

Board of Education Regular Meeting  
Tuesday, February 14, 2017 6:00 PM

Conference Room  
520 East 9th Street  
Imperial, NE 69033

## **Agenda**

- I. Call to Order
- II. Pledge of Allegiance
- III. Approval of Agenda
- IV. Approval of Minutes
- V. Approval of Financial Report
- VI. Public Comment
- VII. Reports
  1. Activity Director
  2. Principals
  3. Student Board Member
  4. Superintendent
- VIII. Action Items
  1. Take all necessary action to assign Board of Education Committees
  2. Executive session to discuss certificated and classified negotiations.
  3. Take all necessary action to approve the 2017-18 Negotiated Agreement in conjunction with IEA.
  4. Take all necessary action to approve appointments and resignations.
- IX. Discussion Items
  1. Summer transportation plan
  2. 2017-18 calendar
  3. RFP for lunch program
  4. Building and grounds progress
- X. Adjourn

**Attendance Taken at 6:03 PM:** Present Board Members: Josh Fries, Karl Meeske, Willy O'Neil, Jeff Olsen, Dan Reeves, Penny Strand, Sheila Stromberger, Carrie Terryberry  
Absent Board Members: Steve Wallin

**I. Call to Order** Rationale: Notice of this meeting was given in advance according to State Law 84-1411, by giving notice of the meeting to the public. Notice of this meeting was also given in advance to all members of the Board of Education. This meeting has been preceded by advance notice and is hereby declared to be in open session. A copy of the Open Meetings Act is posted on the wall upfront. Discussion: Meeting was called to order at 6:03 pm

**II. Pledge of Allegiance** Discussion: President Olsen led assembly in the pledge of allegiance.

**III. Recognition of Board of Education Appreciation** Rationale: 1. Congratulations for Willy O'Neil, Sheila Stromberger and Karl Meeske on their re-election to the board of education. 2. Congratulations to Carrie Terryberry and Josh Fries on their election to the board of education. 3. Thank you to Tom Gaschler and Gregg Smith for their service and commitment to Chase County Schools.

**IV. Recognition of New Member-Oath of Office** Discussion: Supt. Lefdal led members elect Terryberry and Fries in the oath of office.

**V. Election of 2017 Officers** Rationale: Officers -- The Board shall elect from its members a president, vice president, a secretary, and a treasurer, at the first regular board meeting after the newly elected board members have been sworn in and prior to conducting any other business. The president shall preside, when present, at all meetings of the Board and shall exercise such powers and perform such duties as usually devolve upon the presiding officer of a deliberative body. The president shall perform all duties imposed by statute. The president shall appoint any special committees that may be necessary or that may be requested by the Board to appoint. The vice president shall preside at any meeting of the Board when the president is absent. The secretary shall be responsible for the recording of all official proceedings of the Board, and for the safeguarding of such minutes. The secretary shall be responsible for the publication of such minutes in the local newspaper as directed by statutes. The secretary is also responsible for treasurer of the Chase County Schools Education Foundation. The treasurer of the school district shall prepare and submit in writing a monthly financial report to the Board of Education. The treasurer shall be a member of the Board as specified by the statutes. An assistant to the treasurer may be appointed from outside the membership of the Board of Education. The superintendent of the school district shall be considered an ex-officio Board member and shall attend all meetings except when the superintendent's contract and salary are discussed. The superintendent shall carry out those functions as required by statute, and as designated by the Board of Education within the framework of these policies.

**V.A. Board President Motion Passed:** Motion for Jeff Olsen to be Board President passed with a motion by Willy O'Neil and a second by Dan Reeves. Josh Fries-Yes, Karl Meeske-Yes, Willy O'Neil-Yes, Jeff Olsen-Yes, Dan Reeves-Yes, Penny Strand-Yes, Sheila Stromberger-Yes, Carrie Terryberry-Yes, Steve Wallin-Absent

**V.B. Vice President Motion Passed:** Motion for Willy O'Neil to be Board Vice President passed with a motion by Dan Reeves and a second by Karl Meeske. Josh Fries-Yes, Karl Meeske-Yes, Willy O'Neil-Yes, Jeff Olsen-Yes, Dan Reeves-Yes, Penny Strand-Yes, Sheila Stromberger-Yes, Carrie Terryberry-Yes, Steve Wallin-Absent

**V.C. Secretary Motion Passed:** Motion for Sheila Stromberger to be Board Secretary passed with a motion by Dan Reeves and a second by Willy O'Neil. Josh Fries-Yes, Karl Meeske-Yes, Willy O'Neil-Yes, Jeff Olsen-Yes, Dan Reeves-Yes, Penny Strand-Yes, Sheila Stromberger-Yes, Carrie Terryberry-Yes, Steve Wallin-Absent

**V.D. Treasurer Motion Passed:** Motion for Carl Meeske to be Board Treasurer passed with a motion by Dan Reeves and a second by Willy O'Neil. Josh Fries-Yes, Karl Meeske-Yes, Willy O'Neil-Yes, Jeff Olsen-Yes, Dan Reeves-Yes, Penny Strand-Yes, Sheila Stromberger-Yes, Carrie Terryberry-Yes, Steve Wallin-Absent

**VI. Approval of Agenda Motion Passed:** Motion to approve the agenda as presented passed with a motion by Sheila Stromberger and a second by Karl Meeske. Josh Fries-Yes, Karl Meeske-Yes, Willy O'Neil-Yes, Jeff Olsen-Yes, Dan Reeves-Yes, Penny Strand-Yes, Sheila Stromberger-Yes, Carrie Terryberry-Yes, Steve Wallin-Absent

**VII. Approval of Minutes Motion Passed:** Motion to approve the minutes as presented passed with a motion by Sheila Stromberger and a second by Karl Meeske. Josh Fries-Yes, Karl Meeske-Yes, Willy O'Neil-Yes, Jeff Olsen-Yes, Dan Reeves-Yes, Penny Strand-Yes, Sheila Stromberger-Yes, Carrie Terryberry-Yes, Steve Wallin-Absent

**VIII. Approval of Financial Report Motion Passed:** Motion to approve the financial report as

presented in the amount of \$567,532.45 passed with a motion by Karl Meeske and a second by Willy O'Neil. Josh Fries-Yes, Karl Meeske-Yes, Willy O'Neil-Yes, Jeff Olsen-Yes, Dan Reeves-Yes, Penny Strand-Yes, Sheila Stromberger-Yes, Carrie Terryberry-Yes, Steve Wallin-Absent

**IX. Public Comment** Discussion: No comment.

#### **X. Reports**

**X.A. Activity Director** Discussion: Academic All-State was announced, this includes contributing athletes with a GPA of 3.7 or higher and team contributor. Students include Softball: Sarah Allen and Josie Peterson, Cross Country: Rose Sullivan, Kaley Hauxwell, Landis Beverly, and Kalen Wallin, Volleyball: Shaylee Heathers and Bridgette Odens, Football: Bryson Fisher and Dakota Wallin, Play Production: Rose Sullivan and Kaylee Meeske. The Chase County wrestling Invitational is this weekend with 15 teams, up three teams from last year. The meet will use the purchased track wrestling clocks and Chuck Lambert, Bridgeport Supt. to assist in meet management. We will host Gordon-Rushville for a Friday Night dual. Hauxwell will be attending NSAA district 5 Meeting in Holdrege January 11th. We will be discussing and voting on District Proposals. Hauxwell will release the SPVA tournament seeding and brackets on Wed Jan 10th. Boys will play on Monday and Thursday night with Finals on Saturday. Girls will play on Tuesday and Friday night with finals on Saturday. The boys will travel Monday and girls should host here at home on Tuesday. Hauxwell was asked by Nate Neuhaus at the NSAA to be on the Games Committee for the Nebraska State Track and Field Championships. He will be one of four coaches in the State on the Committee and Supt. Lefdal highlighted what an honor this recommendation is well as a representation for western Nebraska athletics. Committee representation will require a couple of Lincoln trips in preparation for the 2017 State Track Meet. Dir. of IT Shane Gerhartz presented the Board an assessment on where he believes the District to be currently using the SAMR Model for Technology Integration concluding CCS is in the Augmentation/Substitution phase. He highlighted many teachers are using some cool tech in the classroom. Old server aptitude was briefly discussed as a Board member inquired and Gerhartz noted yes District servers are dated but have been held relatively steady this year.

**X.B. Principals** Discussion: Prin. Odens discussed CCS five step Target Implementation Plan (TIP) plan. 1 is RTI (Response to Intervention) which is fully integrated on elem but we want to strengthen in MS and HS. Plan includes creation of a playbook for school wide intervention and curriculum alignment. 2 Common Instructional Lang which is highlighted by revision of the evaluation tool currently used and continual assessment and strengthening of professional development (PD). 3 Positive Behavior Intervention & Supports (PBIS) is a focus on positive feedback and rewards with emphasis on a cohesive school climate. Staff rated this as most important. 4 Growth mindset and willingness to learn amongst students & staff. 5 Chase Co Pride vehicle to encourage community involvement. The implementation will include book studies, teams & a committee will be established but Prin. Odens noted many teachers have expressed interest and excitement towards getting involved. Member Stromberger inquired as to the time component of when this will be explored and Odens & Supt. Lefdal noted it will be executed via PD days but will be continuously evolving.

**X.C. Student Board Member** Discussion: Student Board Member Ryelee Christensen mentioned an initial meeting was held between student council and administration and student council would be further discussing the related topics at their next regular meeting. Student concerns mentioned were assignment to CCS current Mentorship & Intervention Classes focusing on Thinking, Improvement, Magnify, Excellence, or in short MIC TIME.

**X.D. Superintendent** Discussion: Supt. Lefdal read a summary from contractor Reichert regarding progress on building addition. Plan is to have multiple trades inside at the same time to continue to progress towards an original eta date of April 1st. Brief discussion of state legislation update, student concerns regarding scheduling, graduation, monthly Supt. article for the paper will resume in January, emphasis back on kids, school improvement the first week of April, parent-student surveys will be circulated, and meetings with new Board members have occurred. Stromberger inquired as to why the survey and Supt. Lefdal replied citing MS assessment and school improvement plan. Email distribution will be used as well as at a computer during Feb. 6 & 7 PT conferences. Olsen inquired about Odysseyware usage and the students Mic time concern in which Supt. Lefdal noted Mic time rotates each quarter and is 9-12 as well as continued use of the new Odysseyware on-line class software.

#### **XI. Action Items**

**XI.A. Take all necessary action to approve the Imperial Republican as the official district newspaper for 2017. Motion Passed:** Motion to approve the Imperial Republican as the official district newspaper for 2017 passed with a motion by Karl Meeske and a second by Willy O'Neil. Josh Fries-Yes, Karl Meeske-Yes, Willy O'Neil-Yes, Jeff Olsen-Yes, Dan Reeves-Yes, Penny Strand-Yes, Sheila Stromberger-Yes, Carrie Terryberry-Yes, Steve Wallin-Absent

**XI.B. Take all necessary action to approve Adams Bank (Activity, QCPUF, Student Fee, Bond), Pinnacle Bank (General, Payroll, Clearing, Section 125 and Unemployment), First Bank and Trust (Lunch, Building and Depreciation) as primary custodian of funds.**

**Motion Passed:** Motion to approve Adams Bank (Activity, QCPUF, Student Fee, Bond), Pinnacle Bank (General, Payroll, Clearing, Section 125 and Unemployment), First Bank and Trust (Lunch, Building and Depreciation) as primary custodian of funds passed with a motion by Dan Reeves and a second by Penny Strand. Josh Fries-Yes, Karl Meeske-Yes, Willy O'Neil-Yes, Jeff Olsen-Yes, Dan Reeves-Yes, Penny Strand-Yes, Sheila Stromberger-Yes, Carrie Terryberry-Yes, Steve Wallin-Absent

**XI.C. Take all necessary action to approve appointments and resignations.** Discussion: No appointments or resignations.

**XII. Discussion Items**

**XII.A. Building project** Discussion: No further discussion since Supt. Lefdal gave progress report earlier.

**XII.B. Bus Barn Motion Passed:** Motion giving facility committee authority to proceed with bus barn bids passed with a motion by Sheila Stromberger and a second by Karl Meeske. Josh Fries-Yes, Karl Meeske-Yes, Willy O'Neil-Yes, Jeff Olsen-Yes, Dan Reeves-Yes, Penny Strand-Yes, Sheila Stromberger-Yes, Carrie Terryberry-Yes, Steve Wallin-Absent Discussion: Facility committee member Reeves said cost/sq. ft was similar for all options the committee considered however, the committee determined that the predictability of new construction costs outweighed the uncertainty of renovation therefore a proposed new building plans was presented by the committee. Member O'Neil recommended sending the drawings out to bid, which would not lock the District into construction. Board discussed several items including building length, indoor wash bay, building heat, floor drains, additional door, upstairs storage, financing, location on the NW corner of existing District site before taking action.

**XII.C. Conflict of Interest Form** Rationale: Attached is the required "potential" conflict of interest form to be completed by each board member and kept on file. The form does not need to be completed at the meeting, but will need to be completed and returned to Crystal to be kept in the board file. All Board members were given a Conflict of Interest form to fill out if the possibility existed a conflict could arise. It was pointed out this form protects the Board member and the District.

**XIII. Adjourn** Discussion: Meeting adjourned at 7:12 pm.

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Board President

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Board Secretary

# Period Activity Report - Detail

Cycle: FY16-17; Fund: 09; Begin Date: 01/01/2017; End Date: 01/31/2017; Account Type: All Accounts; Transaction Type: Actual; Created On: 2/10/2017 5:11:32 PM

Fund	Account	Account Name	Beginning Balance	Activity DR	Activity CR	Ending		
09	09-9001	CCHS Athletics	(\$8,385.28)	\$157.80	\$0.00	(\$8,543.08)		
Transaction	Transactio	Source Document	Source Entity	Comment	Transaction	Transaction	Running Balance	
1/17/2017	00013016	AP Voucher: ACT01172017	Vendor: Imperial Republican	Expenditure For Invoice=41-1; Type=Direct; Vendor=Imperial Republican	\$157.80	\$0.00	(\$8,227.48)	
Fund	Account	Account Name	Beginning Balance	Activity DR	Activity CR	Ending		
09	09-9003	CCHS Football	(\$21,901.63)	\$794.22	\$0.00	(\$22,695.85)		
Transaction	Transactio	Source Document	Source Entity	Comment	Transaction	Transaction	Running Balance	
1/24/2017	00013049	AP Voucher: ACT1242017	Vendor: Harco Athletic Reconditioning, Inc	Expenditure For Invoice=21583; Type=Direct; Vendor=Harco Athletic Reconditioning, Inc	\$794.22	\$0.00	(\$21,107.41)	
Fund	Account	Account Name	Beginning Balance	Activity DR	Activity CR	Ending		
09	09-9006	CCHS Basketball-	(\$6,244.96)	\$4,218.93	\$447.49	(\$10,016.40)		
Transaction	Transactio	Source Document	Source Entity	Comment	Transaction	Transaction	Running Balance	
1/3/2017	00012946	AP Voucher: ACT01032017	Vendor: Grant Jones	Expenditure For Invoice=01032017JVGBB; Type=Direct; Vendor=Grant Jones	\$50.00	\$0.00	(\$6,194.96)	
1/3/2017	00012946	AP Voucher: ACT01032017	Vendor: Kara Engbrecht	Expenditure For Invoice=01032017JVGBB; Type=Direct; Vendor=Kara Engbrecht	\$40.00	\$0.00	(\$6,154.96)	
1/3/2017	00012946	AP Voucher: ACT01032017	Vendor: JR Kline	Expenditure For Invoice=01032017JVGBB; Type=Direct; Vendor=JR Kline	\$40.00	\$0.00	(\$6,114.96)	
1/3/2017	00012946	AP Voucher: ACT01032017	Vendor: Brent Thelander	Expenditure For Invoice=01032017VBBB; Type=Direct; Vendor=Brent Thelander	\$65.83	\$0.00	(\$6,049.13)	
1/3/2017	00012946	AP Voucher: ACT01032017	Vendor: Chad Lyons	Expenditure For Invoice=01032017VGBB; Type=Direct; Vendor=Chad Lyons	\$65.83	\$0.00	(\$5,983.30)	
1/3/2017	00012946	AP Voucher: ACT01032017	Vendor: Jake Curl	Expenditure For Invoice=01032017VGBB; Type=Direct; Vendor=Jake Curl	\$65.83	\$0.00	(\$5,917.47)	
1/3/2017	00012948	AP Voucher: ACT01032017	Vendor: Brent Thelander	Expenditure For Invoice=01032017VBBB; Type=Direct; Vendor=Brent Thelander; PO=	\$0.00	\$65.83	(\$5,983.30)	
1/3/2017	00012949	AP Voucher: ACT01032017	Vendor: Chad Lyons	Expenditure For Invoice=01032017VGBB; Type=Direct; Vendor=Chad Lyons; PO=	\$0.00	\$65.83	(\$6,049.13)	
1/3/2017	00012951	AP Voucher: ACT01032017	Vendor: Grant Jones	Expenditure For Invoice=01032017JVGBB; Type=Direct; Vendor=Grant Jones; PO=	\$0.00	\$50.00	(\$6,099.13)	
1/3/2017	00012952	AP Voucher: ACT01032017	Vendor: Jake Curl	Expenditure For Invoice=01032017VGBB; Type=Direct; Vendor=Jake Curl; PO=	\$0.00	\$65.83	(\$6,164.96)	
1/3/2017	00012953	AP Voucher: ACT01032017	Vendor: JR Kline	Expenditure For Invoice=01032017JVGBB; Type=Direct; Vendor=JR Kline; PO=	\$0.00	\$40.00	(\$6,204.96)	
1/3/2017	00012954	AP Voucher: ACT01032017	Vendor: Kara Engbrecht	Expenditure For Invoice=01032017JVGBB; Type=Direct; Vendor=Kara Engbrecht; PO=	\$0.00	\$40.00	(\$6,244.96)	
1/13/2017	00013008	AP Voucher: ACT01122017	Vendor: Jackson Johnson	Expenditure For Invoice=VBGBB11217; Type=Direct; Vendor=Jackson Johnson	\$65.83	\$0.00	(\$6,179.13)	
1/13/2017	00013008	AP Voucher: ACT01122017	Vendor: Ben Anderson	Expenditure For Invoice=VBGBB011217; Type=Direct; Vendor=Ben Anderson	\$65.83	\$0.00	(\$6,113.30)	
1/13/2017	00013008	AP Voucher: ACT01122017	Vendor: Scott Johnson	Expenditure For Invoice=VBGBB11217; Type=Direct; Vendor=Scott Johnson	\$65.83	\$0.00	(\$6,047.47)	
1/17/2017	00013016	AP Voucher: ACT01172017	Vendor: Brent Thelander	Expenditure For Invoice=GVBBSPPVA11717; Type=Direct; Vendor=Brent Thelander	\$82.00	\$0.00	(\$5,965.47)	
1/17/2017	00013016	AP Voucher: ACT01172017	Vendor: Chad Lyons	Expenditure For Invoice=GVBBSPPVA11717; Type=Direct; Vendor=Chad Lyons	\$82.00	\$0.00	(\$5,883.47)	

1/17/2017	00013016	AP Voucher: ACT01172017	Vendor: Jake Curl	Expenditure For Invoice=GVBBSVA11717; Type=Direct; Vendor=Jake Curl	\$82.00	\$0.00	(\$5,801.47)
1/19/2017	00013034	AP Voucher: ACT01192017	Vendor: Chris Mroczek	Expenditure For Invoice=SPVABB1202017; Type=Direct; Vendor=Chris Mroczek	\$220.00	\$0.00	(\$5,581.47)
1/19/2017	00013034	AP Voucher: ACT01192017	Vendor: Benjamin Klein	Expenditure For Invoice=SPVABB1202017; Type=Direct; Vendor=Benjamin Klein	\$120.00	\$0.00	(\$5,461.47)
1/19/2017	00013034	AP Voucher: ACT01192017	Vendor: Preston Foster	Expenditure For Invoice=SPVABB01202017; Type=Direct; Vendor=Preston Foster	\$120.00	\$0.00	(\$5,341.47)
1/19/2017	00013034	AP Voucher: ACT01192017	Vendor: Benjamin Klein	Expenditure For Invoice=SPVABB01202017; Type=Direct; Vendor=Benjamin Klein	\$220.00	\$0.00	(\$5,121.47)
1/19/2017	00013034	AP Voucher: ACT01192017	Vendor: Nathan Williams	Expenditure For Invoice=SPVABB01202017; Type=Direct; Vendor=Nathan Williams	\$120.00	\$0.00	(\$5,001.47)
1/19/2017	00013034	AP Voucher: ACT01192017	Vendor: Chad Beezley	Expenditure For Invoice=SPVABB1202017; Type=Direct; Vendor=Chad Beezley	\$120.00	\$0.00	(\$4,881.47)
1/19/2017	00013034	AP Voucher: ACT01192017	Vendor: Jim Langin	Expenditure For Invoice=SPVABB1212017; Type=Direct; Vendor=Jim Langin	\$460.00	\$0.00	(\$4,421.47)
1/19/2017	00013034	AP Voucher: ACT01192017	Vendor: Chad Lyons	Expenditure For Invoice=SPVABB1202017; Type=Direct; Vendor=Chad Lyons	\$214.00	\$0.00	(\$4,207.47)
1/19/2017	00013034	AP Voucher: ACT01192017	Vendor: Brent Thelander	Expenditure For Invoice=SPVABB1202017; Type=Direct; Vendor=Brent Thelander	\$252.00	\$0.00	(\$3,955.47)
1/19/2017	00013034	AP Voucher: ACT01192017	Vendor: Chad Lyons	Expenditure For Invoice=SPVABB1212017; Type=Direct; Vendor=Chad Lyons	\$154.00	\$0.00	(\$3,801.47)
1/20/2017	00013038	AP Voucher: ACT01202017	Vendor: Dean Riedel	Expenditure For Invoice=SPVABB1212017; Type=Direct; Vendor=Dean Riedel	\$120.00	\$0.00	(\$3,681.47)
1/23/2017	00013040	AP Voucher: ACT01192017	Vendor: Chad Beezley	Expenditure For Invoice=SPVABB1202017; Type=Direct; Vendor=Chad Beezley; PO=	\$0.00	\$120.00	(\$3,801.47)
1/24/2017	00013049	AP Voucher: ACT1242017	Vendor: Platinum T-Shirt and Embroidery	Expenditure For Invoice=2843/2841/2789; Type=Direct; Vendor=Platinum T-Shirt and Embroidery	\$167.94	\$0.00	(\$3,633.53)
1/24/2017	00013049	AP Voucher: ACT1242017	Vendor: CCS Clearing Account	Expenditure For Invoice=ACT1/5-1/7-1/10-1/3; Type=Direct; Vendor=CCS Clearing Account	\$795.00	\$0.00	(\$2,838.53)
1/27/2017	00013053	AP Voucher: ACT1272017	Vendor: Thomas Johnson	Expenditure For Invoice=VGBBB1272017; Type=Direct; Vendor=Thomas Johnson	\$71.67	\$0.00	(\$2,766.86)
1/27/2017	00013053	AP Voucher: ACT1272017	Vendor: Jeff Moore	Expenditure For Invoice=VGBBB1272017; Type=Direct; Vendor=Jeff Moore	\$71.67	\$0.00	(\$2,695.19)
1/27/2017	00013053	AP Voucher: ACT1272017	Vendor: Chris Miller	Expenditure For Invoice=VGBBB127207; Type=Direct; Vendor=Chris Miller	\$71.67	\$0.00	(\$2,623.52)
1/27/2017	00013053	AP Voucher: ACT1272017	Vendor: Kara Engbrecht	Expenditure For Invoice=JVGBB1272017; Type=Direct; Vendor=Kara Engbrecht	\$50.00	\$0.00	(\$2,573.52)
1/27/2017	00013053	AP Voucher: ACT1272017	Vendor: Bob Holman	Expenditure For Invoice=JVGBB12717; Type=Direct; Vendor=Bob Holman	\$50.00	\$0.00	(\$2,523.52)
1/27/2017	00013053	AP Voucher: ACT1272017	Vendor: Grant Jones	Expenditure For Invoice=JVGBB12717; Type=Direct; Vendor=Grant Jones	\$50.00	\$0.00	(\$2,473.52)

<b>Fund</b>	<b>Account</b>	<b>Account Name</b>	<b>Beginning Balance</b>	<b>Activity DR</b>	<b>Activity CR</b>	<b>Ending</b>
09	09-9007	CCHS Basketball-	(\$5,570.16)	\$2,556.01	\$317.51	(\$7,808.66)

Transaction	Transactio	Source Document	Source Entity	Comment	Transaction	Transaction	Running Balance
1/3/2017	00012946	AP Voucher: ACT01032017	Vendor: Eli Engbrecht	Expenditure For Invoice=01032017JVBBB; Type=Direct; Vendor=Eli Engbrecht	\$40.00	\$0.00	(\$5,530.16)
1/3/2017	00012946	AP Voucher: ACT01032017	Vendor: Russ Pankonin	Expenditure For Invoice=01032017JVBBB; Type=Direct; Vendor=Russ Pankonin	\$40.00	\$0.00	(\$5,490.16)
1/3/2017	00012946	AP Voucher: ACT01032017	Vendor: Adam Dickey	Expenditure For Invoice=01032017JVBBB; Type=Direct; Vendor=Adam Dickey	\$40.00	\$0.00	(\$5,450.16)
1/3/2017	00012946	AP Voucher: ACT01032017	Vendor: Brent Thelander	Expenditure For Invoice=01032017VBBB; Type=Direct; Vendor=Brent Thelander	\$65.84	\$0.00	(\$5,384.32)
1/3/2017	00012946	AP Voucher: ACT01032017	Vendor: Chad Lyons	Expenditure For Invoice=01032017VGBB; Type=Direct; Vendor=Chad Lyons	\$65.84	\$0.00	(\$5,318.48)
1/3/2017	00012946	AP Voucher: ACT01032017	Vendor: Jake Curl	Expenditure For Invoice=01032017VGBBB; Type=Direct; Vendor=Jake Curl	\$65.83	\$0.00	(\$5,252.65)
1/3/2017	00012947	AP Voucher: ACT01032017	Vendor: Adam Dickey	Expenditure For Invoice=01032017JVBBB; Type=Direct; Vendor=Adam Dickey; PO=	\$0.00	\$40.00	(\$5,292.65)

1/3/2017	00012948	AP Voucher: ACT01032017	Vendor: Brent Thelander	Expenditure For Invoice=01032017VBBB; Type=Direct; Vendor=Brent Thelander; PO=	\$0.00	\$65.84	(\$5,358.49)
1/3/2017	00012949	AP Voucher: ACT01032017	Vendor: Chad Lyons	Expenditure For Invoice=01032017VGBB; Type=Direct; Vendor=Chad Lyons; PO=	\$0.00	\$65.84	(\$5,424.33)
1/3/2017	00012950	AP Voucher: ACT01032017	Vendor: Eli Engbrecht	Expenditure For Invoice=01032017JVBBB; Type=Direct; Vendor=Eli Engbrecht; PO=	\$0.00	\$40.00	(\$5,464.33)
1/3/2017	00012952	AP Voucher: ACT01032017	Vendor: Jake Curl	Expenditure For Invoice=01032017VBGGB; Type=Direct; Vendor=Jake Curl; PO=	\$0.00	\$65.83	(\$5,530.16)
1/3/2017	00012955	AP Voucher: ACT01032017	Vendor: Russ Pankonin	Expenditure For Invoice=01032017JVBBB; Type=Direct; Vendor=Russ Pankonin; PO=	\$0.00	\$40.00	(\$5,570.16)
1/13/2017	00013008	AP Voucher: ACT01122017	Vendor: Eli Engbrecht	Expenditure For Invoice=JVBGBB011217; Type=Direct; Vendor=Eli Engbrecht	\$40.00	\$0.00	(\$5,530.16)
1/13/2017	00013008	AP Voucher: ACT01122017	Vendor: Bob Holman	Expenditure For Invoice=JVBBB11217; Type=Direct; Vendor=Bob Holman	\$40.00	\$0.00	(\$5,490.16)
1/13/2017	00013008	AP Voucher: ACT01122017	Vendor: Russ Pankonin	Expenditure For Invoice=JVBBB11217; Type=Direct; Vendor=Russ Pankonin	\$40.00	\$0.00	(\$5,450.16)
1/13/2017	00013008	AP Voucher: ACT01122017	Vendor: Jackson Johnson	Expenditure For Invoice=VBGBB11217; Type=Direct; Vendor=Jackson Johnson	\$65.83	\$0.00	(\$5,384.33)
1/13/2017	00013008	AP Voucher: ACT01122017	Vendor: Ben Anderson	Expenditure For Invoice=VBGBB011217; Type=Direct; Vendor=Ben Anderson	\$65.84	\$0.00	(\$5,318.49)
1/13/2017	00013008	AP Voucher: ACT01122017	Vendor: Scott Johnson	Expenditure For Invoice=VBGBB11217; Type=Direct; Vendor=Scott Johnson	\$65.84	\$0.00	(\$5,252.65)
1/19/2017	00013034	AP Voucher: ACT01192017	Vendor: Brett McCarville	Expenditure For Invoice=SPVA1192017; Type=Direct; Vendor=Brett McCarville	\$101.00	\$0.00	(\$5,151.65)
1/19/2017	00013034	AP Voucher: ACT01192017	Vendor: Morgan Smith	Expenditure For Invoice=SPVABB1192017; Type=Direct; Vendor=Morgan Smith	\$101.00	\$0.00	(\$5,050.65)
1/19/2017	00013034	AP Voucher: ACT01192017	Vendor: Michael Namuth	Expenditure For Invoice=SPVA01192017; Type=Direct; Vendor=Michael Namuth	\$101.00	\$0.00	(\$4,949.65)
1/19/2017	00013034	AP Voucher: ACT01192017	Vendor: Robert Gaulke	Expenditure For Invoice=SPVA1202017; Type=Direct; Vendor=Robert Gaulke	\$214.00	\$0.00	(\$4,735.65)
1/19/2017	00013034	AP Voucher: ACT01192017	Vendor: Brent Thelander	Expenditure For Invoice=SPVA BB 1212017; Type=Direct; Vendor=Brent Thelander	\$192.00	\$0.00	(\$4,543.65)
1/19/2017	00013034	AP Voucher: ACT01192017	Vendor: Jake Curl	Expenditure For Invoice=SPVABB1212017; Type=Direct; Vendor=Jake Curl	\$154.00	\$0.00	(\$4,389.65)
1/24/2017	00013049	AP Voucher: ACT1242017	Vendor: CCS Clearing Account	Expenditure For Invoice=ACT1/5-1/7-1/10-1/3; Type=Direct; Vendor=CCS Clearing Account	\$578.00	\$0.00	(\$3,811.65)
1/27/2017	00013053	AP Voucher: ACT1272017	Vendor: Thomas Johnson	Expenditure For Invoice=VBGBB1272017; Type=Direct; Vendor=Thomas Johnson	\$71.67	\$0.00	(\$3,739.98)
1/27/2017	00013053	AP Voucher: ACT1272017	Vendor: Jeff Moore	Expenditure For Invoice=VBGBB1272017; Type=Direct; Vendor=Jeff Moore	\$71.66	\$0.00	(\$3,668.32)
1/27/2017	00013053	AP Voucher: ACT1272017	Vendor: Chris Miller	Expenditure For Invoice=VBGBB127207; Type=Direct; Vendor=Chris Miller	\$71.66	\$0.00	(\$3,596.66)
1/27/2017	00013053	AP Voucher: ACT1272017	Vendor: Eli Engbrecht	Expenditure For Invoice=JVBBB1272017; Type=Direct; Vendor=Eli Engbrecht	\$40.00	\$0.00	(\$3,556.66)
1/27/2017	00013053	AP Voucher: ACT1272017	Vendor: Matt Hanna	Expenditure For Invoice=JVBBB1272017; Type=Direct; Vendor=Matt Hanna	\$40.00	\$0.00	(\$3,516.66)
1/27/2017	00013053	AP Voucher: ACT1272017	Vendor: Tim Swenson	Expenditure For Invoice=JVBBB1272017; Type=Direct; Vendor=Tim Swenson	\$65.00	\$0.00	(\$3,451.66)
1/30/2017	00013057	AP Voucher: ACT1302017	Vendor: Eli Engbrecht	Expenditure For Invoice=1302017BBCteam; Type=Direct; Vendor=Eli Engbrecht	\$40.00	\$0.00	(\$3,411.66)
1/30/2017	00013057	AP Voucher: ACT1302017	Vendor: Bob Holman	Expenditure For Invoice=1302017BBCteam; Type=Direct; Vendor=Bob Holman	\$40.00	\$0.00	(\$3,371.66)
1/30/2017	00013057	AP Voucher: ACT1302017	Vendor: Russ Pankonin	Expenditure For Invoice=1302017BBCteam; Type=Direct; Vendor=Russ Pankonin	\$40.00	\$0.00	(\$3,331.66)

Fund	Account	Account Name	Beginning Balance	Activity DR	Activity CR	Ending	
09	09-9008	CCHS Wrestling	(\$27,016.00)	\$3,735.05	\$0.00	(\$30,751.05)	
Transaction	Transactio	Source Document	Source Entity	Comment	Transaction	Transaction	Running Balance
1/10/2017	00012886	AP Voucher: 12162016BBills	Vendor: Sidney High School	Expenditure For Invoice=WrestlingEntry121716; Type=Direct; Vendor=Sidney High School	\$100.00	\$0.00	(\$26,916.00)
1/10/2017	00012886	AP Voucher: 12162016BBills	Vendor: The Arrow Hotel	Expenditure For Invoice=5080; Type=Direct; Vendor=The Arrow Hotel	\$810.00	\$0.00	(\$26,106.00)

1/10/2017	00012886	AP Voucher: 12162016RBills	Vendor: Awards Unlimited, Inc	Expenditure For Invoice=414452/414453; Type=Direct; Vendor=Awards Unlimited, Inc	\$246.10	\$0.00	(\$25,859.90)
1/12/2017	00013006	AP Voucher: ACT10122017	Vendor: Perkins County High School	Expenditure For Invoice=JVVWRESTLING11017; Type=Direct; Vendor=Perkins County	\$25.00	\$0.00	(\$25,834.90)
1/12/2017	00013006	AP Voucher: ACT10122017	Vendor: Dustin Favinger	Expenditure For Invoice=JVVWRESTLING11417; Type=Direct; Vendor=Dustin Favinger	\$250.00	\$0.00	(\$25,584.90)
1/12/2017	00013006	AP Voucher: ACT10122017	Vendor: Duane Skiles	Expenditure For Invoice=JVVWRESTLING11417; Type=Direct; Vendor=Duane Skiles	\$250.00	\$0.00	(\$25,334.90)
1/12/2017	00013006	AP Voucher: ACT10122017	Vendor: Chuck Lambert	Expenditure For Invoice=JVVWRESTLING11417; Type=Direct; Vendor=Chuck Lambert	\$300.00	\$0.00	(\$25,034.90)
1/13/2017	00013008	AP Voucher: ACT01122017	Vendor: Jarrod Schnell	Expenditure For Invoice=JVVWRESTLING11417; Type=Direct; Vendor=Jarrod Schnell	\$325.00	\$0.00	(\$24,709.90)
1/13/2017	00013008	AP Voucher: ACT01122017	Vendor: Klent Schnell	Expenditure For Invoice=JVVWRESTLING11417; Type=Direct; Vendor=Klent Schnell	\$325.00	\$0.00	(\$24,384.90)
1/24/2017	00013049	AP Voucher: ACT1242017	Vendor: Broken Bow High School	Expenditure For Invoice=WrestlingEntry120316; Type=Direct; Vendor=Broken Bow High School	\$125.00	\$0.00	(\$24,259.90)
1/24/2017	00013049	AP Voucher: ACT1242017	Vendor: Balcony House	Expenditure For Invoice=1132017; Type=Direct; Vendor=Balcony House	\$170.00	\$0.00	(\$24,089.90)
1/24/2017	00013049	AP Voucher: ACT1242017	Employee: Vlasin, Matthew A	Expenditure For Invoice=PEVWrestling1252017; Type=Employee; Vendor=Vlasin, Matthew A	\$510.00	\$0.00	(\$23,579.90)
1/24/2017	00013049	AP Voucher: ACT1242017	Vendor: Platinum T-Shirt and Embroidery	Expenditure For Invoice=2843/2841/2789; Type=Direct; Vendor=Platinum T-Shirt and Embroidery	\$13.95	\$0.00	(\$23,565.95)
1/27/2017	00013053	AP Voucher: ACT1272017	Vendor: Chadron Schools	Expenditure For Invoice=WRESTLING1202017; Type=Direct; Vendor=Chadron Schools	\$200.00	\$0.00	(\$23,365.95)
1/27/2017	00013053	AP Voucher: ACT1272017	Vendor: Medicine Valley Schools-High School	Expenditure For Invoice=WRESTLING12917; Type=Direct; Vendor=Medicine Valley Schools	\$85.00	\$0.00	(\$23,280.95)

Fund	Account	Account Name	Beginning Balance	Activity DR	Activity CR	Ending
09	09-901	Cash Account	(\$214,737.86)	\$120.00	\$32,924.67	(\$247,542.53)

Transaction	Transactio	Source Document	Source Entity	Comment	Transaction	Transaction	Running Balance
1/10/2017	00012893	AP Voucher: 12162016RBills		Disbursement for Voucher: 12162016RBills ; Fund=09	\$0.00	\$1,472.65	(\$216,210.51)
1/12/2017	00013007	AP Voucher: ACT10122017		Disbursement for Voucher: ACT10122017; Fund=09	\$0.00	\$825.00	(\$217,035.51)
1/13/2017	00013019	AP Voucher: ACT01122017		Disbursement for Voucher: ACT01122017; Fund=09	\$0.00	\$1,165.00	(\$218,200.51)
1/17/2017	00013018	AP Voucher: ACT01172017		Disbursement for Voucher: ACT01172017; Fund=09	\$0.00	\$5,874.85	(\$224,075.36)
1/19/2017	00013035	AP Voucher: ACT01192017		Disbursement for Voucher: ACT01192017; Fund=09	\$0.00	\$3,288.00	(\$227,363.36)
1/20/2017	00013039	AP Voucher: ACT01202017		Disbursement for Voucher: ACT01202017; Fund=09	\$0.00	\$120.00	(\$227,483.36)
1/23/2017	00013041	AP Voucher: ACT01192017		Disbursement for Voucher: ACT01192017; Fund=09	\$120.00	\$0.00	(\$227,363.36)
1/24/2017	00013051	AP Voucher:		Disbursement for Voucher: ACT1242017; Fund=09	\$0.00	\$18,785.17	(\$246,148.53)
1/27/2017	00013054	AP Voucher:		Disbursement for Voucher: ACT1272017; Fund=09	\$0.00	\$1,151.00	(\$247,299.53)
1/27/2017	00013056	AP Voucher: SPEECH1282017		Disbursement for Voucher: SPEECH1282017; Fund=09	\$0.00	\$123.00	(\$247,422.53)
1/30/2017	00013058	AP Voucher:		Disbursement for Voucher: ACT1302017; Fund=09	\$0.00	\$120.00	(\$247,542.53)

Fund	Account	Account Name	Beginning Balance	Activity DR	Activity CR	Ending
09	09-9015	JH BB-Girls	(\$1,210.00)	\$400.00	\$0.00	(\$1,610.00)

Transaction	Transactio	Source Document	Source Entity	Comment	Transaction	Transaction	Running Balance
1/19/2017	00013034	AP Voucher: ACT01192017	Vendor: Kara Engbrecht	Expenditure For Invoice=JHGBB1192017; Type=Direct; Vendor=Kara Engbrecht	\$80.00	\$0.00	(\$1,130.00)
1/19/2017	00013034	AP Voucher: ACT01192017	Vendor: Bob Holman	Expenditure For Invoice=JHGBB1192017; Type=Direct; Vendor=Bob Holman	\$80.00	\$0.00	(\$1,050.00)

