

Board of Education Regular Meeting
Monday, June 13, 2022 5:30 PM
McKinley Education Center
301 West F Street
North Platte, NE 69103-1557

1. Roll Call
2. Posting of the Open Meetings Act
3. Pledge of Allegiance and Announcements
4. Communications
 - 4.1. Foundation Report
 - 4.2. Superintendent's Report
 - 4.3. Board Comments
 - 4.4. Committee Reports
 - 4.4.1. June 7, 2022, meeting of the Personnel, American Civic, Curriculum, Student Services and Communication subcommittee
 - 4.4.2. June 10, 2022, meeting of the Finance, Facilities, Operations, and Legislation subcommittee
5. Consent Agenda
 - 5.1. Approve the agenda for the June 13, 2022, regular meeting of the Board of Education
 - 5.2. Approve the publication of the June 13, 2022, regular meeting of the Board of Education
 - 5.3. Approve the minutes of the May 9, 2022, regular meeting of the Board of Education
 - 5.4. Approve the minutes of the June 7, 2022, meeting of the Personnel, American Civic, Curriculum Student Services and Communication subcommittee of the Board of Education

- 5.5. Approve the minutes of the June 10, 2022, meeting of the Finance, Facilities, Operations and Legislation subcommittee of the Board of Education
- 5.6. Accept the resignation of Isabella Flamel effective on or about May 20, 2022
- 5.7. Approve the teaching contract of Tracey Kearney effective for the 2022-2023 school year
- 5.8. Approve the teaching contract of Tracy Johnson effective for the 2022-2023 school year
- 5.9. Approve the teaching contract for Zachary Larson effective for the 2022-2023 school year.
- 5.10. Approve the teaching contract fo Jayne Tolman effective for the 2022-2023 school year
- 5.11. Approval of Financial Claims and Reports
6. Reports and Discussion Items
 - 6.1. Student Handbook
 - 6.2. Curriculum Update
 - 6.3. Staffing Update
 - 6.4. Classified, Certified & Substitute Handbook
 - 6.5. Monthly Financial & Budget Report
 - 6.6. Legislative Update
7. Public Comment
8. Action Items
 - 8.1. Request approval of Roof Bids
 - 8.2. Request approval of the sale of Modular at Lake School
9. Future Board Calendar
10. Adjournment

Board of Education Regular Meeting

McKinley Education Center
301 West F Street
North Platte, NE 69103-1557
Monday, May 9, 2022 5:30 PM

1. Roll Call

All Present, Mark Nicholson, Matthew Pederson, Skip Altig, Jo Ann Lundgreen, Ivan Mitchell and Angela Blaes

2. Posting of the Open Meetings Act

3. Pledge of Allegiance and Announcements

4. Communications

4.1. Special Presentation

Isabella Hardy and Luke Rathjen were recognized as the April Bulldogs of the Month. Previous Bulldogs of the Month Breah Matuszczak and Vincent Genatone were also present to accept their awards.

4.2. Foundation Report

North Platte Public Schools Foundation Director, Terri Burchell, announced that NPPSF raised over \$5000 for dual credit scholarships during North Platte's Giving Day and that MPCC has reduced the price per credit hour for those courses. She also noted the upcoming School Business Partnership/Dr. Hanson Retirement event. She reported on a planned class reunion based Business After Hours on July 29, 2022 and the Bulldog Classic golf tournament. Ms. Burchell went on to report about a grant received that will enable summer engagement via a health/science middle school academy.

4.3. Superintendent's Report

Dr. Hanson announced several events that the Board is invited to attend including a year-end staff recognition and the Project Search Graduation.

4.4. Board Comments

Jo Ann Lundgreen reported that she visited Madison and Jefferson last month. She also attended the State Board of Education meeting that was held in North Platte and was impressed with the NPHS FFA presentation given there. She also attended the NPHS play "Trap".

Matthew Pederson commented on the activities and academics reported by the Bulldog of the Month students each month and complimented them on taking advantage of the opportunities offered.

Skip Altig commented on the student centered Sunday Night Spotlight texts sent out to District patrons. He reported that he toured Madison and Buffalo schools with two of the members of the

visiting State School Board. He also visited Jefferson school this month and reported on activities there. He attended the Nebraska State School Board meeting and the NPHS play as well.

Jo Ann Lundgreen noted that on her visit to Jefferson she was made aware of some challenges that still exist even though NPPS had limited shut down during the pandemic.

4.5. Committee Reports

4.5.1. May 3, 2022, meeting of the Personnel, American Civic, Curriculum, Student Services and Communication subcommittee

Mark Nicholson reported on items discussed at this meeting which included a staffing update, an inter-local agreement with the City of North Plate, SRO contract and transportation.

4.5.2. May 5, 2022, meeting of the Finance, Facilities, Operations and Legislation subcommittee

Ivan Mitchell reported on items discussed at this meeting which included the 2022-2023 Budget, ESSERS Funds, SRO Contract, Busing Survey Update, inter-local agreement, sale of modular at Lake School and parent payments through the Infinite Campus student system.

5. Consent Agenda

- 5.1. Approve the agenda for the May 9, 2022, regular meeting of the Board of Education
- 5.2. Approve the publication of the May 9, 2022, regular meeting of the Board of Education
- 5.3. Approve the minutes of the April 11, 2022, regular meeting of the Board of Education
- 5.4. Approve the minutes of the May 3, 2022, meeting of the Personnel, American Civic, Curriculum Student Services and Communication subcommittee of the Board of Education
- 5.5. Approve the minutes of the May 5, 2022, meeting of the Finance, Facilities, Operations and Legislation subcommittee of the Board of Education
- 5.6. Accept the resignation of Melissa Rice effective on or about May 20, 2022
- 5.7. Accept the resignation of Todd Rice effective on or about May 20, 2022
- 5.8. Accept the resignation of Amanda Page effective on or about May 20, 2022
- 5.9. Approve the teaching contract of Henry Eggert effective for the 2022-2023 school year
- 5.10. Approve the teaching contract of Joanne Garrison effective for the 2022-2023 school year
- 5.11. Approve the teaching contract of JoElle Williams effective for the 2022-2023 school year
- 5.12. Approve the teaching contract of Ryan Parker effective for the 2022-2023 school year
- 5.13. Approve the teaching contract of Jordynn Simpson effective for the 2022-2023 school year
- 5.14. Approve the teaching contract of Kimberly Boyer effective for the 2022-2023 school year
- 5.15. Approve the teaching contract of Mitchell Ferguson effective for the 2022-2023 school year
- 5.16. Approve the teaching contract of Bobbi Dehr effective for the 2022-2023 school year
- 5.17. Approve the teaching contract of Morgan Hoatson effective for the 2022-2023 school year
- 5.18. Approval of Financial Claims and Reports

Motion by Matthew Pederson second by Mark Nicholson to approve the consent agenda as presented

Yeas: Matthew Pederson, Skip Altig, Jo Ann Lundgreen, Ivan Mitchell, Angela Blaes and Mark Nicholson

6. Reports and Discussion Items

6.1. Family Literacy Grant Update

Elementary Curriculum Director Lyndsey Douglas and ELL Teacher Kelli Sheets reported on the Family Literacy Grant which is new to the District and was implemented at Jefferson this year. This grant pairs nicely with the ELL program and helps get families of ELL students involved with their children's education as well and facilitates connecting with other families.

6.2. Technology Plan Update

Director of Technology, Brian Tegtmeier, reported to the Board on the myriad of technology uses in the District and how his team supports them. He summarized student technology uses and labs available to them. He also noted that Infinite Campus will soon be used for parent payments for fees and lunches. He also reported on the phishing training his department has completed with District staff.

6.3. NPPS & City of North Platte Swimming Pool Memorandum of Understanding

There has been an ongoing discussion between NPPS and the City of North Platte for the last few years regarding the renovation of the Recreation Center. The current facility does not qualify to be used for a sanctioned meet for the North Platte Public School Swim and Dive teams so a joint venture for a way to solve that problem is being considered. Ivan Mitchell reported that he has served on the committee to provide a recommendation to the City of North Platte and he is in favor of the collaboration to make the best use of resources.

6.4. Staffing Update

Human Relations Director, Kevin Mills, reported that he still has three teaching positions open. He went on to outline a plan for coverage if those positions are not filled. He also reported on the NexGen program at the University of Nebraska-Kearney in support of future administrators. Matthew Pederson asked how the turnover this year compares to years past. Director Mills said he has hired 28 new teaching staff which is less than most years.

6.5. Monthly Financial & Budget Report

Executive Director of Finance, Stuart Simpson, outlined the monthly financial reports. Mr. Simpson noted that the increase of revenue in the nutrition fund is due to ESSERS money received and the free breakfast/lunch for all students. He also noted that we provide a survey to patrons regarding the spending of ESSERS funds as is required. The survey is available on the website.

6.6. Legislative Update

Skip Altig reported that the Unicameral is currently not in session.

7. Public Comment

Emily Garrick – 1118 West 5th Street- Requested that video recordings of the Board of Education meetings be made available to patrons.

