

## Committee As A Whole

**Mission:** "Engaging All Learners to Achieve Success"

The Committee As A Whole started at 5:30 PM on Monday, September 9, 2019. The meeting was held at Administration Building  
2508 27th Street  
Columbus, NE 68601

Candace Becher: Present

Mike Goos: Present

Michael Jeffryes: Present

Doug Molczyk: Present

Theresa Seipel: Present

Douglas Willoughby: Present

### I. Committee As A Whole

A. Call to Order

B. Roll Call of Board

C. Pledge of Allegiance

#### D. Notice of Open Meeting Posted

1. President insures all can hear proceedings

#### E. Presentations

1. Communities 4 Kids survey results

2. Sara Colford reported on the Early Childhood Quality and Capacity Survey. The purpose of the survey is to bring awareness and information to the community regarding the need of high quality childcare and preschool and find solutions. The survey had 524 responses. The team reached out to many CPS and community groups, ESU 7, daycare centers, preschools, family childcare providers, and United Way to gather this information.

3. Next steps for C4K is to attend a conference in Kearney to learn more, a preschool survey for current kindergarten and first grade students and the difference between students who attended preschool and those who did not. Community Round Tables to gather more information from the community. Invitation lists are being put together for the Round Tables. We have approximately 300 people on list. The lists are from the past bond campaign and the city list from their library project. The plan is to have discussions regarding community based early childhood and receiving feedback to navigate conversations. Site visits to Omaha, Fremont and Gothenburg are to see designs, and gather ideas.

4. Dr. Loeffelholz said there is still a lot of work to be done. We need to develop a vision and purpose. Discuss 10 standards with people. What they would like to see. Survey does indicate that there is a need for childcare and more spots for preschool students. Business leaders have shown support.

- 5.

- 6.

#### F. Board Special Functions

1. Second and Final Reading of Policy 402.12.05 Staff Social Media Policy and Social Media Regulations

2. Dr. Loeffelholz said this policy was created by looking at policies from other districts, school boards, and the NSAA. It is really two fold, to send good messages out to our community and to keep students safe from being at risk. This policy allows media to be more flexible to create and tell more of their story. Guidelines for professional use agreement, what can be posted and the way to post. When you should and should not post first and last names.

3. Second and Final Reading of Policy 607.05 Travel, Regulation 1 Instruction - Travel, and Regulation 2 Field Trip or Excursion Approval Form

4. Dr. Loeffelholz discussed the changes that were requested such as the concern for travel out of the country, sponsorship and the engagement of that travel. Travel that is awarded or won is different than summer travel that is not district sponsored. Rules in student handbook need to be followed. Timelines are visited with some flexibility with board approval. Example is club teams coached by high school coach but not a school sponsored activity.

5. Second and Final Reading of Policy 1004.01 Media Relations Including Exhibits 1 & 2

6. Dr. Loeffelholz said this policy is from the NSAA policy book.

In January the news outlets are appointed and approved by the Board.

This requires media representatives to request a pass to attend events. This offers safety for them and helps CPS control these situations. Three photographers signed contracts with CPS to take photos, we own the photos for our use. Nicole Anderson, Executive Director of Marketing and Communication, has started this process to protect kids identity. The student photo rules are different when it is a community event versus a classroom or school event.

Ms. Becher, Board of Education President, ask the question regarding how the 3 were chosen, Dr. Loeffelholz said Nicole Anderson and/or Tim Kwapnioski spoke to the 5 or 6 people that have been taking photos, three were interested in signing a contract with CPS.

7.

8. Approval of CPS Foundation Board of Directors

9. Each year the Board of Education needs to approve the CPS Foundation Board. The CPS board oversees the Foundation Board.

10. Close Up Scholarships

11. There have been some suggestions to the group to drive the cost down by encouraging more fundraising by the students according to Dr. Loeffelholz. Mr. Hiebner also commented that some students have a hardship affording the cost. Mike Jeffries, Board Member, said that the Foundation Board also talked about a decrease in their scholarships for this group. At this time the CPS Foundation offers \$250.00 per student with the total for all participants maxing out at \$2000.00. Hiebner spoke on the amount of students going really makes a difference in the scholarship money.

G. Consent Agenda

1. Approval of Minutes

2. Financial Reports M2, M3, M4a

3. Dave Melick, Executive Director of Business Operations and Human Resources reported on financials for August. Not a lot of receipts as we are ending 2018-19 budget and beginning 2019-20 budget. He shared the end of year split that is deposited in depreciation accounts for each building. This is unused building budget money that is saved for later use. This money comes in handy for high dollar expenses such as furniture, etc. The old protocol for unused funds was to spend it or lose it, that has been changed to allocating depreciation funds and allows a type of saving account. Sometimes a building will overspend, they can use past depreciation. There was a payment made to Lee Jenkins, NCSA registration for Administrator Days, and Eakes for some classroom desks and chairs for CMS students.

4. Certified Personnel

There are no Certified Hires or Resignations to report.

5. Classified Personnel

6. Professional Travel

H. Acceptance of Gifts/Donations

I. Total contributions for 2018-2019 (September-August) \$574,881.89.

J. Candy Becher's said her class raised \$3600.00 for a bench.

K. The work at the anchor is coming along, Dr. Loeffelholz commented on the stainless steel signs for the benches and bricks being put up.

L. Business Operations and Human Relations

1. Policies

2. Administrative Functions

1. Preliminary Budget and Tax Request for 2019-2020

2. Budget:

3.

- The total budget will be \$67,398,153 for the general fund, depreciation fund, activities fund, lunch fund, bond fund, and special building fund.
- The general fund budget will be \$52,600,334, and complies with the statutory limitation for school district spending.
- Primary increases in the general fund are the result of compensation and benefits for all CPS employees, additional teachers and para educators to meet enrollment increases, the new SRO contract with the City of Columbus, bringing the After School Program into the budget, and restoring the cash reserve to its former level.
- Bond debt decreased \$3,411,609 during the past year.

4. Property Tax Levy:

5.

- Assessed valuation increased \$77,196,445 to \$2,008,732,111. This is an increase of 4%, just a bit higher than the 5-year average of 3.6%.
- 99.44% of valuation supporting CPS comes from Platte County. Smaller portions come from both Butler and Polk counties.
- Property taxes are assessed to support the general fund, the bond fund, and the special building fund. Tax levies will change as follows:
  - General Fund: decreasing from \$1.010768 to \$1.000069 per \$100 of assessed valuation.
  - Bond Fund: decreasing from \$.200010 to \$.168982 per \$100 of assessed valuation.
  - Special Building Fund: increasing from \$.039221 to \$.049920 per \$100 of assessed valuation.
  - CPS patrons' total tax levy will decrease from \$1.249999 to \$1.218971 per \$100 of assessed valuation, a reduction of \$62 on a \$200,000 property.
- The proposed levy for general fund and special building fund is \$1.049989 and complies with the statutory limitation for school districts.

6. Charitable Giving/School Fund Raising Applications

7. Mr. Melick talked about the School Fundraising Application; CHS FBLA - Toy drive, canned food drive, cupcake sales. The board will be asked to approve the applications in which proceeds go to an outside organization.

8. Authorization for Shirley Nelson and Linda Staroscik to have access to Special Building Fund bank documents at the Bank of the Valley.

9. Mr. Melick reported that the authorization for Shirley Nelson and Linda Staroscik is needed to access the special building fund at Bank of the Valley due to an employee change.

10. Surplus Property

3. Updates

M. Buildings & Sites/Technology

1. Policies

2. Administrative Functions

3. Updates

4. Leonard Kwapnioski said the district is looking at buying a 7 passenger van for travel. He is hoping to sell or trade the 4 suburbans to utilize those funds for this purchase. Activities use vans often and should only be used if their are 3-4 or more passengers. CPS is maximizing use of all vehicles.

N. Curriculum and Instruction

1. Policies

2. Administrative Functions

3. Updates

4. Dr. Amy Romshek, Director of Curriculum and Instruction updated the board on spending the day with some of the CHS and CMS math teachers with CPM Student Accounts training for algebra and geometry. After 3.5 weeks, teachers reported that students conceptually understand algebra better, students are involved in challenging problems, and it's teaching students to work within groups. They are seeing some issues because its new. Geometry is not moving as quickly, but still see good student engagement. Candy Becher, Board President, said she subbed in one of the Math classes using the new training and the students knew their jobs and knew what to do.

5. State assessment results will be released on October 9th including ACT and NSCAS.

O. Student Services

1. Policies

2. Administrative Functions

3. Updates

4. Jason Harris, Executive Director of Student Services and SPED gave an update on the Strategic Plan. The goal is to address the social and emotional needs of our students that are affecting their academic development. 100% of students receive services within 48 hours, 100% of students are to meet the attendance standard of 9 or less absence per year, 100% of students are to have 0 or 1 office referrals per year. In 2018-19 the data is showing 100% of students being served within 48 hours. Seventy one percent with less than 9 absences, down from 74% and Referrals are showing 76% with less than 1 referral up from 74% in 15-16.
5. Mr. Harris also said they are working on grants right now, a couple early childhood grants have been approved. There will be more information next month.

P. Superintendent's Report

Q. Dr. Loeffelholz reminded the board that it is Homecoming Week, a lot of theme days at CHS and CMS. Pep rally was last week.

R. Meet every Tuesday Rule 47, Pathways and academies. FFA conversation, and leadership

S. He also talked about the student needs assessment at the HS and a teacher assessment will follow up follow. We need to review how the student's and teacher's assessment match up. Information to look at is staffing, career exploration course, freshman seminar, career wheel, soft skills, and public speaking.

Dr. Loeffelholz would like to see a year long senior capstone course in all pathways. Mr. Hiebner, CHS Principal spoke with Dr. Loeffelholz regarding staffing, lost staffing based on needs. Mr. Hiebner would like to implement earlier course selection so decisions can be made on staffing by middle of February. He also feels we need to focus on students and their needs. It's extremely important for them to get electives they need, complete a course of study before they get to college. Dr. Loeffelholz encouraged the board to look at the FFA website and the breakdown of the program to utilize ideas that would work with our programs. STEM is not just manufacturing, also healthcare and other programs. We need to look at other programs that would benefit our community. There is a struggle with high school student scheduling to work with needed classes and with what is offered during certain periods of the day. He also mentioned this happens at college as well. Mr. Hiebner added if you are in vocal music and/or band you are pigeonholed and not able to take a lot of other elective that may be desired. Dr. Loeffelholz touched on the idea of zero hour classes, teachers get extra pay as an option.

1. Area Meeting

State Convention-November 20-22/CHI Health Conference Center

T. Board Sharing

Doug Willoughby said he would not be in attendance at the regular meeting on September 16, 2019.

U. Adjourn

I, the undersigned, being the duly qualified Secretary for the School District No. 1 of Columbus, Nebraska, certify that the preceding is a true and correct copy of the minutes of the Regular School Board meeting of Monday, September 9, 2019.

\_\_\_\_\_

President

\_\_\_\_\_

Secretary

# **Communities for Kids**

**The Communities for Kids (C4K) initiative was created in response to community requests for assistance with shortages of high-quality early care and education programs.**

**First Five Nebraska works to create effective early childhood policies while promoting high-quality, accountable early childhood programs and effective outcomes for children at risk of failing in school.**

**High-quality early childhood programs can have a lifelong, positive impact on young children and their families. Step Up to Quality helps early child care providers and educators recognize and improve quality. Early child care and education is crucial to a child's future success, with 90 percent of brain development occurring before age 5. Early learning builds the foundation for skills needed in school, work and life.**

# **Core Team Members**

Behlens

Chamber

City Administrator

CPS Administrative Team

CPS Board Members

Columbus Head Start and Early Head Start

Early Learning Connection - ESU 7

Columbus Library

Nebraska Children and Families Foundation

Nebraska Community Foundation

United Way

# **Early Childhood Quality and Capacity Survey**

**Purpose: Bring awareness and inform our community of the importance of high-quality early childcare and educational program, identify our community needs and find solutions.**

