	
						*Ending Balance:	0.00	0.00	0.00	0.00	1,399.34	
05 704 1025					HS WOOD SHOP RESALE	*Previous Balance					12,736.90	
05 704 1025					HS WOOD SHOP RESALE							
05 2900 000 001 0 025					HS WOOD SHOP RESALE							

Fund: 05 ACTIVITY FUND

Chart of Account Number			Chart of Account Description			Entity Name	Expenses	Revenues	Outstanding AP	Outstanding PO	Balance Change	Balance
Entry Date	JR	Reference #	Check Acct	Check #	Description							
07/13/2022	CD	ACT03894 7796847	5	13527	student project material	MEAD LUMBER	490.53	0.00	0.00	0.00		
05 704 1025					HS WOOD SHOP RESALE	*Current Activity						(490.53)
						*Ending Balance:	490.53	0.00	0.00	0.00	0.00	12,246.37
05 704 1026					FFA	*Previous Balance						9,610.70
05 704 1026					FFA							
05 1710 1026					FFA							
07/11/2022	CR	005401			FFA Fund	LEXINGTON ACTIVITY ACCOUNT	0.00	653.00	0.00	0.00		
07/11/2022	CR	005402			FFA Fundraiser	LEXINGTON ACTIVITY ACCOUNT	0.00	54.00	0.00	0.00		
05 704 1026					FFA	*Current Activity						707.00
						*Ending Balance:	0.00	707.00	0.00	0.00	0.00	10,317.70
05 704 1027					ATHLETIC LETTER CLUB	*Previous Balance						1,115.04
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	1,115.04
05 704 1028					HS STUDENT COUNCIL	*Previous Balance						3,828.38
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	3,828.38
05 704 1029					HS FINES	*Previous Balance						11,720.29
05 704 1029					HS FINES							
05 2900 000 001 0 029					HS FINES							
07/30/2022	CD	20220730	5	13534	HS FINES	Capital One	86.78	0.00	0.00	0.00		
07/30/2022	CD	ACT03973 756376664537	5	13531	supplies	AMAZON/GE MONEY BANK	1,102.60	0.00	0.00	0.00		
07/30/2022	CD	ACT03973 598586988853	5	13531	supplies	AMAZON/GE MONEY BANK	101.52	0.00	0.00	0.00		
05 704 1029					HS FINES	*Current Activity						(1,290.90)
						*Ending Balance:	1,290.90	0.00	0.00	0.00	0.00	10,429.39
05 704 1030					HS MISCELLANEOUS	*Previous Balance						1,781.66
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	1,781.66
05 704 1031					High School Recycling	*Previous Balance						2,703.69
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	2,703.69
05 704 1032					CONCESSIONS	*Previous Balance						12,233.90
05 704 1032					CONCESSIONS							
05 2900 000 001 0 032					CONCESSIONS							
08/18/2021	PO	ACT03751			concession donuts	DELIGHT DONUTS	0.00	0.00	0.00	200.00		
07/30/2022	CD	12/11/21	5	13540	CONCESSIONS	Pizza Hut	120.99	0.00	0.00	0.00		
07/30/2022	CD	9/24/2021	5	13540	CONCESSIONS	Pizza Hut	165.50	0.00	0.00	0.00		
05 704 1032					CONCESSIONS	*Current Activity						(486.49)
						*Ending Balance:	286.49	0.00	0.00	200.00	0.00	11,747.41
05 704 1033					HONOR SOCIETY	*Previous Balance						4.27
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	4.27
05 704 1034					High School Cap & Gown	*Previous Balance						5,320.26

Fund: 05 ACTIVITY FUND

Chart of Account Number		Chart of Account Description				Entity Name	Expenses	Revenues	Outstanding AP	Outstanding PO	Balance Change	Balance
Entry Date	JR	Reference #	Check Acct	Check #	Description							
05 704 1054			HS LIBRARY			*Previous Balance						4,195.56
05 704 1054			HS LIBRARY									
05 1710 1054			HS LIBRARY									
07/11/2022	CR	005398			Library	LEXINGTON ACTIVITY ACCOUNT	0.00	130.00	0.00	0.00		
05 2900 000 001 0 054			HS LIBRARY									
07/30/2022	CD	ACT03976 1933603-00	5	13539	books	PERMA-BOUND	55.82	0.00	0.00	0.00		
05 704 1054			HS LIBRARY			*Current Activity						74.18
						*Ending Balance:	55.82	130.00	0.00	0.00	0.00	4,269.74
05 704 1055			OCTAGON CLUB			*Previous Balance						676.41
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	676.41
05 704 1056			AROUND THE MUNDO			*Previous Balance						149.48
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	149.48
05 704 1057			DON BADER SCHOLARSHIPS			*Previous Balance						49.50
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	49.50
05 704 1058			HS PEP CLUB			*Previous Balance						353.50
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	353.50
05 704 1060			High School Speech Fundraising			*Previous Balance						651.06
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	651.06
05 704 1061			GIRLS SOCCER FUNDRAISING			*Previous Balance						2,934.72
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	2,934.72
05 704 1062			GIRLS BASKETBALL FUNDRAISING			*Previous Balance						1,009.64
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	1,009.64
05 704 1063			High School Orange & Black Fundraising			*Previous Balance						15,713.92
05 704 1063			High School Orange & Black Fundraising									
05 2900 000 001 0 063			High School Orange & Black Fundraising									
07/30/2021	PO	ACT03737			4 year 100% attendance shirts	MOONLIGHT EMBROIDERY	0.00	0.00	0.00	100.00		
04/21/2022	PO	ACT03925			Updating Powerlifting Boards	SIGN PRO	0.00	0.00	0.00	500.00		
07/13/2022	CD	ACT03968 1081260-1	5	13525	Thank you Ad for Orange and Black	LINCOLN JOURNAL-STAR	174.40	0.00	0.00	0.00		
07/25/2022	PO	ACT03986			Award T-shirts for lifters	MOONLIGHT EMBROIDERY	0.00	0.00	0.00	500.00		
05 704 1063			High School Orange & Black Fundraising			*Previous Balance						(1,274.40)
						*Ending Balance:	174.40	0.00	0.00	1,100.00	0.00	14,439.52
05 704 1064			High School Softball Fundraising			*Previous Balance						240.00
05 2900 000 001 0 064			High School Softball Fundraising									
08/05/2021	PO	ACT03741			Coaching Polos for coaches. Coaches will reimburse costs	Relentless Screen Printing	0.00	0.00	0.00	326.00		
05 704 1064			High School Softball Fundraising			*Previous Balance						(326.00)
						*Ending Balance:	0.00	0.00	0.00	326.00	0.00	(86.00)
05 704 1065			High School Cheerleading Fundraising			*Previous Balance						4,434.63

Fund: 05 ACTIVITY FUND

Chart of Account Number		Chart of Account Description				Entity Name	Expenses	Revenues	Outstanding AP	Outstanding PO	Balance Change	Balance
Entry Date	JR	Reference #	Check Acct	Check #	Description							
05 704 1065					High School Cheerleading Fundraising							
05 1710 1065					High School Cheerleading Fundraising							
07/11/2022	CR	005400			Cheer Fundraising	LEXINGTON ACTIVITY ACCOUNT	0.00	2,453.45	0.00	0.00		
05 2900 000 001 0 065					High School Cheerleading Fundraising							
04/19/2022	PO	ACT03915			Cheer Apparel paid for by cheerleaders	Varsity Spirit Fashions	0.00	0.00	0.00	9,142.10		
05 704 1065					High School Cheerleading Fundraising							
						*Previous Balance					(6,688.65)	
						*Ending Balance:	0.00	2,453.45	0.00	9,142.10	0.00	(2,254.02)
05 704 1066					FOOTBALL FUNDRAISING						16,964.88	
05 2900 000 001 0 066					FOOTBALL FUNDRAISING							
04/04/2022	PO	ACT03905			New camera for filming Football games	Hi POD	0.00	0.00	0.00	4,424.00		
05 704 1066					FOOTBALL FUNDRAISING							
						*Previous Balance					(4,424.00)	
						*Ending Balance:	0.00	0.00	0.00	4,424.00	0.00	12,540.88
05 704 1067					VOLLEYBALL FUNDRAISING						2,781.05	
						*Previous Balance					2,781.05	
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	2,781.05
05 704 1068					Boys Basketball Fundraising						1,926.98	
						*Previous Balance					1,926.98	
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	1,926.98
05 704 1069					HS Boys Soccer Fundraising						2,547.12	
05 704 1069					HS Boys Soccer Fundraising							
05 2900 000 001 0 069					HS Boys Soccer Fundraising							
07/06/2022	PO	ACT03981			120 socks and 2 sets of replacement uniforms	Lou's Sporting Goods	0.00	0.00	0.00	2,400.00		
07/13/2022	CD	ACT03980 20220713	5	13522	Summer Cup T-Shirts	Change Clothing	90.00	0.00	0.00	0.00		
05 704 1069					HS Boys Soccer Fundraising							
						*Current Activity					(2,490.00)	
						*Ending Balance:	90.00	0.00	0.00	2,400.00	0.00	57.12
05 704 1070					High School Cross Country Fundraising						1,920.21	
05 704 1070					High School Cross Country Fundraising							
05 2900 000 001 0 070					High School Cross Country Fundraising							
07/30/2022	CD	ACT03967 012439	5	13537	Paint and supplies for fundraiser	John Deere Financial	10.58	0.00	0.00	0.00		
07/30/2022	CD	ACT03967 014595	5	13537	Paint and supplies for fundraiser	John Deere Financial	13.98	0.00	0.00	0.00		
07/30/2022	CD	ACT03967 014544	5	13537	Paint and supplies for fundraiser	John Deere Financial	44.98	0.00	0.00	0.00		
05 704 1070					High School Cross Country Fundraising							
						*Current Activity					(69.54)	
						*Ending Balance:	69.54	0.00	0.00	0.00	0.00	1,850.67
05 704 1071					High School Track Fundraising						272.51	
						*Previous Balance					272.51	
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	272.51
05 704 1072					High School Drill Team Fundraising						3,007.53	
05 704 1072					High School Drill Team Fundraising							
05 1710 1072					High School Drill Team Fundraising							

Fund: 05 ACTIVITY FUND

Chart of Account Number		Chart of Account Description				Entity Name	Expenses	Revenues	Outstanding AP	Outstanding PO	Balance Change	Balance
Entry Date	JR	Reference #	Check Acct	Check #	Description							
05 704 1105		SPEECH				*Previous Balance						2,352.21
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	2,352.21
05 704 1106		HS CHEERLEADERS				*Previous Balance						4,337.21
05 704 1106		HS CHEERLEADERS										
05 2900 000 001 0 106		HS CHEERLEADERS										
12/07/2020	PO	ACT03586			Solid Metallic Poms Black	Omni Cheer	0.00	0.00	0.00	47.94		
12/07/2020	PO	ACT03586			shipping	Omni Cheer	0.00	0.00	0.00	9.00		
07/13/2022	CD	ACT03974 A02948825	5	13529	Runner Up for Cheerleaders	Neff Company, The	339.19	0.00	0.00	0.00		
05 704 1106		HS CHEERLEADERS				*Current Activity						(396.13)
						*Ending Balance:	339.19	0.00	0.00	56.94	0.00	3,941.08
05 704 1108		WEIGHT ROOM				*Previous Balance						475.05
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	475.05
05 704 1109		TRAINING ROOM				*Previous Balance						(238.20)
05 2900 000 001 0 109		TRAINING ROOM										
06/30/2022	PO	ACT03977			Gatorade Performance Package	Collins Sports Medicine	0.00	0.00	0.00	400.00		
06/30/2022	PO	ACT03978			Training Room Supplies (Annual)	Medco School First Aid	0.00	0.00	0.00	4,557.51		
07/11/2022	PO	ACT03983			subscription	Impact Applications, Inc	0.00	0.00	0.00	695.00		
05 704 1109		TRAINING ROOM				*Previous Balance						(5,652.51)
						*Ending Balance:	0.00	0.00	0.00	5,652.51	0.00	(5,890.71)
05 704 1110		HS BAND				*Previous Balance						(2,957.95)
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	(2,957.95)
05 704 1112		HS ONE ACT PLAY				*Previous Balance						(1,071.21)
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	(1,071.21)
05 704 1113		ANNUAL				*Previous Balance						1,281.27
05 704 1113		ANNUAL										
05 1710 1113		ANNUAL										
07/25/2022	CR	005404			Yearbook	LEXINGTON ACTIVITY ACCOUNT	0.00	40.00	0.00	0.00		
07/25/2022	CR	005407			Yearbook	LEXINGTON ACTIVITY ACCOUNT	0.00	360.00	0.00	0.00		
05 704 1113		ANNUAL				*Current Activity						400.00
						*Ending Balance:	0.00	400.00	0.00	0.00	0.00	1,681.27
05 704 1114		HS FOOTBALL				*Previous Balance						(15,641.40)
05 704 1114		HS FOOTBALL										
05 2900 000 001 0 114		HS FOOTBALL										
05/24/2022	PO	ACT03962			Digital Down Marker	Lou's Sporting Goods	0.00	0.00	0.00	800.00		
05/24/2022	PO	ACT03962			chain set	Lou's Sporting Goods	0.00	0.00	0.00	350.00		
05 704 1114		HS FOOTBALL				*Previous Balance						(1,150.00)
						*Ending Balance:	0.00	0.00	0.00	1,150.00	0.00	(16,791.40)
05 704 1115		CROSS COUNTRY				*Previous Balance						(1,903.31)
05 704 1115		CROSS COUNTRY										

Fund: 05 ACTIVITY FUND

Chart of Account Number		Chart of Account Description				Entity Name	Expenses	Revenues	Outstanding AP	Outstanding PO	Balance Change	Balance
Entry Date	JR	Reference #	Check Acct	Check #	Description							
05 2900 000 001 0 115			CROSS COUNTRY									
07/30/2022	CD	23046	5	13536	support agreement	Innovative Timing Systems, LLC	249.00	0.00	0.00	0.00		
05 704 1115			CROSS COUNTRY			*Current Activity					(249.00)	
						*Ending Balance:	249.00	0.00	0.00	0.00	(2,152.31)	
05 704 1116			HS VOLLEYBALL			*Previous Balance					9,566.62	
05 704 1116			HS VOLLEYBALL									
05 2900 000 001 0 116			HS VOLLEYBALL									
07/30/2022	CD	ACT03864 AAV750147- AX03	5	13538	VB antennae with sleeve, flip boards, ga	Lou's Sporting Goods	208.14	0.00	0.00	0.00		
05 704 1116			HS VOLLEYBALL			*Current Activity					(208.14)	
						*Ending Balance:	208.14	0.00	0.00	0.00	9,358.48	
05 704 1117			HS BOWLING			*Previous Balance					(3,219.80)	
						*Ending Balance:	0.00	0.00	0.00	0.00	(3,219.80)	
05 704 1118			GIRLS GOLF			*Previous Balance					(1,537.38)	
05 2900 000 001 0 118			GIRLS GOLF									
05/24/2022	PO	ACT03963			golf balls for girls golf season	Widlerness Ridge	0.00	0.00	0.00	400.00		
05 704 1118			GIRLS GOLF			*Previous Balance					(400.00)	
						*Ending Balance:	0.00	0.00	0.00	400.00	(1,937.38)	
05 704 1119			BOYS TENNIS			*Previous Balance					102.04	
05 704 1119			BOYS TENNIS									
05 2900 000 001 0 119			BOYS TENNIS									
07/13/2022	CD	20220713	5	71897	BOYS TENNIS	Visa	446.15	0.00	0.00	0.00		
07/13/2022	CD	20220713	5	71897	BOYS TENNIS	Visa	374.75	0.00	0.00	0.00		
05 704 1119			BOYS TENNIS			*Current Activity					(820.90)	
						*Ending Balance:	820.90	0.00	0.00	0.00	(718.86)	
05 704 1120			HS BOYS BASKETBALL			*Previous Balance					12,797.79	
05 704 1120			HS BOYS BASKETBALL									
05 2900 000 001 0 120			HS BOYS BASKETBALL									
07/30/2022	CD	ACT03962 AAV751218- AK02	5	13538	Mens Basketballs	Lou's Sporting Goods	650.00	0.00	0.00	0.00		
07/30/2022	CD	ACT03962 AAV751218- AK02	5	13538	Basketball nets	Lou's Sporting Goods	32.00	0.00	0.00	0.00		
05 704 1120			HS BOYS BASKETBALL			*Current Activity					(682.00)	
						*Ending Balance:	682.00	0.00	0.00	0.00	12,115.79	
05 704 1121			HS WRESTLING			*Previous Balance					(2,614.28)	
05 704 1121			HS WRESTLING									
05 2900 000 001 0 121			HS WRESTLING									
07/30/2022	CD	ACT03962 AAV751218- AK02	5	13538	Head gear	Lou's Sporting Goods	666.00	0.00	0.00	0.00		
05 704 1121			HS WRESTLING			*Current Activity					(666.00)	

Fund: 05 ACTIVITY FUND

Chart of Account Number		Chart of Account Description				Entity Name	Expenses	Revenues	Outstanding AP	Outstanding PO	Balance Change	Balance
Entry Date	JR	Reference #	Check Acct	Check #	Description							
						*Ending Balance:	666.00	0.00	0.00	0.00	0.00	(3,280.28)
05 704 1122					HS GIRLS BASKETBALL	*Previous Balance						13,767.05
05 704 1122					HS GIRLS BASKETBALL							
05 2900 000 001 0 122					HS GIRLS BASKETBALL							
07/30/2022	CD	ACT03962	5	13538	Women's basketballs	Lou's Sporting Goods	910.00	0.00	0.00	0.00		
		AAV751218-AK02										
07/30/2022	CD	ACT03962	5	13538	slip knot replacement sheet	Lou's Sporting Goods	118.00	0.00	0.00	0.00		
		AAV751218-AK02										
05 704 1122					HS GIRLS BASKETBALL	*Current Activity						(1,028.00)
						*Ending Balance:	1,028.00	0.00	0.00	0.00	0.00	12,739.05
05 704 1123					High School Track	*Previous Balance						(7,303.14)
05 2900 000 001 0 123					High School Track							
05/24/2022	PO	ACT03962			Hip Numbers	Lou's Sporting Goods	0.00	0.00	0.00	176.00		
05 704 1123					High School Track	*Previous Balance						(176.00)
						*Ending Balance:	0.00	0.00	0.00	176.00	0.00	(7,479.14)
05 704 1124					High School Unified Bowling	*Previous Balance						(913.19)
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	(913.19)
05 704 1125					BOYS GOLF	*Previous Balance						(1,875.90)
05 2900 000 001 0 125					BOYS GOLF							
02/02/2022	PO	ACT03865			balls for boys golf season	Widlerness Ridge	0.00	0.00	0.00	240.00		
05 704 1125					BOYS GOLF	*Previous Balance						(240.00)
						*Ending Balance:	0.00	0.00	0.00	240.00	0.00	(2,115.90)
05 704 1126					GIRLS TENNIS	*Previous Balance						(2,525.59)
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	(2,525.59)
05 704 1127					HS ATHLETICS/RESALE	*Previous Balance						949.29
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	949.29
05 704 1128					BOYS SOCCER	*Previous Balance						2,415.46
05 2900 000 001 0 128					BOYS SOCCER							
04/21/2022	PO	ACT03922			extra medals from central conf. tourney	AWARDS UNLIMITED, INC.	0.00	0.00	0.00	20.00		
07/06/2022	PO	ACT03981			12 Baden Thermo Balls w/ Bag	Lou's Sporting Goods	0.00	0.00	0.00	600.00		
05 704 1128					BOYS SOCCER	*Previous Balance						(620.00)
						*Ending Balance:	0.00	0.00	0.00	620.00	0.00	1,795.46
05 704 1129					HS ATHLETIC PHYSICALS	*Previous Balance						830.71
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	830.71
05 704 1130					HS GENERAL ACTIVITIES	*Previous Balance						1,985.38
05 704 1130					HS GENERAL ACTIVITIES							
05 1710 1130					HS GENERAL ACTIVITIES							

Fund: 05 ACTIVITY FUND

Chart of Account Number		Chart of Account Description				Entity Name	Expenses	Revenues	Outstanding AP	Outstanding PO	Balance Change	Balance
Entry Date	JR	Reference #	Check Acct	Check #	Description							
07/25/2022	CR	005403			NSAA	LEXINGTON ACTIVITY ACCOUNT	0.00	5,381.40	0.00	0.00		
05 2900 000 001 0 130					HS GENERAL ACTIVITIES							
02/09/2022	PO	ACT03874			Locker Stools for admin supervision and printed rugs to cover cords and wires at events	Lou's Sporting Goods	0.00	0.00	0.00	1,856.00		
03/25/2022	PO	ACT03900			Donuts for VB coach interviews	DELIGHT DONUTS	0.00	0.00	0.00	75.00		
05/31/2022	PO	ACT03966			Updating and creating new signs: State Championships, Donor Boards, etc	SIGN PRO	0.00	0.00	0.00	2,200.00		
07/30/2022	CD	ACT03962	5	13538	fox mini whistles	Lou's Sporting Goods	84.00	0.00	0.00	0.00		
		AAV751218-AK02										
07/30/2022	CD	AAV751218-AK02	5	13538	shipping	Lou's Sporting Goods	122.48	0.00	0.00	0.00		
07/30/2022	CD	ACT03962	5	13538	lettering pins (FB and Tennis)	Lou's Sporting Goods	178.68	0.00	0.00	0.00		
		AAV751217-AK01										
07/30/2022	CD	78510	5	13541	HS GENERAL ACTIVITIES	rSchoolToday	595.00	0.00	0.00	0.00		
05 704 1130					HS GENERAL ACTIVITIES	*Current Activity						270.24
						*Ending Balance:	980.16	5,381.40	0.00	4,131.00	0.00	2,255.62
05 704 1131					HS PRINTING/ADVERTISING	*Previous Balance						424.75
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	424.75
05 704 1132					HS GIRLS SOFTBALL	*Previous Balance						9,902.93
05 704 1132					HS GIRLS SOFTBALL							
05 2900 000 001 0 132					HS GIRLS SOFTBALL							
05/24/2022	PO	ACT03962			Game Socks	Lou's Sporting Goods	0.00	0.00	0.00	324.00		
07/13/2022	CD	ACT03864	5	13526	softballs, scorebooks, line up cards, he	Lou's Sporting Goods	171.86	0.00	0.00	0.00		
		AAV750148-AX05										
05 704 1132					HS GIRLS SOFTBALL	*Current Activity						(495.86)
						*Ending Balance:	171.86	0.00	0.00	324.00	0.00	9,407.07
05 704 1133					GIRLS SOCCER	*Previous Balance						12,120.37
05 704 1133					GIRLS SOCCER							
05 2900 000 001 0 133					GIRLS SOCCER							
04/21/2022	PO	ACT03922			extra medals from central conf. tourney	AWARDS UNLIMITED, INC.	0.00	0.00	0.00	20.00		
07/13/2022	CD	ACT03972	5	13526	Stat book, Captain Bands, Scrimmage vest	Lou's Sporting Goods	10.04	0.00	0.00	0.00		
		AAE744558-AX07										
07/13/2022	CD	20220713	5	71896	GIRLS SOCCER	Visa	180.00	0.00	0.00	0.00		
07/30/2022	CD	ACT03972	5	13538	Stat book, Captain Bands, Scrimmage vest	Lou's Sporting Goods	27.00	0.00	0.00	0.00		
		AAE744558-AK09										
05 704 1133					GIRLS SOCCER	*Current Activity						(237.04)
						*Ending Balance:	217.04	0.00	0.00	20.00	0.00	11,883.33
05 704 1135					High School Officials	*Previous Balance						(41,622.31)
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	(41,622.31)
05 704 1136					High School Team Travel	*Previous Balance						(61,926.96)

Fund: 05 ACTIVITY FUND

Chart of Account Number			Chart of Account Description			Entity Name	Expenses	Revenues	Outstanding AP	Outstanding PO	Balance Change	Balance
Entry Date	JR	Reference #	Check Acct	Check #	Description							
05 704 1136					High School Team Travel							
05 2900 000 001 0 136					High School Team Travel							
07/13/2022	CD	20220713	5	13523	rooms	Comfort Suites West Omaha	1,190.00	0.00	0.00	0.00		
05 704 1136					High School Team Travel							
						*Current Activity					(1,190.00)	
						*Ending Balance:	1,190.00	0.00	0.00	0.00	(63,116.96)	
05 704 1137					High School Gate Receipts						122,280.31	
						*Previous Balance					122,280.31	
						*Ending Balance:	0.00	0.00	0.00	0.00	122,280.31	
05 704 2200					MS FINES						3,821.73	
						*Previous Balance					3,821.73	
						*Ending Balance:	0.00	0.00	0.00	0.00	3,821.73	
05 704 2201					MS MISCELLANEOUS						1,376.26	
						*Previous Balance					1,376.26	
						*Ending Balance:	0.00	0.00	0.00	0.00	1,376.26	
05 704 2202					MS ANNUAL						9,231.95	
						*Previous Balance					9,231.95	
						*Ending Balance:	0.00	0.00	0.00	0.00	9,231.95	
05 704 2203					MS POP CONCESSIONS						(1,914.60)	
						*Previous Balance					(1,914.60)	
						*Ending Balance:	0.00	0.00	0.00	0.00	(1,914.60)	
05 704 2204					MS STUDENT COUNCIL						3,518.51	
						*Previous Balance					3,518.51	
						*Ending Balance:	0.00	0.00	0.00	0.00	3,518.51	
05 704 2206					Multiple Choices						2,558.83	
						*Previous Balance					2,558.83	
						*Ending Balance:	0.00	0.00	0.00	0.00	2,558.83	
05 704 2208					MS Circle of Friends						924.70	
						*Previous Balance					924.70	
						*Ending Balance:	0.00	0.00	0.00	0.00	924.70	
05 704 2209					SCIENCE FAIR						2,284.11	
						*Previous Balance					2,284.11	
						*Ending Balance:	0.00	0.00	0.00	0.00	2,284.11	
05 704 2210					MS LIBRARY FEES/FINES						3,950.97	
						*Previous Balance					3,950.97	
05 2900 000 002 0 210					MS LIBRARY FEES/FINES							
05/02/2022	PO	ACT03940			tabletop book rack	DEMCO INC.	0.00	0.00	0.00	96.43		
05 704 2210					MS LIBRARY FEES/FINES						(96.43)	
						*Previous Balance					(96.43)	
						*Ending Balance:	0.00	0.00	0.00	96.43	3,854.54	
05 704 2211					MS MUSIC RESALE						12,889.82	
						*Previous Balance					12,889.82	
05 704 2211					MS MUSIC RESALE							
05 2900 000 002 0 211					MS MUSIC RESALE							
05/31/2022	PO	ACT03965			Band Uniform Dry Cleaning	PLUMCREEK CLEANERS	0.00	0.00	0.00	3,060.00		
07/13/2022	CD	ACT03969 594029	5	13530	Instrument repairs and replacement parts	Yanda's Music	270.00	0.00	0.00	0.00		
07/13/2022	CD	ACT03969 595842	5	13530	Instrument repairs and replacement parts	Yanda's Music	15.00	0.00	0.00	0.00		
07/13/2022	CD	ACT03969 595835	5	13530	Instrument repairs and replacement parts	Yanda's Music	1,505.00	0.00	0.00	0.00		
07/13/2022	PO	ACT03984			flags	Field & Floor	0.00	0.00	0.00	2,000.00		
05 704 2211					MS MUSIC RESALE						(6,850.00)	
						*Previous Balance					(6,850.00)	

Fund: 05 ACTIVITY FUND

Chart of Account Number		Chart of Account Description				Entity Name	Expenses	Revenues	Outstanding AP	Outstanding PO	Balance Change	Balance
Entry Date	JR	Reference #	Check Acct	Check #	Description							
						*Ending Balance:	1,790.00	0.00	0.00	5,060.00	0.00	6,039.82
05 704 2213					MINUTEMAN MUSIC FESTIVAL	*Previous Balance						67.08
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	67.08
05 704 2215					MS BAND LAB FEES	*Previous Balance						1,360.93
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	1,360.93
05 704 2216					MS AGENDA FUND	*Previous Balance						1,966.50
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	1,966.50
05 704 2219					PE SHIRTS	*Previous Balance						3,337.00
05 704 2219					PE SHIRTS							
05 2900 000 002 0 219					PE SHIRTS							
07/30/2022	CD	ACT03982 20220730	5	13535	PE SHIRTS	Change Clothing	4,487.50	0.00	0.00	0.00		
05 704 2219					PE SHIRTS	*Current Activity						(4,487.50)
						*Ending Balance:	4,487.50	0.00	0.00	0.00	0.00	(1,150.50)
05 704 2220					P.E. Shorts	*Previous Balance						976.80
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	976.80
05 704 2221					LMS Tech	*Previous Balance						4,612.05
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	4,612.05
05 704 2222					MS PADLOCK FEES	*Previous Balance						390.00
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	390.00
05 704 2223					MS Patriots	*Previous Balance						227.08
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	227.08
05 704 2249					MS Cross Country	*Previous Balance						(218.83)
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	(218.83)
05 704 2250					MS FOOTBALL	*Previous Balance						(1,547.70)
05 704 2250					MS FOOTBALL							
05 2900 000 002 0 250					MS FOOTBALL							
05/24/2022	PO	ACT03962			Mouth Pieces	Lou's Sporting Goods	0.00	0.00	0.00	200.00		
05/24/2022	PO	ACT03962			Youth Footballs	Lou's Sporting Goods	0.00	0.00	0.00	240.00		
07/30/2022	CD	ACT03972 AAE744558- AK09	5	13538	Practice jerseys	Lou's Sporting Goods	707.81	0.00	0.00	0.00		
05 704 2250					MS FOOTBALL	*Current Activity						(1,147.81)
						*Ending Balance:	707.81	0.00	0.00	440.00	0.00	(2,695.51)
05 704 2251					MS VOLLEYBALL	*Previous Balance						(832.05)
05 2900 000 002 0 251					MS VOLLEYBALL							
05/24/2022	PO	ACT03962			VB scorebooks	Lou's Sporting Goods	0.00	0.00	0.00	24.00		
05/24/2022	PO	ACT03962			Knee Pads	Lou's Sporting Goods	0.00	0.00	0.00	192.00		
05 704 2251					MS VOLLEYBALL	*Previous Balance						(216.00)

Fund: 05 ACTIVITY FUND

Chart of Account Number		Chart of Account Description				Entity Name	Expenses	Revenues	Outstanding AP	Outstanding PO	Balance Change	Balance
Entry Date	JR	Reference #	Check Acct	Check #	Description							
						*Ending Balance:	0.00	0.00	0.00	216.00	0.00	(1,048.05)
05 704 2252			MS BOYS BASKETBALL			*Previous Balance						(97.88)
05 704 2252			MS BOYS BASKETBALL									
05 2900 000 002 0 252			MS BOYS BASKETBALL									
07/30/2022	CD	ACT03962 AAV751218- AK02	5	13538	Basketball clipboards	Lou's Sporting Goods	24.00	0.00	0.00	0.00		
05 704 2252			MS BOYS BASKETBALL			*Current Activity						(24.00)
						*Ending Balance:	24.00	0.00	0.00	0.00	0.00	(121.88)
05 704 2253			MS WRESTLING			*Previous Balance						1,229.53
05 704 2253			MS WRESTLING									
05 2900 000 002 0 253			MS WRESTLING									
07/30/2022	CD	ACT03962 AAV751218- AK02	5	13538	Mat Clean disinfectant	Lou's Sporting Goods	140.00	0.00	0.00	0.00		
05 704 2253			MS WRESTLING			*Current Activity						(140.00)
						*Ending Balance:	140.00	0.00	0.00	0.00	0.00	1,089.53
05 704 2254			MS GIRLS BASKETBALL			*Previous Balance						16.22
05 704 2254			MS GIRLS BASKETBALL									
05 2900 000 002 0 254			MS GIRLS BASKETBALL									
07/30/2022	CD	ACT03962 AAV751218- AK02	5	13538	BB scorebooks	Lou's Sporting Goods	72.00	0.00	0.00	0.00		
05 704 2254			MS GIRLS BASKETBALL			*Current Activity						(72.00)
						*Ending Balance:	72.00	0.00	0.00	0.00	0.00	(55.78)
05 704 2255			MS BOYS TRACK			*Previous Balance						(175.00)
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	(175.00)
05 704 2256			MS GIRLS TRACK			*Previous Balance						(145.00)
05 2900 000 002 0 256			MS GIRLS TRACK									
05/23/2022	PO	ACT03961			Record Boards for MS track and HS Track	SIGN PRO	0.00	0.00	0.00	60.00		
05 704 2256			MS GIRLS TRACK			*Previous Balance						(60.00)
						*Ending Balance:	0.00	0.00	0.00	60.00	0.00	(205.00)
05 704 2257			MS ATHLETICS/RESALE			*Previous Balance						2,135.56
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	2,135.56
05 704 2258			MS BOOSTER DONATION			*Previous Balance						365.61
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	365.61
05 704 2259			MS GENERAL ATHLETICS			*Previous Balance						(323.00)
05 704 2259			MS GENERAL ATHLETICS									
05 2900 000 002 0 259			MS GENERAL ATHLETICS									
07/13/2022	CD	20220713	5	71900	MS GENERAL ATHLETICS	VISA	300.00	0.00	0.00	0.00		
05 704 2259			MS GENERAL ATHLETICS			*Current Activity						(300.00)

Fund: 05 ACTIVITY FUND

Chart of Account Number		Chart of Account Description				Entity Name	Expenses	Revenues	Outstanding AP	Outstanding PO	Balance Change	Balance
Entry Date	JR	Reference #	Check Acct	Check #	Description							
						*Ending Balance:	300.00	0.00	0.00	0.00	0.00	(623.00)
05 704 2260					MS Officials	*Previous Balance						(16,397.41)
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	(16,397.41)
05 704 3300					BRYAN Bobcat	*Previous Balance						3,538.96
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	3,538.96
05 704 3301					S. C. HEALTH PARTNERS	*Previous Balance						339.29
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	339.29
05 704 3302					BRYAN LIBRARY	*Previous Balance						221.91
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	221.91
05 704 3303					BRYAN POP	*Previous Balance						848.17
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	848.17
05 704 3305					BRYAN PE	*Previous Balance						175.33
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	175.33
05 704 3308					WALK FOR LIFE	*Previous Balance						1,404.90
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	1,404.90
05 704 3309					CORPORATE	*Previous Balance						5,833.29
05 704 3309					CORPORATE							
05 1710 3309					CORPORATE							
07/01/2022	CR	0001815			Coca-Cola	Bryan Elementary School	0.00	51.95	0.00	0.00		
05 2900 000 003 0 309					CORPORATE							
07/13/2022	CD	ACT03979 20220713-0001	5	13522	shirts	Change Clothing	537.00	0.00	0.00	0.00		
07/18/2022	PO	ACT03985			sign updates	SIGN PRO	0.00	0.00	0.00	60.00		
05 704 3309					CORPORATE	*Previous Balance						(545.05)
						*Ending Balance:	537.00	51.95	0.00	60.00	0.00	5,288.24
05 704 4401					MORTON Memorial (Sue Barnes)	*Previous Balance						915.00
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	915.00
05 704 4402					MORTON ACTIVITY	*Previous Balance						2,743.01
05 2900 000 004 0 402					MORTON ACTIVITY							
07/27/2022	PO	ACT03988			shirts	DMILACO SPORTS FASHIONS	0.00	0.00	0.00	1,325.00		
05 704 4402					MORTON ACTIVITY	*Previous Balance						(1,325.00)
						*Ending Balance:	0.00	0.00	0.00	1,325.00	0.00	1,418.01
05 704 4403					MORTON PE	*Previous Balance						262.37
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	262.37
05 704 4404					MORTON LIBRARY	*Previous Balance						512.60
						*Ending Balance:	0.00	0.00	0.00	0.00	0.00	512.60
05 704 4405					MORTON POP	*Previous Balance						321.40

Fund: 05 ACTIVITY FUND

Chart of Account Number		Chart of Account Description				Entity Name	Expenses	Revenues	Outstanding AP	Outstanding PO	Balance Change	Balance
Entry Date	JR	Reference #	Check Acct	Check #	Description							
05 704 6600			SANDOZ ACTIVITY & POP			*Previous Balance					4,882.65	
05 704 6600			SANDOZ ACTIVITY & POP									
05 1710 6600			SANDOZ ACTIVITY & POP									
07/20/2022	CR	005611			Sandoz Deposit	Sandoz	0.00	431.00	0.00	0.00		
05 704 6600			SANDOZ ACTIVITY & POP			*Current Activity					431.00	
						*Ending Balance:	0.00	431.00	0.00	0.00	5,313.65	
05 704 6601			SANDOZ LIBRARY			*Previous Balance					58.10	
						*Ending Balance:	0.00	0.00	0.00	0.00	58.10	
05 704 6602			SANDOZ ACADEMY			*Previous Balance					353.83	
						*Ending Balance:	0.00	0.00	0.00	0.00	353.83	
05 704 6610			SANDOZ HONOR CHOIR			*Previous Balance					(18.21)	
						*Ending Balance:	0.00	0.00	0.00	0.00	(18.21)	
05 704 6612			SANDOZ FIELDTRIPS			*Previous Balance					476.00	
						*Ending Balance:	0.00	0.00	0.00	0.00	476.00	
05 704 9902			INTEREST			*Previous Balance					818.97	
05 704 9902			INTEREST									
05 1710 9902			INTEREST									
07/29/2022	CR				Interest at 0.130000%	PINNACLE BANK	0.00	6.36	0.00	0.00		
05 704 9902			INTEREST			*Current Activity					6.36	
						*Ending Balance:	0.00	6.36	0.00	0.00	825.33	
05 704 9903			Lexington Academy			*Previous Balance					7,153.57	
05 2900 000 099 0 903			Lexington Academy									
05/22/2022	PO	ACT03960			popcorn	Majestic Theatre	0.00	0.00	0.00	67.00		
05 704 9903			Lexington Academy			*Previous Balance					(67.00)	
						*Ending Balance:	0.00	0.00	0.00	67.00	7,086.57	
05 704 9906			Central Office Coke Machine			*Previous Balance					976.77	
						*Ending Balance:	0.00	0.00	0.00	0.00	976.77	
05 704 9908			Autism Awareness			*Previous Balance					368.88	
						*Ending Balance:	0.00	0.00	0.00	0.00	368.88	
05 704 9909			Staff Resale			*Previous Balance					28.00	
						*Ending Balance:	0.00	0.00	0.00	0.00	28.00	
Fund Total: 05							38,003.11	13,478.76	0.00	46,923.04	0.00	675,737.92

Lexington Public Schools
General Fund Summary Report

General Fund	General Fund Expenditures	21/22 Budget	Expended During Month	Spent YTD 21/22	Spent YTD 20/21	Percent of previous year	Balance remaining	Percent Remaining	YTD Percent (Over)/Under Budget
1100	Regular Instruction	\$17,569,656	\$1,304,685	\$16,169,972	\$15,568,087	103.87%	\$1,399,684	7.97%	-0.37%
1200	Special Education Programs	\$4,984,116	\$292,760	\$4,452,677	\$4,107,736	108.40%	\$531,439	10.66%	2.33%
2230	Instruction-Related Technology	\$1,567,416	\$240,656	\$1,335,797	\$1,244,559	107.33%	\$231,619	14.78%	6.44%
1300	Summer School	\$669,285	\$485,688	\$537,451	\$668,844	80.36%	\$131,834	19.70%	11.36%
1101	Activities	\$1,041,456	\$81,760	\$944,469	\$934,338	101.08%	\$96,987	9.31%	0.98%
2120	Attendance & Guidance Services	\$1,169,760	\$78,781	\$968,892	\$973,672	99.51%	\$200,868	17.17%	8.84%
2130	Health Services	\$424,176	\$35,535	\$386,125	\$374,987	102.97%	\$38,051	8.97%	0.64%
2200	Staff Support	\$1,243,968	\$86,530	\$1,001,317	\$959,616	104.35%	\$242,651	19.51%	11.17%
2300	General Administration	\$439,152	\$30,190	\$375,912	\$371,384	101.22%	\$63,240	14.40%	6.07%
2400	Office of the Principal	\$1,522,788	\$122,393	\$1,406,771	\$1,347,919	104.37%	\$116,017	7.62%	-0.71%
2500	Fiscal & Personnel Services	\$730,920	\$54,378	\$541,943	\$835,620	64.86%	\$188,977	25.85%	17.52%
2600	Buildings, Grounds & Equipment	\$3,959,748	\$532,374	\$3,426,347	\$2,961,681	115.69%	\$533,401	13.47%	5.14%
2700	Pupil Transportation	\$686,580	\$14,348	\$787,250	\$561,986	140.08%	(\$100,670)	-14.66%	-23.00%
3000	State & Other Categorical Programs	\$380,547	\$39,759	\$298,457	\$385,056	77.51%	\$82,090	21.57%	13.24%
6000	Federal Programs	\$5,172,096	\$353,381	\$5,497,981	\$4,448,304	123.60%	(\$325,885)	-6.30%	-14.63%
8000	Transfers to Other Funds	\$1,000,000	\$0	\$0	\$0	N/A	\$1,000,000	100.00%	83.33%
9000	Miscellaneous	\$0	\$598	(\$4,010)	\$445	N/A	\$4,010	N/A	N/A
	Total Expenditures	\$42,561,664	\$3,753,815	\$38,127,351	\$35,744,235	106.67%	\$4,434,313	10.42%	2.09%

\$2,383,116

General Fund	General Fund Revenues	21/22 Budget	Revenue During Month	Received YTD 21/22	Received YTD 20/21	Percent of previous year	Balance remaining	Percent Remaining	YTD Percent (Over)/Under Budget
1000	Local Receipts	\$11,689,977	\$186,026	\$8,458,747	\$8,460,768	99.98%	\$3,231,230	27.64%	19.31%
2000	County and ESU Receipts	\$296,780	\$11,787	\$154,760	\$149,407	103.58%	\$142,020	47.85%	39.52%
3000	State Receipts	\$25,184,755	\$35,481	\$24,573,711	\$25,143,084	97.74%	\$611,044	2.43%	-5.91%
	Subtotal State & Local Receipts	\$37,171,512	\$233,293	\$33,187,219	\$33,753,259	98.32%	\$3,984,294	10.72%	2.39%
4000	Federal Receipts	\$5,378,871	\$87,853	\$3,017,519	\$4,483,097	67.31%	\$2,361,352	43.90%	35.57%
5000-9000	Non-Revenue Receipts	\$11,281	\$0	\$42,551	\$29,156		-\$31,270		
	Total Revenue	\$42,561,664	\$321,146	\$36,247,288	\$38,265,512	94.73%	\$6,314,376	14.84%	6.50%

NET Revenues/Expenditures

\$0

(\$3,432,669)

(\$1,880,063)

\$2,521,277

-4.42%

Cash Flow Report

Regular; Processing Month 7/2022

Fund	Cash Flow Beginning Cash	Cash Flow Revenues	Cash Flow Expenses	Cash Flow Ending Cash
GENERAL FUND	7,724,649.38	321,145.89	(3,753,815.19)	4,291,980.08
DEPRECIATION	1,703,434.12	0.00	0.00	1,703,434.12
EMPLOYEE BENEFIT	2,895.84	0.00	(4,218.54)	(1,322.70)
ACTIVITY FUND	747,185.31	13,478.76	(38,003.11)	722,660.96
SCHOOL LUNCH	1,366,913.71	65,195.43	(72,756.85)	1,359,352.29
SPECIAL BUILDING	62,057.66	0.00	(825.90)	61,231.76
COOPERATIVE FUND	444,203.07	0.00	(4,948.00)	439,255.07
STUDENT FEE	(270.00)	0.00	0.00	(270.00)
GENERAL FUND-Restricted	6,087,409.00	0.00	0.00	6,087,409.00
Grand Total:	18,138,478.09	399,820.08	(3,874,567.59)	14,663,730.58

General Fund Cash Balances

Month-Year	Receipts	Expenditures	Cash Balance	Cash Balance/Avg. Monthly Expenditure
September-21	\$2,132,416.92	(\$3,534,208.73)	\$10,857,675.00	3.1
October-21	\$2,559,696.97	(\$3,140,138.29)	\$10,277,233.70	3.1
November-21	\$2,397,314.12	(\$3,240,984.97)	\$9,433,562.85	2.9
December-21	\$4,165,984.44	(\$3,125,361.64)	\$10,474,185.65	3.2
January-22	\$4,769,097.05	(\$3,125,595.10)	\$12,117,687.60	3.8
February-22	\$3,505,468.91	(\$3,317,891.32)	\$12,309,684.53	3.6
March-21	\$3,519,786.20	(\$3,415,926.72)	\$12,409,109.72	3.6
April-22	\$936,586.04	(\$3,375,291.07)	\$9,970,404.69	2.9
May-22	\$8,259,364.46	(\$3,962,546.61)	\$14,267,222.54	4.1
June-22	\$3,680,427.10	(\$3,987,656.79)	\$13,959,992.85	4.0
July-22	\$321,145.89	(\$3,753,815.19)	\$10,379,389.08	3.0
August-22				0.0
Monthly Average:	\$3,295,208.01	(\$3,452,674.22)	\$11,496,013.47	3.3

* * * * *

Lexington Public Schools
EARLY LEARNING ACADEMY

* * * * *

**EMERGENCY PROCEDURES
HANDBOOK**

* * * * *

Emergency Procedures

Revised: June 2022

Guidelines for Emergencies:

Remain Calm. Children may become nervous, confused and frightened during an emergency situation. Staff should do their best to remain calm in such situations to help children from becoming anxious and frightened.