8. Action Items

8.1. Request approval of School Resource Officer Contract for the 2022-2023 school year.

Administration and the Board were all complimentary of North Platte Public Schools District's relationship with the North Platte Police Department. They went on to say that School Resource Officer's Jeremiah Johnson and Matt Elder are great assets to the District.

Motion by Matthew Pederson second by Angela Blaesi to approve the School Resource Officer contract for the 2022-2023 school year

Yeas: Skip Altig, Jo Ann Lundgreen, Ivan Mitchell, Angela Blaesi, Mark Nicholson and Matthew Pederson

9. Future Board Calendar

Future Board professional development opportunities were discussed.

10. Adjournment

Motion by Matthew Pederson seconded by Ivan Mitchell to adjourn this regular meeting of the North Platte Public School Board of Education at 7:00 p.m.

Yeas: Jo Ann Lundgreen, Ivan Mitchell, Angela Blaesi, Mark Nicholson, Matthew Pederson and Skip Altig

President, Skip Altig

Secretary, Matthew Pederson

Board of Education Personnel, American Civic, Curriculum Student Services and Communication Subcommittee –6/07/2022 Summary

Topic	Summary/Discussion
Participants	Skip Altig, Mark Nicholson, Angela Blaesi, Ron Hanson, Kevin Mills, Brandy Buscher Lyndsey Douglas, Vikki Carlson
Curriculum Update	Vikki Carlson , Lyndsey Douglas, and Brandy Buscher shared the NPPS Accountability in Action Report with the subcommittee members. It will be shared with all Board member at the Jun 13, 2022 . They will be sharing all the curriculum development activities that have occurred this summer.
Return to School Plan	Dr. Hanson reminded the subcommittee members that the Return to School plan has to be updated and visible on the district website as a requirement of the ESSER Funding.
American Civics Duties	Dr. Hanson reviewed with the board subcommittee members all duties assigned to the American Civics Committee. A public hearing will be held June 13, 2022 @ 5:30 for the Board to assure the intent of the American Civics Act has been implemented at all schools. American Civic Committee members will sign a Board Statement of Assurances concluding at the Public Hearing meeting .
Board Policy Approval	The subcommittee members reviewed policies 5054 - Bullying Policy & Policy 5018 Parent Involvement Policy. The public will have an opportunity to provide input on each policy at the Public Hearing meeting on June 13, 2022.
Personnel Updates	Mr. Mills updated the subcommittee board members regarding hiring and personnel matters.
Student Handbook	Brandy Buscher presented the first draft of the 2022-23 Student Handbook for review. The Board will approve the final version at the July Board of Education meeting.
Staff Handbook	Kevin Mills presented the first draft of the 2022-23 Staff Handbook for review. The Board will approve the final version at the July Board of Education meeting. The subcommittee also discussed substitute compensation that will be discussed at the June 13, 2022 Board meeting.
NPPS Strategic Plan	The Board Subcommittee was informed the 2020-2025 Strategic Plan has been updated to reflect all completed actions for the 2021-22 school year
Adjourned	Meeting adjourned at 8:55 a.m.

Finance/Communication Subcommittee Meeting
06/09/2022 Summary

Topic	Summary/Discussion
Present	Matt Pedersen, Stuart Simpson, JoAnn Lundgreen, Ivan Mitchell, Ron Hanson, Kevin Mills Began at 8:02am
2022-2023 Budget	Discussed the timeline for the new budget process (postcard legislation) in conjunction with the county. The district will be watching the Budget teleconference on June 29 for updated requirements for the new procedure and other school district budget requirements. The budget will be monitored in July with final numbers in August. Strategic Plan Goal 5
ESSERS	Discussed the ESSERS II and ESSERS III programs. Identified the remaining funds in ESSERS II and reflected on what we will be doing with ESSERS III. The reduced budget will be reflected in the 2022-2023 budget. Strategic Plan Goal 5
Construction	Discuss the various projects that the district is doing at each building. We are working to get all items completed before we have students and staff return by August 9, 2022 Strategic Plan Goal 6
Sale of Modular at the Lake	Discussed the sale price and the timeline to remove the modular by Hershey Public Schools. Strategic Plan Goal 6
Adjourned	8:42 am



NORTH PLATTE PUBLIC SCHOOLS

MONTHLY FINANCIAL REPORT

For the Nine Month Period Ending May 31, 2022

www.nppsd.org

Current Budget Usage should be 75%

Manage finances in order to sustain educational programs while maintaining and improving safety, accessibility, usability and value of our school facilities within budget limitations.



DISTRICT STRATEGIC PLAN

Goal 1: The North Platte School District maintains and communicates at all levels of the district a **purpose and direction** for continuous improvement that commits to high expectations for learning as well as shared values and beliefs about teaching and learning that prepares all students for a successful transition.

College and Career Ready: every student upon completion of secondary education shall be prepared for postsecondary educational opportunities and to pursue his or her career goals.

Goal 2: The North Platte School District provides the **governance and leadership** that promotes and supports its purpose and direction; student performance, and system effectiveness.

Goal 3: The North Platte School District provides a **rigorous, relevant, and coherent curriculum and programs** delivered by high-quality educators who use innovative, researched-based strategies; supported by school leaders to ensure success for all students.

Educational Opportunities and Access: that all students should have access to comprehensive instructional opportunities to be prepared for postsecondary education and career goals.

College and Career Ready: every student upon completion of secondary education shall be prepared for postsecondary educational opportunities and to pursue his or her career goals.

Transitions: that quality educational opportunities focus on supports for students transitioning between grade levels, programs, schools, districts, and ultimately, college and careers.

Assessment: the results of multiple assessment sources (national, state, and classroom-based) should be used to measure student achievement of college and career-ready standards and be used as an integral part of the instructional process.

Goal 4: The North Platte School District will utilize best practices to **recruit, hire, mentor, retain, and develop qualified certified and noncertified staff** in all schools that support its purpose and direction to ensure success for all students.

Educator Effectiveness: students should be surrounded by effective educators throughout their learning experiences, such that schools and districts develop effective teachers and leaders who establish a culture of success.

Goal 5: The district demonstrates **strategic resource management** that includes long-range planning in support of the purpose and direction of the district. The district ensures appropriate levels of funding and sustainability of resources, as well as evidence of long-range capital and resource planning effectiveness.

Goal 6: The North Platte School District **provides safe, healthy, and efficiently operated facilities**; and manages resources in all schools that support its purpose and direction to ensure success for all students.



Goal 7: The North Platte School District provides an **effective communication process at all levels of the organization and to the community** that promotes and reflects its purpose, values, and beliefs about teaching and learning and the system's effectiveness to ensure success for all students.

Positive Partnerships, Relationships, and Student Success: that student engagement through positive partnerships and relationships is fundamental to successful schools and districts and schools and districts need to implement best practices in student, family, and community engagement to enhance educational experiences and opportunities.

Goal 8: The North Platte School District plans, develops and creates classroom environments where students engage in collaborative, inquiry-based learning, facilitated by educators who are able to use **technology** to transform knowledge and skills into solutions, new information, and products – technology is used to amplified and accelerate learning facilitated by interaction with the digital world.

North Platte Public Schools
Enrollment Comparison
5/31/2022



	September Enrollment	5/31/22	Percent Change
KDG	249	245	-1.6%
1	236	238	0.8%
2	246	244	-0.8%
3	261	261	0.0%
4	270	266	-1.5%
5	263	264	0.4%
6	270	268	-0.7%
7	298	307	3.0%
8	285	284	-0.4%
9	299	301	0.7%
10	298	303	1.7%
11	306	302	-1.3%
12	316	214	-32.3%
Total	<u>3,597</u>	<u>3,497</u>	-2.8%

		GRD			
NPHS	9-12	001	1,219	1,120	-8.1%
Adams	7-8	002	583	591	1.4%
Madison	6	004	270	268	-0.7%
Cody	K-5	005	202	208	3.0%
Jefferson	K-5	006	271	265	-2.2%
Lincoln	K-5	007	286	275	-3.8%
Washington	K-5	009	195	201	3.1%
McDonald	K-5	010	235	234	-0.4%
Eisenhower	K-5	011	214	214	0.0%
Lake Maloney	3-5	016	122	121	-0.8%
Total			<u>3,597</u>	<u>3,497</u>	-2.8%

Preschool				
Buffalo	003	54	54	
Jefferson	006	36	36	
Washington	009	18	18	
Osgood	012	36	34	
		<u>144</u>	<u>142</u>	-1.4%

North Platte Public Schools



STATEMENT OF OF CHANGES IN DISBURSEMENTS-BUDGET AND ACTUAL

For the Eight Month Period Ending May 31, 2022

	Budget		% of Budget
	<u>(Original and Final)</u>	<u>Actual</u>	<u>Spent</u>
General-Regular	37,711,500	27,716,572	73.50%
General-Grants			
ESSERS	6,209,864	742,731	11.96%
ESSA	1,153,207	795,460	68.98%
IDEA	1,294,781	1,056,841	81.62%
Grants	5,511,523	754,619	13.69%
Total Disbursements less Special Education	51,880,875	31,066,223	59.88%
General-Special Education	4,852,770	3,828,001	78.88%
General Fund	\$ 56,733,645	\$ 34,894,224	
Depreciation	4,435,782	834,766	18.82%
Employee Benefit	300,000	105,985	35.33%
Cooperative Fund	100,000	48,265	48.27%
Bond-North Platte	270,000	270,000	100.00%
Bond-Lake Maloney	115,300	114,200	99.05%
Building	8,938,882	1,107,049	12.38%
QCPUF	1,011,760	874,500	86.43%
Lunch	3,048,000	2,181,703	71.58%
Student Fee Fund	-	-	
Activities	1,380,595	1,325,831	96.03%
Total	\$ 76,333,964	\$ 41,756,523	54.70%

