



Chase County Schools creates exceptional opportunities, fosters strong relationships, and empowers students to succeed.

Board of Education Regular Meeting

Tuesday, November 11, 2025 6:00 PM

Conference Room

520 E 9th Street

Imperial, NE 69033

Agenda

- I. CALL MEETING TO ORDER
- II. APPROVAL OF MINUTES
- III. APPROVAL OF FINANCIAL REPORT
- IV. PUBLIC COMMENT
- V. INFORMATION AND PROPOSALS
 1. ACTIVITY DIRECTOR'S REPORT
 2. PRINCIPALS' REPORT
 3. STUDENT COUNCIL REPORT
 4. SUPERINTENDENT'S REPORT
 5. BOARD COMMITTEE REPORT
 6. FOOD SERVICE REPORT
- VI. ACTION ITEMS
 1. Discuss, consider, and take necessary action in regard to the Early Resignation Program.
 2. Discuss, consider, and take necessary action in regard to approving the 4000 series of policies from KSB school law.
 3. Discuss, consider, and take necessary action in regard to the bids for painting the auditorium.
 4. Discuss, consider, and take necessary action in regard to the auditorium seating bids.
- VII. DISCUSSION ITEMS
 1. Reminder of the Superintendent's evaluation is coming up next month.
- VIII. EXECUTIVE SESSION: Go into executive session to discuss negotiations.
- IX. ADJOURN



Meeting the challenge, exceeding expectations and Continuing our legacy of excellence

Board of Education Regular Meeting

Tuesday, October 14, 2025 6:00 PM
Conference Room

520 E 9th Street
Imperial, NE 69033

Posted Locations: Imperial Republican

Posted Date: 10/09/2025

Attendance Taken at 6:00 PM.

Cindy Arterburn:	Present
Jake Banks:	Present
Jeff Banks:	Present
Josh Fries:	Present
Jeff Olsen:	Present
Willy O'Neil:	Present
Dan Reeves:	Present
Carrie Terryberry:	Present
Steve Wallin:	Present

I. CALL MEETING TO ORDER

President Wallin called the meeting to order at 6:00 PM.

II. APPROVAL OF MINUTES

Motion to approve the minutes as presented. Passed with a motion by Jeff Olsen and a second by Josh Fries.

Cindy Arterburn: Yea, Jake Banks: Yea, Jeff Banks: Yea, Josh Fries: Yea, Jeff Olsen: Yea, Willy O'Neil: Yea, Dan Reeves: Yea, Carrie Terryberry: Yea, Steve Wallin: Yea

III. APPROVAL OF FINANCIAL REPORT

Motion to approve the general fund expenditures in the amount of \$893,197.49 Passed with a motion by Willy O'Neil and a second by Jake Banks.

Cindy Arterburn: Yea, Jake Banks: Yea, Jeff Banks: Yea, Josh Fries: Yea, Jeff Olsen: Yea, Willy O'Neil: Yea, Dan Reeves: Yea, Carrie Terryberry: Yea, Steve Wallin: Yea

IV. PUBLIC COMMENT

No public comment.

V. INFORMATION AND PROPOSALS

V.1. ACTIVITY DIRECTOR'S REPORT

See attachment in Sparq Meetings

V.2. PRINCIPALS' REPORT

See attachments in Sparq Meetings

V.3. STUDENT COUNCIL REPORT

Two student representatives were present to give a report on behalf of the student council.

V.4. SUPERINTENDENT'S REPORT

See attachment in Sparq Meetings

V.5. BOARD COMMITTEE REPORT

V.6. FOOD SERVICE REPORT

See attachment in Sparq Meetings

VI. ACTION ITEMS

VI.1. Discuss, consider and take necessary action in closing the Bond Fund and QCPUF fund from Adam's Bank and Trust and transferring the remaining balances to the General Fund.

Motion to close the Bond and QCPUF checking accounts at Adams Bank & Trust and transfer the money to the General Fund. Passed with a motion by Jeff Olsen and a second by Dan Reeves. Cindy Arterburn: Yea, Jake Banks: Yea, Jeff Banks: Yea, Josh Fries: Yea, Jeff Olsen: Yea, Willy O'Neil: Yea, Dan Reeves: Yea, Carrie Terryberry: Yea, Steve Wallin: Yea

VI.2. Discuss, consider and take necessary action in the adoption of the 3000's set of policies and suggested forms from KSB School Law.

Motion to approve the adoption of the 3000's set of policies and suggested forms from KSB School Law as presented. Passed with a motion by Josh Fries and a second by Willy O'Neil. Cindy Arterburn: Yea, Jake Banks: Yea, Jeff Banks: Yea, Josh Fries: Yea, Jeff Olsen: Yea, Willy O'Neil: Yea, Dan Reeves: Yea, Carrie Terryberry: Yea, Steve Wallin: Yea

VI.3. Discuss, consider and take necessary action in regard to adopting policy 2005 from KSB School Law's policy set.

Motion to approve policy 2005 from KSB School Law as presented. Passed with a motion by Jeff Olsen and a second by Willy O'Neil.

Cindy Arterburn: Yea, Jake Banks: Yea, Jeff Banks: Yea, Josh Fries: Yea, Jeff Olsen: Yea, Willy O'Neil: Yea, Dan Reeves: Yea, Carrie Terryberry: Yea, Steve Wallin: Yea

VI.4. Discuss, consider and take necessary action in the sale of items that are not being utilized anymore by the district.

Motion to approve the sale of items as presented. Passed with a motion by Jeff Olsen and a second by Cindy Arterburn.

Cindy Arterburn: Yea, Jake Banks: Yea, Jeff Banks: Yea, Josh Fries: Yea, Jeff Olsen: Yea, Willy O'Neil: Yea, Dan Reeves: Yea, Carrie Terryberry: Yea, Steve Wallin: Yea

VI.5. Discuss, consider, and take necessary action in regard to the quote from Bomba Painting to paint the inside of the auditorium.

Tabled until next month

VII. DISCUSSION ITEMS

VII.1. Discuss the two auditorium fixed chair options.

VIII. ADJOURN

Meeting adjourned at 7:04 PM.

Board President

Board Secretary

Chase Cash Worksheet

Printed: 11/07/2025 11:10:54AM
Chase County Schools

General 01					
Account Number	Description	Balance Forward	Current Year Activity	Account Balance	
01-901	Cash Account	3,671,714.31	(280,965.31)	3,390,749.00	
01-904	Payroll Account	4,963.48	1,753.28	6,716.76	
01-907	Clearing Account	28,277.90	4,107.97	32,385.87	
01-916	County Treasurer Balance	0.00	0.00	0.00	
01-905	Sect 125 Account	449.43	0.74	450.17	
01-805	CD-716	69,954.79	0.00	69,954.79	
01-807	CD-784	72,652.34	677.56	73,329.90	
01-824	CD701	16,764.60	0.00	16,764.60	
01-831	CD845	61,969.78	0.00	61,969.78	
	01 General	3,926,746.63	(274,425.76)	3,652,320.87	Fund
02-901	Cash Account	455,711.02	38.70	455,749.72	
02-814	CD136	14,353.99	116.14	14,470.13	
02-832	CD952	66,360.18	0.00	66,360.18	
	02 Depreciation	536,425.19	154.84	536,580.03	Fund
03-0-110-05	Unemployment Account	22,619.69	19.21	22,638.90	
	03 Employee Benefit Fund	22,619.69	19.21	22,638.90	Fund
05-901	Cash Account	340,725.85	0.00	340,725.85	
05-902	Checking	49,584.70	0.00	49,584.70	
05-806	CD-851	68,007.88	668.71	68,676.59	
05-810	CD383	13,770.36	0.00	13,770.36	
05-826	CD333	6,128.17	0.00	6,128.17	
05-827	CD703	6,149.61	0.00	6,149.61	
05-828	CD195	6,283.42	0.00	6,283.42	
05-829	CD196	12,278.22	0.00	12,278.22	
05-903	FBLA Bank Account	34,099.32	0.00	34,099.32	
	05 Activities	537,027.53	668.71	537,696.24	Fund
06-901	Cash Account	224,025.26	(14,418.24)	209,607.02	
	06 School Nutrition	224,025.26	(14,418.24)	209,607.02	Fund
07-913	Bond Fund	66.41	(66.41)	0.00	
	07 Bond	66.41	(66.41)	0.00	Fund
08-909	Building Fund	814,310.80	17,747.12	832,057.92	
08-918	Public Funds	0.00	0.00	0.00	
	08 Special Building	814,310.80	17,747.12	832,057.92	Fund
09-908	QCPUF	128.85	(128.85)	0.00	
	09 Qualified Capital Purpose Undertaking	128.85	(128.85)	0.00	Fund
12-901	Cash Account	1,178.11	0.10	1,178.21	

Chase Cash Worksheet

Printed: 11/07/2025 11:10:54AM
Chase County Schools

Page 2 of 2
Report as of: 10/31/2025

Student Fee 12

Account Number

Description

Balance
Forward

Current Year
Activity

Account
Balance

Fund

12 Student Fee

1,178.11

0.10

1,178.21

Report Total:

6,062,528.47

(270,449.28)

5,792,079.19

Chase Revenue and Expenditure Report

Printed: 11/07/2025 11:10:04AM
Chase County Schools

General 01								
Account Type I		Revenue						
Source of Revenue/Functi								
Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
Revenue								
01-1-01100-000-000	Taxes Levied/Assessed by the School District	346,190.18	349,784.13	0.00	7,375,154.00	7,025,369.87	4.74	01-1-01100-000-000
01-1-01115-000-000	Carline Taxes	0.00	0.00	0.00	1,000.00	1,000.00	0.00	01-1-01115-000-000
01-1-01125-000-000	Motor Vehicle Taxes	31,448.79	31,448.79	0.00	420,000.00	388,551.21	7.49	01-1-01125-000-000
01-1-01140-000-000	Penalties & Interest	1,829.11	1,829.11	0.00	0.00	(1,829.11)	0.00	01-1-01140-000-000
01-1-01322-000-000	Tuition from Other Government Sources Within the S	0.00	0.00	0.00	10,000.00	10,000.00	0.00	01-1-01322-000-000
01-1-01510-000-000	Interest	3,569.77	6,911.34	0.00	5,000.00	(1,911.34)	138.23	01-1-01510-000-000
01-1-01800-000-000	Revenue From Community Services Activities	0.00	0.00	0.00	7,500.00	7,500.00	0.00	01-1-01800-000-000
01-1-01910-000-000	Rentals of School Equipment, Property, and Facilit	0.00	0.00	0.00	5,000.00	5,000.00	0.00	01-1-01910-000-000
01-1-01911-000-000	Local License Fees	3,691.65	3,691.65	0.00	0.00	(3,691.65)	0.00	01-1-01911-000-000
01-1-01980-000-000	Refund Of Prior Year's Expenditures	39.45	5,477.02	0.00	0.00	(5,477.02)	0.00	01-1-01980-000-000
01-1-02210-000-000	ESU Receipts	1,858.39	1,858.39	0.00	6,000.00	4,141.61	30.97	01-1-02210-000-000
01-1-03110-000-000	State Aid	132,812.00	265,624.00	0.00	310,475.00	44,851.00	85.55	01-1-03110-000-000
01-1-03120-000-000	SPED (School Age)	0.00	0.00	0.00	240,000.00	240,000.00	0.00	01-1-03120-000-000
01-1-03125-000-000	SPED Transportation (School Age)ents.	0.00	0.00	0.00	4,000.00	4,000.00	0.00	01-1-03125-000-000
01-1-03180-000-000	Pro-Rate Motor Vehicle	1,371.72	1,371.72	0.00	15,000.00	13,628.28	9.14	01-1-03180-000-000
01-1-03400-000-000	State Apportionment	0.00	0.00	0.00	82,000.00	82,000.00	0.00	01-1-03400-000-000
01-1-03535-000-000	Payment for High Ability Learners	6,689.00	6,689.00	0.00	5,000.00	(1,689.00)	133.78	01-1-03535-000-000
01-1-04305-000-000	Title 8 (Impact Aid)	0.00	0.00	0.00	34,000.00	34,000.00	0.00	01-1-04305-000-000
01-1-04505-000-000	Title I, Part A ESSA Improving Basic Programs Oper	0.00	64,715.00	0.00	95,000.00	30,285.00	68.12	01-1-04505-000-000
01-1-04512-000-000	IDEA Part B (611) Base Allocation	0.00	0.00	0.00	144,000.00	144,000.00	0.00	01-1-04512-000-000
01-1-04516-000-000	IDEA Preschool (619) Base/IDEA Enrollment Poverty	4,749.00	4,749.00	0.00	0.00	(4,749.00)	0.00	01-1-04516-000-000
01-1-04518-000-000	IDEA Part B (611) Base & Enrollment Poverty Alloca	58,161.00	58,161.00	0.00	0.00	(58,161.00)	0.00	01-1-04518-000-000
01-1-04521-000-000	IDEA Part B Proportionate Share	279.00	279.00	0.00	0.00	(279.00)	0.00	01-1-04521-000-000
01-1-04530-000-000	Other Federal Categorical Receipts	0.00	0.00	0.00	15,000.00	15,000.00	0.00	01-1-04530-000-000
01-1-04708-000-000	Medicaid in Public Schools	5.66	5.66	0.00	5,500.00	5,494.34	0.10	01-1-04708-000-000
01-1-05200-000-000	Fund Transfers In	195.26	195.26	0.00	0.00	(195.26)	0.00	01-1-05200-000-000
01-1-05300-000-000	Proceeds From the Disposal of Real or Personal Pro	0.00	3,000.00	0.00	0.00	(3,000.00)	0.00	01-1-05300-000-000
I Revenue		592,889.98	805,790.07	0.00	8,779,629.00	7,973,838.93	9.18	* Account Type

Expense

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Chase Revenue and Expenditure Report

Printed: 11/07/2025 11:10:04AM
Chase County Schools

General 01								
Account Type	X	Expense						
Source of Revenue/Functi								
Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
01-2-01100-111-000	Regular Instruction-Salaries of Regular Employees	0.00	0.00	0.00	1,500.00	1,500.00	0.00	01-2-01100-111-000
01-2-01100-111-001	Regular Instruction-Salaries of Regular Employees	91,911.89	184,340.69	0.00	1,200,000.00	1,015,659.31	23.02	01-2-01100-111-001
01-2-01100-111-002	Regular Instruction-Salaries of Regular Employees	82,792.72	167,295.44	0.00	1,100,000.00	932,704.56	22.74	01-2-01100-111-002
01-2-01100-111-003	Regular Instruction-Salaries of Regular Employees	60,373.20	120,746.40	0.00	726,442.00	605,695.60	24.93	01-2-01100-111-003
01-2-01100-112-002	Regular Instruction-Salaries of Regular Employees	7,552.20	11,199.56	0.00	75,000.00	63,800.44	24.11	01-2-01100-112-002
01-2-01100-122-002	Regular Instruction-Salaries of Temporary Employee	570.00	642.00	0.00	5,500.00	4,858.00	14.62	01-2-01100-122-002
01-2-01100-123-001	Regular Instruction-Salaries of Temporary Employee	4,500.00	5,278.75	0.00	60,000.00	54,721.25	15.85	01-2-01100-123-001
01-2-01100-123-002	Regular Instruction-Salaries of Temporary Employee	7,928.48	9,193.48	0.00	45,000.00	35,806.52	28.50	01-2-01100-123-002
01-2-01100-123-003	Regular Instruction-Salaries of Temporary Employee	1,782.50	1,962.50	0.00	23,000.00	21,037.50	17.22	01-2-01100-123-003
01-2-01100-151-001	Regular Instruction-Additional Compensation Paid t	12,473.76	23,892.52	0.00	150,000.00	126,107.48	23.72	01-2-01100-151-001
01-2-01100-151-002	Regular Instruction-Additional Compensation Paid t	649.14	1,298.28	0.00	11,000.00	9,701.72	17.70	01-2-01100-151-002
01-2-01100-151-003	Regular Instruction-Additional Compensation Paid t	1,871.38	3,425.94	0.00	35,000.00	31,574.06	15.14	01-2-01100-151-003
01-2-01100-152-001	Regular Instruction-Additional Compensation Paid t	3,382.50	3,792.50	0.00	40,500.00	36,707.50	17.72	01-2-01100-152-001
01-2-01100-152-002	Regular Instruction-Additional Compensation Paid t	0.00	0.00	0.00	800.00	800.00	0.00	01-2-01100-152-002
01-2-01100-152-003	Regular Instruction-Additional Compensation Paid t	4,817.50	4,817.50	0.00	11,000.00	6,182.50	87.59	01-2-01100-152-003
01-2-01100-211-000	Regular Instruction-Group Insurance for Teachers/P	0.00	0.00	0.00	250.00	250.00	0.00	01-2-01100-211-000
01-2-01100-211-001	Regular Instruction-Group Insurance for Teachers/P	29,268.87	58,606.13	0.00	337,000.00	278,393.87	26.03	01-2-01100-211-001
01-2-01100-211-002	Regular Instruction-Group Insurance for Teachers/P	22,506.56	44,976.88	0.00	340,000.00	295,023.12	19.85	01-2-01100-211-002
01-2-01100-211-003	Regular Instruction-Group Insurance for Teachers/P	17,593.01	35,190.86	0.00	208,000.00	172,809.14	25.40	01-2-01100-211-003
01-2-01100-212-001	Regular Instruction-Addit (Inc	0.00	0.00	0.00	50.00	50.00	0.00	01-2-01100-212-001
01-2-01100-212-002	Regular Instruction-Salar (BCB	1,302.15	2,600.85	0.00	19,840.00	17,239.15	19.66	01-2-01100-212-002
01-2-01100-213-001	Regular Instruction-Salar (BCB	174.17	174.17	0.00	4,134.00	3,959.83	7.63	01-2-01100-213-001

Chase Revenue and Expenditure Report

Printed: 11/07/2025 11:10:04AM
Chase County Schools

General 01								
Account Type	X	Expense						
Source of Revenue/Functi								
Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
01-2-01100-213-002	Regular Instruction-Salar (BCB	142.38	142.38	0.00	3,700.00	3,557.62	5.28	01-2-01100-213-002
01-2-01100-213-003	Regular Instruction-Salar (BCB	51.75	51.75	0.00	2,200.00	2,148.25	10.40	01-2-01100-213-003
01-2-01100-219-001	Early Retirement -ES (BCBS-DBe	0.00	0.00	0.00	250.00	250.00	0.00	01-2-01100-219-001
01-2-01100-219-002	Early Retirement -HS (BCBS-DBe	0.00	0.00	0.00	750.00	750.00	0.00	01-2-01100-219-002
01-2-01100-221-000	Regular Instruction-Social Security	0.00	0.00	0.00	75.00	75.00	0.00	01-2-01100-221-000
	Payments for T							
01-2-01100-221-001	Regular Instruction-Social Security	7,763.63	15,483.77	0.00	98,000.00	82,516.23	23.66	01-2-01100-221-001
	Payments for T							
01-2-01100-221-002	Regular Instruction-Social Security	6,171.64	12,474.33	0.00	84,000.00	71,525.67	22.20	01-2-01100-221-002
	Payments for T							
01-2-01100-221-003	Regular Instruction-Social Security	4,632.75	9,247.75	0.00	60,000.00	50,752.25	23.14	01-2-01100-221-003
	Payments for T							
01-2-01100-222-001	Regular Instruction-Addit (FIC	258.77	290.14	0.00	3,450.00	3,159.86	15.91	01-2-01100-222-001
01-2-01100-222-002	Regular Instruction-Salar (FIC	540.40	743.99	0.00	4,600.00	3,856.01	26.13	01-2-01100-222-002
01-2-01100-222-003	Regular Instruction-Addit (FIC	368.54	368.54	0.00	1,100.00	731.46	67.01	01-2-01100-222-003
01-2-01100-223-001	Regular Instruction-Social Security	343.25	402.81	0.00	4,500.00	4,097.19	16.12	01-2-01100-223-001
	Payments for S							
01-2-01100-223-002	Regular Instruction-Social Security	601.54	698.32	0.00	3,300.00	2,601.68	29.51	01-2-01100-223-002
	Payments for S							
01-2-01100-223-003	Regular Instruction-Social Security	134.08	147.85	0.00	1,900.00	1,752.15	15.32	01-2-01100-223-003
	Payments for S							
01-2-01100-229-000	Regular Instruction-Early (FIC	0.00	0.00	0.00	250.00	250.00	0.00	01-2-01100-229-000
01-2-01100-229-001	Early Retirement -ES (FICA)	0.00	0.00	0.00	200.00	200.00	0.00	01-2-01100-229-001
01-2-01100-229-002	Early Retirement -HS (FICA)	0.00	0.00	0.00	250.00	250.00	0.00	01-2-01100-229-002
01-2-01100-231-000	Regular Instruction-Retirement	0.00	0.00	0.00	100.00	100.00	0.00	01-2-01100-231-000
	Contributions for T							
01-2-01100-231-001	Regular Instruction-Retirement	5,798.63	11,567.33	0.00	92,000.00	80,432.67	18.83	01-2-01100-231-001
	Contributions for T							
01-2-01100-231-002	Regular Instruction-Retirement	4,635.22	9,270.39	0.00	80,000.00	70,729.61	17.38	01-2-01100-231-002
	Contributions for T							
01-2-01100-231-003	Regular Instruction-Retirement	3,457.65	6,897.78	0.00	55,650.00	48,752.22	18.61	01-2-01100-231-003
	Contributions for T							
01-2-01100-232-002	Regular Instruction-Salar (NPE	419.52	622.13	0.00	4,750.00	4,127.87	21.15	01-2-01100-232-002
01-2-01100-233-001	Regular Instruction-Retirement	39.78	39.78	0.00	1,100.00	1,060.22	5.70	01-2-01100-233-001
	Contributions for S							
01-2-01100-233-002	Regular Instruction-Retirement	23.13	23.13	0.00	750.00	726.87	4.20	01-2-01100-233-002
	Contributions for S							
01-2-01100-233-003	Regular Instruction-Retirement	6.81	6.81	0.00	400.00	393.19	6.41	01-2-01100-233-003
	Contributions for S							
01-2-01100-237-000	Regular Instruction-Increased	0.00	0.00	0.00	100.00	100.00	0.00	01-2-01100-237-000
	Retirement Contrib							

Chase Revenue and Expenditure Report

Printed: 11/07/2025 11:10:04AM
Chase County Schools

General 01								
Account Type	X	Expense						
Source of Revenue/Functi								
Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
01-2-01100-237-001	Regular Instruction-Increased Retirement Contrib	2,653.81	5,275.93	0.00	33,000.00	27,724.07	23.95	01-2-01100-237-001
01-2-01100-237-002	Regular Instruction-Salar (NPE	2,308.13	4,507.10	0.00	30,250.00	25,742.90	22.45	01-2-01100-237-002
01-2-01100-237-003	Regular Instruction-Salar (NPE	1,574.75	3,138.44	0.00	20,034.00	16,895.56	23.55	01-2-01100-237-003
01-2-01100-239-000	Regular Instruction-Early Retirement or Termination	0.00	0.00	0.00	3,000.00	3,000.00	0.00	01-2-01100-239-000
01-2-01100-239-001	Early Retirement -ES	0.00	0.00	0.00	2,000.00	2,000.00	0.00	01-2-01100-239-001
01-2-01100-239-002	Early Retirement -HS	0.00	0.00	0.00	3,000.00	3,000.00	0.00	01-2-01100-239-002
01-2-01100-281-000	Regular Instruction-Health Benefits Paid for Teach	0.00	0.00	0.00	600.00	600.00	0.00	01-2-01100-281-000
01-2-01100-281-001	Regular Instruction-Health Benefits Paid for Teach	1,717.13	2,853.80	0.00	20,150.00	17,296.20	21.22	01-2-01100-281-001
01-2-01100-281-002	Regular Instruction-Health Benefits Paid for Teach	1,864.50	3,102.47	0.00	22,250.00	19,147.53	19.91	01-2-01100-281-002
01-2-01100-281-003	Regular Instruction-Health Benefits Paid for Teach	1,149.82	1,856.98	0.00	12,200.00	10,343.02	20.97	01-2-01100-281-003
01-2-01100-282-002	Regular Instruction-Salar (HSA	0.00	0.00	0.00	100.00	100.00	0.00	01-2-01100-282-002
01-2-01100-283-001	Regular Instruction-Salar (HSA	13.62	13.62	0.00	500.00	486.38	5.29	01-2-01100-283-001
01-2-01100-283-002	Regular Instruction-Salar (HSA	18.48	18.48	0.00	600.00	581.52	4.34	01-2-01100-283-002
01-2-01100-283-003	Regular Instruction-Salar (HSA	7.43	7.43	0.00	350.00	342.57	8.99	01-2-01100-283-003
01-2-01100-289-001	Early Retirement -ES (HSA)	0.00	0.00	0.00	50.00	50.00	0.00	01-2-01100-289-001
01-2-01100-289-002	Early Retirement -HS (HSA-Pinn	0.00	0.00	0.00	75.00	75.00	0.00	01-2-01100-289-002
01-2-01100-580-000	Regular Instruction-Travel	0.00	0.00	0.00	8,000.00	8,000.00	33.89	01-2-01100-580-000
01-2-01100-580-001	Regular Instruction-Travel	367.70	367.70	378.00	12,000.00	11,254.30	6.21	01-2-01100-580-001
01-2-01100-580-002	Regular Instruction-Travel	10.26	10.26	0.00	4,000.00	3,989.74	0.26	01-2-01100-580-002
01-2-01100-580-003	Regular Instruction-Travel	0.00	112.00	0.00	1,000.00	888.00	11.20	01-2-01100-580-003
01-2-01100-610-000	Regular Instruction-General Supplies	3,949.45	4,523.70	2,034.56	30,000.00	23,441.74	26.66	01-2-01100-610-000
01-2-01100-610-001	Regular Instruction-General Supplies	693.89	693.89	0.00	12,000.00	11,306.11	5.78	01-2-01100-610-001
01-2-01100-610-001-06	Regular Instruction-General Supplies-English 7-12	15.64	86.40	327.34	3,000.00	2,586.26	16.10	01-2-01100-610-001-06
01-2-01100-610-001-08	Regular Instruction-General Supplies-Math 7-12	0.00	0.00	0.00	2,500.00	2,500.00	0.00	01-2-01100-610-001-08
01-2-01100-610-001-10	Regular Instruction-General Supplies-Science 7-12	115.28	1,196.33	3,037.28	10,000.00	5,766.39	50.08	01-2-01100-610-001-10
01-2-01100-610-001-12	Regular Instruction-General Supplies-Social S 7-12	0.00	0.00	0.00	2,000.00	2,000.00	0.59	01-2-01100-610-001-12
01-2-01100-610-001-14	Regular Instruction-General Supplies-Art 7-12	0.00	1,523.64	234.73	6,000.00	4,241.63	32.02	01-2-01100-610-001-14

Chase Revenue and Expenditure Report

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Chase County Schools

General 01								
Account Type	X	Expense						
Source of Revenue/Functi								
Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
01-2-01100-610-001-16	Regular Instruction-General Supplies-Music 7-12	0.00	84.93	0.00	6,000.00	5,915.07	5.60	01-2-01100-610-001-16
01-2-01100-610-001-18	Regular Instruction-General Supplies-Band 7-12	598.19	598.19	828.54	4,000.00	2,573.27	46.72	01-2-01100-610-001-18
01-2-01100-610-001-20	Regular Instruction-General Supplies-PE 7-12	0.00	0.00	0.00	4,500.00	4,500.00	0.00	01-2-01100-610-001-20
01-2-01100-610-001-21	Regular Instruction-General Supplies-STEM	399.00	456.16	21.10	2,500.00	2,022.74	29.85	01-2-01100-610-001-21
01-2-01100-610-001-22	Regular Instruction-General Supplies-Family Consum	1,146.85	1,146.85	99.15	15,000.00	13,754.00	16.82	01-2-01100-610-001-22
01-2-01100-610-001-23	Regular Instruction-General Supplies-Woods	1,900.75	1,983.91	245.00	12,000.00	9,771.09	31.33	01-2-01100-610-001-23
01-2-01100-610-001-24	Regular Instruction-General Supplies-Ag	671.29	761.29	2,973.28	12,500.00	8,765.43	30.73	01-2-01100-610-001-24
01-2-01100-610-001-25	Regular Instruction-General Supplies-Spanish	169.36	184.35	0.00	1,500.00	1,315.65	26.69	01-2-01100-610-001-25
01-2-01100-610-001-26	Regular Instruction-General Supplies-Business	1,717.43	1,743.07	68.42	3,500.00	1,688.51	53.85	01-2-01100-610-001-26
01-2-01100-610-001-28	Regular Instruction-General Supplies-Technology	615.25	673.73	299.98	3,500.00	2,526.29	33.70	01-2-01100-610-001-28
01-2-01100-610-001-29	Regular Instruction-General Supplies-JAG	0.00	167.36	0.00	2,500.00	2,332.64	6.69	01-2-01100-610-001-29
01-2-01100-610-001-30	Regular Instruction-General Supplies-Yearbook	25.86	25.86	3,017.00	2,005.00	(1,037.86)	311.86	01-2-01100-610-001-30
01-2-01100-610-002	Regular Instruction-General Supplies	60.00	60.00	0.00	6,000.00	5,940.00	4.32	01-2-01100-610-002
01-2-01100-610-002-00	Regular Instruction-General Supplies-Kindergarten	0.00	573.20	0.00	3,000.00	2,426.80	20.05	01-2-01100-610-002-00
01-2-01100-610-002-01	Regular Instruction-General Supplies-First Grade	0.00	0.00	96.50	3,000.00	2,903.50	10.74	01-2-01100-610-002-01
01-2-01100-610-002-02	Regular Instruction-General Supplies-Second Grade	0.00	0.00	577.58	3,000.00	2,422.42	19.25	01-2-01100-610-002-02
01-2-01100-610-002-03	Regular Instruction-General Supplies-Third Grade	0.00	0.00	0.00	3,000.00	3,000.00	18.87	01-2-01100-610-002-03
01-2-01100-610-002-04	Regular Instruction-General Supplies-Fourth Grade	180.80	557.81	35.87	3,000.00	2,406.32	34.05	01-2-01100-610-002-04
01-2-01100-610-002-09	Regular Instruction-General Supplies-Science 5-6	0.00	0.00	0.00	2,000.00	2,000.00	0.00	01-2-01100-610-002-09
01-2-01100-610-002-13	Regular Instruction-General Supplies-Art K-6	0.00	0.00	149.00	9,000.00	8,851.00	1.66	01-2-01100-610-002-13

Chase Revenue and Expenditure Report

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Chase County Schools

General 01									
Account Type		X	Expense						
Source of Revenue/Functi									
Account	Description		M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
01-2-01100-610-002-15		Regular Instruction-General Supplies-Music K-6	1,029.99	1,029.99	679.34	3,000.00	1,290.67	71.03	01-2-01100-610-002-15
01-2-01100-610-002-19		Regular Instruction-General Supplies-PE K-6	0.00	0.00	2,183.89	3,000.00	816.11	72.80	01-2-01100-610-002-19
01-2-01100-610-003		Regular Instruction-General Supplies	17.65	17.65	0.00	4,500.00	4,482.35	0.39	01-2-01100-610-003
01-2-01100-610-003-05		Regular Instruction-General Supplies-English 5-6	237.02	379.24	253.67	1,500.00	867.09	42.19	01-2-01100-610-003-05
01-2-01100-610-003-06		Regular Instruction-General Supplies-English 7-12	0.00	33.68	0.00	2,000.00	1,966.32	1.68	01-2-01100-610-003-06
01-2-01100-610-003-07		Regular Instruction-General Supplies-Math 5-6	0.00	0.00	0.00	2,000.00	2,000.00	0.00	01-2-01100-610-003-07
01-2-01100-610-003-08		Regular Instruction-General Supplies-Math 7-12	29.97	29.97	0.00	2,000.00	1,970.03	1.50	01-2-01100-610-003-08
01-2-01100-610-003-09		Regular Instruction-General Supplies-Science 5-6	376.01	421.58	0.00	2,000.00	1,578.42	24.07	01-2-01100-610-003-09
01-2-01100-610-003-10		Regular Instruction-General Supplies-Science 7-12	0.00	0.00	0.00	1,000.00	1,000.00	0.00	01-2-01100-610-003-10
01-2-01100-610-003-11		Regular Instruction-General Supplies-Social St 5-6	0.00	0.00	0.00	1,500.00	1,500.00	0.00	01-2-01100-610-003-11
01-2-01100-610-003-12		Regular Instruction-General Supplies-Social S 7-12	0.00	0.00	0.00	1,000.00	1,000.00	0.00	01-2-01100-610-003-12
01-2-01100-610-003-13		Regular Instruction-General Supplies-Art K-6	0.00	0.00	93.61	1,000.00	906.39	9.36	01-2-01100-610-003-13
01-2-01100-610-003-14		Regular Instruction-General Supplies-Art 7-12	0.00	102.92	0.00	1,500.00	1,397.08	12.19	01-2-01100-610-003-14
01-2-01100-610-003-16		Regular Instruction-General Supplies-Music 7-12	0.00	0.00	0.00	500.00	500.00	0.00	01-2-01100-610-003-16
01-2-01100-610-003-17		Regular Instruction-General Supplies-Band 5-6	884.30	884.30	467.74	14,000.00	12,647.96	9.66	01-2-01100-610-003-17
01-2-01100-610-003-18		Regular Instruction-General Supplies-Band 7-12	0.00	0.00	0.00	2,000.00	2,000.00	0.00	01-2-01100-610-003-18
01-2-01100-610-003-19		Regular Instruction-General Supplies-PE K-6	0.00	0.00	0.00	750.00	750.00	0.00	01-2-01100-610-003-19
01-2-01100-640-000		Regular Instruction-Books and Periodical	0.00	196.80	0.00	2,500.00	2,303.20	7.87	01-2-01100-640-000
01-2-01100-640-001		Regular Instruction-Books and Periodical	8,765.28	14,379.25	8,003.99	100,000.00	77,616.76	22.42	01-2-01100-640-001
01-2-01100-640-002		Regular Instruction-Books and Periodical	378.98	378.98	2,349.36	100,000.00	97,271.66	4.04	01-2-01100-640-002