Follow Procedures. Procedures and protocols have been established to help ensure a safe and orderly response to the situation for children and staff. Teachers should not create separate procedures for their classroom that may conflict with any guidelines established by the school.

In an emergency situation, the only person who should speak to the media is the building administrator. If a reporter or someone from the media contacts a staff member for comments about the situation, the person should be advised by the staff member to speak with the building administrator. Having only one person speak with the media reduces the possibility that inaccurate information will be released to the public.

Classroom Doors / Locks. Classroom doors may be open. However, the door lock should be in the locked position at all times. In the event of an emergency that requires lockdown, the door can then be closed and will automatically be locked. This procedure eliminates the need for someone to exit the classroom and enter the hallway to lock the door.

Classroom Organization. Avoid clutter in classrooms. If it should become necessary to search the building as the result of an impending threat such as a bomb, classroom organization can help or hamper the search operation. Avoid storing boxes / containers of material in the classroom that are not necessary for the daily routine.

Red and Green Cards. Take Red and Green Cards with you in every emergency and drill situation. Green cards indicate you have all your students. Red cards indicate you are missing a child or children. Red and Green cards together indicate you have an extra student.

Sunshine Rooms. During an emergency situation, if you are in the hallway and unable to get into a classroom, immediately go to a Sunshine Room location. The Sunshine Room locations are the storage room or bathrooms in the playroom. They are marked with suns. First Responders will check these two places for staff and students after an emergency situation.

Crisis Team Members:

Tracy Naylor
Kristie Converse
Kristy Connolley
Katie Maloley

Teachers must have the following items with them during an emergency:

- Small, laminated class list
- Building & Room Keys
- Red & Green Cards (Fire/Tornado)
- Homework Packets*
- Story Books*

* These items will need to be placed in a bag for quick access.

Don't forget to take your purse/wallet, as you may not be returning to the building for a while.

Recess Equipment...

When you go outside for recess duty you must make sure you have the following items (backpack):

- Cell phone
- Whistle
- Gloves
- Band aids

Fire Drill Procedures:

Fire drills will be conducted monthly. The drill will be conducted at random in regard to days and times, one each for the morning and afternoon groups of children.

The fire alarm is a loud, intermittent sound with flashing strobe lights. Upon activation of the alarm system, staff and children should exit from the building following the designated routes shown on the building evacuation map.

Staff and children should exit from the building quickly and quietly. Teachers are encouraged to prepare children for this event by talking with them about safety, purpose of the drill and instructing them on the procedures to be followed during the drill. Teachers will instill in each child an attitude of calmness and intentional purpose while evacuating the building.

Classroom windows should be closed and lights turned off. The last person out of the room, an adult, should make sure that all children are out of the room and close the door. The last person(s) leaving the building should close the exit door(s).

Upon reaching a safe distance from the building, staff members should account for all children in their classroom. The building administrator or his/her designee will contact each teacher to ascertain that all children have been accounted for.

Designated staff will make a search of restrooms, supply rooms, and playroom.

If a child is missing, the principal should be notified immediately and designated staff will conduct a search to locate the missing child.

When all children have been accounted for, staff will be informed that the drill is complete and everyone may enter the building.

All rooms have an assigned exit route. Designated routes should be followed unless blocked by fire or other hazard. If a designated route is blocked, staff and children should exit the building by another route that offers the safest alternative.

In the event of an actual fire, the principal or his/her designee, will immediately notify the fire department while the building is being evacuated.

Fire Drill Routes:

Rooms 104, 105, 106, 107, 115 and Indoor Playroom exit through the **East Door** into the **Parking Lot**.

Rooms 109, 110, 111, 112, 113 and Cafeteria exit through the **West Door** into the **Playground**.

Tornado Drill Procedures:

Tornado drills will be conducted periodically at random in regard to days and times.

The tornado alarm will be announced through the intercom: **“Staff, Shelter! Evacuate to your shelter area. Shelter! Evacuate to your shelter area.”**

If there is a tornado and power is lost, a whistle will be used to alert staff and the principal or his / her designee will travel through the hallway to notify staff of the situation.

Staff and children should move to the designated area quickly and quietly. Teachers are encouraged to prepare children for this event by talking with them about safety, purpose of the drill and instructing them on the procedures to be followed during the drill.

Classroom windows should be closed and lights turned off. The last person out of the room, an adult, should make sure that all children are out of the room and close the door.

Upon reaching the designated area inside the building, staff members should account for all children in their classroom. The building administrator or his/her designee will contact each teacher to ascertain that all children have been accounted for.

If a child is missing, the principal should be notified immediately and designated staff will conduct a search to locate the missing child.

Designated staff will make a search of the restrooms and supply rooms. A crisis team member will circulate around the building checking attendance and report to the building administrator.

When all children are accounted for and tornado safety measures have been practiced, staff will be informed that the drill is complete and everyone may return to their classrooms.

Class Designated Areas for Tornado Warnings

Classroom

Rooms 104, 105, and 315

Rooms 106 and 107

Rooms 110 and 111

Room 109

Room 112

Location

Playroom (North and West Wall)

Room 109

Room 112

Stay in room

Stay in room

Building Evacuation Procedures:

In the event of an emergency that makes it necessary to evacuate the building, the following guidelines and procedures will apply.

An announcement through the intercom will be given: **“Staff, Evacuate! To Plum Creek Market Place. Evacuate! To Plum Creek Market Place.”**

Staff should have children grab their coat or jacket. Do not take time for children to put on their coat / jacket.

Because of the evacuation, staff may not be allowed back into the building for an extended period of time. Therefore, staff should take with them any personal possessions / valuables that may be needed.

If it becomes necessary to evacuate the building, staff and students will move to Plum Creek Market Place. Unless instructed otherwise, staff should exit through the same doors as designated for a fire drill and proceed immediately to Plum Creek Market Place.

Upon arrival at Plum Creek Market Place, staff and children will be directed to a specific location within the store. Attendance should be taken and reported to the building administrator or his/her designee.

The building administrator will remain at the Early Learning Academy for the length of time necessary to ensure that all staff and children are out of the building. Then, the administrator will come to Plum Creek Market Place to assist staff with the safe placement of children in the custody of their parent(s) / guardian(s).

During an emergency that requires evacuation of the building, staff should have in their possession the following items:

- Class roster including telephone number(s) of parent(s) / guardian(s)
- Sign out sheet with student names
- Building and room keys
- Activity packets / projects / story books

Children may be released to the custody of their parent(s) / guardian(s). The person to whom a child is released will be required to sign their name on the form provided.

In the event that parents/guardians need an alternate location to pick up their child after a building evacuation, a reunification location will be at Plum Creek Market (North of the Early Learning Academy).

Reverse Evacuation Procedures:

(Getting children into the building as soon as possible)

1. In the event of an emergency outside, children will go immediately to their classroom.
2. Follow lock-down procedures.
3. In the event an emergency occurs before or after school children, will go immediately to their classroom.

Lockdown Or Lockout Procedures:

In the event of a situation that requires a lockdown or lockout of the building and classrooms, the following procedures are to be followed. Staff should become familiar with the different procedures of lockdown and lockout.

LOCKDOWN—A lockdown is called when there is a threat or hazard inside the school building.

If a situation arises that warrants lockdown of the building, an announcement will be made through the intercom: **“Staff, Lockdown! Locks, Lights, out of Sight, Lockdown! Locks, Lights, Out of Sight.”** Immediate action required:

- Children and staff who are outside the school need to exit through the gate and proceed to Plum Creek Market.
- Children and staff in the hallway, restroom or other areas that cannot be secured should immediately return to the closest classroom.
- Lock all exterior doors. Lock and monitor main access doors.
- Lock and close all interior doors and turn off the lights.
- Staff and children remain inside the building and move away from sight.
- Teachers should take attendance, maintain silence in the classroom, and do not open the door.
- Wait for First Responders to open doors.
- Take roll, account for all students.

LOCKOUT—A lockout is called when a threat or hazard outside of the school building.

If a situation arises that warrants lockout of the building, an announcement will be made through the intercom: **“Staff, Lockout! Secure the Perimeter. Lockout! Secure the Perimeter.”** Immediate action required.

- Students and staff from outside the building should return to the building quickly.
- Children and staff who are in the hallway, restroom or other areas that cannot be secured should immediately return to the classroom.
- Close and lock all doors. Keep doors locked.
- Remain inside classroom. Do not enter hallway.
- Take roll, account for all students.
- Do business as usual and wait for instructions.
- Do not attempt to contact office, unless you have pertinent information

Additional actions / procedures:

- The first person to notice an intruder (person with weapon, who is upset, out of control or otherwise threatening) should immediately notify the building administrator /office.
- The building administrator will determine the need to call 911, notify law enforcement and the school superintendent.
- Media personnel will be referred to the superintendent of schools.
- Classroom doors will be unlocked by a school official or law enforcement when the crisis / emergency is ended.
- The district crisis team may be contacted to assist children and staff in dealing with the aftermath of the event.

Bomb Threat Procedures: (Keep Checklist by each phone)

Upon the receipt of a bomb threat, the person receiving the call will make every attempt to:

- a. Utilize the bomb threat checklist.
- b. Prolong the conversation. Do not hang up the phone. (Use another phone to call authorities.)
- c. Identify background noises and any distinguishing voice characteristics.
- d. Ask the caller for a description of the bomb, where it is, and when it is due to explode.

The person receiving the threat will notify the principal. The principal will call 911 and notify the Superintendent to decide whether to make a preliminary search or to evacuate the building.

If evacuation is indicated, building evacuation procedures will be announced. If evacuation is not indicated, lockdown procedures will be announced.

Inform staff and students of the bomb threat and any immediate directions, for example, remain in their rooms until an all-clear is given or directions to evacuate.

Staff needs to make visual observations of their classrooms/work areas and inform them not to open cabinets, doors, or move objects. If anything suspicious is found, Do Not touch it! The bomb can be almost anything from a bundle of dynamite to concealed or ordinary objects (briefcase, toolbox, or pieces of pipe). You will be searching for something that doesn't belong in the classroom/work area.

Staff should account for all students, check halls and restrooms.

If a written threat is received, copy the contents and protect the original message (plastic or other covering) to preserve fingerprints and other identifying marks. Use the Bomb Threat Checklist to gather helpful information.

Chemical Spill / Toxic Fumes:

1. If spill/fumes occur outside the school building:

- Keep students inside.
- Close windows.
- Contact police, fire and health department and superintendent's office.
- Be prepared to evacuate the building, if needed.
- If students are outside, move them inside or to designated evacuation location.

2. If a spill occurs inside:

- Remove students from contaminated area.
- Contact police, fire and health department and superintendent's office.
- Students exposed to the chemical should be taken to a locker room or other designated area within the building to have necessary clothing removed and exposed skin washed.

This emergency procedures plan was developed under the direction of the Early Learning Academy Safety/Crisis Team. It provides procedures that are to be followed in the event of an emergency. A copy of the plan has been provided to all employees.

REUNIFICATION PLAN

Relocation Site – Plum Creek Market

Address: 1411 Plum Creek Parkway Phone: 324-2327

LAW ENFORCEMENT NOTIFIED (911) - Call for help in regard to crowd/traffic control. See list of possibilities.

TRAFFIC/CROWD CONTROL - Central Office & Maintenance Staff and Crisis Team members from other buildings, If available.

ITEMS TO TAKE - Nefris will take the Emergency Kit from the front office.
Kelley or Abbie will take To Go kit and blow horn from the back door and backpack.

STAFF - Please take SIGN In Book, Reunification plan, laptop/iPad, purse and cell phone.

- Students will move with their teacher during the evacuation. Upon arrival at **Plum Creek Market**, teachers will take students to assigned aisles and immediately take attendance. Attendance will be taken on the sign in sheet. If teachers were outside, attendance will be recorded on designated attendance sheets. Attendance sheets and sign in sheets will be picked up by **Robin**. She will get that information to the front table and the administration will make the final determination as to who is missing. They will keep that list for later use.

- **Classroom Paras** will take attendance for Kristy, Katie, Kristie.

Aisles

1-Empty

2-Betsy

3-Tara

4-Hailey

5-Kristy

6-Abbie

7-Kelley (No sign)

8-Katie

9-Kristie

10-Chelsea

11-Empty

GREETERS - Alma, Barre Hassan, and Hardy Moreno will come from the Central Office to assist.

Greeters will be located in the parking lot on the north side of O'Reilly. Greeters will meet parents as they arrive. They will inform parents that they need identification and if parents have proper ID, these individuals will be given a reunification card to fill out and will start the process for reunification.



CHECKERS - Nicole (A-G), Norma (H-M) Danica (N – R), and Araceli (S-Z)

Checkers will be located at the table outside where carts are returned. Parents will take their completed Reunification card to one of the Checkers based on last name. Checkers will ensure all information is complete and then take parents to accountants.



ACCOUNTANTS – Becca (A-G) Daniela (H-M) Nikki (N-R) Maria (S-Z)

Accountants will be located outside in front of the Main Entrance to Plum Creek Market Place. They will verify information from reunification cards completed by parents with information listed on PowerSchool.



Accountants will give reunification cards to reunifiers. Reunifiers will take a parent to be reunited with their student once cleared by the Accountant.

REUNIFIERS - Darcy, Veronica, and Adelaida

Reunifiers will go to the **North Loading Door of Plum Creek Market Place**. Parents will remain outside until the reunifier returns with their student. The reunifier will return the reunification card back to **Robin** who will keep all cards of released students.



NORTH DOOR MONITORS - Sara, Angelica, Norma

Sara, Angelica, and Norma will direct parents to leave the Reunification Site (heading east) and return to the parking area once reunited with their student.

MAIN DOOR/MAIN TABLE SUPERVISION - Barry Carpenter

The following individuals will be **MONITORING THE MAIN ENTRANCE AT Plum Creek Market**, not allowing anyone to enter the building: **Reyna, Carmen, Elizabeth, Traci**

OVERALL SUPERVISION - Tracy Naylor

SUPERVISION WHERE NEEDED – Kristie, Kristy and Katie

TECHNOLOGY SUPPORT – Tech will bring at least 2 computers from Central Office for Accountants.

SPOKESPERSON WITH THE MEDIA - Tracy Naylor or Dr. Hakonson

COUNSELORS- will be available to take parents whose student is not in the assembly area to a separate room (**office upstairs**). **Marni Baker and Beth Roberts** may help if needed.

EXTRA HELP – Staff from the store or college, Crisis Team Members

ANSWERING PHONE AT ELA - Nefris will be assigned to the front office to answer the phone (if individuals are allowed to stay in the building). She will be given a written statement to read. The written statement will be given to Nefris, CO, etc. **Erica Brockmoller and Amber Burson** will write the statement under the direction of administration.

THINGS TO DO UPON IMMEDIATE ARRIVAL AT Plum Creek Market

1. Set up Tables for Accountants (**Becca and Araceli**)
2. Signs put up with instructions (**Staff from Plum Creek Market and Darcy**)
3. Rope off certain areas for crowd control (**Angelica, Nikki, Traci, Plum Creek Employees**)

THINGS TO KEEP IN MIND -

Law Enforcement may not be at your site immediately depending on the circumstances that led to evacuation
Loss of internet and/or cell phone usage
Parents will be anxious, upset, angry
Students may only leave with parents through the process

Attachment A

Bomb Threat Checklist

DATE _____ TIME _____

Do Not Hang Up! Use another phone to call police.

Record the exact words used by the called:

Ask:

What time is the bomb set for?

Where is the bomb?

What does the bomb look like?

Why are you doing this?

Who are you? _____

Evaluate the voice of the caller:

_____ Man	_____ Accent
_____ Woman	_____ Speech Impediment
_____ Child	_____ Intoxicated
_____ Age (approximate)	_____ Other

Background Noise:

_____ Music	_____ Conversation
_____ Children	_____ Machine Noise
_____ Typing	_____ Traffic
_____ Airplanes	_____ Other _____

Person receiving threat will immediately notify the principal.

Call Received by: _____

Attachment B-Map of Lexington Early Learning Academy

Attachment C

Standard Response Protocol Overview



STANDARD RESPONSE PROTOCOL

INFORMATION FOR PARENTS AND GUARDIANS

Our school has adopted The "I Love U Guys" Foundation's Standard Response Protocol (SRP). Students and staff will be training, practicing, and drilling the protocol.

COMMON LANGUAGE

The Standard Response Protocol (SRP) is based on an all-hazards approach as opposed to individual scenarios. Like the Incident Command System (ICS), SRP utilizes clear common language while allowing for flexibility in protocol.

The premise is simple - there are five specific actions that can be performed during an incident. When communicating these, the action is labeled with a "Term of Art" and is then followed by a "Directive." Execution of the action is performed by active participants, including students, staff, teachers and first responders. The SRP is based on the following actions: Hold, Secure, Lockdown, Evacuate, and Shelter.

HOLD

"In Your Classroom or Area"

Students are trained to:

- Clear the hallways and remain in their area or room until the "All Clear" is announced
- Do business as usual

Adults and staff are trained to:

- Close and lock the door
- Account for students and adults
- Do business as usual



SECURE

"Get Inside. Lock outside doors"

Students are trained to:

- Return to inside of building
- Do business as usual

Adults and staff are trained to:

- Bring everyone indoors
- Lock the outside doors
- Increase situational awareness
- Account for students and adults
- Do business as usual



LOCKDOWN

"Locks, Lights, Out of Sight"

Students are trained to:

- Move away from sight
- Maintain silence
- Do not open the door

Adults and staff are trained to:

- Recover students from hallway if possible
- Lock the classroom door
- Turn out the lights
- Move away from sight
- Maintain silence
- Do not open the door
- Prepare to evade or defend



EVACUATE

"To a Location"

Students are trained to:

- Leave stuff behind if required to
- If possible, bring their phone
- Follow instructions

Adults and staff are trained to:

- Bring roll sheet and Go Bag (unless instructed not to bring anything with them, dependent on reason for evacuation.)
- Lead students to Evacuation location
- Account for students and adults
- Report injuries or problems using Red Card/Green Card method.



SHELTER

"State Hazard and Safety Strategy"

Hazards might include:

- Tornado
- Hazmat
- Earthquake
- Tsunami

Safety Strategies might include:

- Evacuate to shelter area
- Seal the room
- Drop, cover and hold
- Get to high ground

Students are trained in:

- Appropriate Hazards and Safety Strategies

Adults and staff are trained in:

- Appropriate Hazards and Safety Strategies
- Accounting for students and adults
- Report injuries or problems using Red Card/Green Card method.



Attachment D

Standard Response Protocol Poster

IN AN EMERGENCY TAKE ACTION



HOLD! In your room or area. Clear the halls.

STUDENTS

Clear the hallways and remain in room or area until the "All Clear" is announced
Do business as usual

ADULTS

Close and lock the door
Account for students and adults
Do business as usual



SECURE! Get inside. Lock outside doors.

STUDENTS

Return to inside of building
Do business as usual

ADULTS

Bring everyone indoors
Lock outside doors
Increase situational awareness
Account for students and adults
Do business as usual



LOCKDOWN! Locks, lights, out of sight.

STUDENTS

Move away from sight
Maintain silence
Do not open the door

ADULTS

Recover students from hallway if possible
Lock the classroom door
Turn out the lights
Move away from sight
Maintain silence
Do not open the door
Prepare to evade or defend



EVACUATE! (A location may be specified)

STUDENTS

Leave stuff behind if required to
If possible, bring your phone
Follow instructions

ADULTS

Lead students to Evacuation location
Account for students and adults
Notify if missing, extra or injured students or adults



SHELTER! Hazard and safety strategy.

STUDENTS

Use appropriate safety strategy for the hazard

Hazard

Tornado
Hazmat
Earthquake
Tsunami

Safety Strategy

Evacuate to shelter area
Seal the room
Drop, cover and hold
Get to high ground

ADULTS

Lead safety strategy
Account for students and adults
Notify if missing, extra or injured students or adults

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Attachment E

Standard Response Protocol Public Address Poster

IN AN EMERGENCY TAKE ACTION



HOLD



SECURE



LOCKDOWN



EVACUATE



SHELTER

Standard Response Protocol – Public Address	
Medical Emergency	Hold in your Room or Area. Clear the halls.
Threat Outside	Secure! Get inside. Lock outside doors.
Threat Inside	Lockdown! Locks, Lights, Out of Sight!
Bomb	Evacuate to (location) Shelter for Bomb!
Earthquake	Shelter for Earthquake!
Fire Inside	Evacuate to the (location)
Hazmat	Shelter for Hazmat! Seal your Rooms
Weapon	Lockdown! Locks, Lights, Out of Sight!
Tornado	Evacuate to (location) Shelter for Tornado!



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STANDARD™ REUNIFICATION METHOD

Each building within the district should have a plan in place that includes:

- On/Offsite Location (Do you have permission? A key? Know the address?)
- Take your "TO GO KIT" every time you evacuate your building -
 - Phones – Secretaries?? - A statement will be made available for personnel answering phone to read – Should not deviate from what has been written
 - Check-in station – Should be away from off-site location
 - Runners (who will retrieve/deliver students) – Para's/ Teachers without a class/Counselor's (unless needed in the event of a tragedy) -
 - Have "check In" signs readily available to post where needed – (In Kit)
 - Have a few reunification forms available (in the event copier doesn't work) -
 - Keep current info and emergency info on all students (possibly in a notebook & on a pin drive) - Students' will not be allowed to go with anyone if not listed on emergency contact.
 - Who will be the spokesman for the building? (Superintendent, Law Enforcement) – Staff should not be talking to media, press unless asked to by administration and/or law enforcement.
 - Outside Help who may provide assistance: Law Enforcement, Local Firefighters and EMT's.



STANDARD™ REUNIFICATION METHOD

STUDENT/PARENT REUNIFICATION

Circumstances may occur at the school that require parents to pick up their students in a formalized, controlled release. This process is called a Reunification and may be necessary due to weather, a power outage, hazmat or if a crisis occurs at the school. The Standard Reunification Method is a protocol that makes this process more predictable and less chaotic for all involved.

Because a reunification is not a typical end of school day event, a reunification may occur at a different location than the school a student attends. If this location is another school, then those students may be subject to a controlled release as well.

NOTIFICATION

Parents may be notified in a number of ways. The school or district may use its broadcast phone or text message system. In some cases, students may be asked to send a text message to their parents. A reunification text message from a student may look something like this: *"The school has closed, please pick me up at 3:25 at the main entrance. Bring your ID."*

PARENT/GUARDIAN EXPECTATIONS

If a parent or guardian is notified that a reunification is needed, there are some expectations that parents or guardians should be aware of. First, bring identification. That will streamline things during reunification. Second, be patient. Reunification is a process that protects both the safety of the student and provides for an accountable change of custody from the school to a recognized custodial parent or guardian.

WHAT IF A PARENT CAN'T PICK-UP THEIR STUDENT?

When a parent can't immediately go to the reunification site, students will only be released to individuals previously identified as a student's emergency contact. Otherwise, the school will hold students until parents can pick up their student.

WHAT IF THE STUDENT DROVE TO SCHOOL?

There may be instances where a student may not be allowed to remove a vehicle from the parking lot. In this case, parents are advised to recover the student. In some circumstances, high school students may be released on their own.

Reunification Information	
Have photo identification out and ready to show school district personnel.	
Student Name	Student Cell Phone Number
Student Grade	Name of person picking up student
Signature	Phone number of person picking up student
Relationship to student being picked up	Photo identification matches name of person picking up student? Y or N
Parent completed:	
Print Student Name Again	School personnel complete signature of student
Student Grade	Student ID Number

HOW IT WORKS

For students, the school asks that students be orderly and quiet while waiting. Students may be asked to text a message to their parents or guardians. Students are also asked not to send other text messages either in or out of the school or reunification area. Keeping the cellular network usage at a minimum may be important during a reunification.

REUNIFICATION CARDS

For parents, there are a couple of steps. If a parent is driving to the school, greater awareness of traffic and emergency vehicles is advised. Parents should park where indicated and not abandon vehicles. Parents are asked to go to the Reunification "Check In" area and form lines based on the first letter of their student's last name. While in line, parents are asked to fill out a reunification card. This card is perforated and will be separated during the process. Some of the same information is repeated on both the top and separated bottom of the card. Parents are asked to complete all parts of the card.

In the case of multiple students being reunified, a separate card for each student needs to be completed.

BRING ID TO CHECK IN

During check in, identification and custody rights are confirmed. The card is separated and the bottom half given back to the parent.

From the "Check In" area parents are directed to the "Reunification" area. There, a runner will take the bottom half of the card and take it to the Student Assembly Area to recover the student or students.

Parents should be aware that in some cases, they may be invited into the building for further information.

INTERVIEWS AND COUNSELING

In some cases, parents may be advised that a law enforcement investigation is underway and may be advised that interviews are necessary. In extreme cases, parents may be pulled aside for emergency or medical information.





J. Sterling Morton Elementary School

2022-23

Safety/Emergency Procedures Plan

This plan was developed under the direction of the Morton Elementary Safety/Crisis Team. It provides procedures that are to be followed in the event of an emergency. A copy of this plan has been provided to all teachers and copies are prepared and provided for substitute teachers that work with our children.

Rules for ALL Emergencies:

1. **Remain Calm** – We are responsible for hundreds of children who will be nervous, confused and scared during these situations. As educators we must remain calm during each situation and model that for our students.
2. Follow Procedures – We have established these procedures and protocols to help ensure that there is smooth transition for students and teachers. **DO NOT** create your own procedures for your classroom that conflict with any of the school’s established procedures.
3. During an emergency Mrs. Edeal is the only person in the building that will speak to the media. If you are approached by a member of the media for a comment reply, “I have no comment. You will need to talk to Mrs. Edeal our principal.” We do not need conflicting comments presented to the public.

Crisis Team Members:

Nikki Edeal Beth Roberts
Carole Kleine Megan Vonasek

CPR Certified Staff Members:

Nikki Edeal Sherri Ihde
Sylvia Macias Sam Sleicher
Laura Winter Melissa Naylor
Christy Franz

Epi Pen & CPR Trained Staff Members:

Nikki Edeal Sam Sleicher
Sylvia Macias Andy Becerra
Laura Winter

Teachers must have the following items with them during an emergency:

- Small, laminated class list
- Building & Room Keys
- Red & Green Cards (Fire/Tornado)
- Homework Packets*
- Story Books*

* These items will need to be placed in a bag for quick access.

Don’t forget to take your purse/wallet, as you may not be returning to the building for a while.

Recess Equipment...

Daily Procedures To Be Followed

1. Classroom doors may be open but they should be locked at all times. In the case of an immediate emergency the door can be shut without having to come out into the hallway and lock the door.
2. ALL Exterior Doors must remain locked and NOT propped open at any time!
3. No clutter in classrooms! This does not mean you must get rid of teaching/project items. Make sure that if a scan for an unidentified object that we can see everything. Unnecessary papers, boxes, etc. will not be tolerated.

FIRE DRILL PROCEDURES

1. Fire drills will be conducted monthly at random hours and days of the month.
2. The fire alarm is a loud, continuous claxon sound. Upon hearing this sound teachers and children are to evacuate the building following the routes listed on the following page.
3. Teachers and assistants will take control to ensure that the students evacuate quickly and quietly, and that they may be stopped, turned, or directed as needed. Teachers will instill in each child an attitude of calmness and intentional purpose while evacuating the building.
4. Teachers will insure that classroom windows, fans, and lights are shut off and that the last person out of the room closes the doors. The last student or teacher leaving the building through that door will shut the school exit doors.
5. Teachers will take class roll upon reaching a safe distance from the building. If a child is missing, the principal will be notified immediately.
6. Teachers will have a green card and a red card.
 - a. If all students are present raise the green card
 - b. If a student is missing raise the red card
7. Designated teachers and assistants will make a search of restrooms, supply rooms and study rooms.
 - a. Mrs. Mostek will report the NW corner
 - b. Mrs. Born will report the SW corner
 - c. Ms. Diaz will report the SE corner
 - d. Mrs. Vonasek will report the NE corner
 - e. Mrs. Rico – will check the south restrooms then exit the South Doors of the building
 - f. Mrs. Macias – will check the north restrooms then exit the front doors
8. Until the all clear is given, (intercom or whistle if intercom is disabled) teachers will maintain constant supervision of their classes.
9. If classes are under the supervision of a teacher other than the home room teacher, the home room teacher will meet his/her class and take roll ASAP.
10. All rooms have assigned exit routes. Please follow assigned routes unless blocked by fire or other hazards. In such a scenario, use your discretion in selecting the safest exit route.
11. In the event of a fire, the principal, assistant principal, or secretary, will simultaneously call the fire department while the building is being evacuated.

Fire Drill Routes

<u>Classroom</u>	<u>Exit Door</u>	<u>Location to Stand</u>
Music and Resource	South Door of Classroom #10, #11, #12	Cross to the South side of Walnut
STARS	Door # 14	Cross Lincoln to the playground
Franzen, Barkmeier, Naylor Einspahr, Nichols, Torres & Born	Door #2	Cross Lincoln to the playground
Shundoff, Acevedo, Hemmingsen Bachman, Franz, Ahlenstorf & SPEECH	Door #1	Cross Lincoln to the playground
Kleine & McMillan	Evacuate Modular	West side of Madison
Harris & Bender/Sutton	Evacuate Modular	West side of Madison
Counseling	Door #1 or closest door to current classroom	Cross Lincoln to the playground
Art	Door #1 or closest door to current classroom	Cross Lincoln to the playground
Counselor Office	Door #1	Cross Lincoln Street to Playground Area
Library	Door #1	Cross Lincoln Street to playground
P.E.	South Building Door	Go to SW corner, cross Walnut St. go south on Madison.
Nurse	Door #1	Cross Lincoln Street to playground
Cafeteria	Door #1	Cross Lincoln Street to playground

Tornado Drill Procedures

1. Tornado Drills will be conducted quarterly at random hours and days of the month.
2. The tornado alarm is an announcement over the intercom “Teachers we are in a tornado warning and you need to go into our tornado plan.” Upon hearing this sound teachers and children are to immediately go to their designated areas in the building following the routes shown on the diagram.
 - a. If power is lost the tornado alarm is short blasts of a whistle. A person will be dispatched to alert the modulars of the situation.
3. Teachers and assistants will take control to ensure that the students move quickly and quietly, and that they may be stopped, turned, or directed as needed. Teachers will instill in each child an attitude of calmness and intentional purpose while evacuating the building.
4. Teachers will ensure that classroom windows, fans, and lights are shut off and that the last person out of the room closes the doors. The last student or teacher leaving the room will shut the door.
5. Teachers will take class roll upon reaching their designated area. If a child is missing, the principal will be notified immediately.

Class Designated Areas for Tornado Warnings

Classroom	Location
PE Class	PE Closet
Music Class	South Bathrooms
Bender/Sutton & Harris	Lounge
STARS and Resource	Workroom
Art & Counseling Classes	Nurse’s Office & Counselor’s Office
Nichols	East Side North Bathrooms
Torres	West Side North Bathrooms
Acevedo, Barkmeier, Einspahr	Acevedo’s Room
Shundoff, Naylor, Franzen	Shundoff’s Room
Bachman, Ahlenstorf, Franz & Hemmingsen	Bachman’s Room
Kleine, McMillan & Born	Mostek’s Room
Overflow	Quiet Room

IN AN EMERGENCY TAKE ACTION



HOLD! In your room, office or area. Clear the halls.

OCCUPANTS

Remain in the area until
the "All Clear" is indicated

STAFF

Close and lock door
Account for occupants and staff
Business as usual



SECURE! Get inside. Lock outside doors.

OCCUPANTS

Return inside
Business as usual

STAFF

Bring everyone indoors
Lock outside doors
Increase situational awareness
Account for occupants and staff



LOCKDOWN! Locks, lights, out of sight.

OCCUPANTS

Move away from sight
Maintain silence
Do not open the door
Prepare to evade or defend

STAFF

Lock interior doors
Turn out the lights
Move away from sight
Do not open the door
Maintain silence
Account for occupants and staff
Prepare to evade or defend



EVACUATE! (A location may be specified)

OCCUPANTS

Evacuate to specified location
Bring your phone
Instructions may be provided
about retaining or leaving
belongings

STAFF

Lead evacuation to specified
location
Account for occupants and staff
Notify if missing, extra or injured
occupants or staff



SHELTER! Hazard and safety strategy.

OCCUPANTS

Hazard	Safety Strategy
Tornado	Evacuate to shelter area
Hazmat	Seal the room
Earthquake	Drop, cover and hold
Tsunami	Get to high ground

STAFF

Lead safety strategy
Account for occupants and staff

IN AN EMERGENCY

TAKE ACTION



HOLD



SECURE



LOCKDOWN



EVACUATE



SHELTER

Standard Response Protocol – Public Address

Medical Emergency	Hold in your Room or Area. Clear the halls.
Threat Outside	Secure! Get inside. Lock outside doors.
Threat Inside	Lockdown! Locks, Lights, Out of Sight!
Bomb	Evacuate to (location) Shelter for Bomb!
Earthquake	Shelter for Earthquake!
Fire Inside	Evacuate to the (location)
Hazmat	Shelter for Hazmat! Seal your Rooms
Weapon	Lockdown! Locks, Lights, Out of Sight!
Tornado	Evacuate to (location) Shelter for Tornado!



STANDARD RESPONSE PROTOCOL

INFORMATION FOR PARENTS AND GUARDIANS

Our school has adopted The "1 Love U Guys" Foundation's Standard Response Protocol (SRP). Students and staff will be training, practicing, and drilling the protocol.

COMMON LANGUAGE

The Standard Response Protocol (SRP) is based on an all-hazards approach as opposed to individual scenarios. Like the Incident Command System (ICS), SRP utilizes clear common language while allowing for flexibility in protocol.

The premise is simple - there are five specific actions that can be performed during an incident. When communicating these, the action is labeled with a "Tarn of Art" and is then followed by a "Directive." Execution of the action is performed by active participants, including students, staff, teachers and first responders. The SRP is based on the following actions: Hold, Secure, Lockdown, Evacuate, and Shelter.