North Platte Public Schools
Treasurers Report
5/31/2022



General Fund

Reserves-April 30, 2022 **(1,484,589)**

Deposits

Property Taxes	9,206,426	
State Aid	988,554	
Special Education	373,860	
Interest Income		
IDEA		
Other Income (Tuition, HHS Payments)	83,715	
Federal Grants	157,221	
Transfers/Liabilities	(810,067)	
Total Deposits		9,999,709

Disbursements

Payroll	1,696,941	
Federal Taxes	551,608	
Nebraska Retirement	460,827	
Nebraska Taxes	12,110	
Payroll Deductions		2,721,486

Bills	720,113	
Total Disbursement		3,441,599

Net Change 6,558,110

Reserves-May 31, 2022 **5,073,521**

Depreciation

Reserves-April 30, 2022 **2,660,606**

Deposits	456,859	
Disbursements		
Net Change		456,859

Reserves-May 31, 2022 **3,117,465**

Employee Benefit

Reserves-April 30, 2022 **29,440**

Deposits		
Disbursements	1,610	
Net Change		(1,610)

Reserves-May 31, 2022 **27,830**

North Platte Public Schools
Treasurers Report
5/31/2022



Activity Fund

Reserves-April 30, 2022		1,476,065
Deposits	108,040	
Disbursements	109,298	
Net Change		(1,258)

Reserves-May 31, 2022		1,474,807
------------------------------	--	------------------

Cafeteria Fund

Reserves-April 30, 2022		694,229
--------------------------------	--	----------------

Deposits		
Federal Funds	278,181	
Student Lunches		
Accrual of Meals	Accrual	
State Reimbursements		
Other Income (Catering)		
Adjustments for prior months	146,237	
Total Deposits		424,418
Disbursements		
Bills		
SODEXO	244,440	
Payroll	8,367	
Other Bills	25,175	
Total Disbursement		277,982
Net Change		146,436

Reserves-May 31, 2022		840,665
------------------------------	--	----------------

Bond Fund

Reserves-April 30, 2022		58,065
--------------------------------	--	---------------

Deposits		
Property Taxes	44,650	
Disbursements	1,550	
Net Change		43,100

Reserves-May 31, 2022		101,165
------------------------------	--	----------------

North Platte Public Schools
 Treasurers Report
 5/31/2022



Building Fund

Reserves-April 30, 2022		(390,982)
Deposits		
Property Taxes	262,282	
Disbursements	49,117	
Net Change		213,165
Reserves-May 31, 2022		(177,817)

QCPUF

Reserves-April 30, 2022		331,121
Deposits		
Property Taxes	354,356	
Other Revenue		
Disbursements	20,580	
Net Change		333,776
Reserves-May 31, 2022		664,897

Cooperative Fund

Reserves-April 30, 2022		509
Deposits	2,245	
Disbursements	17,631	
Net Change		(15,386)
Reserves-May 31, 2022		(14,877)

NORTH PLATTE PUBLIC SCHOOLS

**STATEMENT OF NET ASSETS-CASH BASIS
ARISING FROM CASH TRANSACTIONS-GOVERNMENTAL FUNDS**



BALANCE SHEET

May 31, 2022

	<u>General</u>	<u>Depreciation</u>	<u>Employee Benefit</u>	<u>Coopertive</u>	<u>Nutrition</u>	<u>Bond</u>	<u>Building</u>	<u>QCPUF</u>
ASSETS								
Cash	\$ 6,034,525	\$ 2,660,606	\$ 28,584	\$ 1,330	\$ 884,139	\$ 101,574	\$ (177,817)	\$ 664,897
Investments								
Cash with Fiscal Agent	409					(409)		
Accounts Receivables	-	-			(34,698)			
Due From	(430,210)							
Prepaid Insurance								
Amount Provided for Bonds								
Total Assets	\$ 5,604,724	\$ 2,660,606	\$ 28,584	\$ 1,330	\$ 849,441	\$ 101,165	\$ (177,817)	\$ 664,897
LIABILITIES								
Bank Overdraft	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Accounts Payable	531,203							
Due To	-	(456,859)	754	16,207	8,776	+	-	-
Bonds Payable		-	-				-	-
Total Liabilities	\$ 531,203	\$ (456,859)	\$ 754	\$ 16,207	\$ 8,776	\$ -	\$ -	\$ -
Total Assets less Liabilities	\$ 5,073,521	\$ 3,117,465	\$ 27,830	\$ (14,877)	\$ 840,665	\$ 101,165	\$ (177,817)	\$ 664,897
NET ASSETS (RESERVES)								
Reserved for:								
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 101,165	\$ -	\$ -
Unreserved for:								
General	5,073,521	-	-	(14,877)			-	-
Special Revenue Funds	-	3,117,465	27,830		840,665		-	664,897
Capital Projects Fund	-	-	-				(177,817)	
Total Net Assets (Reserves)	\$ 5,073,521	\$ 3,117,465	\$ 27,830	\$ (14,877)	\$ 840,665	\$ 101,165	\$ (177,817)	\$ 664,897

NORTH PLATTE PUBLIC SCHOOLS

STATEMENT OF CASH RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND BALANCES



For the Eight Month Period Ending May 31, 2022

FUNDS	Fund Balances (deficits) at Beginning of Year	Receipts	2021-2022	Disbursements	Excess (deficiency) of receipts over (under) Disbursements	Fund Balances (deficits) at End of Year	Fund Balance Composite		
							School District Treasurer's Cash/Investments (overdrawn)	Due to/ Due From	Receivables and Liabilities
GENERAL									
Education	\$ 6,526,945	\$ 30,151,534	\$ 37,711,500	\$ 27,716,572			\$ 6,034,525	\$ (430,210)	\$ (530,794)
Special Education			\$ 4,852,770	3,828,001					
Grants		3,289,266	\$ 14,169,375	3,349,651					
Total	\$ 6,526,945	\$ 33,440,800	\$ 56,733,645	\$ 34,894,224	(1,453,424)	\$ 5,073,521	\$ 6,034,525	\$ (430,210)	\$ (530,794)
DEPRECIATION	\$ 3,441,169	\$ 511,062	\$ 4,435,782	\$ 834,766	(323,704)	\$ 3,117,465	\$ 2,660,606	\$ 456,859	\$ -
EMPLOYEE BENEFIT	\$ 133,085	\$ 730	\$ 300,000	\$ 105,985	(105,255)	\$ 27,830	\$ 28,584	\$ (754)	\$ -
Combined Total	\$ 10,101,199	\$ 33,952,592	\$ 61,469,427	\$ 35,834,975	(1,882,383)	\$ 8,218,816	\$ 8,723,715	\$ 25,895	\$ (530,794)
FIDUCIARY									
Student Activity	\$ 1,589,661	\$ 1,210,977	\$ 1,380,595	\$ 1,325,831	(114,854)	\$ 1,474,807	\$ 1,475,714	\$ (907)	\$ -
SCHOOL NUTRITION									
School Year	\$ 432,948	\$ 2,570,303	\$ 3,048,000	\$ 2,181,703	388,600	\$ 821,548	\$ 884,139	\$ (8,776)	\$ (34,698)
Vending Machine	11,322	7,795		-	7,795	19,117			
Total	\$ 444,270	\$ 2,578,098	\$ 3,048,000	\$ 2,181,703	396,395	\$ 840,665	\$ 884,139	\$ (8,776)	\$ (34,698)
BOND INTEREST AND RETIREMENT	\$ 403,080	\$ 82,285	\$ 385,300	\$ 384,200	(301,915)	\$ 101,165	\$ 101,574	\$ -	\$ (409)
SPECIAL BUILDING	\$ 219,552	\$ 709,680	\$ 8,938,882	\$ 1,107,049	(397,369)	\$ (177,817)	\$ (177,817)	\$ -	\$ -
QUALIFIED CAPITAL PURPOSE UNDERTAKING	\$ 897,229	\$ 642,168	\$ 1,011,760	\$ 874,500	(232,332)	\$ 664,897	\$ 664,897	\$ -	\$ -
COOPERATIVE	\$ 645	\$ 32,743	\$ 100,000	\$ 48,265	(15,522)	\$ (14,877)	\$ 1,330	\$ (16,207)	\$ -
GRAND TOTAL-ALL FUNDS	\$ 13,655,636	\$ 39,208,543	\$ 76,333,964	\$ 41,756,523	\$ (2,547,980)	\$ 11,107,656	\$ 11,673,552	\$ 5	\$ (565,901)