Chase Revenue and Expenditure Report

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Chase County Schools

General 01								
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Source of Revenue/Functi								
Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
01-2-01100-640-003	Regular Instruction-Books and Periodical	0.00	0.00	0.00	500.00	500.00	0.00	01-2-01100-640-003
01-2-01100-643-000	Regular Instruction-Web/Cloud Based Software	0.00	0.00	0.00	45,000.00	45,000.00	0.00	01-2-01100-643-000
01-2-01100-733-000	Regular Instruction - Furniture & Fixtures	0.00	39.59	0.00	500.00	460.41	7.92	01-2-01100-733-000
01-2-01100-733-001	Regular Instruction-Furniture and Fixtures	0.00	0.00	0.00	500.00	500.00	0.00	01-2-01100-733-001
01-2-01100-733-002	Regular Instruction-Furniture and Fixtures	0.00	0.00	0.00	500.00	500.00	5.60	01-2-01100-733-002
01-2-01100-734-000	Regular Instruction-Technology-Related Hardware	6,739.87	8,663.96	2,850.32	130,000.00	118,485.72	9.30	01-2-01100-734-000
01-2-01100-734-001	Regular Instruction-Technology-Related Hardware	0.00	0.00	0.00	500.00	500.00	0.00	01-2-01100-734-001
01-2-01100-734-002	Regular Instruction-Technology-Related Hardware	0.00	0.00	0.00	500.00	500.00	0.00	01-2-01100-734-002
01-2-01100-734-003	Regular Instruction-Technology-Related Hardware	0.00	0.00	0.00	100.00	100.00	0.00	01-2-01100-734-003
01-2-01100-735-000	Regular Instruction-Technology Software	1,820.00	1,926.46	200.00	40,000.00	37,873.54	6.09	01-2-01100-735-000
01-2-01100-735-001	Regular Instruction-Technology Software	0.00	0.00	390.00	6,000.00	5,610.00	6.50	01-2-01100-735-001
01-2-01100-735-002	Regular Instruction-Technology Software	0.00	0.00	0.00	10,000.00	10,000.00	0.00	01-2-01100-735-002
01-2-01100-735-003	Regular Instruction-Technology Software	0.00	0.00	0.00	100.00	100.00	0.00	01-2-01100-735-003
01-2-01100-810-000	Regular Instruction-Dues and Fees	1,971.06	2,011.06	0.00	5,000.00	2,988.94	46.22	01-2-01100-810-000
01-2-01100-810-001	Regular Instruction-Dues and Fees	255.00	505.00	0.00	2,500.00	1,995.00	30.12	01-2-01100-810-001
01-2-01100-810-002	Regular Instruction-Dues and Fees	0.00	0.00	205.00	2,000.00	1,795.00	17.40	01-2-01100-810-002
01-2-01100-810-003	Regular Instruction-Dues and Fees	0.00	0.00	0.00	1,000.00	1,000.00	0.00	01-2-01100-810-003
01-2-01100-890-000	Regular Instruction-Miscellaneous Expenditures	0.00	0.00	0.00	3,250.00	3,250.00	0.00	01-2-01100-890-000
01-2-01100-890-001	Regular Instruction-Miscellaneous Expenditures	0.00	0.00	0.00	4,000.00	4,000.00	0.00	01-2-01100-890-001
01-2-01100-890-002	Regular Instruction-Miscellaneous Expenditures	0.00	0.00	0.00	250.00	250.00	0.00	01-2-01100-890-002

Chase Revenue and Expenditure Report

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Chase County Schools

General 01								
Account Type	X	Expense						
Source of Revenue/Functi								
Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
01-2-01150-111-000	Limited English Proficiency Programs-Salaries of R	2,169.58	4,339.16	0.00	0.00	(4,339.16)	0.00	01-2-01150-111-000
01-2-01150-111-001	Limited English Proficiency Programs-Salaries of R	5,415.42	10,830.84	0.00	60,000.00	49,169.16	27.08	01-2-01150-111-001
01-2-01150-111-002	Limited English Proficiency Programs-Salaries of R	0.00	0.00	0.00	27,000.00	27,000.00	0.00	01-2-01150-111-002
01-2-01150-123-000	Limited English Proficiency Programs-Salaries of T	2,047.50	3,517.50	0.00	25,000.00	21,482.50	14.21	01-2-01150-123-000
01-2-01150-211-000	Limited English Proficiency Programs-Group Insuran	875.80	1,770.26	0.00	0.00	(1,770.26)	0.00	01-2-01150-211-000
01-2-01150-211-001	Limited English Proficiency Programs-Group Insuran	50.25	91.08	0.00	0.00	(91.08)	0.00	01-2-01150-211-001
01-2-01150-211-002	Limited English Proficiency Programs-Group Insuran	0.00	0.00	0.00	9,900.00	9,900.00	0.00	01-2-01150-211-002
01-2-01150-213-000	Limited English Proficien (BCB	6.84	6.84	0.00	650.00	643.16	1.05	01-2-01150-213-000
01-2-01150-221-000	Limited English Proficiency Programs-Social Securi	159.05	317.93	0.00	0.00	(317.93)	0.00	01-2-01150-221-000
01-2-01150-221-001	Limited English Proficiency Programs-Social Securi	414.28	828.56	0.00	0.00	(828.56)	0.00	01-2-01150-221-001
01-2-01150-221-002	Limited English Proficiency Programs-Social Securi	0.00	0.00	0.00	5,750.00	5,750.00	0.00	01-2-01150-221-002
01-2-01150-223-000	Limited English Proficiency Programs-Social Securi	156.57	269.03	0.00	3,300.00	3,030.97	8.23	01-2-01150-223-000
01-2-01150-231-000	Limited English Proficiency Programs-Retirement Co	120.53	241.06	0.00	0.00	(241.06)	0.00	01-2-01150-231-000
01-2-01150-231-001	Limited English Proficiency Programs-Retirement Co	300.83	601.66	0.00	0.00	(601.66)	0.00	01-2-01150-231-001
01-2-01150-231-002	Limited English Proficiency Programs-Retirement Co	0.00	0.00	0.00	5,600.00	5,600.00	0.00	01-2-01150-231-002
01-2-01150-233-000	Limited English Proficiency Programs-Retirement Co	2.10	2.10	0.00	3,250.00	3,247.90	0.06	01-2-01150-233-000
01-2-01150-237-000	Limited English Proficiency Programs-Increased Ret	55.74	110.53	0.00	1,250.00	1,139.47	13.23	01-2-01150-237-000
01-2-01150-237-001	Limited English Proficien (NPE	136.74	273.48	0.00	0.00	(273.48)	0.00	01-2-01150-237-001
01-2-01150-237-002	Limited English Proficien (NPE	0.00	0.00	0.00	2,000.00	2,000.00	0.00	01-2-01150-237-002
01-2-01150-281-000	Limited English Proficiency Programs-Health Benefi	574.29	701.47	0.00	500.00	(201.47)	165.73	01-2-01150-281-000
01-2-01150-283-000	Limited English Proficien (HSA	0.96	0.96	0.00	50.00	49.04	1.92	01-2-01150-283-000
01-2-01150-580-000	Limited English Proficiency Programs-Travel	0.00	0.00	0.00	750.00	750.00	0.00	01-2-01150-580-000

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General 01								
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Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
01-2-01150-610-000	Limited English Proficiency Programs-General Suppl	0.00	0.00	0.00	3,000.00	3,000.00	9.31	01-2-01150-610-000
01-2-01150-735-000	Limited English Proficiency - Technology Software	0.00	0.00	0.00	3,000.00	3,000.00	0.00	01-2-01150-735-000
01-2-01150-890-000	Limited English Proficiency Programs-Miscellaneous	0.00	0.00	0.00	1,000.00	1,000.00	0.00	01-2-01150-890-000
01-2-01160-110-000	Poverty Programs-Salaries of Regular Employees Pai	3,761.11	7,309.31	0.00	0.00	(7,309.31)	0.00	01-2-01160-110-000
01-2-01160-111-001	Poverty Programs-Salaries of Regular Employees Pai	5,131.92	10,263.84	0.00	0.00	(10,263.84)	0.00	01-2-01160-111-001
01-2-01160-111-003	Poverty Programs-Salaries of Regular Employees Pai	1,710.65	3,421.30	0.00	0.00	(3,421.30)	0.00	01-2-01160-111-003
01-2-01160-210-000	Poverty Programs-Group Insurance for Non-Instructi	1,705.16	3,409.78	0.00	0.00	(3,409.78)	0.00	01-2-01160-210-000
01-2-01160-211-001	Poverty Programs-Group Insurance for Teachers/Prof	1,687.70	3,374.66	0.00	0.00	(3,374.66)	0.00	01-2-01160-211-001
01-2-01160-211-003	Poverty Programs-Group Insurance for Teachers/Prof	562.56	1,124.88	0.00	0.00	(1,124.88)	0.00	01-2-01160-211-003
01-2-01160-220-000	Poverty Programs-Social Security Payments for Non-	284.31	552.33	0.00	0.00	(552.33)	0.00	01-2-01160-220-000
01-2-01160-221-001	Poverty Programs-Social Security Payments for Teac	382.12	764.24	0.00	0.00	(764.24)	0.00	01-2-01160-221-001
01-2-01160-221-003	Poverty Programs-Social Security Payments for Teac	127.37	254.74	0.00	0.00	(254.74)	0.00	01-2-01160-221-003
01-2-01160-230-000	Poverty Programs-Retirement Contributions for Non-	208.93	406.03	0.00	0.00	(406.03)	0.00	01-2-01160-230-000
01-2-01160-231-001	Poverty Programs-Retirement Contributions for Teac	285.07	570.14	0.00	0.00	(570.14)	0.00	01-2-01160-231-001
01-2-01160-231-003	Poverty Programs-Retirement Contributions for Teac	95.02	190.04	0.00	0.00	(190.04)	0.00	01-2-01160-231-003
01-2-01160-237-000	Poverty Programs-Increased Retirement Contribution	94.97	184.56	0.00	0.00	(184.56)	0.00	01-2-01160-237-000
01-2-01160-237-001	Poverty Programs-Increased Retirement Contribution	129.57	259.14	0.00	0.00	(259.14)	0.00	01-2-01160-237-001
01-2-01160-237-003	Poverty Programs-Increased Retirement Contribution	43.19	86.38	0.00	0.00	(86.38)	0.00	01-2-01160-237-003
01-2-01200-111-001	Special Education Instructional Programs - School	11,234.59	22,469.18	0.00	135,500.00	113,030.82	24.87	01-2-01200-111-001
01-2-01200-111-002	Special Education Instructional Programs - School	1,787.50	4,228.24	0.00	22,000.00	17,771.76	27.34	01-2-01200-111-002

Chase Revenue and Expenditure Report

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Chase County Schools

General 01								
Account Type	X	Expense						
Source of Revenue/Functi								
Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
01-2-01200-111-003	Special Education Instructional Programs - School	5,719.59	11,439.18	0.00	69,000.00	57,560.82	24.87	01-2-01200-111-003
01-2-01200-112-001	Special Education Instructional Programs - School	6,570.87	10,277.06	0.00	92,995.00	82,717.94	17.60	01-2-01200-112-001
01-2-01200-112-002	Special Education Instructional Programs - School	17,051.79	24,217.80	0.00	224,000.00	199,782.20	18.82	01-2-01200-112-002
01-2-01200-112-003	Special Education Instructional Programs - School	8,499.98	12,264.02	0.00	68,000.00	55,735.98	30.08	01-2-01200-112-003
01-2-01200-122-001	Special Education Instructional Programs - School	983.63	1,246.69	0.00	6,500.00	5,253.31	39.65	01-2-01200-122-001
01-2-01200-122-002	Special Education Instructional Programs - School	180.00	270.00	0.00	4,500.00	4,230.00	18.00	01-2-01200-122-002
01-2-01200-122-003	Special Education Instructional Programs - School	0.00	0.00	0.00	275.00	275.00	16.36	01-2-01200-122-003
01-2-01200-123-001	Special Education Instructional Programs - School	75.00	75.00	0.00	3,500.00	3,425.00	9.71	01-2-01200-123-001
01-2-01200-123-002	Special Education Instructional Programs - School	0.00	0.00	0.00	1,100.00	1,100.00	27.27	01-2-01200-123-002
01-2-01200-123-003	Special Education Instructional Programs - School	0.00	0.00	0.00	2,500.00	2,500.00	3.20	01-2-01200-123-003
01-2-01200-211-001	Special Education Instructional Programs - School	4,522.77	9,031.48	0.00	54,000.00	44,968.52	25.09	01-2-01200-211-001
01-2-01200-211-002	Special Education Instructional Programs - School	247.86	487.92	0.00	11,500.00	11,012.08	6.36	01-2-01200-211-002
01-2-01200-211-003	Special Education Instructional Programs - School	274.74	520.76	0.00	3,600.00	3,079.24	21.70	01-2-01200-211-003
01-2-01200-212-001	ES-Aide SPED Health Ins	664.24	1,326.40	0.00	16,000.00	14,673.60	12.44	01-2-01200-212-001
01-2-01200-212-002	HS-Aide SPED Health Ins	669.88	1,316.17	0.00	16,000.00	14,683.83	12.34	01-2-01200-212-002
01-2-01200-212-003	MS-Aide SPED Health Ins	23.85	39.57	0.00	175.00	135.43	33.97	01-2-01200-212-003
01-2-01200-213-001	Special Education Instruc (BCB	0.38	0.38	0.00	50.00	49.62	0.76	01-2-01200-213-001
01-2-01200-213-003	Special Education Instruc (BCB	0.00	0.00	0.00	125.00	125.00	0.00	01-2-01200-213-003
01-2-01200-221-001	Special Education Instructional Programs - School	835.55	1,671.10	0.00	9,700.00	8,028.90	25.84	01-2-01200-221-001
01-2-01200-221-002	Special Education Instructional Programs - School	135.46	320.90	0.00	2,750.00	2,429.10	16.59	01-2-01200-221-002
01-2-01200-221-003	Special Education Instructional Programs - School	436.21	872.44	0.00	6,200.00	5,327.56	21.11	01-2-01200-221-003
01-2-01200-222-001	ES-Aide SPED SS	537.16	800.04	0.00	5,750.00	4,949.96	23.10	01-2-01200-222-001
01-2-01200-222-002	HS-Aide SPED SS	1,257.26	1,751.25	0.00	12,000.00	10,248.75	25.87	01-2-01200-222-002
01-2-01200-222-003	MS-Aide SPED SS	648.57	934.88	0.00	5,000.00	4,065.12	31.27	01-2-01200-222-003
01-2-01200-223-001	Special Education Instruc (FIC	5.75	5.75	0.00	200.00	194.25	13.02	01-2-01200-223-001

Chase Revenue and Expenditure Report

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Chase County Schools

General 01								
Account Type	X	Expense						
Source of Revenue/Functi								
Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
01-2-01200-223-002	HS-Sub SPED SS	0.00	0.00	0.00	125.00	125.00	18.35	01-2-01200-223-002
01-2-01200-223-003	MS-Sub SPED SS	0.00	0.00	0.00	175.00	175.00	3.50	01-2-01200-223-003
01-2-01200-231-001	Special Education Instructional Programs - School	624.08	1,248.16	0.00	9,280.00	8,031.84	20.18	01-2-01200-231-001
01-2-01200-231-002	Special Education Instructional Programs - School	99.30	234.89	0.00	2,350.00	2,115.11	14.22	01-2-01200-231-002
01-2-01200-231-003	Special Education Instructional Programs - School	317.70	635.42	0.00	5,800.00	5,164.58	16.43	01-2-01200-231-003
01-2-01200-232-001	ES-Aide SPED NPERS	365.01	570.89	0.00	7,000.00	6,429.11	12.99	01-2-01200-232-001
01-2-01200-232-002	HS-Aide SPED NPERS	947.24	1,345.31	0.00	13,000.00	11,654.69	18.01	01-2-01200-232-002
01-2-01200-232-003	MS-Aide SPED NPERS	472.17	681.25	0.00	5,000.00	4,318.75	22.73	01-2-01200-232-003
01-2-01200-233-001	Special Education Instruc (NPE	4.18	4.18	0.00	150.00	145.82	2.79	01-2-01200-233-001
01-2-01200-233-003	Special Education Instruc (NPE	0.00	0.00	0.00	50.00	50.00	0.00	01-2-01200-233-003
01-2-01200-237-001	Special Education Instruc (NPE	451.49	828.75	0.00	5,250.00	4,421.25	24.12	01-2-01200-237-001
01-2-01200-237-002	Special Education Instruc (NPE	475.69	718.26	0.00	5,000.00	4,281.74	24.33	01-2-01200-237-002
01-2-01200-237-003	Special Education Instruc (NPE	359.04	598.51	0.00	3,750.00	3,151.49	25.33	01-2-01200-237-003
01-2-01200-281-001	Special Education Instruc (HSA	316.53	633.06	0.00	3,800.00	3,166.94	24.99	01-2-01200-281-001
01-2-01200-281-002	HS-Teach SPED HRA	33.16	66.32	0.00	1,000.00	933.68	9.95	01-2-01200-281-002
01-2-01200-281-003	MS-Teach SPED HRA	34.17	68.34	0.00	3,500.00	3,431.66	2.93	01-2-01200-281-003
01-2-01200-282-001	ES-Aide SPED HRA	0.00	0.00	0.00	500.00	500.00	0.00	01-2-01200-282-001
01-2-01200-282-003	MS-Aide SPED HRA	0.00	0.00	0.00	900.00	900.00	0.00	01-2-01200-282-003
01-2-01200-283-001	Special Education Instruc (HSA	0.00	0.00	0.00	50.00	50.00	0.00	01-2-01200-283-001
01-2-01200-283-003	Special Education Instruc (HSA	0.00	0.00	0.00	25.00	25.00	0.00	01-2-01200-283-003
01-2-01200-320-000	Special Education Instructional Programs - School	3,734.56	7,469.12	0.00	45,000.00	37,530.88	24.90	01-2-01200-320-000
01-2-01200-540-000	Special Education Instructional Programs - School	0.00	0.00	0.00	750.00	750.00	0.00	01-2-01200-540-000
01-2-01200-562-002	SPED tuition to other schools	0.00	0.00	0.00	13,500.00	13,500.00	0.00	01-2-01200-562-002
01-2-01200-580-000	Special Education Instructional Programs - School	0.00	0.00	0.00	600.00	600.00	0.00	01-2-01200-580-000
01-2-01200-580-001	Special Education Instructional Programs - School	0.00	0.00	0.00	100.00	100.00	0.00	01-2-01200-580-001
01-2-01200-580-002	Special Education Instructional Programs - School	147.00	231.00	0.00	2,600.00	2,369.00	8.88	01-2-01200-580-002
01-2-01200-591-000	Special Education Instructional Programs - School	0.00	0.00	0.00	700.00	700.00	0.00	01-2-01200-591-000
01-2-01200-610-000	Special Education Instructional Programs - School	0.00	0.00	0.00	250.00	250.00	0.00	01-2-01200-610-000
01-2-01200-610-001	Special Education Instructional Programs - School	0.00	1,695.00	1,760.98	5,000.00	1,544.02	69.12	01-2-01200-610-001

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Chase County Schools

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Source of Revenue/Functi								
Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
01-2-01200-610-002	Special Education Instructional Programs - School	412.82	412.82	1,706.70	4,500.00	2,380.48	61.35	01-2-01200-610-002
01-2-01200-610-003	Special Education Instructional Programs - School	309.38	309.38	37.09	4,150.00	3,803.53	9.09	01-2-01200-610-002
01-2-01200-640-001	Special Education Instructional Programs - School	0.00	0.00	0.00	50.00	50.00	0.00	01-2-01200-640-001
01-2-01200-640-002	Special Education Instructional Programs - School	0.00	0.00	0.00	1,100.00	1,100.00	0.00	01-2-01200-640-002
01-2-01200-733-000	Special Education Instructional Programs - School	1,121.97	1,121.97	0.00	250.00	(871.97)	448.79	01-2-01200-733-000
01-2-01200-733-003	Special Education Instructional Programs - School	0.00	0.00	0.00	150.00	150.00	0.00	01-2-01200-733-003
01-2-01200-734-000	Special Education Instructional Programs - School	0.00	0.00	1,098.00	900.00	(198.00)	122.00	01-2-01200-734-000
01-2-01200-810-000	Special Education Instructional Programs - School	0.00	0.00	0.00	5,000.00	5,000.00	0.00	01-2-01200-810-000
01-2-01200-810-001	Special Education Instructional Programs - School	0.00	0.00	0.00	100.00	100.00	0.00	01-2-01200-810-001
01-2-01200-810-002	Special Education Instructional Programs - School	0.00	0.00	0.00	275.00	275.00	0.00	01-2-01200-810-002
01-2-01291-332-000	Special Education Instructional Programs - 3 to 5	343.23	686.46	0.00	200.00	(486.46)	514.85	01-2-01291-332-000
01-2-01291-591-000	Special Education Instructional Programs - 3 to 5	0.00	0.00	0.00	200.00	200.00	0.00	01-2-01291-591-000
01-2-02120-111-001	Guidance Services-Salaries of Regular Employees Pa	0.00	0.00	0.00	65,000.00	65,000.00	0.00	01-2-02120-111-001
01-2-02120-111-002	Guidance Services-Salaries of Regular Employees Pa	4,753.44	9,506.88	0.00	60,000.00	50,493.12	23.77	01-2-02120-111-002
01-2-02120-111-003	Guidance Services-Salaries of Regular Employees Pa	1,584.48	3,168.96	0.00	42,000.00	38,831.04	11.32	01-2-02120-111-003
01-2-02120-211-001	Guidance Services-Group Insurance for Teachers/Pro	0.00	0.00	0.00	22,000.00	22,000.00	0.00	01-2-02120-211-001
01-2-02120-211-002	Guidance Services-Group Insurance for Teachers/Pro	1,694.26	3,386.76	0.00	22,000.00	18,613.24	23.09	01-2-02120-211-002
01-2-02120-211-003	Guidance Services-Salarie (BCB	564.68	1,128.77	0.00	14,000.00	12,871.23	12.09	01-2-02120-211-003
01-2-02120-221-001	Guidance Services-Social Security Payments for Tea	0.00	0.00	0.00	4,750.00	4,750.00	0.00	01-2-02120-221-001
01-2-02120-221-002	Guidance Services-Social Security Payments for Tea	350.16	700.32	0.00	4,250.00	3,549.68	24.72	01-2-02120-221-002
01-2-02120-221-003	Guidance Services-Salarie (FIC	116.70	233.40	0.00	3,150.00	2,916.60	11.11	01-2-02120-221-003

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01-2-02120-231-001	Guidance Services-Retirement Contributions for Tea	0.00	0.00	0.00	4,550.00	4,550.00	0.00	01-2-02120-231-001
01-2-02120-231-002	Guidance Services-Retirement Contributions for Tea	264.05	528.10	0.00	4,000.00	3,471.90	19.80	01-2-02120-231-002
01-2-02120-231-003	Guidance Services-Salarie (NPE	88.01	176.02	0.00	2,950.00	2,773.98	8.95	01-2-02120-231-003
01-2-02120-237-001	Guidance Services-Salarie (NPE	0.00	0.00	0.00	1,601.00	1,601.00	0.00	01-2-02120-237-001
01-2-02120-237-002	Guidance Services-Salarie (NPE	120.03	240.06	0.00	1,391.00	1,150.94	25.89	01-2-02120-237-002
01-2-02120-237-003	Guidance Services-Salarie (NPE	40.00	80.00	0.00	1,060.00	980.00	11.32	01-2-02120-237-003
01-2-02120-281-002	Guidance Services-Salarie (HSA	0.00	0.00	0.00	900.00	900.00	0.00	01-2-02120-281-002
01-2-02120-580-000	Guidance Services-Travel	0.00	227.56	0.00	0.00	(227.56)	0.00	01-2-02120-580-000
01-2-02120-610-000	Guidance Services-General Supplies	0.00	0.00	0.00	1,000.00	1,000.00	0.00	01-2-02120-610-000
01-2-02120-733-000	Guidance Services-Furniture and Fixtures	0.00	0.00	0.00	1,000.00	1,000.00	0.00	01-2-02120-733-000
01-2-02120-810-000	Guidance Services-Dues and Fees	0.00	0.00	0.00	1,750.00	1,750.00	0.00	01-2-02120-810-000
01-2-02130-116-000	Health Services-Salaries of Regular Employees Paid	4,000.00	8,000.00	0.00	52,000.00	44,000.00	23.08	01-2-02130-116-000
01-2-02130-120-000	Health Services-Salaries of Temporary Employees Pa	0.00	150.00	0.00	825.00	675.00	36.36	01-2-02130-120-000
01-2-02130-210-000	Health Services-Group Insurance for Non-Instructio	0.00	0.00	0.00	5.00	5.00	0.00	01-2-02130-210-000
01-2-02130-216-000	Health Services-Salaries (BCB	2,123.01	4,245.44	0.00	26,190.00	21,944.56	24.32	01-2-02130-216-000
01-2-02130-220-000	Health Services-Social Security Payments for Non-I	0.00	11.48	0.00	100.00	88.52	22.96	01-2-02130-220-000
01-2-02130-226-000	Health Services-Salaries (FIC	297.71	595.42	0.00	3,725.00	3,129.58	23.98	01-2-02130-226-000
01-2-02130-236-000	Health Services-Salaries (NPE	222.20	444.40	0.00	3,400.00	2,955.60	19.61	01-2-02130-236-000
01-2-02130-237-000	Health Services-Increased Retirement Contributions	101.00	202.00	0.00	1,300.00	1,098.00	23.31	01-2-02130-237-000
01-2-02130-580-000	Health Services-Travel	0.00	0.00	0.00	400.00	400.00	0.00	01-2-02130-580-000
01-2-02130-610-000	Health Services-General Supplies	719.68	877.35	0.00	1,500.00	622.65	68.86	01-2-02130-610-000
01-2-02130-810-000	Health Services-Dues and Fees	0.00	0.00	0.00	225.00	225.00	0.00	01-2-02130-810-000
01-2-02140-320-000	Psychological Services-Professional Educational Se	0.00	0.00	0.00	90,000.00	90,000.00	0.00	01-2-02140-320-000
01-2-02141-320-000	Psychological Services - SPED - School Age	6,600.42	13,200.84	0.00	7,200.00	(6,000.84)	275.02	01-2-02141-320-000
01-2-02150-610-000	Speech Pathology and Audiology Services-General Su	0.00	0.00	89.00	0.00	(89.00)	0.00	01-2-02150-610-000
01-2-02151-320-000	Speech Pathology & Audiology - SPED - School Age	5,271.00	5,271.00	0.00	0.00	(5,271.00)	0.00	01-2-02151-320-000
01-2-02151-591-000	Speech ESU - school age	(4,366.28)	161.97	0.00	70,000.00	69,838.03	0.65	01-2-02151-591-000
01-2-02161-320-000	OT - SPED - School Age	2,720.25	2,720.25	0.00	0.00	(2,720.25)	0.00	01-2-02161-320-000

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Source of Revenue/Functi								
Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
01-2-02171-320-000	PT Services - SPED School	84.00	84.00	0.00	778.00	694.00	21.59	01-2-02171-320-000
	Age-Professional Educati							
01-2-02213-330-000	Instructional Staff	832.79	1,665.58	0.00	10,000.00	8,334.42	24.98	01-2-02213-330-000
	Training-Employee Training and							
01-2-02213-580-000	Staff Dev Travel (mil,meals,hotel)	0.00	0.00	0.00	3,000.00	3,000.00	0.00	01-2-02213-580-000
01-2-02220-111-000	Library/Media Services-Salaries of Regular Employee	2,861.46	5,722.92	0.00	40,000.00	34,277.08	22.39	01-2-02220-111-000
01-2-02220-112-000	Library/Media Services-Salaries of Regular Employee	2,408.26	3,538.98	0.00	22,000.00	18,461.02	27.15	01-2-02220-112-000
01-2-02220-122-000	Library/Media Services-Salaries of Temporary Emplo	144.00	144.00	0.00	2,000.00	1,856.00	7.20	01-2-02220-122-000
01-2-02220-211-000	Library/Media Services-Group Insurance for Teacher	931.23	1,861.69	0.00	12,000.00	10,138.31	23.44	01-2-02220-211-000
01-2-02220-212-000	Library/Media Services-Group Insurance for Instruc	538.64	1,000.39	0.00	5,225.00	4,224.61	29.46	01-2-02220-212-000
01-2-02220-221-000	Library/Media Services-Social Security Payments fo	143.00	286.00	0.00	2,500.00	2,214.00	18.23	01-2-02220-221-000
01-2-02220-222-000	Library/Media Services-Social Security Payments fo	164.81	225.17	0.00	1,475.00	1,249.83	25.82	01-2-02220-222-000
01-2-02220-231-000	Library/Media Services-Retirement Contributions fo	158.96	317.92	0.00	2,900.00	2,582.08	17.16	01-2-02220-231-000
01-2-02220-232-000	Library/Media Services-Retirement Contributions fo	133.77	196.58	0.00	1,450.00	1,253.42	22.88	01-2-02220-232-000
01-2-02220-237-000	Library/Media Services-Increased Retirement Contri	133.06	233.86	0.00	1,600.00	1,366.14	23.56	01-2-02220-237-000
01-2-02220-281-000	Library/Media Services-Health Benefits Paid for Te	0.00	0.00	0.00	500.00	500.00	0.00	01-2-02220-281-000
01-2-02220-382-000	Library/Media Services-Distance Education & Teleco	0.00	0.00	0.00	24,000.00	24,000.00	0.00	01-2-02220-382-000
01-2-02220-610-000	Library/Media Services-General Supplies	105.96	105.96	0.00	11,090.00	10,984.04	2.07	01-2-02220-610-000
01-2-02220-640-000	Library/Media Services-Books and Periodical	(5.00)	(5.00)	200.85	10,000.00	9,804.15	1.96	01-2-02220-640-000
01-2-02230-116-000	Instruction-Related Technology-Salaries of Regular	5,945.83	11,891.66	0.00	81,510.00	69,618.34	21.88	01-2-02230-116-000
01-2-02230-216-000	Instruction-Related Techn (BCB	1,711.35	3,421.40	0.00	19,000.00	15,578.60	27.01	01-2-02230-216-000
01-2-02230-226-000	Instruction-Related Techn (FIC	431.15	862.30	0.00	6,000.00	5,137.70	21.56	01-2-02230-226-000
01-2-02230-236-000	Instruction-Related Techn (NPE	330.29	660.58	0.00	5,850.00	5,189.42	16.94	01-2-02230-236-000
01-2-02230-237-000	Instruction-Related Technology-Increased Retiremen	150.13	300.26	0.00	2,000.00	1,699.74	22.52	01-2-02230-237-000

Chase Revenue and Expenditure Report

Printed: 11/07/2025 11:10:04AM
Chase County Schools

General 01								
Account Type	X	Expense						
Source of Revenue/Functi								
Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
01-2-02230-286-000	Instruction-Related	0.00	0.00	0.00	900.00	900.00	0.00	01-2-02230-286-000
	Technology-Health Benefits Pai							
01-2-02310-317-000	Board of Education-Contracted	0.00	0.00	0.00	4,000.00	4,000.00	0.00	01-2-02310-317-000
	Legal Services							
01-2-02310-810-000	Board of Education-Dues and Fees	0.00	0.00	0.00	8,000.00	8,000.00	0.00	01-2-02310-810-000
01-2-02320-105-000	Executive Administration-Salaries Paid to Superint	14,666.67	29,333.34	0.00	176,250.00	146,916.66	24.96	01-2-02320-105-000
01-2-02320-110-000	Executive Administration-Salaries of Regular Emplo	4,201.14	7,992.64	0.00	48,400.00	40,407.36	25.41	01-2-02320-110-000
01-2-02320-116-000	Executive Administration-Salaries of Regular Emplo	6,884.17	13,768.34	0.00	82,700.00	68,931.66	24.97	01-2-02320-116-000
01-2-02320-210-000	Executive Administration-Group Insurance for Non-I	2,049.64	4,098.76	0.00	26,540.00	22,441.24	23.17	01-2-02320-210-000
01-2-02320-215-000	Executive Administration-Group Insurance for Super	2,296.39	4,655.05	0.00	28,490.00	23,834.95	24.29	01-2-02320-215-000
01-2-02320-216-000	Executive Administration- (BCB	2,342.21	4,682.44	0.00	28,240.00	23,557.56	24.87	01-2-02320-216-000
01-2-02320-220-000	Executive Administration-Social Security Payments	306.10	580.87	0.00	3,600.00	3,019.13	24.86	01-2-02320-220-000
01-2-02320-225-000	Executive Administration-Social Security Payments	1,110.81	2,221.34	0.00	13,675.00	11,453.66	24.37	01-2-02320-225-000
01-2-02320-226-000	Executive Administration- (FIC	484.63	969.26	0.00	5,975.00	5,005.74	24.33	01-2-02320-226-000
01-2-02320-230-000	Executive Administration-Retirement Contributions	200.04	377.33	0.00	3,065.00	2,687.67	19.02	01-2-02320-230-000
01-2-02320-235-000	Executive Administration-Retirement Contributions	814.72	1,629.45	0.00	12,500.00	10,870.55	19.55	01-2-02320-235-000
01-2-02320-236-000	Executive Administration- (NPE	382.42	764.84	0.00	7,500.00	6,735.16	15.30	01-2-02320-236-000
01-2-02320-237-000	Executive Administration-Increased Retirement Cont	635.09	1,259.84	0.00	7,690.00	6,430.16	24.68	01-2-02320-237-000
01-2-02320-280-000	Executive Administration-Health Benefits Paid for	283.37	566.74	0.00	3,420.00	2,853.26	24.86	01-2-02320-280-000
01-2-02320-580-000	Executive Administration-Travel	459.90	459.90	0.00	5,000.00	4,540.10	9.20	01-2-02320-580-000
01-2-02320-610-000	Executive Administration-General Supplies	0.00	0.00	0.00	9,955.00	9,955.00	0.00	01-2-02320-610-000
01-2-02320-810-000	Executive Administration-Dues and Fees	989.00	989.00	0.00	12,000.00	11,011.00	8.91	01-2-02320-810-000
01-2-02330-317-000	Contracted Legal Services	203.00	1,149.50	0.00	35,000.00	33,850.50	3.28	01-2-02330-317-000
01-2-02410-110-000	Office of the Principal-Salaries of Regular Employ	6,384.72	12,361.49	0.00	120,565.00	108,203.51	16.00	01-2-02410-110-000