1/24/2017	00013049	AP Voucher: ACT1242017	Vendor: CCS Clearing Account	Expenditure For Invoice=ACT1/5-1/7-1/10-1/3; Type=Direct; Vendor=CCS Clearing Account	\$240.00	\$0.00	(\$810.00)
<b>Fund</b>	<b>Account</b>	<b>Account Name</b>	<b>Beginning Balance</b>	<b>Activity DR</b>	<b>Activity CR</b>	<b>Ending</b>	
09	09-9016	JH BB-Boys	(\$1,080.00)	\$665.00	\$0.00	(\$1,745.00)	
<b>Transaction</b>	<b>Transactio</b>	<b>Source Document</b>	<b>Source Entity</b>	<b>Comment</b>	<b>Transaction</b>	<b>Transaction</b>	<b>Running Balance</b>
1/19/2017	00013034	AP Voucher: ACT01192017	Vendor: Eli Engbrecht	Expenditure For Invoice=JHBBB1192017; Type=Direct; Vendor=Eli Engbrecht	\$120.00	\$0.00	(\$960.00)
1/19/2017	00013034	AP Voucher: ACT01192017	Vendor: Tim Swenson	Expenditure For Invoice=JHBBB1192017; Type=Direct; Vendor=Tim Swenson	\$145.00	\$0.00	(\$815.00)
1/24/2017	00013049	AP Voucher: ACT1242017	Vendor: CCS Clearing Account	Expenditure For Invoice=ACT1/5-1/7-1/10-1/3; Type=Direct; Vendor=CCS Clearing Account	\$400.00	\$0.00	(\$415.00)
<b>Fund</b>	<b>Account</b>	<b>Account Name</b>	<b>Beginning Balance</b>	<b>Activity DR</b>	<b>Activity CR</b>	<b>Ending</b>	
09	09-9100	Cheerleaders	(\$3,963.72)	\$1,415.50	\$0.00	(\$5,379.22)	
<b>Transaction</b>	<b>Transactio</b>	<b>Source Document</b>	<b>Source Entity</b>	<b>Comment</b>	<b>Transaction</b>	<b>Transaction</b>	<b>Running Balance</b>
1/17/2017	00013016	AP Voucher: ACT01172017	Vendor: Java Joes Fundraising	Expenditure For Invoice=04867; Type=Direct; Vendor=Java Joes Fundraising	\$1,415.50	\$0.00	(\$2,548.22)
<b>Fund</b>	<b>Account</b>	<b>Account Name</b>	<b>Beginning Balance</b>	<b>Activity DR</b>	<b>Activity CR</b>	<b>Ending</b>	
09	09-9103	Thespians	(\$1,880.23)	\$1,050.55	\$0.00	(\$2,930.78)	
<b>Transaction</b>	<b>Transactio</b>	<b>Source Document</b>	<b>Source Entity</b>	<b>Comment</b>	<b>Transaction</b>	<b>Transaction</b>	<b>Running Balance</b>
1/10/2017	00012886	AP Voucher: 12162016BBills	Vendor: Ben Stewart- SpeechWire Tournament Services	Expenditure For Invoice=3187; Type=Direct; Vendor=Ben Stewart-SpeechWire Tournament Services	\$50.00	\$0.00	(\$1,830.23)
1/10/2017	00012886	AP Voucher: 12162016BBills	Vendor: Awards Unlimited, Inc	Expenditure For Invoice=414452/414453; Type=Direct; Vendor=Awards Unlimited, Inc	\$266.55	\$0.00	(\$1,563.68)
1/17/2017	00013016	AP Voucher: ACT01172017	Vendor: Ben Stewart- SpeechWire Tournament Services	Expenditure For Invoice=3903; Type=Direct; Vendor=Ben Stewart-SpeechWire Tournament Services	\$50.00	\$0.00	(\$1,513.68)
1/24/2017	00013049	AP Voucher: ACT1242017	Vendor: CCS Clearing Account	Expenditure For Invoice=ACT1/5-1/7-1/10-1/3; Type=Direct; Vendor=CCS Clearing Account	\$420.00	\$0.00	(\$1,093.68)
1/27/2017	00013053	AP Voucher: ACT1272017	Vendor: Wallace High School	Expenditure For Invoice=SPEECH11417; Type=Direct; Vendor=Wallace High School	\$141.00	\$0.00	(\$952.68)
1/27/2017	00013055	AP Voucher: SPEECH1282017	Vendor: Perkins County High School	Expenditure For Invoice=SPEECH1282017; Type=Direct; Vendor=Perkins County	\$123.00	\$0.00	(\$829.68)
<b>Fund</b>	<b>Account</b>	<b>Account Name</b>	<b>Beginning Balance</b>	<b>Activity DR</b>	<b>Activity CR</b>	<b>Ending</b>	
09	09-9104	Student Council	(\$3,193.08)	\$486.50	\$0.00	(\$3,679.58)	
<b>Transaction</b>	<b>Transactio</b>	<b>Source Document</b>	<b>Source Entity</b>	<b>Comment</b>	<b>Transaction</b>	<b>Transaction</b>	<b>Running Balance</b>
1/24/2017	00013049	AP Voucher: ACT1242017	Vendor: Pepsi-Cola	Expenditure For Invoice=68356157; Type=Direct; Vendor=Pensi-Cola	\$486.50	\$0.00	(\$2,706.58)
<b>Fund</b>	<b>Account</b>	<b>Account Name</b>	<b>Beginning Balance</b>	<b>Activity DR</b>	<b>Activity CR</b>	<b>Ending</b>	
09	09-9108	Electric Car Project	(\$67.70)	\$141.70	\$60.00	(\$149.40)	
<b>Transaction</b>	<b>Transactio</b>	<b>Source Document</b>	<b>Source Entity</b>	<b>Comment</b>	<b>Transaction</b>	<b>Transaction</b>	<b>Running Balance</b>
1/24/2017	00013049	AP Voucher: ACT1242017	Vendor: Platinum T-Shirt and Embroidery	Expenditure For Invoice=2843/2841/2789; Type=Direct; Vendor=Platinum T-Shirt and Embroidery	\$141.70	\$0.00	\$74.00
1/24/2017	00013043	AP Voucher: 01202017BBills	Vendor: Nebraska Academy of Sciences	Expenditure For Invoice=2017ScienceOlympiad2017; Type=Direct; Vendor=Nebraska Academy of Sciences	\$0.00	\$60.00	\$14.00
<b>Fund</b>	<b>Account</b>	<b>Account Name</b>	<b>Beginning Balance</b>	<b>Activity DR</b>	<b>Activity CR</b>	<b>Ending</b>	

09	09-9200	FBLA	(\$3,260.56)	\$100.00	\$0.00	(\$3,360.56)		
Transaction	Transactio	Source Document	Source Entity	Comment	Transaction	Transaction	Running Balance	
1/24/2017	00013049	AP Voucher: ACT1242017	Vendor: Nebraska FBLA Foundation Trust	Expenditure For Invoice=FoundationContForm; Type=Regular; Vendor=Nebraska FBLA Foundation Trust; PO=7188	\$100.00	\$0.00	(\$3,160.56)	
Fund	Account	Account Name	Beginning Balance	Activity DR	Activity CR	Ending		
09	09-9205	FCCLA	(\$6,287.72)	\$70.00	\$0.00	(\$6,357.72)		
Transaction	Transactio	Source Document	Source Entity	Comment	Transaction	Transaction	Running Balance	
1/17/2017	00013016	AP Voucher: ACT01172017	Vendor: District 11 FCCLA	Expenditure For Invoice=01182017; Type=Regular; Vendor=District 11 FCCLA; PO=7182	\$70.00	\$0.00	(\$6,217.72)	
Fund	Account	Account Name	Beginning Balance	Activity DR	Activity CR	Ending		
09	09-9210	FFA	(\$39,046.33)	\$17,424.76	\$0.00	(\$56,471.09)		
Transaction	Transactio	Source Document	Source Entity	Comment	Transaction	Transaction	Running Balance	
1/17/2017	00013016	AP Voucher: ACT01172017	Vendor: Hills Family Foods	Expenditure For Invoice=243042FFA; Type=Regular; Vendor=Hills Family Foods; PO=7172	\$3,935.55	\$0.00	(\$35,110.78)	
1/24/2017	00013049	AP Voucher: ACT1242017	Vendor: NCTA Food Service Dept	Expenditure For Invoice=811; Type=Regular; Vendor=NCTA Food Service Dept; PO=7174	\$221.00	\$0.00	(\$34,889.78)	
1/24/2017	00013049	AP Voucher: ACT1242017	Vendor: Midwest Cheese Distributing	Expenditure For Invoice=93457/93458; Type=Direct; Vendor=Midwest Cheese Distributing	\$776.45	\$0.00	(\$34,113.33)	
1/24/2017	00013049	AP Voucher: ACT1242017	Vendor: 4 Seasons Fund Raising	Expenditure For Invoice=01824; Type=Direct; Vendor=4 Seasons Fund Raising	\$12,276.50	\$0.00	(\$21,836.83)	
1/24/2017	00013049	AP Voucher: ACT1242017	Vendor: Paper Mart	Expenditure For Invoice=7605353; Type=Direct; Vendor=Paper Mart	\$215.26	\$0.00	(\$21,621.57)	
Fund	Account	Account Name	Beginning Balance	Activity DR	Activity CR	Ending		
09	09-931	Payable Account	\$923.08	\$33,749.67	\$33,689.67	\$863.08		
Transaction	Transactio	Source Document	Source Entity	Comment	Transaction	Transaction	Running Balance	
1/3/2017	00012946	AP Voucher:		AP Liability For Approve Voucher = ACT01032017	\$0.00	\$645.00	\$278.08	
1/3/2017	00012947	AP Voucher: ACT01032017		AP Liability For Void Warrant; Warrant = 7562 On Voucher = ACT01032017 For Invoice = 01032017JVBBB	\$40.00	\$0.00	\$318.08	
1/3/2017	00012948	AP Voucher: ACT01032017		AP Liability For Void Warrant; Warrant = (Null) On Voucher = ACT01032017 For Invoice = 01032017VBBB	\$131.67	\$0.00	\$449.75	
1/3/2017	00012949	AP Voucher: ACT01032017		AP Liability For Void Warrant; Warrant = (Null) On Voucher = ACT01032017 For Invoice = 01032017VGBB	\$131.67	\$0.00	\$581.42	
1/3/2017	00012950	AP Voucher: ACT01032017		AP Liability For Void Warrant; Warrant = (Null) On Voucher = ACT01032017 For Invoice = 01032017JVBBB	\$40.00	\$0.00	\$621.42	
1/3/2017	00012951	AP Voucher: ACT01032017		AP Liability For Void Warrant; Warrant = (Null) On Voucher = ACT01032017 For Invoice = 01032017JVBBB	\$50.00	\$0.00	\$671.42	
1/3/2017	00012952	AP Voucher: ACT01032017		AP Liability For Void Warrant; Warrant = (Null) On Voucher = ACT01032017 For Invoice = 01032017VBGGB	\$131.66	\$0.00	\$803.08	
1/3/2017	00012953	AP Voucher: ACT01032017		AP Liability For Void Warrant; Warrant = (Null) On Voucher = ACT01032017 For Invoice = 01032017JVBBB	\$40.00	\$0.00	\$843.08	
1/3/2017	00012954	AP Voucher: ACT01032017		AP Liability For Void Warrant; Warrant = (Null) On Voucher = ACT01032017 For Invoice = 01032017JVBBB	\$40.00	\$0.00	\$883.08	

1/3/2017	00012955	AP Voucher: ACT01032017		AP Liability For Void Warrant; Warrant = (Null) On Voucher = ACT01032017 For Invoice = 01032017JVBBB	\$40.00	\$0.00	\$923.08
1/10/2017	00012886	AP Voucher: 12162016BBills		AP Liability For Approve Voucher = 12162016BBills	\$0.00	\$1,472.65	(\$549.57)
1/10/2017	00012893	AP Voucher: 12162016BBills		Disbursement for Voucher: 12162016BBills ; Fund=09	\$1,472.65	\$0.00	\$923.08
1/12/2017	00013006	AP Voucher:		AP Liability For Approve Voucher = ACT10122017	\$0.00	\$825.00	\$98.08
1/12/2017	00013007	AP Voucher: ACT10122017		Disbursement for Voucher: ACT10122017; Fund=09	\$825.00	\$0.00	\$923.08
1/13/2017	00013008	AP Voucher:		AP Liability For Approve Voucher = ACT01122017	\$0.00	\$1,165.00	(\$241.92)
1/13/2017	00013019	AP Voucher: ACT01122017		Disbursement for Voucher: ACT01122017; Fund=09	\$1,165.00	\$0.00	\$923.08
1/17/2017	00013016	AP Voucher:		AP Liability For Approve Voucher = ACT01172017	\$0.00	\$5,874.85	(\$4,951.77)
1/17/2017	00013018	AP Voucher: ACT01172017		Disbursement for Voucher: ACT01172017; Fund=09	\$5,874.85	\$0.00	\$923.08
1/19/2017	00013034	AP Voucher:		AP Liability For Approve Voucher = ACT01192017	\$0.00	\$3,288.00	(\$2,364.92)
1/19/2017	00013035	AP Voucher: ACT01192017		Disbursement for Voucher: ACT01192017; Fund=09	\$3,288.00	\$0.00	\$923.08
1/20/2017	00013038	AP Voucher:		AP Liability For Approve Voucher = ACT01202017	\$0.00	\$120.00	\$803.08
1/20/2017	00013039	AP Voucher: ACT01202017		Disbursement for Voucher: ACT01202017; Fund=09	\$120.00	\$0.00	\$923.08
1/23/2017	00013040	AP Voucher: ACT01192017		AP Liability For Void Warrant; Warrant = 7619 On Voucher = ACT01192017 For Invoice = SPVABB1202017	\$120.00	\$0.00	\$1,043.08
1/23/2017	00013041	AP Voucher: ACT01192017		Disbursement for Voucher: ACT01192017; Fund=09	\$0.00	\$120.00	\$923.08
1/24/2017	00013049	AP Voucher:		AP Liability For Approve Voucher = ACT1242017	\$0.00	\$18,785.17	(\$17,862.09)
1/24/2017	00013051	AP Voucher:		Disbursement for Voucher: ACT1242017; Fund=09	\$18,785.17	\$0.00	\$923.08
1/24/2017	00013043	AP Voucher: 01202017BBills		AP Liability For Void Voucher; Voucher = 01202017BBills	\$60.00	\$0.00	\$983.08
1/27/2017	00013053	AP Voucher:		AP Liability For Approve Voucher = ACT1272017	\$0.00	\$1,151.00	(\$167.92)
1/27/2017	00013054	AP Voucher:		Disbursement for Voucher: ACT1272017; Fund=09	\$1,151.00	\$0.00	\$983.08
1/27/2017	00013055	AP Voucher: SPEECH1282017		AP Liability For Approve Voucher = SPEECH1282017	\$0.00	\$123.00	\$860.08
1/27/2017	00013056	AP Voucher: SPEECH1282017		Disbursement for Voucher: SPEECH1282017; Fund=09	\$123.00	\$0.00	\$983.08
1/30/2017	00013057	AP Voucher:		AP Liability For Approve Voucher = ACT1302017	\$0.00	\$120.00	\$863.08
1/30/2017	00013058	AP Voucher:		Disbursement for Voucher: ACT1302017; Fund=09	\$120.00	\$0.00	\$983.08

Fund	Account	Account Name	Beginning Balance	Activity DR	Activity CR	Ending
09	09-9410	Milk Vending	(\$1,956.41)	\$264.97	\$0.00	(\$2,221.38)

Transaction	Transactio	Source Document	Source Entity	Comment	Transaction	Transaction	Running Balance
1/24/2017	00013049	AP Voucher: ACT1242017	Vendor: Hiland Dairy	Expenditure For Invoice=18117681811812/1811857/1811900; Type=Direct; Vendor=Hiland Dairy	\$264.97	\$0.00	(\$1,691.44)

Fund	Account	Account Name	Beginning Balance	Activity DR	Activity CR	Ending
09	09-9410-	Milk Vending Supplies	(\$1,596.03)	\$88.68	\$0.00	(\$1,507.35)

Transaction	Transactio	Source Document	Source Entity	Comment	Transaction	Transaction	Running Balance
1/24/2017	00013049	AP Voucher: ACT1242017	Vendor: Hiland Dairy	Expenditure For Invoice=1811505; Type=Regular; Vendor=Hiland Dairy; PO=7161	\$55.34	\$0.00	(\$1,540.69)
1/24/2017	00013049	AP Voucher: ACT1242017	Vendor: Hiland Dairy	Expenditure For Invoice=1811545; Type=Regular; Vendor=Hiland Dairy; PO=7164	\$33.34	\$0.00	(\$1,507.35)

Invoice(s)	Submit Date	Payment Vendor	Comment	Invoice
01-25-2017	02/10/2017	US Bank		\$4,007.75
01202017	02/06/2017	Frenchman Valley Co-op	Fuel for pupil transportation 12/20-1/20	\$4,007.13
570913	02/06/2017	Frenchman Valley Co-op	tire disposal	\$288.72
02152017	02/06/2017	City Of Imperial	electric/water/sewer 12/19-1/18	\$12,305.90
LARM#10131	02/06/2017	City Of Imperial	1/2 of pool insurance for 16/17	\$606.33
022017	02/10/2017	Hometown Leasing	copier lease payment for Feb 2017	\$962.11
PEV02062017	02/07/2017		Reimbursement for fuel for JH Honor Choir	\$31.98
PEV020217	02/07/2017		Reimbursement for SPVA clinic music	\$61.09
01312017	02/07/2017	Affiliated Benefits	FSA/HRA Administration fees	\$394.00
01122017	02/07/2017	A T & T	long distance billing 12/13-1/12	\$146.34
1236	02/07/2017	Anderson Fencing & Seamless Gutters, LLC	snow removal 11/18-1/5/17	\$550.00
01102017	02/07/2017	Black Hills Energy	Chase County Community Facility (pool) gas services 12/06-1/09/17	\$486.69
2083364-2-2	02/07/2017	Brown & Saenger	miscellaneous classroom materials from 07/28/16 order	\$130.38
PEV01232017	02/07/2017		reimbursement for mailing records, elementary glue sticks for middle school	\$56.84
120847/121090/121091/121135/1215990110966	02/07/2017	Carquest Auto Parts	bus/vehicles parts	\$162.16
990110966	02/07/2017	Chase County Hospital	treatment for employee work related injury	\$129.00
SERVINV024613-2	02/07/2017	Conference Tech, Inc (CTI)	freight fee on prior invoice	\$13.13
PEV01242017	02/07/2017		trafone reimbursement	\$42.99
0013144	02/07/2017	DataShield	shredding service January	\$61.00
6043363/70270210	02/07/2017	Demco, Inc.	prelaminated dots,paper spine labels	\$131.17
689029	02/07/2017	Econolight	property/maintenance supplies	\$281.59
257846	02/10/2017	Egan Supply Co.	vac bag spectrum prosense	\$108.20
SPED4of8	02/07/2017	ESU #15	Sped 4 of * billing for Nov-Dec services, pre-K Sped, alternative Ed & PLC workshops	\$37,839.00
3862	02/07/2017	ESU #16	Audiology, Deaf/Hard of hearing consultants/Program Supervision	\$224.24
NEMCC72420	02/07/2017	Fastenal	Vacuum cleaner shop vac 10 gallon	\$141.36
V015070000027/V0150700000019	02/07/2017	Flaghouse	Adult Swing w/Pommel//Indoor Swing Frame	\$796.76
2055287	02/07/2017	Flinn Scientific Inc	Science materials	\$274.15
01102017	02/08/2017	Glenda Bierfreund	1/10/17 Vision resource/mileage services	\$344.65
9235877shipping	02/10/2017	Gopher Performance	SHipping was left off original invoice	\$5.00
02012017	02/08/2017	Great Plains Communication	telephone charges from 2/01-2/28	\$728.13
89063	02/08/2017	Harchelroad Motors - Imperial	wheel alignment, maintenance on vehicle	\$221.20
XT00123406/MN00092633	02/08/2017	Harris Computer Solutions	Apta upgrade from 3.0 to 4.1/AE additional maintenance	\$4,057.50
39124/39127/39161/39264/39757	02/08/2017	Hershberger Piano & Organ	instrument repair from 12/06,12/07,12/09,12/10,12/16,01/24	\$314.76
602365983	02/08/2017	Hillyard - Denver	Super Shine all Cleaner (8 gallon)	\$250.36
62644681/62644022/62645712	02/08/2017	Holiday Inn Of Kearney	hotel room for robotics tourney 1/13	\$445.38
175968	02/08/2017	Decker Equipment	Cafeteria Tables (2)	\$2,926.23
177003A	02/08/2017	Decker Equipment	7/8 in Q-Ball Metal Star-grey	\$52.85
0606190/S0609128/0612255	02/08/2017	Ideal Linen Supply Inc	mats	\$103.88
553339	02/08/2017	Imperial Auto Renewal	van repair	\$410.83
17036	02/08/2017	Brico Pest Control	regular monthly service	\$44.00
629187/629783	02/08/2017	Imperial NAPA	vehicle parts	\$538.12
118101	02/08/2017	Laminator.com	1.5 mil- 27X500 Clear School Laminating fim	\$241.41
137037	02/08/2017	Lou Kraus Music	repairs to instrument	\$40.00
29833	02/08/2017	Menards	maintenance supplies	\$182.60
PEV1052017	02/09/2017		reimbursement for Bus endorsement	\$7.50
PEV2092017	02/09/2017		reimbursement for CDL physical, meals,driver's license renewal	\$52.55
48602/48603/48605	02/09/2017	New Victorian Inn	hotel rooms for Robotics	\$164.97
30	02/09/2017	Imperial Republican	Legal Ad, proceedings ad	\$374.85

57-4126BUS	02/10/2017	Nebraska Safety Center	Level 1 Pupil Transportation course 1/6-1/7	\$150.00
1226-0125Statment	02/09/2017	Owens True Value	property maintenance supplies/transportation supplies/instructional materials	\$470.95
93429	02/09/2017	Perkins Co. Health Services	CDL physical for bus driver 1/04/17	\$93.00
1FEB17	02/09/2017	Christina L. Andress	January mileage for preschool student	\$221.40
1FEB17	02/09/2017	Rainbow Promise Preschool	January tuition for preschool student	\$75.00
INV014158	02/09/2017	Rasmussen Mechanical Services	transportation repairs	\$176.76
9054414	02/10/2017	Rosetta Stone LTD.	Rosetta Stone Foundations (Silver)	\$825.00
734366	02/09/2017	Sapp Bros	Def for buses	\$149.60
0613691	02/09/2017	School Nurse Supply	premium baby whips/penlight	\$356.40
12312017	02/09/2017	St. Joseph Institute For The Deaf	I hear Teletherapy services	\$660.00
208116385141/208116367242/208116007927	02/09/2017	School Specialty Supply Inc	education materials ordered prior yr that weren't reconciled	\$824.55
	02/09/2017	SOCS-FES	Soc web hosting services 2/1/17-1/31/18, mobile app maintenance fee	\$2,000.00
17251	02/09/2017	Southwest Nebraska Solid Waste	solid waste disposal fee	\$11.90
388659930	02/09/2017	SupplyWorks	scrubber/roller brush, clipper duo for new addition	\$11,770.00
387775471/389721	02/09/2017	SupplyWorks	rubber blade kit,upright vacuum	\$473.77
390881/390879/390873/880/878/874	02/09/2017	Stelling Brass	Instrument repairs	\$546.00
1848624/1849887/1851366/1854364	02/09/2017	Thompson Company-Maint	cleaning supplies	\$2,182.25
9073648-1	02/09/2017	Woodworkers Supply, Inc.	instructional supplies	\$98.39
9779584951/97756	02/09/2017	Verizon Wireless	phone bill jan 02-Feb 01/ dec 21-Jan 20	\$506.54
50839	02/09/2017	Artistic Woodworking	Labor to drill oak blocks	\$105.00
41730	02/09/2017	Heuer Publishing LLC	drama games/improv materials	\$130.45
BOND2017	02/09/2017	McNair Agency Inc	Chase County School Board Treasurer Bond (1 yr)	\$100.00
287	02/09/2017	S & S Lock and Key	11 Leviton switch keys, 3 keys to Wellington, 5 keys GM	\$112.29
2017DUES	02/10/2017	Imperial Chamber	2017 Dues/meals	\$288.00
PSI24862	02/10/2017	Computer Information Concepts	Infinite campus base application/hosting service/software support/messenger software/food service/CIC data Health check, CIC ongoing plan/12 mo. learning lab subscription	\$11,920.00
PettyCash21017	02/10/2017	Petty Cash	replenish petty cash	\$106.86
SI1306636	02/10/2017	West Music	drum mallet cuff, drum mallet sets	\$130.95
7175692	02/10/2017	Eakes Office Solutions	staples for copiers	\$240.00
111625	02/10/2017	Midwest Restaurant	open front milk cooler/freight	\$2,254.99
0156895	02/10/2017	Nebraska Central Equipment	motor 7 series,control, bracket ,support,drive shaft guard ,freight	\$287.72
0156863	02/10/2017	Nebraska Central Equipment	hub cover	\$194.09
0156862	02/10/2017	Nebraska Central Equipment	driver side window sold below retail	\$431.09
0156843	02/10/2017	Nebraska Central Equipment	cap, reservoir, brake, pump actuator, wheel cover, element fuel/water separator, freight	\$206.95
5499/8207/9206/5796/3639	02/10/2017	Superfoods	produce,dairy, meat, eggs,groc,nonfood items, distilled water	\$366.78
02012017	02/10/2017	Troxell's Heating and Appliance	remaining balance due on prior invoice-labor on cooler	\$141.40
PEV02102017	02/10/2017	Bradley D. Dinnel	meal reimbursement, CDL, bus permit, Learner's Permit for BUS CDL	\$41.33
			February General Fund Bills	\$114,396.19
			February General Payroll	\$483,510.46
			<b>Total General Fund Expenditures</b>	<b>\$597,906.65</b>
		Twin Rivers	Soil Testing	\$ 17,618.75
		Ameritas	Closing Costs	\$ 45,000.00
		Reichert	Progress Payment	\$ 115,040.99
		Reichert	Progress Payment	\$ 669,993.98
		Baker & Associates	Construction Admn	\$15,102.50
		NMC	Lighting Rental	\$ 1,466.18
			<b>New Bond/Bldg Fund</b>	<b>\$ 894,222.40</b>

Troxell's	Hotwater heater	\$ 7,773.50
Supplyworks	Scrubber	\$ 11,770.00
	<b>February Depreciation Fund</b>	<b>\$ 19,543.50</b>
		<hr/> <hr/>
Engineering Intl	New Bus Barn	\$ 5,438.00
Twin Rivers	Asbestos Mgmt	\$ 3,409.80
	<b>February Special Bldg Fund</b>	<b>\$ 8,847.80</b>
		<hr/> <hr/>

[Cycle Name]: "FY16-17"; Created On: 2/10/2017 5:02:18 PM

Item No.	Item Description	Item Total
1	April Avenue-Liess-5th/6th grade music	\$97.51
2	XSTAMPERONLINE.COM-For Deposit only stamp	\$28.70
3	J W Pepper and Son-Hayes-MS Choir	\$94.49
4	Physical Education Equ-Liess-Lummi Sticks-Elementary	\$104.97
6	STI INC-GPS	\$25.00
7	Menards-Yankton-Lefdal-Supplies for charge stations	\$48.34
8	J W Pepper-Hayes-MS Choir	\$223.85
9	Amazon-Central Supply-11 X 17 paper	\$62.82
10	Amazon-Calculator ribbon	\$6.46
11	Amazon-Zuege-Am Hist II-"Grapes of Wrath", "The Truth According to Us: A Novel", "Hard Times: An Oral History of the Great Depression", "STL Book Esperanza Rising Middle School"	\$225.38
12	Amazon-Gerhartz-Projector Lamp Bulbs X 2 - Spady & spare	\$140.14
13	Amazon-Gerhartz-parts for hallway TVs	\$59.98
14	SheetMusicPlus.com-Strand-7th & 8th grade SPVA clinic	\$112.05
15	VEX Robotics-Power expander X2, 200 screws-Wilson-STEM	\$126.38
16	APL ITUNES-Angie Dickey-Writing Wizard-Kids learn to Write letters, alphabet & words App	\$9.98
17	Activity expenses	\$2,641.70
<b>Total</b>		<b>\$4,007.75</b>

## Chase County Schools

### Account Balance Report

Cycle: FY16-17; Begin Date: 09/01/2016; End Date: 02/14/2017; Primary Sort Element: Fund; Secondary Sort Element: Function; Account List: ([Fund] In ('01','10')) AND ([Function] Between '1000' AND '8000') AND ([Object] Between '000' AND '755') ; Created On: 2/14/2017 11:04:30 AM

Primary Sort		Secondary Sort Element						
01		Function:1000 - ALL						
Account Code	Description	Adopted	Current Budget	Actuals	YTD Actuals	Encumbrance	Projected	YTD Available
01-1000-000-000	ALL INSTRUCTION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Sub Total</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

Primary Sort		Secondary Sort Element						
01		Function:1100 - REGULAR INSTRUCTIONAL PROGRAMS						
Account Code	Description	Adopted	Current Budget	Actuals	YTD Actuals	Encumbrance	Projected	YTD Available
01-1100-000-000	REGULAR INSTRUCTIONAL	\$0.00	\$0.00	\$0.00	\$0.00	\$338.88	\$338.88	(\$338.88)
01-1100-110-000	Salaries-teachers	\$69,000.00	\$69,000.00	\$74,070.04	\$74,070.04	\$0.00	\$74,070.04	(\$5,070.04)
01-1100-110-100	Salaries - Elementary	\$732,008.00	\$732,008.00	\$353,109.26	\$353,109.26	\$0.00	\$353,109.26	\$378,898.74
01-1100-110-200	Salaries - High School	\$987,425.00	\$987,425.00	\$445,693.47	\$445,693.47	\$0.00	\$445,693.47	\$541,731.53
01-1100-110-300	Salaries - Middle School	\$431,080.00	\$431,080.00	\$216,207.18	\$216,207.18	\$0.00	\$216,207.18	\$214,872.82
01-1100-111-000	Salaries-ESU Stipends	\$5,500.00	\$5,500.00	\$3,350.00	\$3,350.00	\$0.00	\$3,350.00	\$2,150.00
01-1100-112-000	Schedule B	\$0.00	\$0.00	\$85,493.83	\$85,493.83	\$0.00	\$85,493.83	(\$85,493.83)
01-1100-112-100	Schedule B - Elementary	\$5,185.00	\$5,185.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,185.00
01-1100-112-200	Schedule B - High School	\$137,370.00	\$137,370.00	\$5,585.25	\$5,585.25	\$0.00	\$5,585.25	\$131,784.75
01-1100-120-000	Sal-sub	\$75,000.00	\$75,000.00	\$2,038.50	\$2,038.50	\$0.00	\$2,038.50	\$72,961.50
01-1100-120-100	Salaries - Subs - Elementary	\$50,000.00	\$25,000.00	\$8,055.99	\$8,055.99	\$0.00	\$8,055.99	\$16,944.01
01-1100-120-200	Salaries - Subs - High School	\$25,000.00	\$25,000.00	\$11,569.50	\$11,569.50	\$0.00	\$11,569.50	\$13,430.50
01-1100-120-300	Salaries - Subs - Middle School	\$25,000.00	\$25,000.00	\$5,912.00	\$5,912.00	\$0.00	\$5,912.00	\$19,088.00
01-1100-150-000	Benefit payout Unused Personal	\$19,375.00	\$19,375.00	\$113.03	\$113.03	\$0.00	\$113.03	\$19,261.97
01-1100-210-000	Social Security	\$5,280.00	\$5,280.00	\$12,025.80	\$12,025.80	\$0.00	\$12,025.80	(\$6,745.80)
01-1100-210-100	Social Security - Elementary	\$57,438.00	\$55,433.00	\$26,709.63	\$26,709.63	\$0.00	\$26,709.63	\$28,723.37
01-1100-210-200	Social Security - High School	\$77,440.00	\$77,440.00	\$34,351.26	\$34,351.26	\$0.00	\$34,351.26	\$43,088.74
01-1100-210-300	Social Security - Middle School	\$33,470.00	\$33,470.00	\$16,638.03	\$16,638.03	\$0.00	\$16,638.03	\$16,831.97
01-1100-220-000	Retirement	\$6,815.00	\$6,815.00	\$11,574.35	\$11,574.35	\$0.00	\$11,574.35	(\$4,759.35)
01-1100-220-100	Retirement - Elementary	\$73,600.00	\$73,600.00	\$34,911.71	\$34,911.71	\$0.00	\$34,911.71	\$38,688.29
01-1100-220-200	Retirement - High School	\$107,970.00	\$107,970.00	\$47,926.84	\$47,926.84	\$0.00	\$47,926.84	\$60,043.16
01-1100-220-300	Retirement - Middle School	\$42,585.00	\$42,585.00	\$20,985.54	\$20,985.54	\$0.00	\$20,985.54	\$21,599.46
01-1100-230-000	Health Ins	\$13,345.00	\$13,345.00	\$20,288.44	\$20,288.44	\$0.00	\$20,288.44	(\$6,943.44)
01-1100-230-100	Health Ins - Elementary	\$180,285.00	\$180,285.00	\$83,846.68	\$83,846.68	\$0.00	\$83,846.68	\$96,438.32
01-1100-230-200	Health Ins - High School	\$195,880.00	\$195,880.00	\$96,850.81	\$96,850.81	\$0.00	\$96,850.81	\$99,029.19
01-1100-230-300	Health Ins - Middle School	\$78,375.00	\$78,375.00	\$38,230.03	\$38,230.03	\$0.00	\$38,230.03	\$40,144.97
01-1100-231-000	Health Ins. - Deductible	\$450.00	\$450.00	\$0.00	\$0.00	\$0.00	\$0.00	\$450.00
01-1100-231-100	Health Ins Deductible -	\$13,275.00	\$13,275.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13,275.00
01-1100-231-200	Health Ins Deductible - High	\$13,050.00	\$13,050.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13,050.00
01-1100-231-300	Health Ins Deductible - Middle	\$7,425.00	\$7,425.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,425.00

01-1100-284-000	Early Retirement	\$3,000.00	\$3,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,000.00
01-1100-290-000	Other Emp Benefits	\$175.00	\$175.00	\$318.55	\$318.55	\$0.00	\$318.55	(\$143.55)
01-1100-290-100	Other Employee Benefits -	\$1,835.00	\$1,835.00	\$896.37	\$896.37	\$0.00	\$896.37	\$938.63
01-1100-290-200	Other Employee Benefits - High	\$2,470.00	\$2,470.00	\$1,111.74	\$1,111.74	\$0.00	\$1,111.74	\$1,358.26
01-1100-290-300	Other Employee Benefits -	\$1,035.00	\$1,035.00	\$539.27	\$539.27	\$0.00	\$539.27	\$495.73
01-1100-319-000	Services	\$5,000.00	\$5,000.00	\$5,089.53	\$5,089.53	\$0.00	\$5,089.53	(\$89.53)
01-1100-410-000	Supplies	\$75,847.00	\$75,847.00	\$12,716.35	\$12,716.35	\$2,258.10	\$14,974.45	\$60,872.55
01-1100-410-100	Supplies - Elementary	\$0.00	\$0.00	\$2,109.36	\$2,109.36	\$51.32	\$2,160.68	(\$2,160.68)
01-1100-410-200	Supplies - High School	\$0.00	\$0.00	\$3,865.87	\$3,865.87	\$0.00	\$3,865.87	(\$3,865.87)
01-1100-410-300	Supplies - Middle School	\$0.00	\$0.00	\$1,517.48	\$1,517.48	\$0.00	\$1,517.48	(\$1,517.48)
01-1100-411-000	Field Trips	\$1,500.00	\$1,500.00	\$607.67	\$607.67	\$0.00	\$607.67	\$892.33
01-1100-420-000	Textbooks	\$70,000.00	\$50,000.00	\$2,646.24	\$2,646.24	\$0.00	\$2,646.24	\$47,353.76
01-1100-420-200	Textbooks - High School	\$0.00	\$0.00	\$790.42	\$790.42	\$0.00	\$790.42	(\$790.42)
01-1100-425-000	E-BOOKS	\$6,500.00	\$6,500.00	\$2,047.92	\$2,047.92	\$0.00	\$2,047.92	\$4,452.08
01-1100-440-000	Periodicals - ACupp	\$2,500.00	\$2,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,500.00
01-1100-450-000	Audio-visual	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00
01-1100-460-000	Hardware	\$75,000.00	\$75,000.00	\$18,279.77	\$18,279.77	\$2,978.00	\$21,257.77	\$53,742.23
01-1100-460-100	Hardware - Elementary (< \$5k)	\$0.00	\$0.00	\$513.98	\$513.98	\$0.00	\$513.98	(\$513.98)
01-1100-460-200	Hardware - High School (< \$5k)	\$0.00	\$0.00	\$1,699.58	\$1,699.58	\$0.00	\$1,699.58	(\$1,699.58)
01-1100-460-300	Hardware - Middle School (<	\$0.00	\$0.00	\$25.96	\$25.96	\$0.00	\$25.96	(\$25.96)
01-1100-465-000	Computer Software	\$16,000.00	\$16,000.00	\$211.18	\$211.18	\$0.00	\$211.18	\$15,788.82
01-1100-465-100	Computer Software Elementary	\$0.00	\$0.00	\$9.98	\$9.98	\$0.00	\$9.98	(\$9.98)
01-1100-467-000	Web/Cloud Based Software	\$2,800.00	\$2,800.00	\$14,363.75	\$14,363.75	\$0.00	\$14,363.75	(\$11,563.75)
01-1100-490-000	Other Supplies & Materials	\$17,000.00	\$17,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$17,000.00
01-1100-530-000	Furniture/Equipment > \$5k ea	\$26,000.00	\$26,000.00	\$855.59	\$855.59	\$175.80	\$1,031.39	\$24,968.61
01-1100-530-200	Furniture/Equipment > \$5k ea -	\$0.00	\$0.00	\$398.00	\$398.00	\$0.00	\$398.00	(\$398.00)
01-1100-530-300	Furniture/Equipment > \$5k ea -	\$0.00	\$0.00	\$1,741.99	\$1,741.99	\$0.00	\$1,741.99	(\$1,741.99)
01-1100-531-000	REGULAR INSTRUCTIONAL	\$13,500.00	\$13,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13,500.00
01-1100-560-000	Computer Hardware > \$5k	\$30,000.00	\$3,000.00	\$592.44	\$592.44	\$211.46	\$803.90	\$2,196.10
01-1100-630-000	Dues & Fees	\$6,000.00	\$6,000.00	\$2,187.00	\$2,187.00	\$50.00	\$2,237.00	\$3,763.00
01-1100-630-100	Dues & Fees - Elementary	\$0.00	\$0.00	\$247.00	\$247.00	\$0.00	\$247.00	(\$247.00)
01-1100-630-200	Dues & Fees - High School	\$0.00	\$0.00	\$530.00	\$530.00	\$0.00	\$530.00	(\$530.00)
01-1100-630-300	Dues & Fees - Middle School	\$0.00	\$0.00	\$61.00	\$61.00	\$0.00	\$61.00	(\$61.00)
01-1100-670-000	Travel-trans-meals-lodging	\$6,500.00	\$6,500.00	\$119.00	\$119.00	\$0.00	\$119.00	\$6,381.00
01-1100-670-100	Travel-trans-meals-lodging -	\$0.00	\$0.00	\$314.43	\$314.43	\$0.00	\$314.43	(\$314.43)
01-1100-670-200	Travel-trans-meals-lodging -	\$0.00	\$0.00	\$4,175.90	\$4,175.90	\$0.00	\$4,175.90	(\$4,175.90)
01-1100-670-300	Travel-trans-meals-lodging -	\$0.00	\$0.00	\$410.24	\$410.24	\$0.00	\$410.24	(\$410.24)
01-1100-690-000	All Other	\$4,000.00	\$4,000.00	\$1,034.86	\$1,034.86	\$0.00	\$1,034.86	\$2,965.14
01-1100-690-100	Other Misc Expense -	\$0.00	\$0.00	\$454.95	\$454.95	\$0.00	\$454.95	(\$454.95)
01-1100-690-200	Other Misc Expense - High	\$0.00	\$0.00	\$265.00	\$265.00	\$0.00	\$265.00	(\$265.00)
01-1100-690-300	Other Misc Expense - Middle	\$0.00	\$0.00	\$651.93	\$651.93	\$0.00	\$651.93	(\$651.93)
<b>Sub Total</b>		<b>\$3,837,288.00</b>	<b>\$3,763,283.00</b>	<b>\$1,738,937.47</b>	<b>\$1,738,937.47</b>	<b>\$6,063.56</b>	<b>\$1,745,001.03</b>	<b>\$2,018,281.97</b>
<b>Primary Sort</b>	<b>Secondary Sort Element</b>							