HOLD

"In Your Classroom or Area"

Students are trained to:

- Clear the hallways and remain in their area or room until the "All Clear" is announced
- Do business as usual

Adults and staff are trained to:

- Close and lock the door
- Account for students and adults
- Do business as usual



SECURE

"Get Inside. Lock outside doors"

Students are trained to:

- Return to inside of building
- Do business as usual

Adults and staff are trained to:

- Bring everyone indoors
- Lock the outside doors
- Increase situational awareness
- Account for students and adults
- Do business as usual



LOCKDOWN

"Locks, Lights, Out of Sight"

Students are trained to:

- Move away from sight
- Maintain silence
- Do not open the door

Adults and staff are trained to:

- Recover students from hallway if possible
- Lock the classroom door
- Turn out the lights
- Move away from sight
- Maintain silence
- Do not open the door
- Prepare to evade or defend



EVACUATE

"To a Location"

Students are trained to:

- Leave stuff behind if required to
- If possible, bring their phone
- Follow instructions

Adults and staff are trained to:

- Bring roll sheet and Go Bag (unless instructed not to bring anything with them, dependent on reason for evacuation.)
- Lead students to Evacuation location
- Account for students and adults
- Report injuries or problems using Red Card/Green Card method.



SHELTER

"State Hazard and Safety Strategy"

Hazards might include:

- Tornado
- Hazmat
- Earthquake
- Tsunami

Safety Strategies might include:

- Evacuate to shelter area
- Seal the room
- Drop, cover and hold
- Get to high ground

Students are trained in:

- Appropriate Hazards and Safety Strategies

Adults and staff are trained in:

- Appropriate Hazards and Safety Strategies
- Accounting for students and adults
- Report injuries or problems using Red Card/Green Card method.



Bomb Threat

Upon receipt of a bomb threat, the person receiving the call will attempt to:

- Utilize the bomb threat checklist.
- Prolong the conversation. **DO NOT HANG UP THE PHONE!**
- Identify background noises and any distinguishing voice characteristics.
- Ask the caller for a description of the bomb, where it is and when it is due to explode.
- Notify the principal.

DO NOT USE CELLULAR PHONES because of emitting frequencies near a potential explosive device. Turn Power to Cellular Phones Off Immediately.

Contact the Principal or Call 911

The principal will consult with the Superintendent (who consults with law enforcement) to determine if evacuation is indicated.

If evacuation is indicated, building evacuation procedures will be announced (included in this plan)

If evacuation is not indicated, lockdown procedures will be announced (included in this plan)

Be especially observant of your surroundings or work area. Do not open cabinets, doors or move objects. Do not touch anything suspicious.

Keep track of students that were absent from your class at the time the call was received.

Alternate evacuation location for Morton Elementary is:

Evangelical Free Church
810 S. Washington St.
(308) 324-3825

If a written threat is received, leave in place and have someone watch it so it is not tampered with until police arrive.

School time will be made up if school is dismissed for a bomb threat.



Bomb Threat Checklist

DATE _____ TIME _____

Do Not Hang Up! Use another phone to call police.

Record the exact words used by the called:

Ask:

What time is the bomb set for?

Where is the bomb?

What does the bomb look like?

Why are you doing this?

Who are you?

Evaluate the voice of the caller:

- | | |
|-------------------------|-------------------------|
| _____ Man | _____ Accent |
| _____ Woman | _____ Speech Impediment |
| _____ Child | _____ Intoxicated |
| _____ Age (approximate) | _____ Other |

Background Noise:

- | | |
|--------------------|---------------------|
| _____ Music | |
| _____ Conversation | |
| _____ Children | _____ Machine Noise |
| _____ Typing | _____ Traffic |
| _____ Airplanes | _____ Other |

Person receiving threat will immediately notify the principal.

Call Received by: _____

Reverse Evacuation Procedures

(Getting Students Into The Building As Soon As Possible)

Teachers, while on duty, must have a cell phone with them at all times.

1. In the event of an emergency outside, blow air horn 3 times.
2. All students are to line up immediately.
3. Students will be taken to the following:
 - a. If possible, they will be taken to their classroom(s).
 - b. If it is not possible to return to the classroom they will be taken to the lunchroom and that room will be locked and secured.

Chemical Spill/Toxic Fumes

1. If spill/fumes occur outside the school building:

- Keep students inside.
- Close windows.
- Don't step in spilled material.
- Contact police, fire and health department.
- Contact superintendent's office.
- Be prepared to evacuate the building.
- If students are outside, move upwind.

2. If a spill occurs inside:

- Remove students from contaminated area.
- Contact police, fire and health department.
- Contact superintendent's office.
- Students exposed to the chemical should be taken to a locker room or other designated area within the building to have necessary clothing removed and exposed skin washed.



STANDARDTM REUNIFICATION METHOD

Each building within the district should have a plan in place that includes:

- **On/Offsite Location (Do you have permission? A key? Know the address?)**
- **Take your "TO GO KIT" every time you evacuate your building -**
- **Who will facilitate the following:**
- **Phones – Secretaries?? - Have a statement available for personnel answering phone to read -**
- **Check-in station -**
- **Runners (who will retrieve/deliver students) – Para's/ Teachers without a class/Counselor's (unless needed in the event of a tragedy) -**
- **Have "check in" signs readily available to post where needed – (In Kit)**
- **Have a few reunification forms available (in the event copier doesn't work) -**
- **Keep current info and emergency info on all students (possibly in a notebook & on a pin drive) -**
- **Who will be the spokesman for the building? (Superintendent, Law Enforcement) -**
- **Outside Help who may provide assistance: Law Enforcement, Local Firefighters and EMT's.**



STANDARD™ REUNIFICATION METHOD

STUDENT/PARENT REUNIFICATION

Circumstances may occur at the school that require parents to pick up their students in a formalized, controlled release. This process is called a Reunification and may be necessary due to weather, a power outage, hazmat or if a crisis occurs at the school. The Standard Reunification Method is a protocol that makes this process more predictable and less chaotic for all involved.

Because a reunification is not a typical end of school day event, a reunification may occur at a different location than the school a student attends. If this location is another school, then those students may be subject to a controlled release as well.

NOTIFICATION

Parents may be notified in a number of ways. The school or district may use its broadcast phone or text message system. In some cases, students may be asked to send a text message to their parents. A reunification text message from a student may look something like this: *"The school has closed, please pick me up at 3:25 at the main entrance. Bring your ID."*

PARENT/GUARDIAN EXPECTATIONS

If a parent or guardian is notified that a reunification is needed, there are some expectations that parents or guardians should be aware of. First, bring identification. That will streamline things during reunification. Second, be patient. Reunification is a process that protects both the safety of the student and provides for an accountable change of custody from the school to a recognized custodial parent or guardian.

WHAT IF A PARENT CAN'T PICK-UP THEIR STUDENT?

When a parent can't immediately go to the reunification site, students will only be released to individuals previously identified as a student's emergency contact. Otherwise, the school will hold students until parents can pick up their student.

WHAT IF THE STUDENT DROVE TO SCHOOL?

There may be instances where a student may not be allowed to remove a vehicle from the parking lot. In this case, parents are advised to recover the student. In some circumstances, high school students may be released on their own.

HOW IT WORKS

For students, the school asks that students be orderly and quiet while waiting. Students may be asked to text a message to their parents or guardians. Students are also asked not to send other text messages either in or out of the school or reunification area. Keeping the cellular network usage at a minimum may be important during a reunification.

REUNIFICATION CARDS

For parents, there are a couple of steps. If a parent is driving to the school, greater awareness of traffic and emergency vehicles is advised. Parents should park where indicated and not abandon vehicles. Parents are asked to go to the Reunification "Check In" area and form lines based on the first letter of their student's last name. While in line, parents are asked to fill out a reunification card. This card is perforated and will be separated during the process. Some of the same information is repeated on both the top and separated bottom of the card. Parents are asked to complete all parts of the card.

In the case of multiple students being reunified, a separate card for each student needs to be completed.

BRING ID TO CHECK IN

During check in, identification and custody rights are confirmed. The card is separated and the bottom half given back to the parent.

From the "Check In" area parents are directed to the "Reunification" area. There, a runner will take the bottom half of the card and take it to the Student Assembly Area to recover the student or students.

Parents should be aware that in some cases, they may be invited into the building for further information.

INTERVIEWS AND COUNSELING

In some cases, parents may be advised that a law enforcement investigation is underway and may be advised that interviews are necessary. In extreme cases, parents may be pulled aside for emergency or medical information.

SRP

Lifecycle with

Reunification



EXAMPLE 1: LOCKOUT

Scenario: Criminal activity in the area has resulted in the school going into Lockout. Students were brought into the building. Business as usual frisks, but no one is let in or out.

Considerations: With criminal activity in area of the school, it's decided that students who walk home should have their parents pick them up.

Reunification Incident Command: Because there was no criminal or safety issue in the school, Reunification Incident Command would be led by the school safety team. Coordination with Law Enforcement Incident Command of the criminal activity would be needed.

Public Information Officer: Because the school was not directly involved in criminal activity, the school or district would lead public information within the school community. District PIO would inform LE PIO at the media messaging.

Notifications: Depending on the situation, parents and media may be notified that the school has been placed in Lockout. Additional notification will be made to parents who would need to pick up their students.

Police Role in Reunification: With criminal activity in the area, but not directly near the school, officers may be asked to assist with reunification. Some duties might include assisting with parent identification (for the parents without ID), traffic control, or simply unformed presence. Patrol resources may also be relocated near the school.

LOCKOUT LIFECYCLE

- School is placed in Lockout.
- Parents are notified.
- Business as usual within the school.
- Law enforcement presence around the school is increased.
- The Standard Reunification Method is utilized for the students that walk home at the end of school day.



EXAMPLE 2: LOCKDOWN

Scenario: At the middle school, an armed intruder is seen in the building. Students and staff immediately lock classroom doors, turn out the lights, and remain out of sight. Law enforcement arrives on scene.

Considerations: Because it is still an active law enforcement response and investigation, the decision is made to transport the students to a nearby community center for reunification.

Unified Command: Because it is an active crime scene, law enforcement would lead Unified Command at the middle school site.

Reunification Incident Command: At the reunification site, a command structure is established to manage the reunification.

Joint Information Center: Because it is an active crime scene, the law enforcement PIO would be the primary press representative. The school or district PIO would be in the JIC, communicating with the PIO at the reunification site.

Notifications: Parents and media are notified that the school has been placed in Lockdown. Additional notifications are made to parents on the location of the reunification site once students are in route or at the site.

Police Role in Reunification: While the school has become an active crime scene, some officers will be assigned to the reunification site. Depending on the site, police may decide to sweep the area prior to students arriving. In addition to the duties outlined in the Lockout scenario, detectives may be on scene for witness interviews and statements.

LOCKDOWN LIFECYCLE

- School is placed in Lockdown.
- Initial law enforcement agencies arrive on scene.
- Students and staff are evacuated classroom by classroom to the Secure Assembly Area. In this case, the gym is secured for law enforcement.
- Parents begin to arrive outside of the police perimeter.
- The media arrive on scene.
- Internet, WiFi, and cell services become intermittent or unresponsive.
- Police secure the reunification site.
- District mobilizes Reunification Team.
- Buses are deployed and students are transported to the reunification site.
- Parents are notified of location.
- The Standard Reunification Method is utilized.



EXAMPLE 3: EVACUATE

Scenario: An unknown cause has resulted in thick smoke in the middle school. Students successfully evacuate to the football field.

Considerations: Because it is still an active fire response and investigation, the decision is made to transport the students to a nearby high school for reunification.

Unified Command: Because it is an active fire event, the fire department would lead Unified Command at the middle school site.

Reunification Incident Command: At the reunification site, a command structure is established to manage the reunification.

Joint Information Center: Because it is an active fire event, the fire department PIO would be the primary press representative. The school or district PIO would be in the JIC, communicating with the PIO at the reunification site.

Notifications: Parents and media are notified that the school has been evacuated. Additional notifications are made to parents on the location of the reunification site once students are in route or at the site.

Police Role in Reunification: While the school is an active fire scene, the school requests assistance from law enforcement. Officers are assigned to the reunification site.

EVACUATE LIFECYCLE

- Parents begin to arrive outside of the perimeter.
- The media arrive on scene.
- Internet, WiFi, and cell services are intermittent or unresponsive.
- Police secure the reunification site.
- District mobilizes Reunification Team.
- Buses are deployed and students are transported to the reunification site.
- Parents are notified of site location.
- The Standard Reunification Method is utilized.



EXAMPLE 4: SHELTER

Scenario: A nearby wildfire fire has resulted in mandatory neighborhood evacuations. The flood cross is requesting the high school as a designated shelter.

Considerations: Due to the community value of the high school as a flood shelter, the decision is made to accept the request. With area residents arriving, and bus routes affected, the decision is made to transport students to a school outside of the impacted area.

Unified Command: Because it is an active fire event, the fire department would lead Unified Command, but shelter is only one aspect. The flood cross would establish their command structure division at the shelter high school.

Reunification Incident Command: At the reunification site, a command structure is established to manage the reunification.

Joint Information Center: Because it is a large active event, managed by Unified Command, the most experienced PIO would be the primary press representative. The school or district PIO would be in the JIC, communicating with the PIO at the reunification site.

Notifications: Parents and media are notified that the school has been evacuated. Additional notifications are made to parents on the location of the reunification site once students are in route or at the site.

Police Role in Reunification: The school which is the reunification site requests assistance from law enforcement. Officers are assigned to the reunification site.

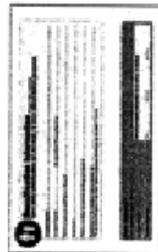
SHELTER LIFECYCLE

- Parents begin to arrive outside of the perimeter.
- The media arrive on scene.
- Internet, WiFi, and cell services are intermittent or unresponsive.
- Police secure the reunification site.
- District mobilizes Reunification Team.
- Buses are deployed and students are transported to the reunification site.
- Parents are notified of site location.
- The Standard Reunification Method is utilized.

SRM The Process

STEP 1 GREETINGS

At parents arrive at the reunification site, Greeters explain the process and distribute Reunification Cards.

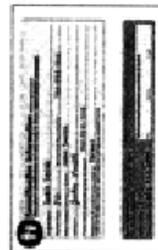


Greeter

Parent

STEP 2 PARENTS FILL OUT CARD

Parents complete the information requested on the card, and begin to self-sort into lines.



Parent

STEP 3 CHECKERS VERIFY ID

Parent custody is verified. The card is torn on the perforation and the bottom is returned to the parent. The top is given to the Accountant.

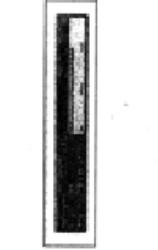


Checker

Parent

STEP 4 REUNIFICATION AREA

At the Reunification Area, parents give the bottom of the card to a Reunifier. The Reunifier goes to the Assembly area to get the student.

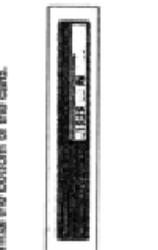


Reunifier

Parent

STEP 5 STUDENT REUNIFICATION

The Reunifier returns the student to their parents asking the student if they feel comfortable leaving with that adult. They then note the time and initial the bottom of the card.

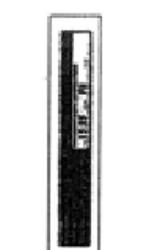


Reunifier

Parent

STEP 6 ACCOUNTABILITY

The Reunifier delivers the bottom of the card to the Student Assembly Accountant. The Accountant may start sorting the cards.



Accountant

Parent

WHAT IF? THE STUDENT ISN'T THERE

If the student isn't in the Assembly Area, the Reunifier hands the card to a Victim Advocate/Child Counselor.



Counselor

Parent

WHAT IF? SEPARATE PARENT FROM THE LINE

The Victim Advocate/Child Counselor then separates the parent from the other parents in line and takes them to a private location.



Counselor

Parent



Reunification Information

(PLEASE PRINT CLEARLY)

Have photo identification out and ready to show school district personnel.

Student Name

Student Grade Student Cell Phone Number

Name of person picking up student

Signature

Phone number of person picking up student

Relationship to student being picked up

Photo identification matches name of person picking up student? Y or N

Parent completes: _____

Print Student Name Again: _____

Student Grade: _____

Student Birthdate: _____

School personnel completes upon release of student

TIME: _____

MINUTE: _____

DATE: _____

Signature: _____

Print your name: _____

I have read and understand these instructions

Parent Signature: _____

Reunification

First, we want to thank you for your patience during this reunification. We share the same goal during this process: Getting you and your student back together as quickly as possible. The reason we're going through this is that an event has occurred at the school that mandates we personally reunite you with your child.

Instructions

1. Please complete the information on the other side of this card.
2. Prepare identification (if you don't have ID with you, please move to the side of the line, it may take a little longer to verify your identity).
3. Select the check in line based on either student last name or student grade.
4. After check-in, staff will split this card and a runner will be sent to recover your student. Please step over to the Reunification Location.
5. If there has been injury or other concerns, you may be asked to meet a counselor.
6. Please don't shout at school or district staff. We'll get through this as quickly as possible.



Morton Evacuation Duties Flow Chart





2022 – 2023

Safety/Emergency Procedures Plan

Rules for ALL Emergencies:

1. **Remain Calm** – We are responsible for hundreds of children who will be nervous, confused, and scared during these situations.
2. **Follow Procedures** – We have established these procedures and protocols to help ensure that there is a smooth transition for students and staff. DO NOT create your own procedures for your classroom that conflict with any of the school’s established procedures.
3. During an emergency the Principal is the only person in the building that will speak to the media. If you are approached by a member of the media for a comment reply, “I have no comment. You will need to speak with our building Principal.” We do not need conflicting comments present to the public.

Bryan Crisis Team Members:

- Ashley Pano
- Sheila Garrett
- Danie Hilton

Trained Staff Members:

- Tiffany Denker: CPR, Epi Pen, Nebulizer
- Michelle Medo: CPR, Epi Pen
- Tracy Harbison: CPR, Epi Pen, Nebulizer
- Jennifer Brockmeier: CPR
- Taylor Haight: CPR
- Kris Johnson: CPR, Epi Pen, Nebulizer
- Danie Hilton: CPR
- Rebeca DeLeon: CPR
- Jaquilin Velasquez: CPR

Teachers must have the following items with them during an emergency:

Small laminated class list
Building & Room Keys*
Red & Green Cards (Fire/Tornado)
Purse/wallet, and cellphone as you may not be returning to the building for a while.

** Homework packet and storybooks will be stored at First Presbyterian Church, our evacuation site*

Recess

When you go outside for recess duty you must make sure you have the following items (recess fanny pack):

Whistle
Gloves
Band aids
Cell phone

Daily Procedures To Be Followed

Classroom doors may be open but they should be locked at all times. In the case of an immediate emergency the door can be shut without having to come out into the hallway and lock the door.

No clutter in the classrooms! This does not mean you must get rid of teaching/project items. Make sure that if there is a scan for an unidentified object that we can see everything. Unnecessary papers, boxes, etc. will not be tolerated.

IN AN EMERGENCY TAKE ACTION

	HOLD! In your room or area. Clear the halls. The announcement "Hold! In your classroom. Clear the halls"	
	STUDENTS Clear the hallways and remain in room or area until the "All Clear" is announced Do business as usual	ADULTS Close and lock the door Account for students and adults Do business as usual
	SECURE! Get inside. Lock outside doors. The announcement "Lockout... Secure the perimeter"	
	STUDENTS Return to inside of building Do business as usual	ADULTS Bring everyone indoors Lock outside doors Increase situational awareness Account for students and adults Do business as usual until announcement is given or the classroom door is unlocked
	LOCKDOWN! Locks, lights, out of sight The announcement "Teachers we are in lockdown: Locks, lights, out of sight"	
	STUDENTS Move away from sight Maintain silence Do not open the door Students that are not in the classroom, go to our sunshine rooms.	ADULTS Recover students from the hallway if possible Lock the classroom door Turn out the lights Move away from sight Maintain silence Do not open the door for any reason Prepare to evade or defend
	EVACUATE! (Presbyterian Church- 801 N Lincoln) The announcement "Teachers please evacuate the building"	
	STUDENTS Leave stuff behind if required to Follow instructions	ADULTS Take all necessary items Lead students to evacuation location- follow evacuation route. (if a class is in Specials the classroom teacher will join their class as it exits the building) Account for students and adults Notify if missing, extra or injured students or adults Follow Reunification plan --- Mrs. Burr and Mrs. Robinson will report attendance to Mrs. Denker by cell phone. Mrs. Denker will then drive to church
	SHELTER! Hazard and safety strategy	
	STUDENTS Use appropriate safety strategy for the hazard HAZARD. SAFETY STRATEGY Tornado. Evacuate to shelter area Hazmat Seal the room Earthquake Drop, cover and hold	ADULTS Lead safety strategy Account for students and adults Notify if missing, extra or injures students or adults



REUNIFICATION PROCEDURES

1. Teachers will remain with their classes during the entire reunification process.
2. Teachers will be with their classes at the Presbyterian Church until parents/guardians pick up students after any threat has been neutralized and law enforcement has given permission for children to be moved.
3. There will be a check in station at the Presbyterian Church.

BRYAN ELEMENTARY SCHOOL REUNIFICATION PLAN

Relocation Site – FIRST PRESBYTERIAN CHURCH

Address: 801 N. Lincoln Street

Phone: 324-5507

LAW ENFORCEMENT NOTIFIED (911) - Call for help in regard to crowd/traffic control. See list of possibilities.

TRAFFIC/CROWD CONTROL - CO & Maintenance Staffs and Crisis Team members from other buildings, If available.

ITEMS TO TAKE - The following need to be taken: To Go Kit, cellphones, walkie-talkies, megaphones, laptops for usage at the main table (If internet is available at church; depends on situation).

STAFF - Please take **CURRENT** class roster, Reunification plan, laptop/ipad, purse.

Students will move with the classroom teacher they are currently with during the evacuation. Upon arrival at the **Presbyterian Church**, teachers will immediately take attendance, which will be recorded on the designated attendance sheets. Those sheets will be picked up by **Lori Burr and Kris Johnson**. Each will get that information to the administration and will make the final determination as to who is missing. Administrator will keep that list for later use. Teachers will also need a 2nd class list to mark students gone once they are picked up.

The following individuals will be **MONITORING THE MAIN ENTRANCE AT THE Presbyterian CHURCH (East door)**, not allowing anyone to enter the building: **Crystal Contreras and Daniel Gibbs**.

GREETERS - Greeters will be located in the South Parking Lot area. (**Yasmin Delgado, Magali Arriaga, Shelby Shiers, and Yakelina Pacheco. Barre Hassan and Hardy Moreno will come from the Central Office to assist.**) Greeters will meet parents as they arrive. They will inform parents that they need identification and if parents have proper ID, these individuals will be given a reunification card to fill out and will start the process with the checkers. Parents or emergency contacts are allowed to pick up a student.

CHECKERS - **Ana Hernandez (A-G), Andrea Johnson (H-M) Irma Hernandez (N – R), and Jacqueline Cuellar (S-Z)** Parents will take their completed Reunification card to one of the **CHECKERS** based on last name. **CHECKERS (located at the end of the Main SOUTH Sidewalk)** will ensure all information is complete by checking on emergency contacts. Checkers will give the top half of the sheet to the runners.

RUNNERS- Jennifer Brockmeier, Taylor Haight, Elizabeth Joekel, and Mariah Neil- Runners will take the half sheet of reunification paper from the checker. Runners give the paper to the classroom teacher. Classroom teacher will mark students off on their 2nd class list and send students to the reunifiers.

REUNIFIERS - Lori Burr and Kris Johnson- will go to the **East Door of the church** which will be monitored **by Daniel Gibbs and Crystal Contreras**. Reunifiers will hold students inside until paperwork is matched from accountants. Parents will remain outside (east door) and wait with the accountant to return with their student. **Rebecca DeLeon** will direct parents to leave the reunification site (heading east) once reunited with their student.

ACCOUNTANTS: Isabell Perez (A – G) Pricilla Juarez (H – M) Yanira Lopez (N – R) Jessica Morales (S – Z)
Accountants will be **located in front of the Main Entrance (East side)**, each with their designated binder and at a table (which will be set up at the end of the ramp outside of the east door upon arrival) . They will verify information from sheets completed by parents with information listed on PowerSchool and have parents sign that they received their child, accountants will staple the two halves together and keep them in the binder.

MAIN DOOR/MAIN TABLE SUPERVISION (South door) - Michelle Medo

MAIN DOOR/MAIN TABLE SUPERVISION (East door) - Tracy Harbison

OVERALL SUPERVISION - Mrs. Denker and Ashley Pano

SUPERVISION WHERE NEEDED - Mrs. Denker and Ashley Pano

SPOKESPERSON WITH THE MEDIA - Mrs. Denker or Dr. Hakonson

COUNSELORS - will be available to take parents whose student is not in the assembly area to a separate room (**classrooms on the NW corner of the church**). If counselors are not needed in this capacity, they will help to monitor students in the sanctuary area's or assist as Greeters/Reunifiers.

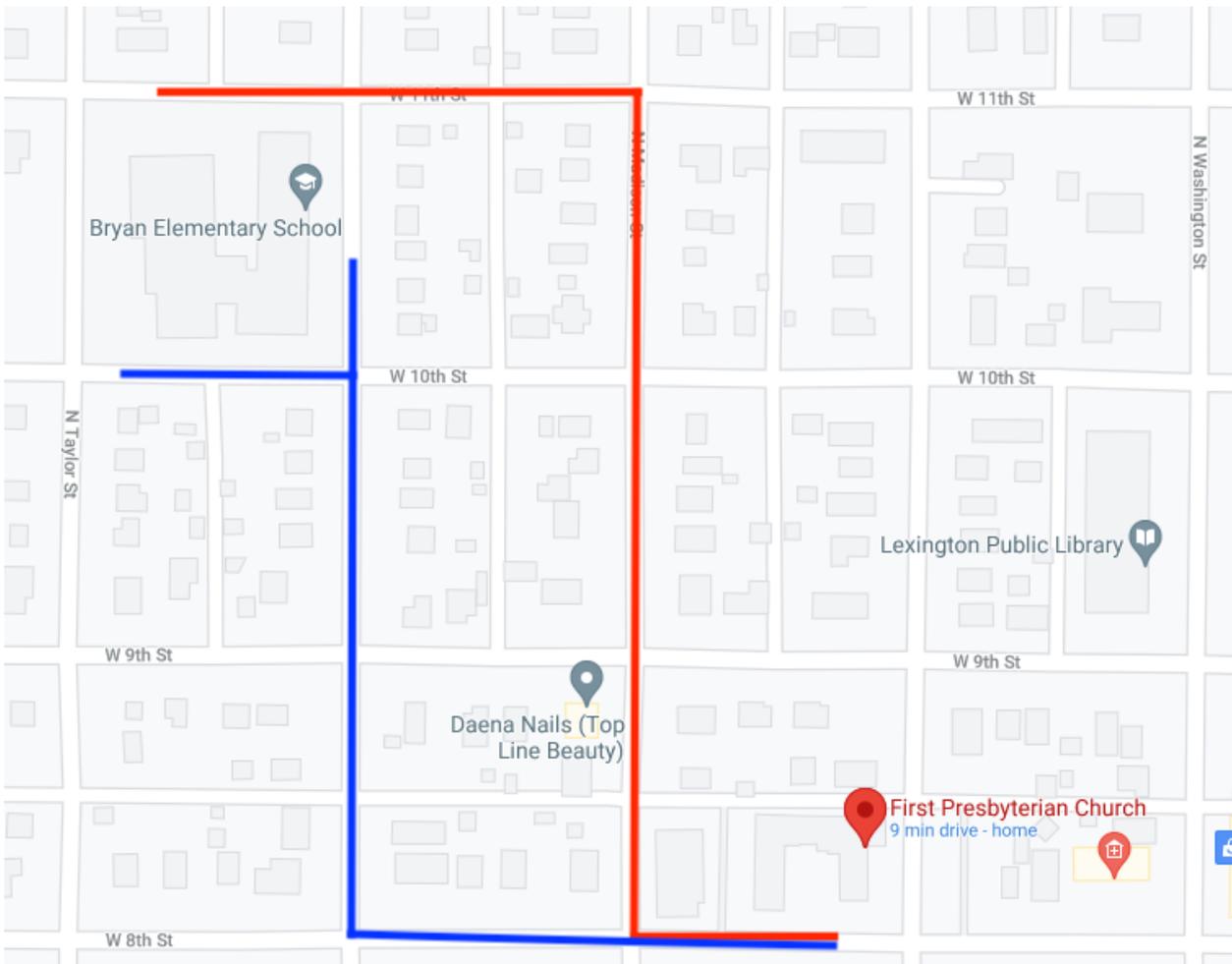
EXTRA HELP - Presbyterian Church Staff and the Kitchen Staff

THINGS TO DO UPON IMMEDIATE ARRIVAL AT PRESBYTERIAN CHURCH

1. Set up Tables for Accountants and Checkers (**Michelle Medo and Elizabeth Joekel will instruct staff**)
2. Grab bags from go-kit, that will include all items needed for each job (checker, greeter, etc.)
3. Signs put up with instructions, class labels, and for Accountant tables

THINGS TO KEEP IN MIND -

- Law Enforcement may not be at your site immediately depending on the circumstances that led to evacuation
- Loss of internet and or cell phone usage
- Parents will be anxious, upset, angry
- Students may only leave with parents through the process



FIRE PROCEDURES



1. Fire drills will be conducted monthly at random hours and days of the month.
2. The fire alarm is a loud, intermittent sound accompanied by flashing lights. Upon hearing this sound teachers and students are to evacuate the building following the routes listed on the following page.
3. Teachers and assistants will take control to ensure that the students evacuate quickly and quietly (no talking), and that they may be stopped, turned, or directed as needed.
4. Teachers will ensure that classroom windows, fans, and lights are shut off and that the last person out of the room closes the doors. The last student or teacher leaving the building through that door will shut the school exit doors.
5. Teachers will take class roll upon reaching designated fire drill area and use the laminated red and green cards as follows:
 - a. If all students are present, raise the green card.
 - b. If a student is missing, raise the red card.
 - c. If they have extra students the red and green cards should be crossed and held high.
6. Designated teachers and assistants will make a search of the restrooms, copy room and lounge.
 - a. Mrs. Denker – will circulate around their designated safe zone; checking red and green cards.
 - b. Mrs. Medo: West Bathrooms (front Entrance)
 - c. Mrs. Pano: South Bathrooms
 - d. Mrs. Burr: North Bathrooms
7. Until the all clear is given, teachers will maintain constant supervision of their classes/students.
8. If classes are under the supervision of a teacher other than the homeroom teacher, the homeroom teacher will meet his/her class and take attendance ASAP.
9. All rooms have assigned exit routes. Please follow assigned routes unless blocked by fire or other hazard. In such a scenario, use your discretion in selecting the safest exit route.

Bryan Fire Routes

Grade(s) Classroom	Door # / Route	Grade(s) Classroom	Door # / Route
KA - Quiñonez	2 /Southwest Kindergarten door	SPED – Haight/Neill	7 /Northeast door
KB - Headley	2 /Southwest Kindergarten door	SPED-Brockmeier	6 /Southeast door across from cafeteria
KC - Robinson	2 /Southwest Kindergarten door		
1A - Andazola	6 /Southeast door across from cafeteria	Interventions Burr/Robinson	7 /Northeast door
1B- Garrett	6 /Southeast door across from cafeteria		
1C - Moran	2 /Southwest Kindergarten door	Library	6 /Southeast door across from cafeteria
2A - Camargo	6 /Southeast door across from cafeteria	Music	
2B - Hilton	7 /Northeast door	Gymnasium	11 and 12
2C- Morillas	7 /Northeast door	Nurse	1 /front main door
3A - Gomez	7 /Northeast door	Office	1 /front main door
3B - Russman	7 /Northeast door	Copy Room	6 /Southeast door across from cafeteria
3C - Parsons	7 /Northeast door	Lounge	6 /Southeast door across from cafeteria
4A - Andazola	10 /Northwest door	Counseling (Office)	6 /Southeast door across from cafeteria
4B - Simpson	10 /Northwest door		
4C - Pinedo	14 /Northwest door		
5A - Merino	10 /Northwest door		
5B - Bacon	10 /Northwest door		
5C- Smith	14 /Northwest door		

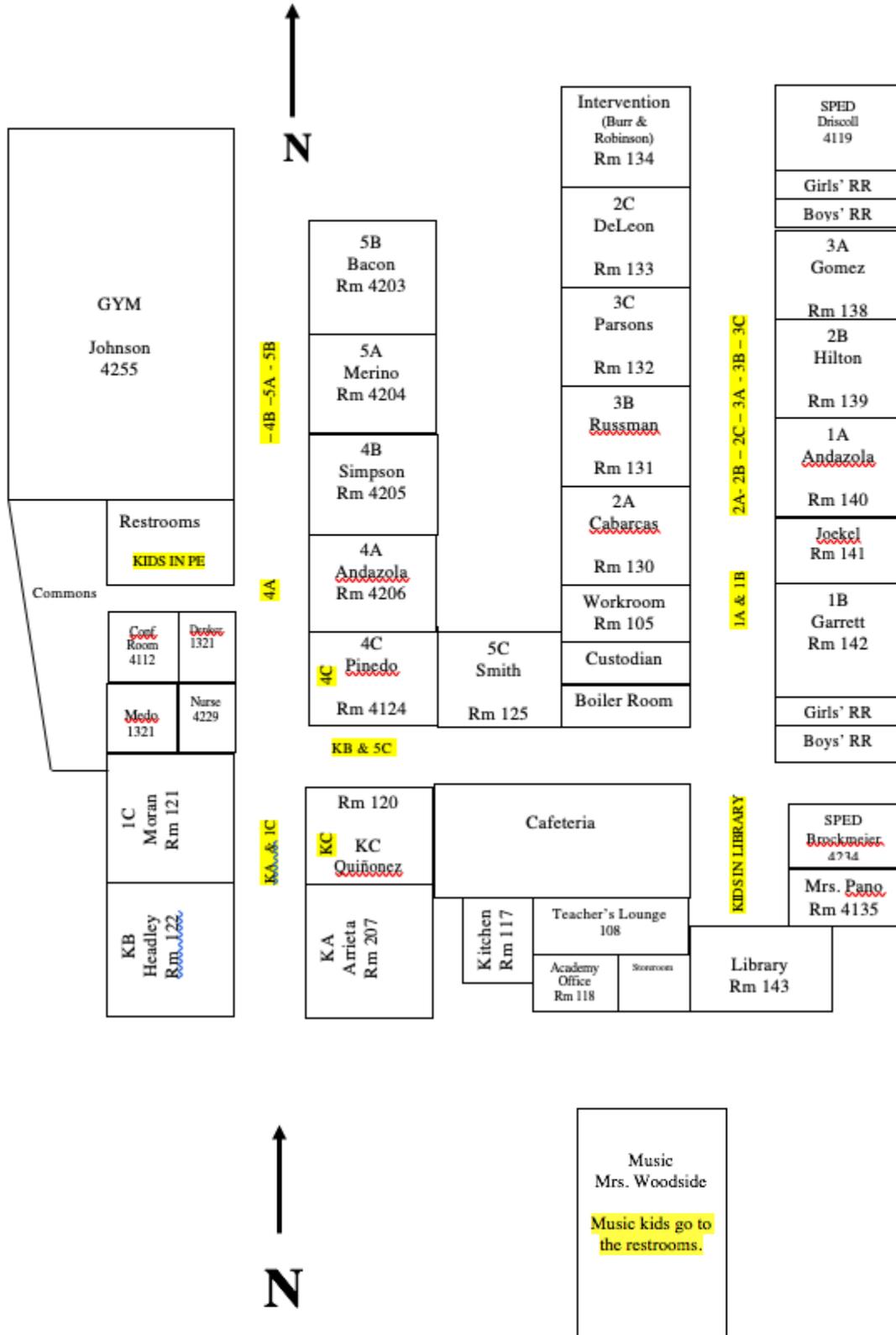
TORNADO PROCEDURES

1. The tornado alarm is an announcement over the intercom “Tornado Evacuate to the shelter area.” Upon hearing this sound teachers and students are to immediately go to their designated areas in the building following the routes listed on the next page.
 - a. If power is lost the tornado alarm is short blasts of a whistle. A person will be dispatched to alert the music room of the situation, when occupied.
2. Move quickly and quietly, and students may be stopped, turned or directed as needed. Teachers will help students remain calm while moving to a safe area. Students need to have their head against a walled area, if possible.
3. Shut off/Close: Windows, fans, and lights and make sure the last person closes the door.
4. Take attendance upon reaching the designated area. If a child is missing, the Principal will be notified immediately.
5. Designated teachers and staff will make a search of restrooms, supply rooms and lounge
 - a. Mrs. Pano will move down the east hall checking attendance and report to the principal.
 - b. Miss Joekel will move down the center hall checking attendance and report to the principal
 - c. Mrs. Medo will move down the west hall checking attendance and report to the principal.



Bryan Tornado Areas - 2021/2022

Bryan Elementary School - Tornado Drill Evacuation Plan



BOMB THREAT

1. Upon the receipt of a bomb threat, the person receiving the call will make every attempt to:
 - a. Prolong the conversation. **DO NOT** hang up the phone. (Use another phone to call authorities)
 - b. Identify background noises and any distinguishing voice characteristics.
 - c. Ask the caller for:
 - i. Description of the bomb
 - ii. Where it is
 - iii. When is due to detonate
2. The person receiving the threat will notify the Principal
3. Call 911
4. The Principal will consult with the Superintendent (who consults with law enforcement) to determine whether to make a preliminary search or to evacuate the building.
5. The Principal will notify the Superintendent's Office
6. Inform staff and students of the bomb threat and any immediate directions, for example, remain in their rooms until an all-clear is given to directions to evacuate.
7. Ask staff to make a visual observation of their classrooms/work areas and inform them not to open cabinets, doors or move objects. If anything suspicious is found, **DO NOT** touch it! The bomb can be almost anything from a bundle of dynamite to concealed or ordinary objects (briefcase, toolbox, or piece of pipe). You will be searching for something that doesn't belong in the classroom/work area.
8. Check the absentee list and on each absentee from class at the time the threat was received. Account for all students, check halls, and restrooms.
9. Meet with the police/fire department and search team to decide on the procedure for checking the building.
10. If at any time the threat is determined to be valid, use standard evacuation procedures.
11. If a written threat is received, copy the contents and protect the original message (plastic or other covering) to preserve fingerprints and other identifying marks.
12. Use the Bomb Threat Checklist to gather helpful information.



CHEMICAL SPILL/TOXIC FUMES

1. Outside Spill or Fumes:
 - a. Keep students inside
 - b. Close windows
 - c. Don't step in spilled material
 - d. Contact police, fire and health department
 - e. Contact Superintendent's Office
 - f. Be prepared to evacuate the building
 - g. If students are outside, move upwind or in the building.
2. If a spill occurs inside:
 - a. Remove students from contaminated area
 - b. Contact police, fire and health department
 - c. Contact Superintendent's Office
 - d. Students exposed to the chemical should be taken to a designated area within the building to have necessary clothing removed and exposed skin washed.





2022 – 2023 Safety/Emergency Procedures Plan

Rules for ALL Emergencies:

1. **Remain Calm** – We are responsible for hundreds of children who will be nervous, confused and scared during these situations.
2. **Follow Procedures** – We have established these procedures and protocols to help ensure that there is a smooth transition for students and staff. **DO NOT** create your own procedures for your classroom that conflict with any of the school's established procedures.
3. During an emergency the Principal is the only person in the building that will speak to the media. If you are approached by a member of the media for a comment reply, "I have no comment. You will need to speak with our building Principal." We do not need conflicting comments present to the public.