**Survey Window: July 18 - August 18, 2019**

**Total Responses: 524**

# Reaching Out

Columbus Directors Page

CPS Staff

CPS Open Houses

CPS Preschool Home Visits

Community and Family Partnership email list

Early Childhood ELC and Platte Valley Early Learning Connection

Early Care and Education Association

ESU 7 Staff

Platte County Child Care Directors - 15

Platte County Daycare, Centers & Preschools

Platte County Family Child Care Providers - 76

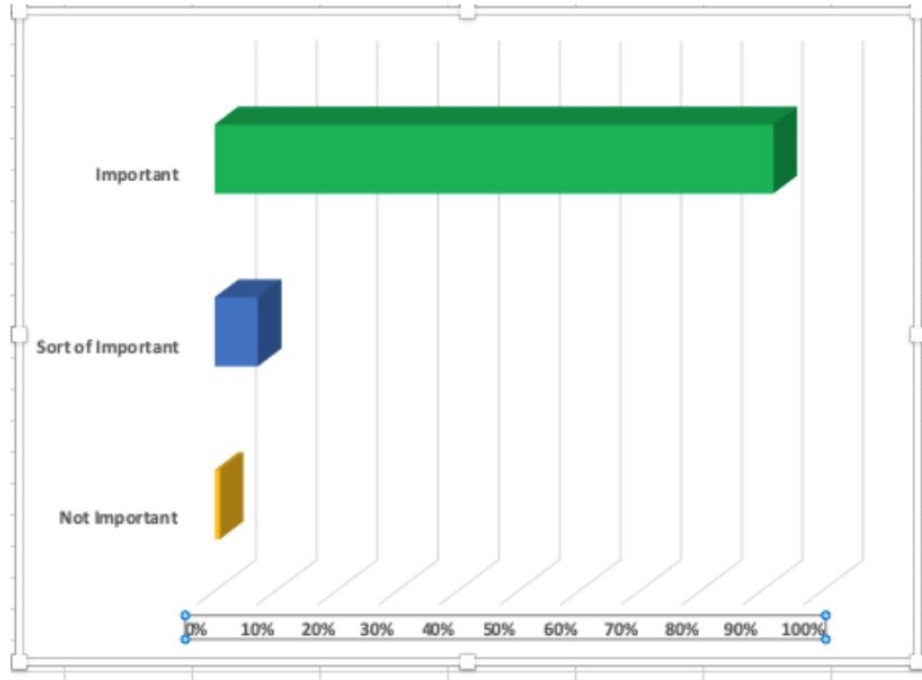
Platte County Community Preschools - 4

Platte County Head Start & Early Head Start

United Way Imagination Library email list

# Q6 How important is high-quality childcare/preschool in your community?

Answered: 465 Skipped: 59

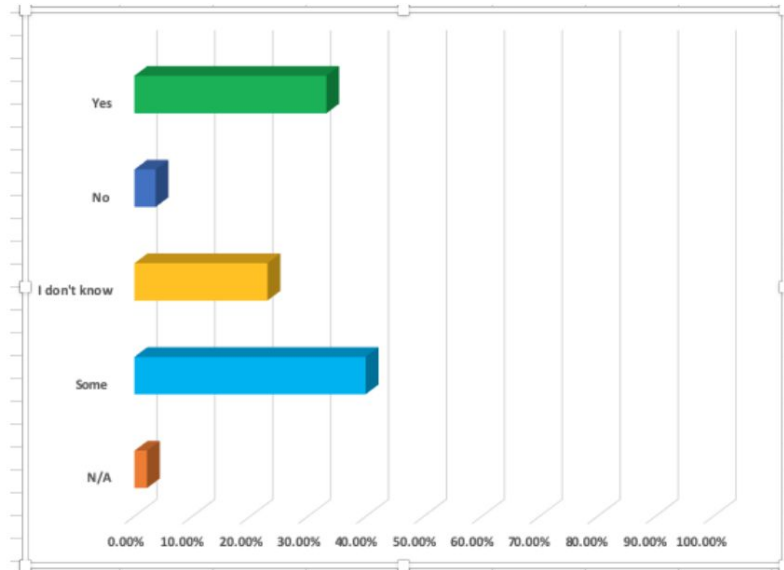


IMPORTAI

	IMPORTANT	SORT OF IMPORTANT	NOT IMPORTANT	TOTAL
Responses	92.04% 428	7.1% 33	0.86% 4	465

## Q7 Do you feel the childcare/preschool that is offered in your community is high quality?

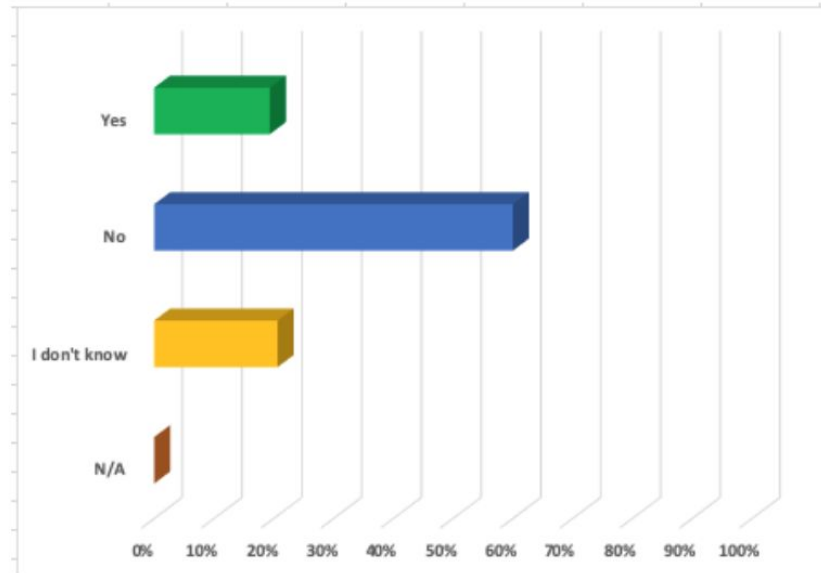
Answered: 466 Skipped: 58



ANSWER CHOICES	RESPONSES	
Yes	33.13%	146
No	3.65%	17
I don't know	22.96%	107
Some	39.91%	186
N/A	2.15%	10
TOTAL		466

## Q9 Do you feel that there are enough childcare/preschool options in your community?

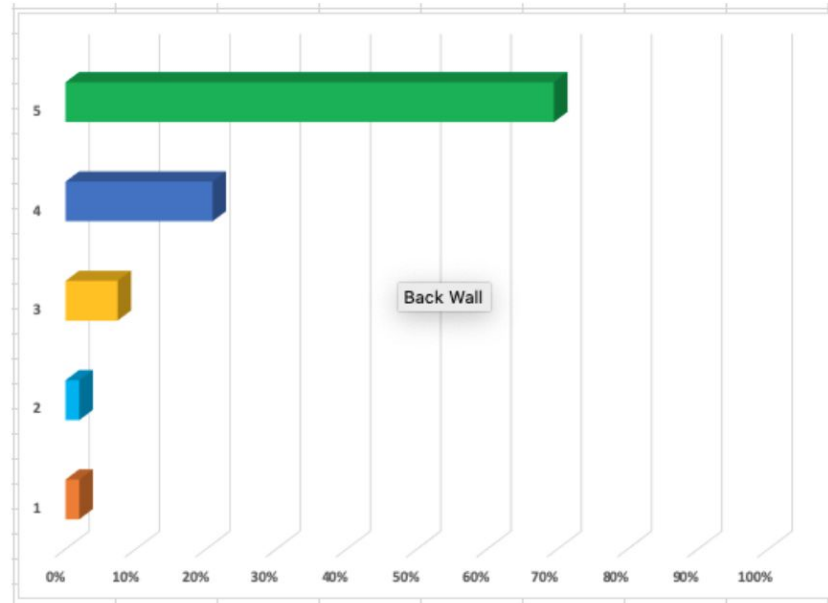
Answered: 465 Skipped: 59



ANSWER CHOICES	RESPONSES	
Yes	19.35%	90
No	60%	279
I don't know	20.65%	96
NA	0.00%	0
TOTAL		465

Q13 On a scale of one to five, five being the most important, what priority would you give to high quality childcare availability for the future growth and development of Platte County?

Answered: 459 Skipped: 65

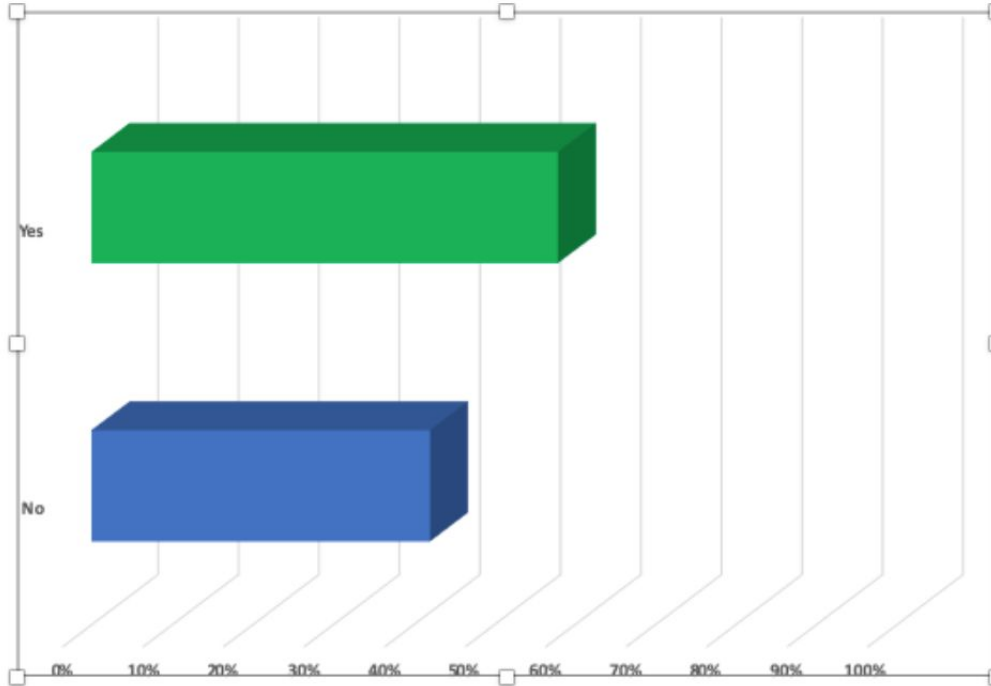


5 4 3 2 1

	5	4	3	2	1	TOTAL
	69.5%	20.5%	7.0%	1.5%	1.5%	
	319	96	29	34	9	459

# Q16 Do you currently use a childcare provider?

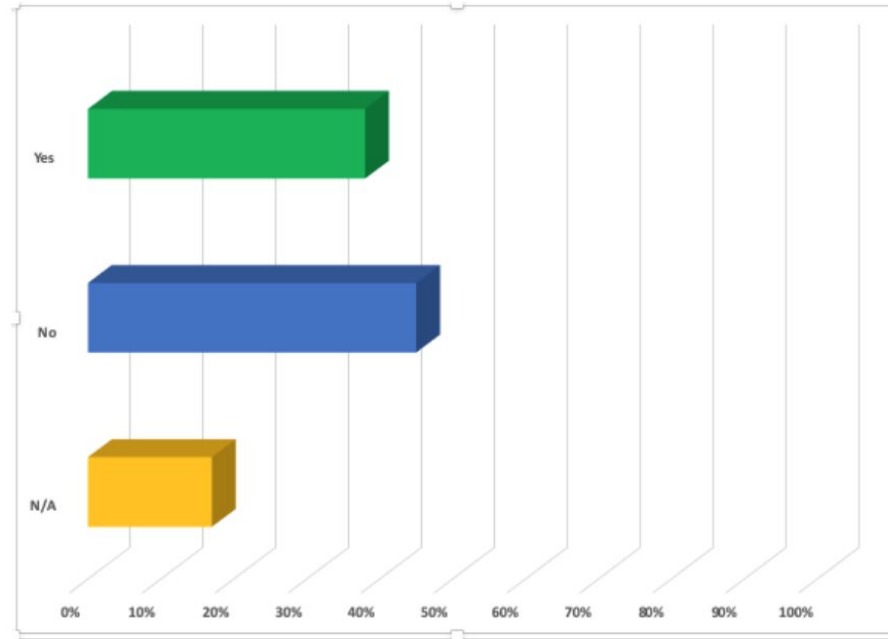
Answered: 283 Skipped: 241



ANSWER CHOICES	RESPONSES	
Yes	57.95%	164
No	42.05%	119
Total Respondents: 283		

## Q25 In the last 12 months, has a lack of childcare caused you to miss work, be tardy or cause a distraction at work?

Answered: 244 Skipped: 284



ANSWER CHOICES	RESPONSES	
Yes	38%	94
No	45%	108
N/A	17%	42
Total		244

## **Next Steps for C4K**

**Preschool Surveys for Current K - 1 Students  
September 24 and 26**

**Community Round Tables  
October 1, 7 and 8**

## STAFF SOCIAL MEDIA POLICY

Columbus Public School District realizes the importance of all district personnel, students and parents engaging, collaborating, learning, and sharing in digital environments as a part of 21st-century learning. This policy and attached regulation is to provide direction for CPS personnel, board members, volunteers, and sponsors when participating in online social media or digital platforms. The CPS District social media guidelines define a need for a distinct separation between personal and professional social media accounts.

This social media policy applies to all CPS personnel, board members, volunteers, and sponsors. This policy covers all digital communications such as social media, digital media platforms, social networks, blogs, photo sharing, wikis, online forums, and video sharing. CPS personnel, board members, volunteers, and sponsors are not permitted to encourage students (preK-12) enrolled at CPS to create social media accounts of any kind.

All CPS employees, board members, volunteers, and sponsors who choose to utilize social media or any other digital platforms as an educational tool, to provide classroom or activity information, or to communicate to students and parents must create a professional page. The professional use scope applies within school facilities, transportation, or school-sponsored activities where one is acting as a school representative. All professional accounts or pages must be connected to your assigned district email. No other email account should be associated. Posts must be exclusively about classroom learning or school-related activities and used to promote your classroom, school, and district where appropriate.

The district reserves the right to periodically conduct Internet searches to determine if employees have posted inappropriate materials online. If inappropriate use of computers and websites is discovered, the Superintendent and his or her designee will download the offensive material and promptly bring misconduct to the attention of the Superintendent.