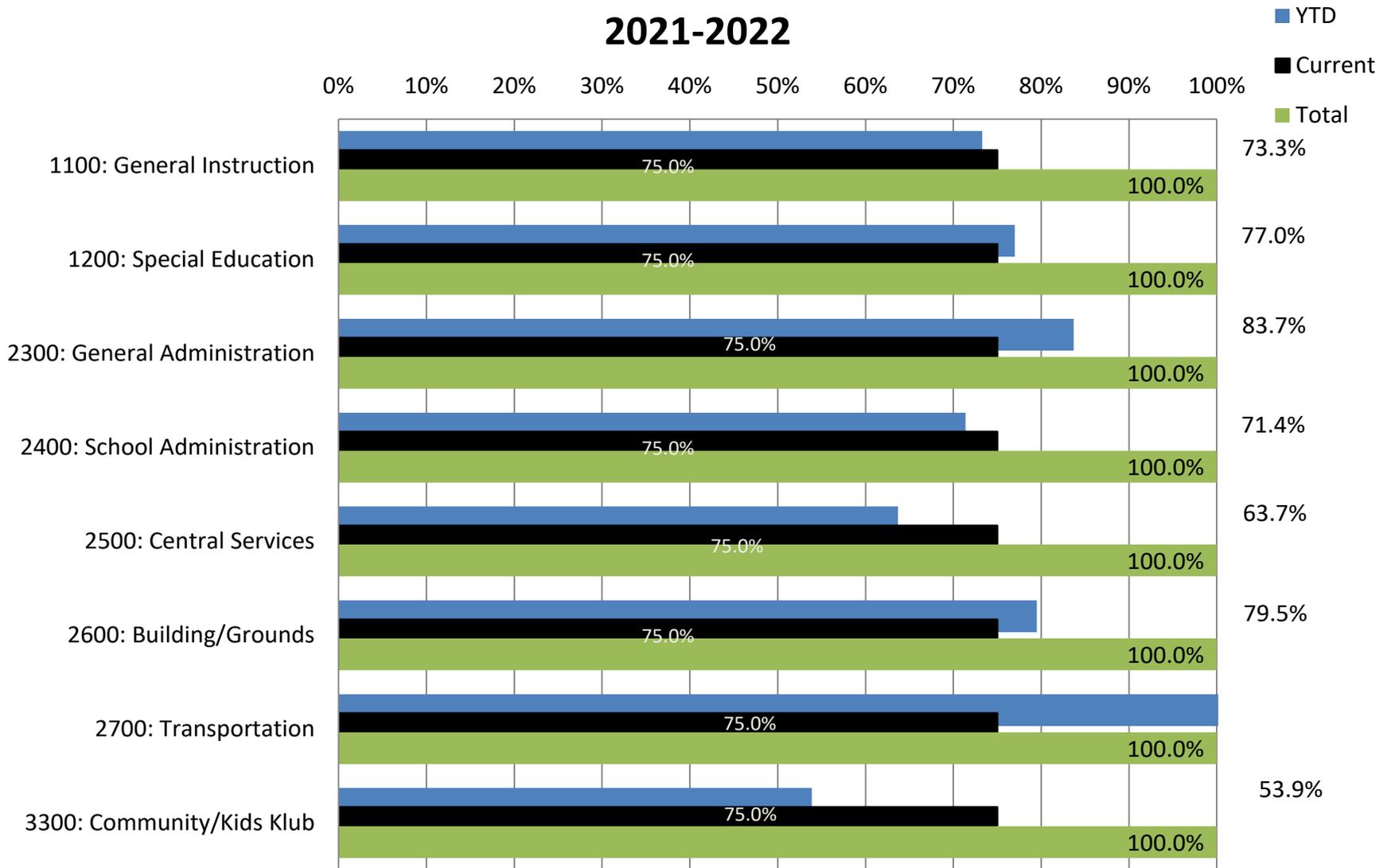
Income Statement

Income Statement

INCOME STATEMENT

Account No/ Description	Adjusted Budget	Encumbrance	Actual Period	Actual YTD	Available Balance	Percent
01 GENERAL FUND						
81 REVENUES						
11 00 TAXES	27,772,864.00	.00	.00	15,916,880.22	11,855,983.78	57.31
15 00 INVESTMENT INCOME	1,000.00	.00	.00	278.12	721.88	27.81
18 00 TUITION-AFTER SCHOOL PROG	.00	.00	150.00	10,826.96	-10,826.96	.00
19 00 PRIVATE GRANTS	125,000.00	.00	7,500.00	164,863.55	-39,863.55	131.89
21 00 COUNTY FINES/LICENSES	300,000.00	.00	.00	183,227.48	116,772.52	61.08
31 00 STATE RECEIPTS	12,149,237.00	.00	1,362,414.00	12,664,054.23	-514,817.23	104.24
34 00 CATEGORICAL/PRIVATE GRANTS	500,000.00	.00	.00	465,090.21	34,909.79	93.02
35 00 STATE CATEGORICAL PROGRAMS	48,000.00	.00	91,777.40	411,411.54	-363,411.54	857.11
39 00 OTHER STATE RECEIPTS	50,000.00	.00	.00	.00	50,000.00	.00
40 00 UNOBLIGATED GRANT FUNDS	12,365,604.00	.00	.00	.00	12,365,604.00	.00
44 00 IDEA	.00	.00	.00	20,983.00	-20,983.00	.00
45 00 FEDERAL PROGRAMS	2,455,250.00	.00	57,817.25	2,107,071.89	348,178.11	85.82
47 00 CARL PERKINS	.00	.00	54,486.14	75,095.85	-75,095.85	.00
49 00 21ST CENTURY/EIN	7,000.00	.00	27,181.57	1,086,115.68	-1,079,115.68	15515.94
52 00 TRANSFERS	.00	.00	.00	270,000.00	-270,000.00	.00
56 00 MISC REVENUE	270,000.00	.00	2,489.93	64,901.27	205,098.73	24.04
81 REVENUES	56,043,955.00	.00	1,603,816.29	33,440,800.00	22,603,155.00	59.67
91 EXPENDITURES						
11 00 REGULAR INSTRUCTION	21,264,319.92	87,451.54	1,745,394.79	15,388,273.44	5,788,594.94	72.78
12 00 SPECIAL EDUCATION	4,738,888.00	5,707.41	400,370.13	3,648,632.15	1,084,548.44	77.11
13 00 SUMMER SCHOOL	73,516.00	677.00	.00	.00	72,839.00	.92
21 00 PUPIL SUPPORT	2,259,028.00	2,418.25	203,491.89	1,806,571.32	450,038.43	80.08
22 00 STAFF SUPPORT	1,801,383.00	90,776.71	333,631.20	999,392.41	711,213.88	60.52
23 00 GENERAL ADMINISTRATION	1,070,003.10	26,160.64	133,836.10	888,359.28	155,483.18	85.47
24 00 SCHOOL ADMINISTRATION	2,978,249.00	1,087.85	229,615.34	2,100,141.63	877,019.52	70.55
25 00 BUSINESS SUPPORT	3,022,110.00	38,636.45	211,633.59	1,890,835.97	1,092,637.58	63.85
26 00 OPERATIONS/MAINTENANCE	5,187,700.72	317,360.38	501,791.46	3,994,120.55	876,219.79	83.11
27 00 TRANSPORTATION	551,972.00	9,664.20	97,780.06	559,279.01	-16,971.21	103.07
33 00 COMMUNITY SERVICE	368,815.00	14,953.81	23,463.93	198,968.11	154,893.08	58.00
34 00 CATEGORICAL/PRIVATE GRANTS	90,000.00	18,704.82	5,776.54	187,576.12	-116,280.94	229.20
35 00 STATE CATEGORICAL PROGRAMS	244,972.00	43,694.19	37,289.44	195,967.30	5,310.51	97.83
40 00 UNOBLIGATED GRANT FUNDS	4,064,397.00	.00	.00	.00	4,064,397.00	.00
62 00 ESSA-TITLE	990,447.00	.00	78,159.17	685,335.66	305,111.34	69.19
63 00 ESSA-TITLE II	162,760.00	.00	12,250.05	110,123.56	52,636.44	67.66
64 00 IDEA	1,294,781.00	9,000.00	118,884.24	1,056,841.24	228,939.76	82.32
66 00 OTHER FEDERAL SERV-NON CATEGORICAL	25,263.00	.00	3,018.45	25,040.89	222.11	99.12
67 00 CARL PERKINS FUNDS	53,210.00	13,570.67	1,800.00	30,934.80	8,704.53	83.64
69 00 FEDERAL SERV-CATEGORICAL	6,406,830.00	38,471.29	110,783.55	1,057,830.65	5,310,528.06	17.11
80 00 TRANSFERS	85,000.00	.00	.00	70,000.00	15,000.00	82.35
91 EXPENDITURES	56,733,644.74	718,335.21	4,248,969.93	34,894,224.09	21,121,085.44	62.77
01 GENERAL FUND	-689,689.74	-718,335.21	-2,645,153.64	-1,453,424.09	1,482,069.56	314.89

2021-2022



1100: **Regular Instruction:** Those programs that are directed to students in the classroom