Chase Revenue and Expenditure Report

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Chase County Schools

General 01								
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Source of Revenue/Functi								
Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
01-2-02410-111-000	Office of the Principal-Salaries of Regular Employ	18,875.00	37,750.00	0.00	248,000.00	210,250.00	22.83	01-2-02410-111-000
01-2-02410-122-000	Office of the Principal-Salaries of Temporary Empl	121.60	242.55	0.00	5,000.00	4,757.45	10.09	01-2-02410-122-000
01-2-02410-150-000	Regular Instruction-Additional Compensation Paid t	0.00	0.00	0.00	25.00	25.00	0.00	01-2-02410-150-000
01-2-02410-210-000	Office of the Principal-Group Insurance for Non-In	4,528.95	9,572.96	0.00	72,000.00	62,427.04	19.64	01-2-02410-210-000
01-2-02410-211-000	Office of the Principal-Group Insurance for Teache	4,368.25	8,715.44	0.00	39,450.00	30,734.56	33.13	01-2-02410-211-000
01-2-02410-212-000	Office of the Principal-Group Insurance for Instru	0.29	0.77	0.00	10.00	9.23	13.10	01-2-02410-212-000
01-2-02410-220-000	Office of the Principal-Social Security Payments f	479.76	926.46	0.00	8,500.00	7,573.54	17.03	01-2-02410-220-000
01-2-02410-221-000	Office of the Principal-Social Security Payments f	1,404.63	2,809.26	0.00	19,600.00	16,790.74	21.50	01-2-02410-221-000
01-2-02410-222-000	Office of the Principal-Social Security Payments f	9.31	18.56	0.00	250.00	231.44	15.44	01-2-02410-222-000
01-2-02410-230-000	Office of the Principal-Retirement Contributions f	354.68	686.69	0.00	9,850.00	9,163.31	10.88	01-2-02410-230-000
01-2-02410-231-000	Office of the Principal-Retirement Contributions f	1,048.50	2,097.00	0.00	18,400.00	16,303.00	17.10	01-2-02410-231-000
01-2-02410-232-000	Office of the Principal-Retirement Contributions f	6.76	13.48	0.00	250.00	236.52	11.22	01-2-02410-232-000
01-2-02410-237-000	Office of the Principal-Increased Retirement Contr	640.89	1,271.45	0.00	9,500.00	8,228.55	20.31	01-2-02410-237-000
01-2-02410-280-000	Office of the Principal-Health Benefits Paid for N	0.00	0.00	0.00	1,400.00	1,400.00	0.00	01-2-02410-280-000
01-2-02410-281-000	00-Principal HRA	283.37	566.74	0.00	1,700.00	1,133.26	50.01	01-2-02410-281-000
01-2-02410-580-000	Office of the Principal-Travel	0.00	0.00	0.00	500.00	500.00	0.00	01-2-02410-580-000
01-2-02410-610-000	Office of the Principal-General Supplies	29.99	29.99	0.00	15,000.00	14,970.01	0.20	01-2-02410-610-000
01-2-02410-810-000	Office of the Principal-Dues and Fees	0.00	60.00	0.00	5,000.00	4,940.00	1.20	01-2-02410-810-000
01-2-02510-315-000	Fiscal Services-Accounting/Auditing Services	17,040.00	17,040.00	0.00	22,000.00	4,960.00	95.00	01-2-02510-315-000
01-2-02510-382-000	Fiscal Services-Distance Education & Telecommunica	893.22	1,043.22	0.00	12,000.00	10,956.78	16.27	01-2-02510-382-000
01-2-02510-440-000	Fiscal Services-Rentals	3,642.01	3,642.01	0.00	60,000.00	56,357.99	12.01	01-2-02510-440-000
01-2-02510-531-000	Fiscal Services-Postage	2.32	2.32	0.00	1,200.00	1,197.68	48.59	01-2-02510-531-000

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Chase County Schools

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Source of Revenue/Functi								
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01-2-02510-540-000	Fiscal Services-Advertising	400.74	441.19	0.00	6,000.00	5,558.81	24.88	01-2-02510-540-000
01-2-02510-610-000	Fiscal Services-General Supplies	18.23	157.59	489.63	7,500.00	6,852.78	8.63	01-2-02510-610-000
01-2-02510-626-000	Fiscal Services-Gasoline	76.89	76.89	0.00	1,800.00	1,723.11	4.27	01-2-02510-626-000
01-2-02510-734-000	Fiscal Services-Technology-Related Hardware	0.00	329.99	0.00	4,000.00	3,670.01	8.25	01-2-02510-734-000
01-2-02510-810-000	Fiscal Services-Dues and Fees	195.46	252.46	0.00	17,500.00	17,247.54	1.55	01-2-02510-810-000
01-2-02510-890-000	Fiscal Services-Miscellaneous Expenditures	0.00	0.00	0.00	2,500.00	2,500.00	0.00	01-2-02510-890-000
01-2-02530-550-000	Printing, Publishing, & Duplicating Services - Pri	222.00	222.00	0.00	0.00	(222.00)	0.00	01-2-02530-550-000
01-2-02570-330-000	Personnel Services - Employee Training & Developme	0.00	0.00	0.00	500.00	500.00	0.00	01-2-02570-330-000
01-2-02610-110-000	Operation of Buildings-Salaries of Regular Employee	24,318.61	51,662.34	0.00	350,000.00	298,337.66	21.50	01-2-02610-110-000
01-2-02610-120-000	Operation of Buildings-Salaries of Temporary Emplo	2,404.96	3,428.06	0.00	25,000.00	21,571.94	23.44	01-2-02610-120-000
01-2-02610-210-000	Operation of Buildings-Group Insurance for Non-Ins	8,395.75	16,787.13	0.00	122,000.00	105,212.87	20.64	01-2-02610-210-000
01-2-02610-220-000	Operation of Buildings-Social Security Payments fo	1,995.33	4,116.33	0.00	28,250.00	24,133.67	21.44	01-2-02610-220-000
01-2-02610-230-000	Operation of Buildings-Retirement Contributions fo	1,350.89	2,644.45	0.00	23,850.00	21,205.55	16.58	01-2-02610-230-000
01-2-02610-237-000	Operation of Buildings-Increased Retirement Contri	614.05	1,202.04	0.00	8,600.00	7,397.96	20.90	01-2-02610-237-000
01-2-02610-280-000	Operation of Buildings-Health Benefits Paid for No	666.31	666.31	0.00	1,800.00	1,133.69	37.02	01-2-02610-280-000
01-2-02610-410-000	Operation of Buildings-Utility Services	4,335.76	4,335.76	0.00	60,000.00	55,664.24	13.75	01-2-02610-410-000
01-2-02610-431-000	Operation of Buildings-Repairs and Maintenance Ser	345.53	433.50	0.00	70,000.00	69,566.50	1.41	01-2-02610-431-000
01-2-02610-440-000	Operation of Buildings-Rentals	0.00	5,000.00	0.00	12,000.00	7,000.00	86.90	01-2-02610-440-000
01-2-02610-400-000	Other Purchased Property Service	32,460.00	33,714.07	0.00	134,550.00	100,835.93	31.74	01-2-02610-490-000
01-2-02610-580-000	Operation of Buildings-Travel	0.00	0.00	0.00	500.00	500.00	0.00	01-2-02610-580-000
01-2-02610-610-000	Operation of Buildings-General Supplies	6,281.79	8,300.10	0.00	75,000.00	66,699.90	16.12	01-2-02610-610-000
01-2-02610-621-000	Operation of Buildings-Utility Energy Services	11,372.33	11,372.33	0.00	200,000.00	188,627.67	11.11	01-2-02610-621-000
01-2-02610-720-000	Operation of Buildings-Buildings	0.00	0.00	0.00	300,000.00	300,000.00	0.00	01-2-02610-720-000
01-2-02610-733-000	Operation of Buildings-Furniture and Fixtures	3,184.60	8,055.25	0.00	60,000.00	51,944.75	29.12	01-2-02610-733-000

Chase Revenue and Expenditure Report

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Chase County Schools

General 01								
Account Type	X	Expense						
Source of Revenue/Functi								
Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
01-2-02610-890-000	Operation of Buildings-Miscellaneous Expenditures	0.00	0.00	0.00	1,000.00	1,000.00	0.00	01-2-02610-890-000
01-2-02710-110-000	Vehicle Operation - Regular Education-Salaries of	29,116.09	41,876.92	0.00	254,325.00	212,448.08	27.96	01-2-02710-110-000
01-2-02710-120-000	Vehicle Operation - Regular Education-Salaries of	4,695.38	7,340.82	0.00	68,000.00	60,659.18	20.77	01-2-02710-120-000
01-2-02710-150-000	Vehicle Operation - Regular Education-Additional C	0.00	0.00	0.00	750.00	750.00	0.00	01-2-02710-150-000
01-2-02710-210-000	Vehicle Operation - Regular Education-Group Insura	1,971.74	3,363.40	0.00	9,200.00	5,836.60	57.89	01-2-02710-210-000
01-2-02710-220-000	Vehicle Operation - Regular Education-Social Secur	2,580.89	3,756.03	0.00	20,000.00	16,243.97	32.53	01-2-02710-220-000
01-2-02710-230-000	Vehicle Operation - Regular Education-Retirement C	1,183.67	1,781.14	0.00	14,000.00	12,218.86	21.64	01-2-02710-230-000
01-2-02710-237-000	Vehicle Operation - Increased Retirement Contribut	538.04	809.62	0.00	6,000.00	5,190.38	22.95	01-2-02710-237-000
01-2-02710-442-000	Vehicle Operation - Regular Education-Rentals of E	37,637.69	37,637.69	0.00	40,000.00	2,362.31	99.09	01-2-02710-442-000
01-2-02710-580-000	Vehicle Operation - Regular Education-Travel	760.20	1,141.00	0.00	12,000.00	10,859.00	16.84	01-2-02710-580-000
01-2-02710-610-000	Vehicle Operation - Regular Education-General Supp	1,627.46	1,961.08	0.00	7,500.00	5,538.92	34.42	01-2-02710-610-000
01-2-02710-626-000	Vehicle Operation - Regular Education-Gasoline	10,501.65	10,501.65	274.03	75,000.00	64,224.32	14.62	01-2-02710-626-000
01-2-02710-732-000	Vehicle Operation - Regular Education-Vehicles	(10,000.00)	(10,000.00)	0.00	157,450.00	167,450.00	-6.35	01-2-02710-732-000
01-2-02710-733-000	Vehicle Operation - Regular Education-Furniture an	0.00	0.00	0.00	1,000.00	1,000.00	0.00	01-2-02710-733-000
01-2-02710-735-000	Vehicle Operation - Regular Education-Technology S	0.00	0.00	0.00	1,500.00	1,500.00	0.00	01-2-02710-735-000
01-2-02710-810-000	Vehicle Operation - Regular Education-Dues and Fee	26.12	76.12	0.00	4,000.00	3,923.88	1.90	01-2-02710-810-000
01-2-02710-890-000	Vehicle Operation - Regular Education-Miscellaneou	0.00	0.00	0.00	1,000.00	1,000.00	0.00	01-2-02710-890-000
01-2-02712-110-000	Vehicle Operation - School Age SPED-Salaries of Re	850.00	1,250.00	0.00	10,000.00	8,750.00	19.25	01-2-02712-110-000
01-2-02712-120-000	Vehicle Operation - School Age SPED-Salaries of Te	0.00	0.00	0.00	600.00	600.00	0.00	01-2-02712-120-000
01-2-02712-210-000	Vehicle Operation - School Age SPED-Group Insuranc	1.94	3.76	0.00	50.00	46.24	10.64	01-2-02712-210-000

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Source of Revenue/Functi								
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01-2-02712-220-000	Vehicle Operation - School Age SPED-Social Securit	65.01	95.61	0.00	1,000.00	904.39	14.72	01-2-02712-220-000
01-2-02712-230-000	Vehicle Operation - School Age SPED-Retirement Con	47.21	69.43	0.00	750.00	680.57	14.26	01-2-02712-230-000
01-2-02712-237-000	Vehicle Operation - School Age SPED-Increased Retr	21.46	31.56	0.00	250.00	218.44	19.44	01-2-02712-237-000
01-2-02712-626-000	Vehicle Operation - School Age SPED-Gasoline	0.00	0.00	0.00	10,350.00	10,350.00	0.00	01-2-02712-626-000
01-2-02730-431-000	Vehicle Operation - Regular Education-Repairs and	1,500.43	4,582.70	1,133.69	57,725.00	52,008.61	14.56	01-2-02730-431-000
01-2-06200-111-000	Federal Services - Title I, Part A ESSA Improving	2,169.59	4,339.18	0.00	55,000.00	50,660.82	11.83	01-2-06200-111-000
01-2-06200-112-000	Federal Services - Title I, Part A ESSA Improving	4,963.86	7,342.75	0.00	50,000.00	42,657.25	19.52	01-2-06200-112-000
01-2-06200-123-000	Federal Services - Title I, Part A ESSA Improving	530.00	630.00	0.00	100.00	(530.00)	760.00	01-2-06200-123-000
01-2-06200-151-000	Federal Services - Title I, Part A ESSA Improving	0.00	0.00	0.00	5.00	5.00	0.00	01-2-06200-151-000
01-2-06200-211-000	Federal Services - Title I, Part A ESSA Improving	875.60	1,770.05	0.00	25,000.00	23,229.95	10.66	01-2-06200-211-000
01-2-06200-212-000	Title I - Para Salary Group Ins (LTD&Health)	1,158.14	3,206.23	0.00	15,500.00	12,293.77	28.90	01-2-06200-212-000
01-2-06200-213-000	Federal Services - Title (BCB	131.25	218.49	0.00	50.00	(168.49)	489.72	01-2-06200-213-000
01-2-06200-221-000	Federal Services - Title I, Part A ESSA Improving	159.01	317.89	0.00	4,000.00	3,682.11	11.92	01-2-06200-221-000
01-2-06200-222-000	Title I - Para Salary SS	311.49	383.28	0.00	1,500.00	1,116.72	33.05	01-2-06200-222-000
01-2-06200-223-000	Federal Services - Title I, Part A ESSA Improving	32.79	35.75	0.00	5.00	(30.75)	884.00	01-2-06200-223-000
01-2-06200-231-000	Federal Services - Title I, Part A ESSA Improving	120.50	241.03	0.00	3,600.00	3,358.97	10.04	01-2-06200-231-000
01-2-06200-232-000	Title I - Para Salary NPERS	275.75	407.89	0.00	1,700.00	1,292.11	31.89	01-2-06200-232-000
01-2-06200-233-000	Federal Services - Title I, Part A ESSA Improving	29.43	34.99	0.00	5.00	(29.99)	755.40	01-2-06200-233-000
01-2-06200-237-000	Federal Services - Title (NPE	193.49	310.86	0.00	1,745.00	1,434.14	24.52	01-2-06200-237-000
01-2-06200-281-000	Federal Services - Title I, Part A ESSA Improving	124.26	251.43	0.00	3,300.00	3,048.57	11.47	01-2-06200-281-000
01-2-06200-282-000	Title I - Para HRA	178.10	383.95	0.00	1,800.00	1,416.05	31.41	01-2-06200-282-000
01-2-06200-283-000	Federal Services - Title (HSA	20.04	28.95	0.00	5.00	(23.95)	654.20	01-2-06200-283-000
01-2-06200-610-000	Federal Services - Title I, Part A ESSA Improving	32.99	32.99	0.00	2,000.00	1,967.01	1.65	01-2-06200-610-000

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Source of Revenue/Functi								
Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
01-2-06200-810-000	Federal Services - Title I, Part A ESSA Improving	0.00	0.00	0.00	100.00	100.00	0.00	01-2-06200-810-000
01-2-06406-591-000	Federal Services - IDEA Preschool (619) Base Alloc	0.00	0.00	0.00	4,000.00	4,000.00	0.00	01-2-06406-591-000
01-2-06408-111-000	Federal Services - IDEA Enrollment/Poverty (611)-S	10,677.09	21,354.18	0.00	130,000.00	108,645.82	24.64	01-2-06408-111-000
01-2-06408-112-000	Federal Services - IDEA Enrollment/Poverty (611)-S	0.00	0.00	0.00	6,000.00	6,000.00	0.00	01-2-06408-112-000
01-2-06408-211-000	Federal Services - IDEA Enrollment/Poverty (611)-S	1,705.60	3,406.26	0.00	15,000.00	11,593.74	34.07	01-2-06408-211-000
01-2-06408-212-000	Federal Services - IDEA Enrollment/Poverty (611)-S	0.00	0.00	0.00	500.00	500.00	0.00	01-2-06408-212-000
01-2-06408-221-000	Federal Services - IDEA Enrollment/Poverty (611)-S	788.56	1,577.12	0.00	9,250.00	7,672.88	25.57	01-2-06408-221-000
01-2-06408-222-000	Federal Services - IDEA Enrollment/Poverty (611)-S	0.00	0.00	0.00	350.00	350.00	0.00	01-2-06408-222-000
01-2-06408-231-000	Federal Services - IDEA E (NPE	593.12	1,186.25	0.00	10,000.00	8,813.75	17.79	01-2-06408-231-000
01-2-06408-237-000	Federal Services - IDEA E (NPE	269.59	539.19	0.00	4,500.00	3,960.81	17.97	01-2-06408-237-000
01-2-06408-610-000	Federal Services - IDEA Enrollment/Poverty (611)-G	112.09	208.99	0.00	1,900.00	1,691.01	66.59	01-2-06408-610-000
01-2-06700-650-001	Carl Perkins - Supplies - Technology Related	0.00	0.00	0.00	7,630.00	7,630.00	0.00	01-2-06700-650-001
01-2-06992-734-000	REAP - Technology Related Hardware	0.00	0.00	0.00	43,000.00	43,000.00	0.00	01-2-06992-734-000
01-2-08000-000-000	Transfers (Outgoing)	0.00	0.00	0.00	194,623.00	194,623.00	0.00	01-2-08000-000-000
01-2-08000-913-000	Transfers (Outgoing)-Fund Transfers to Activities	0.00	0.00	0.00	120,000.00	120,000.00	0.00	01-2-08000-913-000
01-2-09000-000-000	Non-Program Expenditure	0.00	(9,997.76)	0.00	0.00	9,997.76	0.00	01-2-09000-000-000
X Expense		885,025.37	1,558,224.39	38,890.22	11,761,673.00	10,164,558.39	20.28	* Account Type
01 General		292,135.39	752,434.32	38,890.22	2,982,044.00	2,190,719.46	52.97	Fund

Chase Revenue and Expenditure Report

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Depreciation 02

Account Type I Revenue
Source of Revenue/Functi

Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
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Revenue

02-1-01510-000-000	Interest	154.84	194.79	0.00	0.00	(194.79)	0.00	02-1-01510-000-000
I Revenue		154.84	194.79	0.00	0.00	(194.79)	0.00	* Account Type

Expense

02-2-02900-450-000	Other Support Services-Construction Services	0.00	0.00	0.00	537,093.00	537,093.00	0.00	02-2-02900-450-000
X Expense		0.00	0.00	0.00	537,093.00	537,093.00	0.00	* Account Type
02 Depreciation		(154.84)	(194.79)	0.00	537,093.00	537,287.79	-0.04	Fund

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Employee Benefit Fund 03

Account Type I Revenue
Source of Revenue/Functi

Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
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Revenue

03-1-01510-000-000	Interest Income	19.21	39.02	0.00	0.00	(39.02)	0.00	03-1-01510-000-000
I Revenue		19.21	39.02	0.00	0.00	(39.02)	0.00	* Account Type
03 Employee Benefit Fund		19.21	39.02	0.00	0.00	(39.02)	0.00	Fund

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Activities 05								
Account Type		Revenue						
Source of Revenue/Functi								
Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
Revenue								
05-1-01710-000-000	Admissions	0.00	3,521.00	0.00	0.00	(3,521.00)	0.00	05-1-01710-000-000
05-1-01730-000-000	Student Organization Membership	0.00	1,273.00	0.00	0.00	(1,273.00)	0.00	05-1-01730-000-000
	Dues & Fees							
05-1-01790-000-000	Other Activity Income	0.00	7,000.00	0.00	0.00	(7,000.00)	0.00	05-1-01790-000-000
05-1-01990-000-000	Miscellaneous Local Revenue	0.00	471.83	0.00	0.00	(471.83)	0.00	05-1-01990-000-000
Local Receipts								
05-1-1510	Interest Income	668.71	956.80	0.00	0.00	(956.80)	0.00	05-1-1510-000-000
05-1-1741	Activity Income	0.00	24,586.23	0.00	0.00	(24,586.23)	0.00	05-1-1741-000-000
1000	Local Receipts	668.71	25,543.03	0.00	0.00	(25,543.03)	0.00	** Source of Revenue/Function
I	Revenue	668.71	37,808.86	0.00	0.00	(37,808.86)	0.00	* Account Type
Expense								
05-2-02900-610	General Supplies	0.00	4,789.16	0.00	0.00	(4,789.16)	0.00	05-2-02900-610-000
05-2-03200-610-000	Enterprise Operations	0.00	28,712.48	0.00	0.00	(28,712.48)	0.00	05-2-3200-610-000
05-2-03200-890-000	Enterprise Operations	0.00	0.00	0.00	976,705.00	976,705.00	0.00	05-2-3200-890-000
X	Expense	0.00	33,501.64	0.00	976,705.00	943,203.36	3.43	* Account Type
05	Activities	(668.71)	(4,307.22)	0.00	976,705.00	981,012.22	-0.44	Fund

Chase Revenue and Expenditure Report

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School Nutrition 06								
Account Type		Revenue						
Source of Revenue/Functi								
Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
Revenue								
06-1-01510-000-000	Interest	19.00	33.45	0.00	0.00	(33.45)	0.00	06-1-01510-000-000
06-1-01611-000-000	Daily Sales-School Lunch Program	28,773.90	57,695.05	0.00	0.00	(57,695.05)	0.00	06-1-01611-000-000
06-1-04210-000-000	Federal Reimbursement	19,731.91	117,855.80	0.00	0.00	(117,855.80)	0.00	06-1-04210-000-000
I Revenue		48,524.81	175,584.30	0.00	0.00	(175,584.30)	0.00	* Account Type
Expense								
06-2-01100-352-000	Data Processing	605.29	1,174.39	0.00	0.00	(1,174.39)	0.00	06-2-03100-352-000
06-2-03100-570-000	Food Service Management	62,337.76	62,837.76	0.00	641,519.00	578,681.24	9.81	06-2-03100-570-000
06-2-03100-733-000	Food Service Furniture and Fixtures	0.00	3,500.00	0.00	0.00	(3,500.00)	0.00	06-2-03100-733-000
X Expense		62,943.05	67,512.15	0.00	641,519.00	574,006.85	10.54	* Account Type
06 School Nutrition		14,418.24	(108,072.15)	0.00	641,519.00	749,591.15	-16.83	Fund

Chase Revenue and Expenditure Report

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Bond 07								
Account Type		Revenue						
Source of Revenue/Functi								
Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
Revenue								
07-1-01510-000-000	Interest	0.00	0.01	0.00	0.00	(0.01)	0.00	07-1-01510-000-000
I Revenue		0.00	0.01	0.00	0.00	(0.01)	0.00	* Account Type
Expense								
07-2-08000-911-000	Fund Transfers to General Fund	66.41	66.41	0.00	0.00	(66.41)	0.00	07-2-08000-911-000
X Expense		66.41	66.41	0.00	0.00	(66.41)	0.00	* Account Type
07 Bond		66.41	66.40	0.00	0.00	(66.40)	0.00	Fund

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Special Building 08

Account Type I Revenue
Source of Revenue/Functi

Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
Revenue								
08-1-01100-000-000	Taxes Levied/Assessed by the School District	17,514.48	17,514.48	0.00	0.00	(17,514.48)	0.00	08-1-01100-000-000
08-1-01510-000-000	Interest	69.98	138.98	0.00	0.00	(138.98)	0.00	08-1-01510-000-000
08-1-03180-000-000	Pro-Rate Motor Vehicle	69.38	69.38	0.00	0.00	(69.38)	0.00	08-1-03180-000-000
Local Receipts								
08-1-1140-000-000	Interest & Penalties	93.28	93.28	0.00	0.00	(93.28)	0.00	08-1-1140-000-000
1000 Local Receipts		93.28	93.28	0.00	0.00	(93.28)	0.00	** Source of Revenue/Function
I Revenue		17,747.12	17,816.12	0.00	0.00	(17,816.12)	0.00	* Account Type
Expense								
08-2-02610-720-000	Operation of Buildings-Buildings	0.00	0.00	0.00	1,970,260.00	1,970,260.00	0.00	08-2-02610-720-000
X Expense		0.00	0.00	0.00	1,970,260.00	1,970,260.00	0.00	* Account Type
08 Special Building		(17,747.12)	(17,816.12)	0.00	1,970,260.00	1,988,076.12	-0.90	Fund

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Qualified Capital Purpose Undertaking 09

Account Type I Revenue

Source of Revenue/Functi

Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
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Revenue

09-1-01510-000-000	Interest	0.00	0.01	0.00	0.00	(0.01)	0.00	09-1-01510-000-000
I Revenue		0.00	0.01	0.00	0.00	(0.01)	0.00	* Account Type

Expense

09-2-08000-911-000	Fund Transfers to General Fund	128.85	128.85	0.00	0.00	(128.85)	0.00	09-2-08000-911-000
X Expense		128.85	128.85	0.00	0.00	(128.85)	0.00	* Account Type
09 Qualified Capital Purpose Undertaking		128.85	128.84	0.00	0.00	(128.84)	0.00	Fund

Chase Revenue and Expenditure Report

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Student Fee 12

Account Type I Revenue
Source of Revenue/Functi

Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
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Revenue

12-1-01510-000-000	Interest	0.10	0.20	0.00	0.00	(0.20)	0.00	12-1-01510-000-000
I Revenue		0.10	0.20	0.00	0.00	(0.20)	0.00	* Account Type
12 Student Fee		0.10	0.20	0.00	0.00	(0.20)	0.00	Fund
Report Total:		(288,158.91)	(622,200.06)	(38,890.22)	(7,107,621.00)	(6,446,530.72)	20.39	

Cash Report - For the Year

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Chase County Schools - Activity Accounting

Activities 1						
Group	0	Activity Groups				
Account Number	Description	Balance Forward	Cash In (Receipts)	Cash Out (Payments)	Adjustments	Balance
Activity Groups						
218	PBIS	11,004.90	1,257.00	(363.14)	0.00	11,898.76
0	Activity Groups	11,004.90	1,257.00	(363.14)	0.00	11,898.76
Academic Clubs						
300	Show Choir	7,207.67	9,916.00	(6,624.25)	0.00	10,499.42
302	Musical	455.91	0.00	(835.00)	0.00	(379.09)
303	CCES Music Resale	419.00	0.00	0.00	0.00	419.00
304	Band Instrument Rental	100.00	0.00	0.00	0.00	100.00
305	Band Resale	1,633.93	0.00	0.00	0.00	1,633.93
308	Drama	493.81	0.00	(630.00)	0.00	(136.19)
309	Fine Arts	566.36	205.00	0.00	0.00	771.36
310	Young Americans	270.00	0.00	0.00	0.00	270.00
311	Tri-M	616.00	0.00	0.00	0.00	616.00
400	Alumni Clearing	2,965.74	0.00	0.00	0.00	2,965.74
402	CCES Activity Fund	0.00	0.00	(322.00)	0.00	(322.00)
1	Academic Clubs	14,728.42	10,121.00	(8,411.25)	0.00	16,438.17
Athletics						
1-2	Youth Volleyball	0.00	0.00	0.00	0.00	0.00
9410	Weight Lifting	5,015.31	0.00	0.00	0.00	5,015.31
001	CCHS Athletics	129,347.45	8,789.92	(23,813.12)	0.00	114,324.25
002	CCHS Softball	627.44	1,236.35	(590.00)	0.00	1,273.79
003	CCHS Football	5,981.86	105.00	(3,669.50)	0.00	2,417.36
004	CCHS Volleyball	4,173.26	550.00	(4,869.63)	0.00	(146.37)
005	CCHS X-Country	2,145.94	472.00	(2,045.88)	0.00	572.06
006	CCHS Basketball - Girls	176.74	0.00	0.00	0.00	176.74
007	CCHS Basketball - Boys	1,112.86	0.00	0.00	0.00	1,112.86
008	CCHS Wrestling	4,176.57	0.00	(2,603.75)	0.00	1,572.82
009	CCHS Track - Girls	1,460.38	0.00	0.00	0.00	1,460.38
010	CCHS Track - Boys	1,816.66	0.00	0.00	0.00	1,816.66
011	CCHS Golf	0.00	0.00	0.00	0.00	0.00
013	JH Football	558.00	0.00	0.00	0.00	558.00
014	JH Volleyball	0.00	0.00	0.00	0.00	0.00
015	JH Basketball - Girls	0.00	0.00	0.00	0.00	0.00
016	JH Basketball - Boys	0.00	0.00	0.00	0.00	0.00
017	JH Wrestling	0.00	0.00	0.00	0.00	0.00
018	JH Girls Track	0.00	0.00	0.00	0.00	0.00
019	JH Boys Track	29.52	0.00	0.00	0.00	29.52
020	PE Uniform Resale	330.00	0.00	0.00	0.00	330.00
021	HS Milner Benefit Fund	250.00	0.00	0.00	0.00	250.00
023	AD Savings	119.04	0.00	0.00	0.00	119.04

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Chase County Schools - Activity Accounting

Activities 1						
Group 2		Athletics				
Account Number	Description	Balance Forward	Cash In (Receipts)	Cash Out (Payments)	Adjustments	Balance
024	Youth Volleyball	1,959.99	0.00	(269.00)	0.00	1,690.99
025	Flag Football	503.94	1,060.00	(945.80)	0.00	618.14
1-2-026	E-Sports	1,058.19	0.00	0.00	0.00	1,058.19
100	Cheerleaders	1,789.73	1,225.00	(323.75)	0.00	2,690.98
2 Athletics		162,632.88	13,438.27	(39,130.43)	0.00	136,940.72
* Group						
Classes						
508	Class of 2019	0.00	0.00	0.00	0.00	0.00
509	Class of 2020	0.00	0.00	0.00	0.00	0.00
510	Class of 2021	0.00	0.00	0.00	0.00	0.00
511	Class of 2022	0.00	0.00	0.00	0.00	0.00
1-3-513	Class of 2023	0.00	0.00	0.00	0.00	0.00
514	Class of 2024	0.00	0.00	0.00	0.00	0.00
515	Class of 2025	0.00	0.00	0.00	0.00	0.00
516	Class of 2026	1,205.34	727.00	0.00	0.00	1,932.34
517	Class of 2027	4,260.29	1,000.00	0.00	0.00	5,260.29
518	Class of 2028	4,803.84	2,487.00	0.00	0.00	7,290.84
519	Class of 2029	0.00	1,180.00	0.00	0.00	1,180.00
520	Class of 2030	0.00	0.00	0.00	0.00	0.00
3 Classes		10,269.47	5,394.00	0.00	0.00	15,663.47
* Group						
Clubs and Organizations						
1-4	Multicultural Club	0.00	0.00	0.00	0.00	0.00
203	Art Club	150.00	0.00	0.00	0.00	150.00
416	Decals	340.00	0.00	0.00	0.00	340.00
101	CCHS Annual	2,976.39	210.00	(3,880.53)	0.00	(694.14)
102	CCES Yearbook	8,254.65	0.00	0.00	0.00	8,254.65
103	Thespians - Speech	422.25	0.00	0.00	0.00	422.25
104	Student Council	1,397.03	899.00	(795.31)	0.00	1,500.72
106	CCS Flower Fund	150.20	0.00	0.00	0.00	150.20
107	Technology	2,700.00	0.00	0.00	0.00	2,700.00
108	Electric Car Project	493.76	0.00	0.00	0.00	493.76
109	Inter Acct	0.00	0.00	0.00	0.00	0.00
200	FBLA	3,224.94	6,180.00	(1,424.16)	0.00	7,980.78
201	FBLA - Sponsor	0.00	0.00	0.00	0.00	0.00
202	FBLA Bank	21,390.64	0.00	0.00	0.00	21,390.64
901	Student Deposits - FBLA Bank	(9,974.08)	0.00	0.00	0.00	(9,974.08)
204	Multicultural Club	3,677.19	37.00	0.00	0.00	3,714.19
205	FCCLA	2,239.96	3,164.00	(1,500.86)	0.00	3,903.10
206	FCCLA - Sponsor	0.00	0.00	0.00	0.00	0.00
207	Pro Start	0.00	0.00	0.00	0.00	0.00
210	FFA	66,681.86	3,099.41	(9,914.88)	0.00	59,866.39

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Chase County Schools - Activity Accounting

Activities 1						
Group 4 Clubs and Organizations						
Account Number	Description	Balance Forward	Cash In (Receipts)	Cash Out (Payments)	Adjustments	Balance
211	FFA - Sponsor	0.00	0.00	0.00	0.00	0.00
212	FFA-Farm Account	1,654.50	0.00	0.00	0.00	1,654.50
213	FFA-Memorial	5,209.24	0.00	0.00	0.00	5,209.24
219	Quiz Bowl	404.48	0.00	0.00	0.00	404.48
1-4-220	National Honor Society	0.00	0.00	0.00	0.00	0.00
220	National Honor Society	142.68	0.00	0.00	0.00	142.68
420	PTO	4,247.49	0.00	0.00	0.00	4,247.49
4 Clubs and Organizations		115,783.18	13,589.41	(17,515.74)	0.00	111,856.85
* Group						
Miscellaneous						
418	Milk Fund	276.95	0.00	0.00	0.00	276.95
419	Reading Intervention	62.38	0.00	0.00	0.00	62.38
422	CCS Media & Production	1,427.13	1,171.00	0.00	0.00	2,598.13
801	J & J Bernard Scholarship	4,500.00	0.00	0.00	0.00	4,500.00
803	SPED Memorial	2,029.56	0.00	0.00	0.00	2,029.56
804	Alta Heir Scholarship	17,992.42	0.00	0.00	0.00	17,992.42
805	Rod Markee Scholarship	1,000.00	0.00	0.00	0.00	1,000.00
806	Don Maucher Scholarship	215.00	0.00	0.00	0.00	215.00
807	Gary Adler Memorial Scholarship	8,500.00	0.00	0.00	0.00	8,500.00
214	I.A Resale	7,253.03	1,851.00	(6,149.12)	0.00	2,954.91
215	Building Construction	0.00	0.00	0.00	0.00	0.00
405	Art Resale	3,590.90	0.00	0.00	0.00	3,590.90
408	Library Book Sales	0.00	0.00	0.00	0.00	0.00
409	Defib Training/Flu Vac Fund	95.80	0.00	0.00	0.00	95.80
412	Special Projects	0.00	0.00	0.00	0.00	0.00
414	Staff/Student Appreciation	0.00	0.00	0.00	0.00	0.00
415	Monthly Interest	17,213.47	273.96	0.00	0.00	17,487.43
417	Concessions	3,285.98	13,060.83	(13,605.51)	0.00	2,741.30
1-9-419	Reading Intervention	0.00	0.00	0.00	0.00	0.00
421	Share The Love Fund	766.67	0.00	0.00	0.00	766.67
423	FCS	0.00	0.00	0.00	0.00	0.00
424	Scoreboard Ad Sales	0.00	20,530.00	0.00	0.00	20,530.00
1-9-802	Gladys B & Les Smith Scholarship	0.00	0.00	0.00	0.00	0.00
802	Gladys B & Les Smith Scholarship	15,044.16	0.00	0.00	0.00	15,044.16
808	William & Phil Clancy Scholarship	1,000.00	0.00	0.00	0.00	1,000.00
900	CD	102,709.40	0.00	0.00	0.00	102,709.40
1-9-999-9	Activity Clearing	0.00	0.00	0.00	0.00	0.00
999	Activity Clearing	338.01	678.00	0.00	0.00	1,016.01
9 Miscellaneous		187,300.86	37,564.79	(19,754.63)	0.00	205,111.02
* Group						
1 Activities		501,719.71	81,364.47	(85,175.19)	0.00	497,908.99
Location						