01		Function:1150 - LIMITED ENGLISH PROFICIENCY						
Account Code	Description	Adopted	Current Budget	Actuals	YTD Actuals	Encumbrance	Projected	YTD Available
01-1150-110-000	E.L.L. Salaries-teachers	\$122,540.00	\$122,540.00	\$61,268.52	\$61,268.52	\$0.00	\$61,268.52	\$61,271.48
01-1150-120-000	E.L.L. Salaries - subs	\$3,000.00	\$3,000.00	\$1,206.00	\$1,206.00	\$0.00	\$1,206.00	\$1,794.00
01-1150-140-000	E.L.L. Salaries - clerks-aides	\$12,505.00	\$12,505.00	\$5,691.99	\$5,691.99	\$0.00	\$5,691.99	\$6,813.01
01-1150-145-000	Overtime	\$100.00	\$100.00	\$62.50	\$62.50	\$0.00	\$62.50	\$37.50
01-1150-210-000	E.L.L. Social Security	\$10,570.00	\$10,570.00	\$5,065.86	\$5,065.86	\$0.00	\$5,065.86	\$5,504.14
01-1150-220-000	E.L.L. Retirement	\$13,350.00	\$13,350.00	\$6,623.54	\$6,623.54	\$0.00	\$6,623.54	\$6,726.46
01-1150-230-000	E.L.L. Health Ins	\$24,630.00	\$24,630.00	\$10,060.11	\$10,060.11	\$0.00	\$10,060.11	\$14,569.89
01-1150-231-000	E.L.L. Health Ins Deductible	\$1,350.00	\$1,350.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,350.00
01-1150-290-000	E.L.L. Other Emp Benefits	\$340.00	\$340.00	\$170.04	\$170.04	\$0.00	\$170.04	\$169.96
01-1150-410-000	E.L.L. Supplies	\$800.00	\$800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$800.00
01-1150-420-000	ELL Textbooks	\$10,000.00	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00
01-1150-450-000	ELL Audio-visual	\$850.00	\$850.00	\$0.00	\$0.00	\$0.00	\$0.00	\$850.00
01-1150-530-000	ELL Furn And Equip	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00
01-1150-670-000	ELL Travel	\$750.00	\$750.00	\$0.00	\$0.00	\$0.00	\$0.00	\$750.00
01-1150-690-000	E.L.L. All Others	\$500.00	\$500.00	\$298.77	\$298.77	\$254.32	\$553.09	(\$53.09)
<b>Sub Total</b>		<b>\$201,785.00</b>	<b>\$196,785.00</b>	<b>\$90,447.33</b>	<b>\$90,447.33</b>	<b>\$254.32</b>	<b>\$90,701.65</b>	<b>\$106,083.35</b>

01		Function:1160 - POVERTY						
Account Code	Description	Adopted	Current Budget	Actuals	YTD Actuals	Encumbrance	Projected	YTD Available
01-1160-110-000	Poverty Program Salaries-	\$130,325.00	\$53,655.00	\$27,806.70	\$27,806.70	\$0.00	\$27,806.70	\$25,848.30
01-1160-120-000	Poverty Program Salaries - subs	\$12,300.00	\$6,000.00	\$5,196.25	\$5,196.25	\$0.00	\$5,196.25	\$803.75
01-1160-140-000	Poverty Program Salaries -	\$141,500.00	\$131,080.00	\$69,652.18	\$69,652.18	\$0.00	\$69,652.18	\$61,427.82
01-1160-145-000	Overtime	\$3,500.00	\$2,700.00	\$4,592.67	\$4,592.67	\$0.00	\$4,592.67	(\$1,892.67)
01-1160-210-000	Poverty Program Social Security	\$22,005.00	\$14,800.00	\$7,134.29	\$7,134.29	\$0.00	\$7,134.29	\$7,665.71
01-1160-220-000	Poverty Program Retirement	\$26,850.00	\$18,250.00	\$9,850.53	\$9,850.53	\$0.00	\$9,850.53	\$8,399.47
01-1160-230-000	Poverty Program Health Ins	\$55,240.00	\$43,370.00	\$23,408.02	\$23,408.02	\$0.00	\$23,408.02	\$19,961.98
01-1160-231-000	Poverty Program Health Ins	\$4,275.00	\$3,150.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,150.00
01-1160-290-000	Poverty Program Other Emp	\$680.00	\$680.00	\$241.60	\$241.60	\$0.00	\$241.60	\$438.40
01-1160-410-000	Poverty Program Supplies	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00
01-1160-420-000	Poverty Textbooks	\$250.00	\$250.00	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00
01-1160-450-000	Poverty Audio-visual	\$250.00	\$250.00	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00
01-1160-690-000	Poverty Program All Others	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00
<b>Sub Total</b>		<b>\$398,175.00</b>	<b>\$275,185.00</b>	<b>\$147,882.24</b>	<b>\$147,882.24</b>	<b>\$0.00</b>	<b>\$147,882.24</b>	<b>\$127,302.76</b>

01		Function:1200 - SPECIAL EDUCATION INSTRUCTIONAL						
Account Code	Description	Adopted	Current Budget	Actuals	YTD Actuals	Encumbrance	Projected	YTD Available
01-1200-110-000	Salary	\$0.00	\$130,325.00	\$65,803.86	\$65,803.86	\$0.00	\$65,803.86	\$64,521.14
01-1200-120-000	Sal-subs	\$0.00	\$12,300.00	\$6,885.21	\$6,885.21	\$0.00	\$6,885.21	\$5,414.79
01-1200-140-000	Sal-aides	\$0.00	\$141,500.00	\$71,926.18	\$71,926.18	\$0.00	\$71,926.18	\$69,573.82

01-1200-145-000	Overtime	\$0.00	\$3,500.00	\$5,290.34	\$5,290.34	\$0.00	\$5,290.34	(\$1,790.34)
01-1200-210-000	Social Security	\$0.00	\$22,005.00	\$10,310.85	\$10,310.85	\$0.00	\$10,310.85	\$11,694.15
01-1200-220-000	Retirement	\$0.00	\$26,850.00	\$14,482.76	\$14,482.76	\$0.00	\$14,482.76	\$12,367.24
01-1200-230-000	Health Ins	\$0.00	\$55,240.00	\$29,156.93	\$29,156.93	\$0.00	\$29,156.93	\$26,083.07
01-1200-231-000	Health Ins Deductible	\$0.00	\$4,275.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,275.00
01-1200-290-000	Other Emp Benefits	\$0.00	\$1,000.00	\$352.96	\$352.96	\$0.00	\$352.96	\$647.04
01-1200-350-000	Advertising & Printing	\$750.00	\$750.00	\$482.80	\$482.80	\$0.00	\$482.80	\$267.20
01-1200-363-000	SA-Tuition Other Agencies	\$318,222.00	\$318,222.00	\$158,966.28	\$158,966.28	\$0.00	\$158,966.28	\$159,255.72
01-1200-410-000	Supplies	\$8,000.00	\$8,000.00	\$390.91	\$390.91	\$0.00	\$390.91	\$7,609.09
01-1200-410-100	Supplies	\$0.00	\$0.00	\$27.22	\$27.22	\$0.00	\$27.22	(\$27.22)
01-1200-410-200	Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$63.96	\$63.96	(\$63.96)
01-1200-420-000	Textbooks	\$5,000.00	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00
01-1200-450-000	Audio Visual	\$300.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$300.00
01-1200-450-200	Audio Visual	\$0.00	\$0.00	\$0.00	\$0.00	\$124.99	\$124.99	(\$124.99)
01-1200-460-000	Hardware	\$0.00	\$0.00	\$638.00	\$638.00	\$0.00	\$638.00	(\$638.00)
01-1200-460-200	Hardware	\$0.00	\$0.00	\$479.00	\$479.00	\$0.00	\$479.00	(\$479.00)
01-1200-530-000	Furniture & Equipment	\$5,000.00	\$5,000.00	\$75.64	\$75.64	\$0.00	\$75.64	\$4,924.36
01-1200-630-000	Dues & Fees	\$500.00	\$500.00	\$120.00	\$120.00	\$0.00	\$120.00	\$380.00
01-1200-630-200	Dues & Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01-1200-670-000	Travel	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
01-1200-690-000	All Other	\$1,000.00	\$1,000.00	\$307.93	\$307.93	\$0.00	\$307.93	\$692.07
<b>Sub Total</b>		<b>\$339,772.00</b>	<b>\$736,767.00</b>	<b>\$365,696.87</b>	<b>\$365,696.87</b>	<b>\$188.95</b>	<b>\$365,885.82</b>	<b>\$370,881.18</b>

<b>Primary Sort</b>	<b>Secondary Sort Element</b>
01	Function:1310 - GIFTED

Account Code	Description	Adopted	Current Budget	Actuals	YTD Actuals	Encumbrance	Projected	YTD Available
01-1310-110-000	H.A.L. Salary Teacher	\$29,875.00	\$29,875.00	\$29,872.50	\$29,872.50	\$0.00	\$29,872.50	\$2.50
01-1310-120-000	HAL Subs	\$800.00	\$800.00	\$103.00	\$103.00	\$0.00	\$103.00	\$697.00
01-1310-210-000	H.A.L. Social Security	\$2,350.00	\$2,350.00	\$2,191.08	\$2,191.08	\$0.00	\$2,191.08	\$158.92
01-1310-220-000	H.A.L. Retirement	\$2,955.00	\$2,955.00	\$2,950.74	\$2,950.74	\$0.00	\$2,950.74	\$4.26
01-1310-230-000	H.A.L. Health Insurance	\$3,260.00	\$3,260.00	\$3,259.86	\$3,259.86	\$0.00	\$3,259.86	\$0.14
01-1310-231-000	H.A.L. Health Ins. Deduct.	\$225.00	\$225.00	\$0.00	\$0.00	\$0.00	\$0.00	\$225.00
01-1310-290-000	H.A.L. Other Employee Benefits	\$75.00	\$75.00	\$75.90	\$75.90	\$0.00	\$75.90	(\$0.90)
01-1310-410-000	H.A.L. Supplies	\$700.00	\$700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$700.00
01-1310-420-000	H.A.L. Textbooks	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
01-1310-630-000	HAL Dues and Fees	\$400.00	\$400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$400.00
01-1310-670-000	H.A.L. Travel	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
01-1310-690-000	H.A.L. All Other	\$200.00	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00
<b>Sub Total</b>		<b>\$42,840.00</b>	<b>\$42,840.00</b>	<b>\$38,453.08</b>	<b>\$38,453.08</b>	<b>\$0.00</b>	<b>\$38,453.08</b>	<b>\$4,386.92</b>

<b>Primary Sort</b>	<b>Secondary Sort Element</b>
01	Function:2120 - GUIDANCE

Account Code	Description	Adopted	Current Budget	Actuals	YTD Actuals	Encumbrance	Projected	YTD Available
01-2120-110-000	Salary-guidance	\$53,655.00	\$53,655.00	\$27,806.76	\$27,806.76	\$0.00	\$27,806.76	\$25,848.24

01-2120-210-000	Social Security	\$4,105.00	\$4,105.00	\$2,049.83	\$2,049.83	\$0.00	\$2,049.83	\$2,055.17
01-2120-220-000	Retirement	\$5,305.00	\$5,305.00	\$2,519.65	\$2,519.65	\$0.00	\$2,519.65	\$2,785.35
01-2120-230-000	Health Ins	\$15,750.00	\$15,750.00	\$7,576.08	\$7,576.08	\$0.00	\$7,576.08	\$8,173.92
01-2120-231-000	Health Ins - Deductible	\$900.00	\$900.00	\$0.00	\$0.00	\$0.00	\$0.00	\$900.00
01-2120-290-000	Other Emp Benefits	\$135.00	\$135.00	\$64.84	\$64.84	\$0.00	\$64.84	\$70.16
01-2120-410-000	Supplies	\$1,500.00	\$1,500.00	\$435.81	\$435.81	\$0.00	\$435.81	\$1,064.19
01-2120-410-200	Guidance Supplies	\$0.00	\$0.00	\$255.38	\$255.38	\$0.00	\$255.38	(\$255.38)
01-2120-460-000	Guidance Hardware	\$500.00	\$500.00	\$1,270.00	\$1,270.00	\$0.00	\$1,270.00	(\$770.00)
01-2120-530-000	Guidance Furniture &	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00
01-2120-630-000	Dues & Fees	\$500.00	\$500.00	\$546.25	\$546.25	\$0.00	\$546.25	(\$46.25)
01-2120-670-000	Guidance Travel	\$500.00	\$500.00	\$327.75	\$327.75	\$0.00	\$327.75	\$172.25
01-2120-690-000	All Other	\$750.00	\$750.00	\$675.00	\$675.00	\$0.00	\$675.00	\$75.00
<b>Sub Total</b>		<b>\$84,100.00</b>	<b>\$84,100.00</b>	<b>\$43,527.35</b>	<b>\$43,527.35</b>	<b>\$0.00</b>	<b>\$43,527.35</b>	<b>\$40,572.65</b>

<b>Primary Sort</b>	<b>Secondary Sort Element</b>
01	Function:2130 - HEALTH

Account Code	Description	Adopted	Current Budget	Actuals	YTD Actuals	Encumbrance	Projected	YTD Available
01-2130-110-000	Sal-nurse	\$43,400.00	\$43,400.00	\$21,700.02	\$21,700.02	\$0.00	\$21,700.02	\$21,699.98
01-2130-120-000	Salaries of Substitues	\$1,000.00	\$1,000.00	\$630.80	\$630.80	\$0.00	\$630.80	\$369.20
01-2130-210-000	Social Security	\$3,400.00	\$3,400.00	\$1,617.13	\$1,617.13	\$0.00	\$1,617.13	\$1,782.87
01-2130-220-000	Retirement	\$4,290.00	\$4,290.00	\$2,143.50	\$2,143.50	\$0.00	\$2,143.50	\$2,146.50
01-2130-230-000	Health	\$13,340.00	\$13,340.00	\$6,670.56	\$6,670.56	\$0.00	\$6,670.56	\$6,669.44
01-2130-231-000	Health Ins - Deductible	\$900.00	\$900.00	\$0.00	\$0.00	\$0.00	\$0.00	\$900.00
01-2130-290-000	Other Benefits	\$110.00	\$110.00	\$55.14	\$55.14	\$0.00	\$55.14	\$54.86
01-2130-410-000	Supplies	\$4,095.00	\$1,500.00	\$526.30	\$526.30	\$235.00	\$761.30	\$738.70
01-2130-450-000	Audio Visual	\$100.00	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00
01-2130-530-000	Furn And Equip	\$100.00	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00
01-2130-630-000	HEALTH SERVICES	\$100.00	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00
01-2130-670-000	Travel	\$550.00	\$550.00	\$28.00	\$28.00	\$0.00	\$28.00	\$522.00
01-2130-690-000	HEALTH SERVICES	\$250.00	\$250.00	\$104.15	\$104.15	\$0.00	\$104.15	\$145.85
<b>Sub Total</b>		<b>\$71,635.00</b>	<b>\$69,040.00</b>	<b>\$33,475.60</b>	<b>\$33,475.60</b>	<b>\$235.00</b>	<b>\$33,710.60</b>	<b>\$35,329.40</b>

<b>Primary Sort</b>	<b>Secondary Sort Element</b>
01	Function:2140 -

Account Code	Description	Adopted	Current Budget	Actuals	YTD Actuals	Encumbrance	Projected	YTD Available
01-2140-313-000	Purchased Services	\$15,000.00	\$15,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15,000.00
<b>Sub Total</b>		<b>\$15,000.00</b>	<b>\$15,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$15,000.00</b>

<b>Primary Sort</b>	<b>Secondary Sort Element</b>
01	Function:2150 - SAFETY &

Account Code	Description	Adopted	Current Budget	Actuals	YTD Actuals	Encumbrance	Projected	YTD Available
01-2150-410-000	Supplies-safety & Security	\$2,500.00	\$2,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,500.00
01-2150-530-000	Capital Outlay-safety & Secur	\$75,000.00	\$75,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$75,000.00
<b>Sub Total</b>		<b>\$77,500.00</b>	<b>\$77,500.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$77,500.00</b>

Primary Sort		Secondary Sort Element						
01		Function:2222 - SCHOOL						
Account Code	Description	Adopted	Current Budget	Actuals	YTD Actuals	Encumbrance	Projected	YTD Available
01-2222-110-000	Salary-library	\$52,130.00	\$52,130.00	\$26,064.48	\$26,064.48	\$0.00	\$26,064.48	\$26,065.52
01-2222-120-000	Sal Of Sub	\$500.00	\$500.00	\$276.00	\$276.00	\$0.00	\$276.00	\$224.00
01-2222-140-000	Sal Of Aide	\$12,335.00	\$12,335.00	\$6,166.86	\$6,166.86	\$0.00	\$6,166.86	\$6,168.14
01-2222-145-000	SCHOOL LIBRARY SERVICES	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00
01-2222-210-000	Social Security	\$4,970.00	\$4,970.00	\$2,486.84	\$2,486.84	\$0.00	\$2,486.84	\$2,483.16
01-2222-220-000	Retirement	\$6,370.00	\$6,370.00	\$3,183.73	\$3,183.73	\$0.00	\$3,183.73	\$3,186.27
01-2222-290-000	Other Emp Benefits	\$160.00	\$160.00	\$81.84	\$81.84	\$0.00	\$81.84	\$78.16
01-2222-318-000	L.d. Consortium	\$46,000.00	\$35,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$35,000.00
01-2222-410-000	Supplies	\$10,000.00	\$5,000.00	\$384.92	\$384.92	\$0.00	\$384.92	\$4,615.08
01-2222-430-000	Library Books	\$20,000.00	\$16,500.00	\$21.39	\$21.39	\$0.00	\$21.39	\$16,478.61
01-2222-440-000	Periodicals	\$5,000.00	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00
01-2222-450-000	A-v Materials	\$5,000.00	\$500.00	\$442.37	\$442.37	\$0.00	\$442.37	\$57.63
01-2222-460-000	Hardware	\$7,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
01-2222-530-000	SCHOOL LIBRARY SERVICES	\$8,040.00	\$2,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,500.00
01-2222-670-000	Travel	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00
01-2222-690-000	SCHOOL LIBRARY SERVICES	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00
<b>Sub Total</b>		<b>\$179,005.00</b>	<b>\$138,965.00</b>	<b>\$39,108.43</b>	<b>\$39,108.43</b>	<b>\$0.00</b>	<b>\$39,108.43</b>	<b>\$99,856.57</b>
Primary Sort		Secondary Sort Element						
01		Function:2310 - BOARD OF						
Account Code	Description	Adopted	Current Budget	Actuals	YTD Actuals	Encumbrance	Projected	YTD Available
01-2310-317-000	Legal Services	\$10,000.00	\$10,000.00	\$3,300.00	\$3,300.00	\$0.00	\$3,300.00	\$6,700.00
01-2310-350-000	Adv And Print	\$2,000.00	\$2,000.00	\$2,742.90	\$2,742.90	\$0.00	\$2,742.90	(\$742.90)
01-2310-410-000	Supplies	\$2,000.00	\$2,000.00	\$575.69	\$575.69	\$0.00	\$575.69	\$1,424.31
01-2310-460-000	Board of Ed-Computer	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00
01-2310-530-000	Furniture and Equipment	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00
01-2310-630-000	Dues And Fees	\$2,000.00	\$2,000.00	\$3,412.79	\$3,412.79	\$0.00	\$3,412.79	(\$1,412.79)
01-2310-642-000	Fidelity Bon Premium	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00
01-2310-670-000	Travel	\$5,500.00	\$5,500.00	\$2,503.20	\$2,503.20	\$0.00	\$2,503.20	\$2,996.80
<b>Sub Total</b>		<b>\$26,000.00</b>	<b>\$26,000.00</b>	<b>\$12,534.58</b>	<b>\$12,534.58</b>	<b>\$0.00</b>	<b>\$12,534.58</b>	<b>\$13,465.42</b>
Primary Sort		Secondary Sort Element						
01		Function:2320 - EXECUTIVE ADMINISTRATION SERVICES						
Account Code	Description	Adopted	Current Budget	Actuals	YTD Actuals	Encumbrance	Projected	YTD Available
01-2320-105-000	Salary-supt	\$135,000.00	\$135,000.00	\$67,500.00	\$67,500.00	\$0.00	\$67,500.00	\$67,500.00
01-2320-140-000	Salary-clerks	\$53,145.00	\$53,145.00	\$26,571.96	\$26,571.96	\$0.00	\$26,571.96	\$26,573.04
01-2320-145-000	Overtime Classified	\$9,000.00	\$9,000.00	\$3,475.00	\$3,475.00	\$0.00	\$3,475.00	\$5,525.00
01-2320-210-000	Social Security	\$15,100.00	\$15,100.00	\$6,480.80	\$6,480.80	\$0.00	\$6,480.80	\$8,619.20
01-2320-220-000	Retirement	\$19,480.00	\$19,480.00	\$9,635.49	\$9,635.49	\$0.00	\$9,635.49	\$9,844.51
01-2320-230-000	Health Ins	\$52,460.00	\$52,460.00	\$27,888.96	\$27,888.96	\$0.00	\$27,888.96	\$24,571.04

01-2320-231-000	Health Ins - Deductible	\$2,700.00	\$2,700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,700.00
01-2320-290-000	Other Emp Benefits	\$475.00	\$475.00	\$367.98	\$367.98	\$0.00	\$367.98	\$107.02
01-2320-350-000	Advertising & Printing	\$1,500.00	\$1,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,500.00
01-2320-410-000	Supplies	\$1,000.00	\$1,000.00	\$139.16	\$139.16	\$0.00	\$139.16	\$860.84
01-2320-530-000	Furn. & Equip.	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
01-2320-560-000	Computer	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
01-2320-630-000	Dues And Fees	\$5,000.00	\$5,000.00	\$651.70	\$651.70	\$0.00	\$651.70	\$4,348.30
01-2320-670-000	Travel	\$5,000.00	\$5,000.00	\$738.72	\$738.72	\$0.00	\$738.72	\$4,261.28
01-2320-690-000	EXECUTIVE ADMINISTRATION	\$1,130.00	\$1,130.00	\$2,456.71	\$2,456.71	\$0.00	\$2,456.71	(\$1,326.71)
<b>Sub Total</b>		<b>\$302,990.00</b>	<b>\$302,990.00</b>	<b>\$145,906.48</b>	<b>\$145,906.48</b>	<b>\$0.00</b>	<b>\$145,906.48</b>	<b>\$157,083.52</b>

<b>Primary Sort</b>	<b>Secondary Sort Element</b>
01	Function:2410 - OFFICE OF

Account Code	Description	Adopted	Current Budget	Actuals	YTD Actuals	Encumbrance	Projected	YTD Available
01-2410-110-000	Salary-principal-ath.dir.	\$162,000.00	\$162,000.00	\$88,532.52	\$88,532.52	\$0.00	\$88,532.52	\$73,467.48
01-2410-120-000	Substitutes	\$1,000.00	\$1,000.00	\$387.00	\$387.00	\$0.00	\$387.00	\$613.00
01-2410-140-000	Sal-clerk	\$64,495.00	\$64,495.00	\$24,714.78	\$24,714.78	\$0.00	\$24,714.78	\$39,780.22
01-2410-145-000	Overtime Classified	\$2,500.00	\$2,500.00	\$1,529.64	\$1,529.64	\$0.00	\$1,529.64	\$970.36
01-2410-210-000	Social Security	\$17,520.00	\$17,520.00	\$8,630.55	\$8,630.55	\$0.00	\$8,630.55	\$8,889.45
01-2410-220-000	Retirement	\$22,625.00	\$22,625.00	\$10,646.03	\$10,646.03	\$0.00	\$10,646.03	\$11,978.97
01-2410-230-000	Health Insurance	\$58,715.00	\$58,715.00	\$29,370.54	\$29,370.54	\$0.00	\$29,370.54	\$29,344.46
01-2410-231-000	Health Ins - Deductible	\$3,150.00	\$3,150.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,150.00
01-2410-290-000	Other Emp Benefits	\$570.00	\$570.00	\$269.92	\$269.92	\$0.00	\$269.92	\$300.08
01-2410-319-000	Repairs	\$550.00	\$550.00	\$0.00	\$0.00	\$0.00	\$0.00	\$550.00
01-2410-410-000	Supplies	\$7,000.00	\$2,500.00	\$86.64	\$86.64	\$0.00	\$86.64	\$2,413.36
01-2410-460-000	Hardware	\$5,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
01-2410-530-000	Furniture & Equipment	\$2,500.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
01-2410-560-000	Computer	\$2,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
01-2410-630-000	Principal High School Dues and	\$1,500.00	\$1,500.00	\$516.50	\$516.50	\$0.00	\$516.50	\$983.50
01-2410-670-000	Travel	\$6,000.00	\$6,000.00	\$824.29	\$824.29	\$0.00	\$824.29	\$5,175.71
01-2410-690-000	All Other	\$3,700.00	\$3,700.00	\$704.95	\$704.95	\$0.00	\$704.95	\$2,995.05
<b>Sub Total</b>		<b>\$360,825.00</b>	<b>\$349,825.00</b>	<b>\$166,213.36</b>	<b>\$166,213.36</b>	<b>\$0.00</b>	<b>\$166,213.36</b>	<b>\$183,611.64</b>

<b>Primary Sort</b>	<b>Secondary Sort Element</b>
01	Function:2510 - SUPPORT SERVICES-BUSINESS

Account Code	Description	Adopted	Current Budget	Actuals	YTD Actuals	Encumbrance	Projected	YTD Available
01-2510-315-000	Accounting & Audit Fees	\$8,000.00	\$8,000.00	\$8,308.94	\$8,308.94	\$0.00	\$8,308.94	(\$308.94)
01-2510-316-000	Business Office Data	\$20,000.00	\$20,000.00	\$12,579.84	\$12,579.84	\$0.00	\$12,579.84	\$7,420.16
01-2510-319-000	Purch Prof Tech Service	\$60,000.00	\$60,000.00	\$1,347.00	\$1,347.00	\$0.00	\$1,347.00	\$58,653.00
01-2510-327-000	Rent-leases	\$48,000.00	\$48,000.00	\$21,279.37	\$21,279.37	\$0.00	\$21,279.37	\$26,720.63
01-2510-336-000	Gas & Oil	\$2,500.00	\$2,500.00	\$846.28	\$846.28	\$0.00	\$846.28	\$1,653.72
01-2510-350-000	Advertising/printing	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00
01-2510-381-000	SUPPORT SERVICES-	\$5,000.00	\$1,000.00	\$279.86	\$279.86	\$0.00	\$279.86	\$720.14
01-2510-382-000	Telephone	\$15,000.00	\$15,000.00	\$7,287.30	\$7,287.30	\$0.00	\$7,287.30	\$7,712.70

01-2510-383-000	Internet	\$5,000.00	\$2,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,500.00
01-2510-410-000	Supplies	\$4,000.00	\$2,500.00	\$105.00	\$105.00	\$0.00	\$105.00	\$2,395.00
01-2510-520-000	Bldg Improvements	\$186,000.00	\$186,000.00	\$7,550.50	\$7,550.50	\$0.00	\$7,550.50	\$178,449.50
01-2510-530-000	Furn And Equip	\$3,000.00	\$3,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,000.00
01-2510-630-000	Dues & Fees	\$0.00	\$0.00	\$84,982.50	\$84,982.50	\$0.00	\$84,982.50	(\$84,982.50)
01-2510-690-000	Audit - All Other	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
<b>Sub Total</b>		<b>\$358,000.00</b>	<b>\$350,000.00</b>	<b>\$144,566.59</b>	<b>\$144,566.59</b>	<b>\$0.00</b>	<b>\$144,566.59</b>	<b>\$205,433.41</b>

<b>Primary Sort</b>	<b>Secondary Sort Element</b>
01	Function:2520 - VEHICLE ACQUISITION AND MAINTENANCE OTHER THAN

Account Code	Description	Adopted	Current Budget	Actuals	YTD Actuals	Encumbrance	Projected	YTD Available
01-2520-334-000	Maintenance	\$1,500.00	\$1,500.00	\$68.00	\$68.00	\$0.00	\$68.00	\$1,432.00
01-2520-336-000	Gas And Oil (No Students)	\$3,000.00	\$3,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,000.00
01-2520-550-000	Vehicle Purchase	\$65,500.00	\$51,135.00	\$0.00	\$0.00	\$0.00	\$0.00	\$51,135.00
<b>Sub Total</b>		<b>\$70,000.00</b>	<b>\$55,635.00</b>	<b>\$68.00</b>	<b>\$68.00</b>	<b>\$0.00</b>	<b>\$68.00</b>	<b>\$55,567.00</b>

<b>Primary Sort</b>	<b>Secondary Sort Element</b>
01	Function:2610 - OPERATION

Account Code	Description	Adopted	Current Budget	Actuals	YTD Actuals	Encumbrance	Projected	YTD Available
01-2610-120-000	Substitutes	\$12,500.00	\$12,500.00	\$1,035.00	\$1,035.00	\$0.00	\$1,035.00	\$11,465.00
01-2610-140-000	Sal-custodian	\$210,000.00	\$210,000.00	\$106,256.74	\$106,256.74	\$0.00	\$106,256.74	\$103,743.26
01-2610-145-000	Overtime Classified	\$1,500.00	\$1,500.00	\$490.06	\$490.06	\$0.00	\$490.06	\$1,009.94
01-2610-210-000	Social Security	\$17,150.00	\$17,150.00	\$8,108.91	\$8,108.91	\$0.00	\$8,108.91	\$9,041.09
01-2610-220-000	Retirement	\$20,950.00	\$20,950.00	\$10,646.47	\$10,646.47	\$0.00	\$10,646.47	\$10,303.53
01-2610-230-000	Health Ins	\$50,950.00	\$50,950.00	\$25,092.74	\$25,092.74	\$0.00	\$25,092.74	\$25,857.26
01-2610-231-000	Health Ins - Deductible	\$3,150.00	\$3,150.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,150.00
01-2610-290-000	Other Emp Benefits	\$800.00	\$800.00	\$249.81	\$249.81	\$0.00	\$249.81	\$550.19
01-2610-318-000	Repairman	\$60,000.00	\$50,000.00	\$20,159.37	\$20,159.37	\$0.00	\$20,159.37	\$29,840.63
01-2610-320-000	Property Services	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00
01-2610-321-000	Fuel	\$50,000.00	\$50,000.00	\$16,951.74	\$16,951.74	\$0.00	\$16,951.74	\$33,048.26
01-2610-322-000	Electricity	\$125,000.00	\$125,000.00	\$63,220.14	\$63,220.14	\$0.00	\$63,220.14	\$61,779.86
01-2610-323-000	Water And Sewer	\$35,000.00	\$35,000.00	\$15,678.30	\$15,678.30	\$0.00	\$15,678.30	\$19,321.70
01-2610-327-000	Rentals and Leases	\$3,500.00	\$3,500.00	\$2,580.11	\$2,580.11	\$0.00	\$2,580.11	\$919.89
01-2610-328-000	Insurance	\$140,000.00	\$120,000.00	\$606.33	\$606.33	\$0.00	\$606.33	\$119,393.67
01-2610-329-000	Other Property Services	\$500.00	\$500.00	\$62.50	\$62.50	\$0.00	\$62.50	\$437.50
01-2610-338-000	Repairs	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00
01-2610-382-000	OPERATION OF PLANT	\$3,810.00	\$3,810.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,810.00
01-2610-410-000	Supplies	\$69,000.00	\$69,000.00	\$35,958.82	\$35,958.82	\$0.00	\$35,958.82	\$33,041.18
01-2610-530-000	Furniture & Equipment	\$25,000.00	\$25,000.00	\$7,103.39	\$7,103.39	\$0.00	\$7,103.39	\$17,896.61
01-2610-670-000	Travel	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00
01-2610-690-000	Training and Travel	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00
<b>Sub Total</b>		<b>\$830,810.00</b>	<b>\$800,810.00</b>	<b>\$314,200.43</b>	<b>\$314,200.43</b>	<b>\$0.00</b>	<b>\$314,200.43</b>	<b>\$486,609.57</b>

Primary Sort		Secondary Sort Element						
01		Function:2750 - PUPIL						
Account Code	Description	Adopted	Current Budget	Actuals	YTD Actuals	Encumbrance	Projected	YTD Available
01-2750-120-000	Substitutes	\$23,000.00	\$23,000.00	\$5,087.25	\$5,087.25	\$0.00	\$5,087.25	\$17,912.75
01-2750-140-000	Sal-bus Driver	\$165,370.00	\$165,370.00	\$90,648.63	\$90,648.63	\$0.00	\$90,648.63	\$74,721.37
01-2750-141-000	Activity Driving	\$22,000.00	\$22,000.00	\$10,057.47	\$10,057.47	\$0.00	\$10,057.47	\$11,942.53
01-2750-160-000	Poverty - Town Drop	\$7,200.00	\$7,200.00	\$4,158.00	\$4,158.00	\$0.00	\$4,158.00	\$3,042.00
01-2750-210-000	Social Security	\$16,650.00	\$16,650.00	\$8,223.86	\$8,223.86	\$0.00	\$8,223.86	\$8,426.14
01-2750-220-000	Retirement	\$18,670.00	\$18,670.00	\$9,306.78	\$9,306.78	\$0.00	\$9,306.78	\$9,363.22
01-2750-230-000	Health Ins	\$6,500.00	\$6,500.00	\$5,163.84	\$5,163.84	\$0.00	\$5,163.84	\$1,336.16
01-2750-231-000	Health Ins - Deductible	\$450.00	\$450.00	\$0.00	\$0.00	\$0.00	\$0.00	\$450.00
01-2750-290-000	Other Emp Benefits	\$2,000.00	\$2,000.00	\$292.43	\$292.43	\$0.00	\$292.43	\$1,707.57
01-2750-336-000	Gas And Oil (Students)	\$65,000.00	\$65,000.00	\$22,995.14	\$22,995.14	\$0.00	\$22,995.14	\$42,004.86
01-2750-337-000	Tires And Parts	\$32,000.00	\$32,000.00	\$9,878.44	\$9,878.44	\$2,116.20	\$11,994.64	\$20,005.36
01-2750-338-000	Bus Repairs	\$15,000.00	\$15,000.00	\$2,164.25	\$2,164.25	\$500.00	\$2,664.25	\$12,335.75
01-2750-342-000	Telephone	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00
01-2750-382-000	Trans-Distance Learning	\$100.00	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00
01-2750-410-000	Pupil Trans Supplies	\$3,000.00	\$3,000.00	\$851.51	\$851.51	\$194.08	\$1,045.59	\$1,954.41
01-2750-460-000	TRANS- Computer Hardware	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
01-2750-465-000	TRANS-Software	\$6,000.00	\$6,000.00	\$40.42	\$40.42	\$0.00	\$40.42	\$5,959.58
01-2750-540-000	Bus Acquisition	\$130,000.00	\$130,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$130,000.00
01-2750-630-000	PUPIL TRANSPORTATION	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00
01-2750-670-000	Travel	\$350.00	\$350.00	\$0.00	\$0.00	\$0.00	\$0.00	\$350.00
01-2750-690-000	Other Misc	\$10,000.00	\$10,000.00	\$2,210.90	\$2,210.90	\$0.00	\$2,210.90	\$7,789.10
<b>Sub Total</b>		<b>\$525,290.00</b>	<b>\$525,290.00</b>	<b>\$171,078.92</b>	<b>\$171,078.92</b>	<b>\$2,810.28</b>	<b>\$173,889.20</b>	<b>\$351,400.80</b>

Primary Sort		Secondary Sort Element						
01		Function:2760 - SCHOOL AGE SPECIAL EDUCATION PUPIL						
Account Code	Description	Adopted	Current Budget	Actuals	YTD Actuals	Encumbrance	Projected	YTD Available
01-2760-120-000	Substitutes	\$0.00	\$0.00	\$45.40	\$45.40	\$0.00	\$45.40	(\$45.40)
01-2760-140-000	Salary-spced Driver	\$7,500.00	\$7,500.00	\$1,877.27	\$1,877.27	\$0.00	\$1,877.27	\$5,622.73
01-2760-210-000	Spced Social Security	\$575.00	\$575.00	\$135.64	\$135.64	\$0.00	\$135.64	\$439.36
01-2760-220-000	Spced Retirement	\$740.00	\$740.00	\$189.91	\$189.91	\$0.00	\$189.91	\$550.09
01-2760-290-000	Other Emp Benefits	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00
01-2760-331-000	SPED SA Contracted	\$2,500.00	\$2,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,500.00
01-2760-332-000	Mil To Parents Sp Ed Reg	\$500.00	\$500.00	\$974.16	\$974.16	\$0.00	\$974.16	(\$474.16)
01-2760-336-000	SCHOOL AGE SPECIAL EDUCATION PUPIL	\$1,000.00	\$1,000.00	\$1,268.69	\$1,268.69	\$0.00	\$1,268.69	(\$268.69)
<b>Sub Total</b>		<b>\$13,315.00</b>	<b>\$13,315.00</b>	<b>\$4,491.07</b>	<b>\$4,491.07</b>	<b>\$0.00</b>	<b>\$4,491.07</b>	<b>\$8,823.93</b>

Primary Sort		Secondary Sort Element						
01		Function:4202 - TITLE I-						
Account Code	Description	Adopted	Current Budget	Actuals	YTD Actuals	Encumbrance	Projected	YTD Available
01-4202-110-000	Title I - Salary	\$92,665.00	\$92,665.00	\$32,682.42	\$32,682.42	\$0.00	\$32,682.42	\$59,982.58

01-4202-120-000	Title I - Substitute	\$3,100.00	\$3,100.00	\$708.00	\$708.00	\$0.00	\$708.00	\$2,392.00
01-4202-130-000	Staff Development - Title	\$15,000.00	\$15,000.00	\$1,250.00	\$1,250.00	\$0.00	\$1,250.00	\$13,750.00
01-4202-210-000	Title I - Social Security	\$7,325.00	\$7,325.00	\$2,512.56	\$2,512.56	\$0.00	\$2,512.56	\$4,812.44
01-4202-220-000	Title I - Retirement	\$9,155.00	\$9,155.00	\$3,233.87	\$3,233.87	\$0.00	\$3,233.87	\$5,921.13
01-4202-230-000	Title I - Health Insurance	\$21,065.00	\$21,065.00	\$8,902.32	\$8,902.32	\$0.00	\$8,902.32	\$12,162.68
01-4202-231-000	Title I - Health Ins. Deduct.	\$1,125.00	\$1,125.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,125.00
01-4202-290-000	Title I - Income Protection	\$235.00	\$235.00	\$79.74	\$79.74	\$0.00	\$79.74	\$155.26
01-4202-410-000	Title I - Supplies	\$3,500.00	\$3,500.00	\$70.00	\$70.00	\$0.00	\$70.00	\$3,430.00
01-4202-420-000	Title I - Textbooks	\$3,000.00	\$3,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,000.00
01-4202-670-000	Title I - Travel	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00
01-4202-670-200	Title 1-Instructional	\$0.00	\$0.00	\$198.00	\$198.00	\$0.00	\$198.00	(\$198.00)
01-4202-690-000	Other - PD	\$0.00	\$0.00	\$40.06	\$40.06	\$0.00	\$40.06	(\$40.06)
<b>Sub Total</b>		<b>\$158,170.00</b>	<b>\$158,170.00</b>	<b>\$49,676.97</b>	<b>\$49,676.97</b>	<b>\$0.00</b>	<b>\$49,676.97</b>	<b>\$108,493.03</b>

<b>Primary Sort</b>	<b>Secondary Sort Element</b>							
01	Function:4213 - TITLE I - SCHOOL IMPROVEMENT							
<b>Account Code</b>	<b>Description</b>	<b>Adopted</b>	<b>Current Budget</b>	<b>Actuals</b>	<b>YTD Actuals</b>	<b>Encumbrance</b>	<b>Projected</b>	<b>YTD Available</b>
01-4213-690-000	Title I Acct.- Other Expenses	\$20,000.00	\$20,000.00	\$431.27	\$431.27	\$0.00	\$431.27	\$19,568.73
<b>Sub Total</b>		<b>\$20,000.00</b>	<b>\$20,000.00</b>	<b>\$431.27</b>	<b>\$431.27</b>	<b>\$0.00</b>	<b>\$431.27</b>	<b>\$19,568.73</b>

<b>Primary Sort</b>	<b>Secondary Sort Element</b>							
01	Function:4404 - IDEA PART B (611) BASE ALLOCATION -							
<b>Account Code</b>	<b>Description</b>	<b>Adopted</b>	<b>Current Budget</b>	<b>Actuals</b>	<b>YTD Actuals</b>	<b>Encumbrance</b>	<b>Projected</b>	<b>YTD Available</b>
01-4404-300-000	IDEA PART B (611) BASE ALLOCATION - BIRTH	\$30,000.00	\$30,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,000.00
<b>Sub Total</b>		<b>\$30,000.00</b>	<b>\$30,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$30,000.00</b>

<b>Primary Sort</b>	<b>Secondary Sort Element</b>							
01	Function:4406 - SPED IDEA							
<b>Account Code</b>	<b>Description</b>	<b>Adopted</b>	<b>Current Budget</b>	<b>Actuals</b>	<b>YTD Actuals</b>	<b>Encumbrance</b>	<b>Projected</b>	<b>YTD Available</b>
01-4406-300-000	SPED IDEA PRESCHOOL-	\$4,500.00	\$4,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,500.00
<b>Sub Total</b>		<b>\$4,500.00</b>	<b>\$4,500.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$4,500.00</b>

<b>Primary Sort</b>	<b>Secondary Sort Element</b>							
01	Function:5000 - DEBT							
<b>Account Code</b>	<b>Description</b>	<b>Adopted</b>	<b>Current Budget</b>	<b>Actuals</b>	<b>YTD Actuals</b>	<b>Encumbrance</b>	<b>Projected</b>	<b>YTD Available</b>
01-5000-610-000	Debt Service	\$120,000.00	\$120,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$120,000.00
<b>Sub Total</b>		<b>\$120,000.00</b>	<b>\$120,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$120,000.00</b>

<b>Primary Sort</b>	<b>Secondary Sort Element</b>							
01	Function:6000 - SUMMER							
<b>Account Code</b>	<b>Description</b>	<b>Adopted</b>	<b>Current Budget</b>	<b>Actuals</b>	<b>YTD Actuals</b>	<b>Encumbrance</b>	<b>Projected</b>	<b>YTD Available</b>
01-6000-110-000	Summer-dr.ed. Salary	\$0.00	\$5,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,500.00
01-6000-210-000	Summer-dr.ed. Social Security	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00

01-6000-220-000	Summer-dr.ed.-teacher Retirem	\$0.00	\$550.00	\$0.00	\$0.00	\$0.00	\$0.00	\$550.00
01-6000-336-000	Dr. Ed.-gas & Oil	\$0.00	\$1,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,500.00
01-6000-410-000	Dr. Ed.-supplies	\$0.00	\$750.00	\$0.00	\$0.00	\$0.00	\$0.00	\$750.00
01-6000-420-000	Dr. Ed.-textbooks	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00
01-6000-450-000	Audio Visual	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00
01-6000-530-000	Dr. Ed.-equipment	\$0.00	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00
<b>Sub Total</b>		<b>\$0.00</b>	<b>\$10,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$10,000.00</b>

<b>Primary Sort</b>	<b>Secondary Sort Element</b>
01	Function:7820 - VOCATIONAL

Account Code	Description	Adopted	Current Budget	Actuals	YTD Actuals	Encumbrance	Projected	YTD Available
01-7820-110-000	Sal-ad Ed Voc Ed	\$0.00	\$600.00	\$300.00	\$300.00	\$0.00	\$300.00	\$300.00
01-7820-210-000	Social Security	\$0.00	\$50.00	\$22.80	\$22.80	\$0.00	\$22.80	\$27.20
01-7820-220-000	Retirement	\$0.00	\$60.00	\$29.64	\$29.64	\$0.00	\$29.64	\$30.36
01-7820-230-000	Health	\$0.00	\$0.00	\$31.53	\$31.53	\$0.00	\$31.53	(\$31.53)
01-7820-313-000	Purchased Services	\$0.00	\$290.00	\$0.00	\$0.00	\$0.00	\$0.00	\$290.00
<b>Sub Total</b>		<b>\$0.00</b>	<b>\$1,000.00</b>	<b>\$383.97</b>	<b>\$383.97</b>	<b>\$0.00</b>	<b>\$383.97</b>	<b>\$616.03</b>

<b>Primary Sort</b>	<b>Secondary Sort Element</b>
01	Function:8000 - TRANSFERS

Account Code	Description	Adopted	Current Budget	Actuals	YTD Actuals	Encumbrance	Projected	YTD Available
01-8000-700-000	TRANSFERS (OUTGOING)	\$200,000.00	\$100,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100,000.00
<b>Sub Total</b>		<b>\$200,000.00</b>	<b>\$100,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$100,000.00</b>
<b>Grand Total</b>		<b>\$8,267,000.00</b>	<b>\$8,267,000.00</b>	<b>\$3,507,080.01</b>	<b>\$3,507,080.01</b>	<b>\$9,552.11</b>	<b>\$3,516,632.12</b>	<b>\$4,750,367.88</b>

<b>Actual</b>	<b>42%</b>
<b>Budget</b>	<b>50%</b>
<b>Under budget</b>	<b>8%</b>

# Activities Director's Report

February 13, 2017

I would like to Thank all the board members who have attended recent activities. It was great to see your support at the SPVA Conference Tournament in North Platte, Home Basketball Games and other various activities.