Sandoz Crisis Team Members:

- Shelly Henderson
- Melissa Stewart

Trained Staff Members:

- Barry McFarland: CPR, Epi Pen
- Billie Garcia: CPR, Epi Pen
- Tonya Smith: CPR, Epi Pen, Nebulizer
- Danita Comfort: CPR, Epi Pen, Nebulizer
- Lori Pflaster: CPR, Epi Pen, Nebulizer
- Eric Young: CPR, Epi Pen
- Mary Jo Page: CPR

Teachers must have the following items with them during an emergency:

- Building & Room Keys*
- Red & Green Cards
*(Fire/Tornado)
- Current Student Roster*

** These items need to be placed in a bag for quick access.*

Don't forget to take your purse/wallet, as you may not be returning to the building for a while.

Daily Procedures To Be Followed

1. Classroom doors may be open but they should be locked at all times. In the case of an immediate emergency the door can be shut without having to come out into the hallway and lock the door.
2. No clutter in the classrooms! This does not mean you must get rid of teaching/project items. Make sure that if a scan for an unidentified object that we can see everything. Unnecessary papers, boxes, etc. will not be tolerated.

FIRE PROCEDURES

1. Fire drills will be conducted monthly at random hours and days of the month.
2. The fire alarm is a loud, continuous claxon sound. Upon hearing this sound teachers and students are to evacuate the building following the routes listed on the following page.
3. Teachers and assistants will take control to ensure that the students evacuate quickly and quietly, and that they may be stopped, turned, or directed as needed. Teachers will instill in each child an attitude of calmness and intentional purpose while evacuating the building.
4. Teachers will ensure that classroom windows, fans, and lights are shut off and that the last person out of the room closes the doors. The last student or teacher leaving the building through that door will shut the school exit doors.
5. Teachers will take class attendance upon reading a safe distance from the building. If a child is missing, the principal will be notified immediately.
6. Teacher will have a green card, yellow card, and a red card.
 - a. If all students are present, raise the green card.
 - b. If a student is missing, raise the red card.
7. Designated teachers and assistants will make a search of the restrooms, copy room and lounge.
 - a. Mrs. Kjar & Mrs. Schaaf – will circulate around their designated safe zone; checking red and green cards and reporting to the Principal.
 - b. Ms. Heine/Mrs. Ramirez: South Bathrooms (2nd Grade Classroom area)
 - c. Mr. Obermeyer: West Bathrooms (3rd Grade hallway area)
 - d. Mrs. Diaz/Mrs. Estrada: Central Bathrooms (near cafeteria) Kitchen & Copy Room
 - e. Ms. Hecht/Mrs. Lans: North Bathrooms (3rd Grade Classroom area)
 - f. Mrs. Garcia: Office Area
8. Until the all clear is given, (intercom or three rings of the bell) teachers will maintain constant supervision of their classes/students.
9. If classes are under the supervision of a teacher other than the homeroom teacher, the home room teacher will meet his/her class and take attendance ASAP.
10. All rooms have assigned exit routes. Please follow assigned routes unless blocked by fire or other hazard. In such a scenario, use your discretion in selecting the safest exit route.



Sandoz Fire Routes

Grade(s)/Classroom	Door # / Route
2A - Hansen	#10 – East Front Door
2B - Ellingson	#9 – Classroom Door
2C - Bellamy	#9 – Classroom Door (2B Classroom)
2D - Barnes	#8 – South East Building Door
2E - Stewart	#10 - East Front Door
2F - Kinney	#10 - East Front Door
2G - Cullar	#10 - East Front Door
2H - Ward	#6 - West Door (Playground Door)
3A - Todd	#7 – South West Building Door
3B - Boutwell	#7 – South West Building Door
3C - Mann	#7 – South West Building Door
3D - Page	#7 – South West Building Door
3E - Bennett	#12 – North West Hall Door
3F - Smith	#12 – North West Hall Door
3G - Wall	#11 – North Building Door
3H - Barnett	#11 – North Building Door
SPED – Carlson/Renderos	#6 - West Door (Playground Door)
SPED – Pflaster	#8 - South East Building Door
SPED - Edeal	#8 - South East Building Door
Speech Pathologist - Van Haute	#10 - East Front Door
Interventions - Kjar/Schaaf	#8 - South East Building Door
Library - Gruntorad	#8 - South East Building Door
Music - Glaze	#12 – North West Hall Door
Gymnasium - Young	#3 – West Gymnasium Door
Nurse - Smith	#10 - East Front Door
Office - McFarland/Garcia	#10 - East Front Door
Copy Room	#6 – West Door (Playground Door)
Lounge	#6 – West Door (Playground Door)
Guidance Counseling - Henderson	#6 – West Door (Playground Door)
School Psychologist (Office) - Einspahr	#10 - East Front Door

TORNADO PROCEDURES

1. The tornado alarm is an announcement over the intercom “Tornado Evacuate to the shelter area.” Upon hearing this sound teachers and students are to immediately go to their designated areas in the building following the routes listed on the next page.
 - a. If power is lost the tornado alarm is short blasts of a whistle. A person will be dispatched to alert the modular of the situation, when occupied.
2. Move quickly and quietly, and students may be stopped, turned or directed as needed. Teachers will help students remain calm while moving to a safe area.
3. Shut off/Close: Windows, fans, and lights and make sure the last person closes the door.
4. Take attendance upon reaching the designated area. If a child is missing, the Principal will be notified immediately.
5. Designated teachers and staff will make a search of restrooms, supply rooms and lounge
 - a. Mrs. Kjar – Copy Room
 - b. Mrs. Schaaf – Teacher’s Lounges (both rooms) & School Psychologist Office
 - c. Mrs. Garcia – will circulate around the building checking attendance and report to the Principal.
6. Students need to be against a walled area, if possible.



Sandoz Tornado Areas 2022-2023

Grade(s) / Classroom	Designated Area
2A - Hansen	Hallway Outside of Classroom (East side)
2B - Ellingson	Stay in Classroom
2C - Bellamy	Stay in Classroom (East Wall)
2D - Barnes	2B (Straka) Classroom
2E - Stewart	Stay in Classroom (East Wall)
2F - Kinney	Stay in Classroom (East Wall)
2G - Cullar	Stay in Classroom (East Wall)
2H - Ward	Stay in Classroom (East Wall)
3A - Todd	3C Classroom (Mann)
3B - Boutwell	3D Classroom (Page)
3C - Mann	Stay in Classroom (East Wall)
3D - Page	Stay in Classroom (East Wall)
3E - Bennett	Hallway Outside of Classroom (North side of hallway)
3F - Smith	Hallway Outside of Classroom (South side of hallway)
3G - Wall	Music Room (West Wall)
3H - Barnett	Music Room (East Wall)
SPED – Carlson/Renderos	2H Classroom (Ward)
SPED – Pflaster	Stay in Classroom (Restrooms)
SPED - Edeal	Stay in Classroom (West Wall)
Speech Pathologist - Van Haute	Send to the Classroom
Interventions - Kjar/Schaaf	Send to the Classroom
Library - Gruntorad	Send to the Classroom
Music - Glaze	Send to the Classroom
Gymnasium - Young	Send to the Classroom
Nurse - Smith	Stay in Office
Office - McFarland/Garcia	Nurse's Office
Copy Room	Send to the Classroom
Lounge	Teacher's Lounge (Back Restroom Area)
Guidance Counseling - Henderson	Send to the Classroom
School Psychologist (Office) - Einspahr	Nurse's Office

All students must be up against a walled area.

BUILDING EVACUATION PLAN

1. The announcement, "**Evacuate to the Lexington Field House**" will be given over the intercom.
2. Immediately have your students grab their coat or jacket (do not wait for them to put them on) and follow the evacuation plan.
 - a. *Teachers take all necessary items as you may not be allowed back in the building for an extended period of time.*
3. Our alternate location during an evacuation is **Lexington Field House**. Each grade will take the following route to **Lexington Field House**:
 - a. Use the same routes as the Fire Procedures.
4. When at the Field House, a Crisis Team member will be directing classes to locations within the Field House.
5. Teachers take attendance immediately after arriving.
6. Mrs. Henderson will report attendance to Mr. McFarland at Sandoz by phone.



REUNIFICATION PROCEDURES

1. Teachers will remain with their classes during the entire reunification process.
2. There will be a check in station at the entrance at **Lexington Field House**.

Reunification Positions

- A. **Greeters** (Parking Lot of Fieldhouse):
Hand out paper forms to parents to complete for reunification
 - a. Mr. Obermeyer
 - b. Ms. Flores
 - B. **Checkers** (In the parking lot area directly in front of front doors): Will review each parent's form to make sure it is completed correctly. Then will direct parents which line to be in for the next step.
 - a. Mrs. Estrada
 - b. Mrs. Diaz
 - C. **Accounting** (Inside the first set of doors of the field house): Two families at a time. Will verify information provided in the reunification form with PowerSchool
 - a. Table 1: Mrs. Garcia/Mrs. Comfort
 - b. Table 2: Mrs. Schaaf/Mrs. Kjar
 - D. **Reunifiers** (Inside the second set of doors at the field house): Will take the reunification form from the parents and go get the student. They will bring the student back to the students.
 - a. Mr. Young, Mrs. Glaze, Ms. Hecht
 - E. **Collectors** (South door of field house): Sign-out Table for Parents
 - a. Mrs. Ramirez/Mrs. Lans
3. Teachers will remain with their classes during the entire reunification process.



“SECURE” PROCEDURES

1. The announcement “SECURE, Get Inside, Lock Outside Doors”
2. As quickly as possible students need to return inside of the building and return to their classrooms.
3. Teachers take attendance and report any missing students to the office immediately.
4. Conduct business as usual in the classrooms until the announcement is given that the classroom door is unlocked.



LOCKDOWN PROCEDURES

Lockdown: Locks, Light, Out of Sight



1. The announcement “TEACHERS WE ARE IN LOCKDOWN: LOCKS, LIGHT, OUT OF SIGHT”
2. Move students into the classroom as quickly as possible.
3. Shut doors (make sure they are locked)
4. Shut lights off
5. Move students away from sight of the door
6. Administrators or law enforcement will unlock doors when the emergency is over.

DO NOT OPEN YOUR CLASSROOM DOOR FOR ANY REASON!

Students that are not in your classroom at the time have been taught to go to our Sunshine Safe Rooms during the emergency.

BOMB THREAT

1. Upon the receipt of a bomb threat, the person receiving the call will make every attempt to:
 - a. Prolong the conversation. DO NOT hang up the phone. (Use another phone to call authorities)
 - b. Identify background noises and any distinguishing voice characteristics.
 - c. Ask the caller for:
 - i. Description of the bomb
 - ii. Where it is
 - iii. When is due to detonate
2. The person receiving the threat will notify the Principal
3. Call 911
4. The Principal will, in consulting with the 911 dispatch, decide whether to make a preliminary search or to evacuate the building.
5. The Principal will notify the Superintendent's Office
6. Inform staff and students of the bomb threat and any immediate directions, for example, remain in their rooms until an all-clear is given to directions to evacuate.
7. Ask staff to make a visual observation of their classrooms/work areas and inform them not to open cabinets, doors or move objects. If anything suspicious is found, DO NOT touch it! The bomb can be almost anything from a bundle of dynamite to concealed or ordinary objects (briefcase, toolbox, or piece of pipe). You will be searching for something that doesn't belong in the classroom/work area.
8. Check the absentee list and on each student absent from class at the time the threat was received. Account for all students, check halls, and restrooms.
9. Meet with the police/fire department and search team to decide on the procedure for checking the building.
10. If at any time the threat is determined to be valid, use standard evacuation procedures.
11. If a written threat is received, copy the contents and protect the original message (plastic or other covering) to preserve fingerprints and other identifying marks.
12. Use the Bomb Threat Checklist to gather helpful information.



CHEMICAL SPILL/TOXIC FUMES

1. Outside Spill or Fumes:

- a. Keep students inside
- b. Close windows
- c. Don't step in spilled material
- d. Contact police, fire and health department
- e. Contact Superintendent's Office
- f. Be prepared to evacuate the building
- g. If students are outside, move upwind or in the building.



2. If a spill occurs inside:

- a. Remove students from contaminated area
- b. Contact police, fire and health department
- c. Contact Superintendent's Office
- d. Students exposed to the chemical should be taken to a designated area within the building to have necessary clothing removed and exposed skin washed.



HOLD! In your classroom. Clear the halls.

1. The announcement "Hold! In your classroom. Clear the halls" will be made over the intercom system.
2. Remain in the classroom until the "All Clear" is announced.
3. Close and lock classroom doors.
4. Take attendance.

Pershing Elementary School

2022-2023

Safety and Emergency Plan

This plan was developed under the direction of the Pershing Elementary Safety/Crisis Team. It provides procedures that are to be followed in the event of an emergency. A copy of this plan has been provided to all staff and copies are prepared and provided for substitute teachers that work with our children.

Rules for ALL Emergencies:

1. **Remain Calm** – We are responsible for hundreds of children who will be nervous, confused and scared during these situations. As educators we must remain calm during each situation and model that for our students.
2. **Follow Procedures** – We have established these procedures and protocols to help ensure that there is smooth transition for students and staff. **DO NOT** create your own procedures for your classroom that conflict with any of the school’s established procedures.
3. During an emergency Dr. Melliger is the only person in the building that will speak to the media. If you are approached by a member of the media for a comment reply, “I have no comment. You will need to talk to Dr. Melliger, our principal.” We do not need conflicting comments presented to the public.

Crisis Team Members:

Jenny Bell Michaela Hoxmeier
Michele Flynn

CPR Certified Staff Members:

Kellie Cetak
Nancy Price Cindy Hendricks
Tonya Smith Karl Degenhardt

Epi Pen Trained Staff Members:

Kellie Cetak Nancy Price
Karl Degenhart Cindy Hendricks
Tonya Smith

Nebulizer Trained Staff Members:

Kellie Cetak Karl Degenhart
Nancy Price Cindy Hendricks
Tonya Smith

Teachers must have the following items with them during an emergency:

Building & Room Keys
Red, & Green Cards
(Fire/Tornado) 2-way radio by
grade level

* These items will need to be placed in a bag for quick access.

Don’t forget to take your purse/wallet, as you may not be returning to the building for a while.

Recess Equipment...

When you go outside for recess duty you must make sure you have the following items

Whistle
Radio with one staff member

Daily Procedures to be Followed

1. The front doors have a buzz-in system to enter the building during school hours.
2. Classroom doors will be locked at all times. In the case of an immediate emergency the door can be shut without having to come out into the hallway and lock the door.
3. No clutter in classrooms! This does not mean you must get rid of teaching/project items. Make sure that if there is a scan for an unidentified object that we can see everything. Unnecessary papers, boxes, etc. are not acceptable.

Lexington Public Schools Administrative Safety Members:

Building	Name	Position	Building #	Home#	Cell#
Central Office	John Hakonson	Superintendent	324-4681 Ext 1201		325-2912
	Julie Myers	Curriculum Dir.	324-4681 Ext 1206		325-4706
	Kristi Jergensen	Technology Dir.	324-4681 Ext 1212		325-5845
	Angie Kovarik	Special Services Dir.	324-4681 Ext 1209		999-0209
	Drew Welch	Finance Dir.	324-4681 Ext 1202		324-1806
Bryan	Tiffany Denker	Principal	324-3762		325-5760
Pershing	Kellie Cetak	Principal	324-3765		325-3731
Morton	Nikki Edeal	Principal	324-3764		325-3667
Sandoz	Barry McFarland	Principal	324-5540		325-4390
Middle School 6349	Scott West	Principal	324-2349		325-4853
	Jeff Wall	Asst. Principal			746-
High School	Audrey Downey	Principal	324-4691		325-5393
	Luis Nieto	Asst. Principal			325-4691
	Cyndy Baum	Asst. Principal	324-1266		325-8369
	Phil Truax	Asst. Principal (A.D.)			320-0311
Preschool PSRC	Tracy Naylor	Principal	324-1841		325-2338
Buildings, Grounds & Transportation	Bo Berry	Director	324-4681 Ext 1220	324-6790	325-1469
	Kris Saulsbury	Activities Transportation	324-4681 Ext1221		325-7989
	Keri Fagot	Route Transportation	324-4681 Ext 1203		325-4254

Outside Agency Contact Information:

Lexington Police Department 911 or (308) 324-2317

Dawson County Sheriff's Office	911	or	(308) 324-3011
Nebraska State Patrol North Platte Office	911	or	(308) 535-8047
FBI Omaha Office	(402) 493-8688		
Dawson County Emergency Management	(308) 324-2682		
Nebraska Emergency Management	1-877-297-2368		
City of Lexington Service Building	(308) 324-5995		
Black Hills Energy Nebraska Public Power District Lexington Office	1-800-694-8989 (308) 324-2343		
Lexington Fire and Rescue Department	911	or	(308) 324-7742
Nebraska State Fire Marshal Lincoln Office	(402) 471-2027		
Nebraska EPA	1-800-642-8383		
Plum Creek Medical Group	(308) 324-6386		
Lexington Regional Hospital	(308) 324- 5657		
Poison Control	1-800-222-1222		
ALICAP (Insurance)	1-800-422-4572		

FIRE DRILL PROCEDURES

1. Fire drills will be conducted monthly at random hours and days of the month. Prior to the drill a call will be made to 402-474-3737 to notify them that account #6034 will be conducting a drill.
2. The fire alarm is a loud, continuous claxon sound, except east section-add on. Upon hearing this sound teachers and children are to evacuate the building following the routes listed on the following page.
3. Teachers and assistants will take control to insure that the students evacuate quickly and quietly, and that they may be stopped, turned, or directed as needed. Teachers will be first in line for fire drills or anytime a fire alarm sounds. Teachers will instill in each child an attitude of calmness and intentional purpose while evacuating the building.
4. Teachers will ensure that classroom windows, fans, and lights are shut off and that **the last person out of the room closes the doors**. The last student or staff leaving the building through that door will shut the school exit doors.
5. Teachers will take class roll upon reaching a safe distance from the building.
Teachers will have a green card and a red card.
 - a. If all students are present, raise the green card.
 - b. If a student is missing, raise the red card.
 - c. If you have additional students, raise both the red and the green cards.If a child is missing, the principal or secretary will be notified immediately.
6. Designated teachers and assistants will make a search of restrooms, supply rooms and study rooms. Those areas will be checked by: Nancy Price=west side; Daneen=northwest side; Leann McFarland=east side.
 - a. The following teachers and/or paraprofessionals will use 2-way radios to report to Mrs. Cetak or Mrs. Price whether students are present within their groups or missing. Daneen Nelson=north side; Connor Williams=east side; Angelica Romero=west side.
 - b. Nancy Price will initiate calls to Angelica, Daneen, Connor to get reports of each class/group of students who are accounted for or who are missing.
 - c. Staff that knows the whereabouts of the missing students will also report by 2-way radio to Mrs. Cetak or Mrs. Price.
7. Until the all clear is given, (intercom or 2-way radio) teachers will maintain constant supervision of their classes.
8. If classes are under the supervision of a teacher other than the home room teacher, the home room teacher will meet his/her class and take roll ASAP.
9. All rooms have assigned exit routes. Please follow assigned routes unless blocked by fire or other hazard. In such a scenario, use your discretion in selecting the safest exit route. Students are directed to exit through the nearest door if they are in the hallway or restroom when the alarm sounds.
10. In the event of a fire, the principal or secretary will call the fire department while the building is being evacuated.

Pershing Fire Routes

ROOMS	DOOR # / ROUTES	Options:
Bradley, Bellamy, Bell	A. #6 East Door B. #7 Northeast Door	A. First Route B. Second Route
Office, Crick, Nurse, Fast, Marsh, WKRM	A. #1 West Door B. #10 Northwest Door	
Stofer, Krysl, Hovie, Burkink, McFarland, Welch	A. #10 Northwest Door B. #1 West Door	
Modular 146	A. #12 South Room Door B. #14 North Room Door	
Modular 145	A. #13 South Room Door B. #12 North Room Door	
Modular 144	A. #11 North Room Door B. #15 South Room Door	
Modular 143	A. #11 North Door B. #16 South Door	
Modular 142	A. #17 North Door B. #18 South Door	
Housholder, Schurr, Lousburg, Cafeteria Instructional Coach	A. #1 West Door B. #8 North Middle Door	
Library, Stage	A. #2 Southwest Door B. #3 Kitchen Door	Librarian opens south gates Library B. #1 West Door
Music	A. #6B Northeast Door B. #6 East Door	
Gym	A. #4 or 5 Southeast Gym Doors B. #6 East Door	
203, 205, 209	A. #7 Northeast Door B. #6 East Door	
Kitchen	A. #3 B. #8 North Middle Door	

Pershing Building Safety Regulations:

1. PROVIDE VERBAL INSTRUCTION FOR BOTH A & B ROUTES
2. INSTRUCTORS SHOULD LEAD STUDENTS AND CHECK RESTROOMS, LAST PERSON OUT TURNS OFF LIGHTS AND SHUTS THE DOOR.
3. DESIGNATE A STUDENT TO OPEN OUTSIDE DOORS.
4. CLOSE WINDOWS AND INSIDE DOORS.
5. INSTRUCTORS AND STUDENTS MOVE AWAY FROM THE BUILDING.
6. RETURN TO THE BUILDING ON SIGNAL BY 2-WAY RADIO OR INTERCOM.

- **Fast, Marsh, Crick, Cullers, Office, Nurse, Workroom and Cafeteria** students and staff go to west playground.
- **Special Services and Music** students and staff go to northeast side of Monroe Street.
- **Burkink and Hovie** students and staff cross E. 12th street and remain on the sidewalk
- **Lousburg, Schurr, Housholder, Instructional Room** go out of door #1 and cross to the sidewalk on the southwest corner of the playground.
- **Moreno, Faeh, and Band** students and staff go to north side of 12th street.
- **Bell, Bramer, Bradley** go to southeast side of Monroe Street.

- **Fuehrer, Welch, Krysl, Stofer** go west across Tyler, north of playground equipment.

Tornado Drill Procedures

1. Tornado Drills will be practiced, as needed, at random hours and days of the month.
2. The tornado alarm is an announcement over the intercom **“Teachers we are in a tornado warning and you need to move to safety as outlined in our tornado plan.”** Upon hearing this announcement teachers and children are to immediately go to their designated areas in the building following the routes shown on the diagram.
 - a. If power is lost the tornado alarm is short blasts of a whistle. A person will be dispatched to alert the classrooms in the modulars of the situation, when occupied.
3. Teachers and staff will take control to ensure that the students move quickly and quietly, and that they may be stopped, turned, or directed as needed. Teachers will instill in each child an attitude of calmness and intentional purpose while moving to a safe area.
4. Teachers will ensure that classroom windows, fans, and lights are shut off. The teacher will leave the room first. The last person leaving the room will shut the door.
5. Teachers will take class roll upon reaching their designated area. If a child is missing, the principal will be notified immediately.
6. Modulars: Students in Modular 143/144 will come into the main building through the Northwest doors and assume their positions in the hallway as far away from the Northwest doors as possible. Students in Modular 145/146 will come into the main building through the Northeast doors and assume their positions in the hallway as far away from the Northeast doors as possible.
7. Designated teachers and staff will make a search of restrooms, supply rooms and study rooms.
 - a. Mrs. Price – will check attendance of west hallway and report to Mrs. Cetak.
 - b. Mr. Degenhart – will check attendance of south hallway and east bathroom students and report to Mrs. Cetak
8. Students need to be against a walled area, if possible.

PERSHING TORNADO AREAS

ALL STUDENTS MUST BE UP AGAINST A WALLED AREA

In the hallway starting closest to door #10:, Fuehrer, Welch, Cullers, Counselor, Moreno, Faeh, Hovie, Band, Nurse

In the southwest hallway outside of office: School Psych., Crick, Blankenship, Burkink

In the bathrooms next to the gym: Saulsbury (Boys), Bell (Girls)

In the Life Skills bathroom: Pratt, Schutts

In the South hallway starting at Shurr's room across from the cafeteria doors and moving east:

Krysl, Stofer, Fast,

In the workroom: Marsh.

In Instructional room: Schurr, Reading Interventionist, Instructional Coach, Bradley

In Lousburg's room: Lousburg

In PE Storage: Bellamy, Degenhardt.

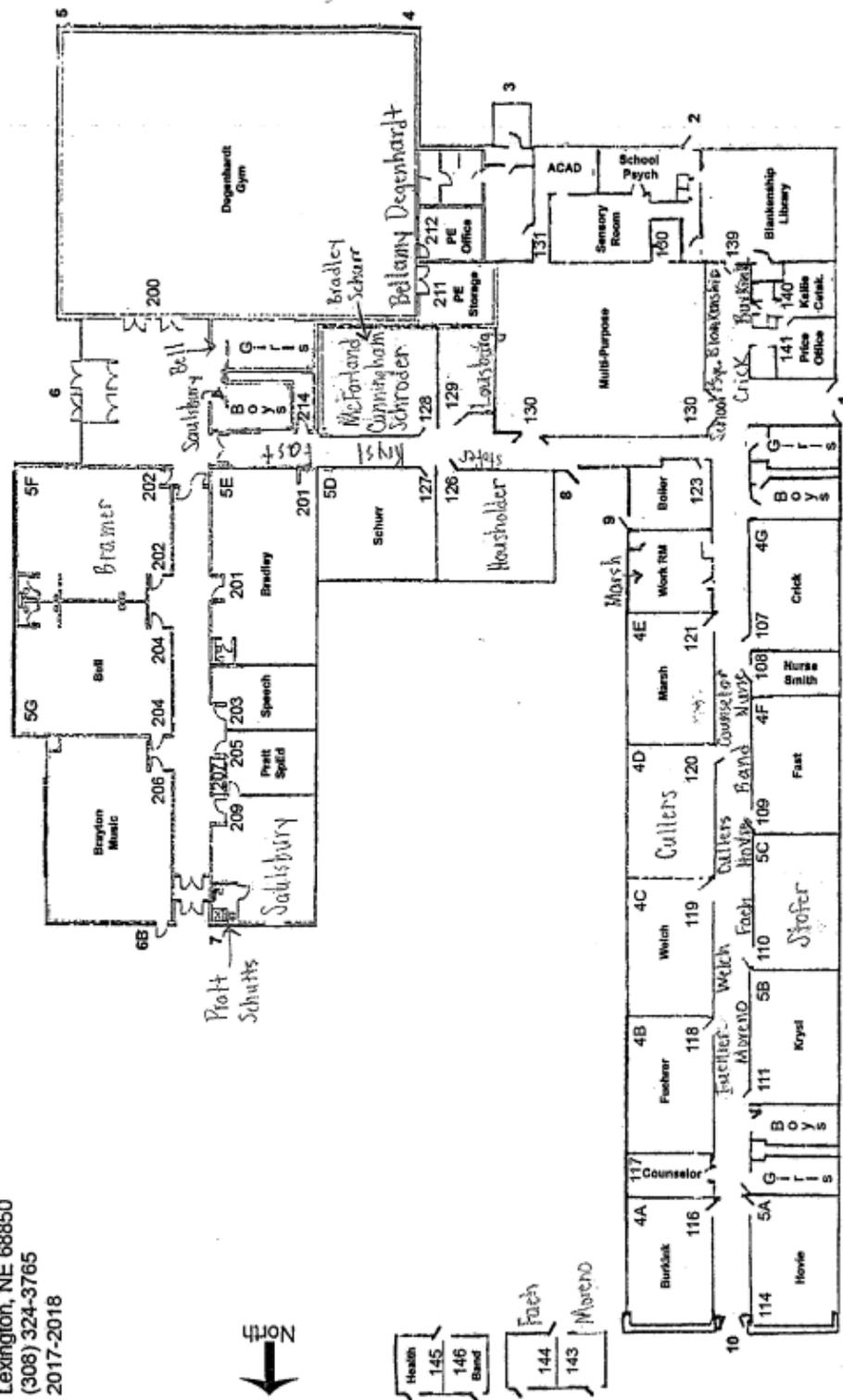
Cooks go to the food storage room.

If students are in the multiple purpose room or Lunchroom, then they go to grade level areas.

Please follow your tornado drill procedures, taking attendance & red/ green cards

Tornado Plan
2022-2023

Pershing Elementary
1104 N Tyler
Lexington, NE 68850
(308) 324-3765
2017-2018



Health
145
146 Band

Fach
144
143 March

142

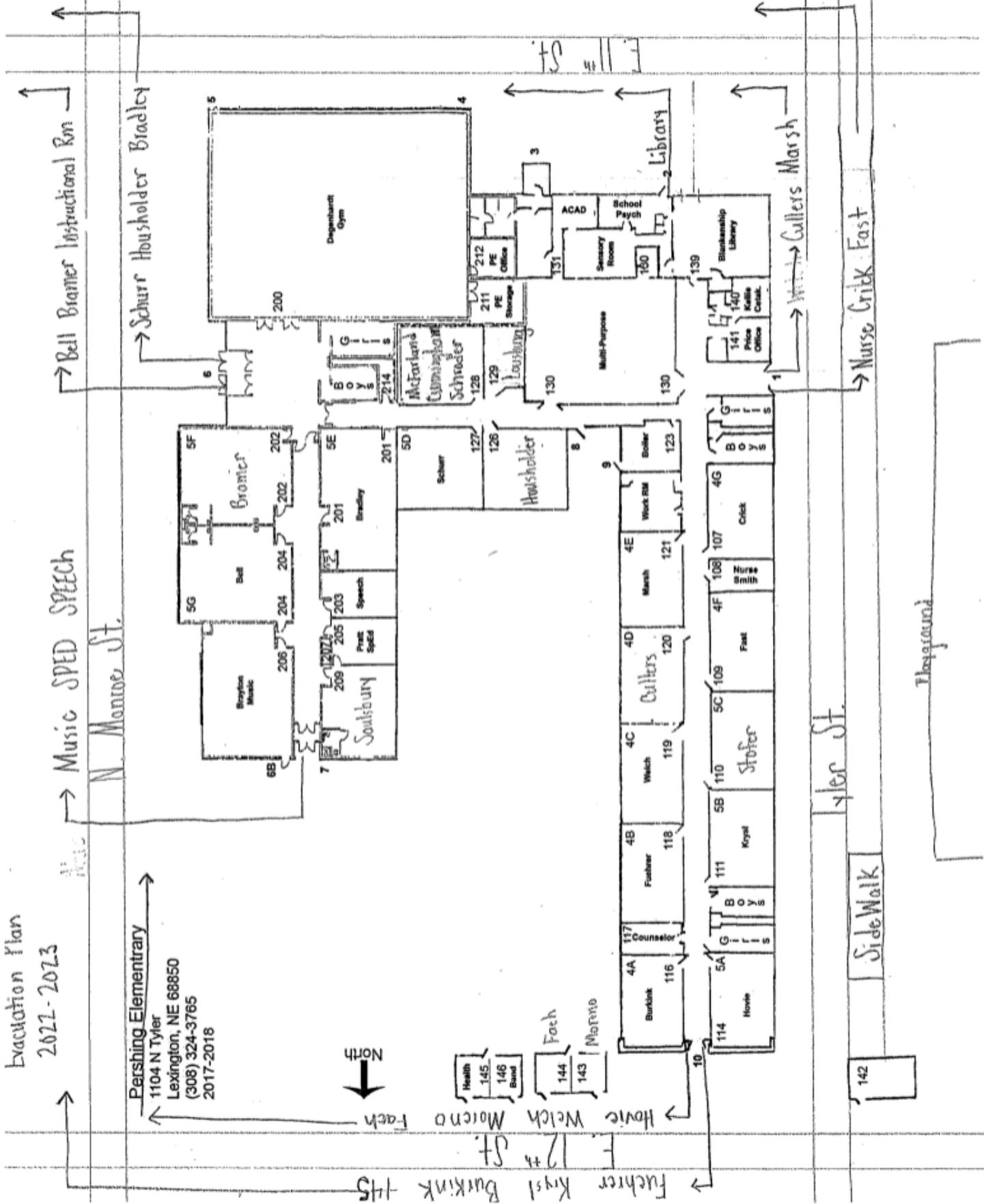
Building Evacuation Plan

In the event of a situation that requires the teachers and students to evacuate Pershing Elementary (i.e. bomb threats, train derailment, etc.) the following procedure will be followed:

1. The announcement, “**Teachers at this time please evacuate the building,**” will be given over the intercom.
2. Immediately have your students grab their coat or jacket (do not wait for them to put them on) and follow the evacuation plan.
 - a. *Teachers in an evacuation situation, you may not be allowed back into the building for an extended period of time, so take any valuables, purses, etc. with you.*
3. Our alternate location during an evacuation is **St. Ann’s Parish Center** (1003 Taft St.). Each grade will take the following route to St. Ann’s Parish Center:
 - a. **Music, Speech and Special Education** exit through door #7 and cross N. Monroe Street and head south to E. 11th Street then travel east to St. Ann’s Parish Center.
 - b. **Bell, Bramer, Instruction Room** exit out of door #6 and cross N. Monroe Street and head south to E. 11th Street. Then head east on E. 11th street to St. Ann’s Parish Center.
 - c. **Shurr, Housholder, Bradley** exit out of door #6 and move to N. Monroe Street and head south to E. 11th Street. Once to E. 11th Street, travel east to St. Ann’s Parish Center.
 - d. **Library** will head out of the Library outside exit door and travel east on E. 11th Street to St. Ann’s Parish Center
 - e. **Nurse, Crick, Fast, Cullers, Marsh,** will exit out the main door and move to E. 11th Street and travel east to St. Ann’s Parish Center.
 - f. **Fuehrer, Krysl, and Burkink** will exit out of door #10 and cross E. 12th Street and head east to N. Monroe Street and cross it. Once to N. Monroe Street, travel south to E. 11th Street and head east on E. 11th Street to St. Ann’s Parish Center.
 - g. **Hovie and Welch** exit out of door #10 and travel east on E. 12th Street to N. Monroe and travel south to E. 11th Street. Once to E. 11th Street travel east to St. Ann’s Parish Center.
 - h. **Moreno and Faeh** will exit out of the back modular door and move to E. 12th Street and head east to N. Monroe Street and travel South to E. 11th Street and travel east to St. Ann’s Parish Center.
4. When at St. Ann’s Parish Center, a Crisis Team member will be directing students to the gym area within St. Ann’s Parish Center. Teachers please take attendance immediately after arriving.
5. Crisis Team members will report attendance to Mrs. Cetak at Pershing by phone (308)-325-3731.
6. When all students are accounted for Mrs. Cetak will leave Pershing for St. Ann’s Parish Center.
7. Students **WILL LEAVE FROM ST. ANN’S PARISH CENTER** with their parents. Parents will park in a parking area to the north of St. Ann’s Parish Center. Parents will receive a reunification form and will line up at the front entry. They will need to show ID and complete a reunification form. Assigned personnel will take parents to meet their child when they have been cleared. Parents will exit through the back door. See attached Standard Response Protocol Reunification Plan for personnel assignments.
8. Emergency Kit:
 - a. Mrs. Price will bring the school wide emergency kit to St. Ann’s Parish Center.
 - b. Classroom kits will be carried out by classroom teachers.
 - c. Sub plans will indicate procedures for fire and tornado drill and location of safety kit.

Evacuation Plan
2022-2023

Pershing Elementary
1104 N Tyler
Lexington, NE 68850
(308) 324-3765
2017-2018



Reunification Plan

<p>Lori Shutts Leann McFarland Ann Schultze Cyndi Boesch Maria Lara</p>	<p>Greeters:</p> <ol style="list-style-type: none"> 1. Check for ID cards 2. Hand reunification card to parents and direct them to the main entrance.
<p>Nancy Price Angelica Romero Ana Ramirez Dulce Flores</p>	<ol style="list-style-type: none"> 3. Check ID/Reunification card and confirm the adult is an emergency contact or parent. 4. Hand completed form to runner.
<p>Ashley Saulsbury Michelle Pratt Daneen Nelson Michele Flynn Jenn Cunningham</p>	<p>Runners</p> <ol style="list-style-type: none"> 5. These adults will be taking the release form from Mrs. Price or Mrs. Romero 6. The runners will enter the building and locate the student. 7. They will move the student to the exit. 8. The runner will keep the reunification form and place it in the container.
<p>Karl Degenhart Tonya Fago</p>	<p>Guard the door in the gym of St. Ann's</p>
<p>Cyndi Hendricks Sarah Hecht Maria Juarez</p>	<p>Crowd Control Direct parents and help with crowd control.</p>
<p>Haley Orantes Karla Hernandez</p>	<p>Help SPED</p>

Homeroom Teachers	Supervise homeroom class
Angie Blankenship Brenda Brayton	Supervise Mrs. Schurr's homeroom. Supervise Mrs. Bell's homeroom.

Reverse Evacuation Procedures

(Getting Students Into The Building As Soon As Possible)

Teachers on duty must have a cell phone or 2-way radio with them on duty at all times.

1. In the event of an emergency outside, blow the whistle or use intercom until all students are lined up immediately
2. Students will be taken to the following:
 - a. If possible they will be taken to their classroom(s).
 - b. If it is not possible to return to the classroom(s) they will be taken to the gym or tornado shelter areas within the building, depending on the situation.

Chemical Spill/Toxic Fumes

1. If spill/fumes occur outside the school building:

- Keep students inside.
- Close windows.
- Don't step in spilled material.
- Contact police, fire and health department.
- Contact superintendent's office.
- Be prepared to evacuate the building.
- If students are outside, move upwind.
- Possibly relocate to another suitable location. Notify the Transportation Department at 308-324-1220.

2. If a spill occurs inside:

- Remove students from contaminated area.

- Contact police, fire and health department.
- Contact superintendent's office.
- Students exposed to the chemical should be taken to the life skills room to have necessary clothing removed and exposed skin washed.

IN AN EMERGENCY TAKE ACTION



HOLD! In your room or area. Clear the halls.

STUDENTS

Clear the hallways and remain in room or area until the "All Clear" is announced
Do business as usual

ADULTS

Close and lock the door
Account for students and adults
Do business as usual



SECURE!

Get inside. Lock outside doors.

STUDENTS

Return to inside of building
Do business as usual

ADULTS

Bring everyone indoors
Lock outside doors
Increase situational awareness
Account for students and adults
Do business as usual



LOCKDOWN! Locks, lights, out of sight.

STUDENTS

Move away from sight
Maintain silence
Do not open the door

ADULTS

Recover students from hallway if possible
Lock the classroom door
Turn out the lights
Move away from sight
Maintain silence
Do not open the door
Prepare to evade or defend



EVACUATE! (A location may be specified)

STUDENTS

Leave stuff behind if required to
If possible, bring your phone
Follow instructions

ADULTS

Lead students to Evacuation location
Account for students and adults
Notify if missing, extra or injured students or adults



SHELTER! Hazard and safety strategy.

STUDENTS

Use appropriate safety strategy for the hazard

Hazard

Tornado
Hazmat
Earthquake
Tsunami

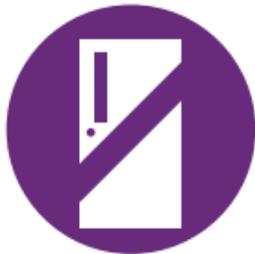
Safety Strategy

Evacuate to shelter area
Seal the room
Drop, cover and hold
Get to high ground

ADULTS

Lead safety strategy
Account for students and adults
Notify if missing, extra or injured students or adults

IN AN EMERGENCY TAKE ACTION



HOLD



SECURE



LOCKDOWN



EVACUATE



SHELTER

Standard Response Protocol – Public Address

Medical Emergency	Hold in your Room or Area. Clear the halls.
Threat Outside	Secure! Get inside. Lock outside doors.
Threat Inside	Lockdown! Locks, Lights, Out of Sight!
Bomb	Evacuate to (location) Shelter for Bomb!
Earthquake	Shelter for Earthquake!
Fire Inside	Evacuate to the (location)
Hazmat	Shelter for Hazmat! Seal your Rooms
Weapon	Lockdown! Locks, Lights, Out of Sight!
Tornado	Evacuate to (location) Shelter for Tornado!