Cash Report - For the Year

Printed: 11/07/2025 9:45:20AM
Chase County Schools - Activity Accounting

Activities 1						
Group		9 Miscellaneous				
Account Number	Description	Balance Forward	Cash In (Receipts)	Cash Out (Payments)	Adjustments	Balance
Report Total:		501,719.71	81,364.47	(85,175.19)	0.00	497,908.99

Amazon Capital Services	Totals
Table card holders	\$ 24.99
Gel ice packs (nurse)	\$ 18.65
anti-itch cream	\$ 7.69
clear water bottles	\$ 19.98
Creality PETG Filament 1.75mm, 3D Printer Filament	\$ 48.47
disposable bun pan rack	\$ 24.22
adult flushable wipes-nurse	\$ 6.93
shipping	\$ 102.86
credits	\$ (53.08)
Creality PETG Filament 1.75mm, 3D Printer Filament	\$ 49.98
RACETOP 8 oz 500 Pack Disposable Paper Coffee Cups	\$ 28.99
FLASHFORGE PLA Filament 1.75mm Black and Red, Upgr	\$ 21.59
office chair	\$ 129.99
rolling file cart	\$ 51.99
sharpies	\$ 50.22
Rolling cart	\$ 27.99
Replacement for lenovo 300e screen	\$ 80.00
misc. supplies	\$ 851.78
Regular Instruction-General Supplies	\$ 24.14
Chord Buddy Guitar for student	\$ 44.95
Old Town Golf True Temper Black Onyx Straight Tape	\$ 19.99
indoor/outdoor extension cords -8	\$ 180.72
Lenovo USB-C Wired Mouse, Full Size Optical, Ambid	\$ 79.90
USB C SD Card Reader for iPhone 15 16 iPad Mac 3 i	\$ 49.95
synthetic gloves	\$ 27.09
VIVO Steel Clamp-on 46 x 25 inch Desk Pegboard Sys	\$ 75.99
black synthetic gloves	\$ 36.12
Black nylon string	\$ 6.59
printer cable clamp	\$ 6.99
Shock cord	\$ 10.94
curriculum-Moonrise book	\$ 10.82
navy sew on hook and loop tape	\$ 13.90
yellow sew on hook and loop tape	\$ 13.90
super sticky tape	\$ 6.99
wireless headset with mic	\$ 69.96
batteries	\$ 10.68
nurse supplies	\$ 22.59
nurse supplies	\$ 20.05
Post-it Pads 25x30	\$ 229.58
A to Z Mysteries	\$ 25.70
12 pack fidget stress balls	\$ 14.99
Carmel apple pack	\$ 19.88
Butter slime	\$ 12.78
Football card pack (22)	\$ 12.95
super sticky tape	\$ 13.98
Mochi Squishy 130 pack	\$ 20.89

18 pack variety candy bars	\$ 28.99
sight word cards set 1	\$ 28.37
sight word cards set 2	\$ 28.37
sight word cards set 3	\$ 28.37
letter sound cards	\$ 28.37
Skittles/starbursts	\$ 14.99
100 piece football stickers	\$ 4.99
dry erase lap boards	\$ 35.87
twist n sharp pencil sharpener	\$ 13.80
Cookie variety Pack	\$ 12.97
Mini mansory ice squish ball	\$ 9.99
Red Heart yarn	\$ 11.31
loose leaf graph paper	\$ 6.53
multi-colored craft beads	\$ 40.74
FirstPower LP-E6 LP E6N Battery 3-Pack 2600mAh and	\$ 67.98
Battery Cover Cap Lid Unit Door for Canon EOS 5D M	\$ 9.99
Ilano Compact Camera Backpack for DSLR/SLR/Mirrorl	\$ 39.99
Filters for Shark vacuum	\$ 16.99
EyeWords Letters Flashcards	\$ 28.37
Presentation mouse clicker	\$ 26.99
Mr Pen Pencil sharpener	\$ 13.30
Wooden dowel rods	\$ 8.09
Bostitch color pencil sharpeners	\$ 11.88
Shark Cordless Vacuum	\$ 199.99
Hanging File Organzier	\$ 15.66
red file folders with prongs	\$ 26.59
magnets for doors (safety)	\$ 14.24
1" rings, qty 200	\$ 20.10
Magnetic filters for vacuums	\$ 56.99
Hanging File Holders	\$ 16.04
Adhesive hooks for hanging wall hooks	\$ 27.98
Chocolate for calorie lab	\$ 39.95
Assorted candy for calorie lab	\$ 32.99
Skittles for photosynthesis lab	\$ 26.99
1/3 HP Submersible Pump - Greenhouse	\$ 94.99
Laminating Sheets	\$ 17.78
Heavy duty 3 hole punch	\$ 28.00
3" tape dispenser	\$ 25.47
Visual Timer for Board	\$ 17.99
Replacement tape for label maker	\$ 16.14
Book Marks (160)	\$ 7.89
Dewalt tools, wood filler, blades	\$ 1,028.88
Whistle	\$ 9.49
Glue Tape (12 Pack)	\$ 25.18
Heavy Duty 3 hole punch	\$ 14.89
Magnetic notebook Paper (3 pack)	\$ 11.99
silicone bookmark for teacher manual (3 pack)	\$ 7.89

November 2025 Amazon Capital Services Expenses	\$ 4,877.59
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US Bank Bill	Totals
Walmart-FCS groceries	\$ 57.47
Walmart-FCS groceries	\$ 146.01
Amazon-ball chair	\$ 121.73
Credit-Walmart	\$ (5.03)
Imperial Superfoods-FCS groceries	\$ 72.06
Imperial Superfoods-FCS groceries	\$ 27.74
Essential Fuels-fuel	\$ 30.56
Essentials Fuels-fuel	\$ 33.54
Gimkit Pro-1year subscription-Science/Math	\$ 59.88
Ewell-Livestockjuding subscription	\$ 390.00
Activity Expenses	\$ 5,205.93
Old Mill Deli-FFA Sponsor meal	\$ 12.46
Kwik Stop-fuel	\$ 62.26
Kwik stop-fuel	\$ 66.16
Pellet.com-small owl pellets	\$ 96.45
Dollar General SPED supplies	\$ 21.00
Imperial Superfoods-SPED supplies	\$ 11.47
Lakeshore Learning-SPED materials	\$ 646.11
NAFME-membership	\$ 143.00
USPO-The Herd Postage	\$ 52.20
Gimkit Pro-1year subscription-Science/Math	\$ 59.88
QT-fuel	\$ 36.08
Apple.com-Little Bee Speech subscription	\$ 127.79
NMEA-honor choir registration	\$ 135.00
Amazon Video-Social Studies video	\$ 11.99
NebraskaMUS-Band registration	\$ 27.00
NebraskaMU-Choir	\$ 182.00
NebraskaMU-Band	\$ 53.00
DollarGeneral-nurse supplies	\$ 59.59
Voomi Supply-maintenance parts	\$ 551.61
Pearson Ed-Clinical Assessment	\$ 410.03
Quizizz-Spanish materials	\$ 216.00
ACDA/NCDA membership	\$ 125.00
NAFME-membership	\$ 143.00
NMEA-early bird music conf registration	\$ 110.00
Margaritas-MTSS meal	\$ 81.94
Canon Direct-camera-yearbook class	\$ 1,702.92
TPT-4th Grade supplies	\$ 14.46
TPT-SPED materials	\$ 641.08
TPT-elementary supplies	\$ 44.72
FVC-TJunction-Pizza	\$ 21.29
Fyre Modern Grill-MTSS meal	\$ 252.09
Laquinta-MTSS hotel rooms	\$ 344.93
Laquinta-MTSS hotel rooms	\$ 344.93
Laquinta-MTSS hotel rooms	\$ 344.93
Laquinta-MTSS hotel rooms	\$ 344.93

Laquinta-MTSS hotel rooms	\$ 344.93
Screencastify-technology-credit	\$ (120.00)
Dollar General-English supplies	\$ 23.48
Sigma-camera-yearbook class	\$ 1,389.00
TPT-english supplies	\$ 9.80
Cunninghams-MTSS meal	\$ 226.65
Read Theory-3rd Grade subscription	\$ 10.00
Angus Burger-bus retrieval meal	\$ 46.10
Scooters-bus retrieval coffee	\$ 16.52
OpenAI-Chat GPT subscription	\$ 20.00
Screencastify-technology	\$ 120.00
USPO-The Herd postage	\$ 360.13
USPO-The Herd postage	\$ 120.78
Imperial Superfoods-supplies-	\$ 133.38
USPO-postage for The Herd	\$ 47.67
Flinn Scientific-Science materials	\$ 747.55
Imperial Superfoods-bus barn	\$ 32.48
OpenAI-ChatGPT	\$ 288.41
Casey's-fuel	\$ 41.72
Lied Conf.-room for curriculum conf	\$ 363.80
New China Express-IC Training meal	\$ 23.33
FVC-fuel	\$ 7.98
Casey's -fuel	\$ 38.01
Casey's-fuel	\$ 4.50
Imperial Superfoods-SPED	\$ 30.88
Gulf Oil-fuel	\$ 27.20
Gulf Oil-fuel	\$ 32.78
Burger King-Curriculum Conf meal	\$ 10.15
Runza-Curriculum Conf meal	\$ 11.44
Jimmy Johns-meal	\$ 17.50
Imperial Superfoods-FCS groceries	\$ 127.14
Imperial Superfoods-FCS groceries	\$ 27.39
Amazon-FCS supplies	\$ 104.59
Imperial Superfoods-FCS groceries	\$ 46.65
Imperial Superfoods-FCS groceries	\$ 39.34
Walmart-FCS groceries	\$ 289.61
Amazon-FCS supplies	\$ 58.55
Amazon-FCS supplies	\$ 21.28
Imperial Superfoods-FCS groceries	\$ 75.94
Imperial Superfoods-FCS groceries	\$ 44.02
Walmart-FCS groceries	\$ 102.20
Imperial Superfoods-FCS groceries	\$ 41.67
November 2025 US Bank Expenses	\$ 19,041.74

Vendor_Name	Description	Amount
21st Century	maintenance supplies	\$ 10.91
A T & T	LD services	\$ 86.91
ACT	PreACT8/9 Fall Assessment	\$ 840.00
Adams Lumber Co	Kreg mini jig set, nail puller, sawzall blade, etc	\$ 91.96
Adams Lumber Co	credit-Kreg mini jig set/purchase of rags	\$ (6.50)
Adams Lumber Co	Woods class tools/supplies	\$ 157.50
Adams Lumber Co	Credit bolts/screws	\$ (1.76)
Agirepair, Inc.	Lenovo 11.6 LCD-2	\$ 214.90
Allo Communications	Telephone services	\$ 563.37
Amazon Capital Services	General Expenses	\$ 4,877.59
Avant Assessment LLC	Stamp 4S Language Proficiency assessment	\$ 279.30
Black Hills Energy	gas usage 10/7-11/7	\$ 954.07
Bomgaars	Duct tape, super glue	\$ 17.98
Bomgaars	bulbs-bus barn	\$ 6.29
Brico Pest Control	regular pest control service	\$ 60.00
CCS Activity Fund	Classroom banner	\$ 36.00
Chase County Hospital	PT for student (AH)(JW0	\$ 126.00
Chase County Hospital	CDL Exam (JB)	\$ 328.00
Chief Architect Software	Drafting program	\$ 180.00
City Of Imperial	New FB Field lights 9/18-10/17	\$ 256.27
City Of Imperial	New Bus Barn electric 9/18-10/17	\$ 271.37
City Of Imperial	New Bus barn water 9/18-10/17	\$ 47.70
City Of Imperial	520 E 9th water meter 9/18-10/17	\$ 342.70
City Of Imperial	New Track electric 9/17-10/17	\$ 87.48
City Of Imperial	New Track electric 9/17-10/17	\$ 898.45
City Of Imperial	Water meter East parking lot 9/18-10/17	\$ 23.10
City Of Imperial	505 East 9th St electric 9/18-10/17	\$ 341.67
City Of Imperial	505 East 9th water 9/18-10/17	\$ 280.00
City Of Imperial	Switch base, separator parts-transportation	\$ 264.72
City Of Imperial	520 East 9th electric 9/29-10/27	\$ 9,885.88
City Of Imperial	520 East 9th water meter 9/29-10/27	\$ 2,323.00
Colorado West/Central Equipm	Transportation repairs	\$ 264.72
Colorado West/Central Equipm	motor, heater, 12V, repair parts	\$ 274.03
Colorado West/Central Equipm	strap, guard, driveline, w/assy legs, flat floor	\$ 114.92
Cornhusker Internationl Trucks,	Credit	\$ (343.75)
Cornhusker Internationl Trucks,	Clamp,brackets, repair parts	\$ 216.68
Cornhusker Internationl Trucks,	V-Belt, tensioner, repair parts	\$ 277.11
Cornhusker Internationl Trucks,	Tensioner	\$ 115.88
Cornhusker Internationl Trucks,	Assembly X over	\$ 247.12
Cornhusker Internationl Trucks,	Hanger, extension, repair parts	\$ 151.67
Cornhusker Internationl Trucks,	Credit on tensioner	\$ (118.48)
Cornhusker State Industries_2	12 tables 72x30, 50 chairs	\$ 9,112.00
Culligan	Cooler rental/installation of rental cooler	\$ 250.00
Culligan	POU Vertex cooler rental fee	\$ 100.00
Dana F. Cole & Company, LLC	Accounting/auditing services EOY 2025	\$ 3,860.00
DataShield	Shredding services	\$ 77.42

Demco, Inc.	Demco easy covers for HS novel books	\$ 96.78
Demco, Inc.	Shipping/handling	\$ 10.95
Dietze Music	music for honor choir	\$ 31.37
Dietze Music	Nebraska Childrens Choir music	\$ 20.32
E D Enterprises	3" reflector	\$ 2.54
E D Enterprises	Reflector	\$ 3.76
Eakes Office Solutions	maintenance supplies	\$ 406.04
Eakes Office Solutions	maintenance supplies	\$ 90.96
Eakes Office Solutions	maintenance supplies	\$ 537.20
Eakes Office Solutions	trash bags, towels, toilet tissue	\$ 537.30
Eakes Office Solutions	napkin dispensers	\$ 109.80
Eakes Office Solutions	gloves	\$ 50.16
Eakes Office Solutions	towels, toilet tissue	\$ 311.43
Eakes Office Solutions	antibacterial foam soaps	\$ 91.96
Eakes Office Solutions	antibacterial foam soaps	\$ 91.96
Eakes Office Solutions	toilet tissue, towels	\$ 311.43
Eakes Office Solutions	Credit	\$ (681.74)
Eakes Office Solutions	antibacterial soaps	\$ 90.96
Eakes Office Solutions	antibacterial foam soaps	\$ 90.96
Eakes Office Solutions	toilet tissues	\$ 311.43
Eakes Office Solutions	antibacterial hand foam soap	\$ 90.96
Eakes Office Solutions	toilet tissues	\$ 311.43
Eakes Office Solutions	laundry detergent	\$ 46.76
ESU #16	Audiology/Deaf, hard of hearing services	\$ 161.97
Family, Career & Community Le	FCCLA Adviser dues/National & State	\$ 15.00
Floyd's Truck Center-North Plat	Returned Core	\$ (93.75)
Floyd's Truck Center-North Plat	Pulley/idler	\$ 119.57
Floyd's Truck Center-North Plat	28SI alternator pad mount Rt8	\$ 492.59
Frenchman Valley	fuel usage from 10/1-10/31/2025	\$ 6,199.37
Graham Tire	Front tire/tires for Van	\$ 1,138.69
Hills Family Foods	maintenance supplies	\$ 15.72
High Plains News	Advertising 9/4-9/10	\$ 1,051.66
Hometown Leasing	copier lease pmt #5	\$ 3,564.59
Ideal Linen Supply Inc	Uniform/rags (bus barn)	\$ 82.94
Ideal Linen Supply Inc	mats/rugs (main building)	\$ 293.57
Ideal Linen Supply Inc	Uniform/rags (bus barn)	\$ 82.94
Ideal Linen Supply Inc	mats/rugs (main building)	\$ 293.57
Ideal Linen Supply Inc	Uniform/rags (bus barn)	\$ 53.06
Ideal Linen Supply Inc	Uniform/rags (bus barn)	\$ 53.06
Imperial Country Ford	Vehicle repair parts	\$ 13.04
Imperial NAPA	Carlyle (2) parts	\$ 9.98
Imperial NAPA	oil filters -6	\$ 40.74
Imperial NAPA	tape (8)	\$ 39.28
Imperial NAPA	Lucas PWR STR STP LK (parts)	\$ 15.99
Imperial NAPA	heavy duty tensioners	\$ 174.06
Imperial NAPA	PEAK-30 Deicer Wash	\$ 28.62
Imperial NAPA	Tri-power IND V-Belt	\$ 26.77

Imperial NAPA	repair parts-transportation	\$ 84.69
Imperial NAPA	repair parts-transportation from 9/29	\$ 587.20
J W Pepper	Crazy Train	\$ 70.00
J W Pepper	Shipping	\$ 24.99
J W Pepper	Timber	\$ 65.00
J W Pepper	Confident	\$ 70.00
J W Pepper	Handclap	\$ 60.00
J W Pepper	Handclap	\$ 42.00
Jason Jenson	Reimbursement for expenses for SHAPE Conf	\$ 393.05
KSB School Law	Contracted Legal Services 10/10-10/17	\$ 203.00
McConnell Psychological Services	Psychological Services-Professional Educational Services	\$ 6,600.42
McConnell Psychological Services	Special Education Instructional Programs - School	\$ 3,734.56
McConnell Psychological Services	Psych ESU - Ages 3 to 5 - Professional Educational	\$ 832.79
McConnell Psychological Services	Special Education Instructional Programs - 3 to 5	\$ 343.23
Midwest Bus Parts, Inc.	3M Diamond Grade "School Bus" 8 3/4x36"	\$ 94.37
NACIA	NACIA Conference Registration	\$ 250.00
National FFA Organization	FFA Sponsor registration (R. Vlasin)	\$ 90.00
NE Council School Administration	2025 Labor Relations-PreConference 10/1-10/2	\$ 80.00
NE Infinite Campus User Group	Infinite Campus Conference	\$ 50.00
Nebraska Safety Center	Pupil Transportation course inservice fee	\$ 250.00
OneSource	background screening services	\$ 19.00
Opaa	ACT Testing Snacks	\$ 270.00
Owens True Value	Tech supplies	\$ 17.25
Owens True Value	Ag classroom supplies	\$ 11.55
Owens True Value	Bus Barn supplies	\$ 34.84
Owens True Value	Maintenance supplies	\$ 132.24
Pearson Education	Celf-5 (SPED)	\$ 59.40
Platinum Customs, LLC	Maintenance work shirts-10	\$ 177.57
Prairie States Communications	FED EX shipping fee	\$ 20.40
Prestige Group Inc.	Coach Bus lease 10/15-11/15	\$ 3,650.00
Prestige Group Inc.	Coach Bus lease 11/15-12/15	\$ 3,650.00
Prestige Group Inc.	2 week credit for not having bus due to repairs	\$ (2,737.50)
Prestige Group Inc.	Coach Bus lease-9/15-10/15	\$ 3,650.00
Prime Secured	CCS new profile-tech	\$ 75.00
Really Good Stuff	3rd Grade supplies-folders, pencils,	\$ 315.73
Really Good Stuff	Grid Desk helpers-1st grade	\$ 87.26
Really Good Stuff	math, writing folders, binders, etc 3rd grade	\$ 240.35
RGS Construction, LLC	Frame/patch 3 speaker holes in auditorium	\$ 1,400.00
Rural Rehabilitation Services, LLC	Speech services/mileage	\$ 3,463.00
S & S Lock and Key	Lock installed on concession stand door, key	\$ 162.64
Sadlier School (William H. Sadlier)	2nd grade Manuscript Handwriting student workbooks	\$ 404.55
Sadlier School (William H. Sadlier)	Shipping	\$ 48.55
Sadlier School (William H. Sadlier)	Handline	\$ 5.95
Savvas Learning Company	3 YR Lic GR 9-12	\$ 72.50
School Specialty	HS Art supplies-canvas's, colored pencils	\$ 162.64
Sparrow, Julie	Reimbursement for Am. Ed. Week treats	\$ 198.64
Sportboardz	Stickers for Achievement Board	\$ 110.50

Stanek Fire Protection	Fire system service	\$ 188.00
Titan Machinery	Skidsteer rental	\$ 2,000.00
Titan Machinery	Compact Wheel Loader Lease pmt	\$ 5,000.00
Troxell's Heating and Appliance	Parts/labor on existing walk-in cooler	\$ 8,583.99
US Bank	Activity/General Expenses	\$ 19,041.74
Viaero Wireless	Cellphone (maintenance/transportation)	\$ 108.57
Viaero Wireless	3 hotspots	\$ 56.82
Zaner-Bloser Educational Publis	2nd grade Manuscript Handwriting student workbooks	\$ 670.50
Zaner-Bloser Educational Publis	Shipping & Handling	\$ 67.05
	November 2025 General Fund Expenses	\$ 120,625.96
	November 2025 General Payroll Expenses	\$ 698,033.12
	November 2025 General Fund Total Expenditures	\$ 818,659.08

Abbie Siemers	Refund for lunches	\$ 35.70
Heather Wynne	Lunch Refund	\$ 90.85
OPAA! Food Management, Inc	ACT testing snacks	\$ 270.00
OPAA! Food Management, Inc	October 2025 Contract services	\$ 48,637.83
OPAA! Food Management, Inc	October Extra Entrees	\$ 1,875.00
OPAA! Food Management, Inc	Food Loss on 10/6	\$ 1,005.58
	October 2025 Lunch Fund Expenditures	\$ 51,914.96

First Bank of Nebraska	Interest on parking lot lease purchase	\$ 21,656.25
	October 2025 Special Building Fund Expenditures	\$ 21,656.25

Activities Director's Report

Junior High Wrestling- Junior High wrestlers have competed in 1 meet so far and are at Hershey today. They will go to Hitchcock County on Thursday, November 13th in Culbertson. We currently have 33 participating in Junior High Wrestling. Last year we had 25, but have increased with the addition of girls. This season we have 16 boys and 17 girls competing in Junior High Wrestling.

NSIAAA Conference was held in Kearney this weekend November 9th-10th.

SPVA Board of Directors meeting will be in Imperial on Monday, November 24th at 12:00 PM MST. R-school has been purchased by Arbiter and we will be looking at the Bound platform during that meeting..

SPVA Play Production will be taking place along with the Board of Directors Meeting. We will be hosting the event beginning at 10:00 AM MT November 24th. Perkins County is the host school but since they don't have an Auditorium it will be hosted at Chase County.

Winter Sports conditioning started yesterday, Monday, November 10th. The first official winter sports practice will be next Monday, November 17th.

NSAA District 5 Meeting was in McCook Tuesday, November 4th at 12:00 MST.

There were 9 proposals voted on.

- 1. Boys and Girls Practice Together in Cross Country - A school may permit boys and girls cross country athletes to practice together. **Pass 20-0**
- 2. Boys and Girls Practice Together in Track & Field - A school may permit boys and girls track and field athletes to practice together. **Pass 20-0**
- 3. Combining Competitors of Different Genders in Events (non-varsity) for Track & Field – At non-varsity track & field meets, the meet director may combine competitors of different genders in events (while scoring each separately) if the head coaches of the competing teams unanimously agree, or if the referee deems it necessary. **Pass 19-1**
- 4. Combining Competitors of Different Genders in NonVarsity for Cross Country – In non-varsity cross country races the meet director may combine competitors of different genders in events (while scoring each separately) if the head coaches of the competing teams unanimously agree, or if the referee deems it necessary. **Pass 19-1**
- 5. Journalism – Adding a judge so as not to exceed 30 entries per judge. **Fail 6-7-7**
- 6. Journalism – Adding More Photography Categories: Would add two additional photography categories – Sports Action and Sports Feature. **Fail 3-7-10**
- 7. Girls Wrestling – Increase number of teams in Class A from 56 to 64. **Pass 19-1**
- 8. Football (Class D) – Change the 35 point running clock to 40 point running clock. **Pass 14-3-3**
- 9. Football (All Classes) – Change the 35 point running clock to 40 point running clock. **Pass 13-5-2**

Boys Wrestling will be in the C-4 District at Broken Bow Saturday, February 14th, with 16 teams.

Girls Wrestling will be in the B-1 District @ Plainview February 6th and 7th on Friday and Saturday with 36 teams participating. Plainview is 318 Miles and a 5 hour trip.



November, 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1 TBD Volleyball-G/Varsity TBA vs. TBA FFA National Convention @ Indianapolis, IN
2 Book Fair @ Auditorium 4:00pm Football @ Chase County Schools	3 8:00am-12:20pm ACT @ Auxiliary Gym	4 6:00am-5:00pm JAG @ Scottsbluff 12:00pm Volleyball- G/Varsity State Tournament vs. TBA 12:30pm Play Production- Varsity Wauneta-Palisade	5 7:30am FBLA @ Chase County Schools 8:00am Volleyball-G/Varsity State Tournament vs. TBA 1:00pm Wrestling-JH Sutherland vs. Multiple Schools vs. Sutherland	6 12:00pm Volleyball- G/Varsity State Tournament vs. TBA	7 8:00am Play Production- Varsity Alliance vs. Multiple Schools vs. Alliance 2:00pm Volleyball-G/Varsity State Tournament vs. TBA	8
9	10 7:30am FFA @ Chase County Schools 8:30am FCCLA 9:30am FBLA @ Longhorn Gym 9:30am Fine Art @ Longhorn Gym 2:00pm Wrestling-JH Hershey vs. Multiple Schools vs. Hershey 6:00pm Chase County School Board Meeting @ Board Room	11 8:00am-11:00am ACT @ Auxiliary Gym	12 8:00am Play Production- Varsity Cozad vs. Multiple Schools vs. Cozad 12:00pm Wrestling-JH Hitchcock County vs. Multiple Schools vs. Hitchcock County 6:30pm Labor Auction @ Chase County Schools	13	14 TBD Play Production-Varsity Ogallala vs. Multiple Schools vs. Ogallala	15
16 Winter Practice	17 8:30am Multicultural Club	18 FFA CDE #1 @ Curtis 8:00am-3:30pm Health Checks @ Auxiliary Gym	19 NMEA 8:00am-3:30pm Health Checks @ Auxiliary Gym	20 NMEA 9:00am Wrestling-JH Medicine Valley	21 NMEA	22
23 10:00am Play Production- Varsity Chase County vs. Multiple Schools 1:30pm Wrestling-JH Perkins County vs. Multiple Schools vs. Perkins County	24	25 Thanksgiving Break @ Chase County Schools	26 Thanksgiving Break @ Chase County Schools	27 Thanksgiving Break @ Chase County Schools	28 Thanksgiving Break @ Chase County Schools	29
30						

December, 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 9:00am Wrestling-JH Bayard vs. Multiple Schools vs. Bayard	2 7:30am FFA @ Chase County Schools	3 TBD Play Production-Varsity Bridgeport Public Schools	4 7:30am FBLA @ Chase County Schools 3:00pm Basketball-B/JV/Varsity Cozad 3:00pm Basketball-G/JV/Varsity Cozad 5:30pm Wrestling-JV/Varsity Garden County Schools vs. Multiple Schools vs. Garden County Schools	5 10:00am Wrestling-G/Varsity Southwest Public Schools vs. Multiple Schools vs. Southwest Public Schools 4:00pm Basketball-B/JV/Varsity McCook 4:00pm Basketball-G/JV/Varsity McCook	6 8:30am Wrestling-JV/Varsity Broken Bow vs. Multiple Schools vs. Broken Bow
7	8 4:30pm Basketball-G/C Team Dundy County Stratton 6:00pm Basketball-B/C Team Dundy County Stratton	9 FFA LDE #1 @ Curtis 2:00pm Wrestling-JV/Varsity Hershey vs. Multiple Schools vs. Hershey 6:00pm Chase County School Board Meeting @ Board Room	10	11 6th-12th @ Auditorium TBD Play Production-Varsity State Tournament 2:00pm Wrestling-G/Varsity Colby Schools vs. Multiple Schools vs. Colby Schools	12 8:30am Wrestling-JV/Varsity Southern Valley Schools vs. Multiple Schools vs. Southern Valley Schools 4:00pm Basketball-B/JV/Varsity Sidney 4:00pm Basketball-G/JV/Varsity Sidney	13 9:00am Wrestling-G/Varsity Sandhills Valley CO-OP 10:00am Basketball-G/JH Ogallala 1:00pm Basketball-G/JV/Varsity Ogallala 1:00pm Basketball-B/JV/Varsity Ogallala 1:00pm Basketball-G/JV/Varsity Ogallala 1:00pm Basketball-B/JV/Varsity Ogallala
14	15 4:00pm Basketball-G/JH Perkins County 5:00pm Basketball-G/C Team Ogallala 6:30pm Basketball-B/C Team Ogallala	16 K-5 Vocal @ Longhorn Gym	17	18 2:00pm Wrestling-JV/Varsity McCook vs. Multiple Schools vs. McCook 2:00pm Wrestling-G/Varsity McCook vs. Multiple Schools vs. McCook 3:30pm Basketball-G/JH McCook 4:00pm Basketball-G/JV/Varsity Wray 4:00pm Basketball-B/JV/Varsity Wray	19 End of Semester @ Chase County Schools	20 9:00am Wrestling-JV/Varsity Sidney vs. Multiple Schools vs. Sidney 1:00pm Basketball-G/JV/Varsity Broken Bow 1:00pm Basketball-B/JV/Varsity Broken Bow
21	22 Christmas Break @ Chase County Schools	23 Christmas Break @ Chase County Schools 4:00pm Basketball-B/JV/Varsity Bridgeport Public Schools 4:00pm Basketball-G/JV/Varsity Bridgeport Public Schools	24 Christmas Break @ Chase County Schools Christmas Break @ Chase County Schools	25 Christmas Break @ Chase County Schools Christmas Break @ Chase County Schools	26 Christmas Break @ Chase County Schools	27 Christmas Break @ Chase County Schools
28 Christmas Break @ Chase County Schools	29 TBD Basketball-B/Varsity Chadron vs. Multiple Schools vs. Chadron Christmas Break @ Chase County Schools TBD Basketball-G/Varsity Chadron vs. Multiple Schools vs. Chadron	30 TBD Basketball-B/Varsity Chadron Christmas Break @ Chase County Schools TBD Basketball-G/Varsity Chadron vs. Multiple Schools vs. Chadron	31 TBD Basketball-B/Varsity Chadron Christmas Break @ Chase County Schools TBD Basketball-G/Varsity Chadron vs. Multiple Schools vs. Chadron			

Mrs. Odens' November 2025 Board Meeting Report

We had a Health and Safety Meeting on October 16th.

October 23rd was Parent Teacher Conferences. They were well attended. The PTO provided a great meal of soups and desserts for the staff.

The PTO Book Fair was the last week of October in the auditorium. The PTO members felt that it was as successful as past years. They had about \$10,000 worth of sales. The teacher wish list books and the K-2 birthday books were all taken care of with the sales.

The Parade of Costumes was well attended again this year. Mrs. Peoples painted pumpkins with her students. They were donated by Cox's Ponds and the PTO.

Last Wednesday there was an ELL/Migrant parent meeting. The parents recieved information from the teachers and ESU15 staff while the students did different activities. A snack was also served for those that attended. The Migrant After School program will be held on Tuesdays and Thursdays starting the 18th of November. Ms. Rita Nickel is teaching it this year. They are still looking for an assistant.

The FBLA students put on a Veteran's Day program for our K-12 students and the community today in the Longhorn Gym.

Mrs. Odens is working on observations of non-tenured as well as some of our tenured staff during this first semester.

Current K-6 Enrollment

Kindergarten—38
First Grade—37
Second Grade—37
Third Grade—53
Fourth Grade—40
Fifth Grade—39
Sixth Grade—33

Total—277 students

We are serving 5 children that are birth to preschool



November 11th, 2025

- JAG students visited the local police station and also took a trip to Scottsbluff to visit WNCC.
- The 8th-grade class took a field trip to the UNK planetarium.
- Attended the state cross-country meet with my family and was able to watch our athletes perform exceptionally well. Congratulations to the team and coaches.
- Official observations of 7th – 12th-grade teachers are underway.
- Presented Ms. Vanessa Taylor with the 7-12 educator of the month award, which is voted on by staff and sponsored by the CCS Education Foundation
- 1st quarter check-in meetings with each high school department and our 7th and 8th grade team during in-service time on the 23rd of October.
- Parent-teacher conferences were held on October 23rd and were well attended. Thank you to PTO for providing dinner for all of our staff.
- Implemented a new open campus lunch policy based on failing grades for 9th-12th-grade students.
- Through a program with Omaha Performing Arts, our show choir students participated in a workshop led by Broadway performer Elizabeth Earley.
- Mr. Vlasin and members of Chase County FFA attended the national convention in Indianapolis.
- Met with our student council to gain insight into the thoughts and concerns of our student body.
- One Act hosted a workshop with Wauneta-Palisade and Perkins County last Wednesday and won their first competition at Alliance last Saturday.
- The Freshman, Juniors, and Seniors have completed their fall Pre-ACT and ACT testing. Sophomores will take the Pre-ACT tomorrow morning.
- FBLA and FCCLA collaborated to host the Veterans Day breakfast and program.