District Wrestling was held in Valentine this last Friday and Saturday. The team performed very well and have continued to improve. Matt and Jeff have done a tremendous job getting them prepared. We ended up 5th in the team standings and have 5 headed to Omaha. Wrestlers qualifying for state include Trevor Peterson 132 4th , Caleb Weiss 145 3rd, Bryson Fisher 160 1st, Caine Haarberg 182 2nd, and Eli Hinojosa 220 1st.

Chase County hosted the 23rd NCDA Show Choir Festival yesterday February 13th. The Junior High and High School Show Choir's both received Gold Trophies for their outstanding performances. Randy Hayes did an excellent job lining up the event and everything went smoothly. I would also like to thank Agnes Strand, Jill Mays, the Custodial Staff, Rex Felker, Kitchen Staff, and anybody else I may have left out for helping with the event. We had a total of 19 teams, only 5 of those teams received a Gold Trophy Award. This makes the group's 21st consecutive Gold Trophy. The last time our Junior High received at Gold Trophy was in 2011.

Sub-District Basketball will be at North Platte High this year.

Girls Monday (Feb. 13th), Tuesday (Feb. 14th) and Thursday (Feb. 16th)

Boys Monday (Feb. 20th), Tuesday (Feb. 21st) and Thursday (Feb. 23rd)

District Finals: TBA

Girls: Friday February 24th

Boys: Monday February 27th

The Girls are the #1 seed and will Play Tuesday February 14th at 5:00 PM MST vs. Cozad. If they win they will play the winner of Hershey & Ogallala on Thursday February 16h at 6:00 PM Mountain Time in North Platte at the High School.

The boys will be the #5 Seed. Their Sub-District bracket be will set on Tuesday February 14th. They will play #4 Cozad at North Platte High on Monday February 20th at 6:00 PM MST and if they win will play Gothenburg on Tuesday February 21st at 5:00 PM MST.

District Speech will be held in North Platte this year on Tuesday March 14th. State Speech will be held in Kearney on Thursday March 23rd.

I appreciate the opportunity to serve on the Track and Field Games Committee. The first meeting went very well and the school was reimbursed for the expenses.

There are over 40 students preparing for the Musical with both choir and non choir students. The musical is "Disney's TheLion King Jr." and is April 30th and May 1st.



# Chase County

February, 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			12:00pm FFA @ McCook	2:00pm Basketball-B/JH Dundy County Stratton 2:00pm Basketball-G/JH Dundy County Stratton 4:30pm Basketball-G/C Team McCook 6:00pm Basketball-B/C Team McCook	Parent's Night @ Longhorn Gym 4:00pm Basketball-G/JV/Varsity North Platte St. Pats 4:00pm Basketball-B/JV/Varsity North Platte St. Pats	Speech @ Sutherland 9:00am Wrestling-JV Southwest vs. TBA
5	2:30 Dismissal 3:00pm-7:00pm Parent Teacher Conferences	6	2:30 Dismissal 3:00pm-7:00pm Parent Teacher Conferences	9:00am FFA District Contest @ Curtis	4:30pm Basketball-B/JH McCook	TBD Wrestling-B/Varsity/JV Valentine vs. TBA
12	8:00am NCDA Show Choir Festival @ Auditorium 7:00pm Chase County Schools Education Foundation Meeting @ Board Room	13	7:30am FFA @ Auditorium 5:00pm Basketball-G/Varsity TBA 6:00pm Monthly Meeting @ Board Room	15	3:00pm Wrestling-B/Varsity/JV NSAA vs. TBA 6:00pm Basketball-G/Varsity TBA	No School 11:30am Wrestling-B/Varsity/JV NSAA vs. TBA 5:00pm Basketball-B/JV/Varsity Sutherland
FFA	TBD Basketball-B/Varsity TBA FFA	TBD Basketball-B/Varsity TBA FFA	FFA	TBD Basketball-B/Varsity TBA FFA	TBD Basketball-G/Varsity TBA FFA	9th St. Singers @ Grand Island FFA
26	TBD Basketball-B/Varsity TBA 7th-12th Vocal Concert @ Auditorium Spring Practice	27	7-12 Vocal Concert @ Auditorium 9:00am FFA District Contest @ Curtis	28		

### March, 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	<b>TBD</b> Basketball-G/Varsity <b>TBA</b>	2	<b>TBD</b> Basketball-G/Varsity <b>TBA</b>
					3	<b>TBD</b> Basketball-G/Varsity <b>TBA</b> <b>6:00pm</b> FFA @ CCS Commons Area <b>9:00pm</b> FFA @ Eustis
5	Speech @ Hershey	6		8	9	11
		<b>7:00pm</b> NWU Symphonic Band @ Auditorium	7	<b>TBD</b> Basketball-B/Varsity <b>State Tournament vs. TBA</b> <b>2:30pm</b> End of 3rd Quarter	<b>TBD</b> Basketball-B/Varsity <b>State Tournament vs. TBA</b> No School	<b>TBD</b> Basketball-B/Varsity <b>State Tournament vs. TBA</b>
12		13		15	16	18
		Speech Districts @ North Platte <b>7:30am</b> FFA @ Auditorium <b>2:00pm</b> SPVA Quiz Bowl @ Hershey <b>6:00pm</b> Monthly Meeting @ Board Room	14	FFVF Trip FFA @ Kearney <b>6:30pm</b> 5-6th Vocal Concert @ Longhorn Gym <b>6:30pm</b> 5-8th Instrumental Concert @ Longhorn Gym	FFVF Trip <b>4:00pm</b> FFA @ Kearney	FFVF Trip <b>4:00pm</b> FFA @ Kearney
19		20		22	23	25
FFVF Trip	FFVF Trip <b>6:30pm</b> Spring Practice @ Auditorium	FFVF Trip <b>9:00am</b> SPVA Vocal and Instrumental Music Contest @ Perkins County High School <b>6:30pm</b> Spring Practice @ Auditorium	21	FFVF Trip	Blood Drive <b>4:00pm</b> Track-JV/Varsity <b>Perkins County vs. Multiple Schools</b> <b>6:30pm</b> Spring Practice @ Auditorium	<b>6:30pm</b> Spring Practice @ Auditorium  Prom
26		27		29	30	31
	9th St. Singers @ Harvard <b>7:00pm</b> Spring Practice @ Auditorium	<b>6:30pm</b> Spring Practice @ Auditorium	28	<b>6:30pm</b> Spring Practice @ Auditorium	<b>6:30pm</b> Spring Practice @ Auditorium	

Course: Algebra I

FOCUS OF LEARNING	ESSENTIAL STANDARDS COVERED	STUDENT FRIENDLY STANDARDS ("I CAN...")	SAMPLE PERFORMANCE QUESTIONS	INTERVENTIONS FOR STUDENTS WHO STRUGGLE TO MASTER ESSENTIALS	EXTENSION ACTIVITIES FOR STUDENTS WHO HAVE ALREADY MASTERED OR MASTER EARLY	ASSESSMENT / ARTIFACT / DEMONSTRATION OF MASTERY
<p><b>Unit:</b> 1. Number Sense</p> <p><b>Estimated number of days:</b></p> <p><b>8-10 Days</b></p> <p><b>When unit will be taught:</b> Quarter 1 - August</p>	<p><b>MA 12.1.1 Number System:</b> Students will represent and show relationships among complex numbers.</p> <p><b>MA 12.1.2 Operations:</b> Students will demonstrate the meaning and effects of arithmetic operations with real numbers.</p> <p><b>MA 12.1.3 Computation:</b> Students will compute fluently and accurately using appropriate strategies and tools.</p>	<p>“I can represent mathematical processes in oral or written form.”</p> <p>“I can use order of operations to solve multi-step equations.”</p> <p>“I can use multiple strategies to solve mathematical problems.”</p>	<p>-Estimate the percentage of 3/14.</p> <p>-If <math>(\frac{3}{4}-\frac{2}{3}) + (\frac{1}{2} + \frac{1}{3})</math> = is calculated and the answer reduced to simplest terms, what is the denominator of the resulting fraction?</p> <p>Using mental math, explain the possible solutions to 21 by 15 in sentence form.</p>	<p><i>Depending on the lacking subskill, students will complete:</i></p> <p>EurekaMath - Pemdaz Supplement 1</p> <p>EurekaMath - Exponent Exploration</p> <p>Common Denominator Skill Drill</p>	<p>Students will create an infographic that compares the GNP/GDP of a major country to everyday products in their lives.</p>	<p>“C4L - Q1 Summative”</p> <p>Number Sense Quiz A</p> <p>Numbersense Quiz B</p>

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Course: \_\_\_\_\_

FOCUS OF LEARNING	ESSENTIAL STANDARDS COVERED	STUDENT FRIENDLY STANDARDS ("I CAN...")	SAMPLE PERFORMANCE QUESTIONS	INTERVENTIONS FOR STUDENTS WHO STRUGGLE TO MASTER ESSENTIALS	EXTENSION ACTIVITIES FOR STUDENTS WHO HAVE ALREADY MASTERED OR MASTER EARLY	ASSESSMENT / ARTIFACT / DEMONSTRATION OF MASTERY
<p><b>Unit:</b> Title / theme / concept of instruction</p> <p><b>Estimated number of days:</b></p> <p><b>When unit will be taught:</b></p>	<p>Please use numbers as designated by department of education - substandards may be used when applicable.</p>	<p>These are "translations" of NDE standards that are to be shared with students for assistance with focus, self-assessment, and understanding.</p>	<p>Insert questions that, if the student has mastered the material, the student can answer with ease.</p>	<p>Answers the PLC question, "what will I do to support students who have not learned the material?"</p>	<p>Answers the PLC question, "what will I do if students already know the material?"</p>	<p>If possible, create a hyperlink to assessments or sample exemplars in this field. If the assessment is included in a C4L assessment (Fall 2017) include the assessment title as well.</p>

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For organization's sake, I've organized my report under the components of the District TIP plan.

RTI- Throughout the past two Fridays, teaching staff have begun working on the creation of learning guides (template and example attached) that will clearly document the district's curriculum on a K-12 level. When first drafts are completed, they will be available on the school's website to clearly communicate learning objectives unit by unit. Internally, these will be a driver for teacher-to-teacher communication, particularly in the intervention process for students who struggle as well as how to extend learning for whom particular concepts are learned easily.

Common Instructional Language - Becky and I have penciled out preliminary versions of a team that will pilot various Marzano-based instructional practices and eventually work on the creation of an updated evaluation instrument. We have also formed the initial partnership of a coaching process with Cross County Schools who have been taking a similar approach.

PBiS - Currently, we are awaiting information regarding a potential grant. If this grant does not materialize, we are planning to still pursue PBiS training for all district staff. This is the component of the TIP plan that had the most positive reception from staff. There are some components of this approach that are already forming. Chelsie Thayer's MIC time class is working to revamp the Longhorn Pride awards in hopes of creating student ownership. They are also partnering with Jeremy Vlasin and the 8th grade Unity Council to proactively change the current student culture toward something more positive.

At this stage, the Growth Mindset and #chasecopride portions are in the planning stages as we are examining staff interest and attempting to form teams.

## February School Board Report

Parent Teacher Conferences were well attended on both February 6th and 7th. We also had a large number of people stop and visit with Mrs. Dickey in the office about the Title I program. They were able to get information and visit with her about the program. K-8 had about 440 meetings with parents. Most teachers in the K-4 elementary talked to 100% of their parents. The school provided subway sandwiches for the staff on Monday and PTO provided a taco bar on Tuesday. Both were greatly appreciated.

We are starting to work with the alignment process with all of the staff. The elementary is starting to work with their math and RWSL essential standards. The teachers have started off working with their grade level teams. We will then work on aligning our curriculum across grade levels to eliminate gaps and overlapping.

We had the K-4 PTO Book Parade on January 24th. It was very well attended. PTO will be sponsoring Donuts for Dads on February 21st.

I will be finished with the second observations for the non-tenured staff by the end of February.

## 2016-2017 NDE Approved Early Childhood Programs

Adams Central Public Schools \*+  
Ainsworth Community Schools  
Allen Consolidated Schools +  
Alliance Public Schools -  
Alma Public Schools \*  
Amherst Public Schools  
Anselmo-Merna Public Schools  
Ansley Public Schools  
Arapahoe Public Schools  
Arcadia Public Schools  
Arlington Public Schools  
Ashland-Greenwood Public Schools  
Auburn Public Schools + -  
Aurora Public Schools -  
Axtell Community Schools \*  
Bancroft-Rosalie Community Schools +  
Banner County Public Schools +  
Battle Creek Public Schools  
Bayard Public Schools +  
Beatrice Public Schools +  
Bellevue Public School  
Bennington Public Schools  
Bertrand Public Schools  
Blair Community Schools +  
Blue Hill Public Schools \*  
Boone Central Schools  
Broken Bow Public Schools + -  
Bruning-Davenport Unified System  
Burwell Public Schools +  
Callaway Public Schools  
Cambridge Public Schools +  
Cedar Bluffs Public Schools +  
Centennial Public Schools +  
Central City Public Schools -  
Central Valley Public Schools  
Centura Public Schools  
Chadron Public Schools -  
Clarkson Public Schools +  
Cody-Kilgore Public Schools  
Columbus Public Schools + -  
Conestoga Public Schools  
Cozad City Schools +  
Crawford Public Schools  
Creighton Public Schools  
Crete Public Schools + -  
Cross County Community Schools  
David City Public Schools  
Deshler Public Schools +  
Diller-Odell Public Schools +  
Doniphan-Trumbull Public Schools  
Douglas County West Community Schools  
Dundy County Public Schools  
East Butler Public Schools  
Educational Service Unit 13  
Elba Public Schools  
Elgin Public Schools  
Elkhorn Public Schools  
Elkhorn Valley Schools  
Elm Creek Public Schools +  
Elmwood-Murdock Public Schools  
Elwood Public Schools \*  
Emerson-Hubbard Public Schools  
Ewing Public Schools  
Exeter-Milligan Public Schools \*  
Fairbury Public Schools  
Falls City Public Schools -  
Fillmore Central Public Schools \*  
Fort Calhoun Community Schools  
Franklin Public Schools +  
Freeman Public Schools +  
Fremont Public Schools + -  
Friend Public Schools  
Garden County Schools -  
Gering Public Schools -  
Gibbon Public Schools  
Gordon-Rushville Public Schools +  
Grand Island Public Schools + -  
Gretna Public Schools  
Hampton Public Schools  
Hartington-Newcastle Public Schools +  
Harvard Public Schools  
Hastings Public Schools -  
Hay Springs Public Schools +  
Hayes Center Public Schools  
Heartland Community Schools  
Hemingford Public Schools  
Hershey Public Schools  
Hitchcock Co School System  
Holdrege Public Schools  
Homer Community Schools  
Howells-Dodge Consolidated Schools  
Humboldt Table Rock Steinauer Schools -  
Johnson County Central Public Schools +  
Johnson-Brock Public Schools +  
Kearney Public Schools -  
Kenesaw Public Schools \*+

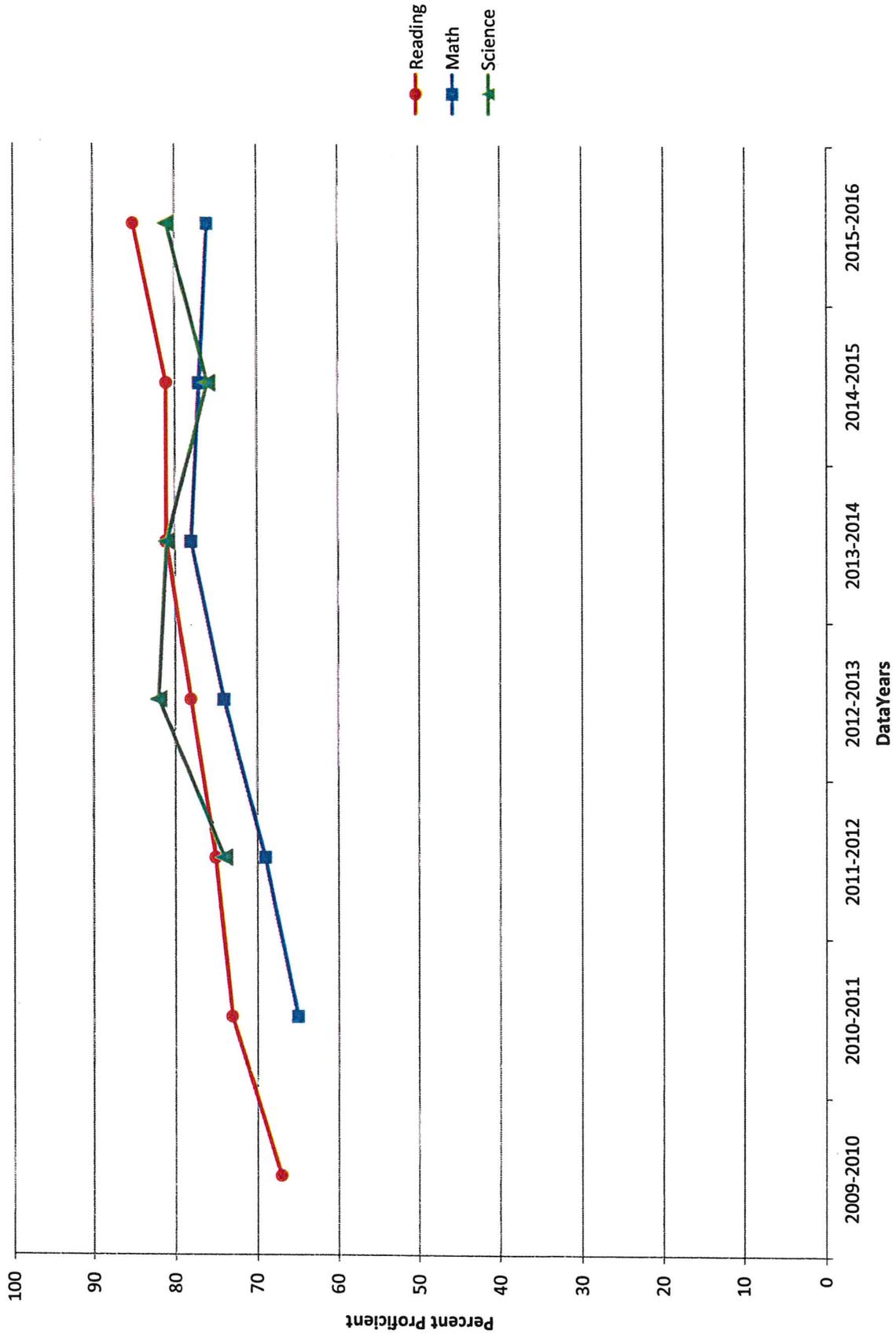
Kimball Public Schools  
Laurel-Concord-Coleridge Public Schools  
Lewiston Consolidated Schools +  
Lexington Public Schools -  
Lincoln Public Schools + -  
Litchfield Public Schools  
Loomis Public Schools +  
Louisville Public Schools  
Loup City Public Schools -  
Lynch Public Schools  
Lyons-Decatur Northeast Schools +  
Madison Public Schools +  
Maywood Public Schools  
Mc Cook Public Schools  
Mc Cool Junction Public Schools \*  
Medicine Valley Public Schools  
Meridian Public Schools  
Milford Public Schools  
Millard Public Schools + -  
Minatare Public Schools  
Minden Public Schools  
Mitchell Public Schools +  
Morrill Public Schools  
Nebraska City Public Schools +  
Nebraska Unified District 1  
Neligh-Oakdale Schools  
Newman Grove Public Schools  
Niobrara Public Schools +  
Norfolk Public Schools + -  
Norris School District 160 +  
North Bend Central Public Schools  
North Platte Public Schools +  
Northwest Public Schools +  
Oakland Craig Public Schools +  
Ogallala Public Schools +  
Omaha Public Schools -  
O'Neill Public Schools +  
Ord Public Schools + -  
Osceola Public Schools +  
Overton Public Schools +  
Palmer Public Schools  
Palmyra District O R 1 +  
Papillion-La Vista Public Schools + -  
Pawnee City Public Schools  
Paxton Consolidated Schools  
Pender Public Schools  
Perkins County Schools  
Pierce Public Schools

Plainview Public Schools  
Plattsmouth Community Schools -  
Pleasanton Public Schools  
Ponca Public Schools  
Ralston Public Schools +  
Randolph Public Schools +  
Ravenna Public Schools  
Red Cloud Community Schools  
Riverside Public Schools +  
Santee Community Schools -  
Sarpy County Cooperative Head Start  
Schuyler Community Schools -  
Scottsbluff Public Schools + -  
Scribner-Snyder Community Schools  
Seward Public Schools -  
Shelby - Rising City Public Schools  
Shelton Public Schools +  
Shickley Public Schools +  
Sidney Public Schools -  
Silver Lake Public Schools \*  
Sioux County Public Schools  
South Central NE Unified System 5  
South Sioux City Community Schools  
Southern School Dist 1 \*  
Southern Valley Schools \*  
Southwest Public Schools  
Springfield Platteview Community Schools  
St Edward Public Schools  
St Paul Public Schools -  
Stapleton Public Schools +  
Sterling Public Schools  
Stuart Public Schools  
Sumner-Eddyville-Miller Schools +  
Superior Public Schools  
Sutherland Public Schools +  
Sutton Public Schools  
Syracuse-Dunbar-Avoca Schools  
Tekamah-Herman Community Schools  
Thayer Central Community Schools +  
Thedford Public Schools  
Tri County Public Schools +  
Twin River Public Schools +  
Umo ho Nation Public Schools -  
Wahoo Public Schools  
Wakefield Public Schools  
Walthill Public Schools +  
Wauneta-Palisade Public Schools  
Wausa Public Schools +

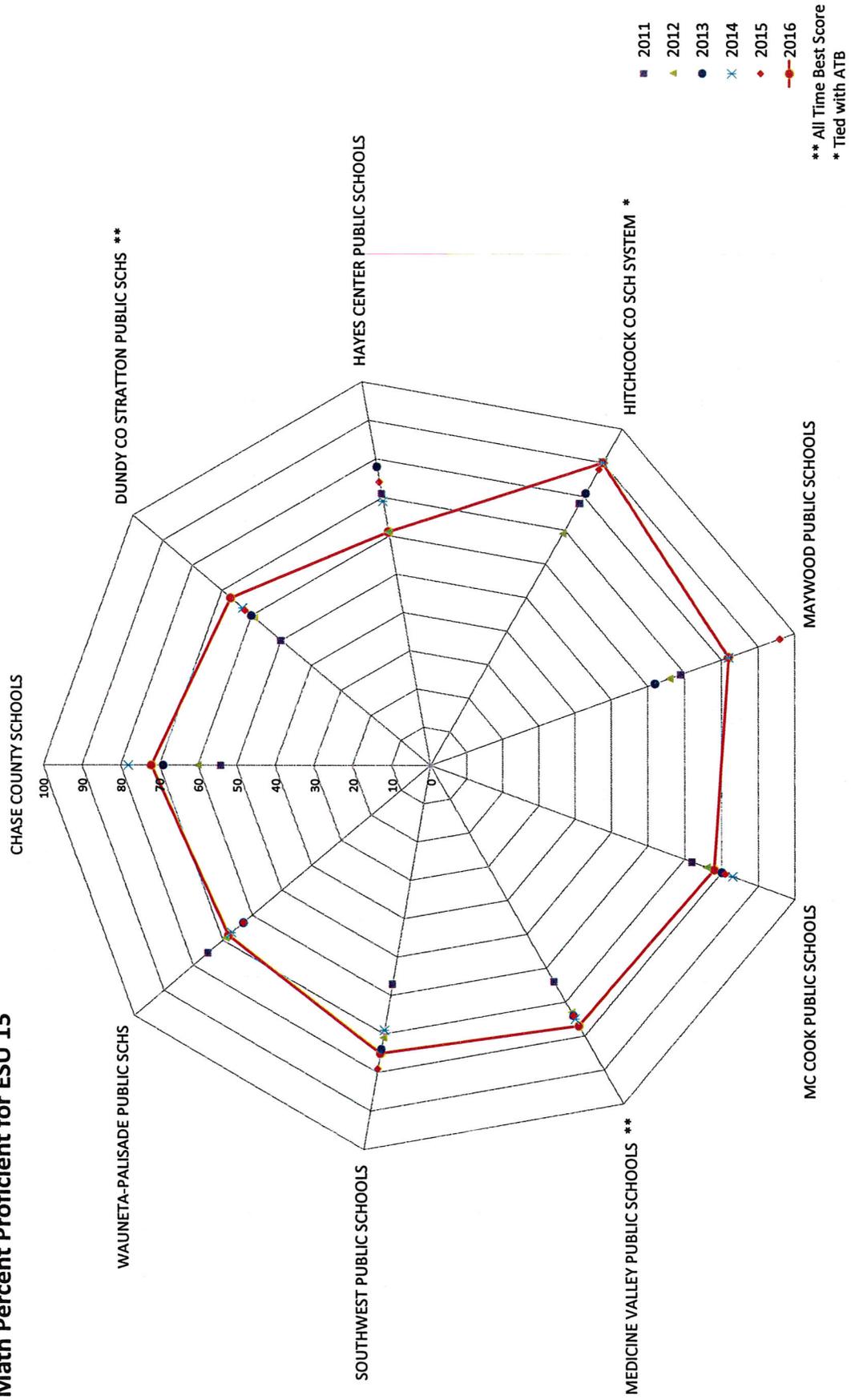
Waverly School District 145 +  
Wayne Community Schools +  
Weeping Water Public Schools +  
West Boyd School District  
West Holt Public Schools  
West Point Public Schools  
Westside Community Schools  
Wheeler Central Schools  
Wilber-Clatonia Public Schools  
Wilcox-Hildreth Public Schools \*  
Winnebago Public Schools + -  
Winside Public Schools  
Wisner-Pilger Public Schools +  
Wood River Rural Schools  
Wynot Public Schools  
York Public Schools + -  
Yutan Public Schools

\* Early Childhood Program Operated by an  
Educational Service Unit (ESU)  
+Early Childhood Grant Funded  
-Endowment (Sixpence) Grant Funded

# NeSA Percent Proficient for ESU 15

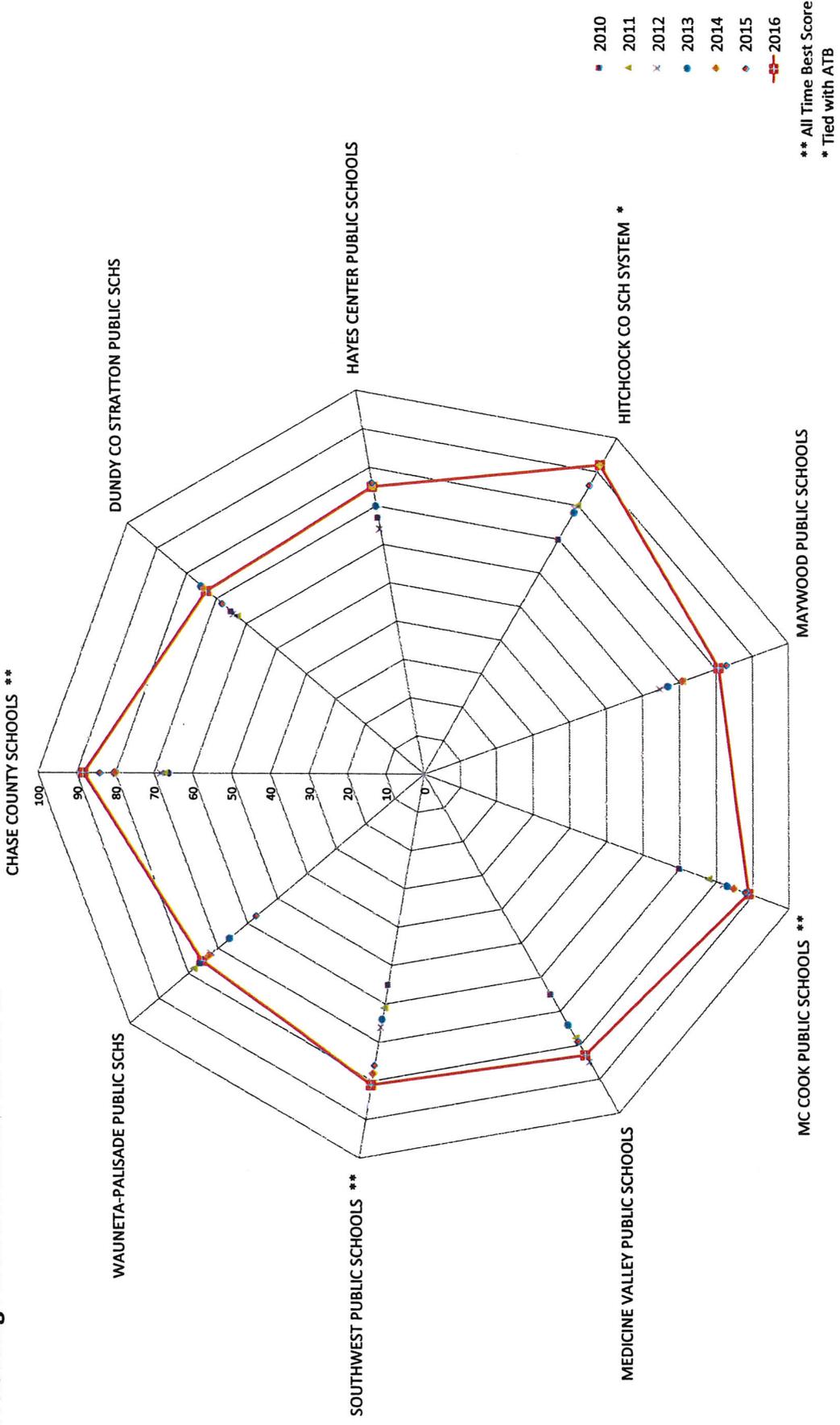


# NeSA Math Percent Proficient for ESU 15



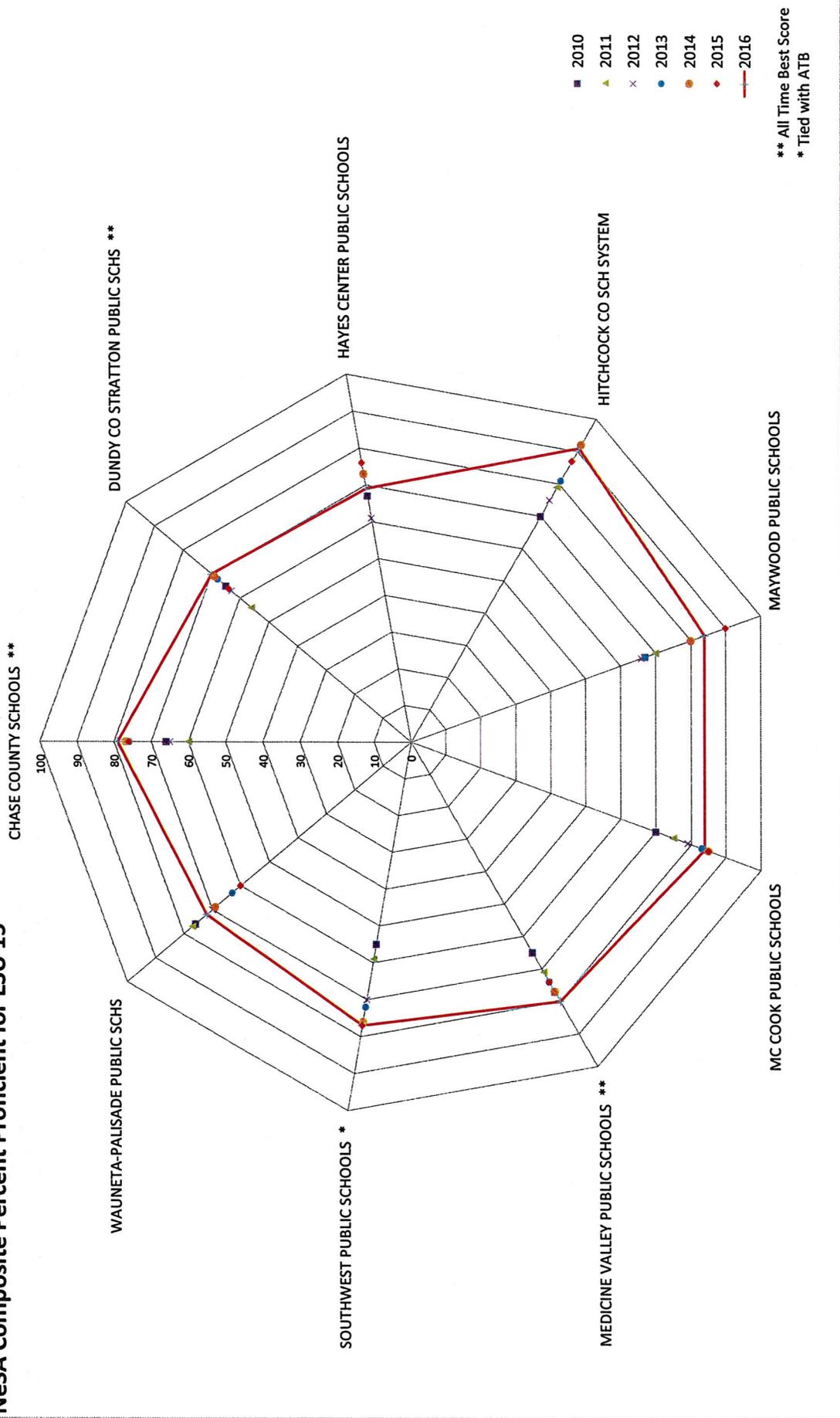
\*\* All Time Best Score  
\* Tied with ATB

# NeSA Reading Percent Proficient for ESU 15



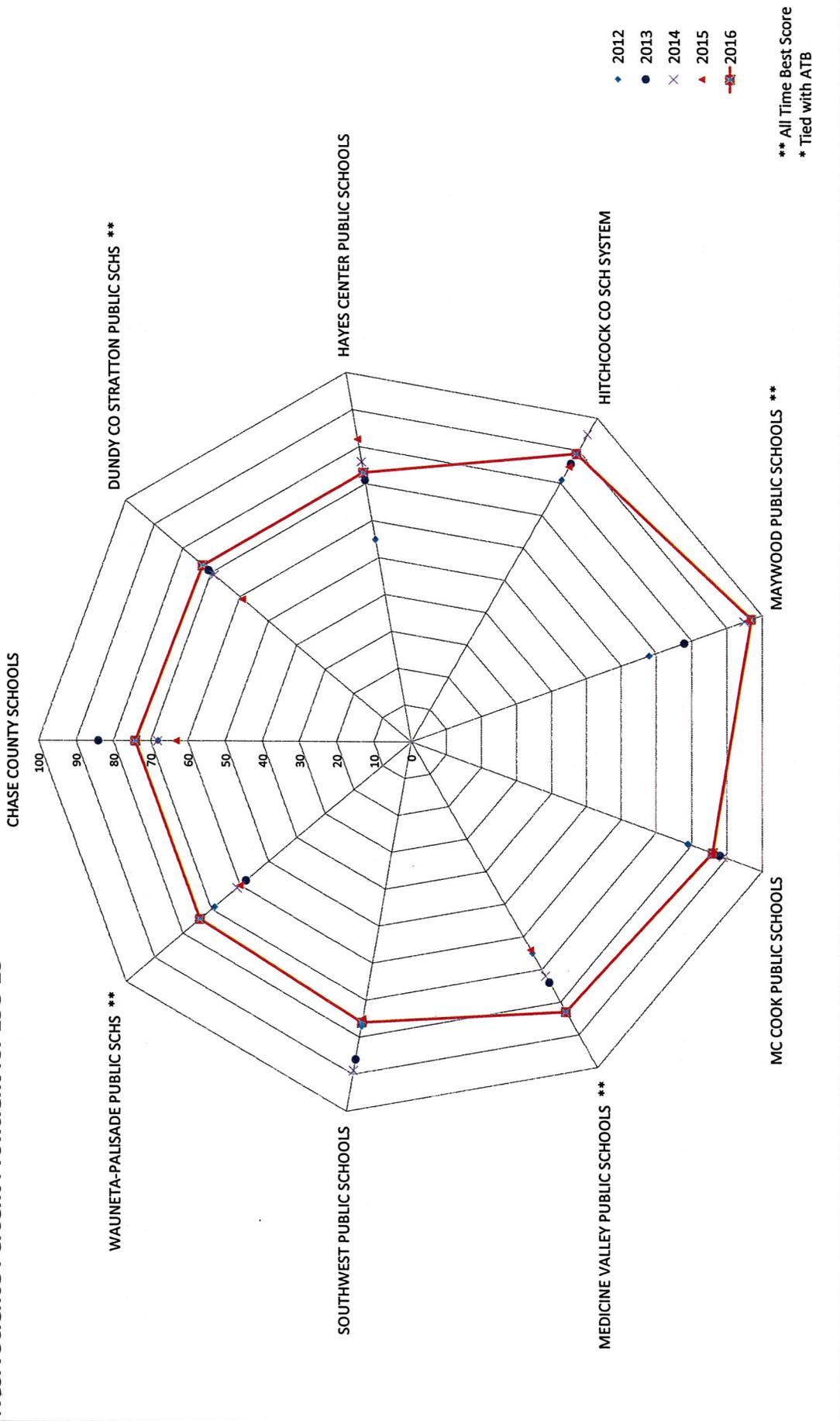
\*\* All Time Best Score  
\* Tied with ATB

# NeSA Composite Percent Proficient for ESU 15



\*\* All Time Best Score  
\* Tied with ATB

# NeSA Science Percent Proficient for ESU 15



\*\* All Time Best Score  
\* Tied with ATB

# CONFERENCE REGISTRATION

## BACK TO THE BASICS OF SCHOOL LAW FOR BOARD MEMBERS

5:15 TO 9:00 PM

March 7 | Gering Civic Center - 1050 'M' Street  
Larry Baumann, Jerald Ostdiek, John L. Selzer

\* Registration Deadline | March 3, 2017

March 14 | Kearney Holiday Inn - 110 South 2nd Avenue  
Nicholas Lesiak, Tim Thompson, Cindy Volkmer

\* Registration Deadline | March 10, 2017

March 16 | Norfolk: Lifelong Learning Center - 801 Benjamin Avenue  
Nicholas Lesiak, Rex Schultze

\* Registration Deadline | March 13, 2017

March 21 | Lincoln: Holiday Inn SW Lincoln - 2500 Tamarin Ridge Road  
Perry Law Firm Attorneys

\* Registration Deadline | March 17, 2017

### TO REGISTER:

- Go to [www.NASBonline.org](http://www.NASBonline.org) and log in using your username and password
- *If you do not have a username and password or have forgotten it, please contact NASB at 800-422-4572 for assistance.*
- *\$20 cancellation fee by the registration deadline. No refunds after the deadline.*

Registration fees for the conference are as follows:

NASB MEMBER \$90  
CANCELLATION FEE \$20

15 AWARDS OF ACHIEVEMENT POINTS WILL BE EARNED FOR ATTENDING

Suggested Audience:

Board Members | Superintendents/ESU Administrators

# BACK TO THE BASICS OF SCHOOL LAW

Perhaps the most imposing demand society places on school board members is the requirement that they know, and adhere to, the intent and limitations of the law. Nearly everything your board does is influenced by statutory regulations.