Intruder:

- The first person to notice intruder (person with a weapon or person who is upset, out of control, or otherwise threatening) will notify the principal/office. (If in a level 3 situation where contact with the office may not be possible, make the announcement from the nearest phone. Contact police.)
- The principal or his/her representative will announce to the building.
- Principal will determine need to notify police, school superintendent, and 911 of any emergency situation.
- Administrator or law enforcement will unlock classroom doors when the emergency is over.
- Administration will be the liaison with police.
- Inform office staff as to appropriate information to give to callers. (Written statement)
- Make a list of those being held hostage.
- **Refer media to the superintendent's office.**
- Plan how to inform families of students and staff directly affected.
- Contact the crisis team to assist students and staff in dealing with the aftermath.

Bomb Threat Procedures

(Keep Checklist by each phone)

1. Upon the receipt of a bomb threat, the person receiving the call will make every attempt to:
 - a. Prolong the conversation. Do not hang up the phone. (Use another phone to call authorities.)
 - b. Identify background noises and any distinguishing voice characteristics.
 - c. Ask the caller for a description of the bomb, where it is, and when it is due to explode.
2. The person receiving the threat will notify the principal.
3. Call 911.
4. The principal will, in consulting with 911, decide whether to make a preliminary search or to evacuate the building.
5. The principal will notify the superintendent's office.
6. Inform staff and students of the bomb threat and any immediate directions, for example, remain in their rooms until an all-clear is given or directions to evacuate.
7. Ask staff to make a visual observation of their classrooms/work areas and inform them not to open cabinets, doors, or move objects. If anything suspicious is found, Do Not touch it! The bomb can be almost anything from a bundle of dynamite to concealed or ordinary objects (briefcase, toolbox, or pieces of pipe). You will be searching for something that doesn't belong in the classroom/work area.
8. Check the absentee list and on each absentee from class at the time the threat was received. Account for all students, check halls and restrooms.
9. Ask for volunteers to participate in the search with the police/fire department.
10. Meet with the police/fire department and search team to decide on the procedure for checking the building.
11. If at any time the threat is determined to be valid, use standard fire drill procedures with any necessary modifications to evacuate the building. Evacuate at least 300 feet from the building. Plan for an alternate location if needed due to a prolonged search or inclement weather.
12. When the building is reported to be safe, assume whatever schedule is needed and debrief staff and students.
13. If a written threat is received, copy the contents and protect the original message (plastic or other covering) to preserve fingerprints and other identifying marks.
14. Use the Bomb Threat Checklist to gather helpful information.
15. Should a threat include the possibility that a bomb has been placed on a district vehicle, the Director of Buildings, Grounds, and Transportation, shall be contacted to secure all vehicles and coordinate a search with law enforcement.

Alternate evacuation location for Pershing Elementary is:

St. Ann's Parish Center
1003 Taft
Lexington, NE 68850
308-324-4647

Bomb Threat Checklist

DATE _____ TIME _____

Do Not Hang Up! Use another phone to call police.

Record the exact words used by the called:

Ask:

What time is the bomb set for? _____

Where is the bomb? _____

What does the bomb look like? _____

Why are you doing this? _____

Who are you? _____

Evaluate the voice of the caller:

_____ Man
_____ Woman
_____ Child
_____ Age (approximate)

_____ Accent
_____ Speech Impediment
_____ Intoxicated
_____ Other

Background Noise:

_____ Music
_____ Children
_____ Typing
_____ Airplanes

_____ Conversation
_____ Machine Noise
_____ Traffic
_____ Other _____

Person receiving a threat will immediately notify the principal.

Call Received by: _____

Lexington Middle School

Lexington, Nebraska

Safety Plans

Fire Escape Plan (page 3-4)

Tornado Plan (pages 5-6)

Building Evacuation Plan (pages 7-8)

Standard Response Protocol (pages 9-11)

Bomb Threat Checklist (pages 12-13)

LMS Safety Committee- Report to office immediately

Scott West

Jeff Wall

Jose Monrroy

Ron Stewart

Teachers: Please make a copy of your class rosters, this plan, red/green cards, and emergency maps. Keep them updated and in plastic sleeves.

Rules for ALL Emergencies

1. **Remain Calm** - We are responsible for hundreds of children who will be nervous, confused, and scared during these situations. As educators we must remain calm during each situation and model that calmness for our students.

2. **Follow Procedures** - We have established these procedures and protocols to help ensure that there is smooth transition for students and teachers. DO NOT create your own procedures for your classroom that conflict with any of the school's procedures. TAKE YOUR EMERGENCY RESPONSES WITH YOU, YOUR GREEN AND RED CARDS, YOUR MAPS, AND A CURRENT CLASS LIST FOR EVERY CLASS.

3. During an emergency, **Mr. West is the only person in the building that will speak to the media.** If a member of the media approaches you, simply say, "You need to talk with Mr. West, our Principal." We do not need conflicting comments presented to the public. Protect our students from the media!

Crisis Team Members:

Ron Stewart
Jose Monrroy
???
Tina Thompson

CPR Certified Staff Members:

Scott West	Terry Warner	Sandy Gnirk
Jeff Wall	Jean Leger	Boni Muzzey

Epi Pen Trained Staff Members:

Jeff Wall	Sandy Gnirk	Boni Muzzey
Scott West	Jean Leger	Tim Huerta
	Terry Warner	

Nebulizer Trained Staff Members:

Scott West	Jeff Wall	Sandy Gnirk
Boni Muzzey	Jean Leger	Tim Huerta
	Terry Warner	

Defibrillator Trained Staff Members:

Scott West	Jeff Wall
Boni Muzzey	Sandy Gnirk
Terry Warner	

Fire Drill Procedures

The following regulations should be read to your classes and discussed thoroughly so that fire drills may be handled most efficiently.

1. Leave your books and materials right where they are when the alarm is given. Line up the students and teachers lead. Lights should be out, and doors and windows should be shut.
2. Walk quickly and quietly from your room, following the routes described in this plan (if your exit is blocked, use your discretion in selecting the safest exit route), out of the building to the required distance from the school.
3. Classes must exit together and remain at designated area until the “all clear” is given.

TEACHERS MUST TAKE ATTENDANCE before the classes return to the building. Hold up the **green card** if everyone is with you. Hold up the **red card** if you are missing someone. Hold up **both cards** if you have extra students.

4. Stay in line -- no talking!
5. Designated teachers and assistants will perform a search of the restrooms.

Mr. Wall will report to the west door and head south near the stop sign on the corner of 11th and Washington.

Mr. West will report to the northwest door.

Mr. Stewart will report to the southwest door.

Mr. Monrroy will report to the southeast door.

8th Grade Paras will check the third floor bathrooms.

7th Grade Paras will check the second floor bathrooms.

6th Grade Paras will check the first floor bathrooms.

Teachers: See that the doors to your rooms are closed when the last student is out. Take your **Safety Plan** with you, as the safety plan has the safety procedures, **current class list for ALL your classes**, and red/green cards.

Fire Exit Assignments

Rooms:

Auditorium, Stage

Band room 114

118, 122, 123, 124, 126,
127, 128, 129, 130,
counseling offices,
social worker, ISS room

PE Complex

225, 200 (TeamMates)

146, 147, 321, 323, 325, 326

Library 237, Library office,
Room 234, 236

202, 205, 206, 209,
309, 316, 302, 305, 306

203, 204, 210, 211, 213,
214, 215, 216, 217, 303,
310, 311, 313, 314, 315

131, 132, 133, 134, kitchen
135, cafeteria

Administrative offices

140 (Alternative Ed), 143,
144 (Shared YMCA Room)

New gym

Fire Exits:

Out northwest door

East door--walk south on sidewalk to 11th Street

Southeast door (Old Main) across street to 11th

Out through the gym east door

New northwest doors (Brown doors)--walk south
and stay on sidewalk to the area near the stop sign
on 11th and Washington.

New northwest doors (Brown doors)—walk north
to the parking lot.

Down internal stairs and out southeast door

Out the west door and go south across 11th street

Southwest door and across 11th street

New north doors (North to parking lot)

New main entrance doors (North to parking lot)

Through the YMCA—west doors (North to parking
lot)

East doors

Tornado Drill Procedures

In the event of a tornado warning, the local siren will blow two short blasts and one long blast for approximately two to three minutes. Following a tornado warning, we will announce a tornado alarm over the intercom system.

Procedure to follow:

1. Teachers will insure that classroom windows, fans, and lights are shut off and that the last child out of the room closes the doors.
2. Teachers should take the Safety Plan with them, which includes current class lists. **TEACHERS WILL TAKE CLASS ROLL UPON REACHING THEIR DESIGNATED AREA.**
3. Designated teachers and assistants will make a search of restrooms and gather attendance.

Mr. Stewart will report to PE locker area.

Mr. West will float through the areas.

Mr. Monrroy will remain in the office area.

Mr. Wall will report to commons area after making sure that Band and PE classes heard the warning.

8th Grade PARAS will check third floor bathrooms, then to assigned team areas.

7TH Grade PARAS will check second floor bathrooms, then to assigned team areas.

6th Grade PARAS will check first floor bathrooms, then to assigned team areas.

4. Students are to move to the assigned areas (shown on diagrams included).

Sixth grade students with their core teachers should be in the following areas:

NATIONAL TEAM in the south (National) locker pod.

AMERICAN TEAM in room 118 and the back hallway by room 122.

Seventh grade students with their core teachers should exit the South stairs to the first floor.

STRIPES TEAM will use the north (American) locker pod, first floor.

DLP (Haines) will use the north (American) locker pod, first floor.

STARS TEAM with their core teachers will go to the Old Girls' PE locker rooms.

Eighth grade students with their core teachers should exit the west stairs and walk to the PE locker rooms.

LIBERTY TEAM to the new Boys' visitor locker room.

PATRIOTS TEAM to the New Girls' Visitor locker room.

BAND to the old Boys' PE locker room.

LIVING SKILLS AND ART use the north staircase to first floor assigned areas (based on which grade you have).

FREEDOM TEAM use the North Staircase to first floor. Travel through the cafeteria to the long corridor linking the YMCA and the school (Alt Ed hallway). Sit on both sides of the hallway, leaving the middle of the hallway clear.

ALTERNATIVE ED Stay in Alternative Education Room 140

LIFE SKILLS Walk to Alternative Education Room 140.

SPANISH, INFO TECH, HEALTH, CTE AG, SPEECH, PE, and CHORUS based on the grade of kids you have, take them to the appropriate assigned area.

5. Students should try to maintain a safe distance from any entrance, **squat or sit down on the floor** next to the wall with **heads down**, and **stay away from glass**.
6. Teachers are to remain with their classes until they hear an "all clear" signal over the intercom.

Building Evacuation Plan

In the event of a situation that requires the teachers and students to evacuate LMS (i.e. bomb threats, train derailment, etc.), the following procedure will be followed.

IF IT IS A BOMB THREAT, IMMEDIATELY SHUT OFF ALL CELL PHONES--THEY COULD ACTIVATE A BOMB.

Mr. Monrroy will notify the First Methodist Church that we are on our way. If the church has a funeral, we will regroup at the church in the parking lot and go to the multi-purpose room.

1. The announcement, "Teachers at this time please evacuate the building," will be given over the intercom. (If coats are needed this will be included in the announcement.)
2. Immediately have your students follow the evacuation plan. (Teachers, in an evacuation situation, you may not be allowed back into the building for an extended period of time. Take keys, valuables, radios, and laptop.)
3. Our alternate location during an evacuation is:
The First United Methodist Church (201 East 8th Street).

SEVENTH Grade will walk south on the east side of Grant Street and enter the north double door going to the multi-purpose room- sitting on the floor.

SIXTH Grade, FREEDOM Team and DLP will walk south on the west side of Grant Street, enter the east door, which is a glass sliding door, and report to the Fellowship Hall- sitting on chairs at the tables and on the floor.

EIGHTH Grade and will walk south on Washington Street and enter the West main office doors of the church, walking up the stairs and entering the sanctuary- sitting in the pews on the main floor.

PE, BAND, ALT ED, AND LIFE SKILLS will walk their

classes down the east side of Grant Street and then deliver the students to their assigned area based on grade.

EXPLORE classes, will walk their classes down the east side of Washington Street to ninth and then cross over to Grant. After reaching the Methodist Church, Mr. Stewart will direct the students to the correct door.

Mrs. Clouse/ Mrs. Muzzey will take the students' medications.

Ms. Reyes /Mrs. Matzar will take the daily attendance list.

Mr. Monroy will take his computer.

4. Teachers please TAKE ATTENDANCE immediately after arriving. Mr. Wall will be around to each group checking attendance.
5. When Mr. Wall reports the attendance to Mr. West, Mr. West will drive to the church.

IN AN EMERGENCY TAKE ACTION



HOLD! In your room or area. Clear the halls.

STUDENTS

Clear the hallways and remain in room or area until the "All Clear" is announced
Do business as usual

ADULTS

Close and lock the door
Account for students and adults
Do business as usual



SECURE! Get inside. Lock outside doors.

STUDENTS

Return to inside of building
Do business as usual

ADULTS

Bring everyone indoors
Lock outside doors
Increase situational awareness
Account for students and adults
Do business as usual



LOCKDOWN! Locks, lights, out of sight.

STUDENTS

Move away from sight
Maintain silence
Do not open the door

ADULTS

Recover students from hallway if possible
Lock the classroom door
Turn out the lights
Move away from sight
Maintain silence
Do not open the door
Prepare to evade or defend



EVACUATE! (A location may be specified)

STUDENTS

Leave stuff behind if required to
If possible, bring your phone
Follow instructions

ADULTS

Lead students to Evacuation location
Account for students and adults
Notify if missing, extra or injured students or adults



SHELTER! Hazard and safety strategy.

STUDENTS

Use appropriate safety strategy for the hazard

Hazard	Safety Strategy
Tornado	Evacuate to shelter area
Hazmat	Seal the room
Earthquake	Drop, cover and hold
Tsunami	Get to high ground

ADULTS

Lead safety strategy
Account for students and adults
Notify if missing, extra or injured students or adults

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Bomb Threat

Upon receiving a call telling of a bomb threat, the person receiving the call will attempt to:

- Utilize the bomb threat **checklist** (copy included).
- Prolong the conversation. **DO NOT HANG UP THE PHONE!**
- **IDENTIFY** background noises and any distinguishing voice characteristics.
- Asks the caller for a description of the bomb, where it is, and when it is due to explode.
- Notify the principal.

DO NOT USE CELL PHONES (Turn Power to Cell Phones off Immediately--because of emitting frequencies near a potential explosive device.)

CALL 911

The Principal will consult with the Superintendent (who consults with law enforcement) to determine if evacuation is indicated.

If evacuation is not indicated, lock-down procedures will be announced (included in this plan).

If evacuation is indicated, building evacuation procedures will be announced (included in this plan).

BE ESPECIALLY OBSERVANT of your surroundings or work area. **DO NOT** open cabinets, doors or move objects. **DO NOT** touch anything suspicious. **KEEP TRACK** of students who were absent from your class at the time the call was received.

Alternate evacuation location is

Football field or gym first (announcement will be given)

First United Methodist Church

201 East Eighth

308-324-2397

If a written threat is received, leave in place and have someone watch it so it is not tampered with until police arrive. School time will be made up if school is dismissed for a bomb threat.

Bomb Threat Checklist

Time _____

Date _____

DO NOT HANG UP! Use another phone to call police.

Record the exact words used by the caller _____

Ask:

What time is the bomb set for? _____

Where is the bomb? _____

What does the bomb look like? _____

Why are you doing this? _____

Who are you? _____

Evaluate the voice of the caller:

_____ Man
_____ Woman
_____ Child
_____ Age (approximate)

_____ Accent
_____ Speech Impediment
_____ Intoxicated
_____ Other

Background Noise:

_____ Music
_____ Children
_____ Typing
_____ Airplanes

_____ Conversation
_____ Machine Noise
_____ Traffic
_____ Other

Person receiving threat will immediately notify the principal.

Call received by _____

LMS Reunification Process

1. Parents are directed to check-in area by Crisis Team Staff.
2. Parents fill out reunification card and have Photo ID ready.
3. Parents give reunification card to grade level check-in table.
4. Check-in staff verify parent identification and reunification card information with PowerSchool information. Check-in staff indicate parents have checked in by marking on student roster.
5. Check-in staff gives reunification card to grade level runner/reunifier.
6. Runner/Reunifier takes card to grade level area and retrieves student. They escort student to reunification area and check with student to make sure they are comfortable leaving with the person picking them up. Runner/Reunifier records time and initials on reunification form and turns it into the Verification Card Filers.

**If student is unable to be found (after all locations have been checked), Runner/Reunifier will notify admin/crisis team to escort parents to a private location.

LMS Reunification Assignment Descriptions

6th Grade Parent Check-in Table- this person will be stationed at the table and will verify identification of parents (cross reference the information on the reunification cards with the PowerSchool information). They indicate that a parent has checked in by marking on the student roster. They will hand the reunification card to a runner and instruct parents to the reunification area.

7th Grade Parent Check-in Table- this person will be stationed at the table and will verify identification of parents (cross reference the information on the reunification cards with the PowerSchool information). They indicate that a parent has checked in by marking on the student roster. They will hand the reunification card to a runner and instruct parents to the reunification area.

8th Grade Parent Check-in Table- this person will be stationed at the table and will verify identification of parents (cross reference the information on the reunification cards with the PowerSchool information). They indicate that a parent has checked in by marking on the student roster. They will hand the reunification card to a runner and instruct parents to the reunification area.

6th Grade Runner/Reunifier- this person will be stationed at the 6th Grade Parent Check-in Table and will retrieve 6th grade students from their designated area when they are given the reunification card from the check-in table. Once they retrieve a student, they will reunify the student with their parent/guardian and then complete the paperwork and give it to the Verification Card Filers.

7th Grade Runner/Reunifier- this person will be stationed at the 7th Grade Parent Check-in Table and will retrieve 7th grade students from their designated area when they are given the reunification card from the check-in table. Once they retrieve a student, they will reunify the student with their parent/guardian and then complete the paperwork and give it to the Verification Card Filers.

8th Grade Runner/Reunifier- this person will be stationed at the 8th Grade Parent Check-in Table and will retrieve 8th grade students from their designated area when they are given the reunification card from the check-in table. Once they retrieve a student, they will reunify the student with their parent/guardian and then complete the paperwork and give it to the Verification Card Filers.

6th Grade Supervision- this person will supervise 6th grade students in the designated area

6th Grade Supervision/Name Caller- this person will supervise 6th grade students in the designated area **AND** be available to yell out student names when the runners come to pick them up.

7th Grade Supervision- this person will supervise 7th grade students in the designated area

7th Grade Supervision/Name Caller- this person will supervise 7th grade students in the designated area **AND** be available to yell out student names when the runners come to pick them up.

8th Grade Supervision- this person will supervise 8th grade students in the designated area

8th Grade Supervision/Name Caller- this person will supervise 8th grade students in the designated area **AND** be available to yell out student names when the runners come to pick them up.

Verification Card Filer- this person will take the cards from the runners after student has been reunified with their parent and will file the card alphabetically by grade level.

LMS Reunification Assignments

Staff Member	Assignment
???	7th Grade Runner/Reunifier
???	8th Grade Runner/Reunifier
Albizures, Rosie	DLP Student Supervision in Fellowship Hall
Allen, Keith	7th Grade Student Supervision
Bartling, Kerri	6th Grade Student Supervision
Beltran, Arcelia	6th Grade Runner/Reunifier
Berg, Mandy	Life Skills Student Supervision
Blessin, Josey	Floating Help
Botsford, Brian	Floating Help
Bourge, Peggy	8th Grade Student Supervision
Brayton, Tim	6th Grade Student Supervision
Brummer, Owen	7th Grade Student Supervision
Buezo, Margarita	8th Grade Student Supervision
Carroll, Christine	6th Grade Runner/Reunifier
Clinard, Gordon	7th Grade Student Supervision
Clouse, Reyna/Office	7th Grade Parent Check-in Table
Cotter, Lisa	7th Grade Student Supervision
DeLap, Heather	7th Grade Parent Check-in Table
Dugan, Kristie	Floating Help
Ernst, Sarah	8th Grade Student Supervision
Feeney, Audrey	6th Grade Student Supervision
Flores, Bridgette	8th Grade Runner/Reunifier
Foster, Chuck	7th Grade Student Supervision
Gnirk, Sandy	6th Grade Parent Check-in Table
Gregerson, Cassandra	8th Grade Runner/Reunifier
Haines, Erin	DLP Student Supervision in Fellowship Hall
Hanna, Erin/Library	Verification Card Filer
Hansen, Spencer	6th Grade Student Supervision
Harris, Tao	Any Tech help/ Floating Help
Hernandez, Karla	Life Skills Student Supervision
Hollis, Ceara	6th Grade Student Supervision
Huerta, Tim	7th Grade Student Supervision
Jacob, Malinda	6th Grade Student Supervision/Name Caller
Jimenez, Beatriz	6th Grade Runner/Reunifier
Johnson, Laura	Crisis Team/ Parent Crowd Control
Kuecker, Josh	7th Grade Student Supervision/Name Caller
Lara, Jose	6th Grade Student Supervision/Name Caller
Lauby, Micki	Life Skills Student Supervision
Leger, Jean	6th Grade Parent Check-in Table
Lemmer, Amber	7th Grade Student Supervision/Name Caller
Matzar, Lupe/Office	6th Grade Parent Check-in Table
McDonald, Abby	Life Skills Student Supervision
McDonald, Kim	6th Grade Student Supervision

LMS Reunification Assignments

Monrroy, Jose/Counselor	Crisis Team/Crisis Counselor
Morton, Robin	6th Grade Student Supervision
Muñoz, Cristina/ISS	7th Grade Parent Check-in Table
Muzzey, Boni	Nurse Needs/Floating Help
Myers, Kayla	8th Grade Student Supervision
Neher, Julie	7th Grade Parent Check-in Table
Nielsen, Linda	8th Grade Runner/Reunifier
O'Meara, Kristi	Floating Help
Oberg, Leila	6th Grade Student Supervision
Orantes, Haley	Life Skills Student Supervision
Perales, Cecilia	8th Grade Parent Check-in Table
Persson, Derek	7th Grade Student Supervision
Peterson, Frances	Verification Card Filer
Piel, Ren	7th Grade Student Supervision
Pitkin, Angela	8th Grade Student Supervision/ Name Caller
Ramirez, Jesus	8th Grade Student Supervision/Name Caller
Reppert, Emmily	Crisis Team/Parent Crowd Control
Reyes, Zulema/Office	8th Grade Parent Check-in Table
Ringenberg, Stephanie	8th Grade Parent Check-in Table
Robinson, Michael	8th Grade Student Supervision
Robles, Heather	7th Grade Runner/Reunifier
Rogers, Haley	8th Grade Parent Check-in Table
Rosner, Lindsay	8th Grade Student Supervision
Ross, John/ALT ED	Alt Ed. Student Supervision
Salcedo, Yvonna	7th Grade Runner/Reunifier
Salcido, Biridiana	6th Grade Student Supervision
Sanchez, Bobbette	6th Grade Runner/Reunifier
Scales, Stephanie	8th Grade Student Supervision
Scharff, Chad	7th Grade Student Supervision
Sentelle, Heather	Life Skills Student Supervision
Stallbaumer, Carrie	6th Grade Student Supervision
Stenberg, Jeff	7th Grade Runner/Reunifier
Stewart, Patricia	Floating Help
Stewart, Ron/Counselor	Crisis Team/Crisis Counselor
Strauss, Stacy/Speech	Floating Help
Sullivan, Jason	7th Grade Student Supervision
Thompson, Tina	8th Grade Student Supervision
Timko, Jamie	8th Grade Student Supervision
Vargas, Magda	7th Grade Runner/Reunifier
Wall, Jeff	Admin/Reunification Area
Warner, Terry	6th Grade Parent Check-in Table
West, Scott	Admin/Reunification Area

LEXINGTON HIGH SCHOOL SAFETY AND EMERGENCY PROCEDURES PLAN

2022-23



This plan was developed under the direction of the Lexington Public School Safety/Crisis Team. It provides procedures that are to be followed in the event of an emergency. A copy of this plan has been provided to all teachers and copies are prepared and provided for substitute teachers that work with our students.

Rules for ALL Emergencies:

1. **Remain Calm** – We are responsible for hundreds of students who will be nervous, confused and scared during these situations. As educators we must remain calm during each situation and model that for our students.
2. **Follow Procedures** – We have established these procedures and protocols to help ensure that there is smooth transition for students and teachers. **DO NOT** create your own classroom procedures that conflict with any of the school's established procedures.
3. During an emergency Superintendent Dr. John Hakonson and/or LHS Principal Mrs. Audrey Downey are the only people in the building that will speak to the media. If you are approached by a member of the media for a comment you should reply, "I have no comment. You will need to speak with Dr. Hakonson or Mrs. Downey." We do not need conflicting comments presented to the public.

CPR Certified Staff Members:

Amber Burson Audrey Downey
Zach Follmer Kareem McDougall
Melanie Steinwart

Epi Pen Trained

Amber Burson Audrey Downey
Zach Follmer Kareem McDougall
Melanie Steinwart

Nebulizer Trained Staff Members:

Amber Burson Audrey Downey
Zach Follmer Kareem McDougall
Melanie Steinwart

Teachers must have the following items with them during an emergency:

- Class List
- Building & Room Keys
- Red & Green Cards (Fire/Tornado)
- Laptop Computer

Don't forget to take your purse/wallet/phone, as you may not be returning to the building for a while.

Daily Procedures To Be Followed

1. **Doors may be open but they should be locked at all times.** In the case of an immediate emergency the door can be shut without having to come out into the hallway and lock the door.
2. No clutter in classrooms! This does not mean you must get rid of teaching/project items. Make sure to scan for an unidentified object so that we can see everything. Unnecessary papers, boxes, etc. will not be tolerated.



Nielson
Schmidt

Skills
Armory

E26
E27

Greenhouse

E25
E24
E23

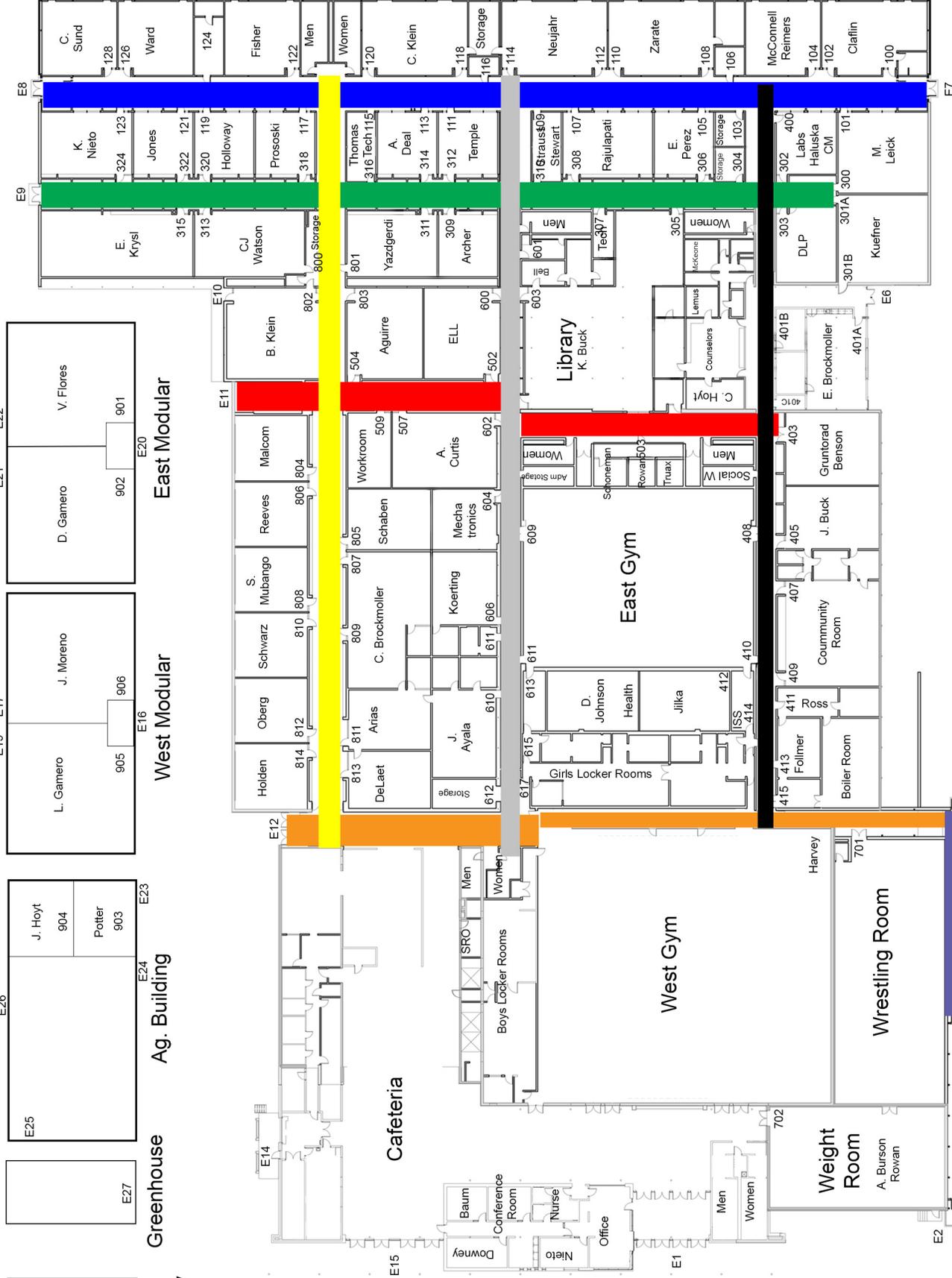
Ag. Building

E19 E17
E21
E20
E22

West Modular

E19 E17
E21
E20
E22

East Modular



Lexington High School
(308) 324-4691
1400 Minuteman Drive
Lexington, NE 68850

FIRE DRILL PROCEDURES

1. Fire drills will be conducted monthly at random hours and days of the month.
2. The fire alarm is a loud, continuous claxon sound with an announcement. Upon hearing this sound teachers and students are to evacuate the building following the routes listed on the following page.
3. Teachers and assistants will take control to ensure that the students evacuate quickly and quietly, and that they may be stopped, turned, or directed as needed. Teachers will instill in each student an attitude of calmness and intentional purpose while evacuating the building.
4. Teachers will ensure that classroom windows, fans, and lights are shut off and that the last person out of the room closes the doors. The last student or teacher leaving the building through that door will shut the school exit doors.
5. Teachers will take class roll upon reaching a safe distance from the building. If a student is missing, the principal will be notified immediately.
6. Teachers will have a green card and a red card.
 - a. If all students are present raise the green card
 - b. If a student is missing raise the red card.
 - c. If you have extra students, hold red & green cards.
7. Designated teachers and assistants will make a search of restrooms, supply rooms and study rooms.
8. Until the all clear is given, (intercom or whistle if intercom is disabled) teachers will maintain constant supervision of their classes.
9. If classes are under the supervision of a teacher other than the classroom teacher, the classroom teacher will meet his/her class and take attendance ASAP.
10. All rooms have assigned exit routes. Please follow assigned routes unless blocked by fire or other hazard. In such a scenario, use your discretion in selecting the safest exit route.
11. In the event of a fire, the principal, assistant principals, or secretaries will simultaneously call the fire department while the building is being evacuated.

FIRE EXIT ROUTES			
STAFF		ROOM #	EXIT DOOR #
Activities Office			DOOR #6
Administrative Office/Nurse			DOOR #1
Administrative Storage Room		304	DOOR #6
Aguirre	Maria	504	DOOR #11
Archer	Becky	309	DOOR #9
Arias	Daniel	811	DOOR #12
Ayala	Josue	610	DOOR #15
Bell	Eric	605	DOOR #11
Benson	Abbie	403	DOOR #6
Botsford	Brian	201	DOOR #5
Brockmoller	Cole	809	DOOR #12
Brockmoller	Erica	401	DOOR #6
Buck	Jerry	405	DOOR #5
Buck	Kelly	603	DOOR #11
Burson	Amber	613/Girls locker room	DOOR #15
Claflin	Tiffany	102	DOOR #7
Cafeteria			DOOR #15
Community Room		407	DOOR #5
Counseling Staff			DOOR #6
Curtis	Amanda	602	DOOR #11
Deal	Amanda	113	DOOR #9
DeLaet	Adam	813	DOOR #12
Dickman	Danielle	414	DOOR #5
DLP		303	DOOR #6
East Gymnasium			DOOR #5
Ernst	Sarah	Band Room	DOOR #3
Fisher	Peg	122	DOOR #8
Flores	Vicente	901	DOOR #20
Follmer	Zack	413	DOOR #5
Gamero	Diego	902	DOOR #20
Gamero	Luis	905	DOOR #16
Gruntorad	Jessica	403	DOOR #6
Halouska	Kathy	302	DOOR # 6
Hansen	Spencer	Band Room	DOOR #3
Harvey	Jake	Boys Locker Room	DOOR #1
Holden	Joshua	814	DOOR #12
Holloway	Abygayl	119	DOOR #8
Hoyt	Jim	AG BLDG - 904	DOOR #23
ISS CLASSROOM		414	DOOR #5

Jilka	Sam	412	DOOR #5
Johnson	Dana	613	DOOR #15
Jones	Zach	121	DOOR #8
Kitchen Staff			DOOR #14
Klein	Ben	802	DOOR #10
Klein	Crystal	120	DOOR #8
Koerting	Robb	606	DOOR #15
Krysl	Emma	315	DOOR #9
Kuefner	Amy	301	DOOR #6
Labs	Kiley	302	DOOR #6
Leick	Maxine	101	DOOR #7
Malcom	Norma	804	DOOR #11
McConnell	Kevin	104	DOOR #7
Mechatronics		604	DOOR #11
Moreno	Jimmy	906	DOOR #16
Mubango	Sophia	808	DOOR #11
Neujahr	Jeff	114	DOOR #7
Nieto	Kristen	123	DOOR #8
Oberg	Holli	812	DOOR #12
Perez	Elizabeth	105	DOOR #7
Perez	Elizabeth	105	DOOR #7
Potter	Tim	Ag Bldg 903	DOOR #23
Prososki	Allie	117	DOOR #8
Rajulapati	Naveen	107	DOOR #7
Reeves	Georgia	806	DOOR #11
Reimers	Mary	104	DOOR #7
Rowan	Jeff	Boys Locker Room	DOOR #1
Schaben	Dan	805	DOOR #11
Scharff	Chad	Band Room	DOOR #3
Schwarz	KayLee	810	DOOR #12
Special Services	Stewart/Strauss	109	DOOR #9
Sund	Cassandra	128	DOOR #8
Technology Office		115	DOOR #9
Temple	Angela	111	DOOR #8
Training Room		413	DOOR #5
Ward	Tom	126	DOOR #8
Watson	CJ	313	DOOR #9
Weight Room			DOOR #2
West Gymnasium			DOOR #1/15
Workroom		509	Door #11
Wrestling Room		701	DOOR #5
Yazdgerdi	Comron	311	Door #9
Zarate	Mike	110	Door #7

The following staff members will check the following areas during a fire drill/evacuation at Lexington High School

- Bathrooms in the **100** Hallway
 - Bathrooms in the **200** Hallway
 - Bathrooms in the **400** Hallway
 - Bathrooms in the **500** Hallway
 - Bathrooms in the **600** Hallway
 - Bathrooms in the Cafeteria
 - Bathrooms in Entryway
 - South Parking Lot
 - North Parking Lot/Ag Bldg
 - Northeast Doors (8 & 9)
 - West Front Area
 - Southwest Parking Lot
- J. Thomas/C. Klein
- B. Botsford/S. Hansen/C. Scharff
- A. Kuefner
- S. Wozny
- E. Bell
- R. Koerting & D. Johnson
- Administrative Office Staff
- C. Hoyt
- C. Baum/E. Bell
- J. Lemus/M. McKeone
- A. Downey/C. Salem
- L. Nieto

TORNADO DRILL PROCEDURES

1. Tornado Drills will be conducted quarterly at random hours and days of the month.
2. The tornado alarm is an all call over the phone system. ***“Shelter! Evacuate to shelter area.”*** Upon hearing this announcement teachers and students are to immediately go to their designated areas in the building.
3. If power is lost, the tornado alarm is short blasts of a whistle or bull horn. A person will be dispatched to alert the modular and the agriculture building of the situation.
4. Teachers and assistants will take control to ensure that the students move quickly and quietly, and that they may be stopped, turned, or directed as needed. Teachers will instill in each student an attitude of calmness and intentional purpose while within the building.
5. Teachers will take class roll upon reaching their designated area. If a student is missing, document it on attendance sheet and attempt to notify the office immediately or leave a message.