1200: **Special Education Program**

2100: **Support Services-Pupil:** Attendance, guidance, health services

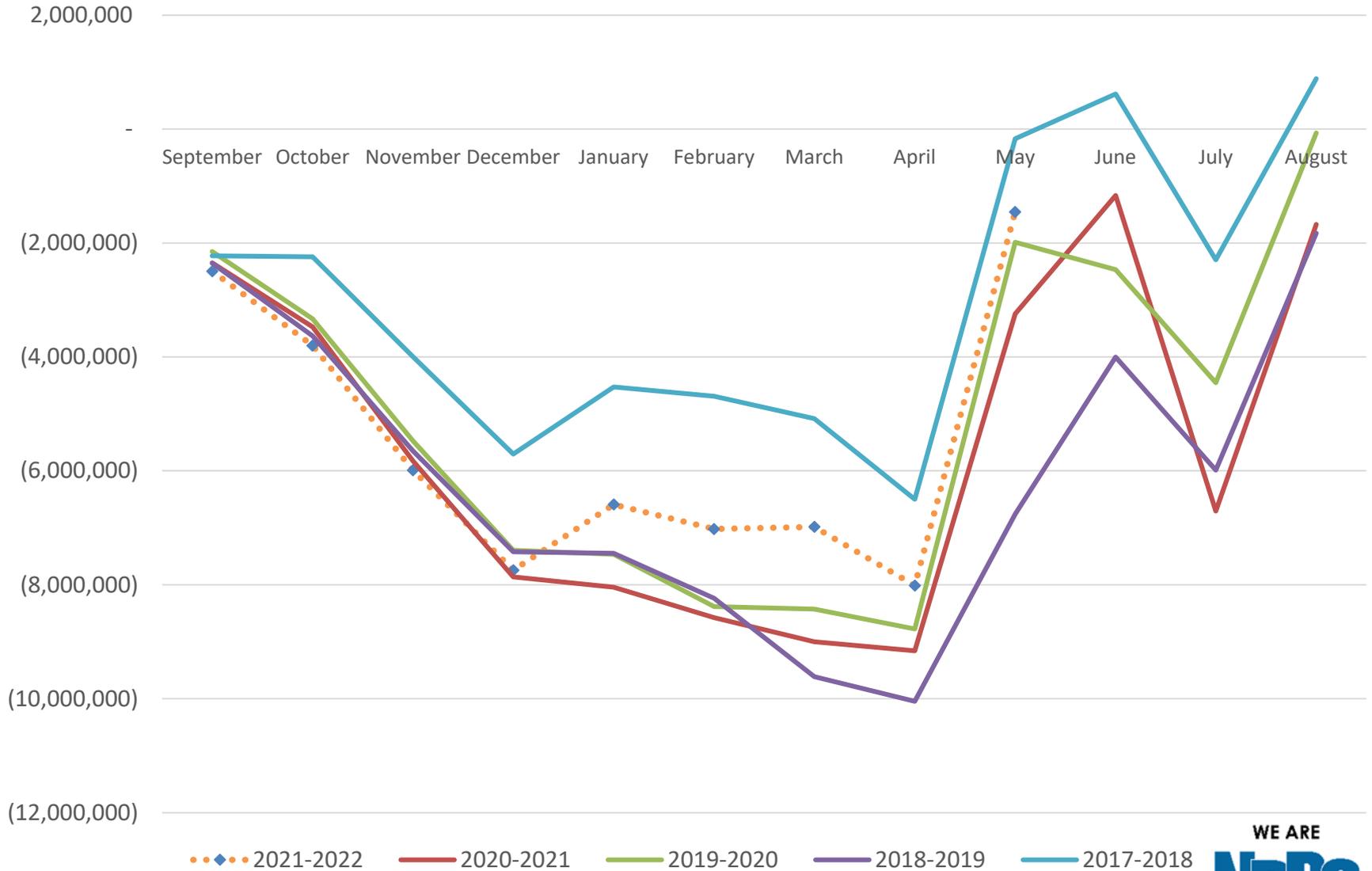
2200: **Support Services-Staff:** Curriculum, libraries, technology, activities

2300: **General Administration:** Board of Education, Superintendent, Human Relations

2400: **School Administration:** Building Principals Office and Support



Monthly Cash Flow



North Platte Public School District

EMBJSM4D

Activity and Depreciation Report

		Begin Balance	Revenue	Expenditures	End Balance
02	DEPRECIATION FUND				
8001	HIGH SCHOOL	104,017.54	.00	16,940.90	87,076.64
8002	ADAMS MIDDLE SCHOOL	107,349.99	.00	3,106.13	104,243.86
8003	BUFFALO ELEMENTARY	18,747.42	.00	6,062.50	12,684.92
8004	MADISON SCHOOL	136,991.12	.00	8,933.10	128,058.02
8005	CODY ELEMENTARY	33,151.90	.00	.00	33,151.90
8006	JEFFERSON ELEMENTARY	5,081.32	.00	6,982.28	-1,900.96
8007	LINCOLN ELEMENTARY	45,016.92	.00	.00	45,016.92
8009	WASHINGTON ELEMENTARY	39,936.46	.00	299.99	39,636.47
8010	MCDONALD ELEMENTARY	26,453.50	.00	2,791.29	23,662.21
8011	EISENHOWER ELEMENTARY	15,615.40	.00	4,162.86	11,452.54
8012	OSGOOD/LAKE ELEMENTARY	4,778.12	.00	.00	4,778.12
8013	SPED	.00	.00	.00	.00
8015	STUDENT LEAD TECHNOLOGY	530,421.53	.00	262,488.00	267,933.53
8026	NURSING SERVICES	4,217.77	.00	.00	4,217.77
8028	ELEMENTARY LIBRARIES	22,863.51	.00	.00	22,863.51
8040	ELEMENTARY MUSIC	4,581.15	.00	.00	4,581.15
8041	ELEMENTARY PE	17,074.20	.00	.00	17,074.20
8051	NEW SERIES TEXTBOOKS	972,266.70	190,000.00	320,214.28	842,052.42
8052	TECHNOLOGY OFFICE	627,289.97	27,448.00	176,969.82	477,768.15
8055	REPLACEMENT TEXTBOOKS	87,357.72	30,000.00	174.80	117,182.92
8110	NPHS LIBRARY	3,470.58	.00	.00	3,470.58
8111	NPHS BAND	-17,126.95	.00	.00	-17,126.95
8230	MS BAND	7,500.00	.00	.00	7,500.00
8232	CENTRAL OFFICE	-27,853.37	.00	25,639.69	-53,493.06
8233	CUSTODIAL/MAINTENANCE	54,890.41	9,958.20	.00	64,848.61
8234	TEACHER COMPUTERS	219,364.81	52,000.00	.00	271,364.81
8235	VEHICLE ACQUISITION	136,033.86	50,000.00	.00	186,033.86
8240	TRACK	253,506.63	50,000.00	.00	303,506.63
8241	TENNIS COURTS	172,532.00	25,000.00	.00	197,532.00
8245	FOOTBALL FIELD	100,597.00	50,000.00	.00	150,597.00
8250	ADAMS HVAC	-212,532.52	.00	.00	-212,532.52
8255	PLAYGROUNDS	-75,931.00	.00	.00	-75,931.00
8290	INTEREST	23,505.10	26,655.54	.00	50,160.64
	Fund Totals	3,441,168.79	511,061.74	834,765.64	3,117,464.89
	Total For All Funds	3,441,168.79	511,061.74	834,765.64	3,117,464.89

North Platte Public School District

EMBJSM4D

Activity and Depreciation Report

		Begin Balance	Revenue	Expenditures	End Balance
03	EMPLOYEE BENEFIT FUND				
8600	NPPS BENEFITS	22,457.90	450.00	101,093.01	-78,185.11
8610	EMPLOYEE BENEFITS-UNEMP COMP	1,800.56	.00	4,892.53	-3,091.97
8620	SECTION 125	108,826.22	279.53	.00	109,105.75
	Fund Totals	133,084.68	729.53	105,985.54	27,828.67
	Total For All Funds	133,084.68	729.53	105,985.54	27,828.67