Your board has a duty to be informed about the basics of school law and when to reach out for legal services. This workshop, taught by attorneys who work with school law on a regular basis, will get you started in the right direction by presenting basic knowledge about the law, as it directly relates to your board service.

Past years' participants have suggested this is a "must" for all people serving in a position of school leadership. The workshop focuses on the basics: the fundamental concepts of school law which locally elected school board members need to know.

## AGENDA

REGISTRATION | 5:00 PM

LIGHT DINNER BUFFET | 5:15 PM

SCHOOL BOARD AUTHORITY | 6:00 PM

SCHOOL BOARD OPERATIONS | 6:30 PM

SCHOOL BOARD LIABILITY AND BOARD MEMBER LIABILITY | 7:00 PM

STUDENT RIGHTS | 7:40 PM

EMPLOYEE RIGHTS | 8:10 PM

THE BOARDS' AUTHORITY | 8:40 PM

QUESTIONS & ANSWERS | 8:50 PM

ADJOURNMENT | 9:00 PM

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

## Superintendent Report for February

1. CIP is underway and we have a team of teachers collecting data. We will finalize the plan this month.
2. We are currently researching ways to improve our bus check-in and out process. We have some plans we are looking at.
3. Finished RFP for lunch program. I will discuss the process and what we can look forward to over the next couple of months.
4. Starting the CRDC report. This process is very time consuming, but we will get through it.
5. We are looking at some summer school options and how we can address non-spced student issues.
6. Preschool discussion. 209 out of 245 districts have preschool.
7. March 3<sup>rd</sup> active shooter training.
8. Empathy training and classes for MS homerooms/or mini classes...coming soon.
9. We will be taking Trent, Chad and myself to Infinite Campus training tomorrow to prep for single sign on.
10. P/T conferences-successes, but areas of improvement.
11. Bus sold for \$12,700.
12. Show Choir festival was a success with MS and HS receiving gold.
13. Curriculum alignment process.
14. Alt ed conversation
15. New policy updates coming
16. Success stories-

SCHOOL DISTRICT #10  
hereinafter referred to as the Board

**Employment Policy**

Accepted by

the Board in conjunction

with the Imperial Education Association  
hereinafter referred to as the Association

2017-18

BOARD OF EDUCATION REPRESENTATIVE

ASSOCIATION REPRESENTATIVE

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## Article I – Principles

### Line #

1 Section 1 - This agreement is negotiated in order to establish the terms  
2 and conditions of employment for all contracted certified  
3 personnel. Certified employees excluded under this agreement  
4 are administrators.

5 Section 2 - The Board and the Association recognize the importance of  
6 orderly, just and expeditious resolution of disputes which may  
7 result from the interpretation or implementation of this  
8 agreement (or based on an event or condition which affects the  
9 terms and conditions of employment.) Accordingly, the parties  
10 therein agree upon a grievance procedure for the effective  
11 processing of such disputes.

12 Section 3 - TERM OF AGREEMENT- This agreement will be in effect from  
13 August 1, 2017 until July 31, 2018. In the event that the school  
14 year begins without a successor agreement, this agreement  
15 will remain in effect until July 31, 2019 unless a successor  
16 agreement is ratified prior to July 31, 2018 by Board and  
17 Association.

## Article II – Recognition

18 Section 1 - The Board agrees to hereby recognize the Association as the  
19 sole and exclusive negotiating agent for the purpose of  
20 collective negotiations in matters relating to terms and  
21 conditions of employment on behalf of all contracted  
22 certificated personnel as defined in Article I, Section I.

## Article III – Negotiations Procedure

23 Section 1 - The parties agree to enter into professional negotiations in  
24 accordance with statutes in a good faith attempt to reach  
25 agreement on all matters concerning the terms and conditions  
26 of employment. Any agreement so negotiated shall be reduced  
27 to writing, and be officially ratified by both parties. In the case  
28 of impasse, it shall be resolved as provided by law.

29 Section 2 - Neither party shall have any control over the selection of the  
30 negotiating representatives of the other party, nor shall they  
31 attempt to influence and/or exert pressures on the  
32 membership of the other party by any means. This negotiating

33 committee is to be comprised of eight (8) members; four (4)  
34 members to represent the Board and four (4) members to  
35 represent the Association. At least one (1) member of each  
36 negotiation faction should serve on the committee the  
37 following year.

38 Section 3 - The parties mutually pledge that their representatives shall  
39 have the necessary power and authority to make proposals,  
40 consider other proposals and make counter-proposals in the  
41 course of negotiations.

42 Section 4 - Meetings shall be held at a mutually satisfactory time and place  
43 and shall be closed to the press and public. All proceedings  
44 shall be maintained by a mutually appointed recorder. All  
45 minutes shall be provided to the negotiations representatives  
46 by this recorder. One member of the negotiation  
47 representatives shall be elected by the representatives to  
48 preside at all negotiation meetings.

49 Section 5 - During negotiations, the Board and the Association shall  
50 present relevant data, exchange points of view and make  
51 proposals. Each party shall promptly make available to the  
52 other, upon, request, information within its possessions which  
53 is relevant to the subjects under discussion. Either party may,  
54 if it desires, utilize the services of outside consultants and may  
55 call upon professional and lay representatives to assist with  
56 negotiations.

57 Section 6 - Before the Board adopts a change in Board policy, listed in the  
58 policy book, which affects terms and conditions of  
59 employment, it shall notify the Association Advisory committee  
60 that it is considering such a change. The association shall have  
61 the right to negotiate with the Board for a mutually acceptable  
62 change in said policy, provided that it files such a request with  
63 Board within twenty (20) days after receipt of said notice has  
64 been verified. Any agreement so reached shall be reduced to  
65 writing, ratified, and become an addendum to this agreement.

66 Section 7 - The Board and the Association agree to begin negotiations for a  
67 Successor Agreement, in accordance with the procedures set  
68 forth in State law, in a good faith effort by both parties to reach  
69 continuing agreement on matters currently in the negotiated  
70 agreement and any other matters appropriate for collective  
71 negotiations which may then be of mutual concern or interest.

## Article IV – Salaries

- 72 Section 1 - SALARIES – 2017-18 - Salaries of all certificated personnel  
73 covered by this Agreement are set in the schedule which  
74 appears in Appendix A. The teacher’s contract shall list the  
75 current step and column placement of the contracted teacher.  
76 Upon written request of the Association, the School District  
77 shall provide the Association a report showing the current year  
78 placement of each extra duty assignment and the insurance  
79 fringe benefits provided each teacher.
- 80 Section 2 - LISTING OF ASSIGNMENTS - The teacher’s contract shall list  
81 the basic teaching salary and the salary for each supervisory,  
82 coaching or other duty separately. The teacher’s contract shall  
83 state the teaching assignments. (However, teaching  
84 assignments may be made to include endorsed fields or areas  
85 for which the teacher is licensed to teach.)
- 86 Section 3 - SCHEDULE DEVIATIONS – The Board reserves the right to  
87 exceed the agreed salary schedules set forth in Appendix A and  
88 B on an individual basis.
- 89 Section 4 - CONTRACT CHANGES – For all certificated personnel covered  
90 by this agreement, the pay for duties performed different from  
91 base contract will be negotiated between the individual and  
92 the Board.
- 93 Section 5 - ANNUITIES – The Board of Education shall purchase annuities  
94 upon the request of teachers desiring to have such purchases  
95 made with appropriate amounts withheld from their monthly  
96 salary. All such requests must be made on appropriate written  
97 forms signed by the teacher at least 30 days in advance of the  
98 payroll.
- 99 Section 6 - PAYROLL DEDUCTIONS – The Board of Education shall  
100 maintain a payroll deduction policy for Association dues and  
101 fees upon the request of the teacher. All deductions must be  
102 asked for on appropriate forms signed by the teacher at least  
103 30 days in advance of payroll. All deductions are to be  
104 concluded with the May payroll.
- 105 Section 7 - PAY DATE – The pay date for all certificated employees shall be  
106 the tenth (10<sup>th</sup>) day of each month. If the pay day falls on a  
weekend, payroll shall be distributed before noon on the  
107 preceding Friday.

- 108 Section 8 - EDUCATION ADVANCEMENT  
109 A. Graduate hours above the B.A. degree will be allowed for  
110 advancement on the salary schedule. Graduate hours not  
111 approved by the superintendent as being in the teacher's  
112 particular area may upon the teacher's request, be evaluated  
113 by the Graduate Hours Review Committee. The hours will be  
114 approved if this committee establishes that the hours in  
115 question are (1) directly related to the responsibilities set forth  
116 in the employee's contract; (2) exhibit a distinct relevance and  
117 relationship to the teacher's contracted assignment and/or (3)  
118 customarily designated and recognized as professional courses  
119 in the teacher's area of responsibility. The Graduate Hours  
120 Review Committee shall be comprised of two (2) certificated  
121 representatives of the Association and two (2) school admin.
- 122 B. In order to advance horizontally beyond the B.A. column on the  
123 salary schedule, only Graduate hours can be utilized and any  
124 hours must have been taken after the completion of the B.A.  
125 degree. Prior approval from the superintendent is required. In  
126 no case can a teacher move vertically more than one step per  
127 year.
- 128 C. All college credits for advancement on the salary schedule  
129 must be verified before September 15, of each year by the  
130 registrar, college professor, or transcript. When verified by  
131 college professor, official transcript shall follow at or before  
132 the end of the first semester as documentation for pay steps.
- 133 D.  
134 a. 2016-17 staff will use the following until July 31, 2021.  
135 i. Graduate hours previously approved as being in the  
136 teacher's area and remaining in the teacher's area,  
137 but not being a part of the master's program auto-  
138 matically qualify for the M.A. +9 and M.A. +18 steps of  
139 the salary schedule.  
140 b. Staff hired after the 2016-17 school year and all staff as of  
141 August 1, 2021 will use the following.  
142 ii. In order to advance horizontally beyond the M.A.  
143 column on the salary schedule, only graduate hours  
144 can be utilized and any hours must have been taken  
145 after the completion of the M.A. degree. Prior approval  
146 from the superintendent is required. In no case can a  
147 teacher move vertically more than one step per year.
- 148 Section 9 - IRS-125 PLAN – The Board will provide an Internal Revenue  
149 Service Rule 125 Plan so that certificated personnel will have

150 the opportunity to pay additional health insurance premiums  
151 and other allowable benefits with tax-sheltered income. The  
152 School District will pay all charges associated with incorpor-  
ating the 125-Plan.

153 Section 10 - NATIONAL CONTEST – Teachers sponsoring students that  
154 have qualified for a National Contest during non-contracted  
155 days will receive 1/184 of their salary as a stipend for each day  
156 a student is competing.

#### Article V – Fringe Benefits

157 A. Types of Leave:

158 Section 1 - SICK LEAVE – All certificated employees shall be entitled to ten  
159 (10) contract days of sick leave the first school year of employ-  
160 ment as of the first official day of said school year and ten (10)  
161 contract days of each succeeding year accumulative to fifty  
162 (50) days. Any sick leave in excess of five (5) successive days  
163 will require a proof of illness. Employees will be entitled to  
164 use such leave for members of the immediate family. Imm-  
165 ediate family is defined as spouse, mother, father, children,  
166 step-parents, step-children, and others under the employee’s  
167 direct care.

168 Employees will be entitled to use sick leave for all dental or  
169 medical appointments for themselves or immediate family  
170 provided the sick leave time requested is justified and  
171 approved. Routine appointments will be scheduled to mini-  
172 mize loss of work time.

173 Employees may be entitled to use sick leave at administrative  
174 discretion or administrative approval when a member of the  
175 extended family is seriously ill. The extended family is defined  
176 as non-dependent son or daughter and their immediate family,  
177 brother, sister, and grandparents of the employee or spouse,  
178 plus mother-in-law, father-in-law, step-parents and step-  
179 children of the employee.

180 In cases of long-term illness, the number of sick days may be  
181 extended upon approval by a majority vote of the school board.  
182 In the event that a certificated employee qualifies for long-term  
183 disability benefits as determined by the insurance carrier in  
184 force at such time of disability, that employee will be entitled  
185 to additional sick leave. The maximum amount of additional  
186 sick leave will be five (5) days. A lesser amount will be allowed

187 in the event said employee would receive concurrently both  
188 sick leave benefits and disability benefits.

189 Section 2 - PERSONAL LEAVE - Four (4) days personal leave (that leave  
190 available to the certificated employee without any reason  
191 being given to the administration or Board on three days  
192 notification of pending leave, with exception allowed for an  
193 unavoidable situation or circumstance) will be available to the  
194 certificated employee. Days preceding holidays must be  
195 approved by the administration. Any more than 3 teachers at  
196 the elementary level (K-6) or 3 teachers at the secondary level  
197 (7-12) requesting personal leave on any one day must be  
198 approved by the administration. Personal days not used will  
199 be paid to the teacher at current initial substitute rate. The  
200 reimbursement will be made in the last check of the contract  
201 year.

202 Section 3 PROFESSIONAL LEAVE – Professional leave shall be that leave  
203 being used by the certificated employee during the contract  
204 year for professional growth in areas of contracted response-  
205 abilities (with prior approval of the administration). Reimbur-  
206 sement, as per Board Policy, for such expenses incurred in  
207 professional growth shall be subject to prior approval of  
208 administration or Board.

209 Section 4 BEREAVEMENT – Bereavement leave (that leave felt to be  
210 needed by the certificated employee because of death in the  
211 family) shall be granted to each employee with approval of the  
212 administration. Family defined as same definition in SICK  
213 LEAVE plus niece, nephew, first uncle and aunt, grandchildren,  
214 son-in-law, daughter-in-law, step-parents and step-children of  
215 employee or spouse.

216 Section 5 SABBATICAL LEAVE – After a teacher has been employed by  
217 the district for a period of five years, the teacher may apply for  
218 a leave of absence up to one year, with or without partial pay.  
219 A teacher must have applied for sabbatical leave by January 15  
220 of the year prior to the intended leave. The teacher must  
221 guarantee in writing, to return to the school system at the end  
222 of said leave for a period of at least one year. Any teacher  
223 granted sabbatical leave shall be entitled to a teaching  
224 assignment in their endorsed areas as placement on the salary  
225 schedule in accordance with training and experience, except  
226 that the period of absence will not be counted as experience.  
227 The teacher may continue to be in the group health insurance  
228 plan at his or her own expense. There will be a quota of no

229 more than one teacher granted sabbatical leave per year. If  
230 more than one application is received, the Graduate Hours  
231 Review Committee as defined in Article IV, Section 8, will  
232 evaluate the application and make a recommendation to the  
233 Board. The Board will carefully consider such a request, and if  
234 a suitable substitute teacher can be employed for the period of  
235 such absence, the request may be granted.

236 Section 6 - UNPAID LEAVE – Unpaid leave is taken by an employee after  
237 all leave provisions have been exhausted. Unpaid leave up to  
238 and including nine (9) days during any three year time period  
239 may be granted with administrative approval. The number of  
240 unpaid days may be extended upon approval by a majority  
241 vote of the school board. If an employee should take unpaid  
242 leave, he/she shall forfeit a sum equal to 1 over the number of  
243 contract days for each day absent excluding Appendix B  
244 assignments. This does not affect Article V – A, Section 4.

245 Section 7 PENALIZATION – If an employee should take any leave that has  
246 not been approved by the administration or Board, he/she  
247 shall be penalized a sum equal to 1 over the number of contract  
248 days for each day absent, and for Appendix B assignments, 1  
249 over number of days of season as established by the Nebraska  
250 School Activities Association, 1 over the number of contract  
251 days where the assignment is year long, or 1 over length of  
252 season as established by the school where applicable. A  
253 contract of an employee who has been penalized for un-  
254 approved leave may be cancelled or amended for just cause.  
255 This does not affect Article V-A, Sections 1, 2, and 4.

256 Section 8 FAMILY AND MEDICAL LEAVE – For unpaid FMLA leave under  
257 the Family and Medical Leave Act, an employee shall forfeit for  
258 each day a sum equal to 1 over the number of contract days. If  
259 an employee has an Appendix B assignment, then unpaid leave  
260 under this Act shall include Appendix B. He/she shall forfeit,  
261 where Appendix B is applicable, a sum equal to 1 over the  
262 number of days of the season where established by the NSAA, 1  
263 over the number of days of contract where the season is year  
264 long, or 1 over the length of season established by the school  
265 where applicable. No deduction will be made on an Appendix  
266 B assignment if the absence is not detrimental to the program,  
267 i.e., sponsorship of an organization and/or class. Any pay back  
268 to be divided among the remaining number of payments of the  
269 contract.

270 Section 9 - ASSOCIATION LEAVE – Up to two (2) days of paid leave shall

271 be granted to the Association during the contract year to  
272 conduct Association business.

273 B. Insurance

274 Section 1 - MEDICAL – The District shall provide all certificated employees  
275 covered by this agreement the following health insurance  
276 benefits: For full-time certificated employees the district shall  
277 pay the entire cost of the premium for Blue Cross/Blue Shield  
278 \$1150 PPO Deductible with Pre-admission certification offered  
279 through the Educators Health Alliance (EHA). Under this  
280 agreement the District shall pay the deductible cost above the  
281 initial \$700 (single) or \$1400 (family) for each employee or  
282 family deductible. This benefit will be claimed by filing  
283 receipts and insurance statements through the 125 cafeteria  
284 plan provider. The District shall pay the cost of PPO Dental  
285 with 80% A & B coverage and 50% C coverage for each  
286 employee covered by this agreement. Employees will be  
287 placed on one of four (4) tiers based on their dependent  
288 structure. These tiers shall include Employee, Employee and  
289 Children, Employee and Spouse, or Employee, Spouse and  
290 Children. A married couple without dependent children, who  
291 are both employed by the district will each be placed on the  
292 Employee tier. Any employee covered by this agreement who  
293 is employed at 0.50 FTE or above shall be eligible to participate  
294 in the plan. The district will pay a portion of the premium cost  
295 equivalent to the FTE the employee is working. The insurance  
296 coverage will be selected and approved by the Association and  
297 by the Board on an annual basis. All insurance coverage on an  
298 employee shall terminate with the termination of that  
299 employee’s contract. No cash will be given in lieu of insurance.

300 Section 2 - LONG-TERM DISABILITY – All employees shall be allowed  
301 .0027 of contracted salary subject to any rate changes of the  
302 present long-term disability insurance plan. The insurance  
303 coverage will be selected by the Association and approved by  
304 Board on an annual basis. All insurance coverage on an  
305 employee shall terminate with the termination of that  
306 employee’s contract. No cash will be given in lieu of insurance.

Article VI – Conditions of Employment

307 Section 1 - TERMS OF CONTRACT – All certificated employees (covered by  
308 this agreement) shall be contracted for 184 days, unless the  
309 individual contract specifies shorter or longer periods of  
310 employment.

311 Section 2 - PART-TIME – Part-time certificated employees shall be entitled  
312 to fringe benefits pro rata to full time employment.

313 Section 3 - CONTRACT CALENDAR

314 A. NOTICE BY ADMINISTRATOR OF UNSATISFACTORY PERFORMANCE –  
315 On or before February 15<sup>th</sup> of each year, the Superintendent of  
316 Schools shall prepare and issue written notification to those  
317 tenured teachers whose professional performance is deemed  
318 unsatisfactory and may be just cause for termination of  
319 employment. This notice will be based on formal evaluations  
320 which identify deficiencies in professional performance. The  
321 teacher shall be counseled as to how to correct the alleged  
322 deficiencies and be granted sufficient time (April 1<sup>st</sup>) for  
323 correction or improvement. At any time during the school  
324 year, the Superintendent of Schools may prepare and issue  
325 notification to those tenured teachers for other just cause  
326 reasons as defined in Nebraska Statutes.

327 B. RETURN OF CONTRACT TO EMPLOYERS –  
328 Teachers will have at least 15 days to sign and return contracts  
329 after receipt thereof. Teachers will not be required to sign and  
330 return contracts earlier than April 1<sup>st</sup>.

331 Section 4 - RESIGNATION – The continued high quality of the professional  
332 staff is of utmost importance. Any certificated employee with  
333 the knowledge of contract resignation is encouraged, in good  
334 faith, to notify the Board of Education on or before the second  
335 Monday in May.

336 Section 5 - TEACHER RIGHTS

337 A. Nothing contained in this Agreement shall be construed to  
338 deny any teacher those rights provided under law. Rights  
339 granted to teachers herein shall be deemed to be in addition  
340 to those provided elsewhere.

341 B. No tenured teacher will be reprimanded or have compensation  
342 reduced or withheld, without just cause. Any suspension of a  
343 teacher, pending investigation and disposition of the case shall  
344 be with full pay. Action to the contrary by the Board or its  
345 agents shall be subject to the Grievance Procedure herein set  
346 forth.

347 C. The Board will not discriminate against any teacher with  
348 respect to terms and conditions of employment by reason  
349 of the teacher's membership in the Association and its

350 affiliates, the participation in collective negotiations with  
351 Board, or the institution of a grievance under the terms of  
352 this Agreement.

353 Section 6 - TEACHER DUTY DAY  
354 A. Teachers shall have at least a 30-minute duty-free lunch.

## APPENDIX C

### Grievance Procedure

The purpose of this grievance procedure is to secure at the lowest possible level, an equitable solution to problems, which may from time to time arise concerning the interpretation, application, or meaning of the terms and conditions of employment for certified personnel in this school district. This grievance procedure is part of the Negotiated Agreement between the District and the Imperial Education Association.

#### Adopted

#### I. Definitions

- A. Grievance: Any claim or claims by a teacher, group of teachers, or the Association of an alleged violation, misinterpretation, or misapplication of terms and conditions of employment.
- B. Grievant: Teacher, group of teachers, or the Association making the claim as provided in Paragraph I.A.
- C. Time Limits: All time limits herein shall consist of teacher working days except when a grievance is submitted after the end of the school year; then time limits shall consist of all week days Monday through Friday, except holidays. The number of days indicated at each level should be considered maximum and every effort shall be made at all levels to expedite the process. Failure of any grievant to comply with the time limits contained herein shall constitute a waiver of right to appeal to the next step. Failure of the Board or its representatives to comply with the time limits at any level shall permit the grievant to appeal the grievance to the next level. All grievances must be dealt with in the contract year during which the alleged grievance took place.
- D. Grievance Meetings or Hearings: All meetings and hearings under this procedure up to and including Step 2 shall be conducted in private and shall include only the administration's representatives and the grievant and his/her designated representatives. If the grievant chooses to represent himself/herself, the Association shall have the right to be present as provided in Section II of this procedure. All parties shall have the right to record the proceedings of any hearing or meeting at all formal levels of the grievance procedure. Hearings before the board shall be closed, at the discretion of the grievant.

#### II. Association Representation

A grievant shall have the right to have Association representatives present to represent the grievant at each level of the grievance procedure. Where a grievant chooses to represent himself/herself, the Association, at its discretion, may have representatives present for any meetings, appeals, or other proceedings relating to a grievance, which has been formally presented. Nothing herein shall be construed as limiting the right of any teacher to discuss his/her grievance informally with his/her immediate superior and having the grievance adjusted informally. The Association shall be notified in writing of the issues and the settlements before any settlement becomes effective for any filed grievance. The grievant shall acknowledge in writing that a settlement has been reached. The settlement shall not be inconsistent with the terms of the negotiated agreement.

Under this provision, the Board of Education recognizes the Grievance Committee of the association and its grievance representatives as parties in interest to any grievance proceedings as provided above.

III. Reprisals

No reprisals of any kind shall be taken against any employee who utilizes this grievance procedure, whether member or non-member of the Association, by the Association or the District.

IV. Withdrawal of a Grievance

An employee may withdraw his/her grievance at any level of the procedure without fear of reprisal from any party. Where the Association feels that the issues involved should be resolved, the Association may assume the grievance at the point discontinued by the individual and proceed through the remainder of the procedure.

V. Advanced Step Filing

The grievance shall be initially filed at the level where the decision resulting in the grievance was made.

VI. The Procedure

The parties believe that it is usually most desirable for an employee and his immediate superior to resolve problems through free and informal communications. When requested by the teacher, a representative of the association may assist in this resolution. However, when the grievance remains unresolved, then the grievance may be processed as follows:

Step 1

Except as otherwise provided in Article V, Advanced Step Filing, the employee or the Association may present the grievance in writing to the employee's principal who will arrange for a meeting of the parties in interest within five (5) days from the date of the hearing to provide the grievant and the Association his/her written decision.

### Step 2

Except as otherwise provided in Article V, Advanced Step Filing, the grievant or the Association shall refer the grievance to the superintendent or his/her official designee within five (5) days of the receipt of the answer in Step 1. The superintendent shall arrange for a hearing with the grievant and the Association's representatives to take place within five (5) days of his/her receipt of the appeal. Each party shall have the right to include in his representation such witnesses deemed necessary to develop the facts pertinent to the grievance. The superintendent will have five (5) days from the date of the hearing to provide the grievant and the Association his/her written decision.

### Step 3

Except as otherwise provided in Article V, Advanced Step Filing, if the grievance is not resolved at Step 2, the grievant or the Association shall refer the grievance in writing to the Board president who shall have ten (10) days from the date the appeal is received in which to schedule a hearing on the grievance before the Board of Education. The hearing shall be scheduled within twenty (20) days of receipt of the appeal. Each party shall have the right to include in its representation such witnesses as it deems necessary to develop facts pertinent to the grievance. The Board will have five (5) days from the date of the hearing to notify, in writing, the grievant and the Association of the Board's decision.

### Step 4

If the Association is not satisfied with the disposition of the grievance at Step 3, or if a written decision has not been rendered within the time provided, the Association within thirty (30) days of the Board's reply may notify the Board, in writing, of its intent to submit the grievance to arbitration. The arbitrator shall be chosen by the parties and shall be a person mutually acceptable to the Board and the Association. If the Board of Education and the Association are unable to agree on an arbitrator within ten (10) days after receipt of notice, an arbitrator shall be sought from the American Arbitration Association. The arbitrator shall make a recommendation to resolve the grievance. No evidence or positions shall be submitted to the arbitrator by either party, which was not previously disclosed to the other party. The cost of the arbitrator shall be equally borne by the Board and the Association. All other expenses shall be borne by the party incurring the expense.

Nothing in Step 4 shall prevent an individual grievant from submitting a grievance to arbitration. Under such circumstances the Board and the individual shall share the selection of the arbitrator equally.



## APPENDIX A

BASE SALARY -- \$34,200.00 -- PERCENT -- 4.5 X 4.5

2017 - 2018

STEP	BA	BA+9	BA+18	BA+27	BA+45	MA	MA+9	MA+18	PhD
0	34,200.00	35,739.00	37,278.00	38,817.00	40,356.00	41,895.00	43,434.00	44,973.00	46,512.00
1	35,739.00	37,278.00	38,817.00	40,356.00	41,895.00	43,434.00	44,973.00	46,512.00	48,051.00
2	37,278.00	38,817.00	40,356.00	41,895.00	43,434.00	44,973.00	46,512.00	48,051.00	49,590.00
3	38,817.00	40,356.00	41,895.00	43,434.00	44,973.00	46,512.00	48,051.00	49,590.00	51,129.00
4	40,356.00	41,895.00	43,434.00	44,973.00	46,512.00	48,051.00	49,590.00	51,129.00	52,668.00
5	41,895.00	43,434.00	44,973.00	46,512.00	48,051.00	49,590.00	51,129.00	52,668.00	54,207.00
6		44,973.00	46,512.00	48,051.00	49,590.00	51,129.00	52,668.00	54,207.00	55,746.00
7			48,051.00	49,590.00	51,129.00	52,668.00	54,207.00	55,746.00	57,285.00
8			49,590.00	51,129.00	52,668.00	54,207.00	55,746.00	57,285.00	58,824.00
9				52,668.00	54,207.00	55,746.00	57,285.00	58,824.00	60,363.00
10						57,285.00	58,824.00	60,363.00	61,902.00
11							60,363.00	61,902.00	63,441.00
12								63,441.00	64,980.00

BASE SALARY: 34,200.00

**APPENDIX B  
Extra Assignment Salaries  
Percent of Base -- 2017-18  
HIGH SCHOOL ATHLETICS**

No. of yrs. in System	Head Softball Cross Country Head Golf Head B/G Track		Volleyball Football Wrestling B/G B-Ball		Asst. V-Ball Asst. F-Ball Asst. Wrestling Asst. B/G B-Ball		Asst. B/G Track Asst. Softball Asst. Golf Asst. CC		Fr. V-Ball B/G Fr. B-Ball	
	1	10.2%	3,488.40	12.6%	4,309.20	6.3%	2,154.60	5.1%	1,744.20	4.6%
2	11.0%	3,762.00	13.5%	4,617.00	6.8%	2,325.60	5.5%	1,881.00	5.0%	1,710.00
3	11.8%	4,035.60	14.5%	4,959.00	7.2%	2,462.40	5.9%	2,017.80	5.4%	1,846.80
4	12.6%	4,309.20	15.5%	5,301.00	7.7%	2,633.40	6.3%	2,154.60	5.8%	1,983.60
5	13.3%	4,548.60	16.4%	5,608.80	8.2%	2,804.40	6.7%	2,291.40	6.2%	2,120.40
6	14.1%	4,822.20	17.4%	5,950.80	8.7%	2,975.40	7.1%	2,428.20	6.6%	2,257.20
7	14.9%	5,095.80	18.4%	6,292.80	9.2%	3,146.40	7.4%	2,530.80	7.0%	2,394.00
8	15.7%	5,369.40	19.3%	6,600.60	9.7%	3,317.40	7.8%	2,667.60	7.4%	2,530.80

**GRADE SCHOOL ATHLETICS**

Head B/G B-Ball		Head Volleyball B/G Track Football		Wrestling		Asst. Basketball		Asst. G/B Track Asst. Football Asst. Volleyball	
6.8%	2,325.60	5.8%	1,983.60	2.7%	923.40	4.3%	1,470.60	3.9%	1,333.80

**HIGH SCHOOL EXTRA-CURRICULAR**

Honor Society Musical Asst. (1) Fr. Class Spon. Soph. Class Spon.		Sr. Class Sp (2) St. Council		Annual, Quiz Bowl Jr. Class Sp. (2) Paper One Act Assistant		Speech Assistant		Curriculum Coordinator One Act FFA(2) FCCLA, FBLA		Play Musical		Vocal Music Speech		9-12 Instrumental Music Cheerleader (2)	
1.0%	342.00	1.4%	478.80	1.9%	649.80	3.4%	1,162.80	3.9%	1,333.80	4.8%	1,641.60	6.8%	2,325.60	9.7%	3,317.40

**GRADE SCHOOL EXTRA-CURRICULAR**

7-12 Vocal Music		Reading Coach (6)		Elementary Annual		K-6 Vocal Music 5-8 Instrumental Music		Gifted Extra Duty	
1.9%	649.80	1.9%	649.80	1.9%	649.80	4.8%	1,641.60	1.0%	342.00

# Chase County Schools

## Tentative 2017-2018 SCHOOL YEAR CALENDAR

10-11 Teacher In-service  
22 Teacher In-service and Meet the teacher day 3:00-6:00 pm  
23 1<sup>st</sup> Day of school

AUGUST '17						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

7/10 Student/Staff Days

JANUARY '18						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

2 Teacher Inservice  
3 School Resumes  
15 No School In-service

20/22 Student/Staff Days

4 Labor Day (No School)  
18/19 PTC 3-7 2:30 Dismissal

SEPTEMBER '17						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

20/20 Student/Staff Days

FEBRUARY '18						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

5/6 PTC 3-7 2:30 Dismissal  
16-19 No School (Pres. Day)  
26 Spring Practice Begins

18/18 Student/Staff Days

19 End 1<sup>st</sup> Quarter 2:30 dismissal  
20-23 Fall Break (No School)

OCTOBER '17						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

20/20 Student/Staff Days

MARCH '18						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

5 Conference Speech Teacher In-service  
8 End 3<sup>rd</sup> quarter 2:30 dismissal  
9 No School  
17 Prom

20/21 Student/Staff Days

10 Veterans Day  
13 Winter practice begins  
22-26 Thanksgiving Break Dismiss @ 2:30

NOVEMBER '17						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

20/20 Student/Staff Days

APRIL '18						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

13-16 Easter Break  
20-District Music In-Service

18/19 Student/Staff Days

20 End of Semester 1 2:30 Dismissal  
21 Teacher In-service  
22 Staff Comp day for PTC  
23-27 NSAA No Practice

DECEMBER '17						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

15/16 Student/Staff Days  
82/86

MAY '18						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

11 Last Day Seniors  
12 Graduation  
23 Last Day K -11 Dismiss 2:30  
24 Staff In-Service Day

17/18 Student/Staff Days  
175/184 Student/Staff Days

# ***Chase County Schools***

**Tentative 2017-2018 SCHOOL YEAR CALENDAR**

*Early Dismissal Day*

**DRAFT 2-13-17**

VIEW

**2015 - 2016 Financial Report  
Annual**

150010 Status: Active  
**Chase County Schools**  
520 E 9th Street  
Imperial, NE 69033-3138

**Financial Contact**

Version: Original

	Salutation	First Name	Last Name
1. Contact Name:		Joseph	Lefdal
2. Title:	Superintendent		
3. Email Address:	jlefdal@chasecountyschools.org		
4. Phone:	(308) 882-4304	Ext:	Fax: (308) 882-5629

**General Information**

Reporting Period: July 01, 2015 to June 30, 2016

No.	Description	Total
<b>Cash Income</b>		
5.	Open Cash Balance	\$85,424.00
6.	Federal Reimbursement	\$104,223.00
7.	State Reimbursement	\$759.00
8.	Child Payments	\$151,475.00
9.	Adult Payments	\$0.00
10.	School District Contributions	\$40,000.00
11.	Transfer from Savings	\$0.00
12.	Loans	\$0.00
13.	All Other	\$2,100.00
	<b>Total Cash Income</b>	<b>\$383,981.00</b>
<b>Cash Expenditures</b>		
14.	Food	\$139,642.00
15.	Labor	\$110,637.00
16.	Repayment of Loan	\$0.00
17.	Transfer to Savings	\$0.00
18.	Equipment	\$0.00
19.	All Other	\$18,786.00
	<b>Total Cash Expenditures</b>	<b>\$269,065.00</b>
<b>Cash Available</b>		
20.	Close Cash Balance	\$114,916.00
21.	Savings Account	\$0.00
22.	Cash Due Program	\$0.00
23.	Other Cash Assets (accrued earnings on investments)	\$0.00
	<b>Total Cash Available</b>	<b>\$114,916.00</b>
<b>Cash Payable &amp; Net Cash Resources</b>		
24.	Unpaid Bills: Food	\$0.00
25.	Unpaid Bills: Non-Expendable Equipment	\$0.00
26.	Unpaid Bills: Other	\$0.00
27.	Due Other Funds	\$0.00
	<b>Total Cash Payable &amp; Net Cash Resources</b>	<b>\$0.00</b>
<b>Net Cash Resources</b>		
28.	Net Cash Resources Amount	\$114,916.00
	<b>Total Net Cash Resources</b>	<b>\$114,916.00</b>

Comments:

**CHILD NUTRITION PROGRAMS  
FOOD SERVICE MANAGEMENT COMPANY**

SCHOOL FOOD AUTHORITY: Chase County Schools

**REQUEST FOR PROPOSAL AND CONTRACT  
FIXED PRICE**

Nebraska Department of Education  
Nutrition Services  
301 Centennial Mall South  
P.O. Box 94987  
Lincoln, NE 68509-4987  
Phone (402) 471-2488  
Toll-free (800) 731-2233

Website <http://www.education.ne.gov>

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1. Mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410;
2. Fax: (202) 690-7442; or
3. Email: [program.intake@usda.gov](mailto:program.intake@usda.gov).