Policy  
Adopted: \_\_\_\_\_

COLUMBUS PUBLIC SCHOOLS  
Columbus, Nebraska

## **Columbus Public School District Social Media Guidelines**

### **The purpose of Social Media Guidelines:**

The Columbus Public School District realizes the importance of all district personnel, students and parents engaging, collaborating, learning, and sharing in digital environments as a part of 21st-century learning. To this aim, the Columbus Public School District has adopted the following guidelines to provide direction for CPS personnel, board members, volunteers, and sponsors when participating in online social media or digital platforms. The CPS District social media guidelines define a need for a distinct separation between personal and professional social media accounts.

This social media policy applies to all CPS personnel, board members, volunteers, and sponsors. This policy covers all digital communications such as social media, digital media platforms, social networks, blogs, photo sharing, wikis, online forums, and video sharing. CPS personnel, board members, volunteers, and sponsors are not permitted to encourage students (preK-12) enrolled at CPS to create social media accounts of any kind.

### **Professional Use Responsibility:**

All CPS employees, board members, volunteers, and sponsors who choose to utilize social media or any other digital platforms as an educational tool, to provide classroom or activity information, or to communicate to students and parents must create a professional page. The professional use scope applies within school facilities, transportation, or school-sponsored activities where one is acting as a school representative. All professional accounts or pages must be connected to your @discoverers.org email. No other email account should be associated. Posts must be exclusively about classroom learning or school-related activities and used to promote your classroom, school, and district where appropriate.

- The approved professional digital platforms are: Facebook, Twitter, Instagram, Remind, Class DoJo, SeeSaw, @discoverers.org GSuite Programs (YouTube, Classroom, etc.) *All other platforms are currently not approved for professional use within the district without written prior permission from the Superintendent.*
- You may share content from a CPS professional page to your personal digital platforms.
- All professional accounts must be open and viewable to the public. No closed or private groups or pages are allowed.
- All small group or direct message communication must take place via one of the district's approved communication platforms (i.e. email (@discoverers.org), Remind, Class Dojo, SeeSaw, Google Classroom, etc.).

- CPS employees are responsible for all content they publish online. As the administrator of your social or digital media platforms, you are responsible for monitoring all public postings and conversations. You may address all comments or postings in the public forum, but any 1:1 'closed' or 'private message' conversations must occur through district-approved channels.
- Posting pictures on digital platforms:
  - Individuals posting on platforms need to be aware of students with photo restrictions before posting on school-related or school-sponsored social media.
  - Pictures may only include the child's first name. Teacher names are okay.
  - First and last names may be listed for building or district-level awards, any extra-curricular activity as well as students who participate outside of the school day at activities open to the general public (e.g. Student of the Month, Band Concert, Basketball game, Honors Night).

File: 402.12.05R1  
Page 2 of 4

### **Personal Use Responsibility:**

CPS employees, board members, volunteers, and sponsors who choose to utilize personal social media, digital content, social networking sites, or any other digital platforms should be mindful of the information they post. These platforms may include but are not limited to Facebook, Twitter, Snapchat, Instagram, Blogs, Wikis, Podcasts, Digital Images & Video, etc. Your social networking is an extension of your personality, your professional life, and your classroom.

- CPS personnel are personally responsible for all comments, shares, posted information, and any hosted content they publish online. There are many websites that allow users to share personally created movies. You are responsible for all you do, say, and post online, including videos.
- Comments related to CPS, its personnel, students, and/or events related to CPS should always meet the highest standards of professional discretion. When posting, ensure content associated with you is consistent with your professional role at CPS.
- If you are representing the district or school in any capacity, you may not post or share pictures, videos, or information regarding students **directly** on any of your personal social media or digital platforms. You may share information from CPS professional platforms to your personal page. CPS students cannot be included or used for promotional purposes for personal gain.
- It is your responsibility to familiarize yourself with the security settings for any social media or digital platform you use. Be mindful that digital messages such as *Tweets* and *Status Updates* are visible and public. Even with the strictest privacy settings your conversations or comments may end up being shared into a more public domain. Be aware of the public and viral nature of such media and refrain from any comment and/or #hashtags that could be deemed unprofessional.

- Thought should be given as to whether the images or posts reflect on your professionalism. Be mindful of things such as clothing, location, alcohol, and/or tobacco in photos and ensure material reflects a professional image as a role model for children in our district.
- CPS personnel, board members, volunteers, and sponsors are not permitted to solicit or accept “Friend” requests from enrolled CPS students on any personal Social Media Account. (Board policy 504.24)
- No private or 1:1 communication with *students* is allowed through personal or professional social media platforms. Communication should be done through approved platforms such as email (@discoverers.org), Remind, Class Dojo, SeeSaw, Google Classroom, etc.
- Harassment or bullying of any kind will not be tolerated. (Board policy 404.06 and board policy 504.19)

**The district reserves the right to periodically conduct Internet searches to determine if employees have posted inappropriate materials online. If inappropriate use of computers and websites is discovered, the Superintendent’s designees will download the offensive material and promptly bring misconduct to the attention of the Superintendent.**

**Overall Reminders for Using Digital Communication or Social Media:****Always a School Employee:**

The lines between personal and professional, public and private, are blurred in the digital world. Whether identified or not, you will likely always be considered a district employee. Add value to discussions and share what you know to be accurate. Online contributions should be well written. If you choose to have a professional account, post regularly, respond to other's posts, answer questions, etc. to encourage readership and followers.

**School Values:**

Represent CPS in a positive and respectful way. Digital posts, shares, and communications should be done in a professional manner. Your posts, comments, and shares should help build and support our school community.

**Own and Correct Mistakes:**

Mistakes may happen and in the event they do, admit the mistake and correct it as quickly as possible. Communicate with our Communication's Director so he or she can help address the issue effectively.

**Knowing which tool to use:**

Give thought to which digital platform or communication tool will work best for the message you are delivering to your group. For example, to communicate a time change for practice use Remind or email as opposed to a public posting on Twitter.

**Definitions for reference:**

**Term:** Personnel

**Definition:** Any CPS instructional employees, teachers, classified personnel, support staff, coaches, or sponsors

**Term:** Personal

**Definition:** Social media is a way to engage with family and friends, regardless of their current location. It keeps you connected with people.

**Term:** Professional

**Definition:** Social media is your multi-media resume to showcase your classroom learning, school-sponsored activities, and provide transparency into the classroom. It provides you with a platform to connect and build your ideas, information, and leadership.

**Term:** Social Media Account

**Definition:** A personalized presence inside a social networking channel, initiated at will by an individual. YouTube, Twitter, Facebook, Instagram, SnapChat and other social

networking channels allow users to sign-up for their own social media account, which they can use to collaborate, interact and share content and status updated. When a user communicated through a social media account, their disclosures are attributed to their User Profile.

**Term:** Social Media Channels

**Definition:** Blogs, micro-blogs, wikis, social networks, social bookmarking services, user rating services and any other online collaboration, sharing or publishing platform, whether accessed through the web, a mobile device, text messaging, email or other existing or emerging communications platforms.

**Term:** Professional Social Media

**Definition:** Professional social media is a work-related social media activity that is either school-based (e.g., a CPS principal establishing a Facebook page for his/her school, school department or CPS teacher establishing a blog for his/her class or coaches/sponsors establishing a forum to discuss the activity)

File: 402.12.05R1

Page 4 of 4

**Term:** Social Media Disclosures

**Definition:** Blog posts, blog comments, status updated, text messages, posts via email, images, audio recordings, video recordings or any other information made available through a social media channel. Social media disclosures are the actual communications a user distributes through a social media channel, usually by means of their social media account.

**Term:** Controversial Issues

**Definition:** Issues that form the basis of heated debate, often identified in political campaigns as wedge issues, since they provoke a strong emotional response. Examples may include things such as political views, health care reform, education reform, and gun control.

**Term:** Inbound Links

**Definition:** An inbound link is a hyperlink that transits from one domain to another. A hyperlink that transits from an external domain to your own domain is referred to as an inbound link. Inbound links are important because they play a role in how search engines rank pages and domains in search results.

**Term:** Hosted Content

**Definition:** Text, pictures, audio, video or other information in digital form that is uploaded and resides in the social media account of the author of a social media disclosure. If you download content off of the Internet and then upload it to your social media account, you are hosting that content. This distinction is important because it is generally illegal to host copyrighted content publicly on the Internet without first

obtaining the permission of the copyright owner.

**Term:** Copyright

**Definition:** Copyrights protect the right of an author to control the reproduction and use of any creative expression that has been fixed in tangible forms, such as literary works, graphical works, photographic works, audiovisual works, electronic works, and musical works. It is illegal to reproduce and use copyrighted content publicly on the Internet without first obtaining the permission of the copyright owner.

**Term:** Official Content

**Definition:** Publicly available online content created and made public by Columbus Public Schools, verified by virtue of the fact that it is accessible through the Columbus Public Schools website (<http://www.columbuspublicschools.org>).

**Term:** Blog

**Definition:** An online journal that contains entries or posts that consist of text, links, images, video or other media and is usually between 300-500 words.

**Term:** Microblogging

**Definition:** Posting brief and often frequent updates online. Unlike traditional blogs, which are often hosted on a custom website, microblogs are typically published on social media sites like Twitter, Instagram, Tumblr, and Facebook.

**Term:** Cyberbully

**Definition:** Cyberbullying may include activities off of school grounds that is determined to be disruptive to a positive learning environment. Bullying and cyberbullying is defined as an ongoing pattern of physical, verbal, or electronic/digital cyberbullying abuse on school grounds, using a school-owned device or account, in a vehicle owned, leased, or contracted by a school being used for a school purpose by a school employee or his or her designee, or at school-sponsored activities or school-sponsored athletic events.

**Term:** Superintendent

**Definition:** The Superintendent by definition may include his or her designee.

## TRAVEL

It shall be the policy of the Columbus Public Schools that the learning program allows for purposeful educational travel appropriate for elementary and secondary students. This travel shall only be used to enrich and extend essential classroom learning by placing students into situations and locations that a teacher(s) are unable to address, simulate, or replicate appropriately in the classroom. Educational travel shall always be a well-planned learning experience and must always be approved by the building principal or the principal's designee. Such travel shall absolutely not be used to reward or punish students.

Purposeful, meaningful, and well-planned education travel, involving trips into the community and immediate region, are encouraged at all levels if linked to essential classroom learning. Such travel generally is classified as a field trip.

The Board of Education in 2007 established a policy in which it would pay up to \$250 per student for out-of-state academic competitions **for which students qualify**.

Educational travel outside the State of Nebraska for domestic travel shall be restricted to students in grades ~~three~~ **seven** through twelve. ~~Educational travel outside the state of Nebraska for foreign travel shall be restricted to student in grades nine through twelve.~~ Travel requiring students to stay overnight must be approved by the building principal and the Superintendent. This travel must be approved by the Board of Education 12 months prior to trip. Special permission may be granted to an organization to make a short out-of-state trip to participate in a special event; for example, Midwest Band Clinic in Chicago, Presidential Inauguration in Washington, D.C., or a major jazz festival.

### Non-School Sponsored Travel

**In terms of out of country (foreign) travel, the district does not participate in summer travel to foreign countries. All planning and recruiting of students for such travel must take place off of school properties so to not confuse the trip being sponsored by the district or school. However, Foreign travel may happen due to qualifications through state and national competitions and will be restricted to students in grades nine through twelve and approved by the Superintendent and Board of Education.**

Whether a short field trip within Columbus or travel ~~to another country~~ out of state, travel is discouraged whenever the time and expense to travel exceed the time available for students to engage in the learning directly or when the quality of the learning is not sufficient to justify the time and expense.

All travel shall be properly supervised by a school employee or employees. Parents and/or other adults, however, may be permitted to help in such supervision under the direction of a school employee.

Legal Reference: R.R.S. 79-611 Pupils; transportation; driver; liability policy; conditions

Cross Reference: 504.03 Student Conduct

506.01 Student Activity Eligibility

604 Instructional Curriculum

801 Transportation

Policy

Adopted: 12/11/06

Revised: 6/13/11

Revised: 9/16/13

COLUMBUS PUBLIC SCHOOLS

Columbus, Nebraska

Reviewed: 9/16/13

## INSTRUCTION - TRAVEL

Regulations for Field Trips

1. All field trips, and the arrangements for them, must have the approval of the building principals or the principal's designee in a manner specified by the building principal. Learning activities requiring students from multiple elementary buildings to travel shall be approved and coordinated with the Director of Curriculum or ~~the Director's~~ **their** designee. Trips requiring overnight arrangements shall be limited to students in grades seven through twelve unless approved by the Superintendent.
2. The purpose of the field trip must be clearly defined, related to an essential classroom learning, meaningful and appropriate for students, and of high quality. Field trips shall not be used to punish students but may be used as an incentive to improve student performance as long as the criteria for participation is applied and communicated to all eligible students in a timely fashion prior to the time of the trip. In addition, the total time necessary for **travel** must not exceed the time available for students to directly engage in learning.
3. The cost of a field trip shall be determined in advance, and each building principal has the responsibility to see that the cost associated with the trip is reasonable and appropriate.
4. School employees shall appropriately supervise each field trip so that good student discipline is maintained both while traveling and while students are engaged in learning. Parents and other adults may help with such supervision under the direction of a school employee.
5. Each child who goes on a field trip must have written parental consent, and parents must be notified in advance of the field trip about the arrangements for the field trip. Such parental notification, however, shall not be initiated before obtaining appropriate administrative approval for the trip.
6. Arrangements for school bus transportation will be made well in advance, as directed, and without disrupting regular school bus schedules. The school bus safety code will govern the behavior of students while on the bus. Trip sponsors are responsible for the conduct of students while on the bus and while students are engaged in the learning activity.
7. Alcohol use, drug use, or other activities **not permitted in the student handbook (including but not limited to the use of tobacco, vaping, and harassment)** that place the student, other students, supervisors/sponsors, the public, or property at risk are strictly prohibited. Students who use alcohol, drugs, and/or act in a way that places the student, other students, supervisors/sponsors, the public, or property at risk shall receive a long-term suspension and/or expulsion from school upon their return from the trip. Each

### Regulations for Field Trips, Continued

incident will be evaluated by the building principal to determine the appropriate consequences for the student or students involved in such misconduct.