Current Enrollment: 11/11/25

Grade	
7 th	40
8 th	53
9 th	49
10 th	47
11 th	55
12 th	44
Total Enrollment	288

Board Report

November 11th, 2025

Adam Lambert
Superintendent of Schools

Academics & Students

- Continue to research the beef in schools program. I did find a local butcher that would be willing to help us with the program once we feel comfortable moving forward with it.
- I attended the Health and Safety committee meeting.
- I am working with Officer Bustillos to bring in a speaker concerning social media use and the potential dangers. There would be a separate elementary assembly, middle/high school assembly and then an assembly for parents that evening. We are looking at some dates in March as of right now.
- We sent 12 students to ESU 15 for free eye exams. All 12 students received new glasses which instantly helped them in the classrooms.
- Met with our county attorney's to discuss the excessive absenteeism law and got both parties on the same page, which was very beneficial.
- I met with the interim CEO of the hospital.
- I want to congratulate all of our cross country runners, but especially the girls cross country team who brought home a state championship.
- We submitted the necessary paperwork to play in class C2 football next year if we end up in C1.
- Jill, Amanda and I attended two demos for potential new finance software. After attending the two demos and then meeting with our current software provider we have decided to stay with what we have and try to request some training.
- Parent teacher conferences were held this last month and went well.
- I want to thank Jacci Paisley for all of her hard work in fixing our attendance data being reported to the state. Our system was sending all absences including school activities. She found the problem and adjusted last year's attendance data at the state level and fixed it for this year moving forward.

- I have pretty much wrapped up the digital board advertising sales for this year. I wouldn't turn down any new ones, but once basketball starts it may not be worth the investment for a business. I thought it was a good first year and have ideas for next year.
- As you know, we have created "The Herd" monthly newspaper to better our communication about the school. I am also going to start going on the radio after each board meeting to connect with the public on what is happening at the school to continue to meet the goal of communication.
- I had a new board member from a neighboring school who reached out to meet with me and see how we are achieving at such a high level. That was a great meeting and fun to share all of the great things we are doing here at Chase County Schools.
- I've been working with the negotiations team on collecting data. Insurance will increase 7.25% for the 26-27 school year. The negotiations team had their first meeting with the teachers this past month.
- Worked with the policy committee to go through the 4000 policy series in preparation for tonight's meeting.
- I was able to attend the One Act's first performance here at home to prepare for their upcoming season. They did a great job and got first place at their first competition. Congratulations on a great start to the season.
- I attended the ESU's superintendent meeting where we were introduced to some new technology that they are considering purchasing for all districts to help with the CLSD grant.
- I attended the Fort Hays State University's educational fair and met some prospective teachers.

Building & Grounds

- Worked with and collected bids and pricing from painters for the auditorium and auditorium seat companies.
- Rex, Troy and I have had two demos on potential digital bus software that would check kids on and off of the bus, give turn by turn directions, create routes, digitize the pre and post trip inspections, potentially give parents ETA on their child's drop off along with digitizing repair work requests. This will be something I

need to discuss with the transportation committee, but could be beneficial to the transportation department.

- Dallas has been working on a list of repairs for broken down equipment due to power outages. We have started a claim with our insurance company.

Budget & Finance

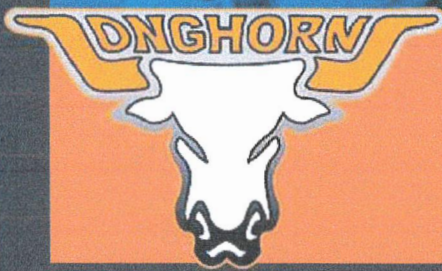
Approximately 4.5% savings after 3 months of expenditures.

- General Fund Balance \$2,684,142
- Depreciation Fund Balance \$455,750
- Lunch Fund Balance \$157,692
- Special Building Fund Balance \$810,402

Board Members Who Take EHA Insurance

Dan Reeves-Health & Dental Insurance
Steve Wallin-Health & Dental Insurance
Carrie Terryberry-Dental Insurance

****The district does not pay for any portion of the above health insurance. Board members are eligible to be on an EHA Health Insurance plan because they are a board member****



Monthly Food SERVICE REPORT

CHASE COUNTY SCHOOLS

November 2025

1767

Breakfasts

7683

Lunches

\$2406.70

Staff Meals

Total Ala Carte: \$13,024.30

*Thank you for continuing to
partner with Opaa!
Food Management!*

National School Lunch Week was held October 13th–17th. This year's theme, "Around the World: Find Your Passport," showcased delicious specialty meals inspired by global cuisines.

We are beginning to see participation trend upward again, particularly after reintroducing more beef items to the menu. Following a recent meeting with Adam and the Opaa! team, we've been able to adjust menu offerings to better reflect the preferences of our students.

Our à la carte sales also continue to perform well. Last October, sales totaled \$10,293.75, compared to \$13,024.30 this October — an increase of nearly \$2,730.

Looking ahead, we're excited for our Thanksgiving Feast on November 20th, which will feature a traditional meal of turkey and ham with mashed potatoes and gravy, stuffing, green beans, dinner roll, and pumpkin bars for dessert.



CONTACT INFORMATION

Kelsey Owens
Director of Nutrition Services
kowens@opaafm.com

Faylena Carlson
Regional Director of Operations
fcarlson@opaafm.com

EARLY RESIGNATION PROGRAM 2025-2026
CHASE COUNTY SCHOOL DISTRICT - TEACHER RESIGNATION AND RELEASE

THIS RESIGNATION AND RELEASE is made this ____ day of _____, 20__, by and between Chase County School District 15-0010 a/k/a Chase County School District, hereinafter referred to as "School District," or the "District," and [Insert Teacher Name], hereinafter referred to as "Teacher."

IN CONSIDERATION of the mutual covenants and conditions contained herein, the District and the Teacher do hereby agree as follows:

1. **QUALIFICATION:** The Teacher must have been employed by the School District for a minimum of three (3) years.

2. **RESIGNATION:** The Teacher does hereby resign from all employment relations with the School District, or any successor-in-interest to the School District and the School District does hereby accept such resignation, which shall be effective as of the end of the day on May 22, 2026. The Teacher shall receive all pay under the Teacher's existing employment contract with the last payment under that contract being made on or about August 10, 2026.

A. **SEVERANCE BENEFIT:** In consideration of the Teacher's resignation the School District shall pay the Teacher the sum of \$1,000.00 payable on or before March 20, 2026.

[NOTE: Participation in this Early Resignation Program disqualifies an employee from participation in any early retirement incentive program sponsored by the School District for the 2025-2026 school year or thereafter.]

B. **TAXES:** It is understood and agreed that state and federal withholding, FICA, FUTA, including employer and employee share thereof have been, or will be, withheld from or contributed in relation to the severance benefit stated above.

3. **RELEASE:** The Teacher does hereby waive and release the School District and all other School District officials or employees in their official and individual capacities, from any and all rights or claims which the Teacher may have by statute, contract, or otherwise, to continued employment, other financial remuneration or rights, all other employment relations or rights or recall, with, by or against, the School District and others named herein, or any successor-in-interest to the School District, and does hereby further release any and all other claims or causes of action which the Teacher may have, or claim to have, now or in the future as a result of or in any way connected with the Teacher's employment relationship with the School District including, but not limited to any accrued vacation leave and sick leave accrued through and including May 22, 2026. This waiver and release includes, but is not limited to, any and all rights or claims the Teacher may have or claim to have pursuant to Sections 79-824 to 79-842, R.R.S. and specifically any rights under Section 79-829(3) regarding a request by the School District for acceptance of employment prior to March 15 of each year..

4. **INDEMNIFICATION:** It is the intention of the parties to this Resignation and Release upon the signing and acceptance hereof, that all employment relations and any and all employment or other claims or rights of or by the Teacher against the School District and others named herein, or any successor-in-interest to the School District, are and shall be considered as resolved and settled by this Agreement, and the Teacher agrees to and does hereby indemnify and hold the School District and others named herein or any successor-in-interest to the School District harmless from any and all such claims and the Teacher further covenants not to sue the School District and others named herein or any successor-in-interest to the School District on any such alleged claims.

5. **ACCEPTANCE:** The Teacher shall accept this agreement by signing the same and returning it to the School District by **January 23, 2026** or it shall be null and void and of no force or effect and the School District's agreements herein shall be considered as having been withdrawn.

Date: _____, 20__	Date: _____, 20__
Teacher: _____	CHASE COUNTY SCHOOL DISTRICT 15-0010, A/K/A CHASE COUNTY SCHOOL DISTRICT
	By: _____
	President, Board of Education

4001
[Intentionally Left Blank]

Adopted on: _____

Revised on: _____

Reviewed on: _____

4002

Drug Free Workplace

It is vitally important to have a healthy workforce that is free from the effects of illegal drugs. The use or possession of unlawful drugs in the workplace has a very detrimental effect upon safety and morale of the affected employee, coworkers, and the public at large; and on productivity and the quality of work.

Federal law requires this school district, as a recipient of federal funds, to maintain a drug-free workplace. The unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in the district's workplace is prohibited. The term "workplace" includes every location where district employees may be found during their working hours or while they are on duty, regardless of whether the location is within the geographic boundaries of the district. Any employee who violates this policy will be disciplined with measures up to and including discharge. The district may, in its sole discretion, require or allow an employee who violates this policy to participate in and satisfactorily complete a drug abuse assistance or rehabilitation program.

The district shall provide every current employee with a copy of this policy, and shall provide each newly hired employee with a copy upon hiring. Every employee shall be required to signify receipt of a copy of the policy in writing. All district employees must abide by this policy, including those who are not directly engaged in the performance of work pursuant to a federal grant.

An employee must notify his/her supervisor of any conviction of a criminal drug statute for a violation occurring in the workplace within five days. The failure to report such a conviction will be grounds for dismissal. If the employee convicted of such an offense is engaged in the performance of work pursuant to the provisions of a federal grant, the district shall notify the grant agency within 10 days of receiving notice of a conviction from the affected employee or of receiving actual notice of such a conviction.

Adopted on: _____

Revised on: _____

Reviewed on: _____

4003 Drug Policy Regarding Drivers

Policy Statement. Drivers for the school district must be free from drug and alcohol abuse, and the use of illegal drugs or improper use of alcohol is prohibited. The overall goal of drug and alcohol testing is to insure a drug-free and alcohol-free transportation environment, and to reduce accidents, injuries and fatalities.

Designated Contact. The school district has designated the superintendent of schools as the individual any driver may contact with questions about this policy or the school district's drug testing program and procedures for drivers. This individual further maintains and will provide drivers informational materials concerning the effects of alcohol and controlled substances use on an individual's health, work, and personal life; signs and symptoms of an alcohol or a controlled substances problem (the driver's or a co-worker's); and available methods of intervening when an alcohol or controlled substances problem is suspected, including confrontation, referral to any employee assistance program and/or referral to management.

The superintendent of schools may be contacted at the district office.

Covered Drivers. Any person who operates a commercial motor vehicle on behalf of the school district is covered by this policy and the school district's drug testing program and procedures for drivers. All covered drivers must provide the school district a signed statement certifying that he or she has received a copy of this policy and related materials.

Covered Workday. A driver is required to comply with this policy and the terms of the school district's drug testing program and procedures for drivers at all times they are assigned, or may be assigned, to perform safety-sensitive functions. This includes all time from the time a driver begins to work or is required to be in readiness to work until the time he/she is relieved from work and all responsibility for performing work. Safety-sensitive functions include: (1) all time at a school district facility or property, contractor facility or property, or on any public property, waiting to be dispatched, unless the driver has been relieved from duty by the school district; (2) all time inspecting equipment as required by state or federal law or regulation and any and all other time inspecting, servicing, or conditioning any commercial motor vehicle; (3) all time spent at the driving controls of a commercial motor vehicle in operation; (4) all time, other than driving time, in or upon any commercial motor vehicle; (5) all time loading or unloading a vehicle, supervising, or assisting in the loading or unloading, attending a vehicle being loaded or unloaded, remaining in readiness to operate the vehicle, or in giving or

receiving receipts for shipments loaded or unloaded; and (6) all time repairing, obtaining assistance, or remaining in attendance upon a disabled vehicle.

Prohibited Conduct. No driver shall: (1) report for duty or remain on duty requiring the performance of safety-sensitive functions while having an alcohol concentration of 0.04 or greater; (2) use alcohol while performing safety-sensitive functions; (3) perform safety-sensitive functions within four hours after using alcohol; or (4) refuse to submit to a pre-employment controlled substance, a post-accident alcohol or controlled substance test, a random alcohol or controlled substances test, a reasonable suspicion alcohol or controlled substance test, a return-to-duty alcohol or controlled substances test, or a follow-up alcohol or controlled substance test required under state or federal law or this policy. No driver required to take a post-accident alcohol test shall use alcohol for eight hours following the accident, or until he/she undergoes a post-accident alcohol test, whichever occurs first.

No driver shall: (1) report for duty or remain on duty requiring the performance of safety sensitive functions when the driver uses any drug or substance identified in 31 CFR 1308.11 Schedule 1; (2) report for duty or remain on duty requiring the performance of safety-sensitive functions when the driver uses any non-Schedule I drug or substance that is identified in the other Schedules in 21 CFR part 1308 except when the use is pursuant to the instructions of a licensed medical practitioner who is familiar with the driver's medical history and has advised the driver that the substance will not adversely affect the driver's ability to safely operate a commercial motor vehicle; or (3) report for duty, remain on duty or perform a safety-sensitive function, if the driver tests positive or has adulterated or substituted a test specimen for controlled substances.

Types of Testing. Pursuant to regulations promulgated by the Department of Transportation (DOT), the district has implemented four types of testing: (1) pre-employment testing, (2) reasonable cause testing, (3) post-accident testing and (4) random testing.

Refusal to Submit to Testing. A driver shall not refuse to submit to testing. A driver will be considered to have refused to submit to testing if the driver fails to provide a sample or specimen necessary for testing upon a lawful request, consistent with the required testing protocols. The refusal to submit to the testing used by the district will be grounds for refusal to hire driver applicants and to terminate the employment of existing drivers.

Consequences for Violations. Any driver who becomes unqualified on the basis of violation of the terms of this policy will be subject to disciplinary action which may include termination of the driver's employment, and shall include

the immediate removal from safety-sensitive functions in compliance with federal law. No driver tested pursuant to this policy and the school district's drug testing program and procedures who is found to have an alcohol concentration of 0.02 or greater but less than 0.04 shall perform or continue to perform safety-sensitive functions until the start of the driver's next regularly scheduled duty period, but not less than 24 hours following administration of the test.

Return to Duty Process. A driver who has violated this policy or the school district drug testing program and procedures cannot again perform any safety-sensitive functions until and unless the employee completes the return-to-duty process, including the substance-abuse professional's (SAP) evaluation, referral, and recommended education or treatment. The school district will provide employees the relevant contact information for available and acceptable SAPs as necessary, but the school district is not required under the law to provide a SAP evaluation or any subsequent recommended education or treatment for a driver. Any driver completing the return-to-duty process must complete a return-to-duty test and test negatively.

Disqualification. Any applicant who tests positive for the presence of the following drugs is medically unqualified to drive and will not be considered for the position of driver: (1) marijuana, (2) cocaine, (3) opiates, (4) amphetamines, or (5) phencyclidine (PCP). Any district driver who tests positive shall be medically unqualified and removed from service immediately.

Pre-employment Testing. All applicants for employment must submit to drug and alcohol tests as a condition of being considered for employment.

Reasonable Cause Testing. The district shall have reasonable cause to require a driver to submit to drug testing when a driver manifests physical or physiological symptoms or reactions commonly attributed to the use of controlled substances or alcohol.

Post-Accident Testing. A driver who has been involved in a reportable accident must submit to drug and alcohol testing as soon as possible. A reportable accident includes any accident in which there is a fatality, a person is injured and must be treated away from the accident site, the driver receives a citation for a moving violation, or a vehicle is towed from the scene. The driver must notify the district immediately regarding any reportable accident.

Serious Injury to the Driver. If a driver is so seriously injured that he or she cannot submit to testing at or immediately after the time of the accident, the driver must provide the necessary authorization for the district to obtain

hospital reports or other documents that would indicate whether there were controlled substances or alcohol in the driver's system.

Random Testing. All drivers will be subject to unannounced random testing for drugs and alcohol. The district or its agents will periodically select drivers at random for testing. A district official will notify a driver when his or her name has been selected and will instruct the driver to report immediately for testing. By its very nature, random selection may result in one driver being tested more than once in a 12-month period, while another driver may not be selected at all during the same 12 months.

Frequency of Random Testing. Under DOT regulations, the district must test at least 50 percent of its average number of driver positions for drugs and 25 percent of its average number of driver positions for alcohol each year. The tests must be unannounced and spread evenly throughout the year. DOT regulations also require that every driver selected at random must have his or her name placed back in the random pool for the next selection period.

Testing Procedure. All urine and blood specimens collected under the policy will be submitted to an approved laboratory for testing. Specimens that initially test positive for drugs will be subjected to a subsequent confirmation test before being reported by the laboratory as positive. All such specimens collected and submitted will be maintained securely to safeguard the validity of the test results and maintain the integrity of the testing process while ensuring the results are attributed to the correct driver.

Medical Review Officer. All laboratory test results will be reported by the laboratory to a medical review officer (MRO) designated by the district. Negative test results will be reported as such by the MRO to the district. Before reporting a positive test result to the district, the MRO will attempt to contact the driver to discuss the test result. If the MRO is unable to contact the driver directly, the MRO will contact a district official designated in advance by the district, who shall in turn contact the driver and direct the driver to contact the MRO. Upon being so directed, the driver shall contact the MRO immediately or, if after the MRO's business hours and the MRO is unavailable, at the start of the MRO's next business day. If required by DOT regulations, personal information collected and maintained pursuant to this policy shall be reported to the Clearinghouse by the MRO in the event of: (1) a verified positive, adulterated, or substituted drug test result; (2) an alcohol confirmation test with a concentration of 0.04 or higher; (3) a refusal to submit to any test required by this policy and the school district's drug testing program and procedures; (4) an employer's report of actual knowledge that a driver has used alcohol or controlled substances based on the employer's direct observation of the employee, information provided by the driver's

previous employer(s), a traffic citation for driving a CMV while under the influence of alcohol or controlled substances or an employee's admission of alcohol or controlled substance use; (5) on duty alcohol use as prohibited above; (6) pre-duty alcohol use as prohibited above; (7) alcohol use following an accident as prohibited above; (8) controlled substance use as prohibited above; (9) a substance abuse professional report of the successful completion of the return-to-duty process; (10) a negative return-to-duty test; and (11) an employer's report of completion of follow-up testing.

Confidentiality. Pursuant to DOT regulations, individual test results for applicants and drivers will be released to the district and will be kept confidential unless the tested individual consents to their release or release is required by law (such as the release of information to the Clearinghouse.) Any person who has submitted to drug testing in compliance with this policy is entitled to receive the results of such testing upon timely written request.

Retesting. An individual who tested positive for the presence of drugs may request that the original sample be retested. The request for a retest must be submitted in writing on a form provided by the district within 3 working days of the district's notification to the individual that he or she has a positive test result. The individual making the request must pay all costs associated with the retest and transfer of the sample to another laboratory before the retest will be performed.

Adopted on: _____

Revised on: _____

Reviewed on: _____

4004

Employment of Relatives, Domestic Partners and Significant Others

It is in the school district's best interest to hire the best qualified candidate for employment. However, the district must use sound judgment in hiring and placing employees who are closely related, reside together as domestic partners, or are involved in close relationships for the following reasons: avoiding conflict of interest and the appearance of a conflict of interest; avoiding favoritism and the appearance of favoritism; promoting collegiality among employees; minimizing lost productivity; easing the task of managing employees; avoiding friction and conflict when marriages or relationships break down; and avoiding claims of sexual harassment.

For the purposes of this policy, the term "relative" refers to a spouse, child, parent, sibling, grandparent, grandchild, aunt, uncle, first cousin, or corresponding in-law or "step" relation. "Domestic partner" refers to individuals who reside in the same household and are involved in a relationship, who may hold themselves out to the public as marital partners, but who are not legally married. "Significant others" refers to individuals who are dating or engaged to be married but may or may not reside together. This policy applies to all categories of employment including regular, temporary, and part-time classifications.

Generally, an employee's relative, domestic partner, or significant other should not be hired to work in the same department as the employee or in any other position in which the district believes a conflict or the appearance of a conflict may exist. Relatives, domestic partners, and significant others are permitted to work at the district provided one does not report directly to, supervise, or manage the other. The superintendent and/or board may make exceptions to this general rule.

Employees in a supervisory-subordinate relationship or employed in the same department who marry, become domestic partners, or become significant others while employed will be treated in accordance with these guidelines, and one of the employees will be transferred at the earliest practicable time. The transfer will be voluntary when possible. When a voluntary transfer is not possible, the superintendent will make the decision based upon the importance of each job, the needs of the district, and the availability of candidates to fill either position. The district shall endeavor to place the transferred employee in a position which is similar in terms of pay and benefits. The superintendent and/or board may make exceptions to this general rule.

Adopted on: _____

Revised on: _____

Reviewed on: _____

4005

Communication Between the Board and District Employees

Employees have the same right to communicate with the board about matters of public concern as other patrons of the district. Regarding employment-related issues, employees must follow the applicable board policies and/or contractual procedures regarding the administrative chain of command, complaints, grievances and other applicable processes.

When appropriate, the superintendent shall inform employees of official board policies, directives, actions and concerns.

Adopted on: _____

Revised on: _____

Reviewed on: _____

4006
Workers' Compensation Insurance

The school district shall provide workers' compensation insurance for the protection of the district and its employees, and such other insurance as the board deems appropriate or has agreed to provide pursuant to a contract or collective bargaining agreement.

Adopted on: _____

Revised on: _____

Reviewed on: _____

4007

Personnel Records

The district shall maintain a personnel file regarding each employee. All materials in a personnel file, except for employment references and information that was gathered in the process of assessing an applicant for hiring, shall be available to the employee for review within a reasonable period of time of the employee's request. Employees (or individuals to whom employees have given written authorization) may inspect the contents of their personnel files only in the presence of an administrator or a person designated by the administration.

An employee may respond to any document(s) in his or her personnel file by submitting a written response to the person responsible for keeping the file, who shall attach the response to file copies of the disputed document.

No person other than school officials engaged in their professional duties shall be granted access to employees' personnel files, and the contents of such files shall not be divulged in any manner to any unauthorized person. An attorney acting on behalf of the board of education or administration is deemed to be a school official.

Adopted on: _____

Revised on: _____

Reviewed on: _____

4008

Outside Employment

1. An employee's responsibilities to the district take precedence over personal responsibilities during school hours. Employees may not engage in other employment business activity during assigned duty hours.
2. Tutoring
 - a. Teachers are expected to assist students who are having learning problems as part of the teachers' employment. Such assistance is expected both in the classroom and at other times during the school day.
 - b. A teacher shall not solicit a student or parent to retain the teacher as a tutor and shall not act as a tutor for pay or other remuneration for any student who is then enrolled in any class taught by that teacher.
 - c. In all other cases during the school year, a teacher may act as a tutor for pay or other remuneration upon prior approval of the building principal and superintendent or designee.
3. Employees shall attend to personal matters outside their assigned duty hours with the district whenever possible.
4. Employees may conduct business on behalf of the district during assigned duty hours, but at times that do not disrupt or interfere with teaching responsibilities or student activities.
5. Employees shall not misrepresent, either expressly or by implication, that any activity, solicitation, or other endeavor is sponsored, sanctioned, or endorsed by the district.
6. In any written or verbal presentation by an employee that might be perceived as being sanctioned, sponsored, or endorsed by the district, other than district-related instruction or presentation to district students or personnel, the employee shall communicate to the audience or recipients that the views expressed are those of the employee and not necessarily those of the district or board.
7. Sale of goods or services by employees.

- a. Employees shall not sell, solicit or promote the sale of goods or services to students.
 - b. Employees shall not sell, solicit or promote the sale of goods or services to parents of students when the employee's relationship with the district is used to influence any sale or may be reasonably perceived by parents as attempting to influence any sale.
 - c. Employees with supervisory or managerial responsibilities shall not sell, solicit or promote the sale of goods or services to employees over whom they have such responsibilities in any manner that could reasonably be perceived as coercive by the subordinate employee(s).
 - d. Employees shall not use employee, student, or parent directories in connection with the solicitation, sale, or promotion of goods or services and shall not provide any such directory to any person or entity for any purpose without the prior knowledge or approval of the building principal.
8. No school board member, administrator, teacher, or other employee shall use the personnel, facilities, resources, equipment, property, or funds of the district for personal financial gain or business activities.
9. All written or artistic works, instructional materials, inventions, procedures, ideas, innovations, systems, programs, or other work product created or developed by any employee in the course and scope of performance of his or her employment duties on behalf of the district, whether published or not, shall be the exclusive property of the district; and the district has the sole right to sell, license, assign, or transfer any and all right, title, or interest in and to such property.
10. Staff may not exploit their professional relationships for personal gain.

Adopted on: _____

Revised on: _____

Reviewed on: _____

4009
Restrictions on Employees Receiving Gratuities

An employee who, because of his or her employment by the school district, receives any bonus merchandise or gift with a value over \$75.00 must disclose the receipt of such gift to the superintendent, who will then report that gift to the board. The superintendent, at his or her discretion, may require that the gift become the property of the district. No certificated staff member may accept any gift which will impair the professional judgment of the recipient.

Employees are directed to discourage merchants from offering bonus paraphernalia in exchange for the school's patronage.

Adopted on: _____

Revised on: _____

Reviewed on: _____

4010
Inclement Weather

Unless the superintendent directs otherwise, staff shall not be required to report when school is canceled due to inclement weather.

If school is canceled during the day because of inclement weather, classified and certified personnel may be released after students have been excused. Classified and certified personnel who miss work due to inclement weather when school is in session will not be paid for time missed or will be charged an applicable leave day.

Adopted on: _____

Revised on: _____

Reviewed on: _____

4011
Employee Leave Under the Family and Medical Leave Act
(FMLA)

The school district shall provide leave to its employees in accordance with the Family and Medical Leave Act ("FMLA"). The terms used herein shall have the meaning ascribed to them under the FMLA. Employees may also qualify for leave under the Nebraska Family Military Leave Act, which is covered under the district's policy for that law. If an employee qualifies for leave under both the Family and Medical Leave Act and the Nebraska Military Leave Act, any leave taken by the employee will count concurrently toward the leave limits of both acts.

I. Qualifying for Leave

A. Qualified Employees

1. To be eligible for ***unpaid*** leave under this policy, an employee must:
 - a. Make the request for leave at a time when the school district employs 50 or more workers;
 - b. Have been working for the school district for at least 12 months prior to the request; and
 - c. Have worked a minimum of 1,250 hours during the 12-month period immediately preceding the commencement of the leave.
2. The applicable 12-month period for computing an employee's entitlement to FMLA leave shall be "rolling" 12-month period measured backward from the date an employee uses any FMLA leave.
3. Employees ineligible for FMLA leave for any reason may be eligible for leave under the Nebraska Family Military Leave Act and should consult policy 4011.1.

B. Qualified Circumstances Necessitating Leave

1. The school district will grant an eligible employee up to a total of 12 workweeks of ***unpaid*** leave under the following conditions:
 - a. For birth of a son or daughter, and to care for the newborn child;
 - b. For placement of a son or daughter with the employee for adoption or foster care;
 - c. To care for the employee's spouse, son, daughter, or parent with a serious health condition;
 - d. Because of a serious health condition that makes the employee unable to perform the functions of his or her job; or
 - e. Because of any qualifying exigency arising out of the fact that the employee's spouse, son, daughter, or parent is a Military Member on Covered Active Duty (or has been notified of an impending call or order to Covered Active Duty) in National Guard, Reserves, and/or Regular Armed Forces in support of a contingency operation
2. The school district will grant an eligible employee who is the spouse, son, daughter, parent or next of kin of a Covered Servicemember a total of 26 workweeks of ***unpaid*** leave during a 12-month period to care for the service member as permitted under the FMLA. The leave described in this paragraph shall only be available during a single 12-month period.

For purposes of this provision and this policy, "Covered Servicemember" includes both Military Members and covered Veterans, so long as the covered Veteran was discharged or released under conditions other than dishonorable at any

time during the five-year period prior to the first date the eligible employee takes FMLA leave to care for the covered Veteran.

3. During the single 12-month period described in paragraph I(B)(2), an eligible employee shall be entitled to a combined total of 26 workweeks of leave under paragraphs I(B)(1) and I(B)(2). Nothing in this paragraph shall limit the availability of leave under paragraph I(B)(1) during any other 12-month period.

C. Limitations on Leave

1. Leave for birth or placement for adoption or foster care must conclude within 12 months of the birth or placement.
2. In any case in which a husband and wife both employed by the school district are entitled to FMLA leave:
 - a. The aggregate number of workweeks of FMLA leave to which both are entitled is limited to 12 during any 12-month period if such leave is taken (i) because of the birth of a son or daughter of the employee and in order to care for such son or daughter; (ii) because of the placement of a son or daughter with the employee for adoption or foster care; or (iii) to care for a sick parent who has a serious health condition; and
 - b. The aggregate number of workweeks of FMLA leave to which both that husband and wife are entitled is limited to 26 during the single 12-month period in which leave is taken to care for a Covered Servicemember and the husband and wife employees are both either the son, daughter, parent, or next of kin of such Covered Servicemember, if the leave is taken for this reason or a combination of

this reason and one of the three reasons described in paragraph I(C)(2)(a). If the leave taken by the husband and wife includes leave described in paragraph I(C)(2)(a), the limitation in paragraph I(C)(2)(a) shall apply to the leave described in I(C)(2)(a).

D. Qualifying Notice and Certification

Employees seeking to use FMLA leave will be required to provide:

1. 30-day advance notice when the need to take the leave is foreseeable; provided, if (a) the leave is for needed treatment which is required to begin in less than thirty days or (b) the leave is for the reason set forth in paragraph I(B)(1)(e), the employee shall provide such notice to the school district as is reasonable and practical;
2. Medical certification supporting the need for leave due to a Serious Health Condition affecting the employee or family member or to care for a Military Member, and/or due to a Serious Injury or Illness to care for a Veteran;
3. Second or third medical opinions and periodic re-certifications (at the school district's expense);
4. Certification supporting the need for leave because of a qualifying exigency arising out of the fact that the employee's spouse, son, daughter or parent is a Military Member on Covered Active Duty (or has been notified of an impending call or order to Covered Active Duty) in the National Guard, Reserves, and/or Regular Armed Forces in support of a contingency operation;
5. Certification supporting the need for leave to care for a Veteran who was discharged or

released under conditions other than dishonorable at any time during the five-year period prior to the first date the eligible employee takes FMLA leave to care for the covered Veteran, and who is undergoing medical treatment, recuperation, or therapy for a Serious Injury or Illness; and

6. Periodic reports during leave, at a frequency reasonably requested by the superintendent, regarding the employee's status and intent to return to work.

E. Scheduling Leave

When leave is needed to care for a family member, for the employee's own illness, or to care for a Covered Servicemember, and such leave is foreseeable based on planned medical treatment, the employee must attempt to schedule treatment so as not to unduly disrupt the school district's operations.

II. Relationship with District During Leave

A. Leave to Be Unpaid

All leave provided to employees under the provisions of the FMLA and this policy shall be unpaid leave.

B. Substitution of Paid Leave

1. The school district requires employees to substitute any accrued paid vacation leave, paid personal leave, paid family leave, paid medical leave or paid sick leave for FMLA leave. However, nothing in this policy shall require the school district to provide paid sick or medical leave in any situation in which the school district would not normally provide such paid leave.
2. If an employee uses paid leave under circumstances which do not qualify as FMLA leave, the leave will not count against the

number of workweeks of FMLA leave to which the employee is entitled.

3. Any paid leave which is substituted for FMLA leave will be subtracted from the number of workweeks of unpaid leave provided by the FMLA and this policy.

C. Group Health Plan Benefits

1. The school district will continue group health plan benefits on the same basis as coverage would have been provided if the employee had been continuously employed during the FMLA leave period.
2. Any share of health plan premiums which have been paid by the employee prior to FMLA leave must continue to be paid by the employee during the FMLA leave period.

D. Intermittent or Reduced-Schedule Leave

1. Leave may be taken under this policy intermittently or on a reduced-leave schedule under certain circumstances.
 - a. When leave is taken because of a birth or because of a placement of a child for adoption or foster care, an eligible employee may take leave intermittently or on a reduced-leave schedule only with the agreement of the school district. In such a case, the superintendent shall have the authority to approve or disapprove such intermittent or reduced leave schedule, in the superintendent's sole discretion.
 - b. When leave is taken to care for a sick family member, for an employee's own serious health condition, or to care for a covered Veteran or Military Member, an eligible employee may take leave

intermittently or on a reduced-leave schedule when medically necessary.

- c. When leave is taken by an eligible employee because of any qualifying exigency arising out of the fact that the employee's spouse, son, daughter, or parent is a Military Member on Covered Active Duty (or has been notified of an impending call or order to Covered Active Duty) in National Guard, Reserves, and/or Regular Armed Forces in support of a contingency operation, the employee may take leave intermittently or on a reduced-leave schedule.
- d. When leave is taken by an eligible employee to care for a Covered Servicemember, including a Veteran who was discharged or released under conditions other than dishonorable at any time during the five-year period prior to the first date the eligible employee takes FMLA leave to care for the covered Veteran, and who is undergoing medical treatment, recuperation, or therapy for a Serious Injury or Illness
- e. Intermittent or reduced leave shall not result in a reduction in the employee's total amount of leave beyond the amount of leave actually taken.
- f. When an instructional employee seeks to take intermittent leave in connection with a family or personal illness (e.g. physical therapy or periodic care for a sick relative) or to care for a covered Veteran or Military Member, and when such leave would constitute at least 20 percent of the total number of working days in the period during which the leave would extend, the school district may require the employee to elect to take leave in a block, instead

of intermittently, for the entire period or to transfer to an available alternative position within the school system that is equivalent in pay, for which the employee is qualified, and which better accommodates the intermittent leave.

2. If an eligible employee requests intermittent leave or leave on a reduced-leave schedule that is foreseeable based on planned medical treatment, including during a period of recovery from a serious health condition, the school district may require the employee to transfer temporarily to an available alternative position for which the employee is qualified and which better accommodates recurring periods of leave than does the employee's regular position. Such alternative position must have equivalent pay and benefits as the employee's permanent position.
3. Leave taken on an intermittent or reduced-schedule basis will be tracked hourly.