This institution is an equal opportunity provider.

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Fixed Price RFP and Contract  
Revised 12/2016

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### **GENERAL INFORMATION**

The Nebraska Department of Education Nutrition Services (NDE) is not and will not be a party to any contract between a School Food Authority (SFA) and a Food Service Management Company (FSMC). The SFA has full responsibility for ensuring that the terms of the contract are fulfilled. NDE is required to ensure the SFA is in compliance with State and Federal procurement standards, cost principles and applicable Federal Program regulations. NDE has no involvement with the enforcement of this contract; however, can deny payment of all meals received or purchased if terms of the contract are not fulfilled.

### **PROCESS**

**NDE must approve the entire Request for Proposal (RFP) package prior to proposal solicitation.** Notice of Request for Proposals must be advertised at least once in a newspaper with state-wide distribution and sent to FSMCs that have expressed interest in operating in Nebraska (a list may be obtained from NDE).

**After a decision has been made and before the contract is signed, NDE must review and approve the following items:**

- a. newspaper advertisement with date of publication (see sample advertisement below);
- b. list of FSMCs that received the solicitation, RFP documents, and all addendums issued via email or postal mail;
- c. list of FSMCs in attendance at the pre-proposal meeting, along with a written copy of all questions with answers posted from the meeting (and provided to all FSMCs);
- d. correspondence or documented phone conversations from FSMC's opting not to submit a proposal;
- e. completed, scored Award Criteria from each committee member who completed an evaluation for each FSMC submitting a proposal;
- f. for the FSMC selected, the completed RFP/Contract and any FSMC addendums; and
- g. all FSMC certifications and attachments.

## I. INTRODUCTION

This document contains a Request for Proposal (RFP) for providing food service management for SFAs participating in the United States Department of Agriculture's (USDA) Child Nutrition Programs (CNP) and sets forth the terms and conditions applicable to the proposed procurement. Upon acceptance, this document shall constitute the contract between the offeror and the SFA.

**The SFA and FSMC must initial each page to confirm all terms were read and agreed to.**

## II. REQUEST FOR PROPOSAL/INSTRUCTIONS

### A. Legal Notice

Notice is hereby given that Chase County Schools  
School Food Authority, hereinafter referred to as the SFA, intends to examine alternatives to its present food service program.

No intent should be construed from this legal notice that the SFA intends to enter into a contract with any party for alternative food service unless, in the sole opinion of the SFA, it is in the SFA's best interest to do so.

The SFA reserves the right to accept any proposal which it determines most favorable and responsive to the interest of the SFA. The SFA will reject any proposals that are submitted past the due date, and/or proposals that are overly responsive, non-responsive, or not in the best interest of the SFA.

The Offeror to this RFP will be referred to as the FSMC, and any contract that may arise from this RFP will be between the FSMC and the SFA.

### B. Request for Proposal

1. The SFA will consider: **Fixed Price Meal Proposal**
2. **Proposals will be received until:**  
Date: April 12, 2017  
Time/Time Zone: 12:00 PM MT  
for supplying the SFA (SFA Name): Chase County Schools  
**with food service management services during school year 2017-2018**  
**with options for renewal of the contract for four additional terms of one year each.**
3. **Proposals** are subject to all the conditions and specifications attached hereto. Proposals will be received in the office of Superintendent and shall be marked on the envelope "**Food Service Management Proposal**" with the FSMC's return address also marked on the envelope.

**SAMPLE ADVERTISEMENT**

**Nebraska SFA:** Chase County Schools **Number of Students:** 640  
is seeking sealed proposals from Food Service Management Companies for the management and operation of the district's food program. The RFP can be obtained by contacting:  
**Name:** Joseph Lefdal  
**Title:** Superintendent  
**SFA:** Chase County Schools  
**Address:** 520 E. 9<sup>th</sup> St, Imperial, NE 69033  
**Phone:** 308-882-4304  
**Email:** jlefdal@chasecountyschools.org  
**Date proposals must be received by:** April 12, 2017 **Time/Time Zone:** 12:00PM MT  
**Date proposals opened:** 4/12/2017 **Time/Time Zone:** 12:00PM MT  
**Location:** Chase County School Board Room  
**Address:** 520 E. 9<sup>th</sup> St., Imperial, NE 69033

**NDE's RFP TIMELINE**

<b>December</b>	SFAs considering a Food Service Management Company (FSMC) for the next school year <u>must</u> contact NDE to receive the Request for Proposal (RFP) Packet.
<b>February 1</b>	Deadline for SFAs to begin the RFP process if planning to contract with a FSMC for the next school year.
<b>February –March</b>	NDE must approve the entire RFP package prior to advertisement.
<b>March 30</b>	Last date for RFP advertisement in a newspaper with statewide distribution. Advertisement should be sent to all FSMCs operating or expressing interest in operating in NE. A sixty (60) calendar day solicitation period is required from the date of the advertisement.
<b>May 30</b>	Deadline for NDE to receive SFA/FSMC RFP/Contract for approval prior to execution.
<b>July 1</b>	Start of new program year. Execution date of SFA/FSMC Contract

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4. In accepting proposals, the SFA reserves the right to reject any and all proposals and to waive any minor informality in order to take the action which it deems to be in the best interest of the SFA.
5. Additional information required to adequately respond to this **Request for Proposal** may be obtained from:

Name: Joseph Lefdal

Phone: 308-882-4304

Email: jlefdal@chasecountyschools.org

***Any additional information provided to one FSMC must be provided to all.***

6. The FSMC must submit a complete response to this RFP, including all certifications, in order to provide a responsive proposal.
7. Contracts entered into on a basis of submitted proposals are revocable if contrary to law.

### **C. Procurement Method**

1. Procurement Method will be by Competitive Proposal and the following requirements apply:
  - a. The NDE Fixed Price RFP/Contract prototype must be used.
  - b. The SFA must advertise their intention to solicit FSMC proposals in a newspaper with state-wide distribution. FSMCs operating/expressing interest in operating in Nebraska must also be sent the intention to solicit proposals.
  - c. Proposals must be solicited from an adequate number of qualified sources.
  - d. The SFA must utilize the weighted award criteria identified in this RFP for conducting technical evaluations of the proposals received and for selecting awardees.
  - e. The award will be made to the responsive and responsible FSMC whose proposal is most advantageous to the SFA, with price and other factors considered.
2. All procurement transactions shall be conducted in a manner that provides maximum open and free competition consistent with 2 CFR §200.319
3. Discussions with the FSMC determined for award selection may be conducted for the purpose of clarifying terms and conditions of the proposal and to assure full understanding of the requirements.
4. In conducting these discussions, there shall be no disclosure of any information derived from proposals submitted by competing offerors.

### **D. Pre-Proposal Meeting and Award Timeline**

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1. The SFA will use the following timeline to select a food service management company:

Task	Date	Time/ Time Zone
<b>Advertise and notify prospective FSMC of the RFP</b> <i>(Start of minimum 60 calendar day solicitation period)</i>	2/8/2017	N/A
<b>Pre-proposal conference and visitation</b> <i>(Approximately two weeks after advertisement/notification)</i>	2/28/2017	10:00 AM MT
<b>Deadline for receiving proposals</b> <i>(At least 60 calendar days after advertisement)</i>	4/12/2017	12:00 PM MT
<b>Award of Contract by Board of Education</b> <i>(Contract cannot be signed/implemented before NDE's approval)</i>	<b>Internal Use Only</b> 5/9/17	N/A

2. A mandatory pre-proposal meeting with interested FSMCs to review the specifications, clarify questions, and walkthrough the facilities with school officials will be held on:

**Date:** February 28, 2017  
**Time/Time Zone:** 10:00 AM MT  
**Location:** Chase County Schools  
**Address:** 520 E. 9<sup>th</sup> ST., Imperial, NE 69033

a. If the SFA chooses to have vendor presentations these will be scheduled with each FSMC at a different time than the pre-proposal meeting.

3. Questions for Pre-Proposal Meeting:

Task	Date	Time/ Time Zone
FSMC submits written questions regarding the RFP by:	2/24/2017	12:00 PM MT
SFA will respond to all questions in writing by:	2/28/2017	10:00 AM MT

a. Submit questions to:

**Contact Person:** Joseph Lefdal  
**Address:** 520 E. 9<sup>th</sup> St. P.O. Box 577, Imperial, NE 69033  
**Fax Number:** 308-882-5629  
**Email:** jlefdal@chasecountyschools.org

b. Questions submitted prior to the Pre-Proposal Meeting may be answered at the Pre-Proposal Meeting.

- c. Questions from the floor at the Pre-Proposal Meeting must be presented in writing. These questions may or may not be answered at the Pre-Proposal Meeting.
  - d. All questions will be answered in writing and sent to all FSMCs that attend the Pre-Proposal Meeting.
4. **Written Communication** will override any verbal communication between any FSMC and the SFA that takes place during the process.

**E. Proposal Submission and Award**

- 1. The SFA must use NDE's prototype FSMC Request for Proposal and Contract. If a SFA does not complete the required procurement procedures, NDE will NOT approve the contract and meals cannot be paid for from the non-profit school foodservice account.
- 2. Two copies\* of the Competitive Sealed Proposal are to be submitted to:

<b>SFA Contact's Name:</b>	Joseph Lefdal
<b>Mailing Address:</b>	P.O. Box 577
<b>Physical Address:</b>	520 E. 9 <sup>th</sup> St.
<b>City:</b>	Imperial
<b>State/Zip:</b>	NE 69033

\*SFA may adjust this number

- 3. RFP opening will be at:

<b>Time/Time Zone:</b>	12:00 PM MT
<b>Date:</b>	April 12, 2017
<b>Location:</b>	Chase County Schools Board Room
<b>Address:</b>	520 E. 9 <sup>th</sup> St., Imperial, NE 69033

- a. Proposals will not be accepted after the indicated time and date.
  - b. Proposal is to be submitted in a sealed envelope marked "**Food Service Management Proposal.**" Note: The SFA reserves the right to retain all proposals. All proposals with copies of all documents pertaining to the award of contract, shall be kept by the SFA and made part of the file, which shall be open to public inspection (Nebraska Public Records Act §84-712.05).
  - c. Attendance at the Proposal opening is not encouraged or required by prospective FSMC representatives. No information will be provided at the opening.
4. The SFA reserves the right to accept any proposal which it deems most favorable to the interest of the SFA and to reject any or all proposals or any portion of a proposal submitted which, in the SFA's opinion, is not in the best interest of the SFA.

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5. To be considered, each FSMC must submit a completed response to this solicitation using the forms provided.
  - a. No other documents submitted with the RFP and Contract will affect the Contract provisions, and there can be no modifications to the RFP and Contract language.
  - b. In the event the FSMC modifies, revises, or changes the RFP and/or Contract in any manner, the SFA will reject the proposal.
  - c. Exhibit F offers the SFA the opportunity to include any additional services that SFA may need, such as the specifics of a marketing program and salad bars.
  
6. Award will be made only to a qualified and responsible FSMC whose proposal is responsive to this solicitation. The FSMC will provide the following information:
  - a. Contact Information:
    - i. An introduction of the FSMC.
    - ii. The name, address, telephone number, and email of the person to be contacted, along with others authorized to represent the company in dealing with the RFP.
  - b. Executive Summary:
    - i. Highlights the major features of the proposal.
    - ii. Identifies any supporting information.
  - c. Detailed Service Capacity Plan:
    - i. Defined goals and recommendations for improved operation, including estimated increases in student participation and any changes to personnel and equipment.
    - ii. Detailed transition plan which indicates the activities, procedures, timetable, and support personnel involved in the implementation of the FSMC's services.
    - iii. Description of the variety of menu offerings to be made available and at what frequency.
    - iv. Proposed organizational chart for the on-site FSMC management team.
  - d. Experience and References:
    - i. List any similar operations and locations with contact information where the FSMC is operating food service programs. Include the number of meal and meal equivalents served daily for each type of meal service program.
    - ii. Submit a resume or listing of qualifications for the proposed resident food service director candidates.
    - iii. Resume or background of the person who will supervise the work of the resident Food Service Director and how the FSMC will ensure the best performances.
    - iv. List of any SFAs that have failed to renew their contracts with the FSMC within the last three years and their contact names/phone numbers.
    - v. Copy of the FSMC's organizational chart.
  - e. Finance/Business Practices



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- b. Each area of the award criteria must be addressed in detail in the Proposal.
- c. The SFA committee members should be familiar with the regulations and requirements of the child nutrition programs, have sufficient knowledge of the SFA's goal, financial conditions, and have experience in evaluating proposals.
- d. No committee member can be an agent for, employee of, or in any other manner associated with a FSMC, or the FSMC will be precluded from participating in the RFP and subsequent contract.

10. Weight of Award Criteria:

- a. The SFA must determine in advance the point value assigned to each award criteria (to equal a total of 100 points).
- b. Cost must receive the highest number of assigned points. 2 CFR §200.320
- c. The SFA may not include prior experience with the SFA as a category, as it would restrict competition.

Point Value	Award Criteria
40	<b>Cost</b> (must be highest number of points)
15	<b>Service Capability Plan</b> (Identifies proposed food service team such as Food Service Director and demonstrates the FSMC's ability to provide services as stated in the RFP/Contract)
10	<b>Experience/References</b>
5	<b>Finance/Business Practices</b>
5	<b>Accounting and Reporting Systems</b>
5	<b>Personnel Management</b>
10	<b>Innovation</b>
5	<b>Promotion of the School Food Service Program</b>
5	<b>Involvement of Students, Staff, and Patrons</b>
100	<b>Total (Must equal 100 points)</b>

**F. Late Proposals**

Any proposal submitted, after the date and time specified, will not be considered and returned to the FSMC unopened.

**G. Altering, Amending or Withdrawing Proposal**

No proposal may be altered, amended or withdrawn after the specified time for opening proposals.

#### H. Calculation of Time

Periods of time, stated as a number of days, shall be calendar days.

#### I. Firm Offer

1. By submitting a response to this Request for Proposal, and if such response is not withdrawn prior to the time for opening proposals, the FSMC understands and agrees they are making a firm offer to enter into a contract, which may be accepted by the SFA and will result in a binding contract.
2. Such proposal is irrevocable for period of ninety (90) days after the time for opening of proposal has passed. \_\_\_\_\_ (FSMC must initial and date here to show agreement).

#### J. Final Contract

The complete contract includes all documents included by the SFA in the RFP and all documents submitted by the FSMC. The contract must be approved by NDE before signing. Once approved, the complete signed contract with all attachments must be submitted to NDE.

#### K. Post Selection

All FSMCs submitting a proposal will be notified in writing of the FSMC selected for award by the SFA.

### III. STANDARD TERMS AND CONDITIONS

#### A. Definitions

The following definitions shall apply within this document and its attachments:

1. "Accounting Period(s)" means calendar month(s) or as otherwise specified by the SFA here:

2. "Allowable Cost" means costs allowable under 2 CFR §225, "Cost Principles for States, Local Governments, and Indian Tribes," 2 CFR §220, "Cost Principles for Educational Institutions," and 2 CFR §230, "Cost Principles for Non-Profit Organizations," as applicable, and their Attachments, and 7 CFR §200.420-475, as applicable.
3. "Applicable Credit" is the meaning established in Appendix A, Section C (4) found in 2 CFR §225, and Appendix A, Section A (5) found in 2 CFR §230 and 2 CFR §200.406.
4. "Charge" means any charge for an allowable cost which is:
  - a. Incurred by the FSMC in providing the goods and services that are identified in the SFA's Food Service Budget.
5. "Contract" means the RFP, the attached exhibits, and the FSMC's Proposal, as accepted by the SFA at its sole discretion and executed by all parties.
6. "Execution Date" means July 1, 2017. The execution date is July 1 or the date the contract is executed by all parties, whichever is later. The termination date must be June 30 of the following year. The execution date may not occur prior to NDE approval and not prior to the date the contract is signed by both parties.
7. "Fixed Price" means an agreed upon amount that is fixed at the inception of the Contract and is guaranteed for a specific period of time. A fixed-price contract may also contain an economic cost adjustment provision tied to a standard index as specified in the contract. The fixed price includes the contractor's direct and indirect administrative costs and profit allocable to the contract based on all programs identified in this RFP/contract under Standard Terms and Conditions, Section B, Paragraph 5. The offer amount should be based on the assumption that no donated USDA foods will be available for use and includes all rebates, discounts, and other applicable credits.
8. "FSMC's Proposal" means the Food Service Management Company's response to the RFP and Contract.
9. "HHFKA" means Healthy Hunger-Free Kids Act of 2010.



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21. "SFA's Food Service Program" means the preparation and service of food to the SFA's students, staff, employees and authorized visitors, including the following programs: National School Lunch Program (NSLP), School Breakfast Program (SBP), Afterschool Care Program (ASCP), Summer Food Service Program (SFSP), Fresh Fruit and Vegetable Program (FFVP), Child and Adult Care Food Program (CACFP) and a la carte food service.
22. "RFP" means the SFA's Request for Proposal and Contract and all of its attachments.
23. "USDA" means United States Department of Agriculture, Food and Nutrition Service.
24. "USDA Foods" formerly referred to as USDA commodities.

**B. Scope and Purpose**

1. Duration of Contract: Unless it is terminated in accordance with Section L, this Contract will be in effect for a period of one year **commencing on July 1, 2017 and terminating on June 30, 2018** and may be renewed for up to four additional terms of one year each upon mutual agreement between the SFA and the FSMC, given all terms and conditions have been met 7 CFR §250.53.
2. During the term of this Contract, the FSMC shall operate the SFA's Food Service Program in conformance with the SFA's agreement with NDE and the State Distributing Agency (SDA).
3. The FSMC shall have the exclusive right to operate the programs specified by the SFA in Exhibit A (SFA SITE/BUILDING LISTING – SERVICES TO BE PROVIDED), which is attached to this Contract and fully incorporated herein.
4. If applicable, and the SFA has proposed in the RFP, additional food service programs (such as Afterschool Snack Program, SFSP, Breakfast, FFVP) may be added if the SFA's needs dictate these services would be beneficial to the SFA. If the added program is not addressed in the RFP, the contract must be rebid.
- 5.

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Check all programs the SFA operates. The program(s) listed here should agree with those listed in Exhibit A (SFA SITE/BUILDING LISTING – SERVICES TO BE PROVIDED). If the SFA plans to operate other programs in the future, the SFA should check the box marked "other" to identify the programs and the year the SFA reasonably foresees it may operate the program.

- National School Lunch Program (NSLP)
- Traditional School Breakfast Program (SBP)
- Alternative Service Model i.e. grab-n-go, breakfast in the classroom
- Afterschool Care Snack Program (ASCP—NSLP)
- Summer Food Service Program (SFSP)
- Special Milk Program (SMP)
- Fresh Fruit and Vegetable Program (FFVP)
- Child and Adult Care Food Program (CACFP)
- A la Carte
- Adult Meals
- Catering
- Contract Meals:

Explain: Our A la Carte meals are seconds on entrée at the cost of \$1.00.

- Vending [vending machines supplied by the FSMC]
- Concessions [operated by the FSMC]
- Farm to School, food items locally purchased, school gardens
- Other:

**As this is a one year contract with up to four one year renewals, please anticipate changes to your existing program planned in the next five years with expected dates of implementation. Examples include adding programs such as FFVP and/or SFSP, vending meals to another SFA, adding school sites, changes to scheduling, implementing Provision Options (CEP, Provision 2), and Farm to School/school gardens.**

Chase County Schools is looking for new and innovative ways to increase our daily offerings. daily participation in programs and other ways that our students can be active participants in our lunch program. We have a strong FFA program and a full greenhouse that could be used for fresh produce production. We would also be interested in ideas utilizing fresh fruits and vegetables grown at the school or locally.

We could potentially have a pre-k program added in the future, vending machines, catering for school activities, a summer program, and afterschool snacks.

6. The FSMC shall:



- j. Provide additional food service such as banquets, parties, and refreshments for meetings as requested by the SFA as follows:

Chase County Schools could use catering for banquets, parties, parent/teacher conferences and refreshments.

- k. Bill the SFA or organization requesting additional food service for the actual cost of food, supplies, labor, plus a mutually agreed-upon cost for administrative overhead negotiated outside of this contract that is sufficient to ensure that special functions and catering are not subsidized by the nonprofit school food service; and
- l. Agree any additional food service is for the SFA only and the FSMC cannot use the SFA's facilities to provide for functions not related to the SFA or outside organizations.

7. The SFA shall:

- a. Ensure the food service operation is in conformance with the SFA's agreement under the program 7 CFR §210.16 (a)(2);
- b. Retain control of the quality, extent, and general nature of the food service;
- c. Retain signature authority for the application and contract, free and reduced price policy statement, and Programs indicated in Standard Terms and Conditions, Section B, Paragraph 5, herein, and the monthly claim for reimbursement 7 CFR §210.9(a) and (b); 7 CFR §210.16(a)(5);
- d. Maintain responsibility for the implementation of the free and reduced policy in accordance with 7 CFR §245;
- e. Develop and distribute the Letter to Households and Free and Reduced-Price School Meals Application and conduct Direct Certification 7 CFR §245.5;
- f. Determine eligibility for free and reduced-price meals and free milk in accordance with 7 CFR §245;
- g. Conduct any hearings related to determinations and appeals;
- h. Conduct verification of applications for Free and Reduced-Price Meals as required by USDA regulations;
- i. Establish and maintain the free and reduced-price meals' eligibility roster 7 CFR §210.7(c), 7 CFR §210.9 (b) (18), and 7 CFR §245.6(e);
- j. Conduct the SFA's Food Program in accordance with 7 CFR §210, 215, 220, 226, 245, 250 and FNS instructions and polices, as applicable;
- k. Supervise the food service operation in such manner as will ensure compliance with all applicable statutes, regulations, rules and policies including those of NDE and USDA regarding the Child Nutrition Programs;
- l. Establish all selling prices, including price adjustments, for all reimbursable and non-reimbursable meals, milk, and a la carte (including vending, adult meals,

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- contract meals, and catering) (Exception: Non-pricing programs need not establish a selling price for reimbursable meals/milk.);
- m. Ensure compliance that in order to offer a la carte food service, the SFA must also offer free, reduced price and paid reimbursable meals to all eligible children 7 CFR §210.16(a);
  - n. Establish, communicate, and institute a meal charge policy, which if applicable addresses the availability of alternate meals SP 46-2016;
  - o. Control the Non-profit School Food Service Account and overall financial responsibility of the SFA's Food Service Program;
  - p. Monitor and ensure responsibility of internal controls as required under 7 CFR §210.8 (a) and to ensure resolution of Program reviews and audit findings;
  - q. Monitor the food service operation of the FSMC through periodic on-site visits to ensure that the food service is in conformance with USDA program regulations 7 CFR §210.16(a)(3);
  - r. Ensure the accuracy of the counting and claiming system (7 CFR §210.8 (a)(1)); If there is more than one SFA food service location conduct Breakfast and Lunch on-site reviews of the counting and claiming system at each SFA Food Service Location no later than February 1 of each year (7 CFR §210.8);
  - s. Ensure compliance with the requirements of Subpart D of 7 CFR §250 and with the use of donated foods in paragraphs (b) and (c) of 7 CFR §250.59; and
  - t. Ensure NDE has reviewed and approved the contract terms and that the SFA has incorporated all NDE required changes into the contract or amendment before any contract or an amendment to an existing FSMC contract is executed.
8. The SFA and FSMC agree this Contract does not permit all income and expenses to accrue to the FSMC and is neither a cost-plus-a-percentage-of-income nor a cost-plus-a-percentage-of-cost contract as required under the USDA Regulations 7 CFR §210.16(c) and 7 CFR §3016.
9. Payments on any claim shall not preclude the SFA from making an adjustment on any item found not to have been in accordance with the provisions of this Contract and bid specifications.
10. The SFA may request of the FSMC additional food service programs; however, the SFA reserves the right, at its sole discretion, to sell or dispense food or beverages, provided such use does not interfere with the operation of the Child Nutrition Programs. Any food and beverages must meet the USDA Smart Snack Rule.
11. Any change to the scope of services to be provided by the FSMC that is beyond the scope or original intent of this RFP/Contract must be rebid.
12. Any changes to the terms or conditions of this Contract, which are required by Federal or State laws or rules, or changes to Federal or State laws or rules, are automatically incorporated herein, effective as of the date specified in such law or rule.

13. Gifts from the FSMC: The SFA's officers, employees, or agents shall neither solicit nor accept gratuities, favors, nor anything of monetary value from contractors nor potential contractors in accordance with all laws, regulations and policies. (7 CFR §3016.36) To the extent permissible under federal, state, or local laws, rules, or regulations, such standards shall provide for appropriate penalties, sanctions, or other disciplinary actions to be applied for violations of such standards (SP 09-2015 and CFR §200.112 and 318).
14. Any additional payments to the SFA or any foundation or organizations associated with the SFA that are unrelated to food service, such as money or rebates for school improvements and student scholarships are not allowable.
15. The FSMC shall obtain and post all licenses and permits that it is required to hold under federal, state or local law.
16. Summer Food Service Program (SFSP): In the event that the RFP requires the FSMC to provide management services for the SFA's SFSP, the parties agree to operate the Program according to federal, state, and local regulations.
17. Child and Adult Care Food Program (CACFP): In the event that the RFP requires the FSMC to provide management services for the SFA's CACFP, the parties agree to operate the Program according to federal, state, and local regulations.
18. Fresh Fruit and Vegetable Program (FFVP): In the event that the FSMC provides management services for the FFVP at any of the SFA's Food Service Locations, the SFA and the FSMC agree to operate the FFVP in accordance with the requirements of Section 19 of the National School Lunch Act, all applicable regulations and policies, and the FFVP Handbook for Schools as well as USDA guidance issued via memorandum, SP 33-2012. The FFVP is a cost-based grant. All cost submitted for the SFA's FFVP monthly claim must be fully documented by invoice and time certification. The SFA and the FSMC further agree that full disclosure of participation in the FFVP is provided under Standard Terms and Conditions, Section B, Paragraph 5 of this RFP/contract and any FFVP administrative expenses are considered part of the fixed meal price and not billed separately. The FSMC will bill the SFA using the actual costs of fruits/vegetables, small supplies and foodservice staff labor which is not included in any other meal fee. The total of these costs will be converted to meal equivalents and then multiplied by the FSMC's FFVP fee per ME. Refer to Appendix B – Fresh Fruit and Vegetable Program.

### C. Food Service

1. The FSMC shall:
  - a. Serve meals on such days and at times as requested by the SFA;
  - b. Offer free, reduced-price, and full-price reimbursable meals to all eligible children participating in the SFA's Food Service Programs as indicated in Standard Terms and Conditions, Section B, Paragraph 5 herein;



- b. The SFA and the FSMC will work together in the decision to make substitutions in the food components of the meal pattern for students with a medical or special dietary needs. \_
3. The SFA must indicate below if they want the FSMC to provide approved fluid milk substitutes for nondisabled students who have requested a substitution.
- The FSMC **provides** approved fluid milk substitutes for nondisabled students who can't consume fluid milk due to medical or special dietary needs.
- a. Substitutions shall be made when a medical authority or student's parent or legal guardian submits a medical statement for a fluid milk substitute identifying the medical or other special dietary need that restricts the student's diet.
- b. Approval for fluid milk substitutions shall remain in effect until the medical authority or the student's parent or legal guardian revokes such request in writing, or the SFA changes its substitution policy for nondisabled students.
- c. Fluid milk substitutes shall provide nutrients as required by federal and state regulations 7 CFR §210.10(m) and 7 CFR §220.8 (m).
- d. There will be no additional charge to the student for such substitutions.
- The FSMC **does not provide** approved fluid milk substitutes for nondisabled students who can't consume fluid milk due to medical or special dietary needs.

#### D. Menus/Use of Advisory Group/Wellness Policy

1. The SFA shall:
- a. Establish the advisory group and wellness policy. The FSMC shall participate in the formation, establishment, and periodic meetings of the SFA advisory board composed of students, teachers, and parents to assist in menu planning. The attendance and minutes of these meeting will be documented by the SFA 7 CFR §210.16(a)(8);
- b. Include a 21-day cycle menu for breakfast, lunch, after-school snack, summer food service meals, child and adult food service meals, fresh fruit and vegetables program, and a la carte offering as applicable for each program listed in the Standard Terms and Conditions, Section B, Paragraph 5 of this RFP/Contract and food specifications attached in Exhibit E to this RFP/Contract; and
- c. Approve the FSMC's menus no later than two weeks prior to service 7 CFR §210.16.
2. The FSMC shall:
- a. Serve meals which follow the 21-day menu cycle and meet the food specifications contained in Exhibit E, attached to this RFP/Contract, and fully incorporated herein, and meet Child Nutrition Program requirements;



5. Prior to the start of initial operations, the selected FSMC and the previously self-operated SFA will take a beginning inventory of all usable food, supplies, and USDA Foods on the premises. The selected FSMC will utilize such inventory at a value determined by fair market value of foods supported by invoice and the USDA food unit value when allocated by the SFA. The dollar value determined will be credited to the SFA in the FSMC's first billing cycle. If the SFA was under a contract with another FSMC the prior year, the newly contracted FSMC is not required to include USDA Foods in the beginning inventory but must still credit all other items as previously described.
6. The SFA and FSMC shall comply with the Buy American provision for contracts that involve the purchase of food 7CFR§210.21(d). The SFA and FSMC shall purchase, to the maximum extent practicable, domestic commodities or products which are either an agricultural commodity produced in the United States or a food product processed in the U.S. substantially using agricultural commodities produced in the U.S. The SFA reserves the right to review vendor purchase records to ensure compliance with the Buy American provision.
7. The FSMC shall provide Child Nutrition (CN) labeling, Product Specification information, Nutrition Facts labels and any other documentation requested by the SFA to ensure compliance with USDA regulations.

## F. USDA Foods

1. The SFA Shall:
  - a. Retain title to all USDA Foods and follow all required contract provisions 7 CFR §210, 220, 225, 226, and 250 as applicable;
  - b. Ensure all USDA foods made available to the FSMC, including processed USDA foods accrue only to the benefit of the SFA's Non-profit Food Service Account and are fully utilized therein. All refunds and rebates received from processors regarding USDA foods must be retained by the SFA;
  - c. Ensure that the FSMC is in compliance with the requirements of the inventory, storage and record retention of USDA Foods through its monitoring of the food service operation, as required in 7 CFR §210, 225, 226;
  - d. Maintain responsibility for procuring processing services, private storage facilities, or any aspect of financial management relating to USDA Foods 7 CFR §250.15;
  - e. Assure the maximum amount of USDA Foods usable in the food service are received and utilized by the FSMC 7 CFR §210.9(b)(15);
  - f. Consult with the FSMC in the selection of USDA Foods; however, the final determination as to the acceptance of USDA Foods must be made by the SFA; and
  - g. Conduct a reconciliation at least annually (and upon termination of the contract) to ensure the FSMC has credited the value of all donated foods received for use in the SFA's food service in the school or fiscal year, including, in accordance with the requirements in 7 CFR §250.51(a), the value of donated foods contained in

processed end products. This may be done by using the "Value of Commodities Shipped" report found on the SDA's CNPweb ordering system.

2. The FSMC shall:

- a. Perform the following activities in accordance with 7 CFR §250 Subpart D and the SFA's Child Nutrition Recipient Agency Agreement with the SDA:

(The SFA shall check all that apply)

- Order or request USDA Foods including end products in accordance with the SFA's agreement with the SDA.
- Pay distribution and processing fees in accordance with the SFA's agreement with the SDA.

- b. Act as an intermediary in passing the donated food value in processed end products on to the SFA;
- c. Provide further assurance that all activities will be performed in accordance with the applicable requirements in 7 CFR §250 and with other applicable Federal regulations referenced in 7 CFR §250;
- d. Accept and use all allocated donated ground beef, donated pork, and all requested end products containing beef or pork, in the SFA's Food Service Program;
- e. Use all other donated foods, or commercially purchased foods of the same generic identity, of U.S. Origin, and of equal or better quality than the donated foods, in the SFA's food service;
- f. Agree to select, accept and use USDA Foods in as large a quantity as may be efficiently utilized in the SFA's nonprofit food service. The FSMC shall consult with the SFA in the selection of USDA foods; however, the final determination as to the acceptance of USDA foods must be made by the SFA;
- g. Provide assurance not to enter into any processing agreements as required in 7 CFR §250 Subpart C;
- h. Accept liability for any negligence on its part that results in any loss of, improper use of, or damage to USDA Foods;
- i. Be prohibited from cashing out USDA Foods and providing a credit to the SFA for USDA Foods; and
- j. Consistent with the provisions of 7 CFR §250 concerning the storage and inventory management of USDA Foods, FSMC shall:
- i. Store and inventory donated foods together with foods it has purchased commercially only to the extent that such a system ensures compliance with the requirements for crediting and use of donated foods in 7 CFR §250.51(d).
- ii. Allow the SDA, sub distributing agency, or recipient agency, the Comptroller General, the Department of Agriculture, or their duly authorized representatives to perform onsite reviews of the FSMC's food service

operation, including review of records, to ensure compliance with requirements for the management and use of USDA Foods 7 CFR §250.53(a)(10).

- iii. Maintain records to document its compliance with requirements relating to USDA Foods in accordance with 7 CFR §250.54(b). Failure by the FSMC to maintain the required records under this section shall be considered prima facie evidence of a breach of this agreement and loss of USDA Foods.
3. The FSMC will disclose and credit to the SFA the values of USDA Foods that are received for use each month, including entitlement and bonus foods and the value of USDA Foods contained in processed end products, in accordance with 7 CFR §250.51(a). The FSMC will credit the SFA by deducting the value of USDA Foods received for use each month on the monthly invoices to the SFA, regardless of whether the FSMC has used the foods or not. Credits shall be recorded on the monthly invoice as a separate line item. The FSMC must provide detailed information on receipt of each USDA Foods item received, which is attached to the monthly invoice that identifies the type, quantity and cash value as found on the "Value of Commodities Shipped" report or "Allocations" within the SDA's CNPweb ordering system. The cash value of USDA Foods is the unit value when allocated by the SDA. Prior to the expiration of each Contract Term (July-June), the SFA shall be credited in full for all USDA Foods-received by the FSMC 7 CFR §250.51(a).
4. The FSMC acknowledges that extensions or renewals of this Contract are contingent upon the fulfillment of all contract provisions related to USDA Foods 7 CFR §250.53(a)(12).
5. Upon termination of this Contract or subsequent renewals terminates, the FSMC must return all unused donated ground beef, donated ground pork, processed end products; and other unused USDA Foods to the SFA.

## G. Employees

1. The FSMC shall provide and pay a staff of qualified management and operational employees assigned to duty on the SFA's premises for efficient operation of the Programs. The SFA reserves the right to interview and approve the on-site food service manager or director.
2. The SFA must designate if the current SFA employees, will be retained by the SFA or be subject to employment by the FSMC. The section below must agree with the information reported on Exhibit D, Chart 1A: Labor Work Sheet-SFA and Exhibit D and Chart 1 B: Labor Work Sheet-FSMC. Employees will be retained by:

- SFA  
  FSMC  
  Both SFA and FSMC

3. Any food service position not identified in Exhibit D shall be an employee of the SFA.
  - a. Such employees shall be indirectly supervised on the SFA's behalf by the FSMC management employees provided, however,
  - b. The SFA shall retain the exclusive right to control the terms and conditions of the employment of such supervisory and non-supervisory employees, including, but not limited to, control over their hiring, firing, promotion, discipline, levels of compensation and work duties.
  
4. The FSMC shall:
  - a. Provide the SFA with a schedule of employees, positions, assigned locations, salaries, and hours to be worked as part of the proposal. Specific locations and assignments will be provided to the SFA two calendar weeks prior to the commencement of operation;
  - b. Comply with all wage and hours of employment requirements of federal and state laws;
  - c. Be responsible for supervising and training personnel, including the SFA and the FSMC employed staff;
  - d. Be responsible for the hiring and termination of non-management staff who are employees of the FSMC;
  - e. Provide Workers' Compensation coverage for its employees, as required by law;
  - f. Instruct its employees to abide by the policies, rules, and regulations with respect to use of the SFA's premises as established by the SFA and furnished in writing to the FSMC;
  - g. Maintain its own personnel and fringe benefits policies for its employees, subject to review by the SFA;
  - h. Assign to duty on the SFA's premises only employees acceptable to the SFA;
  - i. Cause all of its employees assigned to duty on the SFA's premises to submit to health examinations as required by law, and shall submit satisfactory evidence of compliance with all health regulations to the SFA upon request;
  - j. Remove any employee who violates health requirements or conducts him/herself in a manner that is detrimental to the well-being of the students, provided such request is not in violation of any federal, state or local employment laws; and
  - k. Not blacklist or require a letter of relinquishment or publish or cause to be published or blacklisted any employee of the FSMC or the SFA discharged from or voluntarily leaving the service of the FSMC or the SFA with intent of and for the purpose of preventing such employee from engaging in or securing similar or other employment from any other corporation, company, or individual.
  
5. Staffing patterns, except for the Food Service Director, shall be mutually agreed upon.
  
6. In the event of the absence, termination, removal or suspension of any such employee, the FSMC shall immediately restructure the food service staff without disruption of service.

7. The use of student workers or students enrolled in vocational classes in the food service shall be mutually agreed upon.
8. All SFA and FSMC personnel assigned to the food service operation in each school shall be instructed in the use of all emergency valves, switches, and fire and safety devices in the kitchen and cafeteria areas.
9. To the extent and in the manner required by state law, the FSMC shall perform a security/criminal (background) check on any FSMC employee that will be working at the SFA and disclose the results to the SFA.
10. The FSMC shall conduct and document civil rights training for all food service employees, including front-line staff, on an annual basis.
11. Both the SFA and the FSMC shall ensure that their employees adhere to the professional standards and continuing education training requirements as required by federal regulations, 7 CFR §210.30, throughout the initial term and all renewals of this Contract. SFAs that operate the NSLP and SBP, must establish and implement professional standards for school nutrition program directors, managers, and staff as defined in 7 CFR §210.2. Both the SFA and FSMC shall establish and implement the foregoing standards and requirements under this Contract. Costs incurred by the FSMC to meet these standards shall not be passed on to the SFA.

#### **H. Use of Facilities, Inventory, Equipment, and Storage**

1. The SFA will make available, without any cost or charge to the FSMC, area(s) of the premises in which the FSMC shall render its services.
2. The SFA shall have full access to the food service facilities at all times and for any reason, including inspection and audit.
3. The FSMC and SFA shall, for:
  - a. Non-expendable supplies and capital equipment:

At the commencement, termination or expiration of this Contract,

    - i. Take a physical inventory of all non-expendable supplies and capital equipment owned by the SFA, including, but not limited to, silverware, trays, chinaware, glassware and kitchen utensils and all furniture, fixtures, and dining room equipment utilized in the SFA's Food Service Program;
    - ii. Mutually agree on the usability of such supplies and equipment; at the expiration or termination of this Contract, the FSMC shall surrender to the SFA all non-expendable supplies and capital equipment in the condition in which it was received except for ordinary wear and tear.
    - iii. Damage by the elements and except to the extent that said premises or equipment may have been lost or damaged by vandalism, fire, flood or other acts of God, or theft by persons other than employees of FSMC except

through the negligence of the FSMC or its employees, or for any other reason beyond the control of the FSMC; and

- iv. Sign a summary of the beginning inventory and ending inventory at the expiration or termination of this Contract. A copy of each on file must be kept with this Contract.

4. The FSMC shall:

- a. Maintain the inventory of silverware, chinaware, kitchen utensils and other operating items necessary for the food service operation and at the inventory level specified by the SFA;
- b. Maintain adequate storage procedures, inventory and control of USDA Foods in conformance with the SFA's agreement with the SDA;
- c. Provide the SFA with keys for all food service areas secured with locks;
- d. Not remove any SFA owned equipment from SFA's premises;
- e. Comply with all SFA building rules and regulations; and
- f. Surrender to the SFA all the SFA's equipment and furnishings in good repair and condition. Reasonable wear and tear accepted upon termination of this Contract.