8. Students, teachers, and building principal will evaluate each field trip. A brief, written, evaluative summary of each trip is to be provided by the teacher to the building principal in a fashion specified by the principal.

### Regulations for Domestic and Foreign Travel

1. All domestic ~~and foreign~~ travel shall have the recommendation of the building principal and the Superintendent before such travel will be considered by the Board of Education. Domestic ~~and foreign~~ travel shall not be used to punish students, but may be used as an incentive to improve student performance as long as the criteria for participation is applied and communicated to all eligible students in a timely fashion prior to the time of the trip. Approval for domestic ~~or foreign~~ travel shall be by an affirmative vote of the Board of Education at a regular or special meeting of the Board.

2. Domestic travel, travel involving an overnight stay, will be restricted to students in grades seven through twelve. Foreign travel **may happen due to qualifications through state and national competitions** and will be restricted to students in grades nine through twelve ~~unless otherwise~~ **and approved by the Superintendent and Board of Education.**

3. The purpose for such travel must be clearly defined, related to an essential classroom learning, meaningful and appropriate for students, and of high quality. The following must be submitted, in writing, to the building principal to begin the process of consideration:

- the purpose and rationale for travel;
- a complete travel itinerary;
- an explanation of the involvement of commercial agents (their obligations and any agreements to be entered into);
- arrangements for food and lodging;
- transportation arrangements;
- a plan of supervision, including the number of supervisors;
- all direct costs and an estimate of associated costs; and
- the method of evaluation.

4. Every effort should be made to provide all willing and qualified students with an opportunity to participate in such travel by eliminating, or substantially reducing, any financial cost to the student. If cost cannot be eliminated, sufficient time prior to the time of travel shall be provided to allow students a realistic opportunity to raise the money necessary to cover costs.

5. Supervision of traveling students shall be provided by a school employee. Parents and other adults may assist in such supervision as sponsors. For these types of trips, the following supervisor-to-student ratios will be used. A group of 15 students must have a minimum of 2 adult supervisors, a group of 16-24 students must have a minimum of 3

adult supervisors, and a group of 25-36 students must have a minimum of 4 adult supervisors. For larger groups ~~on foreign travel~~, the maximum supervisor-to-student ratio must be 12 students to each adult plus one extra adult supervisor. Members of the school employee's family shall not be allowed to travel with the group unless qualified for such travel as a student of the Columbus Public Schools or unless as an adult sponsor.

Travel supervisors and sponsors are responsible for student conduct at all times during the trip. Throughout the trip, supervisors/sponsors will have daily contact with each student and when applicable, the adult host of the student to evaluate his or her situation and to monitor his or her experience. In addition to daily contact, the supervisors/sponsors will implement a logistically possible plan to contact a limited number of students in person. How students are selected for direct contact will be at the discretion of the supervisor/sponsor.

6. Unless specifically a requirement of a class, students shall voluntarily participate in such travel without receiving educational credit from the Columbus Public Schools for their participation.

7. Unless specifically a requirement of a class, class time shall not be used for planning or organizing such activities. This does not, however, prohibit brief initial announcements, interest assessment, or providing printed information about the travel opportunity through bulletins or postings approved by the building principal.

8. Each student who travels must have written parental consent, and parents must be notified well in advance about travel arrangements prior to the trip. Such parental notification, however, shall not be initiated before obtaining Board of Education approval. In addition, unless specified otherwise by the Superintendent upon the recommendation of the lead sponsor and the building principal, only students in good standing academically ("on track" to be promoted or to graduate on time and a grade point average of C or higher in the class associated with the trip) and in good standing behaviorally (no prior school incidents involving alcohol use, drug use, or incidents involving long-term suspension and/or expulsion) shall be eligible for domestic or foreign travel.

9. Alcohol use, drug use, or other activities that place the student, other students, supervisors/sponsors, the public, or property at the risk are strictly prohibited. Students who use alcohol, drugs, and/or act in a way that places the student, other students, supervisors/sponsors, the public, or property at risk shall receive a long-term suspension and/or expulsion from school upon their return from the trip. Each incident will be evaluated by the building principal to determine the appropriate consequences for the student or students involved in such misconduct.

10. Students, teachers, and the building principal will evaluate each field trip. A brief, written evaluative summary of each trip is to be provided by the teacher to the building principal in a fashion specified by the building principal.

### Non-School Sponsored Travel

On occasion, students have the opportunity to participate in trips that appear to have a connection to the District and outside the regular school calendar, but which in fact are not school-sponsored. Some examples: (1) travel with a club sport team, even though the club team may be coached by our high school coach; (2) a band traveling to an out-of-state band contest that is arranged by a Booster Club; and (3) a foreign language teacher taking students abroad during the summer.

These opportunities are often worthwhile and beneficial to students. The message we want to make clear, however, is that these opportunities are not school-sponsored activities. All arrangements for such trips, including costs, travel, supervision, and safety are the responsibility of the group or person making the trip available to students. Columbus Public Schools has no responsibility for such trips. Anyone who is uncertain as to whether or not a particular opportunity is school-sponsored should contact the Superintendent, building principal, or Athletic Director.

Every effort should be made to restrict summer travel to in-state camps and competitions. Special circumstances may arise where an event or opportunity for students is not offered within the state for certain activities. Under these circumstances travel should be limited to a radius of 250 miles from Columbus.

Regulation  
Adopted: 8/10/09  
Revised: 6/13/11

COLUMBUS PUBLIC SCHOOLS  
Columbus, Nebraska  
Reviewed: 6/13/11

## MEDIA RELATIONS

The Board recognizes the value of and supports open, fair and honest communication with the news media. The board will maintain a cooperative relationship with the news media. As part of this cooperative relationship, the board and the media will develop a means for sharing information while respecting each party's limitations.

Members of the news media are encouraged and welcome to attend open board meetings. The board president shall be the spokesperson for the board, and the superintendent shall be the spokesperson for the school district. It shall be the responsibility of the board president and superintendent to respond to inquiries from the news media about the school district.

Members of the news media seeking information about the school district shall direct their inquiries to the superintendent. The superintendent shall accurately and objectively provide the facts and board positions in response to inquiries from the news media about the school district.

Columbus Public Schools  
**Media Guidelines**

***All credentials must be worn and displayed at all times*** and are only to be used by full-time and/or significant part-time employees. Those employees must be in a legitimate working capacity. Columbus Public Schools (CPS) media credentials are not for the use of children, sponsors, friends, family, spouses, parents or other individuals not representing a legitimate media outlet. Members of the media not abiding by the guidelines will have credentials reviewed for the future.

**GENERAL MEDIA GUIDELINES FOR ALL CPS SITES**

**Admission:** Media **must show & display** CPS issued media credentials for free admission and media access to CPS facilities check-In: All media must first contact the CPS Marketing & Communications Director, Nicole Anderson at 402-563-7000 x 12847 or [andersonn@discoverers.org](mailto:andersonn@discoverers.org) . She will work with you to get in contact with the appropriate individuals and groups. Upon approval, at each school site you will check in at the office and or table upon entrance to sign in.

**Classroom Access/Floor Access/Credentials/Photography:** ALL media members on the floor during games or in a CPS facility will be REQUIRED to show & display CPS media credentials. Photographers are asked to be conscious of their surroundings when shooting photos. Cooperation with CPS staff is required.

**Conduct/Etiquette:** As members of the media, you are representing your media organization. Team attire (i.e. booster buttons, school team shirts, etc.) will not be permitted by members of the media. At competitive events, cheering toward a specific school or participant will not be allowed. Our goal is to maintain equity in the school environment.

**Interviews:** Interviews will be scheduled through the Director of Marketing & Communications, Nicole Anderson. She can be reached at 402-563-7000 x 12847 or [andersonn@discoverers.org](mailto:andersonn@discoverers.org). *Exception:* At athletic events, any pre or postgame interviews are at the discretion of the Athletic Director and coaches. **No interviews will be conducted on the playing surface.** Please move to the nearest open space away from the playing surface, particularly when another game will follow.

Questions may be directed to Nicole Anderson at 402-563-7000x12847 or [andersonn@discoverers.org](mailto:andersonn@discoverers.org). During athletic events questions can always be directed to the onsite Athletics or Activities Director at each respective site.

## Media Representatives:

Columbus Public Schools (CPS) respects and acknowledges the responsibilities of news media representatives in covering and reporting from Columbus Public Schools sites and events. We realize and appreciate the interest and promotion generated by media coverage and the recognition given to the achievements of the schools, staff and students. Therefore, CPS has established guidelines for media operations with the requesting/issuing of working media credentials, the use of equipment by news gathering media and CPS property rights.

The CPS Guidelines is produced to inform statewide media of the CPS policies in effect for all schoolwide activities and to assist members of the media in providing comprehensive coverage to their communities. All members of the media are responsible for review the policies. Policies contained in this guide refer to television, radio, print and internet-based media.

CPS Media Pass request form may be found at

<https://www.columbuspublicschools.org/media-requests-and-information>

For more information, please contact:

**Nicole Anderson**

**Marketing & Communications Director**

Columbus Public Schools

2508 27<sup>th</sup> St

Columbus, NE 68601

Phone: 402-563-7000 x 12847

Email: [andersonn@discoverers.org](mailto:andersonn@discoverers.org)



# COLUMBUS PUBLIC SCHOOLS FOUNDATION

2508 27th Street, P.O. Box 947, Columbus, NE 68602-0947 ♦ Phone: 402-563-7000, Ext. 13033 ♦ Fax: 402-563-7005

## Board of Directors

Brian Christensen  
**President**

Bob Markham  
**Vice President**

Karin Rieger  
**Secretary/Treasurer**

Steve Anderson

Amy Blaser

Toby Goc

Mike Jeffryes

Morgan Kapels

Candy Becher

Stan Emerson

Dr. Troy Loeffelholz  
Ex-officio

Nicole Anderson  
Executive Director

September 2019

Candy Becher  
Board of Education  
Columbus Public Schools

Re: Columbus Public School Foundation Board Member Approval

Dear President Becher and Members of the Board:

The Foundation board of directors, at its annual meeting have re-elected Candy Becher, Amy Blaser, and Karin Rieger to serve another three year term on its board of directors. The Foundation board now presents these individuals for approval.

Current board members and executive officers are:

Brian Chrisensen, President, Term expires: August 2021  
Bob Markham, Vice President, Term expires: August 2020  
Karin Rieger, Secretary/Treasurer, Term expires: August 2022  
Stan Emerson, Term expires: August 2021  
Steve Anderson, Term expires: August 2020  
Candace Becher, Term expires: August 2022  
Amy Blaser, Term expires: August 2022  
Mike Jeffryes, Term expires: August 2020  
Morgan Kapels, Term expires: August 2020  
Toby Goc, Term expires: August 2021

Approval of the named individuals, and recognition of executive officers is appreciated as you discharge your responsibility in oversight of the Foundation. Thank you for your consideration of this matter.

Respectfully Submitted,

Nicole Anderson  
Executive Director

The Foundation is  
a non-profit  
organization and  
has 501(C)(3)  
status.

*The mission of the Columbus Public Schools Foundation is to inspire learning, enrich teaching,  
and create opportunities for students and staff through community support.*

Regular Meeting  
Monday, August 19, 2019 5:30 PM Central

Administration Building  
2508 27th Street  
Columbus, NE 68601

Candace Becher: Present  
Mike Goos: Present  
Michael Jeffryes: Present  
Doug Molczyk: Present  
Theresa Seipel: Present  
Douglas Willoughby: Present  
Present: 6.

## I. Board Meeting

I.A. Call to Order

I.B. Roll Call of Board

I.C. Pledge of Allegiance

I.D. Notice of Open Meeting Posted

I.D.1. President insures all can hear proceedings

I.E. Mission Statement

Candy Becher read the Mission Statement.

I.F. Opportunity for Public to be Heard

CPS parent Kristin Hoelsing, 7009 S 24 St., expressed concerns about the new pick times for the after school program. She said she can only pick up her child at certain hours and cannot come if it is not the right time. Hoelsing asked the board what kind of program does not let a parent pick up their child at any time. She said she talked to several parents, and they have similar concerns. With the structured pick up times, Hoelsing said it is challenging to get her child to activities in enough time.