III. Return from Leave

A. Restoration to Position

1. On return from FMLA leave, an employee is entitled to be returned to the same position the employee held when leave commenced, or to an equivalent position with equivalent benefits, pay, and other terms and conditions of employment.
2. Any leave taken under this policy will not result in the loss of any employment benefits accrued prior to the date on which the leave commenced.
3. An eligible employee is not entitled to accrual of any seniority or employment benefits during any period of leave, or any right, benefit, or position of employment other than to which the

employee would have been entitled had the employee not taken leave.

B. Denial of Restoration

1. The school district reserves the right to deny restoration to any eligible employee who is a "key employee" (that is an employee who is salaried and among the highest paid 10% of the employees of the school district) if such denial is necessary to prevent substantial and grievous economic injury to the operations of the school district.
2. If the school district intends to deny restoration to such an employee, it will:
 - a. notify the employee of his/her status as a "key employee" in response to the employee's notice of intent to take FMLA leave;
 - b. notify the employee as soon as the school district decides it will deny job restoration and explain the reasons for this decision;
 - c. offer the employee a reasonable opportunity to return to work from FMLA leave after giving this notice; and
 - d. make a final determination as to whether reinstatement will be denied at the end of the leave period if the employee then requests restoration.

C. Failure to Return from Leave

If an employee fails to return from FMLA leave after the period of leave to which the employee is entitled has expired, the employee shall reimburse the district for any premiums the employer paid for maintaining health insurance coverage for the employee during the employee's FMLA leave unless the reason the employee does not return is due to: (1) the

continuation, recurrence, or onset of the serious health condition which entitled the employee to FMLA leave and the employee provides the district with sufficient certification from the proper health care provider of such continuation, recurrence, or onset of the serious health condition or (2) other circumstances beyond the employee's control.

IV. Notice to Employees

- A.** The school district will post in conspicuous places where employees are employed notices explaining the FMLA and providing information concerning the procedures for filing complaints of FMLA violations with the U.S. Wage and Hour Division.
- B.** To the extent that any provision in this policy is in any manner inconsistent with the provisions of the Act or the regulations promulgated thereunder, the Act and regulations shall prevail over the provisions of this policy. The school district reserves the right to modify this policy from time to time in its sole discretion.
- C.** Employees may direct any questions or concerns regarding FMLA leave to the superintendent.

Adopted on: _____

Revised on: _____

Reviewed on: _____

4011.1
Employee Leave Under the Nebraska Family Military Leave Act

The school district shall provide leave to its employees in accordance with the Nebraska Family Military Leave Act (NFMLA). The terms used herein shall have the meaning ascribed to them under the NFMLA. Employees may also qualify for leave under the Family and Medical Leave Act (FMLA), which is detailed in the district's FMLA policy. If an employee qualifies for leave under both the FMLA and NFMLA, any leave taken by the employee will count concurrently toward the leave limits of both.

I. Qualifying for Leave

A. Qualified Employees

To be eligible for unpaid leave under the NFMLA, an employee must:

1. Have been working for the school district for at least 12 months prior to the request; and
2. Have worked a minimum of 1,250 hours during the 12-month period immediately preceding the commencement of the leave.

B. Qualified Circumstances for Requesting Leave

The school district will grant a qualified employee up to a total of 30 days of unpaid leave if:

1. The employee is the spouse or parent of a person called to military service lasting 179 days or longer with the state or United States pursuant to orders of the Governor or the President of the United States and;
2. The leave is scheduled to be taken during the time federal or state deployment orders are in effect.

C. Qualifying Notice and Certification

Employees seeking to use the NFMLA will be required to provide:

- a. A consultation with the District to schedule leave so as not to unduly disrupt the operations of the school.
- b. Certification from the proper military authority to verify the employee's eligibility for the family military leave requested.
- c. 14-day advance notice of the intended date upon which the leave will begin, if leave will consist of five or more work days.
- d. As much advance notice as possible of the intended date upon which the leave will commence, if leave will consist of less than five work days.

II. Relationship with District During Leave

A. Leave to Be Unpaid

All leave provided to employees under the provisions of the NFMLA and this policy shall be unpaid leave.

B. Benefits

1. Taking leave under the NFMLA shall not result in the loss of any employee benefit accrued before the date on which the leave commenced.
2. Any employee who takes leave under the NFMLA will be permitted to continue their benefits at their own expense.
3. Payment for benefits must be made to the district in advance of the date on which they are due. For example, if health insurance premiums are paid to the carrier by the district on the 1st of the month, the employee taking leave under the NFMLA must provide

the full cost of the premium to the district prior to that date. Failure to provide the full costs for all benefits the employee wishes to continue in advance of their due date may result in cancellation of benefits as permitted by law.

III. Return from Leave

A. Restoration to Position

1. Any employee who exercises the right to leave under the NFMLA shall be restored by the district to the position held by the employee when the leave commenced or to a position with equivalent seniority status, employee benefits, pay, and other terms and conditions of employment.
2. This section does not apply if the district proves that the employee was not restored because of conditions unrelated to the employee's exercise of rights under the NFMLA.

B. Failure to Return

If an employee fails to return after the period of leave to which the employee is entitled has expired, and no additional qualifications for leave exist, the employee will be subject to the district's policies governing unexcused absences up to and including termination of employment.

Adopted on: _____

Revised on: _____

Reviewed on: _____

4012

Staff Internet and Computer Use

Internet access is an important tool for communicating, keeping up-to-date with current developments in education, and for conducting research to enhance management, teaching and learning skills. The following procedures and guidelines are intended to ensure appropriate use of the Internet at the school by the district's faculty and staff. Staff should also refer to the district's policy on Staff and District Social Media Use.

I. Staff Expectations in Use of the Internet

A. Acceptable Use While on Duty or on School Property

1. Staff shall be restricted to use the Internet to conduct research for instructional purposes.
2. Staff may use the Internet for school-related e-mail communication with fellow educators, students, parents, and patrons.
3. Staff may use the Internet in any other way which serves a legitimate educational purpose and that is consistent with district policy and good professional judgment.
4. Teachers should integrate the use of electronic resources into the classroom. As the quality and integrity of content on the Internet is not guaranteed, teachers must examine the source of the information and provide guidance to students on evaluating the quality of information they may encounter on the Internet.

B. Unacceptable Use While on Duty or on School Property

1. Staff shall not access obscene or pornographic material.
2. Staff shall not engage in any illegal activities on school computers, including the downloading and reproduction of copyrighted materials.

3. Staff shall not use school computers or district internet access to use peer-to-peer sharing systems such as BitTorrent, or participate in any activity which interferes with the staff member's ability to perform their assigned duties.
4. The only political advocacy allowed by staff on school computers or district internet access is that which is permitted by the Political Accountability and Disclosure Act and complies with district policy.
5. Staff shall not share their passwords with anyone, including students, volunteers or fellow employees.

II. School Affiliated Websites

Staff must obtain the permission of the administration prior to creating or publishing any school-affiliated web page which represents itself to be school-related, or which could be reasonably understood to be school-related. This includes any website which identifies the school district by name or which uses the school's mascot name or image.

Staff must provide administrators with the username and password for all school-affiliated web pages and must only publish content appropriate for the school setting. Staff must also comply with all board policies in their school-affiliated websites and must comply with the board's policy on professional boundaries between staff and students at all times and in all contexts.

Publication of student work or personality-identifiable student information on the Internet may violate the Federal Education Records Privacy Act. Staff must obtain the consent of their building principal or the superintendent prior to posting any student-related information on the Internet.

III. Enforcement

A. Methods of Enforcement

The district owns the computer system and monitors e-mail and Internet communications, Internet usage, and patterns of Internet usage. Staff members have no right of privacy in any electronic

communications or files, which are stored or accessed on or using school property and these are subject to search and inspection at any time.

1. The district uses a technology protection measure that blocks access to some sites that are not in accordance with the district's policy. Standard use of the Internet utilizes a proxy server-based filter that screens for non-curriculum related pages.
2. Due to the nature of technology, the filter may sometimes block pages that are appropriate for staff research. The system administrator may override the technology protection measures that blocks or filters Internet access for staff access to a site with legitimate educational value that is wrongly blocked.
3. The district will monitor staff use of the Internet by monitoring Internet use history to ensure enforcement of this policy.

B. Any violation of school policy and rules may result in that staff member facing:

1. Discharge from employment or such other discipline as the administration and/or the board deem appropriate;
2. The filing of a complaint with the Commissioner of Education alleging unprofessional conduct by a certified staff member;
3. When appropriate, the involvement of law enforcement agencies in investigating and prosecuting wrongdoing.

IV. Off-Duty Personal Use

School employees may use the internet, school computers, and other school technology while not on duty for personal use as long as such use is (1) consistent with other district policies, (2) consistent with the provisions of Title 92, Nebraska Administrative Code, Chapter 27 (Nebraska Department of Education "Rule 27"), and (3) is reported as compensation in accordance with the Internal Revenue Code of 1986,

as amended, and taxes, if any, are paid. All of the provisions of Rule 27 will apply to non-certificated staff for the purposes of this policy. In addition, employees may not use the school's internet, computers, or other technology to access obscene or pornographic material, sext, or engage in any illegal activities.

Adopted on: _____

Revised on: _____

Reviewed on: _____

4013 Grievance Procedure

Definition of Grievance. A grievance is an allegation by an employee or group of employees that there has been a violation of a provision of the negotiated agreement or a policy of the board of education.

Procedural Steps. The procedure for handling grievances is as set forth below.

Step 1 - Oral Notice to Principal. The grievant shall initiate the grievance by presenting it to his or her principal or immediate supervisor within seven (7) days from the date that the grievant knew or should have known of the incident giving rise to the grievance.

Step 2 - Written Grievance to the Principal. If the grievance is not resolved to the satisfaction of the grievant within five (5) days of the meeting with the principal, the grievant representative may present the grievance in writing to the principal.

The principal shall schedule a meeting within three (3) days of receipt of the written grievance to discuss the elements of the grievance. The principal shall submit his or her determination in writing to the grievant within five (5) days of the meeting.

Step 3 - Written Appeal to the Superintendent of Schools. If the determination of the principal is not satisfactory to the grievant, the grievant may appeal it to the superintendent of schools or his or her designated representative. Said appeal shall be presented, in writing, to the office of the superintendent of schools within five (5) days of receipt of the principal's determination.

The superintendent of schools or a designee shall hold a formal meeting within seven (7) days of receiving the written appeal. The superintendent of schools or a designated representative shall make a written determination regarding the grievance within five (5) days of the date of the meeting.

Step 4 - Appeal to the Board of Education. If the determination of the superintendent of schools is not satisfactory to the grievant, the grievant may appeal it to the board within five (5) days of receipt of the superintendent's decision. The board

shall hear the grievance within thirty (30) days in open or closed session in accordance with the law. The board shall notify the grievant of its decision within five (5) days of hearing the grievance.

Written Presentation. All grievances presented at Step 2 and subsequent steps of the procedure shall set forth in writing all facts giving rise to the grievance, the provision(s) of the Agreement or policy alleged to have been violated, the names of the grievant(s), the names of all witnesses, and the remedy sought by the grievant. All grievances at Step 2 and appeals at Step 3 and Step 4 shall be signed and dated by the aggrieved employee. All written answers submitted by the district shall be signed and dated by the appropriate district representative.

Grievance Meetings or Hearings. All meetings and hearings conducted under this procedure up to and including Step 3 shall be conducted in private and shall include only the administration's representatives, the grievant, the grievant's representatives, and witnesses as necessary.

Association Representation. A grievant shall have the right to have an Association representative present to represent the grievant at each level of the grievance procedure.

Reprisals. No reprisals of any kind shall be taken against any employee who uses this grievance procedure in good faith.

Withdrawal of a Grievance. A grievant may withdraw his or her grievance at any level of the procedure without fear of reprisal from any party.

Advanced Step Filing. A grievance shall be filed initially at the level at which the decision resulting in the grievance was made.

Time Limitations. Time limitations herein are critical. All references to days are to calendar days. No grievance shall be accepted by the district unless it is submitted or appealed within the time limits set forth in this Agreement. If at any time during the grievance process, it is discovered that the grievance was not filed or appealed in a timely manner, the grievance shall be dismissed. If the grievance is not submitted in a timely manner at Step 1 or Step 2, it shall be deemed to be waived. If the grievance is not appealed to Step 3 in a timely manner, it shall be deemed to have been settled in accordance with the

district's Step 2 determination. If the district fails to answer within the time limits set forth in this Agreement, the grievance shall automatically proceed to the next step.

When the deadline for taking an action falls on a Saturday, a Sunday or a legal holiday, the time for taking the action shall be extended to the next working day.

Requirement to Grieve. This grievance procedure is not discretionary and cannot be waived except through the express written consent of the board. No administrator or board member, individually, has the authority to waive the requirements of this procedure. Any grievance covered by this procedure but not raised pursuant to the requirements herein, including any grievance abandoned, will be forfeited.

Bad Faith or Serial Filings. The purpose of the grievance procedure is to resolve complaints and grievances regarding covered matters at the lowest level possible within the chain of command. Grievances filed without any intention to attempt to resolve the issues raised; for the purpose of adding administrative burden; or for purposes inconsistent with the professional obligations of district staff members may be dismissed by the superintendent without providing final resolution other than noting the dismissal on a basis in this section.

Adopted on: _____

Revised on: _____

Reviewed on: _____

4014
[Intentionally Left Blank]

Adopted on: _____

Revised on: _____

Reviewed on: _____

4015
Prohibition Against Employment of Board Members

Nebraska statutes prohibit board members from serving as a teacher on a regular teaching contract.

The board will allow a member of the board of education to be employed by the school district in a non-teaching capacity, including substitute teaching. Board members who are also employed by the district are strictly prohibited from discussing any issue with students, staff or parents in their capacity as an employee that may come before the board.

This policy does not prohibit the board from contracting with members of the board for services or products when the relationship is not one of employer/employee and such contracts are in compliance with the requirements of statute and board policy regarding conflicts of interest.

Adopted on: _____

Revised on: _____

Reviewed on: _____

4015

Prohibition Against Employment of Board Members

Nebraska statutes recognize the inherent conflict of interest that is created when a member of the board of education serves as a certificated employee of the district. Consequently, section 79-544 of the statutes prohibits a board member from being engaged in a contract to teach pursuant to sections 79-817 through 79-821 with the school district where he or she also serves on the board.

A conflict of interest is also created when a board member serves simultaneously as both a board member and an employee in any capacity, whether certified or non-certified. Therefore, a board member shall not be employed by the school district when serving on the board. If an employee is elected or appointed to the board, his or her employment shall be terminated upon being seated on the board. Because of the conflict that is created by a board member applying for employment while sitting on the board, a board member who wishes to apply for employment shall be required to resign from the board before applying.

This policy does not prohibit the board from contracting with members of the board for services or products when the relationship is not one of employer/employee and such contracts are in compliance with the requirements of statute and board policy regarding conflicts of interest.

Adopted on: _____

Revised on: _____

Reviewed on: _____

4016
Jury Duty or Service as Witness in Court

An employee who has been called to serve as a juror will be granted paid leave. Employees must sign over to the district the compensation they receive for jury duty, but not compensation for expenses.

An employee who has been subpoenaed to testify as a witness in a court proceeding shall be entitled to one day of paid leave. To receive paid leave, the employee must sign over to the district his or her witness fee.

Adopted on: _____

Revised on: _____

Reviewed on: _____

4017

Relations with Employee Collective Bargaining Associations

The board of education recognizes the right of staff members to belong to organizations for bargaining purposes pursuant to state statutes. The board will negotiate with employee associations that have been established in accordance with public employee bargaining statutes and will negotiate with local collective bargaining unit representatives at mutually agreeable times.

To facilitate an amicable relationship between the district and any local employee associations, the district will allow associations to make reasonable use of district facilities for meetings outside the school's and the employees' work hours. With administrative approval, associations may use district resources, post notices of meetings and other information on bulletin boards designated for this purpose, and use district e-mail and mail boxes for delivery of employment-related information. Associations must pay for all supplies used, damage caused, or the loss or theft of borrowed property.

Adopted on: _____

Revised on: _____

Reviewed on: _____

4018
Corporal Punishment

Corporal punishment, defined as the infliction of bodily pain as a penalty for disapproved behavior, is prohibited. Some physical contact is inevitable, and most of it is appropriate. Therefore, physical contact, short of corporal punishment, is acceptable to promote personal interaction with students, to maintain order and control, and to protect persons and property.

Adopted on: _____

Revised on: _____

Reviewed on: _____

4019

Workplace Injury Prevention and Safety Committee

The school district is committed to providing and maintaining a safe work environment, and to taking reasonable precautions for the safety of the students, employees, visitors, and all others having business with this school district. Every employee should show concern for the safety of fellow employees, students, and members of the public. The district shall have a safety committee as required by Nebraska law. Members of the safety committee shall be established through the collective bargaining process.

The committee shall adopt and maintain a written injury prevention program. The committee shall participate in the development of safety education, training, and the establishment of safety rules, policies and procedures pursuant to this policy, the district's written injury prevention program, or as otherwise provided by law. Training for employees shall be conducted annually.

The workplace injury prevention and safety committee shall maintain minutes of all meetings and file them in the district office. The committee shall implement accident investigation, record keeping procedures, safety rules, safety and health training, and policies. The district shall maintain records for at least three years, or longer if directed by the Department of Labor.

The committee shall meet at least once every three months or more frequently in the event of an employee complaint or of a job-related injury or death. The workplace injury prevention and safety committee shall keep written minutes of all meetings, and provide a copy to the superintendent or designee who shall maintain the minutes in the district's administrative offices for a period of at least three years, unless otherwise instructed by the Department of Labor.

The workplace injury prevention and safety committee shall develop an injury prevention plan and present it to the board. The plan should be developed and presented in the spirit of employees working together in a cooperative, non-adversarial effort to promote safety at the work sites within the district.

The superintendent or designee shall assure that the safety training for employees is reviewed annually or more frequently, if needed. He or she shall provide the following, as set forth in the initial written Employer's Injury Prevention Plan:

1. Initial safety orientation on rules, policies, and job specific procedures for new employees or employees who are assuming new and different duties within the school district, if appropriate.
2. Job specific training for employees before they perform potential hazardous work.
3. Periodic refresher training and dissemination of information on an annual basis, or more frequently if so designated by the administrator, for employees regarding the injury prevention plan of the unit and safety rules, policies, and procedures pertaining to safety within the school district.

In the event of a death in the workplace, the workplace injury prevention and safety committee shall forward to the Department of Labor within 15 working days a copy of any review of the matter made by the workplace injury prevention and safety committee.

The superintendent or designee shall establish or cause to be established record-keeping procedures to control and maintain all accident and injury records pertaining to accidents and injuries within the district or activities under the control of the district. Such records shall be kept for at least three years, or longer if so advised by the Department of Labor.

The workplace injury prevention and safety committee will confer with the district's crisis team and shall review the district's All-Hazard School Safety Plan upon its adoption by the crisis team.

Adopted on: _____

Revised on: _____

Reviewed on: _____

4020
Ownership of Copyrighted Works

Works created by district employees in the course and scope of their employment remain the property of the district. The board may enter into a written agreement with a staff member allowing the staff member to share ownership of a copyright in the covered work. The board will only enter into such an agreement if the written work was created apart from, and in addition to, what the district requires and if the district will not incur an expense to replace the work.

The board hereby expressly grants to other educational entities located within Nebraska a non-exclusive license to use the district's copyrighted works for educational purposes within Nebraska when those works have been placed onto collaborative learning systems within the State.

Adopted on: _____

Revised on: _____

Reviewed on: _____

4021
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Adopted on: _____

Revised on: _____

Reviewed on: _____

4022

Certification and Endorsements

All educators must be duly certified by the Nebraska Department of Education in accordance with the Department's rules and the laws of Nebraska. They must file copies of their teaching certificates, including endorsements, with the superintendent of schools, and must promptly file any changes in certification or endorsements. Certified employees are required to maintain all their endorsements, and may not permit any endorsement to lapse or remove it from their certificates. The board or superintendent may require a certified employee to obtain a new endorsement when it is deemed necessary for the benefit of the school district and/or to comply with federal or state requirements.

Adopted on: _____

Revised on: _____

Reviewed on: _____

4023
Professional Ethics

The Regulations and Standards for Professional Practices Criteria, commonly known as Rule 27 of the Nebraska Department of Education, are the minimum standards for all certificated staff members of the school district. All certificated employees are responsible for reading, understanding, and complying with these standards.

Adopted on: _____

Revised on: _____

Reviewed on: _____

4024

Teachers' Rights, Responsibilities and Duties

All certificated employees shall assume the duties and responsibilities assigned by the superintendent or designee. Teachers' professional responsibilities involve considerably more than merely classroom instruction. They include, but are not limited to, study and research to keep abreast of new knowledge and instructional techniques; assessment of students' work; record-keeping; lesson planning and preparation; conferences with students, parents and administrators; in-service meetings; and supervision of pupils outside the classroom.

Teachers must be in their classrooms or assigned areas as instructed by the building principal. All duty time is necessary for educational planning, preparation, and conferences with students, parents and faculty members.

All teachers must maintain a standard of dress, personal appearance, general decorum, moral standards and behavior that reflects their professional status in the community.

Adopted on: _____

Revised on: _____

Reviewed on: _____

4025

Superintendent

The superintendent is hired by and shall report directly to the board of education. The superintendent will be the chief administrative officer of the board of education and shall keep the board informed on important issues. The board delegates to the superintendent the general power and authority to make necessary decisions to ensure the efficient and effective operations of the school.

The superintendent is charged with timely preparing, presenting, and filing an annual school budget, subject to the approval of the board at the annual budget hearing.

All school employees shall be under the direct and/or delegated supervision of the superintendent. The board delegates to the superintendent the authority to hire and terminate the employment of all classified staff. He or she shall review all certified and non-certified employees applying for vacancies and shall make recommendations regarding these employees.

All of the grounds and buildings are supervised by the superintendent, including necessary repairs and improvements unless the board is required to approve such repairs or improvements.

The superintendents other duties shall be included in his or her job description, contract, or as otherwise assigned by the board.

Adopted on: _____

Revised on: _____

Reviewed on: _____

4026
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Adopted on: _____

Revised on: _____

Reviewed on: _____

4027

Part-Time Certified Employees

Percentage of Time. The percentage of time that a teacher works will be determined by calculating the amount of time that the teacher is required to be at school to teach or supervise classes, plus any assigned preparation time, as a percentage of the entire school day. Extracurricular assignments shall not be considered in determining a teacher's percentage of time. Part-time and temporary teachers may or may not be assigned preparation time, at the sole discretion of the board of education, upon the recommendation of the superintendent of schools.

Acquiring Permanent Status. A part-time teacher may become a permanent certificated employee pursuant to the provisions of state statutes.

Salary. The salary, benefits and leave entitlement of a part-time teacher shall be determined by reference to the negotiated agreement between the district and the teacher's association.¹ The percentage of time a part-time teacher is required to be on duty shall be determined by the board of education upon the recommendation of the superintendent of schools.

Horizontal Movement on the Salary Schedule. A part-time teacher may qualify for movement horizontally on the salary schedule by earning graduate hours of college credit as set forth in the guidelines of the school district's salary schedule, and according to the applicable district policies.

Attendance at In-service Meetings, Faculty Meetings, and School Activities. A part-time teacher is responsible for attending in-service meetings, faculty meetings, and school activities that take place outside the teacher's assigned duty hours without additional compensation. A part-time teacher is responsible for performing such tasks as selling or taking tickets, and will be compensated for such tasks pursuant to the policy, practice or negotiated agreement of the school district.

The salary, benefits and leave entitlement of a part-time teacher shall be determined by multiplying the percentage of time the individual works by his or her placement on the full-time salary schedule contained in each academic year's negotiated agreement.

Continuation of Employment. The school district administration and board will deal with the continuation of a part-time teacher's employment pursuant to state statute and the procedures prescribed for full-time employees in these policies.

Adopted on: _____

Revised on: _____

Reviewed on: _____

4028
Substitute Teachers

A substitute teacher is an educator who possesses the required certification from the Nebraska Department of Education and is employed to fill a teaching position on a temporary basis. The board shall establish the pay and benefits for substitute teachers.

Adopted on: _____

Revised on: _____

Reviewed on: _____

4029

Salary Schedule for Certificated Employees

The board of education recognizes the "salary schedule" and related provisions for compensation currently in effect resulting from negotiations between the board and the education association. This policy is intended to supplement the terms and conditions contained in the collective bargaining agreement. If there is any conflict between the terms of this policy and the collective bargaining agreement, the terms of the negotiated agreement shall control.

Horizontal Advancement. Teachers who wish to advance horizontally on the salary schedule must notify the superintendent in writing prior to June 1 of the preceding school year. The teacher must furnish the superintendent with college transcripts by September 10 for the teacher to qualify to move horizontally on the salary schedule. If an institution will not issue an official transcript by September 10, the teacher must provide the superintendent with written confirmation by September 10 from a college official attesting that the teacher has satisfactorily completed the courses.

Movement Past the BA Column. Teachers who wish to advance beyond the BA column must be accepted in a Masters Program that relates to their teaching field, as determined by the superintendent. Teachers must inform the superintendent of their enrollment prior to the beginning of their class to discuss its work-related objectives.

Movement Past the MA Column. Teachers who wish to advance beyond the MA column must be enrolled in course work that relates to their teaching field, as determined by the superintendent. Teachers must inform the superintendent of their enrollment prior to the beginning of their class to discuss its work-related objectives.

Superintendent's Review. The superintendent shall review all requests for advancement on the salary schedule resulting from a teacher's acquiring additional teaching experience or for completion of college courses, and shall report all changes to the board of education annually.

Vertical Advancement. A teacher may advance only one step vertically on the schedule in any year.

Adopted on: _____

Revised on: _____

Reviewed on: _____

4030

Evaluation of Certificated Employees

All certificated employees to be evaluated shall be notified annually in writing of the evaluation process. A certificated administrator, with the exception of the local board of education when it is evaluating the superintendent, will observe and evaluate each probationary certificated employee for a full instructional period once each semester and each permanent certificated employee for a full instructional period once each school year. If the probationary certificated employee is a superintendent, he or she shall be evaluated twice during the first year of employment and at least once annually thereafter. The evaluation will include, but not be limited to evaluating the employee's instructional performance, classroom organization and management, personal conduct, and professional conduct. Evaluation of instructional performance and classroom organization and management is applicable to teachers only. The administrator will provide the employee with a written list of deficiencies, suggestions and a timeline for correcting the deficiencies and improving performance, and sufficient time to improve. The evaluation form will include notice that the employee may respond to the evaluation in writing.

The school district will train administrators in evaluation annually through meetings with the superintendent or other administrator, attendance at regional, state or national workshops, or any other method approved by the superintendent.

For the purposes of this policy, the terms "actual classroom observation" and "entire instructional period" are defined as follows:

Entire Instructional Period. For certificated employees whose classes are held during defined periods of time (e.g., senior high classes), an entire instructional period consists of one such time period. For those whose time periods are not so defined (e.g., elementary classroom teachers), an entire instructional period consists of 40 minutes. The instructional period for those whose work does not necessarily involve continuous instruction for 40-minute periods (e.g., librarians or speech therapists) consists of no less than 40 minutes total during the semester. The entire instructional period for administrators cannot be defined in terms of an instructional period and shall be satisfied by the actual observation of an administrator's work during the semester for no less than 40 minutes.

Actual Classroom Observation. Actual classroom observation consists of observing the certificated employee in any activities in a classroom setting. When a certificated employee does not have classroom responsibility (e.g., administrators or librarians), the requirement of "actual classroom observation" will be satisfied by observing the certificated employee performing activities that are typical of his or her position.

This policy and the evaluation instrument shall be included in the teacher handbook which will be distributed to staff members upon their employment and annually thereafter.

Adopted on: _____

Revised on: _____

Reviewed on: _____

4031 Evaluation of Probationary Certified Employees

A certificated administrator will observe and evaluate each probationary certified employee for a full instructional period once each semester. The administrator will provide each employee with a written list of deficiencies, concrete suggestions for improvement, and sufficient time to improve.

For the purposes of this policy, the terms "actual classroom observation" and "entire instructional period" are defined as follows:

Entire Instructional Period. For certified employees whose classes are held during defined periods of time (e.g., senior high classes), an entire instructional period consists of one such time period. For those whose time periods are not so defined (e.g., elementary classroom teachers), an entire instructional period consists of 40 minutes. The instructional period for those whose work does not necessarily involve continuous instruction for 40-minute periods (e.g., librarians or speech therapists) consists of no less than 40 minutes total during the semester. The entire instructional period for administrators cannot be defined in terms of an instructional period and shall be satisfied by the actual observation of an administrator's work during the semester for no less than 40 minutes.

Actual Classroom Observation. Actual classroom observation consists of observing the certified employee in any activities in a classroom setting. When a certified employee does not have classroom responsibility (e.g., administrators or librarians), the requirement of "actual classroom observation" will be satisfied by observing the certified employee performing activities that are typical of his or her position.

Adopted on: _____

Revised on: _____

Reviewed on: _____

4032

Professional Growth

Every six years, permanent certificated employees shall give evidence of professional growth. Six semester hours of college credit shall be accepted as evidence of professional growth.

The board of education believes the goal of professional self-improvement to be inherent in the responsibilities of each certificated district employee.

Other professional growth activities which may count toward the six-year requirement include non-credit courses, lecture series, workshops, conferences, study groups, local in-service courses, committee service, supervising a student teacher, serving with professional groups, travel of significant educational value, and membership in professional organizations. The employee must receive prior approval from the building principal for any of these activities to count toward professional growth.

No professional growth units will be awarded if the applicant has been paid for a non-college activity either by released time or by an additional amount paid by the school district.

One unit of professional growth credit will generally be equivalent to ten hours of personal time spent on an educational activity.

Adopted on: _____

Revised on: _____

Reviewed on: _____

4034
Staff Handbook

The superintendent or designee shall annually formulate, review and revise a staff handbook that will contain information about the district's employment policies and practices. The staff handbook is an extension of these policies and has the force and effect of board policy when approved by the board of education.

Adopted on: _____

Revised on: _____

Reviewed on: _____

4035
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Adopted on: _____

Revised on: _____

Reviewed on: _____

4036
[Intentionally Left Blank]

Adopted on: _____

Revised on: _____

Reviewed on: _____

4037

Reduction In Force

The board of education may determine that a reduction in force of certificated staff members is appropriate due to declining enrollment in a grade or grades, changes in financial support, changes in curricular programs, a decline in the taxable value of property located within the school district, increased costs of operating the school district, or another change or changes in circumstances. If the board, in its sole discretion, determines that a reduction of certificated staff is necessary, the superintendent shall notify those employees whose contracts may be reduced. However, the employment of a permanent employee may not be terminated through a reduction in force while a probationary employee is retained to render a service that the permanent employee is qualified to perform by reason of certification and endorsement, or when certification is not applicable, by reason of college credits in the teaching area.

1. **Definition of Reduction in Force.** A reduction in force shall consist of a reduction of one or more positions or a reduction in the percentage of employment of one or more certificated staff members, even if the number of percentage of employment of the certificated staff overall may be increased by other hirings or increases in the percentage of employment of other employees. Reduction in force may result in the termination of employment or an amendment to an employee's contract reducing the extent of the employee's employment.
2. **Restriction of Right to Administrative Position.** Due to the confidential and unique personal working relationship necessary between the administration and the board of education, a certificated employee who is not currently serving in a predominantly administrative capacity shall have no rights under this policy to any administrative position within the school system.
3. **Criteria for Reduction in Force.** The criteria set forth below shall be considered in selecting the personnel to be reduced. The criteria are not listed in any order of priority, and shall be given the weight that the board considers appropriate.
 - a. Programs to be offered;
 - b. Areas of endorsement that are of present or future value to the district. This criterion shall be based upon the

endorsement(s) shown on each teacher's Nebraska Teaching Certificate;

- c. State and federal laws or regulations that may mandate certain employment practices;
- d. Involvement in the programs and activities sponsored by the school district;
- e. Special or advanced training consisting of college credit or other training that would be of present or future value to the district;
- f. The organizational and educational effect caused by multiple part-time certificated employees;
- g. Any other reasons that are rationally related to the instruction in or administration of the school district.

4. **Consideration of Uninterrupted Service.** If, after consideration of the criteria listed above, it is the opinion of the superintendent that there is no significant difference between or among certificated employees being considered for reduction, the employee(s) with the longest uninterrupted service to the district shall be retained.

- a. Uninterrupted length of service is defined as the number of continuous full-time equivalent years of employment in the district as a teacher.
- b. A full-time equivalent year is defined as employment on a full-time basis for an entire school year.
- c. Less than full-time employment reduces the teacher's full-time equivalent employment for a school year. For example, a teacher employed on a half-time basis would be credited with half a year full-time equivalent employment.
- d. A break in service will terminate a teacher's seniority and length of service under this provision. That period of time when a teacher is on a leave of absence shall not constitute a break in service; however, any years of absences or fractions of years of leave of absence will not count as years of employment for the purposes of determining the length of a teacher's uninterrupted service.

5. **Rights of Recall.**

- a. Any certificated employee whose contract has been terminated shall be considered to have been dismissed with honor and shall, upon request, be provided a letter to that effect.

- b. Such employee shall have preferred rights to re-employment for a period of 24 months commencing at the end of the contract year, and the employee shall be recalled on the basis of length of service to the district to any position that he or she is qualified to teach by endorsement or college preparation.
 - c. Upon re-employment, a recalled employee shall be placed on the salary schedule and provided fringe benefits based on existing district policies and the current negotiated agreement. Any year of years of absence from employment shall not be considered as a year or years of employment by the district.
 - d. An employee under contract to another education institution may waive recall, but such waiver shall not deprive the employee of his or her right to subsequent recall.
6. **Current Teaching Certificate.**
- a. Upon initial employment with the district, each certificated employee shall file a copy of his or her teaching certificate, including endorsements with the superintendent of schools.
 - b. The employee shall be responsible for filing any changes in certification or endorsements with the superintendent.
7. **Address Records.**
- a. A certificated employee whose employment contract has been terminated because of a reduction in force shall, during the period which he or she is eligible for recall, be responsible for reporting any change of address to the superintendent of schools.
 - b. If there is a vacancy to which a former employee has a right of recall, the district may communicate an offer of re-employment by telephone, by e-mail, or by United States mail sent to the former employee's last known address. If the school district does not receive written acceptance of the offer within seven days, the former employee shall be deemed to have waived his or her rights to be recalled to the employment position.