North Platte Public School District

EMBJSM4D

Activity and Depreciation Report

		Begin Balance	Revenue	Expenditures	End Balance
05	ACTIVITY FUND				
7001	FOOTBALL	.00	45,402.76	50,624.35	-5,221.59
7002	VOLLEYBALL	.00	4,700.77	11,269.28	-6,568.51
7003	SOFTBALL	.00	3,616.32	24,441.51	-20,825.19
7004	UNIFIED BOWLING	.00	390.00	444.48	-54.48
7005	CROSS COUNTRY	.00	7,313.24	9,524.49	-2,211.25
7006	TENNIS	.00	1,805.00	6,571.05	-4,766.05
7007	GOLF	.00	1,675.05	7,329.26	-5,654.21
7008	BASKETBALL	.00	24,490.75	38,756.72	-14,265.97
7009	SOCCER	.00	3,874.50	21,925.36	-18,050.86
7010	WRESTLING	.00	5,741.75	13,517.81	-7,776.06
7011	SWIMMING	.00	.00	5,567.43	-5,567.43
7012	TRACK	.00	6,284.00	19,721.18	-13,437.18
7013	UNIFIED TRACK	.00	.00	204.08	-204.08
7019	ACTIVITY TICKETS	1,876.61	82,661.10	41,814.69	42,723.02
7020	ACTIVITY OFFICE	-262.68	1,818.21	24,660.13	-23,104.60
7022	HIGH SCHOOL CONCESSIONS	8,878.62	64,118.49	65,287.36	7,709.75
7023	GNAC	.00	11,878.30	2,849.47	9,028.83
7024	SUMMER WEIGHT PROGRAM	.00	.00	.00	.00
7030	ACTIVITY OFFICE FUNDRAISER	2,908.54	56,839.44	107,292.71	-47,544.73
7031	FOOTBALL FUND RAISER	17,275.56	2,308.88	14,639.17	4,945.27
7032	VOLLEYBALL FUND RAISER	4,825.41	27,458.95	23,258.14	9,026.22
7033	WRESTLING FUND RAISER	715.40	16,556.44	10,373.29	6,898.55
7034	SOFTBALL FUND RAISER	10,395.05	5,600.17	7,735.98	8,259.24
7035	BOYS BBALL FUND RAISER	1,419.26	13,657.00	14,959.77	116.49
7036	GIRLS BBALL FUND RAISER	6,961.70	15,515.94	20,212.24	2,265.40
7037	SWIMMING FUND RAISER	696.23	8,395.32	5,190.45	3,901.10
7038	BOYS SOCCER FUND RAISER	4,819.40	1,979.74	2,812.70	3,986.44
7039	GIRLS SOCCER FUND RAISER	2,391.72	4,011.14	5,040.92	1,361.94
7040	BOYS TRACK FUND RAISER	2,490.89	305.45	1,053.46	1,742.88
7041	GIRLS TRACK FUND RAISER	4,067.31	637.92	901.42	3,803.81
7042	BOYS TENNIS FUND RAISER	3,990.03	60.00	2,811.70	1,238.33
7043	GIRLS TENNIS FUND RAISER	7,975.43	16,586.17	8,869.88	15,691.72
7044	BOYS GOLF FUND RAISER	2,143.95	600.00	1,344.73	1,399.22
7045	GIRLS GOLF FUND RAISER	2,069.45	993.80	1,603.95	1,459.30
7046	BIOLOGY FUND RAISER	1,474.19	.00	.00	1,474.19
7047	CREW FUND RAISER	194.38	.00	.00	194.38
7048	PROJECT SEARCH FUND RAISER	388.34	861.62	426.98	822.98
7049	TEAMMATES FUND RAISER	3,122.78	536.83	539.75	3,119.86
7050	UNIFIED BOWLING FUND RAISER	1,276.38	134.80	440.86	970.32
7051	POWER LIFTING FUND RAISER	124.47	.00	180.00	-55.53
7052	UNIFIED TRACK FUNDRAISER	5.91	707.25	686.90	26.26
7053	ESPORTS FUNDRAISER	.00	1,097.54	864.24	233.30
7055	CC FUND RAISER	12,130.54	828.81	5,169.79	7,789.56
7056	SPEECH FUND RAISER	.00	.00	.00	.00
7060	CIRCLE OF FRIENDS	538.45	.00	.00	538.45
7090	BOOSTER CLUB	33,973.15	17,946.21	22,622.43	29,296.93
7100	MIDDLE SCHOOL CONCESSIONS	3,222.69	5,665.15	6,018.01	2,869.83
7101	MIDDLE SCHOOL TICKET OFFICE	11,356.13	.00	137.64	11,218.49
7102	MIDDLE SCHOOL ATHLETICS ADMINISTRATION	50,057.50	13,743.00	8,318.57	55,481.93
7120	MIDDLE SCHOOL FOOTBALL	181.94	3,668.85	3,393.39	457.40
7121	MIDDLE SCHOOL WRESTLING	36.20	595.00	1,200.99	-569.79
7122	MIDDLE SCHOOL VOLLEYBALL	4,896.67	2,092.00	4,036.41	2,952.26
7123	MIDDLE SCHOOL BOYS BB	7,366.47	3,312.00	2,386.45	8,292.02
7124	MIDDLE SCHOOL GIRLS BB	2,472.11	1,390.00	1,404.41	2,457.70
7125	MIDDLE SCHOOL TRACK	58.55	50.00	748.83	-640.28
7126	MIDDLE SCHOOL CROSS COUNTRY	-393.00	.00	405.00	-798.00
7150	MIDDLE SCHOOL-FOOTBALL FUND RAISER	9,095.31	4,565.25	4,891.75	8,768.81
7151	MIDDLE SCHOOL WRESTLING FUND RAISER	2,049.61	763.64	1,266.35	1,546.90
7152	MIDDLE SCHOOL-VOLLEYBALL FUND RAISER	5,355.12	2,624.19	1,529.25	6,450.06
7153	MIDDLE SCHOOL-BOYS BB FUND RAISER	1,318.20	-358.83	.00	959.37
7154	MIDDLE SCHOOL-GIRLS BB FUND RAISER	7,139.61	1,984.34	2,041.75	7,082.20

North Platte Public School District

EMBJSM4D

Activity and Depreciation Report

		Begin Balance	Revenue	Expenditures	End Balance
05	ACTIVITY FUND				
7155	MIDDLE SCHOOL-TRACK FUND RAISER	5,813.44	6,634.00	3,998.25	8,449.19
7156	MIDDLE SCHOOL-CC FUNDRAISER	496.38	1,185.42	663.75	1,018.05
7157	MIDDLE SCHOOL-ROBOTIC	40.15	272.11	.00	312.26
7200	VARSITY CHEERLEADERS	983.51	89,520.01	63,718.91	26,784.61
7201	HOMECOMING	1,000.00	4,333.00	4,333.00	1,000.00
7202	PACERS	45.37	15,315.30	11,759.13	3,601.54
7203	FLAG CORP	1,419.63	1,237.42	193.35	2,463.70
7204	NPHS MUSICAL	77,516.01	23,503.80	28,988.63	72,031.18
7205	ADVANCED ACTING	.00	3,174.97	143.15	3,031.82
7209	CLASS - FRESHMAN	.00	.00	.00	.00
7210	CLASS - SOPHMORE	.00	.00	.00	.00
7211	CLASS - JUNIOR	40.00	9,856.69	3,001.44	6,895.25
7212	CLASS - SENIOR	.00	5,440.25	1,509.22	3,931.03
7226	ENVIRONMENTAL CLUB	638.95	.00	.00	638.95
7230	ART CLUB	1,746.39	632.04	305.49	2,072.94
7231	CRIME STOPPERS	2.55	.00	2.55	.00
7232	CLOSE UP	1,732.12	.00	.00	1,732.12
7233	DRAMA	3,340.15	18,511.34	28,024.26	-6,172.77
7234	FBLA	841.70	.00	.00	841.70
7235	FCCLA	1,461.96	.00	.00	1,461.96
7236	JOURNALISM	6,095.63	15,002.74	14,018.82	7,079.55
7237	KEY CLUB	1,601.20	4,949.89	4,231.30	2,319.79
7238	LETTER CLUB	882.73	.00	882.73	.00
7239	MOCK TRIAL	454.65	1,402.55	866.10	991.10
7240	NATL HONOR SOCIETY	1,193.27	3,500.00	2,218.14	2,475.13
7241	SPEECH/DEBATE/NFL	-123.92	10,912.11	14,001.82	-3,213.63
7242	SKILLS USA	11,564.92	2,483.60	3,058.77	10,989.75
7243	STUDENT COUNCIL	11,453.10	23,022.24	28,385.56	6,089.78
7244	WORLD LANGUAGE CLUB	294.66	3,122.20	3,096.00	320.86
7245	FFA	50,420.00	68,995.80	31,179.80	88,236.00
7250	VIDEO PRODUCTION	738.69	2,830.49	2,067.18	1,502.00
7260	GSA CLUB	282.35	396.16	196.41	482.10
7290	FEE SUPPORT	8,138.49	.00	12,615.57	-4,477.08
7300	COUNSELORS	3,217.44	.00	627.02	2,590.42
7301	AP TESTING	1,202.75	.00	.00	1,202.75
7302	SCHOLARSHIP	8,284.62	.00	3,096.75	5,187.87
7303	DUAL CREDIT - HIGH SCHOOL	232,097.47	40,736.25	33,644.33	239,189.39
7304	PRINCIPAL CONTINGENCY	762.78	2,940.50	571.84	3,131.44
7305	FACULTY	.00	.00	.00	.00
7306	RESTITUTION	1,036.86	.00	1,036.86	.00
7307	NPHS SCHOOL STORE (SPED)	2,417.54	1,030.90	1,217.92	2,230.52
7310	BAND UNIFORM FUND	3,233.99	9.65	3,233.99	9.65
7311	CHOIR ROBE FUND	.00	330.75	330.75	.00
7315	HIGH SCHOOL BOOK FINES	22,689.59	799.68	978.56	22,510.71
7316	LIBRARY FINES	1,729.64	1,118.04	336.32	2,511.36
7317	P.E. FINES	573.00	20.00	.00	593.00
7320	ART SUPPLIES	15,646.07	5,655.16	79.65	21,221.58
7321	AUTO SHOP	11,798.15	1,687.31	613.54	12,871.92
7322	BAND	61,469.02	87,066.45	130,441.42	18,094.05
7323	BULLDOGGER	8,681.89	98.00	4,938.88	3,841.01
7324	DRAFTING	1,819.82	15.00	79.95	1,754.87
7325	ELECTRONICS	4,272.33	588.53	.00	4,860.86
7326	FOODS	3,922.90	5,118.86	4,672.25	4,369.51
7327	ORCHESTRA	3,314.85	.00	.00	3,314.85
7328	VOCAL	11,446.25	1,148.86	4,248.87	8,346.24
7329	WELDING	15,599.64	3,947.06	6,794.22	12,752.48
7330	WOODS	5,415.39	2,269.33	975.53	6,709.19
7331	PHOTOGRAPHY CLASS	1,364.20	547.04	.00	1,911.24
7332	FCS DESIGN	.00	1,034.90	682.44	352.46
7400	ELEMENTARY BOOK FINES	10,534.21	799.62	2,263.63	9,070.20
7403	ELEMENTARY - BUFFALO	11,633.61	12,918.48	16,638.93	7,913.16