Parent Tim Gentile, 769 S 32nd Ave., was concerned because his daughter was not allowed to take pre-algebra as a seventh grader. He said his daughter received a grade of 98 percent in sixth grade math and was told at the end of last year she would be in pre-algebra. Gentile said he didn't find out she was not accepted until right before school started. The reason was because she did not score high enough on the MAP test. Gentile said this will hinder his daughter when she gets into high school. He said he should have been told by the school of the importance of the MAP math test. Gentile said all the school told him was to make sure she eats a good breakfast and had a good night's sleep. Nothing was mentioned about not getting into a class if the score wasn't high enough. He said the high grade

in sixth grade math doesn't count for anything even though it was a year-long class. He said there should not be that much weight put on the MAP test.

#### **I.G. Adjourn**

Motion to adjourn regular meeting to begin special hearing. Passed with a motion by Doug Molczyk and a second by Mike Goos.

Candace Becher: Yea, Mike Goos: Yea, Michael Jeffryes: Yea, Doug Molczyk: Yea, Theresa Seipel: Yea, Douglas Willoughby: Yea  
Yea: 6, Nay: 0

The board adjourned for the hearing at 5:43 p.m.

#### **I.H. Hearings**

##### **I.H.1. Special Hearing - Annual review on Parent Relations Goals, Policy 1005.02, Regulations and Exhibits**

Superintendent Dr. Troy Loeffelholz said the biggest change is in defining parent and family. He said CPS has so many children that may not be living with their parents but instead an aunt, grandparents or other relatives. Dr. Loeffelholz said with the change in wording, this will allow the child's guardian to have the same rights as a parent.

##### **I.H.2. Special Hearing - Annual Review of Policy 1005.03, Regulations and Exhibits - Parental Involvement in the School**

Dr. Loeffelholz said the district wants more parents involved in their child's education.

##### **I.H.3. Adjourn from Special Hearing**

Motion to Adjourn from Special Hearing. Passed with a motion by Mike Goos and a second by Douglas Willoughby.

Candace Becher: Yea, Mike Goos: Yea, Michael Jeffryes: Yea, Doug Molczyk: Yea, Theresa Seipel: Yea, Douglas Willoughby: Yea  
Yea: 6, Nay: 0

The board adjourned from the special hearing at 5:51 p.m.

#### **I.I. Presentations/Recognitions**

##### **I.I.1. EL Presentation**

EL Coordinator Erica Earley said language and integration are the two goals for the program. She said this year the department offered adult English classes with the goal to educate the families on ways to communicate with the school in English. Earley said they wanted the parents to feel comfortable with the school district. The classes were offered on four consecutive Mondays with one in the morning and one in the evening. EL Parent Liaison and translator Santiago Vasquez said they wanted to teach practical English that may be needed if they came to the schools. The morning class was more popular with stay at home moms because they could come to class while their children were at school. In addition to

teaching the vocabulary, there were also break out session where they worked with a partner to practice. Earley said they were really pleased with the engagement. She said they started out with 12 people in the evening session, and it grew to 14. She said the department plans to do it again. Vasquez said they did a lot of brainstorming to determine which vocabulary words to focus on. Earley said they also went off of the types of calls they received from parents, and things they did not know how to say. A survey was done afterwards to see what the adults thought of the classes. Each participant received a certificate after the class. Vasquez said the parents were very appreciative of the certificate and thought it was similar to getting a high school diploma. The people liked the class and would like to see more offered. In the future, they said they would like to learn how to speak to their child's teachers. Vasquez said CPS worked with Platte Valley Literacy when creating the program and referred the people there to take more classes.

## I.J. Board Special Functions

### I.J.1. Second and Final Reading of Policy 203.06 Board Committees

The Superintendent recommends that the Board approve the First Reading of Policy 203.06 Board Committees, as submitted. Passed with a motion by Doug Molczyk and a second by Theresa Seipel.

Candace Becher: Yea, Mike Goos: Yea, Michael Jeffryes: Yea, Doug Molczyk: Yea, Theresa Seipel: Yea, Douglas Willoughby: Yea  
Yea: 6, Nay: 0

Dr. Loeffelholz said the changes in this policy reflect what the board is currently doing. He said the Americanism Committee is required to have two meetings a year. Executive Director of Curriculum and Instruction Amy Romshek said a good time to schedule one of the meetings would be shortly after the State Board of Education approves the new social studies standards.

### I.J.2. Second and Final Reading of Policy 502.01 Resident Students

The Superintendent recommends that the Board approve the Second and Final Reading of Policy 502.01 Resident Students, as submitted. Passed with a motion by Theresa Seipel and a second by Douglas Willoughby.

Candace Becher: Yea, Mike Goos: Yea, Michael Jeffryes: Yea, Doug Molczyk: Yea, Theresa Seipel: Yea, Douglas Willoughby: Yea  
Yea: 6, Nay: 0

Dr. Loeffelholz said this policy simply states that a person must live in the district to be considered a resident.

### I.J.3. First Reading of Policy 402.12.05 Staff Social Media Policy and Social Media Regulations

The Superintendent recommends that the Board approve the First Reading of Policy 402.12.05 Staff Social Media Policy and Social Media Regulations, as submitted.

Passed with a motion by Douglas Willoughby and a second by Mike Goos.

Candace Becher: Yea, Mike Goos: Yea, Michael Jeffryes: Yea, Doug Molczyk: Yea, Theresa Seipel: Yea, Douglas Willoughby: Yea

Yea: 6, Nay: 0

Recommended to approve 1st reading of Policy 402.12. Passed with a motion by Douglas Willoughby and a second by Mike Goos.

Candace Becher: Yea, Mike Goos: Yea, Michael Jeffryes: Yea, Doug Molczyk: Yea, Theresa Seipel: Yea, Douglas Willoughby: Yea

Yea: 6, Nay: 0

The board has heard presentations on this topic in the past. Dr. Loeffelholz said this policy sets boundaries for staff, but also adds more flexibility. He said staff can now have Facebook, Twitter and Instagram. Dr. Loeffelholz said if they create a professional page, they can post student photos, and share it to their personal page. However, they can't go out and take pictures of their kids and other students, and post it to their personal page first. He said the district knows which students have photo restrictions, so this is the better approach. The Board is also included in this policy. Dr. Loeffelholz said there are some boundaries, but the administration wants to protect staff. He said there have been issues in the past.

#### I.J.4. First Reading of Policy 607.05 Travel, Regulation 1 Instruction - Travel, and Regulation 2 Field Trip or Excursion Approval Form

The Superintendent recommends that the Board approve Policy 607.05, including Regulations 1 & 2, as submitted. Passed with a motion by Doug Molczyk and a second by Douglas Willoughby.

Candace Becher: Yea, Mike Goos: Yea, Michael Jeffryes: Yea, Doug Molczyk: Yea, Theresa Seipel: Yea, Douglas Willoughby: Yea

Yea: 6, Nay: 0

Dr. Loeffelholz said this policy spells out travel during the school year. It includes how many sponsors are need for events. He said this policy does not cover traveling abroad with students. Dr. Loeffelholz said if planning a trip overseas, he would recommend the informational and recruiting meetings be held off school grounds.

He said when it takes place at school, parents assume it is a school sponsored event, and it is not. When a sport or activity goes to a camp over the summer, the students fall under the school guidelines because it is connected to the school. These other trips are not educational but for fun. Dr. Loeffelholz said students have had great opportunities for awesome trips, but it is not tied to the curriculum.

He said the school attorney has said if the district wants this to fall under the school, the trip must happen during the school year and not in summer so students could fall under the discipline policy. Doug Molczyk said if anything happens in the school building, parents still think it is tied to school. Promotional flyers could not be handed out during the school day, but things could be posted on the bulletin board. Dr. Loeffelholz said he will draft something on summer trips and send it to Mike Goos and Doug Willoughby.

#### I.J.5 First Reading of Policy 1004.01 Media Relations Including Exhibits 1 & 2

The Superintendent recommends that the Board approve the First Reading of Policy 1004.01 Including Exhibits 1 & 2, as submitted. Passed with a motion by Douglas Willoughby and a second by Doug Molczyk.

Candace Becher: Yea, Mike Goos: Yea, Michael Jeffryes: Yea, Doug Molczyk: Yea, Theresa Seipel: Yea, Douglas Willoughby: Yea

Yea: 6, Nay: 0

Dr. Loeffelholz said this policy applies to all media, and the guidelines are taken directly from the NSAA. He said all media request filter through Director of Marketing Nicole Anderson, and she sets everything up. One board member questioned what to do with parents taking photos on the field at games and how this applies to them. Dr. Loeffelholz said CHS Activities Director Tim Kwapnioski and Anderson are meeting with the parents. He said these parents will be hired by the district and all the photos then belong to CPS. He said these parents will be assigned to take photos. He said there is also a third person who the district will be visiting with about helping with photos. He said the key is they don't own the pictures, and they must turn them over to CPS. Dr. Loeffelholz said these parents may be selling the pictures for profit. He said now with the marketing person, this issue can be addressed. Dr. Loeffelholz said these parents will work on an event by event basis and take the pictures for CPS. Dr. Loeffelholz said if anyone has any questions or concerns about the policies to contact him.

#### I.K. Items to be removed from the Consent Agenda

Motion to remove M4b and M4c. Passed with a motion by Doug Molczyk and a second by Michael Jeffryes.

Candace Becher: Yea, Mike Goos: Yea, Michael Jeffryes: Yea, Doug Molczyk: Yea, Theresa Seipel: Yea, Douglas Willoughby: Yea

Yea: 6, Nay: 0

#### I.L. Consent Agenda

Motion to approve the Consent Agenda. Passed with a motion by Mike Goos and a second by Douglas Willoughby.

Candace Becher: Yea, Mike Goos: Yea, Michael Jeffryes: Yea, Doug Molczyk: Yea, Theresa Seipel: Yea, Douglas Willoughby: Yea

Yea: 6, Nay: 0

#### I.L.1. Approval of Minutes

#### I.L.2. Financial Reports M2, M3, M4a

Executive Director of Business Operations and Human Relations Dave Melick said August is a slow month because there is no state aid and little property taxes. B-D was paid \$101,300.40 to BD for work on Kramer and another \$7,892.50 to RVW for work also at Kramer. The payment to CPM Education Program of \$71,126.40 was for math text books and materials.

#### I.L.3. Financial Report M4b

Move to approve the financial report M4b Passed with a motion by Douglas Willoughby and a second by Doug Molczyk.

Theresa Seipel: Abstain (With Conflict), Candace Becher: Yea, Mike Goos: Yea, Michael Jeffryes: Yea, Doug Molczyk: Yea, Douglas Willoughby: Yea  
Yea: 5, Nay: 0, Abstain (With Conflict): 1

Seipel Repair was paid \$3,638.30 for doing five different brake jobs, three on vans, and two on buses along with getting everything serviced for the start of school.

#### I.L.4. Financial Report M4c

Motion to approve Financial Report M4c. Passed with a motion by Theresa Seipel and a second by Mike Goos.

Michael Jeffryes: Abstain (With Conflict), Candace Becher: Yea, Mike Goos: Yea, Doug Molczyk: Yea, Theresa Seipel: Yea, Douglas Willoughby: Yea

Yea: 5, Nay: 0, Abstain (With Conflict): 1

Trina Jeffryes was refunded \$190 for tuition reimbursement.

#### I.L.5. Financial Report M5

Motion to approve financial report M5. Passed with a motion by Douglas Willoughby and a second by Doug Molczyk.

Candace Becher: Yea, Mike Goos: Yea, Michael Jeffryes: Yea, Doug Molczyk: Yea, Theresa Seipel: Yea, Douglas Willoughby: Yea

Yea: 6, Nay: 0

Melick said there were a lot of switches and battery backups purchased from CVW Government.

#### I.L.6. Certified Personnel

#### I.L.7. Classified Personnel

Dr. Loeffelholz said there have been a lot of classified staff hired. He said the after-school program also now falls under CPS, and these people are considered employees. Many CPS paras have increased their hours with the after-school program to be considered full time and receive benefits.

#### I.L.8. Professional Travel

Dr. Loeffelholz said there has not been a lot of travel last month.

#### I.M. Acceptance of Gifts/Donations

The Superintendent recommends that the Board accept the attached gifts/donations. Passed with a motion by Mike Goos and a second by Theresa Seipel.

Candace Becher: Yea, Mike Goos: Yea, Michael Jeffryes: Yea, Doug Molczyk: Yea, Theresa Seipel: Yea, Douglas Willoughby: Yea

Yea: 6, Nay: 0

There was \$102,800.98 donated back to the district from the Foundation and umbrella organizations. Dr. Loeffelholz said the amount is a little high because the foundation serves as the fiscal agent for Platte-Colfax Community and Family Partnership until this group can receive its own 501 C3 status. For this month, the Platte-Colfax Community Family partnership accounted for \$68,778.96. Dr.

Loeffelholz said CPS students benefit from this group. Once they have the needed nonprofit status, this money will be gone.

## I.M.1. Business Operations and Human Relations

## I.M.2. Policies

## I.M.3. Administrative Functions

### I.M.3.1. 2019-2020 Teacher Handbook

The Superintendent recommends that the Board approve the 2019-2020 Teacher Handbook, as submitted. Passed with a motion by Doug Molczyk and a second by Theresa Seipel.