Adopted on: _____
Revised on: _____
Reviewed on: _____

4038
Classified Staff Defined

The term "classified staff" means all employees other than certificated teachers and administrators. Classified staff employees are employed at will, and their employment may be amended or terminated at any time and without any cause.

Adopted on: _____

Revised on: _____

Reviewed on: _____

4039
Employment of Classified Staff

The superintendent or designee shall hire classified staff to meet personnel needs consistent with the district's budget, instructional needs, and non-instructional operations. The superintendent or designee shall obtain a criminal history record that includes information from the Nebraska State Patrol for all individuals that are to be employed as pupil transportation vehicle drivers (except certificated Nebraska school administrators or teachers) and keep a copy of that record on file and shall update it during the calendar year that coincides with the expiration of the driver's motor vehicle operator's license. Otherwise, the superintendent or designee may, but is not required to, conduct a criminal background check on any classified staff applicant. Criminal history or background checks shall occur only after the school district has determined that the applicant meets the minimum employment qualifications. This policy shall not prevent the school district from requiring an applicant to disclose his or her criminal record or history relating to sexual or physical abuse prior to any minimum employment qualification determination.

The superintendent or designee shall discipline and discharge classified staff as appropriate.

Adopted on: _____

Revised on: _____

Reviewed on: _____

4040
Employment Terms for Classified Staff

Each position listed below shall be hired by the superintendent on the terms stated.

Head and Assistant Custodian

Employed on a 12-month basis
Provided appropriate level of full coverage insurance
Allowed two weeks paid vacation after 1 full school term of employment; 3 weeks after 3 years.
Allowed 15 days of sick leave per year, cumulative to 40 days
Paid holidays to include Labor Day, Thanksgiving, Christmas Day, New Year's Day, the Fourth of July and Memorial Day

Superintendent's Secretary

Employed on a 12-month basis
Provided appropriate level of full coverage insurance
Allowed two weeks paid vacation after 1 full school term of employment; 3 weeks after 3 years.
Allowed 15 days of sick leave per year, cumulative to 40 days
Paid holidays to include Labor Day, Thanksgiving, Christmas Day, New Year's Day, the Fourth of July and Memorial Day

Principal's Secretary

Employed on an hourly basis only as needed
Allowed 5 days of paid sick leave, cumulative to 15 days
No paid holidays are granted for this position
Allowed 2 personal days per year

Cooks

Employed during the school term only
Allowed 5 days of paid sick leave, cumulative to 15 days
No paid holidays are granted for this position
Allowed 2 personal days per year
Paid from the Hot Lunch Fund

Physical Exam

Any non-certified school employees who are required to do so by law must have a yearly physical examination.
Required physical exams will be paid for by the district and a written notice given to the superintendent previous to September 1 of the ensuing year.
The physical from a doctor may be specified by the board on a proper form to be provided by the superintendent.

If the employee wishes to go to a doctor other than the one specified by the board, the expenses will not be borne by the district.

Summer Workshops for Food Handlers

Those employed to handle and prepare food for the Hot Lunch Program are asked to attend the school provided by the State Department of Food Services.

All costs of the school and registration fees will be paid by the board of education. Transportation will be provided.

Non-Certified Substitute Pay

A substitute for a non-certified staff member will be paid on an hourly rate set each year at the regular April school board meeting.

Paraeducators

Employed on an hourly basis only as needed

Allowed 5 days of paid sick leave, cumulative to 15 days

No paid holidays are granted for this position.

Allowed 2 personal days per year

Other Provisions Applicable to All Classified Staff

Rate of Pay

All classified staff shall be paid an hourly rate.

Classified employees who work more than 40 hours in a workweek shall receive either: (1) overtime payment at 1½ times their regular hourly rate for each hour over 40 worked, (2) compensatory time if agreed, or (3) overtime based on the method contained in their individual employment agreement as long as it is consistent with state and federal law.

Adopted on: _____

Revised on: _____

Reviewed on: _____

4041

Staff Dress and Appearance

The attire worn by staff members conveys an important image to students and the general public. The appearance of professional staff members shall be appropriate to their assigned duties and indicative of their professional standing in the school and community.

I. Staff Expectations in Dress and Appearance

A. General Expectations in Dress and Appearance

1. Certified staff, paraeducators, and office staff should generally dress in business casual attire that is clean and professional.
2. Custodial, maintenance, and transportation staff should dress in attire appropriate to the work they are performing.

B. Unacceptable Forms of Dress and Appearance

1. The following are examples of unprofessional attire which should not be worn by classroom staff during the traditional school day, when students or visitors are in attendance, or when the employee is supervising, directing, or coaching students when the public is in attendance:
 - For men: shirts without collars, unless the shirt can be deemed professional by other standards.
 - Athletic wear, including sweat, jogging and wind suits, except when teaching a physical education activity in the gymnasium, on a playing field, or at athletic or other activity practices.
 - Shorts, except when teaching physical education class or at athletic or other activity practices.
 - Blue jeans, except at athletic or other activity practices, or on days considered to be "dress down" days.
 - Hats, except when worn outside for sun coverage.
 - Rubber soled 'flip flop' thong sandals.
 - Any attire which is excessively wrinkled or torn, so that it is no longer neat and professional.
 - Any attire which is immodest or may distract other employees or students in the learning environment.

II. Enforcement

The superintendent or principal shall maintain the discretion to make determinations on staff dress and appearance. Administrators may temporarily suspend all or a portion of the dress code when other factors support a lower dress expectation for school employees (e.g., special "casual days" or field days). Any violation of school policy and rules may result in disciplinary action.

Adopted on: _____

Revised on: _____

Reviewed on: _____

4042
Employee Social Security Numbers

Nebraska law prohibits employers from using or publishing an employee's social security number except under certain specified circumstances. This district shall comply with this law and take reasonable steps to protect the confidentiality of employees' social security numbers. However, neither state law nor this policy prohibits the district from using the last four digits of an employee's social security number as an employee identification number or in any other reasonable manner.

Adopted on: _____

Revised on: _____

Reviewed on: _____

4043

Professional Boundaries and Appropriate Relationships Between Employees and Students

School district employees and student teachers or interns (“employees”) are responsible for conducting themselves professionally and for teaching and modeling high standards of behavior and civic values, both at and away from school. Employees are required to establish and maintain professional boundaries with students and must have appropriate relationships with students. They may be friendly with students, but they are the students’ teachers, not their friends, and they must take care to see that this line does not become blurred. This applies to employees’ conduct and interactions with students and to material they post on personal web sites and other social networking sites including, but not limited to, Instagram, Facebook, and Twitter. The posting or publication of messages or pictures or other images that diminish an employee’s professionalism or ability to maintain the respect of students and parents may impair his or her ability to be an effective employee. Employees are expected to behave at all times in a manner supportive of the best interests of students.

Sexual Relationships Prohibited. Employees are prohibited from engaging in any relationship that involves sexual contact or sexual penetration with a student while the student is a current student and for a minimum of one year after the date of the student's graduation or the date the student otherwise ceases enrollment. Sexual contact has the same meaning as in section 28-318, and sexual penetration has the same meaning as in section 28-318.

Grooming Prohibited. Employees are prohibited from engaging in grooming with students. Grooming means building trust with a student and individuals close to the student in an effort to gain access to and time alone with the student, with the ultimate goal of engaging in sexual contact or sexual penetration with the student, regardless of when in the student’s life the sexual contact or sexual penetration would take place.

Unless an employee can clearly and convincingly demonstrate a legitimate educational purpose, grooming behaviors and related conduct that are a violation of this policy include, but are not limited to:

- Communicating about sex when the discussion is not required by a specific aspect of the curriculum.
- Joking about matters involving sex, using double entendre or making suggestive remarks of a sexual nature.
- Displaying sexually inappropriate material or objects.

- Making any sexual advance, whether written, verbal, or physical or engaging in any activity of a sexual or romantic nature.
- Kissing of any kind.
- Dating a student or a former student within one year of the student graduating or otherwise leaving the district.
- Intruding on a student's personal space (e.g. by touching unnecessarily, moving too close, staring at a portion of the student's body, or engaging in other behavior that makes the student uncomfortable).
- Initiating unwanted physical contact with a student.
- Communicating electronically (e.g. by e-mail, text messaging, or through social media) on a matter that does not pertain to school.
- Playing favorites or permitting a specific student to engage in conduct that is not tolerated from other students.
- Discussing the employee's personal issues or problems that should normally be discussed with adults.
- Giving a student a gift of a personal nature.
- Giving a student a ride in the employee's vehicle without first obtaining the express permission of the student's parents or a school administrator.
- Taking a student on an outing without first obtaining the express permission of the student's parents or a school administrator.
- Inviting a student to the employee's residence without first obtaining the express permission of the student's parents and a school administrator.
- Going to a student's home when the student's parent or a proper chaperone is not present.
- Repeatedly seeking to be alone with a student.
- Being alone in a room with an individual student at school with the door closed.
- Any after-school hours activity with only one student.
- Any other behavior which exploits the special position of trust and authority between an employee and student.

This list is not exhaustive. Any behavior which exploits a student is unacceptable. If in doubt, ask yourself, "Would I be doing this if my family or colleagues were standing next to me?"

Communication Between Employees and Students. The preferred methods for employees to communicate with students are through district approved communications including district email, in person, CANVAS or the Rooms app. Employees may use the following personal communication systems to communicate with students: School email, Infinite Campus,

CANVAS, Rooms App. A personal communication system is a device or software that provides for communication between two or more parties and is capable of receiving, displaying, or transmitting communication. Personal communication system includes, but is not limited to, a mobile or cellular telephone, an email service, or a social media platform.

Employee communications with students through a communication system generally are to be sent simultaneously to multiple recipients and not just to one student. The burden to demonstrate the appropriateness of a communication with a student only shall rest with the employee.

Reporting a Policy Violation. Anyone may report suspected grooming, other unacceptable employee conduct, or any violation of this policy as follows:

School District. Reports may be made to a principal, the superintendent, or the Title IX Coordinator in person, by mail, by telephone, or email.

Nebraska Department of Education. Reports may be made at: Nebraska Department of Education, Attn: Certification Investigations' Office, P.O. Box 94933, Lincoln NE 68509 or Nde.investigations@nebraska.gov.

Nebraska Department of Health and Human Services. Reports may be made by calling the Child Abuse and Neglect Hotline at (800) 652-1999.

Law Enforcement. Reports may be made to the local police department by calling (308) 882-4400, the county sheriff at (308) 882-4748, or the Nebraska State Patrol at (402) 471-4545.

An employee is required to make a report to a principal or the superintendent if the employee reasonably believes that another employee has violated or may have violated this policy. Minor concerns or violations shall be reported within 24 hours. Major concerns or violations shall be reported immediately. Violations committed by or concerns about the superintendent shall be reported to the school board president.

A student who feels his or her boundaries have been violated should directly inform the offender that the conduct or communication is offensive and must stop. If the student does not wish to communicate directly with the offender or if direct communication has been ineffective, the student should report the conduct or communication to a teacher, administrator, counselor, the Title IX coordinator, or other school employee with whom she or he feels comfortable.

Retaliation Prohibited. Retaliation for good faith reports or complaints made as a result of this policy is prohibited. Individuals who knowingly and intentionally make a false report shall be subject to discipline as provided by district policy and state law.

Policy Violations. Any violation of this policy by an employee may result in disciplinary action up to and including dismissal from employment and/or referral to the Nebraska Department of Education, which may result in the suspension or revocation of the employee's certificate. Any violation involving sexual or other abuse will result in referral to the Nebraska Department of Health and Human Services, law enforcement, or both.

Policy Verification. Employees shall verify that they have received, reviewed, and understood this policy by signing an acknowledgment document indicating the same.

No Limits on Reports to NDE. Nothing in this policy shall be construed to limit any certificated employee's duty to report any known violation of the standards of professional practices (Title 92, Nebraska Administrative Code, Chapter 27, commonly known as Rule 27) adopted by the Nebraska Board of Education.

Adopted on: _____

Revised on: _____

Reviewed on: _____

4044

Political Activity by Staff Members

The Board recognizes its individual employees' rights of citizenship, including, but not limited to, engaging in political activities. An employee of the District may seek an elective office, provided that the staff member does not campaign on school property during working hours, and provided all other legal requirements are met. The District assumes no obligation beyond making such opportunities available.

The following activities are prohibited during an employee's work time (including duty-free lunch and planning periods):

1. Soliciting votes or contributions for or against a particular candidate or ballot proposition.
2. Discussing with students opinions regarding a political candidate or ballot proposition unless the topic is part of the approved curriculum.
3. Preparing, displaying, wearing or distributing campaign literature, materials, or signs for or against a candidate or ballot proposition (this prohibition does not apply to bumper stickers on personal vehicles).
4. Soliciting volunteers to assist with a campaign for or against a political candidate or ballot proposition.
5. Preparing for, organizing, or participating in any political meeting, petition, rally, or event.
6. Other prohibited political activity as defined by state law.

The following activities are prohibited at all times:

1. Using any school district resources including, but not limited to, facsimile machines, copy machines, computers or e-mail accounts, for political campaign activities.
2. Using school district property or facilities for any political campaign activities, unless such use is approved pursuant to school board rules or policy.

3. Spending district funds to urge votes to vote for or against a candidate or ballot proposition
4. Requiring employees to engage in political campaign activities as part of their job duties.
5. Providing employees with additional compensation or benefits for engaging in political activities.
6. Representing an employee's personal political position as the position of the school district or the board of education.
7. Engaging in any other activity prohibited by state law.

Adopted on: _____

Revised on: _____

Reviewed on: _____

4045
Milk Expression

Except as otherwise provided by law, the district will provide reasonable break time for an employee who wishes to breastfeed or express breast milk for her nursing child each time such employee has the need to do so. The district will provide a place, other than a bathroom, which is shielded from view and free from intrusion from co-workers and the public. These accommodations will be provided for one year after the child's birth unless otherwise required by law.

Adopted on: _____

Revised on: _____

Reviewed on: _____

4046

Internet Searches Regarding Potential Employees

Members of the administrative team or of a hiring committee (hereinafter "the committee") may conduct internet research about job applicants by using the following protocol, except that no criminal history record information check shall be made until the school district has determined that the applicant meets the minimum employment qualifications:

1. The committee may conduct internet searches using candidates' full names and any aliases. The committee may also search candidates' full names and any aliases on Facebook, Instagram, LinkedIn, Twitter, YouTube, and other social networking websites.
2. All applicants or all finalists must have the same research conducted about them. For example, if the committee conducts a search on Google using the name of one applicant in order to determine whether to include that applicant in the list of finalists, the committee must also conduct an identical search of all applicants' names.
3. The committee may not use deception to gain access to applicants' social networking pages, blogs, or other on-line media and will not require applicants for employment to provide the district with their username or password to personal social media accounts.
4. The committee must take reasonable steps to verify the reliability of the information obtained in the search, including consulting with the applicant for confirmation of accuracy, if appropriate.
5. The committee will consider the following information to be relevant in making hiring decisions about an applicant based on information obtained through internet research:
 - a. Disparaging remarks made about current or former co-workers, supervisors, or employers;
 - b. Discriminatory, harassing, or demeaning behavior or comments;
 - c. Unprofessional, lewd, or obscene behavior or remarks;
 - d. Criminal activity;

- e. Information which indicates the applicant will or will not be able to perform the essential functions of the position sought; and
 - f. Information which indicates that the applicant is particularly suited or unsuited to the position sought.
6. The committee will retain documents to demonstrate its compliance with this policy with other documentation relevant to the job search.

Adopted on: _____

Revised on: _____

Reviewed on: _____

4047
[INTENTIONALLY LEFT BLANK]

Adopted on: _____

Revised on: _____

Reviewed on: _____

4048
Assessment Administration and Security

The purpose of all testing and assessments is to measure students' knowledge, skills or abilities in the area tested. All staff members are prohibited from engaging in any behavior that adversely affects the validity of test scores as a measure of student achievement. This policy applies to all national, state, and local assessments, including both standardized and general classroom assessments.

1. Assessment Responsibilities

- a. Each building principal, in consultation with the Superintendent and classroom teachers, will be responsible for:
 - overseeing the scheduling of state administered assessments, training all staff who administer assessments, and ensuring that all assessments, including make-up testing, is completed within required testing windows;
 - obtaining Standards, Assessment and Accountability Updates from the Department of Education and circulating the relevant portions of those updates to other staff members;
 - informing the board of education of changes to the Nebraska Student-Centered Assessment System Security Procedures; and
 - signing and enforcing the Nebraska Student-Centered Assessment System Security Agreement.
- b. Every classroom teacher or other staff member who administers assessments is responsible for:
 - complying with the Nebraska Student-Centered Assessment System Security Procedures;
 - taking all reasonable and prudent steps to ensure the accuracy and integrity of all academic testing, including statewide assessments; and

- ensuring the security of all test materials.

2. Security Violations and Cheating

a. Classroom assessments

Staff members who suspect students of having cheated on a classroom assessment should conduct a reasonable inquiry and impose consequences on the student consistent with classroom rules and the student handbook.

b. State Accountability Tests

Staff members who suspect a breach of security on State Accountability Tests, must promptly report their suspicions to the building principal or superintendent. The superintendent must notify the Department of Education's Statewide Assessment Office and follow the Department's protocol for Reporting and Investigating Test Security Violations.

Staff members who engage in or enable students to engage in academic dishonesty in any testing or assessment will be subject to discipline up to and including the immediate cancellation of their employment contract.

Adopted on: _____

Revised on: _____

Reviewed on: _____

4049
[Intentionally Left Blank]

Adopted on: _____

Revised on: _____

Reviewed on: _____

4050

Overtime and Compensatory Time

Employees who are "non-exempt" under the Fair Labor Standards Act and who work more than 40 hours in a workweek will be paid at the rate of time-and-one-half (1½) times their regular rate of pay for all overtime hours or will be provided compensatory time. All overtime must be approved in advance by the employee's supervisor. Scheduled holidays, vacation days, time off for jury duty, and time off for sickness, emergencies or other personal reasons will not be considered hours worked for overtime purposes.

The district may grant compensatory time in lieu of overtime pay at a rate of one and one-half (1½) hours off for each hour of overtime the employee worked. Employees may accrue a maximum of 240 hours of compensatory time, which represents 160 hours of actual overtime worked. When an employee has accrued 240 hours of compensatory time, the district shall pay him/her at the rate of one and one-half (1½) times his/her regular rate of pay for each additional hour of overtime. An employee who asks to use compensatory time shall be permitted to use it within a reasonable period after the request if its use does not unduly disrupt the district's operations.

Upon termination of employment, an employee shall be paid for unused compensatory time at a rate of compensation not less than: (1) the average regular hourly rate paid to the employee during the last three years of his/her employment, or (2) the final regular hourly rate paid to the employee, whichever is higher.

Payment for unused compensatory time shall be at the employee's regular rate of pay for each hour of compensatory time, not one and one-half (1½) times the regular rate of pay.

Adopted on: _____

Revised on: _____

Reviewed on: _____

4051

Staff and District Social Media Use

Social media is an important tool for communicating, keeping up-to-date with current developments in education, and for conducting research to enhance management, teaching, and learning skills. The district also uses social media accounts to provide information to district stakeholders. This policy is intended to ensure (1) appropriate use of social media by staff and (2) appropriate control of social media accounts belonging to or affiliated with the district. Staff should also refer to the district's policy on Staff Computer and Internet Usage.

I. Personal Versus School-Affiliated Social Media Use

A. Personal Social Media Use

1. The school district will not require staff members or applicants for employment to provide the district with their username and password to personal social media accounts.
2. The district will not require staff to add anyone to the list of contacts associated with the staff member's personal social media accounts or require a staff member to change the settings on his or her personal social media accounts so that others can or cannot view their accounts.
3. Staff members whose personal social media use interferes with the orderly operation of the school or who use social media in ways that are not protected by the First Amendment may be subject to discipline by the district.
4. Staff members who wish to begin using or to continue using the school district name, programs, mascot, image or likeness as part of any social media profile must notify their supervising administrator of the use, and must secure the administrator's permission to do so.

B. School-Affiliated Social Media Use

1. Any social media account which purports to be “the official” account of the school district (e.g., “Longhorns” Wrestling”), or any of its programs, classes or entities will be considered to be an account that is used exclusively for the school district’s business purpose. Staff members may not use “official” accounts for personal use.
2. Staff are required to provide their supervising administrator with the username and password to school-affiliated social media accounts.
3. Staff may be required to interact with specified individuals on school-affiliated social media accounts.
4. When staff use school-affiliated social media accounts to comment on school-related matters, they do not do so as private citizens and are therefore not entitled to First Amendment protections. They are also not allowed to make any press releases or other official communications on behalf of the district without prior administrative approval. In other words, staff do not speak “for the district” directly or indirectly unless specifically authorized and directed to do so.

II. Staff Expectations in Use of Social Media – Applicable to Both Personal and School-Affiliated Use

A. General Use and Conditions

Staff must comply with all board policies, contract provisions, and applicable rules of professional conduct in their social media usage. They must comply with the board’s policy on professional boundaries between staff and students at all times and in both physical and digital environments.

Staff must obtain the consent of their building principal or the superintendent prior to posting any student-related information in order to make sure that the publication does not violate the Federal Education Records Privacy Act or any other laws. Staff must also comply with all applicable state and federal record retention requirements, even with regard to personal social media usage.

Staff must comply with all applicable laws prohibiting the use or disclosure of impermissible content, such as copyright laws, accountability and disclosure laws, and any other law governing the use of resources of a political subdivision. Questions about appropriate content should be referred to the staff member's supervising administrator.

B. Acceptable Use

1. Staff may use social media for school-related communication with fellow educators, parents, and patrons. Student communication must be consistent with the district's professional boundaries policies and expectations.
2. Teachers should integrate the use of electronic resources, which may include social media, into the classroom. As the quality and integrity of content on social media is not guaranteed, teachers must examine the source of the information and provide guidance to students on evaluating the quality of information they may encounter. This includes spotting AI-generated content, fakes, spoofs, and discerning the quality and reliability of content.

C. Unacceptable Use

1. Staff shall never access obscene or pornographic material while at school, on school-owned device or on school-affiliated social media accounts.
2. Staff shall not engage in any illegal activities, including the downloading and reproduction of copyrighted materials.
3. Staff shall not access social media networking sites such as Facebook, X, Instagram, Snapchat, and TikTok on school-owned devices or during school time unless permitted by district policy or preapproved by the staff member's immediate supervisor. This prohibition extends to using chat rooms, message boards, or instant messaging in social media

applications and includes posting on social networking sites using personal electronic devices.

III. School-Affiliated Digital Content

A. General Use and Conditions for School-Affiliated Accounts

Staff must obtain the permission of their supervising administration prior to creating, publishing, or using any school-affiliated web pages, blogs, microblogs, social media pages or handles, or any other digital content which represents itself to be school-related, or which could be reasonably understood to be school-related. This includes any content which identifies the school district by name in the account name or which uses the school's mascot name or image.

Staff must provide administrators with the username and password for all school-affiliated accounts and must only publish content appropriate for the school setting. Staff may not provide the username and password to school-affiliated accounts to any unauthorized individual, including students and volunteers.

B. Moderation of Third Party Content

The purpose of school-related social media accounts is to disseminate information. No school-related or school-affiliated social media account covered by this policy shall permit comments by the public unless otherwise approved by the superintendent. All comment functions for applications such as Facebook and Instagram must be turned to "off" without this approval.

In the event the superintendent permits content created by anyone other than the administrator of the account to appear on the account's pages, such as comments made by students, parents, and patrons, the account administrator must monitor the content to ensure it complies with this policy. Posts, comments, or any other content made on the account's pages or tags or links to official school accounts on another account may be removed when the content meets any of the following conditions:

1. Is obscene, lewd, lascivious, true threat, or appeals to prurient interests;

2. Contains information relating to a student matter or personnel matter which is protected under or prohibited by state or federal law;
3. Contains fighting words or content that is threatening, harassing, or discriminatory;
4. Advocates, promotes, or encourages the use of drugs, alcohol, or other prohibited substances;
5. Incites or is reasonably anticipated to incite violence, illegal activity, or a material and substantial disruption to school operations or activities; or
6. Contains any other threat to the safety of students and staff.

The district may restrict access to its official accounts for violations of these rules, such as deleting comments or prohibiting comments. Accounts that are not official school accounts are those owned and operated by board members and employees for their personal use, even if they discuss school matters.

Every official school account administrator must keep a copy of any removed content or banned/blocked individual account and must provide a copy to the superintendent along with written notification for the reason the post has been removed. All questions about the appropriateness of removal must be directed to the superintendent.

Adopted on: _____

Revised on: _____

Reviewed on: _____

4052
Job References to Prospective Employers

All requests for employment-related references or employment history by prospective employers of current or former employees must be referred to a member of the administrative team. The administrator will either provide a reference in compliance with this policy or will forward the request to the superintendent.

If the school district is subject to a written separation agreement regarding a particular employee, the terms of that agreement will govern the district's response to requests for information, regardless of any written consent provided to the school district.

If the school district is not bound by a separation agreement and receives a legally enforceable written consent to release information, the district may provide the information authorized by that document. The school district may provide additional truthful information to prospective employers of current and former employees in accordance with this policy.

Employees Suspected of Sexual Misconduct Against a Minor or Student

Apart from the routine transmission of administrative and personnel files or unless otherwise permitted by law, the district and any employee, contractor, or agent of the school district is prohibited from providing any employee any assistance in obtaining a new job if the school district or the individual acting for the school district has probable cause to believe said employee has engaged in sexual misconduct with a student or minor in violation of the law.

Adopted on: _____

Revised on: _____

Reviewed on: _____

4053 Conflict of Interest

Any school district employee who meets the conditions set forth in this policy shall be deemed to have a business or financial conflict of interest.

1. Definitions. For the purposes of this policy:

- a. Business with which an employee is associated shall include the following:
 - (1) A business in which the employee or a member of his or her immediate family is a partner, a limited liability company, or serves as a director or an officer.
 - (2) A business in which the employee or a member of his or her immediate family is a stockholder in a closed corporation with stock worth one thousand dollars or more, or the employee or his or her immediate family owns more than a five percent equity interest or is a stockholder of publicly traded stock worth more than ten thousand dollars or more at fair market value, or which represents more than ten percent equity interest. This shall not apply to publicly traded stock under a trading account if the employee reports the name and address of the company and stockbroker.
- b. A business association shall be defined to include an individual as a partner, limited liability company member, director or officer, or a business in which the individual or member of the immediate family is a stockholder.
- c. Immediate family member or member of the immediate family shall mean a child residing in an individual's household, a spouse of an individual, or an individual claimed by that individual or that individual's spouse as a dependent for federal income tax purposes

2. Contracts with the School District.

- a. No employee or member of his or her immediate family shall enter into a contract valued at two thousand dollars or more, in any one year, with this school district unless the contract is

awarded through an open and public process that (1) includes prior public notice and (2) allows the public to inspect during the school district's regular business hours the proposals considered and the contract awarded.

- b. The existence of any conflict of interest in any contract in which the employee has an interest and in which the school district is a party, or the failure to make public the employee's interest known, may render a contract null and void.
- c. The prohibition of a conflict of interest or requirement for public notice shall apply when the employee, or his or her immediate family has a business association with the business involved in the contract or will receive a direct pecuniary fee or commission as a result of the contract.

3. Employing Members of the Immediate Family.

- a. An employee may employ or recommend or supervise the employment of an immediate family member if:
 - (1) The employee does not abuse his or her position.
 - (a) Abuse of official position shall include, but not be limited to, employing an immediate family member:
 - (i) who is not qualified for and able to perform the duties of the position;
 - (ii) for any unreasonably high salary;
 - (iii) who is not required to perform the duties of the position.
 - (2) The employee makes a reasonable solicitation and consideration of applications for employment.
 - (3) The employee makes a full disclosure on the record to the governing body of the school district and to the secretary of the board.
 - (4) The board approves the employment or supervisory position.

- b. The employee shall not terminate the employment of another employee so as to make funds or a position available for the purpose of hiring an immediate family member.
- 4. Gifts, Loans, Contributions, Rewards, or Promises of Future Employment
 - a. No employee shall offer or give to the following persons anything of value, including a gift, loan, contribution, reward, or promise of future employment, based upon an agreement that a vote, official action, or judgment would be influenced thereby:
 - (1) a public official, public employee, or candidate.
 - (2) a member of the immediate family of an individual listed in Subparagraph 'a' above.
 - (3) a business with which an individual listed in Subparagraph (1) or (2) above is associated.
 - b. No employee shall solicit or accept anything of value, including a gift, loan, contribution, reward, or promise of future employment based on an agreement that the vote, official action, or judgment of the employee would thereby be influenced.
 - c. An employee shall not use or authorize the use of his or her public employment or any confidential information received through the public employment to obtain financial gain, other than compensation provided by law, for himself or herself or a member of his or her immediate family, or a business with which he or she is associated.
 - d. An employee shall not use or authorize the use of personnel, resources, property, or funds under that person's official care and control other than in accordance with prescribed constitutional, statutory, and regulatory procedures or use such items for personal financial gain, other than compensation provided by law.
- 5. Conflict of Interest Relating to Campaigning or Political Issues

- a. Except as provided below, an employee shall not authorize the use of school district personnel, property, resources, or funds for the purpose of campaigning for or against the nomination or election of a candidate or the qualification, passage, or defeat of a ballot question.
 - b. This does not prohibit an employee from making school district facilities available to a person for campaign purposes if the identity of the candidate or the support for or opposition to the ballot question is not a factor in making the facilities available or a factor in determining the cost or conditions for use.
 - c. This does not prohibit an employee from discussing and voting upon a resolution supporting or opposing a ballot question.
 - d. This does not prohibit an employee under the direct supervision of a public official from responding to specific inquiries by the press or the public as to the board's opinion regarding a ballot question or from providing information in response to a request for information.
 - e. An employee may present his or her personal opinion regarding a ballot question or respond to a request for information related to a ballot question; but in so doing, the person should clearly state that the information being presented is his or her personal opinion and is not to be considered as the official position or opinion of the school district. However, this shall not be done during a time that the individual is engaged in his or her official duties.
6. Additional Procedures Applicable to Employees With An Annual Salary and Benefits of More than \$150,000 Per Year
- a. Staff whose annual salary and benefits exceed one hundred fifty thousand dollars should assess whether they have a conflict of interest before taking any action or making any decision.
 - b. Employees have a conflict of interest pursuant to this subdivision of the policy when their actions or decisions may cause financial benefit or detriment to themselves, a business with which they are associated or a member of their immediate family.

- i. When assessing whether a conflict of interest exists, qualifying staff members should assess whether the benefit or detriment identified is distinguishable from the effects of such action on the public generally or a broad segment of the public.
 - ii. If qualifying employees are unsure as to whether a conflict of interest exists, they may apply to the Nebraska Political Accountability and Disclosure Commission for an opinion as to whether they have a conflict of interest.
 - c. Qualifying employees who determine that a conflict of interest does exist under this policy shall:
 - i. Prepare a written statement describing the matter requiring action or decision and the nature of the potential conflict;
 - ii. Deliver a copy of the statement to the secretary of the board of education, who shall enter the statement onto the public records of the school district; and
 - iii. Abstain from participating in the matter in which the employee has a conflict of interest.
 - d. This subsection does not prevent a qualifying employee from making or participating in the making of a decision to the extent that the employee's participation is legally required for the action or decision to be made.
7. Conflict. To the extent that there is a conflict between this policy and the Nebraska Political Accountability and Disclosure Act ("Act"), the Act shall control.

Adopted on: _____
Revised on: _____
Reviewed on: _____

4054

Reporting Child Abuse or Neglect

Because of their daily contact with school-age children, educators and other school employees are in a unique position to identify abused and/or neglected children. Nebraska law defines child abuse or neglect as knowingly, intentionally, or negligently causing or permitting a minor child to be (1) placed in a situation that endangers his or her life or physical or mental health; (2) cruelly confined or cruelly punished; (3) deprived of necessary food, clothing, shelter or care; (4) left unattended in a motor vehicle, if such child is six years of age or younger; (5) sexually abused; or (6) sexually exploited by allowing, encouraging, or forcing such person to solicit for or engage in prostitution, debauchery, public indecency, or obscene or pornographic photography, films, or depictions.

Reporting Procedure. School employees who have reasonable cause to believe that a child has been subjected to child abuse or neglect or observe a child being subjected to conditions or circumstances which reasonably would result in child abuse or neglect will report the suspected abuse or neglect according to the following procedure.

1. Any school employee who has reasonable cause to believe that a child has been abused or neglected shall report the suspicion to the building principal immediately. Employees shall also personally report or cause a report to be made to local law enforcement or to the Department of Health and Human Services.
2. When the principal makes a report of suspected child abuse or neglect, he/she shall inform the employee(s) who made the initial report.
3. Nothing in the paragraph above shall hinder a school employee from fulfilling his/her/their obligation to report suspected abuse or neglect if he, she or they have reasonable cause to believe that a child has been abused or neglected.
4. Any doubt or question in reporting such cases shall be resolved in the favor of reporting the suspected abuse or neglect. Consultation between the administrator and school employee is encouraged, keeping in mind that prompt reporting is essential.

Contents of the Report. The report to authorities shall contain the following information to the extent it is available: (1) name and position of reporting person; (2) name, address, and age of abused or neglected person; (3) address of the person or persons having custody of the abused or neglected person; (4) the nature and extent of the abuse or neglect, or the conditions and circumstances which would reasonably result in such abuse or neglect; and (5) any other information that may be useful in establishing the identity of the persons involved and cause of the abuse or neglect.

Legal Immunity. Nebraska statutes give legal immunity from any civil or criminal liability to any person who makes a good faith report of child abuse or neglect or participates in a judicial proceeding resulting from such a report.

Adopted on: _____

Revised on: _____

Reviewed on: _____

4056
Resignation of Certificated Staff

Certificated staff members who know they will not be returning to employment at the school district for the following school year are encouraged to submit their resignations as early as possible, to enable the board to find suitable replacements. Unless otherwise required by law or contract, the following resignation requirements apply.

Staff members who submit their resignations to the board of education by the earlier of (a) April 15th or (b) the date designated in a written request of the school board or the administrators to accept employment for the next school year pursuant to section 79-829 (provided that such acceptance date may not be earlier than March 15th of each year) will be released from the next school year's contract. Staff members who refuse to fulfill their contractual obligations will be reported to the Professional Practices Committee of the Nebraska Department of Education.