TORNADO/SHELTER DESIGNATED ROOMS

STAFF		ROOM #	DESIGNATED LOCATION
Activities Office			STAY IN OFFICE
Administrative Office/Nurse			SRO'S OFFICE
Administrative Storage Room		304	HALLWAY IN COUNSELORS OFFICE
Aguirre	Maria	504	STAY IN CLASSROOM
Archer	Becky	309	STAY IN CLASSROOM
Arias	Daniel	811	STAY IN CLASSROOM
Ayala	Josue	610	STAY IN CLASSROOM
Bell	Eric	605	WOMEN'S RESTROOM – 500 HALLWAY
Benson	Abbie	403	ROOM 414 (ISS CLASSROOM)
Botsford	Brian	201	ROOM 610 - (AYALA)
Brockmoller	Cole	809	STAY IN CLASSROOM
Brockmoller	Erica	401	ROOM 414 (ISS CLASSROOM)
Buck	Jerry	405	ROOM 414 (ISS CLASSROOM)
Buck	Kelly	603	WOMEN'S RESTROOM - 500 HALLWAY
Burson	Amber	Girls Locker Room	WEST BOY'S LOCKER ROOM
Cafeteria			ANY DESIGNATED SHELTER IN BLDG
Clafin	Tiffany	102	HALLWAY IN COUNSELOR OFFICE
Community Room			ROOM 414 (ISS CLASSROOM)
Counseling Staff			HALLWAY IN COUNSELORS OFFICE
Curtis	Amanda	602	WOMENS RESTROOM – 500 HALLWAY
Deal	Amanda	113	ROOM 107 (GOUD)
DeLaet	Adam	813	STAY IN CLASSROOM
Dickman	Danielle	414	STAY IN CLASSROOM
DLP		303	HALLWAY IN COUNSELORS OFFICE
East Gymnasium			WEST BOYS LOCKER ROOM
Ernst	Sarah	BAND ROOM	WEST BOYS LOCKER ROOM
Fisher	Peg	122	ROOM 311 (YAZDGERDI)
Flores	Vicente	901	ROOM 606 (KOERTING)
Follmer	Zack	413	ROOM 414 (ISS CLASSROOM)
Gamero	Diego	902	ROOM 606 (KOERTING)
Gamero	Luis	905	ROOM 811 (ARIAS)
Gruntorad	Jessica	403	ROOM 414 (ISS CLASSROOM)
Halouska	Kathy	302	ROOM 414 (ISS CLASSROOM)
Hansen	Spencer	BAND ROOM	WEST BOY'S LOCKER ROOM
Harvey	Jake	700	WEST BOY'S LOCKER ROOM
Holden	Joshua	814	ROOM 813 (DELAET)
Holloway	Abygayl	119	STAY IN CLASSROOM
Hoyt	Jim	Ag Bldg - 904	ROOM 610 (AYALA)
ISS Classroom			STAY IN CLASSROOM

Jilka	Sam	412	ROOM 414 (ISS CLASSROOM)
Johnson	Dana	613	ROOM 606 (KOERTING)
Jones	Zach	121	STAY IN CLASSROOM
Kitchen Staff			PANTRY AREA IN KITCHEN
Klein	Ben	802	ROOM 504 (AGUIRRE)
Klein	Crystal	120	ROOM 117 (PROSOSKI)
Koerting	Robb	606	STAY IN CLASSROOM
Krysl	Emma	315	ROOM 504 (AGUIRRE)
Kuefner	Amy	301	ROOM 414 (ISS CLASSROOM)
Labs	Kiley	302	ROOM 414 (ISS CLASSROOM)
Leick	Maxine	101	WOMEN'S RESTROOM – 400 HALLWAY
Malcom	Norma	804	ROOM 805 (SCHABEN)
McConnell	Kevin	104	ROOM 107 (RAJULAPATI)
Mechatronics		604	STAY IN CLASSROOM
Moreno	Jimmy	906	ROOM 813 (DELAET)
Mubango	Sophia	808	ROOM 809 (C BROCKMOLLER)
Neujahr	Jeff	808	MEN'S RESTROOM – 600 HALLWAY
Nieto	Kristen	123	ROOM 119 (HOLLOWAY)
Oberg	Holli	812	ROOM 811 - (ARIAS)
Perez	Elizabeth	105	STAY IN CLASSROOM
Potter	Tim	Ag Bldg 903	ROOM 610 (AYALA)
Prososki	Allie	117	STAY IN CLASSROOM
Rajulapati	Naveen	107	STAY IN CLASSROOM
Reeves	Georgia	806	ROOM 805 (SCHABEN)
Reimers	Mary	104	ROOM 107 (RAJULAPATI)
Rowan	Jeff	Weight Room	WEST BOYS LOCKER ROOM
Schaben	Dan	805	STAY IN CLASSROOM
Scharff	Chad	Band Room	WEST BOY'S LOCKER ROOM
Schwarz	KayLee	810	ROOM 809 (C. BROCKMOLLER)
Special Services	Stewart/Straus	109	ROOM 107 (RAJULAPATI)
Sund	Cassandra	128	ROOM 121 ((JONES)
Technology	Office	115	STAY IN OFFICE
Temple	Angela	111	ROOM 107 (RAJULAPATI)
Training Room		413	ROOM 414 (ISS CLASSROOM)
Ward	Tom	126	ROOM 309 (ARCHER)
Watson	CJ	313	ROOM 504 (AGUIRRE)
Weight Room			WEST BOYS LOCKER ROOM
West Gymnasium			WEST BOYS LOCKER ROOM
Work Room		509	ROOM 504 (AGUIRRE)
Wrestling Room		701	WEST BOYS LOCKER ROOM
Yazdgerdi	Comron	311	STAY IN CLASSROOM
Zarate	Mike	110	ROOM 107 (RAJULAPATI)

ROOM ASSIGNMENTS FOR A TORNADO

100 Hallway	300 Hallway	400 Hallway	500 Hallway	600 Hallway	800 Hallway	Boys Locker Room	SRO Office
Perez - Room 105	Archer - Room 309	Women's Restroom 400 Hallway	Women's Restroom 500 Hallway	Koerting Room 606	Schaben Room 805	Boys Locker Room	SRO Office
Perez	Archer	Leick	Bell	Koerting	Schaben	A. Burson	Nurse
Rajanapati - Room 107	Ward		Curtis	D. Gamero	Malcom	Ernst	Admin Office
Rajulapati	Yazdgerdi - Room 311	Counselor's Office	Library staff	V. Flores	Reeves	Hansen	
Deal	Yazdgerdi	Counseling Staff	Activities Office	Health Classes	C. Brockmoller Room 809	Harvey	Kitchen Staff
McConnell/Reimers	Fisher	DLP/STARS Students	Activities Staff	Ayala Room 610	Johnson	Rowan	Storage Closet in Kitchen
Stewart/Strauss		Dickman - ISS Room 414	Activities Staff	Ayala	C. Brockmoller	Scharff	Technology
Temple	Dickman	Dickman	Aguirre - Room 504	Ayala	Schwarz	Weight Room	Stay in room
Zarate	E. Brockmoller	E. Brockmoller	Aguirre	Botsford	Mubango	Wrestling Room	
Prososki - Room 117	J. Buck	J. Buck	B. Klein	J. Hoyt	Arias Room 811		
Prososki	Community Room	Community Room	Krysl	Potter	Arias		
C. Klein	Content Mastery Staff	Content Mastery Staff	Pinedo	Men's Restroom - 600 Hallway	L. Gamero		
Holloway - Room 119	Follmer/Training Room	Follmer/Training Room	Watson	Neujahr	Oberg		
Holloway	Gruntorad/Benson	Gruntorad/Benson	Workroom	Room 604	DeLaet Room 813		
K. Nieto	Jilka	Jilka		Mechatronics	DeLaet		
Z Jones - Room 121	Kuefner	Kuefner			Holden		
Z Jones					Moreno		
Sund							
BAUM CHECK	BAUM CHECK	NIETO CHECK	NIETO CHECK	DOWNNEY CHECK	DOWNNEY CHECK	ROWAN CHECK	ROWAN CHECK

***Health teacher will vary depending on who is teaching health each day

If there is an activity in either gym. Indi. will first go to Boys locker room or any tornado designated area.

BUILDING EVACUATION PLAN

In the event of a situation that requires the teachers and students to evacuate Lexington High School (i.e. bomb threats, train derailment, etc.) the following procedure will be followed:

1. The announcement, "Teachers at this time please evacuate the building," will be given over the intercom.
 - a. *Teachers in an evacuation situation, you may not be allowed back into the building for an extended period of time, so take any valuables, purses, etc. with you.*
2. Our alternate location during an evacuation is the **Parkview Baptist Church, 803 W 18th Street**. Each classroom will take their classes to the church location exiting doors used during a fire drill proceeding north to the church.
3. When at Parkview Baptist Church, please follow the plan outlined in Reunification Plan.
4. Mr. Nieto and Mrs. Downey will report to Parkview Baptist Church. Ms. Baum will stay at LHS.
5. Teachers please take attendance immediately after arriving.
6. Mr. Nieto will report attendance to Ms. Baum at the high school.
7. When all students are accounted for, Ms. Baum will drive to the church.

BOMB THREAT

(Keep Checklist by each phone)

1. Upon the receipt of a bomb threat, the person receiving the call will make every attempt to:
 - a. Prolong the conversation. Do not hang up the phone. (Use another phone to call authorities.)
 - b. Identify background noises and any distinguishing voice characteristics.
 - c. Ask the caller for a description of the bomb, where it is, and when it is due to explode.
2. The person receiving the threat will notify the principal.
3. The principal will call 911.
4. The principal will, in consulting with 911, decide whether to make a preliminary search or to evacuate the building.
5. The principal will notify the superintendent's office.
6. Inform staff and students of the bomb threat and any immediate directions, for example, remain in their rooms until an all-clear is given or directions to evacuate.
7. Ask staff to make a visual observation of their classrooms/work areas and inform them not to open cabinets, doors, or move objects. If anything suspicious is found, Do Not touch it! The bomb can be almost anything from a bundle of dynamite to concealed or ordinary objects (briefcase, toolbox, or pieces of pipe). You will be searching for something that doesn't belong in the classroom/work area.
8. Check the absentee list and on each absentee from class at the time the threat was received. Account for all students, check halls and restrooms.
9. Ask for volunteers to participate in the search with the police/fire department.
10. Meet with the police/fire department and search team to decide on the procedure for checking the building.
11. If at any time the threat is determined to be valid, use standard fire drill procedures with any necessary modifications to evacuate the building. Evacuate at least 300 feet from the building. Plan for an alternate location if needed due to a prolonged search or inclement weather.

***Alternate evacuation location for Lexington High School is:
Parkview Baptist Church
803 W 18th Street
(308) 324-4410***

12. When the building is reported to be safe, assume whatever schedule is needed and debrief staff and students.

13. If a written threat is received, copy the contents and protect the original message (plastic or other covering) to preserve fingerprints and other identifying marks.

14. Use the Bomb Threat Checklist to gather helpful information.

15. Should a threat include the possibility that a bomb has been placed in a district vehicle, the Director of Buildings, Grounds, and Transportation shall be contacted to secure all vehicles and coordinate a search with law enforcement.

School time will be made up if school is dismissed for a bomb threat.

Bomb Threat Checklist

DATE _____ TIME _____

Do Not Hang Up! Use another phone to call police.

Record the exact words used by the called:

Ask:

What time is the bomb set for?

Where is the bomb?

What does the bomb look like?

Why are you doing this?

Who are you?

Evaluate the voice of the caller:

_____ Man	_____ Accent
_____ Woman	_____ Speech
Impediment _____	
_____ Child	_____ Intoxicated
_____ Age (approximate)	_____ Other

Background Noise:

_____ Music	
_____ Conversation	
_____ Children	_____ Machine Noise
_____ Typing	_____ Traffic
_____ Airplanes	_____ Other

Person receiving threat will immediately notify the principal.

Call Received by: _____

REVERSE EVACUATION PROCEDURES

(Getting Students Into The Building As Soon As Possible)

1. P.E. teacher on duty WILL carry their cell phone.
2. In the event of an emergency outside, students outside of the building will go immediately to their classroom. P.E. classes outside will go to the area under the football stadium.
3. Follow SECURE procedures.
4. In the event the emergency occurs before or after school students will be instructed to go to their focus/FOL period classrooms.

CHEMICAL SPILL/TOXIC FUMES

1. If spill/fumes occur outside the school building:

- Keep students inside.
- Close windows.
- Don't step in spilled material.
- Contact police, fire and health department.
- Contact superintendent's office.
- Be prepared to evacuate the building.
- If students are outside, move upwind.

2. If a spill occurs inside:

- Remove students from contaminated area.
- Contact police, fire and health department.
- Contact superintendent's office.
- Students exposed to the chemical should be taken a locker room or other designated area within the building to have necessary clothing removed and exposed skin washed.
- Be prepared to evacuate the building.

LOCKDOWN PROTOCOL

SRP Protocol should be followed (poster attached below)

All doors need to be locked immediately.

Contact Bo Berry or Megan Dillard to lock all doors via electronic system.

IN AN EMERGENCY TAKE ACTION



HOLD! In your room or area. Clear the halls.

STUDENTS

Clear the hallways and remain in room or area until the "All Clear" is announced
Do business as usual

ADULTS

Close and lock the door
Account for students and adults
Do business as usual



SECURE!

Get inside. Lock outside doors.

STUDENTS

Return to inside of building
Do business as usual

ADULTS

Bring everyone indoors
Lock outside doors
Increase situational awareness
Account for students and adults
Do business as usual



LOCKDOWN! Locks, lights, out of sight.

STUDENTS

Move away from sight
Maintain silence
Do not open the door

ADULTS

Recover students from hallway if possible
Lock the classroom door
Turn out the lights
Move away from sight
Maintain silence
Do not open the door
Prepare to evade or defend



EVACUATE! (A location may be specified)

STUDENTS

Leave stuff behind if required to
If possible, bring your phone
Follow instructions

ADULTS

Lead students to Evacuation location
Account for students and adults
Notify if missing, extra or injured students or adults



SHELTER! Hazard and safety strategy.

STUDENTS

Use appropriate safety strategy for the hazard

Hazard

Tornado
Hazmat
Earthquake
Tsunami

Safety Strategy

Evacuate to shelter area
Seal the room
Drop, cover and hold
Get to high ground

ADULTS

Lead safety strategy
Account for students and adults
Notify if missing, extra or injured students or adults

LEXINGTON HIGH SCHOOL

REUNIFICATION PLAN 2022-23



REUNIFY

LEXINGTON HIGH SCHOOL REUNIFICATION PLAN

Relocation Site – Parkview Baptist Church

Address: 803 W 18th Street

Phone: 324-4410

LAW ENFORCEMENT NOTIFIED (911) - Call for help in regard to crowd/traffic control. See list of possibilities.

TRAFFIC/CROWD CONTROL - CO & Maintenance Staff and Crisis Team members from other buildings, If available.

ITEMS TO TAKE - The office staff will take the following: To Go Kit, cellphones, walkie-talkies, megaphones laptops/ipads for usage at the main table (if internet is available at church; depends on situation).

STAFF - Please take CURRENT class roster, Reunification plan, laptop/ipad, purse.

- Students will move with the class/teacher they are currently assigned to during the evacuation. Upon arrival at **Parkview Baptist Church**, teachers will immediately take attendance, which will be recorded on designated attendance sheets. Those sheets will be picked up by **Kelly Buck and Cynthia Schmidt**. Each will get that information to the front table and the administration will make the final determination as to who is missing. They will keep that list for later use.
- Once attendance is taken by each teacher upon arriving at the church the **9th graders** will be assigned to the smaller rooms on the east side of the church (**they will be supervised by FOL staff**), while **10th - 12th** graders will be assigned to the sanctuary area and be **supervised by remaining staff not assigned to another duty**.
- The following individuals will be **MONITORING THE MAIN ENTRANCE AT PARKVIEW**, not allowing anyone to enter the building: **Mike Zarate, Ben Klein, Zack Follmer, and Josh Holden**.

GREETERS - will meet parents as they arrive. They will inform parents that they need identification and if parents have proper ID, these individuals will be given a reunification card to fill out and will start the process for reunification. **Greeters will be located in the South Parking Lot area**.

GREETERS INCLUDE - Mayra Escobedo, Jimmy Moreno, Luis Gamero, Diego Gamero, Vicente Flores & Eric Bell. Holli Oberg & Cassondra Sund will cover D. Gamero & V. Flores's classrooms. Kiley Labs will cover L. Gamero's classroom. Moreno's students will go with Malcom. Alma Becerra, Barre Hassan and Hardy Moreno will come from the Central Office to assist.

CHECKERS - Kathy Halouska. (A-G), Luz Carrasco (H-M) Mariluz Baez (N – R), and Nikki Moats (S-Z)

Parents will take their completed Reunification card to one of the **CHECKERS** based on last name. **CHECKERS (located at the end of the Main Sidewalk)** will ensure all information is complete and then take parents to accountants.

ACCOUNTANTS - Will be **located in front of the Main Entrance** to the building. They will verify information from sheets completed by parents with information listed on PowerSchool.

ACCOUNTANTS: Joanna Pinedo (A – G) Brenda Pinedo (H – M) Lisa Nava (N – R) Maria Casillas (S – Z)

- **Accountants** will give top half of the sheet to **Kelly Buck and Cynthia Schmidt**. The bottom half of the sheet will be given to the **Reunifiers** who will take a parent to be reunited with their student once cleared by the **Accountant**.

REUNIFIERS - will go to the **East Door of the church** which will be monitored by **Jeff Rowan, Jim Hoyt, Jerry Buck and Jeff Neujahr**. Parents will remain outside until the reunifier returns with their student. **Jeff Rowan, Jim Hoyt, Jerry Buck and Jeff Neujahr** will direct parents to leave the Reunification Site (heading east) once reunited with their student. The reunifier will return the sheet back to **Kelly Buck and Cynthia Schmidt** who will keep all cards of released students.

REUNIFIERS - Amber Burson, Erica Brockmoller, Amy Kuefner, Eric Bell, Dana Johnson, Josue Ayala, Crystal Klein, and Jake Harvey & Robb Koerting. Amber Burson and Crystal Klein will organize Reunifiers.

MAIN DOOR/MAIN TABLE SUPERVISION - Phil Truax, Scott Schoneman and Chris Salem

OVERALL SUPERVISION - Audrey Downey, Luis Nieto & Cindy Baum

SUPERVISION WHERE NEEDED - Audrey Downey, Luis Nieto & Cindy Baum

TECHNOLOGY SUPPORT - Jeremy Thomas

SPOKESPERSON WITH THE MEDIA - Mrs. Downey or Dr. Hakonson

COUNSELORS - will be available to take parents whose student is not in the assembly area to a separate room (**classrooms on the NW corner of the church**). **Nicole Stewart, Torri McCracken and Abbie Benson** may help if needed. If counselor's are not needed in this capacity, they will help to monitor students in the sanctuary area's or assist as Greeters/Reunifiers.

EXTRA HELP - Parkview Baptist Staff, Maria Vargas and the Kitchen Staff

CROWD/TRAFFIC CONTROL - LPS maintenance staff and Fire Department (Will need to contact Bo Berry to activate groups)

ANSWERING PHONE AT LHS - Mrs. Wozny will be assigned to the front office to answer the phone (if individuals are allowed to stay in the building). She will be given a written statement to read. Spanish speaking para, **Guadalupe Pinela**, will stay to help Mrs. Wozny. The written statement will be given to Mrs. Wozny, CO, etc. **Erica Brockmoller and Amber Burson** will write the statement under the direction of the administration.

THINGS TO DO UPON IMMEDIATE ARRIVAL AT PARKVIEW BAPTIST CHURCH

1. Set up Tables for Accountants (**Phil Truax, Scott Schoneman, Chris Salem**)
2. Signs put up with instructions (**Jeff Rowan, Jeff Neujahr, Eric Bell, and Jerry Buck**)
3. Rope off certain areas for crowd control (**Zack Follmer, Jake Harvey, Mike Zarate, Ben Klein**)

The above listed staff members will need to have a plan in place with a fellow teacher to "hand over" their class list for attendance to be taken.

THINGS TO KEEP IN MIND -

- Law Enforcement may not be at your site immediately depending on the circumstances that led to the evacuation
- Loss of internet and or cell phone usage
- Parents will be anxious, upset, angry
- Students may only leave with **parents and/or emergency contact** through the process

STUDENTS FROM STARS CLASSROOM – These students will be transported in the van (if possible). Staff involved would be: **Clafin, Reimers, Becerra, Landeros, Underwood, Aguilar.**

GREETERS - **Your job is to manage the initial intake of parents.** Explaining the process and answering questions that may arise. Distribute cards & pens to parents as they arrive and instruct on use. Direct parents to check-in table with identification in hand. Only answer questions about the forms they are filling out. Otherwise direct questions to the administration.

CHECKERS - **Your job is to verify ID of the parent or guardian.** Confirm all information is provided on Reunification card. Indicate on card if ID is confirmed and parent/guardian is authorized for student release.

ACCOUNTANTS - **Your job is to confirm both student and staff roster verifications** before form is given to Mrs. Buck & Mrs. Schmidt who will then give form to reunifiers.

REUNIFIERS - **Your job is to reunify students with parents.** You will take the reunification slip from the parent and then bring the student named on the slip to the parent. Direct parent where to exit from site. Initial the slip and give to Accountant. If a student is unavailable, report information to the main table.

SAMPLE STATEMENT FOR REUNIFICATION

There has been a (_____) situation at Lexington High School.

To be reunified with your child, parents or individuals listed on emergency contacts
Are REQUIRED to bring some sort of identification.

Parents are to come to Parkview Baptist Church located at 803 W 18th Street starting
At (Time).

Please do not call the school.

Your child will only be released to you or the emergency contact listed on your
Student's school information.

Thank You!



PROSPECT HILLS
OF PROSPECT HILLS

Handicap

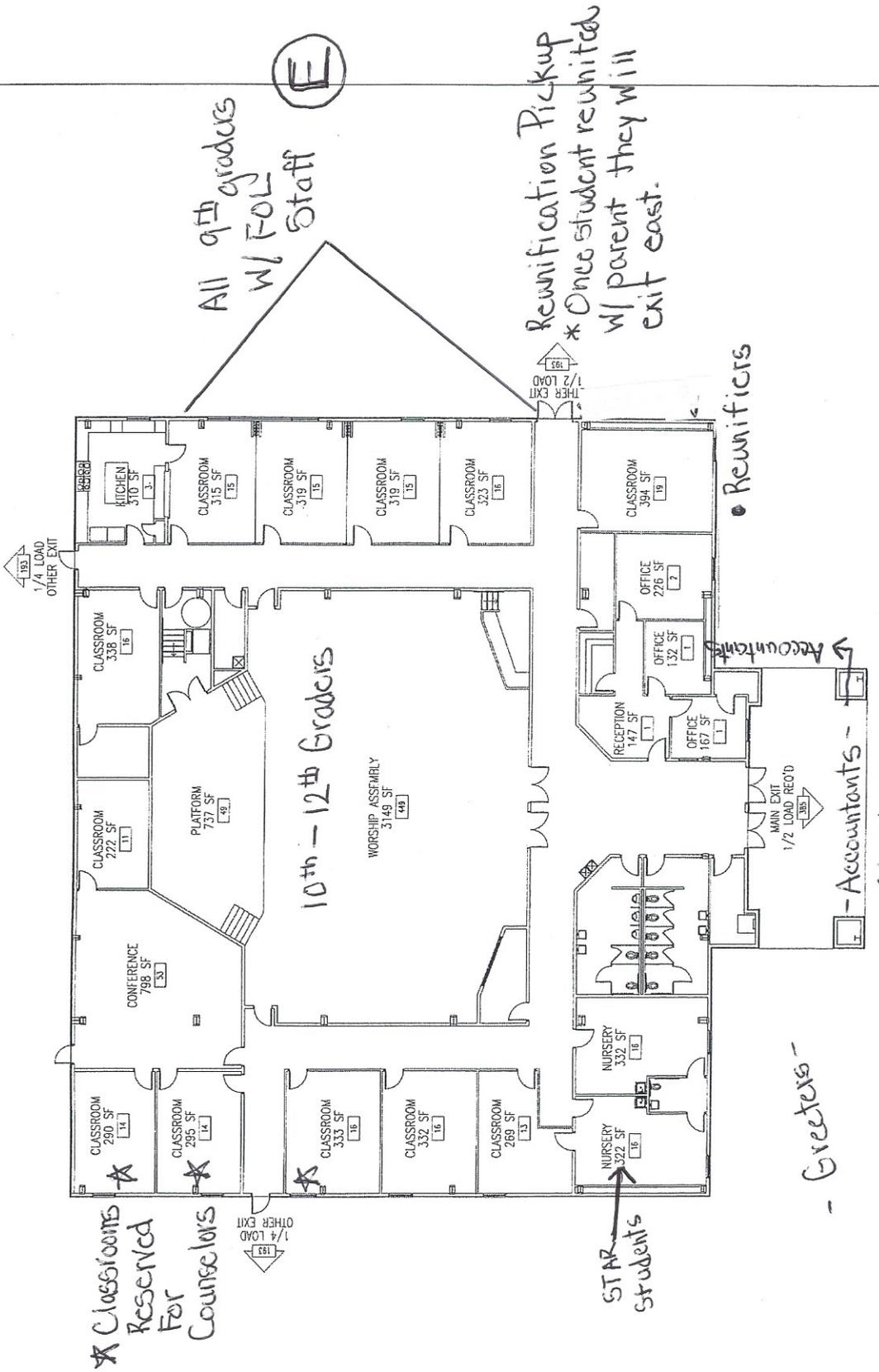
Special Guest Parking

Special Guest Parking

18-8094

(-N-)

(-W-)



★ Classrooms Reserved For Counselors

STAR students

All 9th graders w/ FOL Staff

Reunification Pickup * Once student reunited w/ parent they will exit east.

10th - 12th Graders

Reunifiers

Accountants

Checkers

Parking lot will be where parents get Reunification form from greeters, if they have proper ID. Then the reunification process can begin.

- Greeters -

- Greeters -

- Greeters -

(-S-)

THE PROCESS

SRM Staging the

ASSEMBLY AREA

STUDENTS ENTER OUT OF PARENTAL VIEW

Students are transported to the Reunification Site and are then directed to the Student Assembly Area. Often this is a cafeteria or gymnasium.

It is important that students are not in view of their parents.

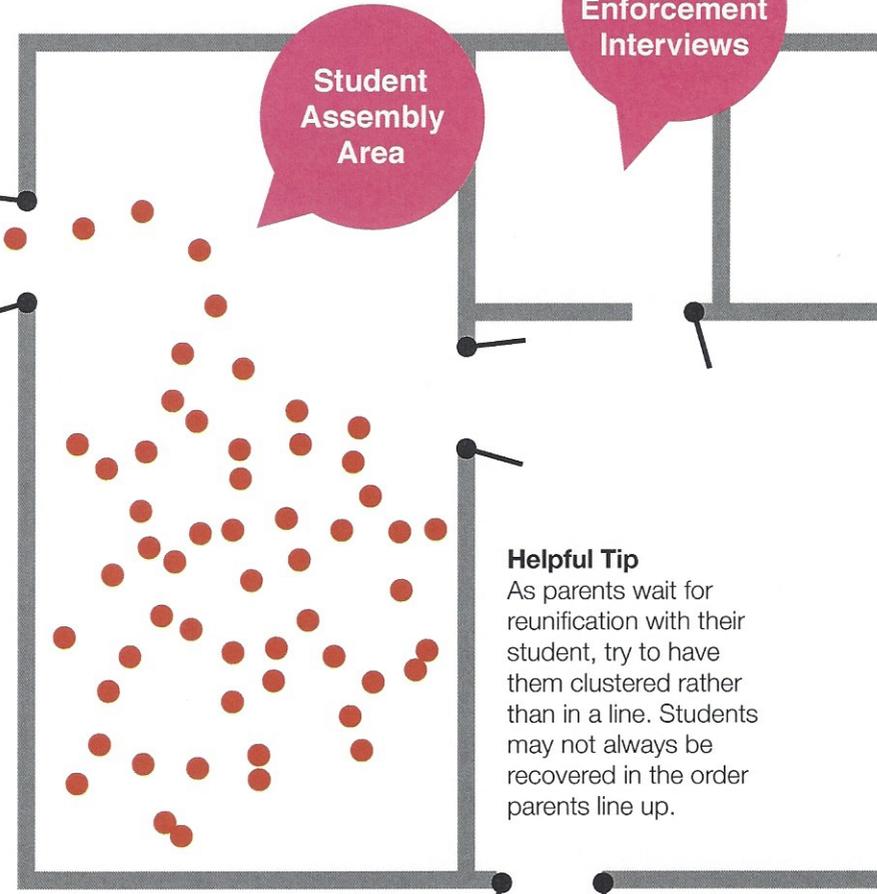
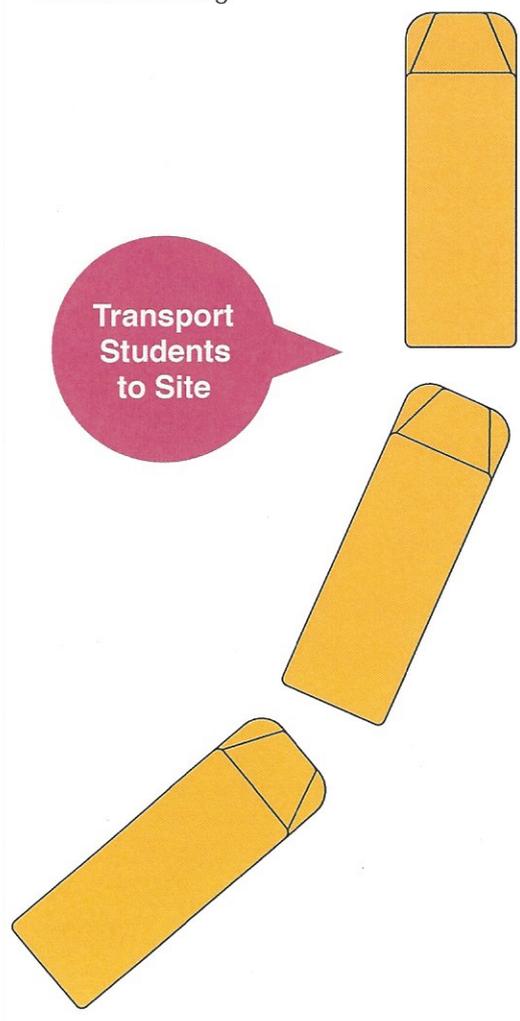
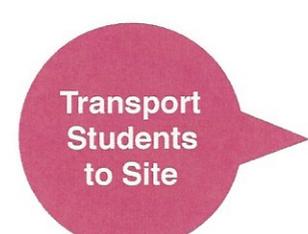
GREETING AREA

PARENTS ARE MET HERE

As parents arrive, signage directs them to general check-in area. Greeters begin the process by asking parents to complete the Reunification Card

Law Enforcement

Often an Officer is posted where students are disembarking.



Helpful Tip
As parents wait for reunification with their student, try to have them clustered rather than in a line. Students may not always be recovered in the order parents line up.

Law Enforcement

Often an Officer is posted where parents wait for reunification.



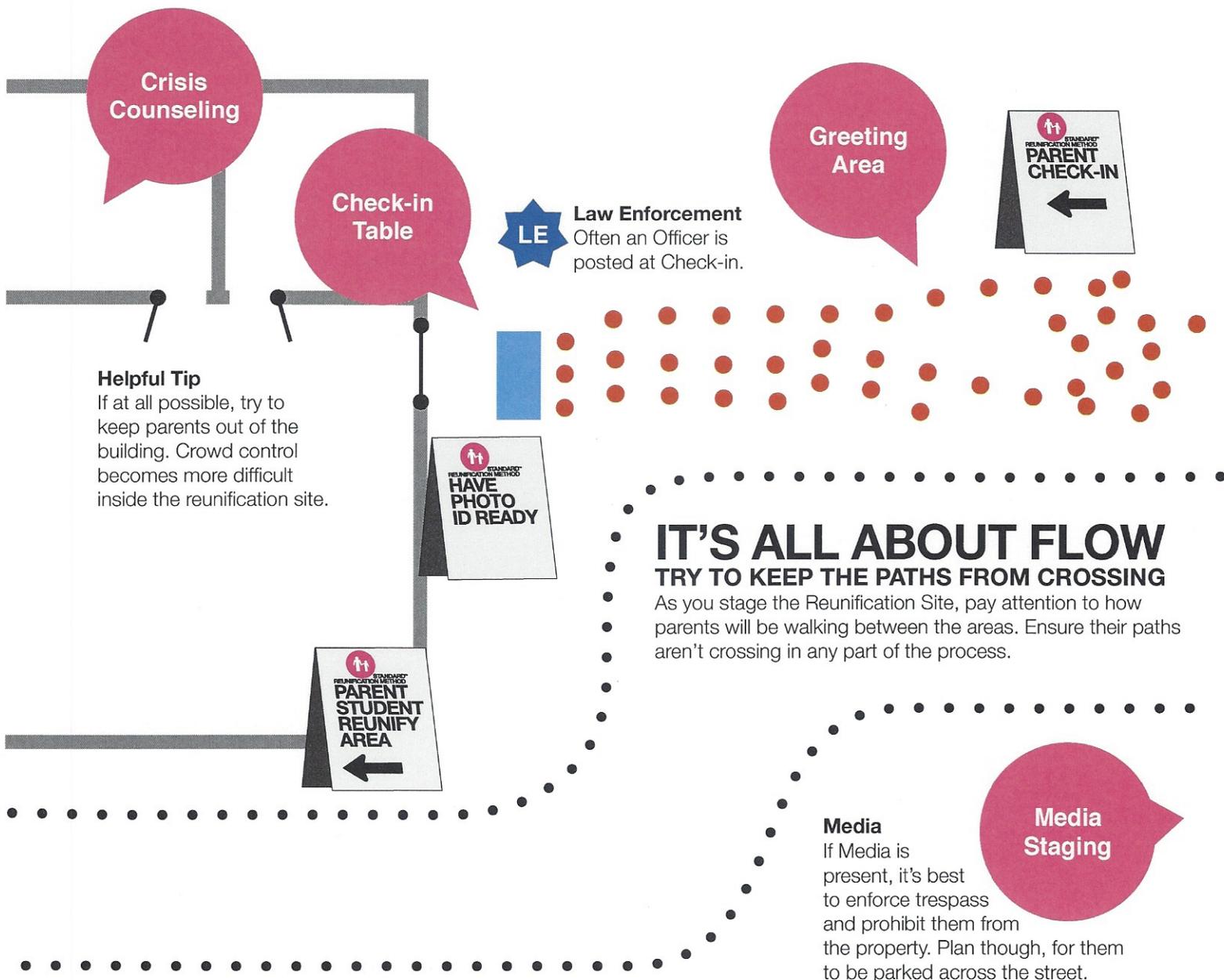
Reunification Site

CHECK-IN TABLE SET UP MULTIPLE LINES

Establish parallel check-in lines based on first initial of last name.

REUNIFICATION AREA PARENT STUDENT REUNIFICATION

As their tasks are completed, Greeters and Checkers can be reassigned as Reunifiers.



SRM The Process

STEP 1 GREETINGS

As parents arrive at the reunification site, Greeters explain the process and distribute Reunification Cards.

STEP 2 PARENTS FILL OUT CARD

Parents complete the information requested on the card, and begin to self sort into lines

STEP 3 CHECKERS VERIFY ID

Parent custody is verified. The card is torn on the perforation and the bottom is returned to the parent. The top is given to the Accountant.

Reunification Information PLEASE PRINT CLEARLY!
Have photo identification out and ready to show school district personnel.

Student Name _____
Student Grade _____ Student Cell Phone Number _____
Name of person picking up student _____
Signature _____
Phone number of person picking up student _____
Relationship to student being picked up _____
Photo identification matches name of person picking up student? Y or N _____

Parent completes:
Print Student Name Again _____ School personnel completes upon release of student
Student Grade _____
Student Birthday _____

Reunification Information PLEASE PRINT CLEARLY!
Have photo identification out and ready to show school district personnel.

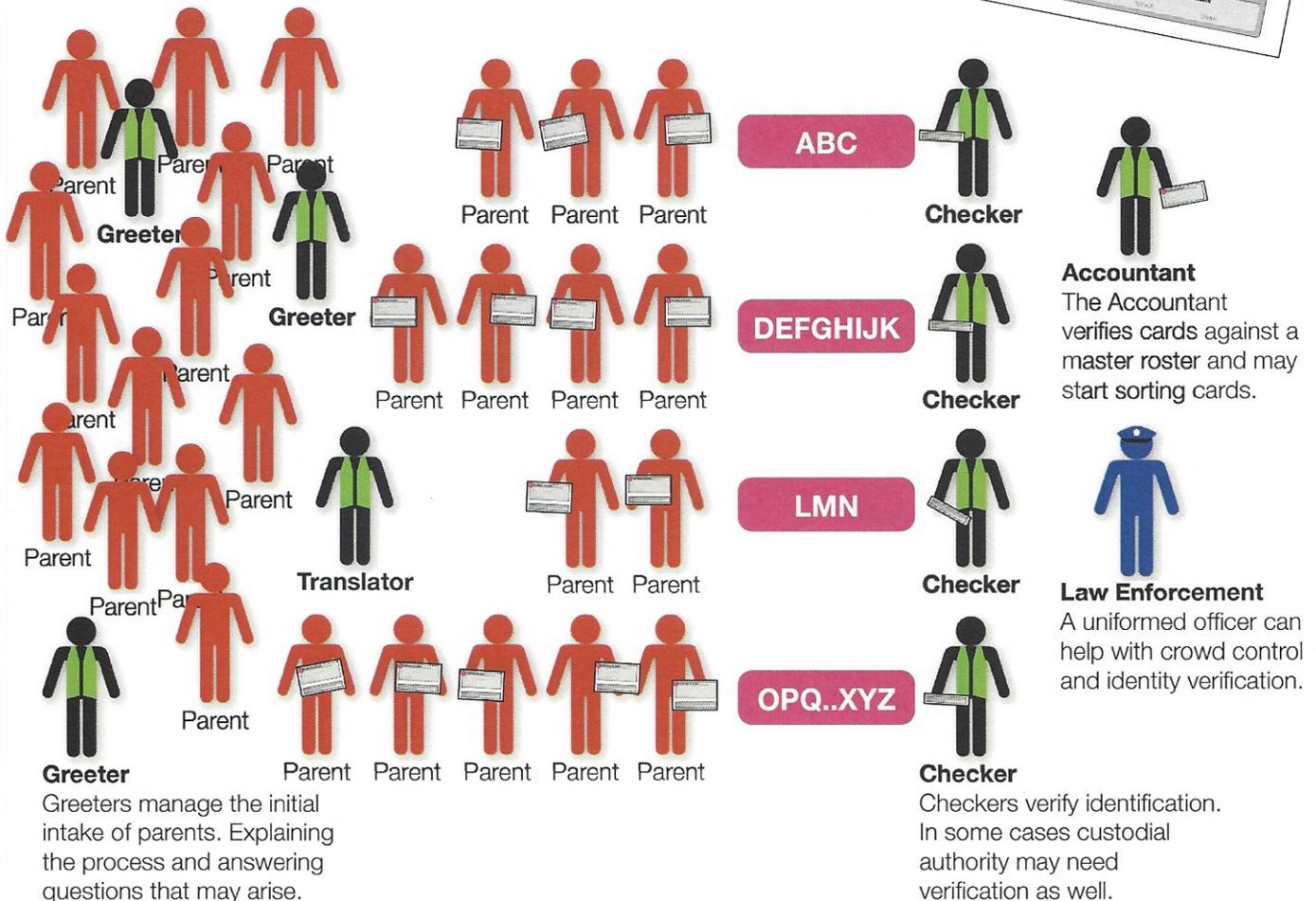
Student Name Suzie Smith
Student Grade 8th Student Cell Phone Number 720-554-1212
Name of person picking up student John Smith
Signature John Smith
Phone number of person picking up student 720-554-7123
Relationship to student being picked up Parent
Photo identification matches name of person picking up student? Y or N _____

Parent completes:
Print Student Name Again Suzie Smith
Student Grade 8th School personnel completes upon release of student
Student Birthday July 4th 2004

Reunification Information PLEASE PRINT CLEARLY!
Have photo identification out and ready to show school district personnel.

Student Name Suzie Smith Student Cell Phone Number 720-554-1212
Student Grade 8th Name of person picking up student John Smith
Signature John Smith
Phone number of person picking up student 720-554-7123
Relationship to student being picked up Parent
Photo identification matches name of person picking up student? Y or N _____

Parent completes:
Print Student Name Again Suzie Smith
Student Grade 8th School personnel completes upon release of student
Student Birthday July 4th 2004



in 6 easy steps

STEP 4 REUNIFICATION AREA

At the Reunification Area, parents give the bottom of the card to a Reunifier. The Reunifier goes to the Assembly area to recover the student.

Parent completes: Suzie Smith	School personnel completes upon release of student
First Student Name Again: Suzie Smith	
Student Grade: 8th	
Student Birthday: July 4th 2004	

STEP 5 STUDENT REUNIFICATION

The Reunifier returns the student to their parents. They then note the time and initial the bottom of the card.

Parent completes: Suzie Smith	School personnel completes upon release of student
First Student Name Again: Suzie Smith	
Student Grade: 8th	
Student Birthday: July 4th 2004	15:25 PH

STEP 6 ACCOUNTABILITY

The Reunifier delivers the bottom of the card to the Accountant. The Accountant may start sorting the cards.

Parent completes: Suzie Smith	School personnel completes upon release of student
First Student Name Again: Suzie Smith	
Student Grade: 8th	
Student Birthday: July 4th 2004	15:25 PH



Principal

It may be beneficial to have the school principal in the area where students and parents are reunited.

WHAT IF? THE STUDENT ISN'T THERE

If the student isn't in the Assembly Area, the Reunifier hands the card to a Victim Advocate/Crisis Counselor.

Parent completes: Suzie Smith	School personnel completes upon release of student
First Student Name Again: Suzie Smith	
Student Grade: 8th	
Student Birthday: July 4th 2004	

SEPARATE PARENT FROM THE LINE

The Victim Advocate/Crisis Counselor then separates the parent from the other parents in line and brings them to a private location.



Law Enforcement

A uniformed officer can help with crowd control and keep the peace.