Candace Becher: Yea, Mike Goos: Yea, Michael Jeffryes: Yea, Doug Molczyk: Yea, Theresa Seipel: Yea, Douglas Willoughby: Yea

Yea: 6, Nay: 0

Melick said CPS continues to struggle with spending money that doesn't need to be spent because people don't inform businesses of the district's tax exempt status. He said now if a person does not inform a business of the tax exempt status on purchases the person will pay the tax and not the district. Melick said the only exception is if it is a place out of state, and the business will not recognize the tax exempt status. He said there is a tax exempt form, yet most employees don't use it. To help with this issue, Melick said this information is now in the handbook. He said the only other change was removing the grading scale because it was not correct and adding whatever is used in the buildings.

### I.M.3.2. 2019-2020 Classified Handbook

The Superintendent recommends that the Board approve the 2019-2020 Classified Handbook, as submitted. Passed with a motion by Theresa Seipel and a second by Douglas Willoughby.

Candace Becher: Yea, Mike Goos: Yea, Michael Jeffryes: Yea, Doug Molczyk: Yea, Theresa Seipel: Yea, Douglas Willoughby: Yea

Yea: 6, Nay: 0

One of the big changes in the handbook is to clarify reporting child abuse. Melick said at the recommendation of the school attorney, it is no longer enough to just report suspected child abuse to a principal or supervisor. The employee must follow up and make sure the individual actually reported it. Melick said just because a person told someone about the situation, there needs to be follow up to make sure it was done.

Melick said the classified handbook salary scale had to be updated due to the after-school staff being added. He said there are currently 20 paras working as staff in the after-school program, which brings them up to full-time hours. He said the pay for those CPS staff working for the after school is also the same wage they make as a para. Melick said the paras are not allowed to go over 8 hours a day so it does not become overtime. With the added full-time people, they also now receive benefits. Melick said right now the lunch staff still falls under CPS, but in two years when it is bid out, the staff will transition to either LunchTime Solutions or whoever gets the bid.

### I.M.3.3. Surplus Property

The Superintendent recommends that the Board approve to declare items listed as Surplus Property. Passed with a motion by Theresa Seipel and a second by Doug Molczyk.

Candace Becher: Yea, Mike Goos: Yea, Michael Jeffryes: Yea, Doug Molczyk: Yea, Theresa Seipel: Yea, Douglas Willoughby: Yea  
Yea: 6, Nay: 0

There are several items from CHS Instrumental Music, radios, microscopes and extra supplies from the CMS Amplify Pilot; chairs, desks, tables, bookcases, humidifiers, an overhead projector and VCR from Lost Creek; and a paper shredder from the Student Center.

### I.N.3. Updates

Melick said on May 24, CPS applied for the fresh fruit and vegetable grant. Last year Emerson and North Park each received the grant. This year Centennial, Emerson, North Park, West Park and CMS applied for the grant, but none of them were funded. Melick said the notice of not being funded was very last minute, and he tried calling to talk to someone about the denial, but no one returned his calls. He said he does not think he will get any response. LunchTime Solutions has purchased a big panel truck, and it will be installed with heating and cooling centers to keep food at better temperatures. Melick said there are once again grants available for food service equipment, and the district is applying for units that will help with temperature control. These cost around \$9,000 each. Melick said he has told the principals if there is extra money in the budget, perhaps some healthy snacks could be purchased. He said the snacks are not the same as the fresh fruit and vegetables that were served during lunch. The two schools received \$50 per student for the healthy snacks. Melick said there are still some job positions that are not filled.

## I.N. Buildings & Sites/Technology

### I.N.1. Policies

### I.N.2. Administrative Functions

#### I.O.2.1. 2019-2020 Safety Committee Members

The Superintendent recommends the Board approve the 2019-2020 Safety Committee Members. Passed with a motion by Doug Molczyk and a second by Theresa Seipel.

Candace Becher: Yea, Mike Goos: Yea, Michael Jeffryes: Yea, Doug Molczyk: Yea, Theresa Seipel: Yea, Douglas Willoughby: Yea  
Yea: 6, Nay: 0

Executive Director of Operations and Technology Leonard Kwapnioski said several new people were added to replace those who left the district. He said every building principal is involved in selecting a representative from their building. Kwapnioski said there are also now crisis team members on the safety committee.

#### I.O.2.2. CMI Contract for 2019-2020

The Superintendent recommends the Board approve the CMI Contract for 2019-2020, as submitted. Passed with a motion by Douglas Willoughby and a second by Doug Molczyk.

Candace Becher: Yea, Mike Goos: Yea, Michael Jeffryes: Yea, Doug Molczyk: Yea, Theresa Seipel: Yea, Douglas Willoughby: Yea  
Yea: 6, Nay: 0

#### I.O.2.3. Boiler Bids

The Superintendent recommends that the Board approve the Boiler Bids, as submitted. Passed with a motion by Douglas Willoughby and a second by Doug Molczyk.

Candace Becher: Yea, Mike Goos: Yea, Michael Jeffryes: Yea, Doug Molczyk: Yea, Theresa Seipel: Yea, Douglas Willoughby: Yea  
Yea: 6, Nay: 0

Kwapnioski said there are four buildings that must have boilers inspected every year: Emerson, Centennial, Kramer Education Center and CMS. The contract is with Trane for \$4,647.

#### I.O.2.4. Service Master Contract for 2019-2020

The Superintendent recommends that the Board approve the Service Master Contract for 2019-2020, as submitted. Passed with a motion by Douglas Willoughby and a second by Theresa Seipel.

Candace Becher: Yea, Mike Goos: Yea, Michael Jeffryes: Yea, Doug Molczyk: Yea, Theresa Seipel: Yea, Douglas Willoughby: Yea  
Yea: 6, Nay: 0

Kwapnioski said the reason for contracting with Service Master is the district had difficulty filling custodian positions. He said the contract is higher than last year because some additional duties were requested, and this also includes the extra help during the summer. Kwapnioski said every one of the buildings have a map of what is cleaned daily. He said it is still a savings to the district because Service Master uses their own chemicals. Kwapnioski said the number of hours is an estimate of what it will take to clean the buildings. Service Master runs the background checks on their employees and not CPS. Kwapnioski said there have not been any issues, and the building principals have an open line of communications with owner Kurt Shevlin. Kwapnioski said when the district first made the switch, the labor was higher than what they were paying. He said if CPS could find the workforce it would be great. He said this is a concerns as custodians get closer to retirement. The total cost of the contract is \$247,347.

#### I.O.3. Updates

Kwapnioski said the signs made by Distar Industries are up at CHS. There is one located by the activity entrance and two on the STEM building. He said Distar donated the signs and all the district had to do was to install them. He said the signs are very well done and look nice. Kwapnioski said Distar has been a big partner for the

Anchor Project. He said the company will be recognized for their efforts. He said there still needs to be a little work done at Kramer were the wall collapsed. Kwapnioski said he is hoping the fence can be taken down, so the weeds can be removed and grass seeded.

## **I.O. Curriculum and Instruction**

### **I.O.1. Policies**

### **I.O.2. Administrative Functions**

#### **I.P.3. Updates**

Executive Director of Curriculum and Instruction Amy Romshek gave an update on Strategic Plan No. 1 and academic achievement. She said one measure they wanted to look at is to make sure all teachers are competent with the super seven elements. Romshek said teachers have been working on providing rigorous learning goals for students. She said as a district, staff is not as high with applications because it is the most difficult one. Romshek said they are working on the last learning goals and proficiency scales and hope to be done with common assessments soon. After December, the focus will shift to standards based grading. She said the goal is to finish the common assessments the first semester. Jan Hoegh will be working with staff for five days. Sep 17, 18 and 19 and Oct. 11 and Oct. 25.

## **I.P. Student Services**

### **I.P.1. Policies**

### **I.P.2. Administrative Functions**

#### **I.Q.3. Updates**

Executive Director of Student Services and Special Education Jason Harris said the early childhood survey is completed, and there were 386 English speaking surveys returned and 74 in Spanish. He said the Spanish speaking numbers increased after it was put on the EL Facebook page and a text went out. The Spanish speakers had an average income of \$20,000-\$39,999 and had a GED or high school diploma. However, Harris said the majority didn't answer that question but this was the average of those who did. The English speakers who took the survey had an income of between \$100,000-\$139,000 and most had at least a bachelor degree. There are meetings scheduled for Sep. 10 and 24; Oct. 8 and Oct. 22; Nov. 12 and Nov 26 and Dec. 10 from 1:30-3:30 p.m.

## **I.Q. Superintendent's Report**

Dr. Loeffelholz reminded the board that they need to sign up for one of the meetings that are coming up. The dates are August 21 in Fremont; Sept. 4 in York; and Sept. 25 in Norfolk. Candy Becher and Theresa Seipel are already signed up. Dr. Loeffelholz said he is signed up to go the Property Tax Reform Town Hall meeting in Norfolk.

There will be several senators attending, and they include: Jim Scheer, Lou Ann Linehan, Tom Briese and Ben Hansen. There were 80 kids who participated in activities at the STEM on the Go trailer during Columbus Days on Saturday, and several stayed the entire 2 hours. Dr. Loeffelholz said Danita Wickens is doing a great job with STEM on the Go. He had two conversations with the parent who addressed the board with concerns about the change in pick up from the after school program. Dr. Loeffelholz said according to the grant, students must attend the program for a least an hour for it to count as an enrollment. The schedule release times are 4:30 p.m., 5:15 p.m. and 6 p.m. Students can request to have their children picked up earlier, but they must wait in an unsupervised area. Mike Jeffryes said he has heard from 5-7 parents who don't want their kids left by themselves. Dr. Loeffelholz said in order to have drop in pick up, another person would need to be hired to man the door. At the start of the after school program, all students have homework time. Mike Jeffryes said he is concerned if a parent cannot pick up his or her child. In the past, one door was left open so parents could get in when needed but now the doors are locked for safety reasons. Dr. Loeffelholz said parents have cell phones of the lead staff and site coordinator as well as Stacey Whiting and Sara Colford. However, several building principals said cell phones don't work in all parts of the buildings. Doug Molczyk said perhaps parents could be given so many early outs and then their child is out of the program. Parents do pay for the program unless they qualify for free or reduced lunch. Theresa Seipel said she understands the parents' concerns and would not want to be unable to pick up her child. The board decided to discuss this issue at another time. Dr. Loeffelholz thanked Doug Willoughby for helping to serve lunch at the convocation, and Candy Becher for speaking and welcoming staff.

### **I.S. Board Sharing**

Mike Goos welcomed all the staff back to school, and he hopes everyone has a good year. Goos said he just finished reading 24th and Glory by Dirk Chatelain, and he would recommend people read it. Theresa Seipel said she is sorry she missed the convocation. She said she is glad everyone is back in the swing of things. Doug Willoughby welcomed everyone back. He said he enjoyed attending the convocation. Willoughby said as a former teacher, he enjoys going back to see the staff. Mike Jeffryes said he is glad school is back in session and has three children in CPS this year. He said one started this year at CMS and is doing great. Jeffryes also thank Tim Gentile and said he understands the situation. He said he hopes the school will provide him with some feedback. Jeffryes said he also recently moved a kid to UNL. Doug Molczyk also welcomed back the staff and said it will be a great year. He also thanked Gentile for coming to express his concerns to the board. Molczyk said he is excited about the school year and has gotten his activity pass and plans to attend a lot of events. Candy Becher welcomed the staff back and said this will be a wonderful school year. She said she hopes everything will go well.

### I.S.1. Board/Superintendent Goals

Candy Becher said the board needs to set a date for another retreat to discuss the board and superintendent goals. She said preschool and setting up the nonprofit corporation also needs to be discussed.

### II. Executive Session

Motion to go into Executive Session Passed with a motion by Doug Molczyk and a second by Theresa Seipel.

Candace Becher: Yea, Mike Goos: Yea, Michael Jeffryes: Yea, Doug Molczyk: Yea,  
Theresa Seipel: Yea, Douglas Willoughby: Yea  
Yea: 6, Nay: 0

The board went into executive session at 7:51 p.m. to discuss the superintendent's evaluation.

### III. Adjourn

Motion to to come out of Executive Session and adjourn @ 9:14 p.m. Passed with a motion by Michael Jeffryes and a second by Doug Molczyk.

Candace Becher: Yea, Mike Goos: Yea, Michael Jeffryes: Yea, Doug Molczyk: Yea,  
Theresa Seipel: Yea, Douglas Willoughby: Yea  
Yea: 6, Nay: 0

I, the undersigned, being the duly qualified Secretary for the School District No. 1 of Columbus, Nebraska, certify that the preceding is a true and correct copy of the minutes of the Regular School Board meeting of Monday, August 19, 2019.