Adopted on: _____
Revised on: _____
Reviewed on: _____

4057

Superintendent Evaluation

The board shall observe and evaluate the superintendent based upon actual classroom observations for an entire instructional period at least twice during his first year of employment and at least once each year thereafter. Additional evaluations may be conducted at the discretion of the board. For the purposes of this policy, "actual classroom observation" shall mean observing the superintendent performing activities that are typical of his or her position. An "entire instructional period" for administrators cannot be defined in terms of an instructional period and shall be satisfied by the actual observation of some aspect of the superintendent's work during the semester for no less than 40 minutes.

Purpose. The purposes of the formal job evaluation are:

1. To provide a means of rational, structured communication between the board and superintendent to create a more constructive and effective working relationship.
2. To provide a basis for commending, rewarding, and reinforcing good work, as well as identifying areas where the superintendent needs to improve.
3. To clarify the superintendent's role and inform the superintendent of the board's expectations.

Dates. Unless otherwise provided for in the superintendent's employment contract, the first year evaluations should take place (1) at or prior to the **October** board meeting, and (2) at or prior to the **January** board meeting. Annual evaluations shall generally take place during the month before the date in the superintendent's employment contract by which the board must notify the superintendent of its intention to consider the nonrenewal or amendment of the contract. In the absence of such a contract provision, the annual evaluation should take place at or prior to the March board meeting. The Superintendent shall remind the Board members in writing at least 45 days before the date of each upcoming evaluation and shall make his evaluation an agenda item for the board meeting.

Evaluation Document. The superintendent shall submit a recommended evaluation document to the board. The board shall meet and discuss the proposed document with the superintendent. The board may amend and adopt the proposed evaluation document. The board may amend the document or adopt a new document without amending this policy. The superintendent shall submit the evaluation document to the Nebraska Department of Education.

Evaluation Procedures. Each board member shall have the opportunity to complete a draft evaluation document. The board president shall compile the individual draft evaluations into a single and final evaluation, provide a copy to the superintendent, and discuss it with him or her. If the superintendent's evaluation is conducted at a board meeting, the superintendent's evaluation may be conducted in closed session if it is necessary to prevent needless injury to the superintendent's reputation and if he or she has not requested it be done in open session.

Deficiencies. If deficiencies are noted in the superintendent's work performance, the board shall provide the superintendent at the time of the observation with a list of deficiencies and a list of suggestions for improvement and assistance in overcoming the deficiencies. The board shall also provide the superintendent with follow-up evaluations and assistance when deficiencies remain, a timeline for improvement, and sufficient time to improve. In the alternative, the board may rely upon the superintendent's education, training, and expertise and require him or her to submit a "list of suggestions for improvement" or plan of improvement for the board's consideration.

Personnel File. The evaluation shall be signed by the board president (or other member of the board) and the superintendent. The superintendent shall place a copy of the evaluation in his or her personnel file. The superintendent may provide a written response to the evaluation to the board. A copy of the response shall also be placed in the superintendent's personnel file. The board may meet with the superintendent to discuss the written response.

Policy Limitation. The evaluation procedures are included in this policy as a result of the board's statutory obligation to evaluate the superintendent and do not give the superintendent any rights not provided by statute. The board's failure to comply with any procedures provided in this policy but not required by law shall not prohibit the board from taking any action regarding the superintendent's employment, up to and including the nonrenewal, amendment, or cancellation of the employment contract.

Adopted on: _____

Revised on: _____

Reviewed on: _____

4058
Confidentiality in Counseling and Guidance

The school district provides students with a certificated school guidance counselor. Information that students provide to counselors is confidential but not legally privileged. The counselor will attempt to respect the privacy of student disclosures, but will share all relevant information with other education professionals as appropriate or as directed. The counselor will also contact parents and law enforcement officials as appropriate.

Records of the counseling relationship, including interview notes, test data, correspondence, tape recordings and other documents, are to be considered professional information for use in counseling, not part of the student's education record.

When a counselor is in doubt about what information to release, he or she should discuss the matter with the building principal or with the superintendent.

Adopted on: _____

Revised on: _____

Reviewed on: _____

4059
Behavioral and Mental Health Training

All public school employees who interact with students and any other appropriate personnel are required to complete behavioral and mental health training with a focus on suicide awareness and prevention training every year. The training may include, but need not be limited to, topics such as identification of early warning signs and symptoms of behavioral and mental health issues in students, appropriate and effective responses for educators to student behavioral and mental health issues, trauma-informed care, and procedures for making students and parents and guardians aware of services and supports for behavioral and mental health issues.

The superintendent will determine the appropriate personnel required to receive the training. The training materials for this training must be included in the Nebraska Department of Education's list of approved training materials. The length of the training shall be a reasonable amount as determined by the school board.

These employees must complete the training designated by the school district or superintendent no later than October 31 of each school year or within 30 days of their initial employment, whichever is later. Failure to complete this training may subject the employee to employment-related discipline.

Adopted on: _____

Revised on: _____

Reviewed on: _____

4060 School Vehicle Use

Pupil Transportation Vehicles. The transportation of students in a pupil transportation vehicle is governed by the rules of the Nebraska Department of Education and the district's safe pupil transportation plan or safety and security plan. See Title 92, Nebraska Administrative Code, Chapter 91 – Regulations Governing Driver Qualifications and Operational Procedures for Pupil Transportation Vehicles ("Rule 91") Title 92, Nebraska Administrative Code, Chapter 92 – Regulations Governing the Minimum Equipment Standards and Safety Inspection Criteria for Pupil Transportation Vehicles ("Rule 92"), available on NDE's website (www.education.ne.gov). A pupil transportation vehicle is any vehicle utilized to carry school children as sponsored and approved by the school board and that conforms to the Nebraska Department of Education definitions of pupil transportation vehicles listed as School Bus, Activity Bus, Small Vehicle, or Coach Bus.

School Vehicles Other Than Those Transporting Students. School district employees, board members, and other elected or appointed school district officials (collectively "school personnel") who are not transporting children are authorized to use a school district vehicle to travel to a designated location or to their home when the primary purpose of the travel serves a school district purpose. School district vehicles may not be used for personal purposes unless the vehicle, or the use of it, is provided to an employee as a condition of an employment contract or it is leased to school personnel as allowed by law. School personnel must operate school vehicles in accordance with all applicable federal, state, and local laws.

Driver Qualifications. School personnel who wish to use a vehicle owned or leased by the school district and who are not transporting students must:

- Possess and provide a copy of a valid Motor Vehicle operator's license.
- Be able to read and comprehend driving regulations and written test questions.
- Obtain and provide a copy of his or her current driving record from the department of motor vehicles at least one time per school year to the superintendent or his or her designee.
- Be at least 19 years of age.

School personnel must notify the superintendent or his or her designee about any change in their driving status or eligibility.

School personnel who have been convicted of any of the following or who meet any of the following conditions will not be allowed to drive a school district vehicle:

- If the citation or conviction occurred at any time—Motor vehicle homicide or driving under the influence – 3rd or subsequent offense;
- If the citation or conviction occurred within the last 5 years - Driving under the influence of drugs or alcohol, failure to render aid in accident you are involved in, speeding 15 miles per hour or more above the posted speed limit, reckless driving (willful or otherwise), careless driving, leaving the scene of an accident, failure to yield to a pedestrian with bodily injury to the pedestrian, or negligent driving; or
- Have accumulated _8_ points or more under an operator's license point system within the last _2_ years.

Any of the above infractions that occur after the first day of employment must be reported to the Superintendent or their designee within 72 hours of the infraction.

The superintendent or his or her designee has the discretion to prohibit school personnel from driving a school vehicle for a citation or arrest for the above offenses or any other offense or reason. The superintendent or his or her designee will make the final determination about the use of school district vehicles.

Electronic Communication While Driving. Unless the superintendent or a principal grants an exception to allow verbal communication on an as needed basis for specific district-related work based upon an employee's duties and responsibilities, school personnel shall not use any electronic communication device to read a written communication, manually type a written communication, send a written communication, verbally communicate with others, or otherwise communicate with others while operating a school vehicle. This prohibition includes but is not limited to answering or making telephone calls, engaging in telephone conversations, and reading or responding to e-mails, instant messages, text messages or other visual media.

Tobacco, Alcohol, and Controlled Substances. The use of any tobacco product, including the use of vapor products, alternative nicotine products, or any other such look-alike product, is not permitted in a school vehicle at any time. The use or possession of any alcohol or controlled substance (unless legally prescribed to school personnel by a physician) is not permitted in a school vehicle at any time. All drivers shall follow and be subject to Drug Free Workplace Policy and Drug Policy Regarding Drivers Policy.

Traffic Accidents, Infractions, Violations, or Citations. School personnel who receive a citation or warning citation from a law enforcement officer or are involved in an accident while operating a school vehicle must report the citation to the superintendent or his or her designee as soon as practicable,

but no later than 24 hours of receipt. The superintendent must report his or her accidents, infractions, violations, or citations to the board president.

Adopted on: _____

Revised on: _____

Reviewed on: _____

4061

Workplace or Non-Workplace Injuries or Illness and Return to Work

Reporting Workplace Injuries. Staff members who are injured while performing duties or who witness workplace injuries must report them to the superintendent or superintendent's designee as soon as possible after being injured or witnessing an injury. Staff members must prepare written statements regarding the injuries they sustained or witnessed when they are asked to do so by the school district. Failure to report a workplace injury as a witness will constitute insubordination and neglect of duty and may result in adverse employment action up to and including termination or cancellation of employment. Failure to report workplace injuries may also result in delayed or forfeited benefits to which an employee may otherwise be entitled.

Returning to Work after Workplace Injuries or Non-Workplace Injuries or Illness. Staff members whose injuries or illness prevent them from completing any or all of their duties, whether or not incurred at work, may be permitted to continue working or may be offered modified duty positions as required by law or as determined appropriate by the superintendent. This policy does not guarantee a limited or modified assignment during the recovery period unless it is otherwise required by law. The employee may be required to provide a return to work certification or report from their treating physician which delineates any restrictions, modifications, or accommodations needed to allow the employee to perform the essential functions of their position.

Termination After Workplace Injuries or Illness. Unless otherwise covered in an individual employment contract, employees may be terminated after suffering a workplace injury or illness when the district has a legitimate, nondiscriminatory reason for doing so. Such reasons include but are not limited to:

- Necessity to fill the position to maintain continuous services as required by law or district policy or standards;
- Performance deficiencies of the employee unrelated to the injury or illness;
- Unavailability of substitute or replacement employees;
- When the absence will negatively impact students' educational experience or opportunities; or
- Any other reason not otherwise prohibited by law.

The district may make such employment determinations regardless of whether the employee has returned to work and regardless of whether a medical professional has certified that the employee has reached maximum medical

improvement. In the event the injury or illness lasts beyond the amount of leave time provided by the district and by the Family Medical Leave Act, which is generally no greater than 12 weeks, the employee may be terminated even if the employee remains eligible for Workers' Compensation under state law or short or long-term disability under a policy available through the district. In no event will an employee be terminated as retaliation for filing a Workers' Compensation claim.

Termination After Non-Workplace Injuries. Unless otherwise covered in an individual employment contract or prohibited by law, employees who are unable to perform any of the essential functions of their positions with reasonable accommodation(s) due to injury or illness occurring outside of the workplace may be terminated. The employee's position or a similar position will be held open only as required by law, such as the Family Medical Leave Act.

Adopted on: _____

Revised on: _____

Reviewed on: _____

4062

Locker Room Supervision

Staff members, coaches, sponsors, and students must comply with the requirements of this policy while using locker rooms at the school district or at other locations.

Staff members, coaches, and sponsors must appropriately supervise students in locker rooms and other locations where students dress, change, or engage in similar activities. This supervision must occur at all times during curricular and extracurricular activities and includes, but is not limited to, the following:

- Entering and walking through the entire locker room at regular and irregular intervals to provide direct supervision and to assess student behavior.
- Maintaining an orderly locker room free from “horseplay” and other prohibited conduct.
- Maintaining a visual presence.
- Adequately addressing any misbehaviors.
- Escorting students to and from the locker room and the activity or instructional area.
- Unlocking the locker room so that students may enter, and locking the locker room after all students have exited the locker room.
- Searching the locker room to determine that all students have exited the locker room before locking it.
- Ensuring that the locker room remains locked during any activity.

If a student is found missing during an activity, the staff member, coach, or sponsor or adult designee shall check the locker room for the missing student.

The locker room must be locked at all times when unsupervised.

Only students whose team or activity is currently playing or are in-season or who are involved in a school-sponsored activity that requires or allows presence in the locker room are allowed access to the locker room before or after the regular school day.

Students are not allowed to enter or reenter the locker room without appropriate supervision.

If the staff member, coach, or sponsor is the opposite sex of the students, he or she may designate another adult of the same sex as the students to provide the required locker room supervision. This delegation does not remove ultimate responsibility from the staff member, coach, or sponsor who is subject to the obligations under this policy to ensure that such obligations are

met. By allowing their students to participate in an activity with a cross-gender coach, parents/guardians consent to the entry of the staff member or his or her designee into the locker room at any time as necessary to maintain student safety and order.

Staff members, coaches, and sponsors must remain with students until they are picked up by the parent, guardian, or other authorized person or the student leaves in his or her own transportation. Students must never be left unattended after a game, practice, or other school-sponsored activity. In other words, the staff member, coach, or sponsor should be the first one to arrive at the activity and the last one to leave.

Cell phones and other devices with visual or auditory recording capability may not be used in the locker room at any time or for any reason.

Under no circumstance may a staff member, coach, or sponsor delegate any responsibility under this policy to a student or other minor.

School administrators or their designees may make random checks to assess policy compliance.

Adopted on: _____

Reviewed on: _____

Amended on: _____

4063

Extra Duty and Extended Contract Assignments for Certificated Staff

This policy details the methods of payment for performance of extra duty and extended contract assignments by certificated staff members. Noncertificated staff should refer to their individual employment contracts regarding service hours and payment for extracurricular sponsorship activities which may be assigned to the employee by the district.

Extra Duty Assignments

Certificated staff members may be assigned extra duties such as coaching a sport, sponsoring a student club, or directing other extracurricular activities. Extra duty assignments shall be assigned at the discretion of the administration.

Full time certificated staff who are anticipated to work more than 1100 hours each school year are expected to work additional hours each month of the contract year in fulfillment of their extra duty assignments. Part-time certificated staff who are anticipated to spend fewer than 1100 hours in their regular teaching assignments each school year must track the hours they spend on extra duty assignments and submit those hours to the district bookkeeper monthly.

Certificated staff covered by the collective bargaining agreement between the board and the local education association will be paid the salary amounts set in that contract for performance of their extra duties.

Subject to the other provisions of this policy, certificated employees assigned to extra duty assignments shall be paid in 12 equal installments beginning with the first regular pay period of the contract year in which the services will be rendered. The payment for exempt employees assigned extra duty sponsorship duties after the beginning of their contract for a given school year shall be distributed evenly across the remaining pay periods for the school year beginning with the first pay period following the assignment.

Certificated employees who are assigned extra duties will be informed of that assignment in an assignment letter.

In addition to their regular teaching duties, teachers with extra duty will render service hours toward the performance of each of their extra duty assignments throughout the entirety of the contract year. This time should include tasks such as: continuously reviewing best practices for coaching/sponsoring your extra duty; determining any off-season professional development or meetings which you should attend; determining any pre-season or pre-event camps or activities which students should attend;

supervising selected pre-season camps or activities; creating records and completing paperwork related to the extra duty; communicating with selected media outlets about the extra duty; training and preparing students prior to the beginning of the competition/activity/event schedule; reviewing or planning the competition/event schedule; studying film, selecting music or scripts, designing sets and costumes, arranging choreography and otherwise preparing for the competition or season; scheduling student meetings and events; actively supervising participating students before, during and after the season/event; study of best practices in sportsmanship and student character growth; and any other identified duties.

In the event a certificated staff member is assigned an extra duty assignment after the beginning of the school year in which the activity occurs, the district will report the extra duty pay and hours to the Nebraska State Retirement System beginning in the month when the teacher undertakes his/her assignment.

In the event a certificated staff member's overall employment and/or extra duty assignment is terminated prior to the end of the school year, he/she will not be paid any remaining amounts for extra duty service and those hours will not be reported to the Nebraska State Retirement System.

Extended Contract Days

If a certificated staff member is assigned extended contract days, that assignment shall be included in his/her individual employment contract with the board of education. Staff shall be compensated for assigned extended contract days at the individual employee's daily contract rate calculated by dividing his/her regular salary by the number of contract days set by the board for all certificated teaching staff.

Unless otherwise directed by the administration, extended contract days shall be completed prior to the first regular duty day for teachers for the impending contract year. Teachers must document their completion of extended contract days on the form provided by the office and submit that form to their direct supervisor at the end of each month.

Payment for Extended Contract Days

Teachers assigned to extended contract days shall be paid for that assignment in 12 equal installments beginning with the first regular pay day of the contract year in which the services are rendered.

Adopted on: _____
Revised on: _____
Reviewed on: _____

4064

Transporting Students in Employee Vehicles

School employees shall not use their personal vehicle to transport students except for those students who reside in the employee's own household or if an emergency exists. If an emergency occurs, the employee will contact the administration and parents whenever practicable before providing the emergency transportation.

Bomba Painting LLC
PO Box 357
Imperial, NE 69033 US
+17202895300
mbomba23@yahoo.com



ADDRESS

Adam Lambert
Chase County Schools
520 E 9th St
Imperial, NE 69033
United States

Estimate 1149S

DATE 11/07/2025

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Painting Services	Auditorium walls repaint	1	2,240.33	2,240.33
	Painting Services	Auditorium ceiling repaint	1	3,795.00	3,795.00
	Painting Services	Auditorium backstage repaint	1	4,322.50	4,322.50
	Painting Services	Auditorium side exits repaint	1	800.00	800.00

Estimates includes labor, materials and paint. Colors to be determined by client.

TOTAL **\$11,157.83**

Accepted By

Accepted Date



F & A Painting
PO Box 1162
Imperial NE, 69033
fastandamazingpainters@gmail.com

ESTIMATE
EST2263

DATE
10/15/2025

TOTAL
USD \$9,000.00

TO

Adam Lambert for CCS

☎ +1 402-214-6453

DESCRIPTION	RATE	QTY	AMOUNT
Stage walls	\$1.25	2,850	\$3,562.50
Auditorium walls	\$1.25	1,200	\$1,500.00
Auditorium ceiling	\$2.50	1,300	\$3,250.00
Both side stair area walls	\$1.25	550	\$687.50
TOTAL			USD \$9,000.00

Price includes all labor and material to paint.

11222 Johnson Drive, Shawnee, KS 66203

Phone: (913)268-0069

www.heartlandseating.com sales@heartlandseating.com
October 8, 2025
PROJECT NAME: Chase County Schools
TO: Adam Lambert
 Chase County Schools
 520 E 9th St
 Imperial, NE 69033

FROM: Bryan Peterson

QTY	MODEL NO.	DESCRIPTION	PRICE
(273)	Mobiliario Seating – Model: Convention T. Low Back		Included in numbers below

BACK WALL SEATING OPTIONS

(20)	Convention T. Low Back With Double Mobile Bases	\$72,305
(50)	Moonlight Upholstered Foldable Chairs	\$71,435
(50)	Legend Upholstered Chairs	\$71,665

OPTIONAL ADDS

Add for lumbar support to Convention T Chairs	+ \$5 per chair
---	-----------------

PRICE INCLUDES THE FOLLOWING

Freight & Installation	Yes
Fabric:	Absecon Mills – Sherpa Shire Alloy (CA 117 Fire Requirements)
Gravity Lift Seats:	Yes
Floor Mounted:	Yes

AUDITORIUM CHAIR OPTIONS INCLUDED

Armrest:	Polypropylene Plastic (Wood and HPL available for added charge)
Seat Pan:	Polypropylene Plastic
Outer Back Panel:	Polypropylene Plastic
End Panel Insert:	Standard Black HPL or Fabric
Aisle Lights:	No
Transformers:	No
Dimmers:	No
Folding Tablet Arms:	No
ADA Arms:	5% of total aisle seats
Number/Letter Plates:	No (Available at additional cost)
Attic Stock:	No
Moveable Chair Bases:	Qty: 3 double
Dumpster Included:	Yes

- ➔ See **Attached Order Procedure Guidelines** for standard scheduling and order parameters. Unless your project has specifically included deviations to the order procedures, standard procedures will apply.

NOTES / Terms

Pricing does not include any taxes, prevailing or union wages, bonds, licenses, permits or fees unless specifically included with the quote. Pricing is for delivery, unload and installation to proceed in sequence with access to the site at the time selected by Owner / Architect / General Contractor with approved final drawings. Additional charges may apply for extra handling and or storage if site is not ready at time selected. Should you wish to have your quote revised to include any of these items, please call for a revised quote. Use of the pricing stated on this quote shall include the product and conditions as terms for our agreement. For tax-exempt projects, please submit certificate or we will add applicable taxes to your invoice. All pricing is subject to change without prior notice due to currency fluctuations, fuel prices, tariffs and/or unforeseen economic circumstances.

11222 Johnson Drive, Shawnee, KS 66203

Phone: (913)268-0069

www.heartlandseating.com sales@heartlandseating.com

October 8, 2025

Terms (unless specified otherwise): Materials: Net 30 days. Labor, 90% monthly estimate, balance upon completion. 1.5% per month to be charged on past due amounts.



Bryan Peterson
Heartland Seating, Inc.

EEO

Contracts to: Heartland Seating, Inc.
11222 Johnson Drive
Shawnee, KS 66203

AUDITORIUM SEATING ORDER PROCEDURES

ORDER PROCESSING, SUBMITTALS, APPROVALS, AND PRODUCTION LEAD TIME PROCESS:

1. Upon receipt of Contract or PO to Heartland Seating, Heartland Seating will send to Mobiliario Seating:
 - a. Purchase Order
 - b. Specifications Section (to include any pertinent addendum)
 - c. Architectural plan view and elevation drawings, if available, or a dimensional diagram of the room and an elevation to determine slope of floor. When available, CAD.dwg are preferred.
2. The order is then entered internally at Mobiliario Seating
3. The architectural drawings are routed to the Engineering Department to produce preliminary submittal layout drawings. Allow 4 to 6 weeks for scheduling and drawing time.
4. Preliminary submittal drawings will be sent out to the dealer for approval and field dimension verification. Dealer is responsible for color, fabric and cut sheet submittals along with the seating plans for approval.
5. When the preliminary submittal drawings are received at Mobiliario Seating “approved” and the field dimensions verified, we will prepare a “final” drawing. If the preliminary need to be resubmitted, we will route the drawings to the Engineering Department for revision and resubmittal. This will take 2 to 4 weeks. Once the final drawings have been completed, a drawing will be sent out for “final” approval signature.
6. Once Mobiliario Seating receives a signed approved final drawing, approved color and fabric selections, and signed cut sheet, the production lead time will be 75 to 90 days for the chairs to be manufactured.
7. Allow 1 to 2 weeks for shipping time, plus delivery, layout and installation.
8. **Items 5, 6 and 7 above summarize to 90-120 days for installation completion from receipt of all approvals, color and fabric selection.**

Project Proposal

Proposal Number	CP126017
Proposal Type	Owner
Date	11/11/2025

Project: Chase County High School Auditorium
Architect:
Bid Date: 8/13/2025 8:00 AM
Proposal For: Fixed Audience Seating

Chase County Schools
520 East 9th Street
Imperial NE 69033

Carroll Seating Company is pleased to provide a proposal to supply and install Hussey Quattro Classic Series seats in your auditorium.

Fixed Audience Seating

\$79,504.88

Carroll Seating Company proposes to supply and install Hussey Classic Series Quattro chairs in your auditorium. Your proposal includes the following:

Classic Quattro Series
Gross Seats: 282
Chair Back: Round Polymer
Seat Bottom: Polymer
Seat Style: Standard
Application: Fixed Chairs
Back Height: Low Back (33 in)
Seat Foam: Standard
Back Foam: 2"

Stanchion Style: Traditional Steel Floor Mounted

Fabric is G Grade

Seat Number/Row Letter Type: Aluminum

For Cast Aluminum Stanchions in Lieu of Traditional Steel, add: \$4,200.00 (not available on Stacking Quattros)

For High Back seats in lieu of low backs, add: \$2,100.00

For GRASSWOOD SOFTSQUARE VENEER END Panels, add: \$3,100.00.

For 3" back foam and ULTRA PLUSH SEAT FOAM, add: \$5,400.00

For 46 moveable Stacking Quattro Chairs, add: \$14,613.41 (This pricing applies only if the Stacking Quattros are ordered at the same time as the fixed chairs due to freight savings)

Freight and Installation included in price.

Project Total: \$79,504.88

Exclusions:

Demo, Taxes, performance bonds and liquidated damages, work to existing auditorium risers.

Our bid and price are conditioned on the use of the latest edition of AIA document A401 and attached "Rider A" as the terms for any resulting subcontract. An OCIP Policy for primary and noncontributory waiver of subrogation, if required, can be furnished at an additional cost. Please note that the submitted proposal utilizes Commercial General Liability (CGL) endorsements that are equal to CG2010 10/01 and CG2037 10/01. Additional costs up to 0.4%/yr may apply if actual CG2010 10/01 and CG2037 10/01 endorsements are mandated. In the event of any conflict between this proposal and the subcontract document, this proposal shall govern.

Prices quoted are good for 30 days!

If you have any questions concerning our proposal, please contact me.

Brock Christopher
Carroll Seating, Inc
brchristopher@carrollseating.com

**RIDER A to CONTRACT between CARROLL SEATING COMPANY and GENERAL CONTRACTOR
FOR THE PROJECT KNOWN AS:*****MADE A PART HEREOF AND ATTACHED HERETO***

This Rider contains changes and additions to the above-referenced contract (the "Contract") between **Carroll Seating Company** ("Subcontractor") and **General Contractor ("Contractor")**. To the extent that the terms and conditions of this **Rider** conflict with terms and conditions of the Contract, the **Rider shall control**.

1. DELIVERY/INSTALLATION: Carroll Seating Company shall not be liable for or chargeable with any delay in or want of performance due to unforeseen circumstances or due to causes beyond its control, including, but not limited to, act of nature, act of any governmental authority, war or armed hostilities, riot or civil disturbance, act of terrorism, labor dispute or disruption, epidemic or global health crisis, power grid or internet disruption, materials shortage or constraint, product unavailability from manufacturer, or transportation delays, and shall be entitled to an appropriate extension of time in the event of any such occurrence.

2. JOBSITE CONDITION: The **Contractor** warrants that the job site conditions will be prepared and ready to receive materials delivered by **Carroll Seating Company** and that the installation of said materials can commence immediately upon delivery. Unless otherwise agreed to in writing, the cost of unloading materials shall be included in the purchase price set forth in the Contract. Should the job site conditions be cause for delay for **Carroll Seating Company** to begin installation of materials, or delay in delivering materials, the **Contractor** agrees to pay an additional sum of money to cover all extra expenses necessary for extra (double) handling, moving, demurrage, or storage charges of materials. Architectural woodwork shall not be subjected to extremes of temperature and humidity. Relative humidity shall not be less than 25% or more than 55% under normal conditions. In any event, relative humidity and temperature during the time of installation should remain within the range to be maintained during occupancy. Relative humidity below 20% and above 80% is harmful to wood and wood products.

3. PRICING BASED ON DELIVERY DATE/ESCALATION: The **Contractor** shall not change the delivery date once materials have been scheduled for production and must give the **Subcontractor** written notice of a change in delivery date at least 90 days in advance from the original agreed upon scheduled delivery date. If the **Contractor** issues a change order causing a delivery date beyond 30 days from the originally scheduled delivery date the new delivery date shall constitute a new agreement in determining the appropriate change in the cost of materials and labor.

4. RETENTION CLAUSE: The retainage percentage withheld by the **Contractor** from progress payments to **Carroll Seating Company** shall not exceed the retainage percentage withheld by the **Owner** in its payment to the **Contractor**.

5. MECHANICS LIEN CLAUSES: **Carroll Seating Company** shall retain the right to assert mechanics' lien(s) for work that it has performed. Nothing in the Contract or this Rider shall be construed as a waiver of **Carroll Seating Company's** right to assert mechanics' lien(s) should the **Contractor** fail to pay **Carroll Seating Company** for the work performed.

6. OSHA CLAUSES: **Carroll Seating Company** shall not be liable for payment of any OSHA fines or penalties or for correction of unsafe working conditions due in part or in whole to acts of commission or omission on the part of the **Contractor, Architect,** or other subcontractors. **Contractor** agrees to **Carroll Seating Company** harmless from any such fines, penalties and correction of unsafe working conditions.

7. WAIVERS: **Carroll Seating Company** shall tender mechanics' lien waivers upon receipt of payment for the Work to which such waivers relate. In the event **Carroll Seating Company** submits a waiver before it receives payment the waiver will be held in trust by the **Contractor** until payment is received by **Carroll Seating Company** and shall not be effective or binding upon **Carroll Seating Company** until **Carroll Seating Company** receives the payment.

8. Notwithstanding any provision of the contract between **Carroll Seating Company** and the **Contractor** to the contrary, **Carroll Seating Company** shall only be obligated to defend, indemnify or save harmless the **Contractor** and **Owner** for such losses, damages, claims and the like for which **Carroll Seating Company** has insurance coverage, and then only to the extent of such insurance coverage.

9. SERVICES: The **Contractor** shall provide sufficient temporary electric, heat and water for the use by **Carroll Seating Company** at no cost to **Carroll Seating Company**. This includes any temporary heat in areas where any wood products have to be stored on site due to installation areas not being ready.

10. CLEANUP: The **Contractor** shall provide dumpsters for use by **Carroll Seating Company** at no cost to **Carroll Seating Company**. No dumpster charges shall be accepted by **Carroll Seating Company** unless agreed to in writing.

11. PAYMENT and PERFORMANCE BONDS: Unless the **Contract** requires **Carroll Seating Company** to obtain payment and/or performance bonds, the **Owner** and the **Contractor** shall be responsible for obtaining and paying for such bonds. If the **Contract** requires **Carroll Seating Company** to obtain payment and/or performance bonds, **Carroll Seating Company** shall obtain such bonds but only pay the premium attributable to the initial contract price. If the premium charged for such bonds increases as a result of changes in the original contract price, the **Owner** or the **Contractor** shall pay the increase in the premium. The **Owner** and the **Contractor** shall make any requests for payment and performance bonds at least ten days before **Carroll Seating Company** commences work. It is understood **Carroll Seating Company** will only furnish the standard AIA document 311 or 312 Performance Bond.

12. EXTRAS: **Contractor** shall sign each field "extra work order" for time and material extras to verify hours and materials used. No additional work shall be performed without this "extra work order". **Contractor** agrees to pay the following rates for extra work.
Carpenters per hour \$ _____
Foreman per hour \$ _____

Contractor also agrees to pay the cost of materials used by **Carroll Seating Company** in the performance of extra work. Payments for extra work orders shall be made in the same manner as payments are made on the contract.

13. BACKCHARGES: **Contractor** agrees that it will give **Carroll Seating Company** sufficient advance notice, but in no event less than 48 hours in writing to permit **Carroll Seating Company** to correct the work that the **Contractor** contends warrants a backcharge. The **Contractor** must have the backcharge signed by the **Carroll Seating Company** project manager. In the event the **Contractor** does not give sufficient advance notice, the **Contractor** shall not be entitled to the backcharge. The **Contractor** agrees that in the event it decides to issue a backcharge, it shall do so within two weeks after the occurrence giving rise to the backcharge.

14. DIMENSION AND DELIVERY INFORMATION: If accurate field dimensions cannot be taken prior to fabrication, the **Contractor** will sign off to the field measurements per the architects' drawings or manufacturers' shop drawing. This will be done prior to fabrication. Any changes which results in equipment not fitting and requires further attention and costs will be the responsibility of the **Contractor**.

15. Notwithstanding any provision of the contract between **Carroll Seating Company** and the **Contractor** to the contrary, **Carroll Seating Company** shall only be obligated to carry and have in force and effect such insurance in such limits as described in the certificate of insurance attached hereto. The **General Contractor** hereby represents and warrants to **Carroll Seating Company** that the **Owner** has adequate builder's risk insurance for the project. In no event shall **Carroll Seating Company** waive any rights of subrogation.

16. **Carroll Seating Company** shall only be bound by the terms and provisions of the **General Contractor's** contract with others if the **General Contractor** delivers to **Carroll Seating Company** a true, complete and accurate copy of such contract and **Carroll Seating Company**, prior to its execution of this Rider, returns such contract to the **General Contractor** bearing **Carroll Seating Company's** president's initials on each page thereof; in no event, however, will **Carroll Seating Company** be bound by any "waiver of right to jury trial", "no lien" or "liquidated damages for delay" clauses by other such similar provisions in any contract between the **General Contractor** and others.

17. Notwithstanding any provision in any subcontract between **Carroll Seating Company** and the **General Contractor** which states that a condition precedent to the **General Contractor's** obligation to pay **Carroll Seating Company** is the **General Contractor's** receipt from others of payment for the work, services or material provided or performed by **Carroll Seating Company**, sometimes referred to as a "pay when paid" or "pay if paid" clause, the **General Contractor shall pay Carroll Seating Company** for all work, service or materials performed or provided by **Carroll Seating Company** within 30 days of **Carroll Seating Company's** invoice to the **General Contractor** for the same. All past due invoices are subject to a 1½% monthly finance charge, which yields an annual interest rate of 18%.

18. In the event **Carroll Seating Company** must enforce any of the terms and provisions of the contract or this Rider, including but not limited to the **General Contractor** for any work, service or material described herein, **Carroll Seating Company** shall be entitled to collect from the **General Contractor** all costs and expenses, including reasonable attorney's fees, it incurs in connection therewith. **Carroll Seating Company** waives subrogation only for loss of tools or its equipment on the jobsite.

Heartland Seating Price per Chair

For the 273 auditorium chairs and excluding the loose chairs along the back wall, we're around \$248 per chair. If you want to add lumbar support, the cost will be \$253 per chair.

Carroll Seating

Adam-

Please see the updated proposal. The ADD option for the moveable Quattros is listed at the bottom (along with your other optional adds). Please note that the price for the stacking quattros only applies if everything is ordered at once. If they are ordered later on, the price will increase due to freight. Per chair for the **moveable seats** you are looking at **\$317/chair.**

I have tried all I can to get the pricing down. Please keep the lifetime warranty and information I had sent regarding the chairs in mind.

Thanks,

Carroll's most recent bid is for \$79,504.88/282 seats = \$281.93 per chair (base model)