5. The SFA shall:

- a. Replace expendable equipment and replace, repair and maintain nonexpendable equipment except when damages result from careless use by the employees of the FSMC;
- b. Provide the FSMC with local telephone service, water, gas and electric service for the food service program;
- c. Furnish and install any equipment and/or make any structural changes to the facilities needed to comply with federal, state, or local laws, ordinances, rules and regulations;
- d. Be responsible for any losses as determined by the SFA in agreement with the FSMC, including USDA Foods, which may arise due to equipment malfunction or loss of electrical power not within control of the FSMC;
- e. Not be responsible for loss or damage to equipment owned by the FSMC and located on the SFA premises;
- f. Shall retain title to all the SFA food and supplies in the SFA during the course of this Contract; and
- g. Have access, with or without notice to all of the SFA's facilities used by the selected FSMC for the purpose of inspection and audit.

## I. Health Certifications, Food Safety, and Sanitation

1. The FSMC shall:
  - a. Maintain, in the storage preparation and service of food, proper sanitation and health standards in conformance with all applicable State and local laws and regulations, and comply with the food safety inspection requirement of 7 CFR §210.13(b), 7 CFR §210.9(b) (14);
  - b. Maintain all State of Nebraska and local health certification for any facility outside the school in which it proposes to prepare meals and shall maintain this health certification for the duration of this Contract 7 CFR § 210.16(c)(2);
  - c. Obtain and post all licenses and permits as required by federal, state, and/or local law;
  - d. Comply with all local and state sanitation requirements applicable to the preparation of food 7 CFR §210.16(a)(7);
  - e. Adhere to the food safety program implemented by the SFA for all preparation and service of school meals, using a Hazard Analysis and Critical Control Point (HACCP) system as required by 42 U.S.C. §1758(h)(5)(A); and
  - f. Allow at least two health inspections to be conducted by the Health Department at every site involved in school meal preparation and/or service as required by 42 U.S.C. §1758(h)(1).
  
2. The SFA shall:
  - a. Maintain applicable health certification;
  - b. Ensure the FSMC complies with all applicable state and local regulations pertaining to sanitation, preparing or serving meals at an SFA facility 7 CFR §210.16(a)(7); and
  - c. Provide sanitary toilet and hand washing facilities for the employees of the FSMC as required by state and local sanitation requirements.
  
3. The SFA and FSMC will follow the responsibility for tasks as designated in Exhibit D: List of SFA Charts and Attachments, Chart 7, Designated Program Expenses.

## J. Financial Terms

1. All income accruing as a result of payments by children and adults, federal and state reimbursements, and all other income from sources such as donations, special functions, catering, a la carte, vending, concessions, contract meals, grants and loans shall be credited to the Non-profit School Food Service Fund on a daily basis.
  
2. Any profit or guaranteed return shall remain in the SFA's Non-profit School Food Service Account.

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3. The FSMC shall submit separate billing for special functions conducted outside of the nonprofit school food service account.
4. The FSMC will be responsible for providing the SFA with calculations of non-program food costs and program revenues in compliance with 7 CFR Part 210.14 (f). This information is due by June 30 unless otherwise mutually agreed upon as stated here: \_\_\_\_\_.  
The information must include food costs for reimbursable meals, food cost for non-program foods, and total revenue. Non-program foods include: a la carte; catering, vending; and student stores operated, or any other sales generated through the nonprofit school food service account not already described.
5. All facilities, equipment and services to be provided by the SFA shall be provided at the SFA's expense.
6. "Meal Equivalency Factor" means the sum of the current year's Federal Free Rate of Reimbursement, State Match Reimbursement Rate and Value of USDA Entitlement USDA Foods. The fixed per meal equivalent factor will be determined by:

Computation of Meal Equivalency Factor (MEF)

Year One Meal Equivalency Factor (MEF)	
1. Current Year Federal Free Rate of Reimbursement for Lunch plus current performance based incentive :	\$3.22
2. Current Year State Match Reimbursement Rate for Lunch:	\$0.02
3. Current Year Value of USDA Entitlement USDA Foods:	\$0.23
<b>Total Meal Equivalency Factor (Sum of 1+2+3)</b>	<b>\$3.47</b>

If the awarded contract is renewed, the MEF is recomputed for each renewal year and is provided by NDE in the renewal amendment.

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7. Payment Terms/Method – Fixed Price per Meal Fee Bid:
- a. The FSMC must bid and will be paid a fixed fee per meal. The offer amount should be based on assumption that no donated USDA Foods will be available for use and includes all expected rebates, discounts and other applicable credits. The method by which the FSMC will use and account for USDA Foods shall be in accordance with section F of the Standard Terms and Conditions herein above.

<b>TO BE COMPLETED BY THE FSMC:</b>	
<b>Meal Type</b>	<b>Fee Per Meal</b>
<b>NSLP Fixed Price Per Meal Fee</b>	Breakfast: \$
	Lunch: \$
	Afterschool Snack: \$
<b>SFSP Fixed Price Per Meal Fee</b>	Breakfast: \$
	Lunch: \$
	Snack: \$
<b>CACFP Fixed Price Per Meal Fee</b>	Breakfast: \$
	Lunch: \$
	Supper: \$
	Snack: \$
<b>Special Milk Program/Milk Break</b>	Price per Carton: \$
<b>FFVP Meal Equivalent Fee</b> (used for the conversion of monthly FFVP costs; includes food and operational costs only)	\$
<b>Meal Equivalent Fee for Non-Reimbursable Sales:</b> ala carte, ineligible student meals, extra milk at meal time, paid adult meals, gratis adult meals.	\$
<b>Meal Equivalent Factor</b>	<b><u>\$3.47 for SY 2017-18</u></b>

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- b. The Fixed Price per Meal Fees, Meal Equivalent Fees, and Meal Equivalency Factor may be increased on an annual basis based on the Consumer Price Index for All Urban Consumers during the 12-month period (May-May) of the previous year.
    - i. Such increases shall be effective on a prospective basis on each anniversary date of this Contract and will be allowed only if approved in advance by the SFA.
    - ii. Such percentage change will be provided by NDE.
    - iii. No other fee increases will be allowed.
    - iv. Renewal year contracts are contingent upon fulfillment of all contract provisions.
    - v. All contract renewals shall be for a period of one year upon mutual agreement between the SFA and FSMC. Renewal contracts cannot be effective prior to the final approval date by NDE and signed by both parties.
  - c. No payment will be made to the FSMC for meals that:
    - i. are spoiled or unwholesome at the time of delivery;
    - ii. do not meet detailed specifications as developed by the SFA for each food component in the meal pattern; or
    - iii. do not otherwise meet the requirements of this Contract.
8. Payment Terms/Method: The FSMC shall invoice the SFA within fifteen (15) days after the end of each Accounting Period for the total amount of the SFA's financial obligation for that Accounting Period.
9. No interest or finance charges that may accrue under this Contract may be paid from the SFA's Nonprofit School Food Service Account.
10. Insert if guaranty included in RFP: **The SFA to include if requesting a guaranty.**
  - a. The SFA and FSMC shall cooperate to ensure that the SFA's Food Service Program is operated in accordance with the SFA's Food Service Budget.
  - b. In the event the FSMC's operation of the SFA's Food Service Program results in a loss greater than the projected loss or a profit that is less than the projected profit stated, the FSMC shall, within thirty (30) days, pay the SFA a guaranty payment as provided for by the "Schedule of Terms for FSMC Guaranty" which is attached to this Contract as "Exhibit G" and fully incorporated herein.
  - c. In the event the FSMC pays a guaranty, the FSMC may not recover the guaranty from the SFA in subsequent Contract years.
11. The SFA shall not be responsible for any expenditure incurred by the FSMC before execution of this Contract and approval by NDE.



## L. Term and Termination

1. If at any time, the SFA shall make a reasonable decision that adequate funding from federal, state or local sources shall not be available to enable the SFA to carry out its financial obligation to the FSMC, the SFA shall have the option to terminate this Contract by giving ten (10) days written notice to the FSMC.
2. In the event either party commits material breach of this contract, the non-breaching party shall give the breaching party written notice specifying the default; the breaching party shall have thirty (30) days to cure the default.
  - a. If the default is not cured within that time, the non-breaching party shall have the right to terminate this Contract for cause by giving thirty (30) days written notice to the breaching party.
  - b. If the breach is remedied prior to the proposed termination date, the non-breaching party may elect to continue this Contract.
  - c. Notwithstanding the foregoing termination clause, in the event the breach concerns sanitation problems, the failure to maintain insurance coverage as required by this Contract, failure to provide required periodic information or statements or failure to maintain quality of service at a level satisfactory to the SFA, the SFA may terminate this Contract immediately.
3. Either party may terminate this Contract for cause by providing at minimum sixty (60) days prior written notice to the other party (7 CFR §210.16(c)(3)(d)).
4. In the event of the FSMC's nonperformance under this Contract or the violation or breach of the terms of this Contract, the SFA shall have the right to pursue any and all available administrative, contractual and legal remedies against FSMC. Nonperformance subjects the FSMC to specified sanctions in instances where the food service management company violates or breaches contract terms. The SFA shall indicate these sanctions in accordance with the procurement provisions stated in 7 CFR §210.21.
5. The FSMC shall promptly pay the SFA the full amount of any meal over claims, disallowed costs or other fiscal actions which are attributable to the FSMC's actions hereunder, including those over claims based on review or audit findings that occurred during the Effective Dates of original and renewal contracts.
6. The SFA is the responsible authority, without recourse, to the USDA or NDE for the settlement and satisfaction of all contractual and administrative issues arising in any way from this Contract. Such authority includes, but is not limited to, source evaluation, protests, disputes, claims or other matters of a contractual nature.

**M. Insurance**

***The SFA MUST evaluate and determine acceptable insurance limits for this section.***

1. The FSMC shall maintain the insurance coverage set forth below for each accident provided by insurance companies authorized to do business in the state of Nebraska. A Certificate of Insurance of the FSMC's insurance coverage indicating these amounts must be submitted at the time of award.
2. The information below must be completed by the SFA:
  - a. Comprehensive General Liability—includes coverage for:
    - i. Premises—Operations
    - ii. Products—Completed Operations
    - iii. Contractual Insurance
    - iv. Broad Form Property Damage
    - v. Independent Contractors
    - vi. Personal Injury: \$\_\_\_\_\_ or \$1,000,000 coverage  
Combined Single Limit
  - b. Automobile Liability: \$\_\_\_\_\_ or \$ 1,000,000 coverage Combined Single Limit.
  - c. Workers' Compensation—Statutory: \$\_\_\_\_\_ or \$ 500,000 Employer's Liability with a combined single limit.
  - d. Excess Umbrella Liability: \$\_\_\_\_\_ or \$0.00 combined single limit or with a combined single limit of \$0.00.
3. The SFA shall be included as additional insured on General Liability, Automobile, and Excess Umbrella policies.
4. The contract of insurance shall provide for notice to the SFA of cancellation of insurance policies thirty (30) days before such cancellation is to take effect.
5. Notwithstanding any other provision of this Contract, the SFA shall not be liable to the FSMC for any indemnity.

**N. Trade Secrets and Proprietary Information**

6. During the term of this Contract, the FSMC may grant to the SFA a nonexclusive right to access certain proprietary materials of the FSMC, including recipes, signage, food service surveys and studies, management guidelines and procedures, operating manuals, software (both owned by and licensed by the FSMC) and similar compilations regularly used in the FSMC business operations ("Trade Secrets").
  - a. The SFA shall not disclose any of the FSMC's Trade Secrets or other confidential information, directly or indirectly, during or after the term of this Contract, except as required by NE Law.
  - b. The SFA shall not photocopy or otherwise duplicate any such material without the prior written consent of the FSMC.

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- c. All Trade Secrets and other confidential information shall remain the exclusive property of the FSMC, and shall be returned to the FSMC immediately upon termination of this Contract.
  - d. The SFA shall not use any confusingly similar names, marks, systems, insignia, symbols, procedures and methods.
  - e. Without limiting the foregoing and except for software provided by the SFA, the SFA specifically agrees all software associated with the operation of the food service, including without limitation, menu systems, food production systems, accounting systems and other software, are owned by or licensed to the FSMC and not the SFA.
  - f. Furthermore, the SFA's access or use of such software shall not create any right, title interest or copyright in such software and the SFA shall not retain such software beyond the termination of this Contract.
  - g. All of the SFA's obligations under this section are subject to the SFA's obligations under Nebraska Statute including the public records laws and any other law that may require the SFA to use, reproduce or disclose the FSMC's confidential information.
  - h. This provision shall survive termination of this Contract.
7. Any discovery, invention, software or program, where the development of which is paid for by the SFA, shall be the property of the SFA to which NDE and the USDA shall have unrestricted rights.
8. During the term of this Contract, the FSMC may have access to the SFA's Confidential Information, including identifiable, confidential student information that is protected from disclosure by federal law 42 U.S.C. §1758(b) (6)), 20 U.S.C. §2032(g) and 34 CFR part 19.
- a. The FSMC agrees to hold any SFA Confidential Information in confidence during the term of this Contract and thereafter.
  - b. The FSMC further agrees that the FSMC has no independent rights to this information. They will not make any of the SFA's Confidential Information available in any form to any third party, nor use Confidential Information for any purpose other than the performance of the FSMC's obligations under this Contract.
  - c. The FSMC will use reasonable security measures to protect the SFA's Confidential Information from unauthorized access, use or disclosure and ensure that the SFA's Confidential Information is not disclosed or distributed in violation of the terms of this Contract.

- d. Immediately upon the termination or expiration of this Contract, the FSMC shall return to the SFA any copies of SFA's Confidential Information provided to the FSMC by the SFA, and the FSMC will destroy all other copies of the SFA's Confidential Information in all forms, partial and complete, in all types of media and computer memory, and whether or not modified or merged into other materials. Other non-confidential program records pertaining to the contract period and renewals will be given to the SFA. If the SFA contracts for meals with another SFA of a Child Nutrition Program, the FSMC shall also provide that SFA with all pertinent documents for the contract period and renewals.

**O. Summer Food Service Program (Also Refer to Appendix A)**

1. The SFA shall be responsible for determining eligibility of all SFSP sites.
2. The SFA, as sponsor, shall be responsible for all management responsibilities of the SFSP, as described in 7 CFR § 225.15(a)(3), described in Appendix A.

**P. Optional Services to Be Included (To be completed by the SFA)**

1. The SFA and FSMC will not be able to incorporate into their agreement by any method, including an additional exhibit or guaranty terms that the FSMC will provide items without the SFA stating such options in the RFP prior to issuance.

**The scope of this Contract will include these additional services. The SFA must clearly indicate if any additional services are being requested in Exhibit F.**

2. Financing of Certain Equipment:

The FSMC may finance expendable equipment for the SFA's Food Service Program in an amount not to exceed \$5,000 or a lesser amount which has been specified by the SFA's Capitalization Threshold of:           N/A          .

- a. The SFA will conduct procurement in accordance to applicable state and federal rules and regulations for any purchase that is financed by the FSMC;
- b. The FSMC cannot be the vendor for any procurement that it finances for the SFA.
- c. The SFA shall repay any financing provided by the FSMC at the rate specified when the equipment was purchased. The sum shall be charged to the SFA as a Direct Cost to the food service program.
- d. Ownership of the equipment shall at all times remain with the SFA.



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- i. Contract;
- ii. The FSMC's proposal documents approved by the SFA; and
- iii. The SFA's RFP.

No modification to this Contract shall become valid unless made in writing, signed by the parties, and approved by NDE.

4. Indemnity:

- a. Except as otherwise provided in this Contract, the FSMC will defend, indemnify, and hold the SFA harmless from and against all claims, liability, loss, and expense, including reasonable collection expenses, attorneys' fees, and court costs which may rise because of the actions of the FSMC, its agents or employees in the performance of its obligations under this Contract, except to the extent any such claims or actions result from the negligence of the SFA, its employees or agents.
- b. This clause shall survive termination of this Contract.

5. Nondiscrimination: In accordance with Federal law and United States Department of Agriculture policy, this Institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. Both the SFA and FSMC agree that no child who participates in the NSLP, SBP, SMP, ASCP, CACFP, SFSP-SSO, or SFSP will be discriminated against on the basis of race, color, national origin, age, sex, or disability.

6. Notices:

- a. All communications, in any form, which are required or permitted hereunder, except those required under Emergency Notification herein, shall be sufficient if given in writing and delivered personally, or by sending a copy thereof by first class or express mail, postage prepaid, or by facsimile transmission to the address (or to the facsimile or telephone number), as follows:

To the SFA: Chase County Schools, c/o Joseph Lefdal  
520 E. 9<sup>th</sup> St., P.O. Box 577, Imperial, NE 69033

To the FSMC: \_\_\_\_\_

Copy to: \_\_\_\_\_

- b. If such notice is as above, it shall be deemed to have been given to the person entitled thereto when deposited in the United States mail or courier service for delivery to that person or, in the case of facsimile transmission, when received.

7. Severability: If one or more provisions of this Contract, or the application of any provision to either party or circumstance is held invalid, unenforceable or illegal in any respect, the remainder of this Contract and the application of the provision to other parties or circumstances shall remain valid and in full force and effect.

8. Silence, absence or omission: Any silence, absence, or omission from the Contract specifications concerning any point shall be regarded as meaning that only the best

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commercial practices are to prevail and that only materials (e.g., food, supplies, etc.) and workmanship of a quality that would normally be specified by the SFA are to be used.

9. Subcontract/Assignment: No provision of this Contract shall be assigned or subcontracted without prior written consent of the SFA, except that the FSMC may, after notice to the SFA, assign this Contract in its entirety to an affiliated company or wholly owned subsidiary without prior written consent and without being released from any of its responsibilities hereunder.
10. Waiver: The failure of the FSMC or SFA to exercise any right or remedy available under this Contract upon the other party's breach of the terms, covenants or conditions of this Contract or the failure to demand prompt performance of any obligation under this Contract shall not be deemed a waiver of such right or remedy; of the requirement of punctual performance; or of any subsequent breach or default on the part of the other party.
11. NDE-Nutrition Services review: This Contract is not effective until it is approved, in writing, by NDE-Nutrition Services.

**IV. AGREEMENT**

Offeror certifies the FSMC shall operate in accordance with all applicable state and federal regulations.

Offeror certifies all terms and conditions within the Proposal shall be considered a part of this Contract as if incorporated therein.

This Contract shall be in effect for one year and may be renewed by mutual agreement for up to four additional one-year periods.

IN WITNESS WHEREOF, the parties hereto have caused this Contract to be signed by their duly authorized representatives.

ATTEST:

\_\_\_\_\_

**SCHOOL FOOD AUTHORITY:**

\_\_\_\_\_  
Name of SFA

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Typed Name of Authorized Representative

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date Signed

ATTEST:

\_\_\_\_\_

**FOOD SERVICE MANAGEMENT COMPANY:**

\_\_\_\_\_  
Name of FSMC

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Typed Name of Authorized Representative

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date Signed

## **APPENDIX A – SUMMER FOOD SERVICE PROGRAM**

Sponsors may not contract out the following management responsibilities of the Program (7 CFR §225.15(a)(3)). The SFA is responsible for full compliance with rules and regulations relating to implementation of the SFSP (7CFR § 225.15(3)).

The following administrative responsibilities must remain with an employee of the SFA, as the SFSP Sponsor, and may not be delegated to an FSMC employee.

The SFA is responsible to:

1. Meal orders:
  - a. Inform the FSMC of approved level at each site for which the FSMC will provide meals.
  - b. Plan for and prepare or order meals on the basis of participation trends with the objective of providing only one meal per child at each meal service.
2. Records and claims:
  - a. Maintain accurate records which justify all costs and meals claimed
  - b. Submit claims for reimbursement in accordance with 7 CFR §225.15
3. Training and monitoring:
  - a. Hold Program training sessions for its administrative and site personnel
  - b. Not allow a site to operate until personnel attend at least one of the trainings
  - c. Visit each of their sites at least once during the first week of SFSP operation
  - d. Review food service operations at each site at least once during the first four weeks of Program operations
  - e. Maintain a reasonable level of site monitoring
  - f. Document required SFSP site visits of all sites
4. Determination / Processing of Free and Reduced Price applications:
  - a. Coordination of printing of materials
  - b. Approving Official, Hearing Official, or contact person for questions
  - c. Development of materials for distribution from prototypes provided by CDE, including Letter to Parents, Application, Public Release, etc
  - d. Distribution of materials to parents/guardians
  - e. Collection of submitted applications
  - f. Processing of applications, including approval/denial and follow-up to obtain complete information
  - g. Inputting data into computer if applications approved manually
  - h. Inputting data into computer if computer system automatically determines eligibility
  - i. Final approval and signature of approving official
  - j. Notification of approval and status to parent/guardian

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5. Submission of Media Release.
6. Completion of SFSP Sponsor and Site Application
7. Preparation and submission of claim for reimbursement
  - a. Compiling daily site counts at the school and the SFA level, and maintaining records.
  - b. Signing the claim for reimbursement.
8. The FSMC may complete the following duties in the SFSP for the SFA
  - a. Meal preparation. Preparation of food according to the menu planning option.
  - b. Meal delivery.
  - c. Meal service. Meals served within the designated time period.
  - d. Procurement of food.
9. The FSMC or SFA may ensure that in storing, preparing, and serving food, proper sanitation and health standards are met. The SFA shall immediately correct any problems found as a result of a health inspection and shall submit written documentation of the corrective action implemented within two weeks of the citation.
10. The SFA shall be responsible for determining eligibility of all SFSP sites.
11. Bonding requirements:
  - a. Bid guarantee (when the SFSP portion of the bid exceeds \$100,000):
    - i. Offeror shall submit with his or her bid guarantee in the amount of \$\_\_\_\_\_ not less than 5 percent or more than 10 percent of total bid price,
    - ii. Shall be in the form of a firm commitment such as bid bond, postal money order, certified check, cashier's check, or irrevocable letter of credit.
    - iii. Bid guarantees other than bid bonds will be returned
      - a) to unsuccessful offerors as soon as practicable after the opening of proposals; and
      - b) to the successful offeror upon execution of such further contractual documents (i.e., insurance coverage) and bonds as may be required by the bid.
  - b. Performance guarantee (when the SFSP portion of the Contract exceeds \$100,000):  
The FSMC must obtain a performance bond in the amount of \$\_\_\_\_\_ (not less than 10 percent nor more than 25 percent of the value of the Contract) which shall be in the form of a firm commitment such as bid bond, postal money order, certified check, cashier's check, or irrevocable letter of credit. Bid guarantees other than bid bonds will be returned to unsuccessful Offerors as soon as



## Appendix B – Fresh Fruit and Vegetable Program

As referenced in SP 33-2012, the FSMC shall provide full documentation of allowable costs to the SFA. This documentation must clearly outline the allocation of monthly costs claimed for reimbursement of the FFVP, such as time certification for labor charges which identify specific staff/hourly wage, actual costs documented by invoice of fresh fruit/vegetables and small supplies. The SFA shall use this information from the FSMC to complete the reimbursement claim for the FFVP.

### Responsibilities of the FSMC:

- a. Be completely apprised of all FFVP policies and rules to guarantee the program is operated in compliance with FNS standards;
- b. Submit a FFVP cycle menu with the expectation that FFVP will be offered a minimum of 2 times a week to SFA. Portion sizes for each fresh fruit and vegetable should be indicated on the cycle menu and based on FNS guidance.
- c. Documents and tracks FFVP expenses separately and makes this documentation accessible for the SFA to review and submit an accurate claim. Information provided to SFA by the 5th of the month for claim submission.
- d. Billing: Full disclosure of participation in the FFVP is provided under Standard Terms and Conditions, Section B, Paragraph 5 of this RFP/contract and any FFVP administrative expenses are considered part of the fixed meal price and not billed separately. The FSMC will bill the SFA using the actual costs of fruits/vegetables, small supplies and foodservice staff labor which is not included in any other meal fee. The total of these costs will be converted to meal equivalents and then multiplied by the FSMC's FFVP fee per ME.

### Responsibilities of the SFA:

- a. Be completely apprised of all FFVP policies and rules to guarantee the program is operated in compliance with FNS standards;
- b. Regularly monitor the FSMC operations to ensure compliance with relevant FFVP requirements and all provisions of the contract.
- c. Submit the FFVP claim for reimbursement

### Appendix C - Child and Adult Care Food Program (CACFP)

**Important separation of duties with CACFP:** When providing food service management duties on behalf of SFA for CACFP, FSMC will be limited in its management authority; management functions which institutions may not contract out under any circumstance include claim submission, monitoring, corrective action, and preparation of application materials. Institutions may contract out for specific management tasks, such as bookkeeping (but not claims submission), data processing, or the service of a nutritionist.

1. The SFA shall be responsible for determining eligibility of all CACFP sites.
2. The SFA is responsible for ensuring the FSMC conforms to its agreement with the State agency as per all requirements as specified at 7 CFR Part 226.21.
3. The SFA is responsible for the administration of the CACFP according to 7 CFR Part 226 (e.g., submitting the reimbursement claim, monitoring sites if applicable).
4. The SFA shall immediately correct any problems found as a result of a health inspection and shall submit written documentation of the corrective action implemented within two (2) weeks of the citation.
5. The FSMC must comply with the SFA's 21-day CACFP menu cycle for the first 21 days of operation. The SFA must approve all changes to any additional menu cycle developed by the FSMC for the CACFP.
6. The SFA shall not delegate any CACFP management responsibilities to the FSMC as specified in the Food and Nutrition Instruction 792-2, Rev.1 and as specified at 7 CFR 226.15(c).
  - a. The financial terms of this Amendment are based upon the existing conditions and the following assumptions:
  - b. The SFA's policies, practices, and service requirements shall remain consistent throughout the Contract term and any subsequent Contract renewals.
  - c. Meal components and quantities required by the CACFP remain consistent with prior years.
  - d. The projected number of full feeding days is: \_\_\_\_\_.







**Exhibit C: FOOD SERVICE BUDGET**

To be completed by SFA - If SFA does not have a school board approved Budget, submit a draft

<b>SFA:</b>	<b>Chase County Schools</b>	<b>School Year:</b>	<b>2016-17</b>
<b>Revenues</b>			
<b>Cash Sales</b>			
Student Breakfast Sales		\$	2418
Student Lunch Sales		\$	130,092
Student Snack Sales		\$	
Student a la carte Sales		\$	2500
Adult Sales		\$	15600
Catering Sales		\$	
Interest Income		\$	
Concession Sales		\$	
Vended Meal Sales		\$	
Vending Machine Sales		\$	
	<i>Total Cash</i>	\$	150,610
<b>State and Federal Reimbursement/Funding</b>			
Lunch		\$	96,302
Breakfast		\$	7920
Snacks		\$	
SFSP		\$	
State Matching Fund		\$	
USDA Foods Received		\$	
Other Funding		\$	
	<i>Total Reimbursements</i>	\$	104,222
	<i>All Cash Sales + All Reimbursements= Total Revenues</i>	\$	254,832
<b>Expenses</b>			
Gross Food Costs		\$	139,642
Food Delivery Costs		\$	
		\$	
		\$	
		\$	
		\$	
	<b>Total Expenses</b>	\$	139,642
<b>USDA Foods</b>			
USDA Foods Used ( <i>Contact SDA for annual SFA usage amount</i> )		\$	(28,995)
USDA Foods Delivery		\$	
USDA Foods Processing		\$	
	<b>Total Revenues – Total Expenses = Surplus / Subsidy</b>	\$	110,647
		\$	
<b>Labor Expenses - #Full Time Equivalent</b>			
<b>FSMC SALARIED EMPLOYEES: FTE</b>			
<b>(Completed by the current FSMC, if applicable)</b>			
Gross Salaries			
Education Assistance			
Incentive Payments			
Bonus			

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Merit Increases	
Retirement	
401K, 403 (b)(7)	
Fringe Benefits	
Payroll Taxes	
<b>FSMC Hourly Staff: FTE _____</b>	
Gross Salaries	
Fringe Benefits	
Payroll Taxes	
<b>District SALARIED EMPLOYEES: FTE <u>0</u></b>	
Gross Salaries	
Retirement	
Fringe Benefits	
Payroll Tax	
<b>District Hourly Staff FTE <u>4</u></b>	
Gross Salaries	\$ 84,172
Fringe Benefits	\$ 20,560.86
Payroll Taxes	\$ 5903.87
<b>Other Payroll Costs (FSMC)</b>	
Worker's Comp	
Other	
<b>Other Payroll Costs (District)</b>	
Worker's Comp	0
Other	
<b>TOTAL LABOR EXPENSES</b>	<b>\$ 110,636.73</b>
<b>FSMC FEES</b>	
Administrative/Management	<b>Total Fees</b>
<b>FSMC DIRECT EXPENSES</b>	<b>Total FSMC Direct Costs</b>
<b>FSMC INDIRECT EXPENSES</b>	<b>Total FSMC Indirect Costs</b>
<b>SFA DIRECT EXPENSES</b>	
Paper & Disposables	<b>\$ 17,400</b>
Replacement/Small wares	
Contracted Labor (specify)	
Auto Expenses	
Telephone	
Office Supplies/Postage	
Bank Deposit Services	
Uniforms & Laundry	

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Other Delivery & Freight/Non-food		
Advertising/Promotion/Menu		
Marketing/Décor		
Equipment Repair		
Licenses		
Employee Travel		
Security Background Checks		
Miscellaneous – Specify		
		<b>Total SFA Direct Costs \$ 17,400</b>
<b>School District Employee Responsible for submission of this budget data</b>		
<b>Name</b> :	Joseph Lefdal, Superintendent	
<b>FSMC Employee Responsible for submission of this budget data</b>		
<b>Name</b> :		

**Exhibit D: LIST OF SFA CHARTS AND ATTACHMENTS**

**[SFA shall provide to all vendors with RFP/Contract]**

- Chart 1 (A-D):** Food Service Staffing for all sites:  
Identify each SFA food service staff/position that will be retained/paid by the SFA for the duration of the contract/renewals
- Chart 2 (A-C):** Participation Data for current year.
- Chart 3:** Prices for student and adult meals (Include projected meal price increases)
- Chart 4:** SFA Meal Charge Policy
- Chart 5:** **Copies of Reimbursement Claims for Current and Prior School Years (Summary View with show site meal details)**
- Chart 6:** School Calendar for 2016-17. If SFA does not have an approved school calendar, submit projected school calendar.
- Chart 7:** Designation of Program Expenses  
The column selected by the SFA for each expense represents whether the SFA or FSMC is responsible for that cost









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*NOTE: Use actual rates for FSMC; do not use a prorated statewide average benefit rate.*

SFA Initials         
FSMC Initials







**Chart 3: Prices for student and adult meals**

List all student and adult meal prices for current school year and projected student and adult meal prices for next school year:

<b>MEAL PRICES:</b>	<b>2016-17</b>	<b>2017-18</b>
<b>BREAKFAST:</b>		
Elementary Paid	1.40	1.45
Middle School Paid	1.40	1.45
High School Paid	1.40	1.45
Adult Paid	2.10	2.15
<b>LUNCH:</b>		
Elementary Paid	2.45	2.55
Middle School Paid	2.45	2.55
High School Paid	2.65	2.80
Adult Paid	3.55	3.55
<b>AFTER-SCHOOL SNACK (Non-Area Eligible)</b>		
Paid		
<b>MILK BREAK</b> Non-reimbursable milk served to elementary grades in-between meals		
<b>CONTRACT MEALS –sold to others</b>		
Elementary Paid		
High School Paid		
Adult Paid		
<b>ALA CARTE FOODS</b>		
Second Entrees	1.00	1.25
Milk	.35	.50
<b>List other items sold below:</b>		
<b>Alternative Meal – meal provided for students with negative balance</b>	Free	1.00

**Chart 4: SFA's Charge Policy**

**Insert the SFA's Charge Policy, which would include, if applicable the availability of alternate meals. Indicate below how alternate meals are handled.**

	Alternate Meals are not provided.
	A reimbursable alternate meal is provided; student's account is charged.
	A reimbursable alternate meal is provided; students account is not charged. District pays for this meal with non-federal funds.
X	A non-reimbursable meal is charged to students account. <b>Food items offered:</b>
	A non-reimbursable meal is not charged to student's account. District pays for these meals with non-federal funds. <b>Food items offered: Sandwich, Salad bar, Milk</b>

**N. CAFETERIA**

Student cafeteria accounts are managed within a computerized account tracking system. The cafeteria account balances may be viewed on line using the parent portal of Infinite Campus. Parents are requested to keep their student lunch accounts in the positive. Parents can send money to the front office or use our online pay application located on our website. In order to utilize our lunch program, a student must have a positive balance to participate in the Lunch Program. Students will be notified when their account reaches a balance of less than \$0. An automated message will be sent that day and every following Monday. If an account falls in the negative for three days, the student will be denied a lunch. An alternative lunch will be provided for any students whose account is in the negative. This will consist of a milk and sandwich. A reduced charge of \$1.00 will be added to the student account.

Students may bring their own lunch if they plan to eat in the cafeteria during lunch break. Free and reduced price lunches cannot be issued until the correct forms are filled out by parents, returned to the office and approval given. Any student qualified for free or reduced meals the previous year will be able to start school with this qualification but the proper forms need to be filled out and returned to the office as soon as possible.

The U.S. Department of Agriculture prohibits discrimination against its customers, employees, and applicants for employment on the bases of race, color, national origin, age, disability, sex, gender identity, religion, reprisal, and where applicable political beliefs, marital status, familial or parental status, sexual orientation, or all or part of an

individual's income is derived from any public assistance program, or protected genetic information in employment or in any program or activity conducted or funded by the Department. (Not all prohibited bases will apply to all programs and/or employment activities.)

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), or at any USDA office, or call (866) 6329992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S. W., Washington, D.C. 202509410, by fax (202) 6907442, or email at [program.intake@usda.gov](mailto:program.intake@usda.gov). Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 8778339; or (800) 8456163 (Spanish). USDA is an equal opportunity provider and employer. Applications for free and reduced priced meals may be obtained from any building principal's office or the Superintendent's Office.

## **Chart 5: Copies of Reimbursement Claims**

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Copies of Reimbursement Claims for all programs the SFA participates in for Current (August-Dec) and Prior School Year (August-May) in the Summary View with show site meal details. If SFA participates in SFSP include Reimbursement Claims for Prior Summer.

Breakfast, Lunch, Afterschool Snack, Special Milk

Fresh Fruit and Vegetable Program

Summer Food Service Program

Child and Adult Care Food Program

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**Chart 6: School Calendar for 2017-18**

Insert the SFA School Calendar for next SY.

**Chart 7: Designations of Program Expenses**

<b>DESCRIPTION</b>	<b>FSMC</b>	<b>SFA</b>	<b>N/A5 *</b>
<b>FOOD:</b>			
Food Purchases	X		
Processing of Invoices	X		
Payment of Invoices	X		
Donated Food Inventory Control	X		
Storage/Delivery Charges of Donated Food	X		
Commodity Processing Charges	X		
Delivery of Donated Food between school buildings	X		
<b>LABOR</b>			
<b>FSMC EMPLOYEES:</b>			
Salaries/Wages	X		
Fringe Benefits and Insurance	X		
Retirement	X		
Payroll Taxes	X		
Workers' Compensation	X		
Unemployment Compensation	X		
<b>SFA EMPLOYEES:</b>			
Salaries/Wages			X
Fringe Benefits and Insurance			X
Retirement			X
Payroll Taxes			X
Workers' Compensation			X
Unemployment Compensation			X
<b>OTHER PURCHASED SERVICES</b>			
Telephone, local services		X	
Telephone, long distance	X		
Cellphone Phone	X		
Utilities: heat, power, water		X	
Pest Control		X	
Uniforms	X		
Linens	X		
Laundry	X		
Trash Removal:		X	
From Kitchen	X		
From Dining Area		X	
From Premises		X	
Courier Service (i.e., Bank Deposits, School Deliveries)	X		
Other:			X
<b>SUPPLIES</b>			
Disposable Service ware	X		

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Cleaning Supplies	X		
Paper Supplies	X		
Uniforms	X		
Menu paper	X		
Menu Printing	X		
Other Printing	X		
Promotional Materials	X		
Nutrition Education and Materials	X		
Office Supplies	X		
Postage	X		
Other			X
<b>EQUIPMENT AND FACILITIES</b>	<b>FSMC</b>	<b>SFA</b>	<b>N/A</b>
Replacement of Capital/Major Equipment		X	
Replacement of Expendable/Minor Equipment		X	
Repair of Equipment (Normal wear and tear)		X	
License Fees	X		
Other			X
<b>CLEANING RESPONSIBILITIES:</b>	<b>FSMC</b>	<b>SFA</b>	<b>N/A</b>
Food Preparation Areas & Equipment	X		
Serving Areas	X		
Kitchen Areas	X		
Dining Room Floors		X	
Periodic Waxing and Buffing		X	
Daily Routine Cleaning of Dining Room Tables & Chairs	X	X	
Thorough Cleaning of Dining Room Tables & Chairs		X	
Cafeteria Walls		X	
Kitchen Walls	X		
Light Fixtures		X	
Windows		X	
Window Coverings		X	
Restrooms for Food Service Employees	X		
Grease Traps		X	
Hoods		X	
Grease Filters		X	
Duct Work		X	
Exhaust Fans		X	
Other:			X
<b>MISC. CATEGORY</b>	<b>FSMC</b>	<b>SFA</b>	<b>N/A</b>
Records Supporting the Claim for Reimbursement		X	
Point of Sale Accountability	X	X	
Collection and deposit of Daily Cash Receipts	X	X	
Menu Distribution	X		
Delivery to Satellite Sites			X
Vehicle Lease or Purchase			X
Vehicle Maintenance			X
Vehicle Fuel and Oil			X
Vehicle Taxes			X
Vehicle Insurance			X

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Vehicle Licenses			X
Vehicle Registration			X
Audit fees			X
Mileage			X
Employee Physicals			X
Other (specify)			X

## **Exhibit E: FOOD SPECIFICATIONS**

1. All Food Specifications must meet requirements of the United States Department of Agriculture ("USDA") 2010 HHFKA, Food Buying Guide ("FBG").
2. All USDA-donated USDA Foods offered to the SFA and made available to FSMC are acceptable and should be utilized in as large a quantity as may be efficiently utilized.
3. Breads, bread alternates, and grains must be made from whole-grain or enriched meal or flour; whole grain rich products must contain at least 51% whole grains by weight or have a whole grain listed as the first ingredient label. The remaining grains in the product must be enriched, as required by USDA Meal Pattern Regulations.
4. All meat and poultry must have been inspected by USDA and must be free from off color or odor.
  - a. Beef must be at least 70:30 lean to fat, preferably 80:20 lean to fat.
  - b. For sausage patties, the maximum fat allowed is 50% by weight; industry standard of 38% to 42% fat preferred.
  - c. Poultry should be U.S. Grade A when applicable and should meet the recommendations outlined in Specifications for Poultry Products, A Guide for Food Service Operators from USDA.
  - d. All cured processed meats (bologna, frankfurters, luncheon meat, salami, others) shall be made from beef, pork and/or poultry. No variety meats, fillers, extenders, non-fat milk solids, or cereal will be allowed. Meats must not show evidence of greening, streaking, or other discoloration.
5. All fish must have been inspected by the United States Department of Commerce (USDC) and meet minimum flesh and batter/breading required for USDC Grade A product or product packed under federal inspection (PUFI) by the USDC.
6. All cheese should be firm, compact and free from gas holes; free of mold; free of undesirable flavor and odors; pasteurized when applicable; and preferably reduced or low-fat. All cheese should also have a bright, uniform, and attractive appearance; and have a pleasing flavor; demonstrate satisfactory melting; and contain proper moisture and salt content.
7. Fresh fruits and vegetables must be ripe and in good condition when delivered and must be ready for consumption per the USDA FBG. Fruits must at a minimum meet the food distributors' second quality level. Fruits should have characteristic color and good flavor and be well-shaped and free from scars and bruises. Vegetables should have characteristic color and good fresh flavor and be free from discoloration, blemishes, and decay. Size must produce a yield equal to or greater than the attached 21-day cycle menu requirements.