---

President

---

Secretary

DESCRIPTION	BEGINNING BALANCE	MONTH TO DATE RECEIPTS	MONTH TO DATE EXPENDITURES	END OF MONTH BALANCE	YTD BALANCE PRIOR YEAR
Attachment M4a			\$ 2,760,934.34		
Attachment M5 (prior Bd Mtg)			\$ 101,342.61		
<b>GEN FUND - GREAT PLAINS STATE BANK</b>	\$ 4,595,757.82	\$ 735,967.23	\$ 2,862,276.95	\$ 2,469,448.10	\$ -
Dividends		\$ 1,352.85	\$ -		
Management Fees			\$ 230.19		
Investment Loss		\$ 3,098.63			
<b>GENERAL FUND - FNB TRUST</b>	\$ 917,563.54	\$ 4,451.48	\$ 230.19	\$ 921,784.83	\$ 4,842,847.81
<b>PAYROLL - PINNACLE BANK</b>	\$ 167,449.13	\$ 2,701,573.46	\$ 2,748,600.45	\$ 120,422.14	\$ 105,945.96
<b>PAYFLEX - PINNACLE BANK</b>	\$ 28,332.86	\$ 12,504.12	\$ 6,992.14	\$ 33,844.84	\$ 83,588.56
End of Year Split		\$ 26,990.00			
Dividends		\$ 3,466.47			
Management Fees			\$ 394.38		
Investment Gain		\$ 3,144.63			
Gene Steffy Ford			\$ 108,716.00		
School District #1 Gen Fund			\$ 7,800.00		
<b>DEPRECIATION - FNB</b>	\$ 1,571,954.11	\$ 33,601.10	\$ 116,910.38	\$ 1,488,644.83	\$ 2,998,463.20
Administration	\$ 332,707.47	\$ 294.38	\$ 417.54	\$ 332,584.31	\$ 482,189.72
Middle School	\$ 63,712.96	\$ 10,235.87	\$ 585.20	\$ 73,363.63	\$ 66,288.08
High School	\$ 349,257.84	\$ 6,751.85	\$ 17,776.05	\$ 338,233.64	\$ 356,077.32
<b>ACTIVITY FUNDS - COLUMBUS BANK</b>	\$ 745,678.27	\$ 17,282.10	\$ 18,778.79	\$ 744,181.58	\$ 904,555.12
Student Meals		\$ 110,038.21			
Federal Reimbursement		\$ 14,464.58			
Interest Income		\$ 486.35			
<b>NUTRITION FUND - CORNERSTONE BANK</b>	\$ 234,322.47	\$ 124,989.14	\$ 19,833.13	\$ 339,478.48	\$ 280,447.26
Platte County Treasurer		\$ 69,239.96			
Butler County Treasurer		\$ 226.03			
Dividends		\$ 1,515.40			
Management Fees			\$ 509.68		
Investment Gain		\$ 8,616.03			
<b>BOND FUND - FNB</b>	\$ 2,031,525.88	\$ 79,597.42	\$ 509.68	\$ 2,110,613.62	\$ 2,465,130.63
School District #1 Building Fund (Transfer)					
Dividends		\$ 241.62			
Management Fees			\$ 98.39		
Investment Loss		\$ 2,667.21			
<b>SPECIAL BLDG FUND - FNB TRUST</b>	\$ 392,159.58	\$ 2,908.83	\$ 98.39	\$ 394,970.02	\$ 476,745.74
Stealth Broadband			\$ 790.00		
<b>SPECIAL BLDG FUND - BANK OF THE VALLEY</b>	\$ (20,852.70)	\$ 113,790.69	\$ 790.00	\$ 92,147.99	\$ -

Columbus Public Schools  
General Fund Revenue Detail  
August 31, 2019

Account Number	Description	Budget	Month To Date	Year To Date	Balance	Percent
01.1.11101.000.000	PERSONAL AND REAL PROPERTY TAX	(\$19,328,110.00)	(\$331,158.61)	(\$19,454,433.09)	\$126,323.09	-100.65%
01.1.11151.000.000	CARLINE TAX REVENUE	(\$10,000.00)	\$0.00	(\$19,277.92)	\$9,277.92	-192.78%
01.1.11201.000.000	PUB POWER DIST SALES TAX	(\$800,000.00)	\$0.00	\$0.00	(\$800,000.00)	-0.00%
01.1.11251.000.000	MOTOR VEHICLE TAXES	(\$1,800,000.00)	(\$190,044.40)	(\$2,070,497.78)	\$270,497.78	-115.03%
01.1.12301.000.000	TUITION-OTHER DIST-SPED	(\$150,000.00)	\$0.00	(\$126,495.25)	(\$23,504.75)	-84.33%
01.1.14101.000.000	INTEREST	(\$75,000.00)	(\$8,678.36)	(\$109,525.43)	\$34,525.43	-146.03%
01.1.16101.000.000	LOCAL LICENSE FEES	\$0.00	\$0.00	(\$11,335.00)	\$11,335.00	#DIV/0!
01.1.16201.000.000	POLICE COURT FINES	(\$15,000.00)	\$0.00	(\$5,393.42)	(\$9,606.58)	-35.96%
01.1.19101.000.000	RENTAL FEE	(\$15,500.00)	\$0.00	\$0.00	(\$15,500.00)	-0.00%
01.1.21101.000.000	COUNTY FINES & LIC FEES	(\$200,000.00)	(\$24,128.30)	(\$190,372.35)	(\$9,627.65)	-95.19%
01.1.31101.000.000	STATE AID	(\$12,047,354.00)	\$0.00	(\$12,047,363.08)	\$9.08	-100.00%
01.1.31201.000.000	SPED PROGRAMS	(\$2,000,000.00)	\$0.00	(\$2,017,504.82)	\$17,504.82	-100.88%
01.1.31251.000.000	SPED TRANSPORTATION	(\$130,000.00)	\$0.00	(\$127,958.00)	(\$2,042.00)	-98.43%
01.1.31351.000.000	HIGH ABILITY LEARNERS GRANT	(\$22,926.00)	\$0.00	(\$21,616.00)	(\$1,310.00)	-94.29%
01.1.31551.000.000	TEXTBOOK LOAN	(\$26,489.00)	\$0.00	(\$28,357.55)	\$1,868.55	-107.05%
01.1.31801.000.000	PRO-RATA MOTOR VEHICLE	(\$47,000.00)	(\$16,226.94)	(\$52,730.75)	\$5,730.75	-112.19%
01.1.32001.000.000	STATE APPORTIONMENT	(\$600,000.00)	\$0.00	(\$598,613.68)	(\$1,386.32)	-99.77%
01.1.33001.000.000	IN-LIEU-OF SCHOOL LAND TX	(\$12,000.00)	\$0.00	(\$1,382.48)	(\$10,617.52)	-11.52%
01.1.35001.000.000	STATE CATEGORICAL PROGRAMS	(\$300,000.00)	\$0.00	\$0.00	(\$300,000.00)	-0.00%
01.1.35121.000.000	DISTANCE ED INCENTIVE RECEIPTS	(\$4,000.00)	\$0.00	\$0.00	(\$4,000.00)	-0.00%
01.1.35401.000.000	NDE EARLY CHILDHOOD GRANT	(\$202,824.00)	\$0.00	(\$107,720.00)	(\$95,104.00)	-53.11%
01.1.35411.000.000	EARLY CHILDHOOD ENDORSEMENT GR	(\$150,000.00)	\$0.00	(\$62,090.00)	(\$87,910.00)	-41.39%
01.1.39901.000.000	OTHER STATE RECEIPTS	(\$29,460.00)	\$0.00	(\$2,348.79)	(\$27,111.21)	-7.97%
01.1.42001.000.000	NCLB TITLE 1 - IMPROVING ACADE	(\$554,607.00)	\$0.00	(\$566,657.00)	\$12,050.00	-102.17%
01.1.42101.000.000	NCLB TITLE I ACCOUNTABILITY	\$0.00	\$0.00	(\$19,491.00)	\$19,491.00	#DIV/0!
01.1.43101.000.000	NCLB TITLE IIA, TEACHER QUALIT	(\$112,349.00)	(\$64,152.00)	(\$96,067.00)	(\$16,282.00)	-85.51%
01.1.44041.000.000	IDEA BASE ALLOCATION	(\$292,811.00)	\$0.00	(\$292,811.00)	\$0.00	-100.00%
01.1.44061.000.000	IDEA PRESCHOOL ALLOCATION	(\$22,330.00)	\$0.00	(\$20,293.00)	(\$2,037.00)	-90.88%
01.1.44101.000.000	IDEA ENROLLMENT/POVERTY ALLOCA	(\$579,291.00)	\$0.00	(\$574,404.00)	(\$4,887.00)	-99.16%
01.1.44121.000.000	IDEA PROPORTIONATE SHARE	(\$145,736.00)	\$0.00	(\$153,268.00)	\$7,532.00	-105.17%
01.1.44501.000.000	MEDICAID IN PUBLIC SCHOOLS	(\$30,000.00)	(\$13,034.70)	(\$48,785.47)	\$18,785.47	-162.62%
01.1.47001.000.000	VOCATIONAL EDUCATION (CARL PER	(\$35,816.00)	\$0.00	(\$32,702.00)	(\$3,114.00)	-91.31%
01.1.47401.000.000	REVISION GRANT	(\$38,197.00)	\$0.00	(\$49,990.00)	\$11,793.00	-130.87%
01.1.49251.000.000	NCLB TITLE III LEP GRANT	(\$60,136.00)	(\$38,529.00)	(\$56,440.00)	(\$3,696.00)	-93.85%
01.1.49261.000.000	NCLB TITLE III IMMIGRANT ED GR	\$0.00	\$0.00	(\$16,939.00)	\$16,939.00	#DIV/0!
01.1.49681.000.000	NCLB TITLE IV 21ST CENTURY REV	(\$149,163.00)	(\$34,741.00)	(\$122,637.00)	(\$26,526.00)	-82.22%
01.1.49951.000.000	EDUCATION QUEST FOUNDATION	(\$5,000.00)	\$0.00	\$0.00	(\$5,000.00)	-0.00%
01.1.55001.000.000	TRANSFERS FROM OTHER FUNDS	(\$1,300,000.00)	(\$7,800.00)	(\$7,800.00)	(\$1,292,200.00)	-0.60%
01.1.60001.000.000	SUMMER SCHOOL RECEIPTS	(\$6,000.00)	(\$500.00)	(\$6,298.00)	\$298.00	-104.97%
		(\$41,297,099.00)	(\$728,993.31)	(\$39,119,597.86)	(\$2,177,501.14)	-94.73%
	Transfers					
	Reimbursements/Refunds			(\$8,822.19)		
	Interest - other accounts			\$1,848.27		
	<b>Total Revenue</b>			<u>(\$735,967.23)</u>		

Check Number	Vendor	Amount
4253	FROM LTOJ CONSULTING GROUP	\$6,800.00
4254	CORNHUSKER MARRIOTT HOTEL	\$1,190.00
4255	FIRST NATIONAL BANK & TRUST	\$200.00
4256	FRONTIER	\$2,825.22
4257	HOWARD, AMY	\$337.22
4258	LINCOLN JOURNAL STAR	\$846.98
4259	MAILFINANCE	\$1,683.36
4260	NCSA	\$2,930.00
4261	ONE SOURCE	\$934.00
4262	PINNACLE BANK OMAHA	\$129.00
4263	UPS STORE	\$43.33
4264	AMAZON CAPITAL SERVICES	\$1,554.78
4265	HY-VEE FOOD STORES	\$88.13
4266	LINCOLN JOURNAL STAR	\$680.00
4267	SCHOOL DISTRICT #1-PAYROLL	\$2,690,581.78
4268	AMAZON CAPITAL SERVICES	\$532.18
4269	COLUMBUS AFTER SCHOOL PROGI	\$5,285.04
4270	ACE HARDWARE-COLUMBUS	\$67.66
4271	AMAZON CAPITAL SERVICES	\$728.33
4272	BOMGAARS	\$553.04
4273	CANON SPORTS	\$301.76
4274	COMPUTERS ETC	\$32.70
4275	EAKES OFFICE SOLUTIONS	\$39,586.48
4276	ELECTRICAL ENGINEERING & EQUI	\$490.44
4277	MATHESON TRI-GAS INC	\$82.10
4278	MEAD LUMBER COMPANY	\$364.38
4279	MENARDS-COL	\$1,033.48
4280	NATIONAL ART & SCHOOL SUPPLY	\$3,624.56
4281	SHELBY LUMBER COMPANY	\$1,187.85
4282	TIRE OUTLET INC	\$86.00
4283	CHAVEZ, ANN	\$110.78
4284	EDZARDS, ERIC	\$97.44
4285	LESHER, AMBER	\$129.92
4286	MENARDS-COL	\$626.34
4288	PAYFLEX SYSTEMS USA, INC.	\$390.60
4289	PLATTE VALLEY PRINTING	\$277.14
4290	SCHIEFFER SIGNS	\$995.40
4291	SCHMID, RACHAEL	\$73.08
4292	VON RUDEN-KRUGER, JOAN	\$129.34
4293	AMAZON CAPITAL SERVICES	\$22.84
4294	COMPUTERS ETC	\$7.96
4295	CRUISE, MICHELLE	\$29.58
4296	EAKES OFFICE SOLUTIONS	\$40.08
4297	FIRST NATIONAL BANK OMAHA	\$17.50
4298	HOBBY LOBBY	\$162.34
4299	SCHMID, RACHAEL	\$994.20
		<u>\$2,768,884.34</u>
	Voided Previous Month Ck# 2767	(\$1,000.00)
	Voided Previous Month Ck# 4091	(\$150.00)
	Voided Previous Month Ck# 4138	(\$6,800.00)
	Total Fund Expenditure	<u><u>\$2,760,934.34</u></u>

**Travel Report****September 2019**

<b>DATE</b>	<b># DAYS</b>	<b>NAME</b>	<b>EVENT NAME</b>	<b>EST COST\$</b>
8/6/2019	0.25	ANN CHAVEZ	PROTECTIVE FACTORS TRAINING - SCHUYLER	\$0.00
8/6/2019	0.25	JOAN VON RUDEN KRUGER	PROTECTIVE FACTORS TRAINING - SCHUYLER	\$0.00
8/21/2019	0.75	LEONARD KWAPNOSKI	NITC MEETING - LINCOLN	\$0.00
8/23/2019	1.00	JASON HARRIS	SRS MEETING - FREMONT	\$0.00
8/29/2019	1.00	AMANDA MANCINI MARSHALL	NWEA MAP TRAINING - NORFOLK	\$0.00
				<b>\$0.00 Total</b>



2508 27th Street, P.O. Box 947, Columbus, NE 68602-0947 Phone: 402-563-7000, Ext. 13033 Fax: 402-563-7005

---

September 6, 2019

Candy Becher  
Board of Education  
Columbus Public Schools

Dear President Becher and Members of the Board:

The Foundation contributed the following items to Columbus Public Schools during the month of August. On behalf of the Board of Directors for the CPS Foundation and the officers of the thirteen umbrella organizations, we respectfully submit these items to the Board of Education for acceptance.