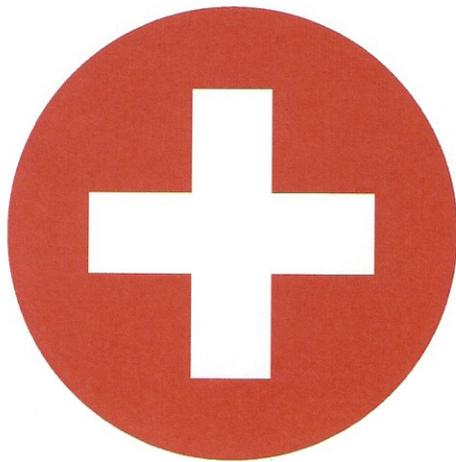
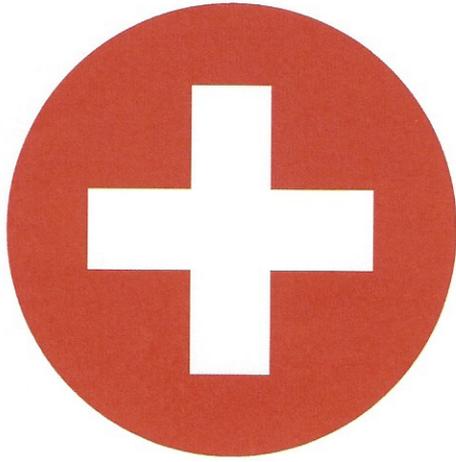
HELP

HELP

OK

OK

MEDICAL HELP



MEDICAL HELP



STANDARD RESPONSE PROTOCOL



HOLD In Your Room Or Area

Students:

- Clear the hallways and remain in the area or room until "All Clear" is announced
- Do business as usual

Adults and staff:

- Close and lock the door
- Account for students and adults
- Do business as usual



SECURE

Get Inside. Lock Outside Doors.

Students:

- Return to inside of building
- Do business as usual

Adults and Staff:

- Bring everyone indoors
- Lock outside doors
- Increase situational awareness
- Account for students and adults
- Do business as usual



LOCKDOWN

Locks, Lights, Out Of Sight

Students:

- Move away from sight
- Maintain silence
- Do not open the door

Adults and Staff:

- Recover students from hallway if possible
- Lock the classroom door
- Turn out the lights
- Move away from sight
- Maintain silence
- Account for students and adults
- Do not open the door
- Prepare to evade or defend



EVACUATE To Announced Location

Students:

- Leave stuff behind if required to
- If possible, bring their phone
- Follow instructions

Adults and Staff:

- Bring roll sheet and Go Bag (unless instructed not to take anything with them, dependent on reason for evacuation.)
- Lead students to Evacuation location
- Account for students and adults
- Report injuries or problems using Red Card/ Green Card method.



SHELTER For A Hazard Using Safety Strategy

Safety Strategies might include:

- Evacuate to shelter area
- Seal the room
- Drop, cover and hold
- Get to high ground

Students:

- Use appropriate safety strategy

Adults and Staff:

- Lead safety strategy
- Account for students and adults
- Report injuries or problems using Red Card/Green Card method

In the event of an evacuation, take this card with you. To use this card, fold along dotted lines so the appropriate message is outward facing.

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Lexington Public Schools

First Presbyterian Church, Lexington, bids \$100.00 each for two decorative cast aluminum light poles in as is condition.

A handwritten signature in cursive script, appearing to read "Bruce Rickertsen".

Bruce Rickertsen

Chairman Properties Committee

308-325-1122

Jack Gilligan
#8 McCance Rd Cozad, Ne 69130
308-217-2359

Bidding \$4,000.⁰⁰
for modular building



Order

Order Number 55823
 Created Date 7/29/2022
 Expiration Date 8/28/2022

Agile Sports Technologies, Inc. dba Hudl
 600 P Street, Suite 400
 Lincoln, NE 68508

Address Information

Bill To Name	Lexington High School	Ship To	United States
Bill To Email	phil.truax@lexschools.org		
Bill To	705 West S13th St. Lexington, Nebraska 68850-1212 United States		

Terms

Contract Value	USD 39,000.00	Billing Frequency	Annual
Est. Start Date	8/15/2022	Promotion	Every Play Earn 5K
Est. End Date	8/14/2025	Customer Rev Share	60%
Year 1	USD 13,000.00	Charging Viewers	Yes
Year 2	USD 13,000.00	Revenue Share	Check
Year 3	USD 13,000.00	Payment Preference	

Type of Package Select Package

Product List

Hudl Subscriptions

- 1 - Wrestling (Mens) Hudl Gold
- 1 - Wrestling (Womens) Hudl Gold
- 1 - Baseball (Mens) Hudl Gold
- 1 - Golf (Coed) Hudl Gold
- 1 - Softball (Womens) Hudl Gold
- 1 - Track & Field (Coed) Hudl Gold
- 1 - Cheer & Spirit (Womens) Hudl Gold
- 1 - Dance & Drill (Womens) Hudl Gold
- 1 - Other (Womens) Hudl Gold
- 1 - Other (Coed) Hudl Gold
- 1 - Performing Arts (Coed) Hudl Gold
- 1 - Soccer (Mens) Hudl Gold
- 1 - Soccer (Womens) Hudl Gold
- 1 - Basketball (Mens) Hudl Gold
- 1 - Basketball (Womens) Hudl Gold
- 1 - Volleyball (Womens) Hudl Gold
- 1 - American Football (Mens) Hudl Gold

Hudl Assist

- 1 - Mens Football Unlimited Game + Scout 24 hr
- 1 - Mens Soccer Unlimited Game + Scout 24 hr
- 1 - Womens Soccer Unlimited Game + Scout 24 hr
- 1 - Womens Volleyball Unlimited Game + Scout 24 hr
- 1 - Mens Basketball Unlimited Game + Scout 24 hr
- 1 - Womens Basketball Unlimited Game + Scout 24 hr



Order

Additional Products and Services

- 1 - Football Hudl Streaming 60%
- 1 - Football Playtools
- 1 - Football Hudl Sideline Premium
- 1 - Basketball Hudl Focus Indoor
- 1 - Football Hudl Focus Outdoor
- 1 - Football Focus Exchange Network

Authorized Signature

Signature: 

Name: Caitlin Kunz

Title: Hudl Sales Manager

Effective Date: Jul 29, 2022

Signature: 

Name: Phil Truax

Title: Athletic Director

Effective Date: Aug 1, 2022

This Order and Organization's use of the products described on this Order are governed by the parties' written agreement or, if none exists, the Organization Terms of Service located at www.hudl.com/eula (in either case, the "Agreement") including any Orders executed in connection with the Agreement, except that (1) Organization's participation in the Every Play, Earn \$5k Promotion is governed by the Promotion Terms found at www.hudl.com/everyplay/terms; and (2) Organization's use of the Hudl Streaming Service is also governed by the Hudl Streaming Terms found at www.hudl.com/terms/streaming.

First Invoice will be sent 30 days before the start date once the executed order form is returned to Hudl by the customer. Payment terms are net 30.

If this Order is returned to Hudl after the estimated start date identified above, Hudl may adjust the start and end dates to reflect the actual dates of service without changing the total days of service or price. If Organization currently has existing services with Hudl, the products described in this Order will be effective for the remainder of the current subscription term.

Prices shown above do not include any taxes that may apply. Any such taxes are the responsibility of the customer. If you are a tax-exempt organization please provide a copy of your certificate at your earliest convenience. This is not an invoice.

Due to Hudl's systems integration following the BlueFrame acquisition, Shared Revenue Payouts earned before September 30, 2022, will be deferred for one quarter and paid out in accordance with the Quarter 4 payout schedule set forth in the Hudl Streaming Terms.



InPath Devices
 3610 Dodge Street
 Suite 200
 Omaha, Nebraska 68131
 Main: 402-345-9200

Estimate

EST-20747

Bill To
Lexington Public Schools
 Accounts Payable
 PO Box 890
 Lexington, Ne 68850

Ship To
 Lexington Public Schools
 Nick Hall
 Administrative Offices
 300 S. Washington
 PO Box 890
 Lexington, Ne 68850

Estimate Date : 07/22/22
 Reference# : 5 year ShoreTel/Mitel
 Partner Support Renewal
 Sales person : Diana Knapp

#	Item & Description	Qty	Rate	Amount
1	MIT-Partner Sup. 5yr, No Phones ShoreTel/Mitel Partner Support Expires 8/26/22 Mitel Partner Support (5 Year, No Phones)	1.00	49,902.40	49,902.40
2	MIT-INPATH MAINTENANCE ShoreTel/Mitel Partner Support Expires 8/26/22 5 years of system maintenance for Mitel phone system. Requires purchase of Mitel Partner Support. Excludes System redesign, Server support, network support and support outside the scope of work.	1.00	12,475.60	12,475.60
			Sub Total	62,378.00
			Total	\$62,378.00

Notes

Looking forward for your business.



InPath Support & Maintenance Agreement (v122820)

- I. Maintenance Services:** Lexington Public Schools (hereinafter referred to as “Customer”) designates InPath Devices, Inc. d/b/a InPath (hereinafter referred to “InPath”) as its sole and exclusive service agent for Maintenance Services, as defined in the Section (Maintenance Objectives) for the equipment listed in **Appendix A**, including any improved features and models of such equipment (hereinafter referred to as “Equipment”). This agreement also includes the cost of the Mitel license for software updates, Director, TAC Tech Support and NBD (next business day) replacement warranty for all covered “core” Mitel equipment (eg, telephony switches and telco gateways from Mitel – but excluding phones) listed in Appendix A. In accordance with the terms and conditions of this Agreement, InPath shall provide to Customer, during the term of this Agreement, Maintenance Services summarized as follows:
- a.** Remedial Maintenance services upon request by Customer in order to restore malfunctioning operating component parts of the Equipment to proper working order.
 - b.** Priority response to Customer requests for Remedial Maintenance and/or service work over other standard types of InPath service arrangements.
 - c.** Consultation and appropriate, competent advice regarding Equipment requirements.
- II. Maintenance Objectives:**
- a.** Malfunctions (classified as a Priority 1 failure as defined in **Appendix B**, 'Responsibility Classifications'), InPath will use its best efforts to begin to deliver its services in response to Customer’s requests within two (2) hours from InPath receipt of Customer's telephone request for service, such response time to be calculated only during the hours of coverage selected by Customer as defined below. Any and all labor performed for major malfunctions is to be done remotely unless that option is not possible. If On-Site labor is necessary, Customer is responsible for any costs associated with that work if not included in purchased support plan. Customer will be charged standard rates for such work unless otherwise detailed in this Agreement. InPath may at its own discretion provide optional onsite assistance through a sub-contracted third party.
 - b.** With respect to response times for Minor Malfunctions of Equipment (classified as a Priority 2 failure as defined in **Appendix B**, 'Responsibility Classifications'), InPath policy is to respond if needed to Customer's request for service within four (4) hours from receipt of Customer's telephone request for service. Any and all labor performed for minor malfunctions is to be done remotely unless that option is not possible. If On-Site labor is necessary, Customer is responsible for any costs associated with that work if not included in purchased support plan.



Customer will be charged standard rates for such work unless otherwise detailed in this Agreement. InPath may at its own discretion provide optional onsite assistance through a sub-contracted third party.

- c. InPath also provides an online InPath Support Portal where Customer can create, update and view all support tickets. It is recommended that Customer uses this portal for creating support tickets for Minor Malfunction only as the support portal is not equipped to properly escalate Major Malfunctions. The InPath Support Portal link is below: help.inpath.com Users can also send requests for support to support@inpath.com.
- d. InPath provides coverage Twenty-Four (24) hours a day, Seven (7) days a week and Three Hundred Sixty-Five (365) days a year. However, covered work performed outside normal business hours (8am to 5pm Central Time M-F Excluding holidays) will be subject to a Fifty Dollars (\$50.00) per hour “after hours” fee.
- e. This Agreement will entitle Customer to a preferred rate of One Hundred and Fifty Dollars (\$150.00) per hour on labor outside the scope of this agreement. After-hour charges of an additional 50% apply to work done outside “business hours” – (8am – 5pm M-F Excluding holidays). InPath reserves the right to make reasonable changes these rates upon written notice.

Proactive Monitoring:

- a. Proactive monitoring of Mitel Network Corporation (hereinafter referred to as “Mitel”) will be provided by InPath on a Twenty-Four (24) hours a day, Seven (7) days a week and Three Hundred Sixty-Five (365) day a year basis.
- b. All appropriate alarms from the Mitel will be sent via email to InPath Network Operations Center (NOC) and treated in the following manner.
 - i. InPath will attempt to rectify the problem remotely and notify the Customer thereafter.
 - ii. In the event that the problem is not rectified remotely, the Customer will be notified and an engineer will be assigned to resolve the problem.

III. Term: The term of this Agreement commences as of the date set forth in **Appendix C** hereof and covers the period stipulated in **Appendix C** hereof. This Agreement shall not be effective and shall not bind InPath to provide any maintenance services to Customer until accepted by the signature of a duly authorized representative of Customer.

IV. Termination for Convenience: Either Party may terminate InPath’s duties and obligations hereunder, for any reason whatsoever, upon not less than one hundred and eighty (180) days prior Notice to the other party delivered in writing stating such party’s intention to terminate.

V. Termination for Cause (Customer): Customer may terminate InPath’s duties and obligations for cause with thirty (30) days written Notice to InPath indicating which



substantive term(s) of this Agreement have not been met by InPath and providing that InPath is given a one hundred and eighty (180) day period in which to correct any such non-compliance. Should any such non-compliance remain after the one hundred and eighty (180) day correction period has expired, the contract shall be immediately cancelled and any unused prepaid funds will be prorated and returned to the Customer.

- VI. Termination for Cause (InPath):** Upon and during a “Customer Default” as defined in this subsection, InPath in its sole discretion may suspend Maintenance Services and other services InPath provides under this Agreement, and/or bill for Maintenance Services at then-applicable time and materials rates, and/or suspend all credit and perform on a cash-only basis, and/or pursue any other legal or equitable remedies available.
- a. A "Customer Default" Includes:
 - i. Customer's failure to meet any payment obligation under this Agreement or any other agreement between InPath and Customer, which failure continues for ten (10) days after date of written Notice of such failure.
 - ii. Customer's failure to perform any other material condition or material obligation under this Agreement or any other agreement between InPath and Customer, which failure continues for thirty (30) days after date of written notice specifying the nature of such failure.
 - b. Customer shall be liable for any and all outstanding charges
 - c. NOTWITHSTANDING THE FOREGOING, IT IS STIPULATED AND AGREED THAT THE HEREIN AGREEMENT IS COMPRISED OF TWO (2) COMPONENTS, WHICH INCLUDE THE FOLLOWING:
 - i. The Mitel Component includes support from Mitel to the designated “Support Partner”. Next Business Replacement of the covered core Mitel hardware, and a license to all Mitel software upgrade. The Mitel Component represents eighty percent (80%) of the value of the Agreement and cannot be canceled or refunded. But, can be transferred to any other authorized Mitel reseller.
 - ii. The InPath Component represents twenty percent (20%) of the Agreement and that part of the Agreement can be cancelled with or without cause with one hundred and eighty (180) days Notice and is thereafter subject to a prorated refund.
 - iii. In the event Customer decides to terminate the duties and obligations of InPath, Customer will be obligated to pay a Five Hundred Dollars (\$500.00) Change of Provider (hereinafter referred to as “COP”) fee. This fee will apply even if Customer elects not to choose a new Provider.
- VII. Transferability:** Transferability is based on specific services purchased. Please refer to **Appendix C** for a listing and explanation of what if any services are transferable in this



Agreement. Notwithstanding the above, InPath retains the right to assign this Agreement to any other party at any time.

VIII. **Charges and Taxes:**

- a. Payment for Maintenance Services shall be due annually unless otherwise designated in **Appendix C** and payable within ten (10) days following the invoice date but not later than the current expiration date for renewals.
- b. Payments for Renewals paid after the expiration date of the then current contract are subject to a re-instatement fee.
- c. Payment for work performed on a time and materials basis (hereinafter referred to as "T&M Work") hereunder shall be paid upon completion.
- d. Any sum not paid when due shall bear interest at one and a half percent (1.5%) per month, from the date due to the date of actual payment.
- e. All quoted prices exclude all applicable State and Local taxes. All taxes are the responsibility of the Customer. InPath will invoice Customer for sales taxes if applicable and Customer agrees either to pay to InPath amounts covering such taxes (as determined by tax authorities) or to provide evidence necessary to sustain an exemption therefrom.
- f. Changes in station line quantities, port counts, equipment specifications, attachments or features may result in an adjustment of the specified Base Yearly Charge. Such adjustments will occur at the time of the change and will require notification sent from InPath to Customer.

IX. **Conditions**

- a. **InPath Responsibility:** InPath responsibility with respect to the Maintenance Services shall be limited to either (i) Customer's side of interconnect devices connecting the Equipment to the telephone system operated by the local telephone utility, or (ii) if no such interconnect devices exist, Customer's side of the point of connection between the Equipment and said local telephone system.
- b. **Customer Maintenance:** Customer agrees to maintain the network and servers in accordance with the standards and procedures specified by Mitel and by accepted best practices.
- c. **Unauthorized Work:** This Maintenance agreement provides support to maintain the Customer's phone system based on the design and functionality in place at the initiation of the agreement. It does not include service work, or moves, additions, and changes, or other work performed on the Equipment by others during the term of this Agreement without InPath written consent, shall entitle InPath to increase the charges for the Maintenance Services hereunder to adjust for any increased costs resulting therefrom. In addition, if further repairs are required by InPath to restore the Equipment to good and maintainable operating conditions, such repairs will be made at InPath T&M rates.



- d. **Access:** Customer shall ensure that InPath personnel have reasonable and immediate access to the Equipment upon the arrival by InPath personnel at Customer's site as well as remotely. InPath will provide Customer with designated points of contact and make all arrangements for its maintenance personnel to receive such notification. Customer shall make available to InPath, at no charge, the use of any Customer owned/controlled equipment, attachments, or features which are not covered under this Agreement, but which are necessary for the proper maintenance of covered.
- e. **Toll Fraud:** In no way is InPath liable for any toll fraud that may occur.
- f. **Healthy and Safety Compliance:** InPath and the Customer will adhere to all applicable health and safety laws, rules and regulations including the Occupational Safety and Health Administration's ("OSHA") Rules and Regulations. The Customer shall be responsible for the removal of any hazardous material (e.g. asbestos) or correction of any hazardous condition that affects InPath performance under this Agreement. InPath shall have the right to suspend all work until such hazards are removed or corrected. InPath shall not be liable for delays caused by such suspensions of work.
- g. **Equipment:** Equipment covered by this Agreement shall be in good and maintainable operating condition as of the commencement of this Agreement. Equipment (other than equipment newly purchased from InPath), is subject to inspection by InPath in order to determine that such Equipment is in good and maintainable operating condition. Work determined to be necessary to bring such Equipment into good and maintainable condition must be completed prior to commencement of services under this Agreement. InPath shall perform any such necessary work at prevailing InPath rates; however, InPath shall provide Customer notice in advance of the scope and cost of such work, and InPath shall not commence work without Customer's authorization.
- h. **Documentation and Record Access:** All documentation and records relating to the Equipment, cable plant and software shall be made available to InPath for inspection prior to the commencement of services under this Agreement. Work determined to be necessary to bring such records into good and usable condition must be completed prior to the commencement of services under this Agreement. InPath shall perform any such necessary work at the prevailing InPath time and material rates; however, InPath shall provide Customer notice in advance of the scope and cost of such work, and InPath shall not commence work without Customer's authorization.
- i. **Additional Work:** When Customer requests services outside the scope of this Agreement, InPath will utilize its commercially reasonable best efforts to provide such services in a timely manner at the rate listed in Section II, e. Additional complete projects and/or standalone projects excluded.

X. Limitation of Liability



- a. IN NO EVENT SHALL INPATH OR ITS SUBCONTRACTOR BE LIABLE FOR ANY SPECIAL, INDIRECT, INCIDENTAL, OR CONSEQUENTIAL DAMAGES, INCLUDING WITHOUT LIMITATION ANY LOSS OF BUSINESS, REVENUES, GOODWILL, SAVINGS, OR USE (WHETHER OR NOT SUCH DAMAGES WERE FORESEEN AT THE TIME THIS AGREEMENT WAS MADE) ARISING IN CONNECTION WITH THIS AGREEMENT, THE EQUIPMENT, AND/OR THE INTENDED USE THEREOF. THIS LIMITATION APPLIES TO CLAIMS FOUNDED ON BREACH OF CONTRACT, BREACH OF WARRANTY, PRODUCTS LIABILITY, TORT INCLUDING NEGLIGENCE), OR ANY OTHER THEORY OF LIABILITY.
- b. InPath liability for direct damages under this Agreement, other than property damage or direct bodily injury, is limited to three (3) months of the InPath Component of charges for Maintenance Services hereunder.
- c. Customer indemnifies and holds harmless InPath for any claims, actions, expenses, losses, damages, or liabilities for any property damage or bodily injury (including death) arising in connection with this Agreement or the Maintenance Services provided under this Agreement, except to the extent that any such property damage or bodily injury results from the negligence or willful misconduct of InPath, its officers, employees, or agents including subcontractors.
- d. InPath shall not be liable for any loss, cost, expense, or damages resulting from unauthorized calls made using the Equipment, or other fraudulent activities.
- e. INPATH MAKES NO REPRESENTATIONS OR WARRANTIES OF ANY KIND, EXPRESS OR IMPLIED, WITH RESPECT TO THE EQUIPMENT, OR ITS CONDITION, PERFORMANCE, MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, OR ANY OTHER MATTER.
- f. Customer indemnifies and holds harmless InPath for any claims, actions, expenses, losses, damages, or liabilities arising from allegations that the Equipment was used for illegal monitoring of calls or other illegal activities.

XI. General

- a. **Force Majeure:** InPath shall not be liable or otherwise responsible for any nonperformance or delay in performance of any of InPath obligations under this Agreement during any period in which performance is prevented or hindered by any cause beyond InPath reasonable control, including without limitation, lightning strike and any other acts of God, fire, flood and other weather conditions, war, embargo, refusal of any manufacturer to provide the necessary parts and/or technical support, unavailability of or delays In transportation, strikes, labor disturbances, explosions, riots, laws, rules, regulations, and orders of any governmental authority.
- b. **Cost of Collection:** Customer shall be liable for any expenses incurred by InPath in collecting any amount due under this Agreement and any Orders, or in enforcing any obligation under this Agreement or any Orders, including without limitation Collection Agency Costs, reasonable Attorney's Fees, and Court Costs.



- c. Assignment and Subcontracting:** This Agreement, including any Order entered into hereunder, is not assignable by Customer without InPath's prior written consent, which consent shall not be unreasonably withheld. InPath may assign this Agreement and Orders entered hereunder, in whole or in part, to an affiliate, subsidiary, joint venture, or third party into which InPath is merged or which acquires substantially all of InPath assets or control of InPath; and InPath may freely subcontract any or all of the work hereunder, provided that InPath shall retain responsibility for the work subcontracted.
- d. InPath Employees:** Customer agrees that neither it nor any of its affiliates will employ or offer to employ, solicit, contract with, or otherwise agree with any of InPath employees or representatives including entities primarily owned by such employees or representatives) for the performance of maintenance, service work, or adds, moves, or changes on any equipment provided, installed, or serviced hereunder, or any other services, during the course of this Agreement and within one (1) year of its termination.
- e.** InPath failure at any time to require strict performance by Customer of any of the provisions of this Agreement shall not waive or diminish InPath right thereafter to demand strict compliance therewith, or with any other provision of this Agreement.
- f.** Customer represents that it has authority to enter into this Agreement and that service performed by InPath hereunder will not cause InPath to become liable to any person, firm, or corporation by reason of such performance; and in the event of allegation or assertion of such liability, Customer will indemnify and save InPath harmless from any such claim or any expense arising therefrom.
- g.** Any controversy, dispute or claim arising out of, or relating to, the interpretation of this Agreement shall be first subject to a thirty (30) day negotiation period between the parties in which each party shall disclose to the other all documents, facts, statements and any other relevant information which may have any bearing on this dispute. Should such negotiations fail to resolve the dispute, either party may terminate this Agreement pursuant to section IV.
- h.** This Agreement, governed by the Laws of the State of Nebraska, constitutes the entire Agreement between the parties and supersedes all prior oral and written proposals and communications. This Agreement takes precedence over the language of any implementing Customer purchase order or similar document. No change or counter-offer to this Agreement is effective unless in writing and signed by both parties.
- i.** Any provision of this Agreement that may be judged to be in violation of Local, State or Federal Statutes shall not cause void the entire.
- j.** No action, regardless of form, arising out of this Agreement or the transactions contemplated hereby, may be brought by either party more than two (2) years after the causes of the action arises.



XII. Billable Items NOT covered by Maintenance Agreement

- a.** This is a Maintenance Agreement. Design changes, feature upgrades, server migration, version upgrades, equipment removal or replacement, redesigns and additions are not included. Excluded work can be done under this agreement at a preferential lower rate – billed on a time and material basis.
- b.** This Maintenance Agreement covers your Mitel phone system and does not include coverage of related systems including Telco service servers (including servers running Mitel software), electrical power, networks, network troubleshooting or VPNs. Any work done on any of these systems is out of scope and will be bill on a time and materials basis at a preferential lower rate.
- c.** Support for Desktop Applications is not included in this Maintenance Agreement. This includes but is not limited to Unified Messaging, Faxing, SoftPhone, Personal Call Manager & TAPI applications: Software Application Manufacturer warrants that any software provided works as designed. Any troubleshooting on a customer's PC, Laptop, Notebook, LAN/WAN will be billed on a time and materials basis at a preferential lower rate.
- d.** Software Version Upgrades beyond the original version installed at the start of the contract (or versions later upgraded by InPath) are not included. The Agreement does include software updates or patches applied to original version of the software (or versions upgraded by InPath) up to once per year.
- e.** The cost of after-hours Servers restarts are not covered by this Agreement.
- f.** The Agreement does not cover the cost of fixing problems caused by intentional or grossly negligent acts of Customer or any third party.
- g.** The Agreement does not cover the cost of fixing problems caused by Accidents, casualty (including without limitation fire and lightning, flood, earthquake, acts of God, war, riot, natural disaster damage), neglect, misuse, or any other than normal use in the manner described in the Equipment specifications and/or specified by InPath.
- h.** The Agreement does not cover the cost of fixing problems caused by an act or event occurring external to the Equipment which directly or indirectly causes a failure or malfunction in the Equipment, Including without limitation, failures or malfunctions of trunk lines or toll lines, cables, or other equipment connecting the Equipment to the telecommunications system of the operating telephone utility, abnormal environmental conditions (e.g. water inundation), improper or lack of battery backup, or power fluctuations or failures which adversely affect the Equipment.
- i.** The Agreement does not cover the cost of repair, maintenance, or increase in normal service time resulting from Customer's failure to provide a suitable Equipment environment as required in the Equipment specifications, or any other failure of Customer to perform its responsibilities under this Agreement.



- j. The Agreement does not cover costs caused by any other acts or events that may adversely affect the Equipment's performance, occasioned by acts of Customer or any third party, or Customer's or a third party's use of the Equipment in combination with any other apparatus, device, or other system not supplied or approved as to such combined use by InPath.
- k. The Agreement does not cover the cost of Admin, Operator and Station User training assistance.
- l. The Agreement does not cover the cost of consulting services related to Customer's system for purposes including but not limited to programming changes, reconfiguration, use or integration with other systems or services not in place at the time of initiating this contract.
- m. The Agreement does not cover the cost of any other service not required to keep the Equipment in good operating condition for normal use.

Customer Support Contacts

1. Name _____ Phone _____
 Email _____ Cell _____

2. Name _____ Phone _____
 Email _____ Cell _____

Contract Authorization

Customer: Lexington Public Schools

InPath Devices, Inc. d/b/a **InPath**

Name/Title: _____

Name/Title: _____

Signature: _____

Signature: _____

Date: _____

Date: _____

Mailing Address: _____

Mailing Address: 3610 Dodge Street, #200
 Omaha, NE 68131



Appendix A

Covered Assets:



Appendix B

RESPONSIBILITY CLASSIFICATIONS:

Major Malfunction (Priority 1) InPath Support (402) 346-0200

- System Down
- System degradation or outage (25% or more of system affected).
- Loss of incoming or outgoing calls capability (25% or more of system affected)
- Loss of Voice Mail Voice Messaging Capabilities (during hours of 8am-6pm M-F)
- Mitel Server down (during hours of 8am-6pm M-F)

Minor Malfunction (Priority 2) InPath Support (402) 346-0200

- Less than 25% system outage
- Intermittent trouble on lines or trunks
- Static on phones or trunks
- Data corruption, which renders peripheral equipment inoperative.
- All other problems not specifically covered by Major Malfunctions listed above



Appendix C

Contract Options as purchased:

Mitel Partner Support (1 Year) \$xxx

- Contract Term: Effective Date
- Mitel Services (80% of contract value) includes:
 - Support for system provided to designated Mitel Partner (no direct customer support)
 - Warranty and Next Business Day replacement for covered Mitel Switches and Core Equipment (3rd party hardware and desk phones excluded).
 - Access to Mitel Software Upgrades
 - Mitel Services are non-refundable – but can be transferred to any Mitel Connect Certified Service Provider
- InPath – Services
 - Includes:
 - Break/Fix repair of the system as originally installed configuration
 - Excludes:
 - Installation of System Upgrades
 - Reinstallation of System at new location or on a new server

SERVICE AGREEMENT

with Lexington Regional Health Center

THIS AGREEMENT is entered into by and between **Lexington Public Schools**, legally known as Dawson County School District 24-0001 (“District”) and Lexington Regional Health Center, a Nebraska Hospital District (“Contractor”).

In consideration of mutual covenants, the parties agree as follows:

1. **Scope of the Contract.** Contractor shall provide to the District the goods and/or services identified in **Exhibit A** which is attached and incorporated herein by this reference. Contractor affirms that throughout the term of this contract the service provider will hold a valid and appropriate certification, licensure, or authorization from any required entity to provide the services in the State of Nebraska, which certification, licensure, or other documentation shall be provided to the District prior to the provision of any services under this Agreement.
2. **Payment Terms/ Payment Schedule.** The District shall pay for services rendered on the terms and payment schedule as set forth in **Exhibit B** which is attached hereto and incorporated herein by this reference.
3. **Term.** The Term of this agreement is defined in Exhibit A. This Agreement may be terminated at any time with or without cause and with 30 days prior written notice by either party.
4. **Duty to Report.** Contractor shall report any of the following regarding the service provider to the District’s Superintendent within 24 hours of its occurrence or at the beginning of the next school day, whichever is earlier:
 - A. Any criminal citation if the alleged offense is a misdemeanor or felony under federal or Nebraska law or in the state in which the alleged offense occurred;
 - B. Any arrest for any reason;
 - C. Any criminal conviction;
 - D. Any sentence of incarceration;
 - E. Any criminal or civil filing or Department of Health and Human Services or law enforcement investigation against the employee for child abuse and/or neglect;
 - F. Any complaint or other administrative filing against the employee that could impact any certificate or professional license held by the employee;
 - G. Any action or threat of action by any entity against the employee's driver's license or ability or authority to operate a motor vehicle if the employee's job duties may require the operation of a motor vehicle.

The District may terminate this Agreement immediately if the Contractor fails to make a report required by this paragraph.

5. **Governing Law; Designation of Forum.** This Agreement is governed by and construed in accordance with the laws of the State of Nebraska. Any action to enforce this Agreement must be brought in the state or federal courts of the State of Nebraska. Mandatory and exclusive venue for any disputes shall be in Dawson County, Nebraska.
6. **Indemnification.** The work performed under this Agreement will be performed entirely at Contractor's risk as described in 6.A, B, C, D, and E below, and Contractor assumes

responsibility for legal liability associated with the performance of this Agreement as described in 6.A, B, C, D, and E below.

- A. Contractor hereby waives and agrees to indemnify and save harmless the District and its officials, agents, employees, and volunteers (hereinafter collectively referred to as “Indemnitees”), against claims of injuries, death, damage to property, liabilities, judgments, costs and expenses which may otherwise accrue against Indemnitees in consequence of any intentional misconduct or negligent acts or omissions on the part of Contractor.
 - B. Contractor shall, at its own expense, appear, defend and pay all charges of attorneys and all costs and other expenses arising therefrom or incurred in connection with any liability described in 6.A. above.
 - C. If any judgment shall be rendered against the District in any such action as described in 6.A. above, Contractor shall, at his or her own expense, satisfy and discharge the same.
 - D. Any performance bond or insurance protection required by this contract, or otherwise provided by Contractor, shall in no way limit the responsibility to indemnify and save harmless and defend the Indemnitees as herein provided.
 - E. Contractor's obligation to indemnify and save harmless any Indemnitees will survive the expiration or termination of this Agreement by either party for any reason.
7. **Insurance.** Contractor shall secure and keep in force during the term of this Agreement the following insurance coverages from insurance companies or government self-insurance pools authorized to do business in Nebraska: **commercial general liability, employer's liability, and workers compensation (if applicable)**, with minimum liability limits in amounts and form that is satisfactory to the District. Contractor shall furnish a certificate of insurance to the undersigned representative prior to commencement of this Agreement. Failure to provide insurance as required in this agreement is a material breach of contract entitling the District to terminate this Agreement immediately.
8. **Public Records.** Contractor acknowledges that the District must comply with NEB. REV. STAT. § 84-712 through § 84-713 and release public records as defined by law upon request, which may include this Agreement and all records created and maintained in relation to this Agreement.
9. **Publicity.** The District does not endorse the services of Contractor. Except for listing the District as a client during the term of this Agreement, news releases or other publicity concerning this Agreement must not be made by Contractor without the prior written approval of the District.
10. **Drug/ Alcohol/ Tobacco/ Weapons Free Workplace.** Contractor and all subcontractors, if any, shall not manufacture, sell, distribute, dispense, possess or use controlled substances or marijuana, as defined by Nebraska law, during the performance of this Agreement while on District premises or at District-related functions. Contractor and all subcontractors, if any, shall not possess any weapon, as defined by Nebraska law and the federal “Drug-Free Schools Act,” on District property or at District-related functions. Contractor and all subcontractors, if any, also shall adhere to all District policies and regulations that prohibit the possession, distribution,

sale, dispensation, or use of any alcohol or tobacco products while on District premises or at District-related functions. Failure to comply with this provision may be considered a material breach. The District may suspend or terminate Contractor, subcontractor, or both if it violates these laws, regulations, or policies or this provision.

11. **Nondiscrimination.** Contractor and all subcontractors, if any, shall not discriminate against any employee or applicant who is to be employed for performance of this Agreement with respect to his or her hire, tenure, terms, conditions, or privileges of employment, because of his race, color, religion, sex, disability, or national origin.
12. **Confidential Information.** Contractor may have access to certain confidential information while providing services under this Agreement including, but not necessarily limited to, student or employee information. Contractor understands that state and federal law prohibit the disclosure of certain records or information to any unauthorized person without a written release from an individual authorized by law to provide it. Contractor understands that unauthorized access, use, disclosure, or modification of student or employee records or other confidential information will result in the immediate termination of this Agreement and may result in other consequences imposed by law.
13. **Independent Contractor.** Contractor is an independent contractor under this contract and is not a District employee for any purpose. Contractor retains sole and absolute discretion in the manner and means of conducting Contractor's activities and responsibilities under this Agreement, except to the extent specified in this Agreement. District does not agree to use Contractor exclusively, and Contractor is free to contract to perform similar services for others while this Agreement is in effect. Contractor shall provide, at its sole expense, continuing education as required for licensure and employees to provide any services under this Agreement. Contractor and its employees are not eligible for any District employee benefits including, but not limited to, insurance, pension plans, paid vacation, sick days, and disability insurance.
14. **Compliance with Laws and Regulations.** Contractor agrees that it shall perform the work called for herein in full compliance with any and all applicable laws, rules and regulations adopted or promulgated by any governmental agency or regulatory body, including the laws of any state or administrative body which may have jurisdiction over Contractor and Contractor's employees and agents. Contractor assumes full responsibility for the payment of all contributions, taxes or assessments, which may be required by any state or nation as to all employees engaged in the performance of work hereunder. Contractor covenants to save the District harmless from any and all liability for state or federal taxes, workers' compensation contributions, and/or any other tax liability or assessment now or subsequently imposed on the District by reason of this Agreement and the services hereunder.
15. **Employment Eligibility Verification.** Contractor shall use the federal immigration verification system to determine the work eligibility status of employees hired on or after October 1, 2009, and who are physically performing services within the State of Nebraska. If the Contractor employs or contracts with any Subcontractor in connection with this Agreement, the Contractor shall include a provision in the contract requiring the Subcontractor to use the federal immigration verification system to determine the work eligibility status of new employees physically performing services within the State of Nebraska.
16. **Taxpayer Identification.** Contractor's federal employer identification number is: #47-6003101.

17. **Sales Tax.** The District is exempt from sales tax and shall not pay any sales tax under this Agreement. The District will provide Contractor with applicable sales tax exemption certificates upon written request.

18. **Student Records.** The parties agree to share data in a manner that safeguards the confidentiality of personally identifiable information in students' education records as defined by the federal Family Education Rights and Privacy Act (FERPA) and any other applicable federal or state laws and regulations. FERPA establishes restrictions on the disclosure and re-disclosure of personally identifiable information in students' education records without the written consent of the parent or eligible student. FERPA permits student information to be used by state educational authorities for the purposes of the evaluation of state or federally supported education programs, and/or conducting research for or on behalf of the state supported schools to improve education.

19. **Notice.** Each party giving any Notice ("Notice") under this Agreement must give written Notice by personal delivery, registered or certified Mail (in each case, return receipt requested and postage prepaid), or nationally recognized overnight courier (with all fees prepaid.) Notice shall be sent to the following addressees at the following addresses:

District: Lexington Public Schools
 Attn: Superintendent
 300 South Washington Street
 P.O. Box 890
 Lexington, NE 68850

With copy to:

Steve Williams, Legal Counsel
KSB School Law, PC, LLO
Cornhusker Plaza
301 South 13th Street, Suite 210
Lincoln, NE 68508

Contractor: Lexington Regional Health Center
 Rehabilitation Services Department
 1201 N. Erie St.
 Lexington, NE 68950

Notice is effective only if the party giving the Notice has complied with this section.

20. **Entire Agreement.** The Agreement is the complete and exclusive expression of the parties' agreement on the matters contained in this Agreement. All prior and contemporaneous negotiations and agreements between the parties on the matters contained in this Agreement are expressly merged into and superseded by this Agreement.

21. **Amendments and Modifications.** The parties may amend or modify this Agreement only by a signed, written agreement by both parties that identifies itself as an amendment or modification to this Agreement. No other alternations in the terms of this agreement shall be valid or binding.
22. **Waivers.**
- A. The parties may waive any provision in this Agreement only by a writing executed by the party or parties against whom the waiver is sought to be enforced.
 - B. No failure or delay in exercising any right or remedy, or in requiring the satisfaction of any condition under this Agreement, shall constitute a waiver or estoppel of any right, remedy or condition.
 - C. A waiver made in writing on one occasion is effective only in that instance and only for the purpose stated. A waiver once given is not to be construed as a waiver on any future occasion or against any other Person.
23. **Severability.** If any provision of this Agreement is determined to be unenforceable, the remaining provisions of this Agreement remain in full force, if the essential terms and conditions of this Agreement for each party remain enforceable.
24. **Counterparts.** The parties may execute this Agreement in multiple counterparts, each of which constitutes an original, and all of which, collectively, constitute only one agreement. The signatures of all of the parties need not appear on the same counterpart, and delivery of an executed counterpart signature page by facsimile or other electronic means is as effective as executing and delivering this Agreement in the presence of the other parties to this Agreement. This Agreement is effective upon delivery of one executed counterpart from each party to the other parties. In proving this Agreement, a party must produce or account only for the executed counterpart of the party to be charged.
25. **Assignment.** This Agreement binds the parties and their respective successors and assignees. Contractor shall not assign or otherwise dispose of this Agreement or any duty, right, or responsibility contemplated in this Agreement to any other person without the previous written consent of the District.
26. **Subcontractors.** Contractor shall not subcontract services or any part of this Agreement without the prior written consent of the District.
27. **Captions.** The descriptive headings of the Articles, Sections and subsections of this Agreement are for convenience only, do not constitute a part of this Agreement, and do not affect this Agreement's construction or interpretation.
28. **Rights and Remedies Cumulative.** Any enumeration of rights and remedies of either party set forth in this Agreement is not exhaustive. Exercise of any right or remedy of either party under this Agreement does not preclude the exercise of any other right or remedy. All rights and remedies are cumulative and are in addition to any other right or remedy set forth in this Agreement, any other agreement between the parties, or which may now or subsequently exist at law or in equity, by statute or otherwise.