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8. All canned vegetables must meet the food distributors' first quality level (extra fancy and fancy) and canned fruits (standard) must meet the second quality level.
9. Eggs must be inspected and passed by the state or federal Department of Agriculture and used within 30 days of date on carton. Eggs should be grade A, uniform in size, clean, sound-shelled, and free of foreign odors or flavors.
10. Sauces, such as gravy, spaghetti sauce, pizza sauce, etc., must be smooth and uniform in color with no foreign substance, flavor, odor, or off color.
11. If applicable, the food production facility, manufacturing plant, and products must meet all sanitary and other requirements of the Food, Drug, and Cosmetic Act and other regulations that support the wholesomeness of products.
12. Meals and food items must be stored and prepared under properly controlled temperatures and in accordance with all applicable health and sanitation regulations.
13. Fluid milk as a beverage. White or unflavored must be low fat (1%) or skim. Flavored must be skim.

## **Exhibit F: Additional SFA Requirements**

### **SFA Must include if asking for additional services**

#### ***Examples may include:***

- *Beginning a sustainable local farm to school program*
- *Utilizing fresh fruits and vegetables – specify the frequency*
- *Number of entrée choices offered daily*
- *Customer Surveys – specify the frequency*

Chase County Schools (SFA) will provide employees to run POS (Point of Sale) machines. Chase County Schools is looking for new and innovative ways to utilize our greenhouse and FFA program. We would be interested in ideas utilizing fresh fruits and vegetables grown at the school or locally. Depending on the size of the program, this could be utilized once a week or more often if possible.

Chase County Schools is also looking for increased entrée offerings during the day including grab and go. A variety of salad bar options is important to our district as well. We could potentially have a pre-k program added in the future, vending machines, catering for school activities, a summer program, and afterschool snacks.

**Exhibit G: SCHEDULE OF TERMS FOR FSMC GUARANTY**

SFA may complete as applicable. As with all terms and conditions, the guaranteed return provision must be specified in both the solicitation and contract documents. (USDA Memo 19-2006)

Terms of Guaranty must be stated in detail.

**NOTE:** SFAs should review guaranteed return provisions carefully.

If the SFA enters into a contract that includes a guaranteed return provision requiring any losses incurred by the contractor in one year would have to be paid by the SFA in the subsequent year, then the SFA would have to pay with funds other than the nonprofit school food service account funds.

1. On or before July1, 2018 and on July1 of each additional year of this contract, the FSMC shall guarantee a positive cash balance that can be used by the SFA for the repair of and improvements to the facilities, equipment, and services to be provided by the SFA. The financial guarantee is to exist the first contract year and to be recognized if the contract is extended for any of the additional four years.

## Exhibit H: SCHEDULE OF APPLICABLE LAWS

### 1. The FSMC shall comply with:

- a. Mandatory standards and policies relating to energy efficiency that are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (P.L. 94-163, 89 Stat. 871).
- b. All applicable standards, orders, or requirements issued under Section 306 of the Clean Air Act (42 U.S.C. 1857, et seq., as amended by Public Law 91-604) and Section 308 of the Federal Water Pollution Control Act (33 U.S.C. 1251, et seq., as amended by Public Law 92-500), respectively, relating to inspection, monitoring, entry, reports and information as well as requirements specified in Section 114 and Section 308 of the Air Act and the Water Act, respectively, and all regulations and guidelines issued thereunder before the award of this contract. (40 CFR §15)
- c. Sections 103 and 107 of the Contract Work Hours and Safety Standards Act (the "Act"), 40 U.S.C. §327-330, as supplemented by Department of Labor regulations, 29 CFR §5.
  - i. Under Section 103 of the Act, FSMC shall be required to compute the wages of every laborer on the basis of a standard workweek of 40 hours.
  - ii. Work in excess of the standard workweek is permissible provided the worker is compensated at a rate of not less than 1 ½ times the basic rate of pay for all hours worked in excess of 40 hours in any workweek.
  - iii. Section 107 of the Act provides no laborer or mechanic shall be required to work in surroundings or under working conditions, which are unsanitary, hazardous or dangerous to his health and safety as determined under construction, safety and health standards promulgated by the Sec. of Labor.
- d. Executive Order 11246, entitled Equal Employment Opportunity, as amended by Executive Order 11375 of October 13, 1967, and as supplemented in Department of Labor regulations, 41 CFR §60.
- e. The following civil rights laws, as amended:
  - i. Title VI of the Civil Rights Act of 1964;
  - ii. Title IX of the Education Amendments of 1972;
  - iii. Section 504 of the Rehabilitation Act of 1973;
  - iv. The Age Discrimination Act of 1975;
  - v. Title 7 CFR §15, 15a, and 15b; the Americans with Disabilities Act; and
  - vi. FNS Instruction 113-1, Civil Rights Compliance and Enforcement – Nutrition Programs and Activities.
- f. The Buy American provision for contracts that involve the purchase of food, USDA Regulation 7 CFR §Part 250.
- g. The FSMC certifies that neither it nor any principal is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this Contract by any federal department or agency or by the State of Nebraska.

**2. FSMC has signed the:**

- a. Anti-Collusion Affidavit, Attachment, which is attached herein and is incorporated by reference and made a part of this Contract.
- b. Lobbying Certification, Attachment, which is attached herein and is incorporated and made a part of this Contract. If applicable, FSMC has also completed and submitted Standard Form-LLL, Disclosure Form to Report Lobbying, Exhibit K herein, or will complete and submit as required in accordance with its instructions included in Exhibit K.
- c. Independent Price Guarantee, Attachment, which is attached herein and is incorporated by reference and made a part of this Contract.

**3. SFA has signed the:**

- a. School Food Authority Non-Delegable Responsibilities, Exhibit I

## **EXHIBIT I: SCHOOL FOOD AUTHORITY NON-DELEGABLE RESPONSIBILITIES:**

The SFA is legally responsible for the conduct of the food service program, and must supervise and monitor the food service operations to ensure compliance with the rules and regulations of USDA and NDE-Nutrition Service regarding the school food service program.

The SFA and the Food Service Management Company (FSMC) acknowledge that the SFA is responsible for completing the following duties and that these cannot be delegated to the FSMC:

1. **On-site inspections:** 7 CFR §210.16(a)(2)(3).
  - a. Monitor the food service operation through periodic visits to ensure compliance with the approved FSMC contract.
  - b. Conduct on-site reviews of the lunch counting /claiming system by school
  - c. Follow-up on any lunch counts which show counting discrepancies
2. **Control and overall financial responsibility** of the school food service account. 7 CFR §210.19(a)(2)
3. **Advisory board:** establish and include parents, staff and students to assist in menu planning. The FSMC must adhere to the cycle for the first 21 days of meal service. Changes thereafter may be made with the approval of the SFA. 7 CFR §210.16(b)(1), 7 CFR §210.16(a)(8)
4. **Health certification:** 7 CFR §210.16(a)(7).must be maintained to assure that all state and local regulations are met by the FSMC preparing or serving meals at the SFA facilities.
5. **Establish all prices:** 7 CFR §210.16(a)(4).for food items served under the nonprofit school food service account (e.g., reimbursable meals, a la carte , and adult meals).
6. **Retain signature authority on:** 7 CFR §210.9 (a)(b), 210.16(a)(5).
  - a. Application/agreement to participate in the Child Nutrition Programs including
  - b. Free and reduced price policy statement; and
  - c. On-line claim system.
  - d. Contractual agreements of the school nutrition program i.e., vending meals to other SFAs, etc. and any commodity processing contracts CFR §210.21, 7; CFR §210.19(a)(1); 2 CFR §200 and 400; 7 CFR §250.15(a)
  - e. Resolution of all program review and audit findings. 7 CFR §210.9(b)(17) and 210.18(k)(1)(2)
7. **Submit monthly claim for reimbursement** 7 CFR §210.8(a); 7 CFR §210.16(a)(5).
  - a. NDE-Nutrition Services approves only SFA personnel access to the system which also represents secure signature authority for applications and claims.
  - b. Review to ensure accuracy of lunch counts prior to the claim submission.
  - c. Edit check worksheets that compare daily lunch counts by eligibility category. Free and reduced-price meals may not be claimed in excess of the number of students approved for such benefits.

8. **Free and Reduced Price Meal Process** 7 CFR §245.6
  - a. Develop, distribute and collect the parent letter and application for free and reduced price meals and free milk
  - b. Determination and verification of applications for free/reduced price meals or free milk
  - c. Conduct any hearings related to such determinations.
  
9. **USDA donated foods** 7 CFR §210.9(b)(15) (formerly Commodities)
  - a. Monitor that the maximum amount are received and used by the FSMC in the SFA food service.
  - b. Monitor that the FSMC credits SFA at least annually for all USDA Donated foods.
  
10. **A la carte food service:** 7 CFR § 210.16(a)

The SFA must also offer free, reduced price and full price reimbursable meals to all eligible children in order to operate an a la carte food service.

I acknowledge that these responsibilities cannot be delegated to the FSMC and must remain the sole responsibility of the SFA.



---

Signature SFA Representative

2/6/17

Date

**Exhibit J: ANTI-COLLUSION AFFIDAVIT**

**ANTI-COLLUSION AFFIDAVIT**

STATE OF            )

COUNTY OF         )

\_\_\_\_\_, of lawful age, being first sworn on oath say, that he/she is the agent authorized by the bidder to submit the attached bid. Affiant further states, that the bidder has not been a party to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding; or with any state official or employees to quantity, quality, or price in the prospective contract, or any other terms of said prospective official concerning exchange of money or other thing of value for special consideration in the letting of contract; that the bidder/contractor had not paid, given or donated, or agreed to pay, give or donate to any officer or employee either directly or indirectly in the procuring of the award of a contract pursuant to this bid.

Signed \_\_\_\_\_

Subscribed and sworn before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

Notary Public (or Clerk or Judge): \_\_\_\_\_

My commission expires: \_\_\_\_\_

**Exhibit K: PROCUREMENT: CERTIFICATION REGARDING LOBBYING**

**Applicable to Grants, Subgrants, Cooperative Agreements, and Contracts  
Exceeding \$100,000 in Federal Funds**

Submission of this certification is a prerequisite for making or entering into this transaction and is imposed by Section 1352, Title 31, U.S. Code. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No federal appropriated funds have been paid or will be paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of a Federal contract, the making of a Federal grant, the making of a Federal loan, the entering into a cooperative agreement, and the extension, continuation, renewal, amendment, or modification of a Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of congress, or an employee of a Member of congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all covered subawards exceeding \$100,000 in Federal funds at all appropriate tiers and that all subrecipients shall certify and disclose accordingly.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Name/Address of Organization (FSMC)

\_\_\_\_\_  
Name/Title of Submitting Official

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## Instructions for Completion of SF-LLL, Disclosure of Lobbying Activities

### PROCUREMENT

Instructions for Completion of SF-LLL, Disclosure of Lobbying Activities (if applicable).

**The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action.**

This disclosure form shall be completed by the reporting entity, whether sub-awardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. Use the SF-LLL-A Continuation Sheet for additional information if the space on the form is inadequate. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal Action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal Action.  
Identify the status of the covered Federal Action.
2. Identify the appropriate classification of this report. If this is a follow-up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal Action.
3. Enter the full name, address, city, state and zip code of reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or sub-award recipient. Identify the tier of the sub-awardee, e.g., the first sub-awardee of the prime is the 1st tier. Sub-awards include but are not limited to subcontracts, subgrants, and contract awards under grants.
4. If the organization filing the report in item 4 checks "sub-awardee", then enter the full name, address, city, state and zip code of the prime Federal recipient. Include Congressional District, if known.
5. Enter the name of the Federal Agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
6. Enter the Federal program name or description for the covered Federal Action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.  
Enter the most appropriate Federal identifying number available for the Federal Action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitation For Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-001."  
For a covered Federal Action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.

Fixed Price RFP and Contract  
Revised 12/2016

7. Enter the full name, address, city, state and zip code of the lobbying entity engaged by the reporting entity identified in item 4 to influence the covered Federal Action. (b.) Enter the full names of the individual(s) performing services, and include full address if different from 10 (a). Enter last name, first name, and middle initial (MI).
8. Enter the amount of compensation paid or reasonably expected to be paid by the reporting entity (item 4) to the lobbying entity (item 10). Indicate whether the payment has been made (actual) or will be made (planned). Check all boxes that apply. If this is a material change report, enter the cumulative amount of payment made or planned to be made.
9. Check the appropriate box(es). Check all boxes that apply. If payment is made through an in-kind contribution, specify the nature and value of the in-kind payment.
10. Check the appropriate box(es). Check all boxes that apply. If other, specify nature.
11. Provide a specific and detailed description of the services that the lobbyist has performed, or will be expected to perform, and the date(s) of any services rendered. Include all preparatory and related activity, not just time spent in actual contact with Federal officials. Identify the Federal official(s) or employee(s) contacted or the officer(s), employee(s), or Member(s) of Congress that were contacted.
12. Check whether or not a SF-LLL-A continuation sheet(s) is attached. List number of sheets if yes.
13. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

Public reporting burden for this collection of information is estimated to average 30 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, D.C. 20503.

**DISCLOSURE OF LOBBYING ACTIVITIES**

Approved by OMB

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1362

0348-0046

<p><b>1. Type of Federal Action:</b>  <input type="checkbox"/> a. contract  <input type="checkbox"/> b. grant  <input type="checkbox"/> c. cooperative agreement  <input type="checkbox"/> d. loan  <input type="checkbox"/> e. loan guarantee  <input type="checkbox"/> f. loan insurance</p>	<p><b>2. Status of Federal Action:</b>  <input type="checkbox"/> a. bid/offer/application  <input type="checkbox"/> b. initial award  <input type="checkbox"/> c. post-award</p>	<p><b>3. Report Type:</b>  <input type="checkbox"/> a. initial offering  <input type="checkbox"/> b. material change</p> <p>For Material Change Only:                  Year _____ Quarter _____                  Date of last report _____</p>
<p><b>4. Name and Address of Reporting Entity:</b></p> <p><input type="checkbox"/> Prime                      <input type="checkbox"/> Sub awardee                  Tier _____, if known:</p> <p>Congressional District, if known:</p>	<p><b>5. If Reporting Entity in No. 4 is Sub-awardee, Enter Name &amp; Address Of Prime:</b></p> <p>Congressional District, if known:</p>	
<p><b>6. Federal Department/Agency:</b></p>	<p><b>7. Federal Program Name/Description:</b>                  CFDA Number, if applicable: _____</p>	

**Exhibit L: INDEPENDENT PRICE DETERMINATION CERTIFICATE**

Both the School Food Authority (SFA) and the Food Service Management Company shall execute this Independent Price Determination Certificate.

\_\_\_\_\_  
Name of Food Service Management Company

\_\_\_\_\_  
Name of School Food Authority

A. By submission of this offer, the FSMC certifies, and in the case of a joint offer, each party thereto certifies

as to its own organization, that in connection with this procurement:

1. The prices in this offer have been arrived at independently, without consultation, communication, or agreement for the purpose of restricting competition, as to any matter relating to such prices with any other FSMC or with any competitor.
2. Unless otherwise required by law, the prices which have been quoted in this offer have not been knowingly disclosed to the FSMC and will not knowingly be disclosed by the FSMC prior to opening in the case of an advertised procurement or prior to award in the case of a negotiated procurement, directly or indirectly to any other FSMC for the purpose of restricting competition.
3. No attempt has been made or will be made by the FSMC to induce any person or firm to submit or not submit an offer for the purpose of restricting competition.

B. Each person signing this offer on behalf of the FSMC certifies that:

1. He or she is the person in the FSMC's organization responsible within the organization for the decision as to the prices being offered herein and has not participated, and will not participate, in any action contrary to A.1 through A.3 above; or
2. He or she is not the person in other FSMC's organization responsible within the organization for the decision as to the prices being offered herein, but that he or she has been authorized in writing to act as agent for the persons responsible for such decision in certifying that such persons have not participated and will not participate in any action contrary to A.1 through A.3 above, and as their agent does hereby certify; and he or she has not participated, and will not participate, in any action contrary to A.1 through A.3 above.

To the best of my knowledge, this FSMC, its affiliates, subsidiaries, officers, directors, and employees are not currently under investigation by any government agency and have not in the last three years been convicted of or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to bidding on any public contract, except as follows:

\_\_\_\_\_  
Signature of Food Service Management Company's  
Authorized Representative

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

In accepting this offer, the SFA certifies that no representative of the SFA has taken any action that may have jeopardized the independence of the offer referred above.

\_\_\_\_\_  
Signature of School Food Authority's  
Authorized Representative

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

**NOTE: Accepting a FSMC offer does not constitute award of the contract.**

**Exhibit M**

**IMPLEMENTATION COSTS  
 (FSMC to complete)**

<b>FSMC's Request for Advanced Payment for Start-up Costs</b>	
The FSMC is requesting an advance payment of:	\$
To be received by this date:	<i>Click or tap to enter a date.</i>
Repayment to SFA by this date:	<i>Click or tap to enter a date.</i>
<b><i>Item</i></b>	<b><i>Cost</i></b>
<b><i>Office Supplies:</i></b>	
<b><i>IT (software):</i></b>	
<b><i>Signage:</i></b>	
<b><i>Expendable Equipment:</i></b>	
<b><i>Nonexpendable Equipment:</i></b>	
<b><i>List All Other:</i></b>	

# Menu

								1 <u>Cereal, toast</u> Cooks Choice <i>Hot Dog</i> <i>Fries</i>	2
3	4	5	6	7	8	9	10	11	12
	<u>Biscuits &amp; Gravy</u> Chicken strips, veg.	<u>Blueberry Cake, sausage</u> Nachos, refried beans	<u>Breakfast Bites</u> Salisbury steak, Mashed potatoes/ gravy, roll	<u>Breakfast round, yogurt</u> Shredded BBQ pork sandwich, veg	<u>French toast, bacon</u> Cheeseburger, fries				
	11 <u>Waffle sticks, Sausage</u> Corn dog, baked beans	12 <u>Oatmeal</u> Mandarin orange chicken, rice	13 <u>Breakfast Burrito</u> Sloppy Joe, Tator tots	14 <u>Pancakes, bacon</u> Hot ham/cheese sand., veg.	15 <u>Cereal, toast</u> Chicken noodle Casserole, veg, bread	16			
17	18 <u>Tornado</u> Flying saucers, biscuits	19 <u>Cinnamon Roll</u> Chicken sandwich, veg.	20 <u>Breakfast Pizza</u> Beef Stroganoff, veg., cheese stick	21 <u>Fruit Strudel, yogurt</u> Noon Dismiss No Lunch	22 <u>Banana Bread, ham</u> Pizza	23			
24	25 <u>Breakfast Bar, Muffin</u> Chicken nuggets, fries	26 <u>Pancake, sausage wrap</u> Sub sandwich, veg	27 <u>P.B.I., sausage</u> Lasagna, veg., garlic bread	28 <u>Breakfast round, Yogurt</u> Chicken fajitas, rice, beans	29 <u>Cereal, toast</u> Hot dog, Fritos	30			

Breakfast/Lunch Menu  
Subject to change.

Variety of milk and  
fruit/veggie bar served  
daily.

This institution is an equal opportunity provider.

### SNP Claim For Reimbursement Summary

150010 Status: Active  
**Chase County Schools**  
 520 E 9th Street  
 Imperial, NE 69033-3138

**Confirmation #:** AC3GYA

Month/Year Claimed	Adjustment Number	Date Received	Date Accepted	Date Processed	Reason Code
Aug 2016	0	09/08/2016	09/08/2016	09/12/2016	Original

#### Sponsor Totals

Meal Type	Meals/Supplements Served	Federal Rate	Reimbursement Federal Amount
<b>National School Lunch Program</b>			
Free	754	3.1600	2,382.64
Reduced	250	2.7600	690.00
Paid	1,452	0.3000	435.60
<b>Total</b>	<b>2,456</b>		<b>3,508.24</b>
<b>Performance-Based Reimbursement (Lunch)</b>			
Claimed	2,456	0.0600	147.36
Adjusted	0	0.0600	0.00
<b>Total</b>	<b>2,456</b>		<b>147.36</b>
<b>School Breakfast Program</b>			
Free	52	1.7100	88.92
Reduced	18	1.4100	25.38
Paid	50	0.2900	14.50
<b>Total</b>	<b>120</b>		<b>128.80</b>
<b>Claim Reimbursement Total</b>			<b>3,784.40</b>

#### Sponsor Claim Reimbursement Totals

Current Claim Reimbursement Total	3,784.40
Previous Claim Reimbursement Total	0.00
<b>Net Claim Reimbursement Total</b>	<b>3,784.40</b>

Show Site Meal Details

**SNP Claim For Reimbursement Summary**

150010 Status: Active  
**Chase County Schools**  
 520 E 9th Street  
 Imperial, NE 69033-3138

Confirmation #: EHEFTC

Month/Year Claimed	Adjustment Number	Date Received	Date Accepted	Date Processed	Reason Code
Sep 2016	0	11/11/2016	11/11/2016	11/16/2016	Original

**Sponsor Totals**

Meal Type	Meals/Supplements Served	Federal Rate	Reimbursement Federal Amount
<b>National School Lunch Program</b>			
Free	2,874	3.1600	9,081.84
Reduced	805	2.7600	2,221.80
Paid	4,974	0.3000	1,492.20
<b>Total</b>	<b>8,653</b>		<b>12,795.84</b>
<b>Performance-Based Reimbursement (Lunch)</b>			
Claimed	8,653	0.0600	519.18
Adjusted	0	0.0600	0.00
<b>Total</b>	<b>8,653</b>		<b>519.18</b>
<b>School Breakfast Program</b>			
Free	375	1.7100	641.25
Reduced	80	1.4100	112.80
Paid	54	0.2900	15.66
<b>Total</b>	<b>509</b>		<b>769.71</b>

**Claim Reimbursement Total** **14,084.73**

**Sponsor Claim Reimbursement Totals**

Current Claim Reimbursement Total	14,084.73
Previous Claim Reimbursement Total	0.00
<b>Net Claim Reimbursement Total</b>	<b>14,084.73</b>

Show Site Meal Details

**SNP Claim For Reimbursement Summary**

150010 Status: Active  
**Chase County Schools**  
 520 E 9th Street  
 Imperial, NE 69033-3138

**Confirmation #:** ACLCIA

Month/Year Claimed	Adjustment Number	Date Received	Date Accepted	Date Processed	Reason Code
Oct 2016	0	11/11/2016	11/11/2016	11/16/2016	Original

**Sponsor Totals**

Meal Type	Meals/Supplements Served	Federal Rate	Reimbursement Federal Amount
<b>National School Lunch Program</b>			
Free	2,342	3.1600	7,400.72
Reduced	438	2.7600	1,208.88
Paid	5,134	0.3000	1,540.20
<b>Total</b>	<b>7,914</b>		<b>10,149.80</b>
<b>Performance-Based Reimbursement (Lunch)</b>			
Claimed	7,914	0.0600	474.84
Adjusted	0	0.0600	0.00
<b>Total</b>	<b>7,914</b>		<b>474.84</b>
<b>School Breakfast Program</b>			
Free	375	1.7100	641.25
Reduced	39	1.4100	54.99
Paid	124	0.2900	35.96
<b>Total</b>	<b>538</b>		<b>732.20</b>
<b>Claim Reimbursement Total</b>			<b>11,356.84</b>

**Sponsor Claim Reimbursement Totals**

Current Claim Reimbursement Total	11,356.84
Previous Claim Reimbursement Total	0.00
<b>Net Claim Reimbursement Total</b>	<b>11,356.84</b>

Show Site Meal Details

**SNP Claim For Reimbursement Summary**

150010 Status: Active  
**Chase County Schools**  
 520 E 9th Street  
 Imperial, NE 69033-3138

**Confirmation #:** BGVGMC

Month/Year Claimed	Adjustment Number	Date Received	Date Accepted	Date Processed	Reason Code
Nov 2016	0	12/13/2016	12/13/2016	12/15/2016	Original

**Sponsor Totals**

Meal Type	Meals/Supplements Served	Federal Rate	Reimbursement Federal Amount
<b>National School Lunch Program</b>			
Free	2,481	3.1600	7,839.96
Reduced	641	2.7600	1,769.16
Paid	4,894	0.3000	1,468.20
<b>Total</b>	<b>8,016</b>		<b>11,077.32</b>
<b>Performance-Based Reimbursement (Lunch)</b>			
Claimed	8,016	0.0600	480.96
Adjusted	0	0.0600	0.00
<b>Total</b>	<b>8,016</b>		<b>480.96</b>
<b>School Breakfast Program</b>			
Free	409	1.7100	699.39
Reduced	57	1.4100	80.37
Paid	77	0.2900	22.33
<b>Total</b>	<b>543</b>		<b>802.09</b>
<b>Claim Reimbursement Total</b>			<b>12,360.37</b>

**Sponsor Claim Reimbursement Totals**

Current Claim Reimbursement Total	12,360.37
Previous Claim Reimbursement Total	0.00
<b>Net Claim Reimbursement Total</b>	<b>12,360.37</b>

Show Site Meal Details

### SNP Claim For Reimbursement Summary

150010    Status: Active  
**Chase County Schools**  
 520 E 9th Street  
 Imperial, NE 69033-3138

**Confirmation #:** HIRFPO

Month/Year Claimed	Adjustment Number	Date Received	Date Accepted	Date Processed	Reason Code
Dec 2016	0	12/21/2016	12/21/2016	01/10/2017	Original

#### Sponsor Totals

Meal Type	Meals/Supplements Served	Federal Rate	Reimbursement Federal Amount
<b>National School Lunch Program</b>			
Free	1,956	3.1600	6,180.96
Reduced	565	2.7600	1,559.40
Paid	3,862	0.3000	1,158.60
<b>Total</b>	<b>6,383</b>		<b>8,898.96</b>
<b>Performance-Based Reimbursement (Lunch)</b>			
Claimed	6,383	0.0600	382.98
Adjusted	0	0.0600	0.00
<b>Total</b>	<b>6,383</b>		<b>382.98</b>
<b>School Breakfast Program</b>			
Free	354	1.7100	605.34
Reduced	69	1.4100	97.29
Paid	48	0.2900	13.92
<b>Total</b>	<b>471</b>		<b>716.55</b>
<b>Claim Reimbursement Total</b>			<b>9,998.49</b>

#### Sponsor Claim Reimbursement Totals

Current Claim Reimbursement Total	9,998.49
Previous Claim Reimbursement Total	0.00
<b>Net Claim Reimbursement Total</b>	<b>9,998.49</b>

Show Site Meal Details

**School Nutrition Programs  
Claim Month Details for August 2015**

150010 Status: Active  
**Chase County Schools**  
 520 E 9th Street  
 Imperial, NE 69033-3138

Month/Year Claimed	Adjustment Number	Date Received	Date Accepted	Date Processed	Reason Code
Aug 2015	0				

**Sponsor Totals**

Meal Type	Meals/Supplements Served	Federal Rate	Reimbursement Federal Amount
<b>National School Lunch Program</b>			
Free	951	3.0700	2,919.57
Reduced	278	2.6700	742.26
Paid	2,275	0.2900	659.75
<b>Total</b>	<b>3,504</b>		<b>4,321.58</b>
<b>Performance-Based Reimbursement (Lunch)</b>			
Claimed	3,504	0.0600	210.24
Adjusted	0	0.0600	0.00
<b>Total</b>	<b>3,504</b>		<b>210.24</b>
<b>School Breakfast Program</b>			
Free	214	1.6600	355.24
Reduced	10	1.3600	13.60
Paid	40	0.2900	11.60
<b>Total</b>	<b>264</b>		<b>380.44</b>
<b>Claim Reimbursement Total</b>			<b>4,912.26</b>

**Certification**

By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise." U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

### School Nutrition Programs Claim Month Details for September 2015

0010 Status: Active  
**Chase County Schools**  
 520 E 9th Street  
 Imperial, NE 69033-3138

Month/Year Claimed	Adjustment Number	Date Received	Date Accepted	Date Processed	Reason Code
Sep 2015	0				

**Sponsor Totals**

Meal Type	Meals/Supplements Served	Federal Rate	Reimbursement Federal Amount
<b>National School Lunch Program</b>			
Free	2,665	3.0700	8,181.55
Reduced	661	2.6700	1,764.87
Paid	5,718	0.2900	1,658.22
<b>Total</b>	<b>9,044</b>		<b>11,604.64</b>
<b>Performance-Based Reimbursement (Lunch)</b>			
Claimed	9,044	0.0600	542.64
Adjusted	0	0.0600	0.00
<b>Total</b>	<b>9,044</b>		<b>542.64</b>
<b>School Breakfast Program</b>			
Free	550	1.6600	913.00
Reduced	17	1.3600	23.12
Paid	138	0.2900	40.02
<b>Total</b>	<b>705</b>		<b>976.14</b>

**Claim Reimbursement Total** **13,123.42**

**Certification**

- By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise." U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

**School Nutrition Programs  
Claim Month Details for October 2015**

150010 Status: Active <b>Chase County Schools</b> 520 E 9th Street Imperial, NE 69033-3138
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Month/Year Claimed	Adjustment Number	Date Received	Date Accepted	Date Processed	Reason Code
Oct 2015	0				

**Sponsor Totals**

Meal Type	Meals/Supplements Served	Federal Rate	Reimbursement Federal Amount
<b>National School Lunch Program</b>			
Free	2,167	3.0700	6,652.69
Reduced	588	2.6700	1,569.96
Paid	5,514	0.2900	1,599.06
<b>Total</b>	<b>8,269</b>		<b>9,821.71</b>
<b>Performance-Based Reimbursement (Lunch)</b>			
Claimed	8,269	0.0600	496.14
Adjusted	0	0.0600	0.00
<b>Total</b>	<b>8,269</b>		<b>496.14</b>
<b>School Breakfast Program</b>			
Free	410	1.6600	680.60
Reduced	27	1.3600	36.72
Paid	208	0.2900	60.32
<b>Total</b>	<b>645</b>		<b>777.64</b>

<b>Claim Reimbursement Total</b>	<b>11,095.49</b>
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**Certification**

By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise." U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

**School Nutrition Programs  
Claim Month Details for November 2015**

150010 Status: Active  
**Chase County Schools**  
 520 E 9th Street  
 Imperial, NE 69033-3138

Month/Year Claimed	Adjustment Number	Date Received	Date Accepted	Date Processed	Reason Code
Nov 2015	0				

**Sponsor Totals**

Meal Type	Meals/Supplements Served	Federal Rate	Reimbursement Federal Amount
<b>National School Lunch Program</b>			
Free	2,091	3.0700	6,419.37
Reduced	643	2.6700	1,716.81
Paid	4,364	0.2900	1,265.56
<b>Total</b>	<b>7,098</b>		<b>9,401.74</b>
<b>Performance-Based Reimbursement (Lunch)</b>			
Claimed	7,098	0.0600	425.88
Adjusted	0	0.0600	0.00
<b>Total</b>	<b>7,098</b>		<b>425.88</b>
<b>School Breakfast Program</b>			
Free	388	1.6600	644.08
Reduced	84	1.3600	114.24
Paid	176	0.2900	51.04
<b>Total</b>	<b>648</b>		<b>809.36</b>

**Claim Reimbursement Total** **10,636.98**

**Certification**

By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise." U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

**School Nutrition Programs  
Claim Month Details for December 2015**

150010 Status: Active  
**Chase County Schools**  
 520 E 9th Street  
 Imperial, NE 69033-3138

Month/Year Claimed	Adjustment Number	Date Received	Date Accepted	Date Processed	Reason Code
Dec 2015	0				

**Sponsor Totals**

Meal Type	Meals/Supplements Served	Federal Rate	Reimbursement Federal Amount
<b>National School Lunch Program</b>			
Free	1,598	3.0700	4,905.86
Reduced	498	2.6700	1,329.66
Paid	3,405	0.2900	987.45
<b>Total</b>	<b>5,501</b>		<b>7,222.97</b>
<b>Performance-Based Reimbursement (Lunch)</b>			
Claimed	5,501	0.0600	330.06
Adjusted	0	0.0600	0.00
<b>Total</b>	<b>5,501</b>		<b>330.06</b>
<b>School Breakfast Program</b>			
Free	339	1.6600	562.74
Reduced	62	1.3600	84.32
Paid	124	0.2900	35.96
<b>Total</b>	<b>525</b>		<b>683.02</b>
<b>Claim Reimbursement Total</b>			<b>8,236.05</b>

**Certification**

By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise." U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

**School Nutrition Programs  
Claim Month Details for January 2016**

150010 Status: Active  
**Chase County Schools**  
 520 E 9th Street  
 Imperial, NE 69033-3138

Month/Year Claimed	Adjustment Number	Date Received	Date Accepted	Date Processed	Reason Code
Jan 2016	0				

**Sponsor Totals**

Meal Type	Meals/Supplements Served	Federal Rate	Reimbursement Federal Amount
<b>National School Lunch Program</b>			
Free	2,283	3.0700	7,008.81
Reduced	683	2.6700	1,823.61
Paid	4,665	0.2900	1,352.85
<b>Total</b>	<b>7,631</b>		<b>10,185.27</b>
<b>Performance-Based Reimbursement (Lunch)</b>			
Claimed	7,631	0.0600	457.86
Adjusted	0	0.0600	0.00
<b>Total</b>	<b>7,631</b>		<b>457.86</b>
<b>School Breakfast Program</b>			
Free	557	1.6600	924.62
Reduced	61	1.3600	82.96
Paid	124	0.2900	35.96
<b>Total</b>	<b>742</b>		<b>1,043.54</b>
<b>Claim Reimbursement Total</b>			<b>11,686.67</b>

**Certification**

By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise." U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

**SNP Claim For Reimbursement Summary**

150010 Status: Active  
**Chase County Schools**  
 520 E 9th Street  
 Imperial, NE 69033-3138

**Confirmation #:** BHROA4

Month/Year Claimed	Adjustment Number	Date Received	Date Accepted	Date Processed	Reason Code
Feb 2016	0	03/10/2016	03/10/2016		Original

**Sponsor Totals**

Meal Type	Meals/Supplements Served	Federal Rate	Reimbursement Federal Amount
<b>National School Lunch Program</b>			
Free	2,071	3.0700	6,357.97
Reduced	637	2.6700	1,700.79
Paid	4,480	0.2900	1,299.20
<b>Total</b>	<b>7,188</b>		<b>9,357.96</b>
<b>Performance-Based Reimbursement (Lunch)</b>			
Claimed	7,188	0.0600	431.28
Adjusted	0	0.0600	0.00
<b>Total</b>	<b>7,188</b>		<b>431.28</b>
<b>School Breakfast Program</b>			
Free	390	1.6600	647.40
Reduced	46	1.3600	62.56
Paid	105	0.2900	30.45
<b>Total</b>	<b>541</b>		<b>740.41</b>

**Claim Reimbursement Total** **10,529.65**

<b>Sponsor Claim Reimbursement Totals</b>	
Current Claim Reimbursement Total	10,529.65
Previous Claim Reimbursement Total	0.00
<b>Net Claim Reimbursement Total</b>	<b>10,529.65</b>

Show Site Meal Details

### SNP Claim For Reimbursement Summary

150010 Status: Active  
**Chase County Schools**  
 520 E 9th Street  
 Imperial, NE 69033-3138

Confirmation #: DJDGEL

Month/Year Claimed	Adjustment Number	Date Received	Date Accepted	Date Processed	Reason Code
Mar 2016	0	04/11/2016	04/11/2016	04/11/2016	Original

#### Sponsor Totals

Meal Type	Meals/Supplements Served	Federal Rate	Reimbursement Federal Amount
<b>National School Lunch Program</b>			
Free	2,389	3.0700	7,334.23
Reduced	683	2.6700	1,823.61
Paid	4,873	0.2900	1,413.17
<b>Total</b>	<b>7,945</b>		<b>10,571.01</b>
<b>Performance-Based Reimbursement (Lunch)</b>			
Claimed	7,945	0.0600	476.70
Adjusted	0	0.0600	0.00
<b>Total</b>	<b>7,945</b>		<b>476.70</b>
<b>School Breakfast Program</b>			
Free	445	1.6600	738.70
Reduced	54	1.3600	73.44
Paid	136	0.2900	39.44
<b>Total</b>	<b>635</b>		<b>851.58</b>

**Claim Reimbursement Total** **11,899.29**

#### Sponsor Claim Reimbursement Totals

Current Claim Reimbursement Total	11,899.29
Previous Claim Reimbursement Total	0.00
<b>Net Claim Reimbursement Total</b>	<b>11,899.29</b>

Show Site Meal Details

**SNP Claim For Reimbursement Summary**

150010 Status: Active  
**Chase County Schools**  
 520 E 9th Street  
 Imperial, NE 69033-3138

**Confirmation #:** BE9CEC

Month/Year Claimed	Adjustment Number	Date Received	Date Accepted	Date Processed	Reason Code
Apr 2016	0	05/05/2016	05/05/2016	05/10/2016	Original

**Sponsor Totals**

Meal Type	Meals/Supplements Served	Federal Rate	Reimbursement Federal Amount
<b>National School Lunch Program</b>			
Free	2,700	3.0700	8,289.00
Reduced	708	2.6700	1,890.36
Paid	4,967	0.2900	1,440.43
<b>Total</b>	<b>8,375</b>		<b>11,619.79</b>
<b>Performance-Based Reimbursement (Lunch)</b>			
Claimed	8,375	0.0600	502.50
Adjusted	0	0.0600	0.00
<b>Total</b>	<b>8,375</b>		<b>502.50</b>
<b>School Breakfast Program</b>			
Free	531	1.6600	881.46
Reduced	71	1.3600	96.56
Paid	193	0.2900	55.97
<b>Total</b>	<b>795</b>		<b>1,033.99</b>

**Claim Reimbursement Total****13,156.28****Sponsor Claim Reimbursement Totals**

Current Claim Reimbursement Total	13,156.28
Previous Claim Reimbursement Total	0.00
<b>Net Claim Reimbursement Total</b>	<b>13,156.28</b>

Show Site Meal Details

**SNP Claim For Reimbursement Summary**

150010 Status: Active  
**Chase County Schools**  
 520 E 9th Street  
 Imperial, NE 69033-3138

**Confirmation #:** BMKKES

Month/Year Claimed	Adjustment Number	Date Received	Date Accepted	Date Processed	Reason Code
May 2016	0	06/13/2016	06/13/2016	06/15/2016	Original

**Sponsor Totals**

Meal Type	Meals/Supplements Served	Federal Rate	Reimbursement Federal Amount
<b>National School Lunch Program</b>			
Free	1,839	3.0700	5,645.73
Reduced	488	2.6700	1,302.96
Paid	3,526	0.2900	1,022.54
<b>Total</b>	<b>5,853</b>		<b>7,971.23</b>
<b>Performance-Based Reimbursement (Lunch)</b>			
Claimed	5,853	0.0600	351.18
Adjusted	0	0.0600	0.00
<b>Total</b>	<b>5,853</b>		<b>351.18</b>
<b>School Breakfast Program</b>			
Free	318	1.6600	527.88
Reduced	50	1.3600	68.00
Paid	97	0.2900	28.13
<b>Total</b>	<b>465</b>		<b>624.01</b>
<b>Claim Reimbursement Total</b>			<b>8,946.42</b>

**Sponsor Claim Reimbursement Totals**

Current Claim Reimbursement Total	8,946.42
Previous Claim Reimbursement Total	0.00
<b>Net Claim Reimbursement Total</b>	<b>8,946.42</b>

Show Site Meal Details

US Donated Foods – 15-0010 Chase County Schools – Additional information

2016:

Nebraska DHHS Food Distribution Program

Food Distribution Program

Summary Entitlement Inventory Allocations Orders Billing Survey Maintenance Reports Resources

Home > Summary Menu > Sponsor Summary

Program Year: 2016 Sponsor 150010 - Chase County Schools

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### Sponsor Summary

#### Chase County Schools 150010

Sponsor Info Activity

Applications Entitlement Surveys Allocations Inventory Orders Invoicing

Program	Current Year Entitlement	Entitlement Used	Remaining Balance	Bonus	Commercial
NSLP	27,471.37	23,964.57	3,506.80	696.43	0.00

2017:

Nebraska DHHS Food Distribution Program

Food Distribution Program

Summary Entitlement Inventory Allocations Orders Billing Survey Maintenance Reports Resources

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Program Year: 2017 Sponsor 150010 - Chase County Schools

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### Sponsor Summary

#### Chase County Schools 150010

Sponsor Info Activity

Applications Entitlement Surveys Allocations Inventory Orders Invoicing

Program	Current Year Entitlement	Entitlement Used	Remaining Balance	Bonus	Commercial
NSLP	25,581.87	20,462.60	5,119.27	0.00	0.00