North Platte Public School District

EMBJSM4D

Activity and Depreciation Report

		Begin Balance	Revenue	Expenditures	End Balance
05	ACTIVITY FUND				
7405	ELEMENTARY - CODY	10,486.55	1,064.11	821.00	10,729.66
7406	ELEMENTARY - JEFFERSON	6,629.21	4,965.28	1,580.73	10,013.76
7407	ELEMENTARY - LINCOLN	9,399.25	2,173.74	1,290.16	10,282.83
7409	ELEMENTARY - WASHINGTON	16,959.63	11,542.16	4,304.00	24,197.79
7410	ELEMENTARY - MCDONALD	4,680.70	3,923.10	7,535.95	1,067.85
7411	ELEMENTARY - EISNEHOWER	5,744.23	2,613.32	3,344.54	5,013.01
7413	BUFFALO SOCIAL COMMITTEE	.00	357.50	174.90	182.60
7420	ADAMS MIDDLE SCHOOL	10,882.89	5,253.00	8,892.52	7,243.37
7421	ADAMS - STUDENT COUNCIL	9,846.08	8,934.25	7,364.47	11,415.86
7422	ADAMS - JOURNALISM	3,554.66	5,139.20	.00	8,693.86
7423	ADAMS - MUSIC/SWING CHOIR	5,908.85	10,982.15	9,417.14	7,473.86
7424	ADAMS-LIBRARY FINES	808.68	232.39	.00	1,041.07
7425	MS SPEECH CLUB	218.34	.00	115.96	102.38
7426	MS ENVIRONMENTAL CLUB	.00	250.10	.00	250.10
7427	MS STORE (SPED)	21.31	.00	.00	21.31
7428	ADAMS - BAND	4,817.91	4,793.00	7,330.97	2,279.94
7429	ADAMS-FACULTY COURTESY COMM	.00	.00	.00	.00
7430	MADISON MIDDLE SCHOOL	38,069.47	50.00	.00	38,119.47
7431	MADISON - BAND/CHORUS	6,698.04	3,871.00	2,396.66	8,172.38
7432	MADISON - TENNIS COURTS	.00	.00	.00	.00
7433	MADISON - STUDENT COUNCIL	5,639.18	2,559.00	3,108.94	5,089.24
7442	ELEMENTARY ORCHESTRA	92.03	2,840.00	2,240.00	692.03
7445	ELEMENTARY - HALL	2,766.24	.00	.00	2,766.24
7454	ELEMENTARY - LAKE/OSGOOD	19,282.60	657.02	126.78	19,812.84
7460	ADAMS ART CLUB	1,179.01	516.36	585.09	1,110.28
7461	ADAMS CHESS CLUB	591.28	.00	.00	591.28
7462	ADAMS UNFIED SCHOOLS	200.00	.00	.00	200.00
7480	TLC	3,361.18	.00	.00	3,361.18
7481	KIDS KLUB	70,705.00	26,300.00	3,370.32	93,634.68
7490	DISTRICT	5,242.08	2,730.00	3,461.59	4,510.49
7491	MENTAL HEALTH	4,000.00	.00	214.74	3,785.26
7802	MCKINLEY RENTALS	9,832.20	250.00	.00	10,082.20
7803	RENTALS - ALL BUILDINGS	26,889.51	1,532.50	.00	28,422.01
7852	CAMPS	1,345.15	.00	.00	1,345.15
7900	REVOLVING FUND	5,931.76	7,614.67	920.79	12,625.64
7910	INTEREST	397.65	19,244.83	19,095.67	546.81
7911	BUS/VAN DEPRECIATION	21,626.22	.00	.00	21,626.22
7913	CHROMEBOOK INS	15,000.28	11,205.88	14,109.20	12,096.96
7914	VERIZON TOWER RENTAL	228,546.72	24,762.19	58,466.56	194,842.35
7915	TECHNOLOGY	111,505.62	6,987.82	11,544.36	106,949.08
7916	TUITION WAIVERS	5,080.66	.00	10,425.00	-5,344.34
7917	MAINTENANCE	19,082.31	44,707.84	10,357.66	53,432.49
7918	SPECIAL OLYMPICS	6,443.76	6,326.54	6,584.17	6,186.13
7920	CENTRAL OFFICE	3,459.26	1,000.00	3,720.08	739.18
7928	BAUER FIELD SIGNS	6,915.42	.00	.00	6,915.42
7929	SCHOOL/COMMUNITY PARTNERSHIP	.00	.00	300.00	-300.00
7930	BELOW 5	2,461.99	.00	349.50	2,112.49
	Fund Totals	1,589,660.58	1,210,977.70	1,325,831.34	1,474,806.94
	Total For All Funds	1,589,660.58	1,210,977.70	1,325,831.34	1,474,806.94

Income Statement

Account No/ Description	Adjusted Budget	Encumbrance	Actual Period	Actual YTD	Available Balance	Percent
81 REVENUES						
000	1,000.00	.00	3.63	39.70	960.30	3.97
15 00 INVESTMENT INCOME	1,000.00	.00	3.63	39.70	960.30	3.97
000	1,623,000.00	.00	716.44	81,794.93	1,541,205.07	5.04
16 00 LOCAL REVENUE	1,623,000.00	.00	716.44	81,794.93	1,541,205.07	5.04
000	10,000.00	.00	.00	.00	10,000.00	.00
31 00 STATE RECEIPTS	10,000.00	.00	.00	.00	10,000.00	.00
000	1,399,000.00	.00	.00	2,465,258.29	-1,066,258.29	176.22
42 00 FEDERAL REVENUE	1,399,000.00	.00	.00	2,465,258.29	-1,066,258.29	176.22
000	15,000.00	.00	528.25	31,005.47	-16,005.47	206.70
56 00 MISC REVENUE	15,000.00	.00	528.25	31,005.47	-16,005.47	206.70
81 REVENUES	3,048,000.00	.00	1,248.32	2,578,098.39	469,901.61	84.58
91 EXPENDITURES						
110 CLERICAL BUSDRIVERS	110,000.00	.00	6,576.17	61,785.34	48,214.66	56.17
210 HEALTH CARE NON-INSTRUCTIONAL	118,000.00	.00	654.14	9,869.05	108,130.95	8.36
220 FICA NON INSTRUCTIONAL	.00	.00	486.96	4,553.67	-4,553.67	.00
230 RETIREMENT NON INSTRUCTIONAL	.00	.00	649.57	6,102.96	-6,102.96	.00
260 LIFE INSURANCE	.00	.00	.00	.00	.00	.00
290 LONG TERM DISABILITY	.00	.00	.00	.00	.00	.00
330 TRAINING AND DEVELOPMENT	.00	.00	.00	.00	.00	.00
340 OTHER PROFESSIONAL SERVICES	.00	.00	.00	.00	.00	.00
570 FOOD SERVICE MANAGEMENT	2,615,000.00	.00	.00	2,001,011.89	613,988.11	76.52
610 GENERAL SUPPLIES	200,000.00	.00	.00	71,551.95	128,448.05	35.78
630 FOOD:FOOD SERVICES	.00	.00	.00	.00	.00	.00
733 FURNITURE AND FIXTURES	.00	23,265.04	25,025.77	26,463.24	-49,728.28	.00
890 MISCELLANEOUS EXPENDITURES	5,000.00	.00	.00	365.10	4,634.90	7.30
31 00	3,048,000.00	23,265.04	33,392.61	2,181,703.20	843,031.76	72.34
91 EXPENDITURES	3,048,000.00	23,265.04	33,392.61	2,181,703.20	843,031.76	72.34
06 NUTRITION FUND	.00	-23,265.04	-32,144.29	396,395.19	-373,130.15	.00