**Foundation**

\$775.72 – Anchor Project  
\$2,113.00 – Athletic Hall of Fame  
\$8,629.19 – Community & Family Partnership  
\$3,849.10 – Newsletter & Postage

\$10,007.09 – Columbus After School Program  
\$445.54 – STEM on the Go  
\$161.00 – Spring Sports Calendar  
\$199.58 – Travel

**Centennial PAC**

\$108.96 – Open House Pizza

**Lost Creek PTO**

\$250.00 – LC Inc Playground Support  
\$211.70 – School Schedule Magnet  
\$59.02 – New Teacher Gifts  
\$112.67 – Ice Cream Social Supplies

**North Park PTO**

\$115.45 – Open House Cookies

**Band Boosters**

\$25.00 – Firework Stand Ad  
\$750.00 – Percussion Camp

**West Park PTO**

\$77.22 – Open House Popsicles

**Sports Boosters**

\$134.00 – Annual P.O. Box Fee  
\$754.34 – Golf Outing Expenses

**Alumni**

\$707.43 – Newsletter Returns  
\$10.00 – Chamber Ad  
\$25.44 – Columbus Days Supplies

The total contributions for the month of August was **\$29,521.45**

The total contributions for the FY 2018-2019 (Sept-Aug) total is **\$574,881.89**

Thank you for your consideration.

Sincerely,

A handwritten signature in blue ink that reads "Nicole Anderson".

Nicole Anderson  
Director of Marketing & Foundation



# Columbus Public Schools

“Engaging All Learners to Achieve Success”

---

---

September, 2019

To: Troy Loeffelholz, Superintendent, and Board members Candy Becher, Doug Molczyk, Mike Goos, Mike Jeffryes, Theresa Seipel, and Doug Willoughby  
From: Dave Melick  
Subject: Executive Summary regarding proposed budget for 2019-20 school year

Based on my budget preparation work, the proposal I plan to present Monday night is as follows:

1. Total budget of expenditures of \$67,397,505, an increase of 2.92% distributed among these funds:
  - a. General Fund: \$52,596,686
  - b. Depreciation Fund: \$1,962,428
  - c. Activities Fund: \$2,188,797
  - d. Lunch Fund: \$2,742,445
  - e. Bond Fund: \$6,296,149
  - f. Special Building Fund: \$1,611,000
2. Assessed valuation increased 4.0% from \$1,931,535,666 to \$2,008,732,111
  - a. Butler County increased from \$9,951,936 to \$10,092,384 and is .5% of the total valuation
  - b. Platte County increased from \$1,920,410,485 to \$1,997,529,957 and is 99.44% of total valuation
  - c. Polk County decreased from \$1,173,245 to \$1,109,770 and is .06% of the total valuation
  - d. 1 cent of levy increased from \$193,154 to \$200,873
  - e. Valuation supporting each CPS student increased from \$481,080 to \$488,624; please note this figure will change once “official” enrollment figures are known October 1
3. Property Tax Levies will change from the 2018-19 rates shown first to the second rates for 2019-20:
  - a. General Fund: from 1.010768 to .999886, a decrease of .010882 per \$100 of valuation
  - b. Bond Fund: from .199990 to .168982, a decrease of .031008
    - i. Last payment on 2009/2014 refunding bond in December, 2019
  - c. Special Building Fund: from .039221 to .050071, an increase of .010850
  - d. The overall property tax levy will change from 1.249979 to 1.218939, a decrease of .031040
    - i. This is a decrease of \$62 on a \$200,000 property
    - ii. Continues to extend our general trend of reducing the total levy rate
  - e. Combined General and Special Building Fund levies are 1.049957; the remaining .000043 would permit approximately \$80,000 in spending that is not currently included in the budget
4. Accountability: this proposed budget complies in these ways:
  - a. The General Fund budget of expenditures passes the spending lid as verified by the LC-2
  - b. The combined General Fund and Special Building Fund levies pass the Schedule B budget form
  - c. Bond debt decreased \$3,411,609 from \$84,273,036 to \$80,861,427
  - d. To the best of my ability, all known/anticipated expenses are included
  - e. We continue to extend our general trend of reducing the total levy rate

[www.columbuspublicschools.org](http://www.columbuspublicschools.org)



5. Transparency: in my June 5 board memo regarding our state aid increase for 2019-20, I mentioned using the extra proceeds in a number of ways. Here is how the proposed budget follows up on those plans:
  - a. Restore General Fund Cash Reserve to \$7,500,000: included in proposed budget
  - b. Assume financial responsibility for the After School Program: included in proposed budget
  - c. Provide funding for 2-3 additional teachers to meet increased enrollment: included in proposed budget (2.5 teachers and 5.3 paras)
  - d. Increase budgets for Special Education, Board of Education, Superintendent, and Marketing: included in proposed budget
  - e. Develop funding for Kramer Education Center: included in proposed budget
  - f. Increase base salary for certificated staff, and in turn, for classified staff and administration; included in proposed budget
  
6. Supporting documentation:
  - a. Budget and Levy Historical Information
  - b. NDE LC-2 budget form
  - c. Nebraska State Auditor's Schedule B Levy Limit Compliance form
  - d. Notice of Budget Hearing and Budget Summary (must be published in the Columbus Telegram)
  - e. Notice of Special Hearing to Set Final Tax Request (must be published in the Columbus Telegram)
  - f. Personnel cost increases spreadsheet: informational, thought you would like to see this info

Monday night's Committee of the Whole meeting provides us the opportunity to discuss the proposed budget and consider any changes that may be requested. Based on that discussion, I will provide items 6d and 6e, above, to the Columbus Telegram for publication on or before Thursday, September 12. Those notices provide our patrons with summary knowledge of the budget hearings that will be held on Monday, September 16. The budget and tax levies will then be action items for approval during the regular meeting that same night.

Please contact me if you have any questions about the proposed budget and tax levies.

Charitable



Columbus Public Schools

Date: 8-20-19

### School Fund Raising Application

Please submit this application to the building principal or the office of the Executive Director of Business/Human Relations at least two weeks in advance of the proposed date of your money-raising project. Please read the eight guides on page two. They will help you in answering the questions below.

School: <sup>CHS</sup> [Select One] Fund Raising Company (if applicable): N/A  
<sup>CHS FBLA</sup> (School/Group Name), submits the following plans for its money-earning project, and requests permission to carry them out.

What is your school/group's money-earning plan? ~~none~~ Sponsor a canned food drive for charity

Approximately how much does your school/group expect to earn from this project? N/A

How will this money be used? N/A - will donate canned food items to a local Food Pantry or the Center for Survivors

What are the proposed dates? January 2020

Is this a recurring activity?  Yes  No  
(If you selected yes, please specify the dates on which the activity will occur during the next twelve months.)

Are you selling tickets or a product?  Tickets  Product  Neither  
(If you selected product, please specify the product that you are selling.)

Will members be identified by t-shirts, etc. while carrying out this project?  Yes  No *Some*

Have you checked with other schools to avoid any overlapping while working?  Yes  No

Is your product/service in direct conflict with that offered by local merchants?  Yes  No

Are any contracts to be signed?  Yes  No If yes, by whom?

Has your school/group devised a budget plan to expend earnings?  Yes  No N/A

Does the building principal give full approval for this plan?  Yes  No

Principal's Signature *[Signature]* Date 8/29/19

(for district use only)

Approved by \_\_\_\_\_ Date \_\_\_\_\_

Approved subject to the following conditions \_\_\_\_\_

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

# Charitable Giving



Columbus Public Schools

Date: 8-20-19

## School Fund Raising Application

Please submit this application to the building principal or the office of the Executive Director of Business/Human Relations **at least two weeks in advance** of the proposed date of your money-raising project. Please read the eight guides on page two. They will help you in answering the questions below.

CHS  
School: [Select One] Fund Raising Company (if applicable): N/A  
CHS FBLA  
(School/Group Name), submits the following plans for its money-earning project, and requests permission to carry them out.

What is your school/group's money-earning plan? Bake, frost, + sell cupcakes

Approximately how much does your school/group expect to earn from this project? \$300

How will this money be used? Donations to March of Dimes, FBLA Foundation, and FBLA Scholarship Fund

What are the proposed dates? Feb. 10-13, 2020

Is this a recurring activity?  Yes  No  
(If you selected yes, please specify the dates on which the activity will occur during the next twelve months.) Feb 2020

Are you selling tickets or a product?  Tickets  Product  Neither  
(If you selected product, please specify the product that you are selling.) Cupcakes and possibly cookies

Will members be identified by t-shirts, etc. while carrying out this project?  Yes  No some

Have you checked with other schools to avoid any overlapping while working?  Yes  No

Is your product/service in direct conflict with that offered by local merchants?  Yes  No

Are any contracts to be signed?  Yes  No If yes, by whom?

Has your school/group devised a budget plan to expend earnings?  Yes  No

Does the building principal give full approval for this plan?  Yes  No

Principal's Signature W. Hall Date 8/28/19

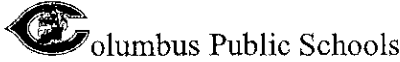
(for district use only)

Approved by \_\_\_\_\_ Date \_\_\_\_\_

Approved subject to the following conditions \_\_\_\_\_

\_\_\_\_\_

# Charitable Giving



Date: 8-19-19

## School Fund Raising Application

Please submit this application to the building principal or the office of the Executive Director of Business/Human Relations at least two weeks in advance of the proposed date of your money-raising project. Please read the eight guides on page two. They will help you in answering the questions below.

School: CHS [Select One] Fund Raising Company (if applicable): N/A Columbus High FBLA

(School/Group Name), submits the following plans for its money-earning project, and requests permission to carry them out.

What is your school/group's money-earning plan? ~~FF~~ <sup>New +</sup> Recycled Toy Drive

Approximately how much does your school/group expect to earn from this project? N/A

How will this money be used? No money, but will donate toys to Center for Survivors

What are the proposed dates? December 2019

Is this a recurring activity?  Yes  No  
(If you selected yes, please specify the dates on which the activity will occur during the next twelve months.)

Are you selling tickets or a product?  Tickets  Product  Neither  
(If you selected product, please specify the product that you are selling.)

Will members be identified by t-shirts, etc. while carrying out this project?  Yes  No

Have you checked with other schools to avoid any overlapping while working?  Yes  No

Is your product/service in direct conflict with that offered by local merchants?  Yes  No

Are any contracts to be signed?  Yes  No If yes, by whom?

Has your school/group devised a budget plan to expend earnings?  Yes  No N/A

Does the building principal give full approval for this plan?  Yes  No

Principal's Signature [Signature] Date 8-23-19

(for district use only)

Approved by \_\_\_\_\_ Date \_\_\_\_\_

Approved subject to the following conditions \_\_\_\_\_

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



**Goal: To address the social and emotional needs of our students that is affecting their academic development.**

100% of students in crisis receive services within 48 hours					
100% of student meet attendance standard of 9 or less absence per year					
100% of students have 0 or 1 office referrals per year					

	15-16	16-17	17-18	18-19
Percent of Students Served within 48 hours	71	62	100	100
within 48 hours	20	18	16	11
# of Students	28	29	16	11

	15-16	16-17	17-18	18-19
% with less than 9 absences	74	75	73	71
Less than 9 absences	2813	2855	2826	2832
Total Enrollment	3758	3783	3846	3962

	15-16	16-17	17-18	18-19
Percent w/less than 1 referral	74	86	76	76
More than 1 Referral	280	327	294	302
Total Enrollment	3758	3783	3846	3962

	15-16	16-17	17-18	18-19					
Crisis	71	62	100	100					
Referral	74	75	73	71					
Attendance	74	86	76	76					

Crisis, Referral and Attendance