29. **Relationship Among Parties.** This Agreement creates no relationship of joint venture, partnership, limited partnership, agency, or employer-employee between the parties, and the parties acknowledge that no other facts or relations exist that would create any such relationship between them. Neither party has any right or authority to assume or to create any obligation or responsibility on behalf of the other party except as may from time to time be provided by written instrument signed by both parties.

30. **Rules of Construction.** The parties hereto have each been represented by counsel, or had the opportunity to be represented, during the negotiation and execution of this Agreement, and therefore waive application of any law or rule of construction providing that ambiguities in the contract will be construed against the party drafting such contract.

31. **Attachments.** Attachments to this Agreement include the following:

Exhibit A - Scope of Services to be provided to the District

Exhibit B - Payment Terms & Schedule

IN WITNESS WHEREOF the parties have executed this Agreement on the last date written below.

DISTRICT:

CONTRACTOR:

By: _____
(Name/Title)

By: _____
Leslie Marsh, CEO

Date: _____

Date: _____

EXHIBIT A
SCOPE OF SERVICES TO BE PROVIDED TO DISTRICT

Lexington Public Schools hereby agrees to purchase occupational and physical therapy services from Lexington Regional Health Center from August 13, 2022 to August 12, 2023. Likewise, Lexington Regional Health Center hereby agrees to provide occupational and physical therapy services to Lexington Public Schools from August 13, 2022 to August 12, 2023.

Occupational and physical therapy services will include the following duties:

1. Evaluation and provision of occupational and physical therapy services to students identified by designated school representatives who may require occupational and physical therapy services.
2. Participation in the development of an IEP/IFSP with the school staff, other therapists and contracted services and parents.
3. Documentation of occupational and physical therapy services provided and to be submitted to the Director of Student Services by the end of each month.
4. Consultation with school staff regarding federal programming and classroom interventions within the scope of practice of occupational and physical therapies.
5. Construction of and/or purchase recommendations for assistive devices and/or classroom interventions which benefit specific special education students as requested by designated school personnel.
6. Provision of in services, workshops and other staff trainings as requested by designated school representatives.

EXHIBIT B

1. Payment Terms/Payment Schedule

- A. The District will pay for the services identified in **Exhibit A** and provided by Contractor under this Agreement as follows:

The District shall pay the Contractor at a rate of \$59.00 per hour for travel and the rate of \$75.00 per hour for therapy and related time. Hours and days of service shall be based upon student need or professional development requested by the District. A schedule of service shall be determined and mutually agreed upon between the District and the Contractor. Mileage shall be reimbursed at \$0.625 per mile, adjustable during the year and not to exceed the state's reimbursable rate per mile. Contractor will invoice the District monthly. Invoices must include:

- 1) Invoice Date
 - 2) Dates of Service
 - 3) Detailed Description of service including initials or student ID of students served, dates and times students were served. For state reporting purposes, it is requested that billing be separated into Birth through Age 2 services, Age 3 through 5 services (PK), and K through age 21 services (School Age).
 - 4) Payment Rate
 - 5) Total Payment Due
 - 6) Remit to Address
 - 7) Contractor Name
 - 8) Contact Information
- B. The District agrees to pay Contractor for all undisputed amounts within thirty (30) days of receipt of invoice, provided that services have been accepted by the District as hereinafter provided.
- C. The procedure for billing and payment for services shall be as specified in this exhibit.

2. Acceptance of Services:

- A. Contractor shall perform any services in accordance with the schedule set forth in this Agreement.
- B. Unless otherwise agreed to by the parties, Contractor shall provide written notification of performances of services to the District via invoice.
- C. The District shall have thirty (30) days from the date of receipt of the invoice to provide Contractor with payment or written notification of acceptance or rejection due to unsatisfactory performance. Unsatisfactory performance shall mean the failure to perform services consistent with the professional skill and care ordinarily provided by physical therapists practicing in the same or similar locality under the same or similar conditions.
- D. If the District issues a rejection notice, Contractor shall as quickly as is practicable, correct or replace all deficiencies at its expense. The District shall not unreasonably withhold or delay its acceptance or rejection.

Out-of State and/or Overnight Travel Request Form

Out-of-state and/or overnight travel requests must be approved by the AD or building principal and the school board prior to departure.

To ensure ample time for processing, please submit this form to your respective administrator 40 days prior to the departure date.

Name of School Group:	Lexington HS Cross Country		
Number of Students Attending:	14 to 18--TBD		
Name of Event:	Rim Rock Classic Cross Country Meeet		
Date(s) of Travel:	Friday, Sept. 23 - Saturday, Sept. 24 2022		
Location (City, State):	Lawrence, KS		
Name of Hotel, if applicable:	Holiday Inn Express (Topeka KS--Wannamaker St.)		
Location of Hotel (City, State):	Topeka KS		
School Vehicle(s) Needed:	<u>Type</u>	<u>Number</u>	<u>Name of Driver(s)</u>
	Bus	Mini bus	District-arranged
	Van	Possibly Van depending on #	
	Car		
Name of Group Sponsor(s):	Sam Jilka		
Names of Additional Chaperones*:	Jose Monrroy		
*must be background-checked if not a school employee			
How is the Trip Being Funded and How Much Will It Cost?		<u>Funding Source</u>	<u>Estimated Cost</u>
	Meals	Activities	\$360
	Entry Fees	Activities	\$200
	Hotels	Activities	\$900
	Other		
<u>Administrator Approval</u>			
Administrator name:			
Administrator signature:			
Date:			
Date of Board approval:			

RESOLUTION ON SCHOOL DISTRICT STANDARDS FOR ACCEPTANCE OR REJECTION OF OPTION ENROLLMENT APPLICATIONS 2022-2023

WHEREAS, Lexington Public Schools is committed to providing an education of high quality to its students in an economically efficient manner; and

WHEREAS, the school district's faculty, facilities, and equipment can serve only a limited number of students effectively; and

WHEREAS, the Lexington Board of Education, in consultation with the administration, has reviewed the school district's faculty, facilities, equipment, interdisciplinary efforts and interrelationships of grades, subjects, and faculty; and has determined the maximum number of students it can serve effectively at any given grade level and in total;

NOW, THEREFORE BE IT RESOLVED that the board adopts the following standards for acceptance or rejection of option enrollment applications for the 2022-2023 school year:

Programmatic Capacity. The board declares the following grade levels, programs, classes, and school buildings to be at capacity such that no option applications into any of the following will be accepted: All district special education, English Learner (EL), and Alternative Education programs. This restriction includes option enrollment students currently qualified to receive one of the above program services, and those who have a history or record of receiving or qualification to receive those services.

Other Standards. The school district shall not accept an option student when acceptance of the student:

- (a) Would increase the operating costs of the school district, such as by requiring the hiring of new staff or contracting with outside entities to provide services to the student;
- (b) Would require the procurement of new equipment, technology, or furnishings;
- (c) Would cause or require the rearrangement of caseloads for staff and contracted professionals;
- (d) Is reasonably deemed by appropriate school staff to pose a potential risk to the health or safety of students or staff;

- (e) May pose a risk of adversely affecting the quality of educational services being provided to resident students, as determined by appropriate school staff.

After the above resolution was read, board member _____ moved for passage of the motion. Board member _____ seconded the motion. After discussion, and on roll call vote, the following members voted in favor of the motion: _____.

The following members voted against the motion:
_____.

The following members did not vote:
_____.

Having been consented to by a majority of the voting members, the board president declared the motion to have been passed and adopted.

Dated this 15th day of August, 2022.

President, Board of Education

PERFORMANCE EVALUATION

Classified Employees Lexington Public Schools

Employee - Position

Date of Last Evaluation

Date of Evaluation

E: EXCELLENT – Exceeds expectations

G: GOOD – Meets expectations

NI: NEEDS IMPROVEMENT – Does not meet expectations; improvement is necessary to meet expectations

U: UNSATISFACTORY – Considerably below expectations; requires immediate attention

I. JOB PERFORMANCE

Quality of Work

Follows through on details and exhibits general ability to handle assigned tasks	<input type="checkbox"/> E <input type="checkbox"/> G <input type="checkbox"/> NI <input type="checkbox"/> U
Comments:	

Quantity of Work

Consistently performs assigned work in time allotted	<input type="checkbox"/> E <input type="checkbox"/> G <input type="checkbox"/> NI <input type="checkbox"/> U
Comments:	

Knowledge of Job

Exhibits thoroughness in learning procedures, tasks and other details; maintains alertness to changing job requirements	<input type="checkbox"/> E <input type="checkbox"/> G <input type="checkbox"/> NI <input type="checkbox"/> U
Comments:	

Job Skills

Possesses skills required to complete tasks	<input type="checkbox"/> E <input type="checkbox"/> G <input type="checkbox"/> NI <input type="checkbox"/> U
Comments:	

Work Habits

Organizes work	<input type="checkbox"/> E <input type="checkbox"/> G <input type="checkbox"/> NI <input type="checkbox"/> U
Takes good care of equipment	<input type="checkbox"/> E <input type="checkbox"/> G <input type="checkbox"/> NI <input type="checkbox"/> U
Promotes economy with district funds and other resources	<input type="checkbox"/> E <input type="checkbox"/> G <input type="checkbox"/> NI <input type="checkbox"/> U
Follows safety regulations/rules	<input type="checkbox"/> E <input type="checkbox"/> G <input type="checkbox"/> NI <input type="checkbox"/> U
Comments:	

Dependability

Follows established work methods	<input type="checkbox"/> E <input type="checkbox"/> G <input type="checkbox"/> NI <input type="checkbox"/> U
Exhibits ability to do job without close supervision	<input type="checkbox"/> E <input type="checkbox"/> G <input type="checkbox"/> NI <input type="checkbox"/> U
Comments:	

II. PERSONAL

Cooperation

Exhibits willingness to adjust to schedule changes	<input type="checkbox"/> E <input type="checkbox"/> G <input type="checkbox"/> NI <input type="checkbox"/> U
Helps others	<input type="checkbox"/> E <input type="checkbox"/> G <input type="checkbox"/> NI <input type="checkbox"/> U
Comments:	

Attitude

Exhibits enthusiasm for work	<input type="checkbox"/> E <input type="checkbox"/> G <input type="checkbox"/> NI <input type="checkbox"/> U
------------------------------	--

Is willing to meet job requirements	<input type="checkbox"/> E <input type="checkbox"/> G <input type="checkbox"/> NI <input type="checkbox"/> U
Readily accepts suggestions	<input type="checkbox"/> E <input type="checkbox"/> G <input type="checkbox"/> NI <input type="checkbox"/> U
Supports goals and objectives of the district	<input type="checkbox"/> E <input type="checkbox"/> G <input type="checkbox"/> NI <input type="checkbox"/> U
Comments:	

Relationships

Exhibits positive relations with co-workers and supervisors	<input type="checkbox"/> E <input type="checkbox"/> G <input type="checkbox"/> NI <input type="checkbox"/> U
Is a good team worker	<input type="checkbox"/> E <input type="checkbox"/> G <input type="checkbox"/> NI <input type="checkbox"/> U
Interacts with students in an appropriate manner	<input type="checkbox"/> E <input type="checkbox"/> G <input type="checkbox"/> NI <input type="checkbox"/> U
Interacts with the public/parents in a professional manner	<input type="checkbox"/> E <input type="checkbox"/> G <input type="checkbox"/> NI <input type="checkbox"/> U
Uses non-sexist and culturally appropriate language	<input type="checkbox"/> E <input type="checkbox"/> G <input type="checkbox"/> NI <input type="checkbox"/> U

Comments:

Personal Fitness

Exhibits emotional stability required for the position	<input type="checkbox"/> E <input type="checkbox"/> G <input type="checkbox"/> NI <input type="checkbox"/> U
Possesses physical abilities necessary to complete essential job requirements	<input type="checkbox"/> E <input type="checkbox"/> G <input type="checkbox"/> NI <input type="checkbox"/> U
Dresses, grooms and maintains appearance appropriate for the position and assigned tasks	<input type="checkbox"/> E <input type="checkbox"/> G <input type="checkbox"/> NI <input type="checkbox"/> U

Comments:

Punctuality and Attendance

Comes to work on time	<input type="checkbox"/> E <input type="checkbox"/> G <input type="checkbox"/> NI <input type="checkbox"/> U
Uses leave appropriately	<input type="checkbox"/> E <input type="checkbox"/> G <input type="checkbox"/> NI <input type="checkbox"/> U
Works through the assigned hours	<input type="checkbox"/> E <input type="checkbox"/> G <input type="checkbox"/> NI <input type="checkbox"/> U
Follows proper reporting procedures	<input type="checkbox"/> E <input type="checkbox"/> G <input type="checkbox"/> NI <input type="checkbox"/> U

Comments:

Initiative

Makes good use of time	<input type="checkbox"/> E <input type="checkbox"/> G <input type="checkbox"/> NI <input type="checkbox"/> U
Conforms to rules and regulations	<input type="checkbox"/> E <input type="checkbox"/> G <input type="checkbox"/> NI <input type="checkbox"/> U
Notices things to do and does them	<input type="checkbox"/> E <input type="checkbox"/> G <input type="checkbox"/> NI <input type="checkbox"/> U

Comments:

Innovation

Employee shows unusual initiative in suggesting improvement in practices, procedures or facility changes within the department. (Optional)	<input type="checkbox"/> E <input type="checkbox"/> G <input type="checkbox"/> NI <input type="checkbox"/> U
--	--

Comments:

Supervisor Comments:

Employee Comments:

Supervisor

Date

Administrator (if applicable)

Date

*

Employee

Date

*Indicates employee has conferenced with supervisor but does not necessarily mean agreement with the evaluation.

TEACHER EVALUATION SCHEDULE

TENURED TEACHERS

YEARS ONE and TWO will include a minimum of:

- 1) One Formal Observation Per Year (full-period or the equivalent of 40 minutes)
- 2) One Written Pre-Observation Document to be Filled Out By the Teacher Prior to Each Formal Observation
- 3) One Written Post-Observation Document to be Filled Out By the Teacher After Each Formal Observation
- 4) One Written "Teacher Goal" Document to be Addressed in Meeting with Evaluating Administrator
- 5) Two Walk-Through Evaluations (written walk-through evaluation notes forwarded to the teacher)

YEAR THREE will include a minimum of:

- 1) One Formal Observation (full-period or the equivalent of 40 minutes)
- 2) One Written Pre-Observation Document to be Filled Out By the Teacher Prior to Formal Observation
- 3) One Written Post-Observation Document to be Filled Out By the Teacher After Formal Observation
- 4) Two Walk-Through Evaluations (written walk-through evaluation notes forwarded to the teacher)
- 5) One Written "Teacher Goal" Document to be Addressed in Meeting with Evaluating Administrator
- 6) One Written Summative Evaluation (address strengths, weaknesses, goals, etc.) *

NON-TENURED TEACHERS

YEARS ONE, TWO and THREE will include a minimum of:

- 1) One Formal Observation Per Semester (full-period or the equivalent of 40 minutes)
- 2) One Written Pre-Observation Document to be Filled Out By the Teacher Prior to Each Formal Observation
- 3) One Written Post-Observation Document to be Filled Out By the Teacher After Each Formal Observation
- 4) Two Walk-Through Evaluations (written walk-through evaluation notes forwarded to the teacher)
- 5) One Written "Teacher Goal" Document to be Addressed in Meeting with Evaluating Administrator
- 6) One Written Summative Evaluation Per Semester (address strengths, weaknesses, goals, etc.) *

** Administrators may conduct additional formal and informal walk-throughs, observations, and/or evaluations as they determine appropriate*

TEACHER SUMMATIVE PERFORMANCE EVALUATION

Lexington Public Schools Teacher Performance Evaluation

Teacher:
 Date:
 Subject:
 Administrator (Observer):

Probationary Teacher (Non-Tenured)

 Permanent Teacher (Tenured)

LPS TEACHER EVALUATION ASSESSMENT: Acceptable Needs Improvement

*This evaluation document will address the following standards:
 (1) Planning & Preparation, (2) Learning Environment, (3) Instructional Strategies (4) Assessment (5) Professionalism*

Evaluation Codes: A – Acceptable N – Needs Improvement

1 - Planning & Preparation	Comments
<p>A <input type="checkbox"/> N <input type="checkbox"/> 1A. Standards are aligned <i>Uses appropriate curricula (including state and national standards) to develop lesson plans.</i></p>	
<p>A <input type="checkbox"/> N <input type="checkbox"/> 1B. Lesson Planning <i>Sets high expectations for student achievement that align with locally determined curriculum and instructional materials.</i></p>	
<p>A <input type="checkbox"/> N <input type="checkbox"/> 1C. Use of Instructional Materials <i>Implements district instructional materials to ensure learning experiences are challenging and engaging.</i></p>	
<p>A <input type="checkbox"/> N <input type="checkbox"/> 1D. Integration of Experiences <i>Uses students' abilities, cultural norms, and personal, family and community experiences when planning for support of differentiated instruction.</i></p>	
<p>A <input type="checkbox"/> N <input type="checkbox"/> 1E. Learning Communities <i>Seeks out and participates in relevant professional growth opportunities and peer collaboration.</i></p>	
<p>A <input type="checkbox"/> N <input type="checkbox"/> 1F. Responsive Data Use <i>Utilizes relevant data to tailor learning to support student academic achievement.</i></p>	
2 - Learning Environment	
<p>A <input type="checkbox"/> N <input type="checkbox"/> 2A. Student Relationships <i>Builds and sustains student relationships.</i></p>	
<p>A <input type="checkbox"/> N <input type="checkbox"/> 2B. Student Experiences <i>Recognizes the importance of academic growth through students' diverse personal experiences.</i></p>	
<p>A <input type="checkbox"/> N <input type="checkbox"/> 2C. Collaborative Learning Environment <i>Creates and maintains a collaborative learning environment to support effective classroom practices.</i></p>	
<p>A <input type="checkbox"/> N <input type="checkbox"/> 2D. Routines, Procedures, Conduct <i>Establishes and communicates effective routines, procedures and clear standards of conduct.</i></p>	
<p>A <input type="checkbox"/> N <input type="checkbox"/> 2E. Student Ownership <i>Sets and maintains high expectations where students reflect on and take ownership of their own learning behaviors.</i></p>	
3 - Instructional Strategies	
<p>A <input type="checkbox"/> N <input type="checkbox"/> 3A. Evidenced-Based Strategies <i>Implements district-supported strategies to ensure student learning.</i></p>	

<p><input type="checkbox"/> <input type="checkbox"/> 3B. Resources <i>Uses evidence-based, district-supported resources.</i></p> <p><input type="checkbox"/> <input type="checkbox"/> 3C. Differentiation <i>Differentiates instruction by using assessment data to adjust instruction based on student needs.</i></p> <p><input type="checkbox"/> <input type="checkbox"/> 3D. Meaningful Learning <i>Engages students in meaningful learning through problem-solving, critical and creative thinking, purposeful discourse and inquiry aligned with district-supported curriculum.</i></p> <p>4 – Assessment</p> <p><input type="checkbox"/> <input type="checkbox"/> 4A. Balanced Assessment and Data Use <i>Uses formative, interim, and summative assessments that align with state standards and guide instruction.</i></p> <p><input type="checkbox"/> <input type="checkbox"/> 4B. Data Analysis <i>Uses formative, interim, and summative assessments in collaboration with colleagues.</i></p> <p><input type="checkbox"/> <input type="checkbox"/> 4C. Student Feedback <i>Provides students constructive, specific, and frequent feedback.</i></p> <p><input type="checkbox"/> <input type="checkbox"/> 4D. Communicating Student progress <i>Documents and communicates student assessment data to relevant stakeholders.</i></p> <p>5 – Professionalism</p> <p><input type="checkbox"/> <input type="checkbox"/> 5A. Policies, Procedures, & Regulations <i>Adheres to school policies, procedures, and regulations.</i></p> <p><input type="checkbox"/> <input type="checkbox"/> 5B. Relationships <i>Develops and sustains appropriate relationships with all stakeholders.</i></p> <p><input type="checkbox"/> <input type="checkbox"/> 5C. Professional Growth <i>Actively pursues opportunities for professional growth and leadership development.</i></p> <p><input type="checkbox"/> <input type="checkbox"/> 5D. Expectations <i>Reflects on professional practices and maintains high expectations for self.</i></p> <p><input type="checkbox"/> <input type="checkbox"/> 5E. Mission, Vision, & Continuous Improvement <i>Advocates for and contributes to the district's shared mission and vision.</i></p> <p><input type="checkbox"/> <input type="checkbox"/> 5F. Shared Responsibility <i>Collaborates with stakeholders to share responsibility for student achievement.</i></p> <p><input type="checkbox"/> <input type="checkbox"/> 5G. Rights and Confidentiality <i>Communicates with and protects the rights and confidentiality of all stakeholders.</i></p>	
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Signature of Staff Member

Date

Signature of Evaluating Administrator

Date

Note: The signature of the staff member indicates that he/she has seen the evaluation report and has been given a copy. It does not necessarily indicate agreement with the contents thereof. Within seven days of signing this document, the staff member may, if so desired, submit a rebuttal or written comments to this evaluation to be filed along with the evaluation in the employee's personnel file.

TEACHER PRE-OBSERVATION FORM

LEXINGTON PUBLIC SCHOOLS

PRE-OBSERVATION FORM

Teacher: **TYPE NAME HERE** Observer: **TYPE NAME HERE**

Grade Level(s): **Type Grade(s)** Subjects: **Type Subject(s)** Today's Date: **Type Date**

DIRECTIONS TO THE TEACHER: Please answer these questions concerning the lesson to be observed. Return this form to your principal prior to the observation. *A pre&observation conference can be requested by either party.*

1. What specific Standard/Benchmark will be focused on in today's lesson?
Highlight this gray area and begin typing....

2. What is the objective of the lesson?
Highlight this gray area and begin typing....

3. Is this a new, review, or extension lesson?
Highlight this gray area and begin typing....

4. How will you determine if the objective was achieved?
Highlight this gray area and begin typing....

5. What methods/activities will you use to achieve the objective?
Highlight this gray area and begin typing....

6. What assessment will be used to demonstrate objective achievement?
Highlight this gray area and begin typing....

7. Are there special circumstances I should be aware of? Are there specific teaching behaviors you would like me to observe?
Highlight this gray area and begin typing....

8. Are there modifications/accommodations for special learning styles/needs that will be made for the lesson?
Highlight this gray area and begin typing....

9. Is there anything I can do during this observation to make you feel as comfortable as possible?
Highlight this gray area and begin typing....

10. Other comments?
Highlight this gray area and begin typing....

TEACHER POST-OBSERVATION FORM

LEXINGTON PUBLIC SCHOOLS POST-OBSERVATION FORM

Teacher: **TYPE NAME HERE** Observer: **TYPE NAME HERE**

Grade Level(s): **Type Grade(s)** Subjects: **Type Subject(s)** Today's Date: **Type Date**

DIRECTIONS TO THE TEACHER: Please set up a time to meet with your administrative observer within one week of the formal observation. Prior to the meeting with your administrator, make sure to answer the following questions concerning the lesson that was observed. Plan to include any/all relevant artifacts (i.e., any handouts, assignments, or assessments related to the lesson).

1. In general, how successful was the lesson? Did the students appear to learn what you intended them to learn?

Highlight this gray area and begin typing....

2. To what extent were your goals and objectives appropriate for your students?

Highlight this gray area and begin typing....

3. To what extent were your assessment strategies effective? Would you make any changes in your approach to assessment? If so, what changes would you make and why?

Highlight this gray area and begin typing....

4. Please comment on your classroom procedures, your use of physical space, and the students' conduct. To what extent did the classroom environment contribute to student learning?

Highlight this gray area and begin typing....

5. Were modifications made to the plan during the lesson? If so, what were they? What motivated the changes?

Highlight this gray area and begin typing....

6. How did you provide appropriate feedback for your students?

Highlight this gray area and begin typing....

7. Please describe an instance in which your feedback positively impacted a student's learning.

Highlight this gray area and begin typing....

Signatures:

Teacher:

Principal:

Date: _____

Copies to: *Teacher and Principal*

TEACHER GOAL SETTING FORM

LEXINGTON PUBLIC SCHOOLS TEACHER GOAL-SETTING FORM

Teacher: **TYPE NAME HERE** Observer: **TYPE NAME HERE**

Grade Level(s): **Type Grade(s)** Subjects: **Type Subject(s)**

Mentor (if you are a first year teacher): **Type Mentor's Name** Today's Date: **Type Date**

This form is intended to be developed by the teacher and should be shared with the principal. Teachers are expected to set goals; the number of goals is determined by the teacher with principal input. One goal per teacher is suggested unless directed by administration.

3-

Highlight this gray area and begin typing....

This goal address components in:

Standard 1: instructional Performance

Standard 3: Personal & Professional Conduct

Standard 2: Classroom Organization & Management

To be completed by the Teacher and Agreed to (signed) by the Principal:

1. Activities and/or Steps to be Taken:

Highlight this gray area and begin typing....

2. Resources Needed:

Highlight this gray area and begin typing....

3. Artifacts/Documentation to Demonstrate Goal Achievement:

Highlight this gray area and begin typing....

4. Time/Deadline:

Highlight this gray area and begin typing....

DETAILED EXPLANATION OF YOUR GROWTH PLAN

Highlight this gray area and begin typing....

Date:
Teacher

Principal

Grades PreK-5 WALK-THROUGH EVALUATION FORM

(As applicable based on training and experience with EI Model)

Explicit Instruction Targeted Fidelity Form

Teacher: _____

Observer: _____

Date: _____

Items	Rating				
	Comments and Tallies	0 = Never 1 = Inconsistent 2 = Consistent NO = No opportunity to observe			
District adopted materials are used for core					
Classroom is organized for instruction					
Lesson progress (5 lessons in 6 days core)					
Following schedule					
Item: Unison Response					
Teacher states the task and provides think time appropriate for the group or individual (2-5 seconds)					
Teacher provides a clear signal (such as a hand drop, tap, snap, touching under the sound or word students are expected to read)					
* Teacher monitors responses and catches all errors related to responding on signal (includes delayed response, jumping the signal).					
* Teacher responds to non-responder "response errors" by saying: "I didn't have everyone responding/following the text. I need everyone" and presenting task again (continue to do that 5 times before moving on) Includes not tracking, reading the text, looking at chart, or responding.					
Item: Error Correction Procedures					
Teacher provides immediate error correction procedure for all errors with Model, Lead, Practice, Test - "My turn, Your turn" corrections with signaling for group or individual responses					
Teacher remembers to back up (beginning of row of skills, back two skills, sentence, or text) and continues instruction repeating the item missed					
Teacher uses group error correction procedure during whole group or individual turns					
Item: High quality partner responses					
Teachers has students work with partners systematically (i.e., 2s share with 1s... – NOT share with your partner; provide opportunities for each partner to share and listen)					
Teacher uses partner responses for appropriate type of task (e.g., when responses are long and different; students are close to mastery; personal experience; brainstorming)					
Teacher monitors partner responses (i.e., walks around listening, responding, & providing feedback, clarification, and/or scaffolding)					
Teacher identifies 2-4 good examples of partner responses to share with whole group (teacher may share some responses heard or have selected partners/individuals share their response)					
Item: High quality individual responses					
Teacher gives appropriate number of individual turns after every group activity (e.g., 3-4 students; not too many or too few)					
Teacher presents the question/task/item BEFORE calling on a student					
Teacher calls on students randomly (the tasks may be presented in random order as well)					
Teacher gives an individual turn on any question/task/item that was difficult for the students					
Group/partner	Individual				
		:30	1:00	1:30	2:00
		2:30	3:00	3:30	4:00

LHS AND LMS WALKTHROUGH EVALUATION FORM

LPS Walk-Through Evaluation Form

* Required Answers

Teacher: * _____ Administrator: * _____

Period: * 1 2 3 4 5 6 7 8

Observation Time Frame: * First 10 Minutes Middle of Period Last 10 Minutes

Subject: *

- | | | |
|--|---|---|
| <input type="checkbox"/> LA | <input type="checkbox"/> Physical Education | <input type="checkbox"/> Foreign Language |
| <input type="checkbox"/> Math | <input type="checkbox"/> Music | <input type="checkbox"/> SPED |
| <input type="checkbox"/> Social Sciences | <input type="checkbox"/> Art | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Science | <input type="checkbox"/> Health | |

Class Objective: * Observed Not Observed

Class Agenda: * Observed Not Observed

The Teacher-Parent Communication Log: ** Observed Not Observed

"10 & 10" (Teaching Bell to Bell):

- Students WERE ACTIVELY ENGAGED in an activity immediately after the bell rang (the first ten minutes) to begin the period
 Students WERE NOT ACTIVELY ENGAGED in an activity immediately after the bell rang (the first ten minutes) to begin the period
 Students WERE ACTIVELY ENGAGED in an activity until the bell rang (the last ten minutes) to end the period
 Students WERE NOT ACTIVELY ENGAGED in an activity until the bell rang (the last ten minutes) to end the period
 NO "10 & 10" Observed
 Other: _____

Sponge Activity

- Observed (Students were engaged and on task) No Sponge Activity Observed
 Observed (Students were NOT engaged in activity) Other: _____

Teacher Was: *

- | | |
|---|--|
| <input type="checkbox"/> Lecturing Only - No Student Interaction | <input type="checkbox"/> Facilitating Group(s): Small and/or Large |
| <input type="checkbox"/> Lecturing - Minimal Student Interaction | <input type="checkbox"/> Questioning: Knowledge or Higher Level |
| <input type="checkbox"/> Lecturing - High Degree of Student Interaction | <input type="checkbox"/> Demonstrating Cultural Sensitivity |
| <input type="checkbox"/> Sitting Behind the Desk | <input type="checkbox"/> Providing Motivation/Praise |
| <input type="checkbox"/> Reading to Students | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Helping Individual Students | |

Teacher Methodology: *

- | | |
|---|---|
| <input type="checkbox"/> Well-Designed Materials/Lesson | <input type="checkbox"/> Used Higher Order Questioning |
| <input type="checkbox"/> Non-Lecture Learning Activities (small group, student-led) | <input type="checkbox"/> Utilized Direct Instruction |
| <input type="checkbox"/> Invited Class Discussion | <input type="checkbox"/> Utilized Technological Instruction |
| <input type="checkbox"/> Independent Study | <input type="checkbox"/> Modeled Tasks/Behaviors for Students |
| <input type="checkbox"/> Teacher-Led Activity | <input type="checkbox"/> Student to Student Learning Activity |
| <input type="checkbox"/> Study Period No Apparent Methodology | <input type="checkbox"/> Other: _____ |

Type of Student Activity: *

- | | | |
|---|--|--|
| <input type="checkbox"/> Note Taking | <input type="checkbox"/> Presentation | <input type="checkbox"/> Prompt Writing |
| <input type="checkbox"/> Worksheet | <input type="checkbox"/> Silent Reading | <input type="checkbox"/> Working at Computer - Assignment Driven |
| <input type="checkbox"/> Project | <input type="checkbox"/> Reading Aloud | <input type="checkbox"/> Working at Computer - Free Time |
| <input type="checkbox"/> Daily Assignment/In-Class Assignment | <input type="checkbox"/> Listening (Teacher-Led Reading) | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Paper | <input type="checkbox"/> Guided Writing | |

Teacher-Student Interaction: *

3001 Budget and Property Tax Request

The board of education shall adopt a budget each year to support the school district's programs and services for the ensuing fiscal year. The superintendent of schools shall be responsible for developing the budget subject to the direction and decisions of the board. The budget document shall be under continuous development, based upon the requirements of the adopted educational program. Except for bids required under any bidding or procurement policy, the board's adoption of the budget shall authorize the purchases without further board action. Further, the superintendent is authorized to spend up to \$10,000 per purchase for unexpected, emergency, or otherwise immediate needs of the district.

BUDGET PROCEDURES

Proposed Budget. The superintendent shall prepare the proposed budget in accordance with board policies and goals, state statutes, and regulations. As the district's spending plan, the budget will be based on up-to-date revenue estimates, and will reflect the assessed needs and programs approved by the board.

Budget Hearing Notice. Notice of place and time of the hearing, together with a summary of the proposed budget statement, must be published at least four calendar days prior to the date set for hearing in a newspaper of general circulation within the school district. The four calendar days shall include the day of publication but not the day of hearing. The notice shall include the following statement:

For more information on statewide receipts and expenditures, and to compare cost per pupil and performance to other school districts, go to: [Insert Internet address for the web site established pursuant to Laws 2021, LB528, section 5].

In addition, the district must electronically publish this statement on the school district web site. Such electronic publication must be prominently displayed with an active link to the Internet address for the web site established by the Nebraska Budget Act to allow the public access to the information.

Budget Hearing. The board must conduct a hearing prior to adopting the budget. The hearing must be held separately from any regularly scheduled meeting and may not be limited by time. The board must make a presentation

outlining key provisions of the proposed budget statement, including, but not limited to, a comparison with the prior year's budget. Any member of the public desiring to speak on the proposed budget statement shall be allowed to address the board at the hearing and must be given a reasonable amount of time to do so. Five minutes shall generally be considered a reasonable amount of time.

Budget Hearing Documents. The board must make at least three copies of the proposed budget statement and at least one copy of all other reproducible written material to be discussed at the hearing available to the public at the hearing.

Budget Adoption. After the budget hearing, the proposed budget statement shall be adopted or amended and adopted as amended. If the adopted budget statement reflects a change from that shown in the published proposed budget statement, a summary of the changes (including the items changed and the reasons for such changes) must be published in a newspaper of general circulation within the school district within twenty calendar days after its adoption without further hearing.

Certification and Filing. The amount to be received from personal and real property taxation shall be certified to the appropriate levying board as provided by law. The budget shall also be filed with the state auditor.

Purchase Authorization. Except for bids required under the section "Bid Letting and Contracts," the board's adoption of the budget shall authorize the purchases without further board action.

Monthly Report. At each monthly board meeting, the superintendent will provide a report on the current status of the major sections of the budget.

PROPERTY TAX REQUEST PROCEDURES – PROPERTY TAX REQUEST IS EQUAL TO OR LOWER THAN THE ALLOWABLE GROWTH PERCENTAGE

Property Tax Request Hearing. The board must hold a special public hearing called for the purpose of passing a property tax request resolution.

Property Tax Request Hearing Notice. The district must publish a hearing notice in a newspaper of general circulation in the school district at least four calendar days prior to the hearing. The four calendar days shall include the day of publication but not the day of hearing. The hearing notice must contain the following information: The certified taxable valuation under section 13-509 for the prior year, the certified taxable valuation under section 13-509 for the current year, and the percentage increase or decrease in such valuations

from the prior year to the current year; the dollar amount of the prior year's tax request and the property tax rate that was necessary to fund that tax request; the property tax rate that would be necessary to fund last year's tax request if applied to the current year's valuation; the proposed dollar amount of the tax request for the current year and the property tax rate that will be necessary to fund that tax request; the percentage increase or decrease in the property tax rate from the prior year to the current year; and the percentage increase or decrease in the total operating budget from the prior year to the current year.

Increase in Total Property Taxes Levied. If the annual assessment of property would result in an increase in the total property taxes levied as determined using the previous year's rate of levy, the district's property tax request for the current year shall be no more than its property tax request in the prior year, and the district's rate of levy for the current year shall be decreased accordingly when such rate is set by the county board of equalization.

Decrease or No Change in Total Property Taxes Levied. If the annual assessment of property would result in no change or a decrease in the total property taxes levied as determined using the previous year's rate of levy, the district's property tax request for the current year shall be no more than its property tax request in the prior year, and the district's rate of levy for the current year shall be adjusted accordingly when such rate is set by the county board of equalization.

Resolution. The board shall pass a resolution to set the amount of its property tax request only after holding the public hearing. The resolution setting the district's property tax request at an amount that exceeds the prior year's property tax request shall include, but not be limited to, the information required by section 77-1601.02(4).

Certification. The resolution setting the property tax request shall be certified and forwarded to the county clerk on or before October 15th of the year for which the tax request is to apply.

PROPERTY TAX REQUEST PROCEDURES – PROPERTY TAX REQUEST IS GREATER THAN THE ALLOWABLE GROWTH PERCENTAGE

Property Tax Request Hearing. The board must hold a public hearing called for the purpose of passing a property tax request resolution. If another political subdivision within the county also seeks to exceed the allowable growth percentage, the hearing will be a joint hearing. In the event of a joint hearing, each political subdivision must designate one representative to

attend the joint public hearing on behalf of the political subdivision. If a political subdivision includes area in more than one county, the political subdivision shall be deemed to be within the county in which the political subdivision's principal headquarters are located. The hearing agenda will only include discussion on each political subdivision's intent to increase its property tax request by more than the allowable growth percentage.

The hearing must be held after 6 p.m. on or after September 17th and before September 28th and before the district files its adopted budget statement. Any member of the public must be allowed a reasonable amount of time to speak at the hearing.

At the joint public hearing, the representative of each political subdivision must give a brief presentation on the political subdivision's intent to increase its property tax request by more than the allowable growth percentage and the effect of such request on the political subdivision's budget. The presentation must include, at a minimum, all information and statements required by law.

Property Tax Request Hearing Notice. Notice of the joint public hearing must be provided by:

- The County Assessor sending a postcard with all required information to all affected property taxpayers. The postcard shall be sent to the name and address to which the property tax statement is mailed;
- Posting notice of the hearing with all required information on the home page of the relevant county's web site, except that this requirement shall only apply if the county has a population of more than twenty-five thousand inhabitants; ***and***
- Publishing notice of the hearing with all required information in a legal newspaper in or of general circulation in the relevant county.

Provide Information to County Clerk. Each political subdivision that participates in the joint public hearing shall provide the following information to the county clerk by September 5th: the date, time, and location for the joint public hearing; a listing of and telephone number for each political subdivision that will be participating in the joint public hearing; and the amount of each participating political subdivision's property tax request.

Resolution. The board shall pass a resolution to set the amount of its property tax request only after holding the public hearing. The resolution setting the district's property tax request at an amount that exceeds the prior year's property tax request, including any increase in excess of the allowable growth percentage shall include, but not be limited to, the information

required by law.

Certification. The resolution setting the property tax request shall be certified and forwarded to the county clerk on or before October 15th of the year for which the tax request is to apply.

Adopted on: December 10, 2012

Revised on: June 12, 2021

Revised on: August 15, 2022

2022



**Regular Meeting
(2nd Monday)**



Special Meeting (if necessary)



No School

July

S	M	T	W	T	F	S
26	27	28	29	30	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6

August

S	M	T	W	T	F	S
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	1	2	3
4	5	6	7	8	9	10

September

S	M	T	W	T	F	S
28	29	30	31	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	1
2	3	4	5	6	7	8

October

S	M	T	W	T	F	S
25	26	27	28	29	30	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

November

S	M	T	W	T	F	S
30	31	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	1	2	3

December

S	M	T	W	T	F	S
27	28	29	30	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

2023

January

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	1	2	3	4
5	6	7	8	9	10	11

February

S	M	T	W	T	F	S
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	1	2	3	4
5	6	7	8	9	10	11

March

S	M	T	W	T	F	S
26	27	28	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	1
2	3	4	5	6	7	8

April

S	M	T	W	T	F	S
26	27	28	29	30	31	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	1	2	3	4	5	6

May

S	M	T	W	T	F	S
30	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	1	2	3
4	5	6	7	8	9	10

June

S	M	T	W	T	F	S
28	29	30	31	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	1
2	3	4	5	6	7	8

July

S	M	T	W	T	F	S
25	26	27	28	29	30	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5

August

S	M	T	W	T	F	S
30	31	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	1	2
3	4	5	6	7	8	9



Regular Board Meeting
(2nd Monday)



No School