North Platte Public School District

For 05/01/22 - 05/31/22

Variable Column Report

FJEXS01S

Periods 09 - 09

Bond Fund Report

Month End Report 12

PY Periods 09 - 09

Account No/Description	Prevl YTD Exp	YTD Adj Bud	Period Expended	YTD Actual	Avail Balance	Percent Used
000 DISTRICT WIDE						
22-07-0001-013-000-000 CASH-OPERATING-BOND FUND	361,031.78	.00	43,114.19	101,574.49	101,574.49	
22-07-0001-016-000-000 CASH ON DEPOSIT-COUNTY TREAS	4,387.39	.00	-44,664.19	-409.52	-409.52	
01 ASSETS	365,419.17	.00	-1,550.00	101,164.97	101,164.97	
22-07-0001-900-000-000 BUDGETED FUND BALANCE	1,119,162.00	.00	.00	.00	.00	
03 EQUITY	1,119,162.00	.00	.00	.00	.00	
000 DISTRICT WIDE	1,484,581.17	.00	-1,550.00	101,164.97	101,164.97	
001 HIGH SCHOOL						
22-07-0006-000-000-001 BUDGETED RESERVE	.00	261,686.00	.00	.00	261,686.00	.00
22-07-1100-000-000-001 (1110) PROPERTY TAXES-NPHS E	-89,920.93	.00	.00	-4,850.70	-4,850.70	
22-07-1115-000-000-001 CARLINE TAXES	.00	764.00	.00	.00	764.00	.00
22-07-1510-000-000-001 (1410) INVESTMENT INCOME-NPH	-139.43	.00	.00	.00	.00	
22-07-3180-000-000-001 PRO-RATA MOTOR VEHICLE	-383.09	.00	.00	.00	.00	
22-07-3300-000-000-001 IN-LIEU OF SCHOOL LAND TAX	-1,301.98	.00	.00	.00	.00	
81 REVENUES	-91,745.43	262,450.00	.00	-4,850.70	257,599.30	-.02
22-07-5000-830-000-001 PROFESSIONAL SERVICES-NPHS	400.00	-270,000.00	.00	.00	-270,000.00	.00
22-07-5000-831-000-001 REDEMPTION OF PRINCIPAL	1,110,000.00	.00	.00	.00	.00	
22-07-5000-832-000-001 DEBT SERVICES INTEREST	10,098.75	.00	.00	.00	.00	
22-07-8000-911-000-001 FUND TRANSFER TO GENERAL FUND	.00	.00	.00	270,000.00	270,000.00	
91 EXPENDITURES	1,120,498.75	-270,000.00	.00	270,000.00	.00	-1.00
22-07-0006-080-000-001 FUND BALANCE-NPHS BONDS	-1,297,665.56	.00	.00	-269,744.14	-269,744.14	
001 HIGH SCHOOL	-1,297,665.56	.00	.00	-269,744.14	-269,744.14	
016 LAKE BOND ISSUE	-268,912.24	-7,550.00	.00	-4,594.84	-12,144.84	.61
001 HIGH SCHOOL						
22-07-1100-000-000-016 (1110) PROPERTY TAXES-LAKE M	-75,799.92	122,850.00	.00	-68,492.98	54,357.02	-.56
22-07-1510-000-000-016 (1410) INVESTMENT INCOME-LAK	-.13	.00	.00	.00	.00	
22-07-3130-000-000-016 HOMESTEAD EXEMPTION	-904.68	.00	.00	-625.00	-625.00	
22-07-3131-000-000-016 PROPERTY TAX CREDIT-LAKE	-7,432.18	.00	.00	-8,133.54	-8,133.54	
22-07-3132-000-000-016 PERSONAL PROPERTY TAX CREDIT	-128.40	.00	.00	.00	.00	
22-07-3180-000-000-016 PRO RATA MOTOR VEHICLE	-241.98	.00	.00	-182.36	-182.36	
81 REVENUES	-84,507.29	122,850.00	.00	-77,433.88	45,416.12	-.63
22-07-5000-830-000-016 PROFESSIONAL SERVICES-LAKE MALONEY	400.00	-1,500.00	200.00	400.00	-1,100.00	-.27
22-07-5000-831-000-016 REDEMPTION OF PRINCIPAL-LAKE	110,000.00	-110,000.00	.00	110,000.00	.00	-1.00
22-07-5000-832-000-016 DEBT SERVICES INTEREST-LAKE	5,862.50	-3,800.00	1,350.00	3,800.00	.00	-1.00
91 EXPENDITURES	116,262.50	-115,300.00	1,550.00	114,200.00	-1,100.00	-.99

North Platte Public School District

For 05/01/22 - 05/31/22

Variable Column Report

FJEXS01S

Periods 09 - 09

Bond Fund Report

Month End Report 12

PY Periods 09 - 09

<u>Account No/Description</u>	<u>Prevl YTD Exp</u>	<u>YTD Adj Bud</u>	<u>Period Expended</u>	<u>YTD Actual</u>	<u>Avail Balance</u>	<u>Percent Used</u>
016 LAKE BOND ISSUE						
22-07-0008-080-000-016 FUND BALANCE-LAKE MALONEY BC	-128,262.14	.00	.00	-133,336.25	-133,336.25	
	-128,262.14	.00	.00	-133,336.25	-133,336.25	
016 LAKE BOND ISSUE	-96,506.93	7,550.00	1,550.00	-96,570.13	-89,020.13	-12.79
07 BOND FUND	1,119,162.00	.00	.00	.00	.00	

North Platte Public School District

For 05/01/22 - 05/31/22

Variable Column Report

FJEXS01S

Periods 09 - 09

SPECIAL BUILDING FUND REPORT

Month End Report 13

PY Periods 09 - 09

Account No/Description	Prevl YTD Exp	YTD Adj Bud	Period Expended	YTD Actual	Avail Balance	Percent Used
22-08-0001-013-000-000 CASH-NLNB-BUILDING	-46,854.85	.00	213,165.93	-177,816.83	-177,816.83	
22-08-0001-016-000-000 CASH ON DEPOSIT-COUNTY TREAS	30,588.95	.00	-262,281.53	.00	.00	
01 ASSETS	-16,265.90	.00	-49,115.60	-177,816.83	-177,816.83	
22-08-0001-900-000-000 RESERVED FUND BALANCE	102,382.00	.00	.00	.00	.00	
22-08-0001-905-000-000 UNRESERVED FUND BALANCE	-39,653.34	.00	.00	-219,552.37	-219,552.37	
03 EQUITY	62,728.66	.00	.00	-219,552.37	-219,552.37	
22-08-1100-000-000-000 (1110) PROPERTY TAXES-BUILDING	-444,845.84	745,000.00	.00	-416,689.39	328,310.61	-.56
22-08-1115-000-000-000 CARLINE TAXES	-2,363.56	.00	.00	-2,198.18	-2,198.18	
22-08-3130-091-000-000 HOMESTEAD EXEMPTION	-12,260.08	.00	.00	-12,283.15	-12,283.15	
22-08-3131-000-000-000 PROPERTY TAX CREDIT-BUILDING	-37,325.42	.00	.00	-41,097.84	-41,097.84	
22-08-3132-000-000-000 PERSONAL PROPERTY TAX CREDIT	-1,298.10	.00	.00	.00	.00	
22-08-3180-000-000-000 PRO-RATA MOTOR VEHICLE	-1,466.26	.00	.00	-1,553.96	-1,553.96	
22-08-3300-000-000-000 IN-LIEU OF SCHOOL LAND TAX	-1,633.06	.00	.00	.00	.00	
22-08-4997-000-000-000 REVENUE-ESSERS II	.00	1,200,336.00	.00	-92,625.00	1,107,711.00	-.08
22-08-4998-000-000-000 REVENUE-ESSERS III	.00	1,929,512.00	.00	.00	1,929,512.00	.00
22-08-5690-000-000-000 (9000) NON-PROGRAM INCOME-BUILDING FUND	.00	193,882.00	.00	-143,232.50	50,649.50	-.74
22-08-9000-000-000-000 REVENUE-BUDGET	.00	4,870,152.00	.00	.00	4,870,152.00	.00
81 REVENUES	-501,192.32	8,938,882.00	.00	-709,680.02	8,229,201.98	-.08
22-08-2620-340-000-000 CONTRACTED SERVICES - ARCHIT	3,698.00	-189,882.00	.00	.00	-189,882.00	.00
22-08-2620-340-002-002 BUILDING IMPROVEMENTS - ADAMS	.00	.00	.00	2,362.68	2,362.68	
22-08-2620-720-000-032 BUILDING IMPROVEMENTS-DISTRI	146,824.99	-749,000.00	606.00	24,601.18	-724,398.82	-.03
22-08-2620-720-001-001 BUILDING IMPROVEMENT-NPHS	.00	.00	.00	80,660.00	80,660.00	
22-08-2620-720-002-002 BUILDING IMPROVEMENTS-ADAMS	358,096.57	.00	.00	97,325.00	97,325.00	
22-08-2620-720-003-003 BUILDING IMPROVEMENTS-BUFFAI	36,791.00	.00	.00	.00	.00	
22-08-2620-720-004-004 BUILDING IMPROVEMENTS-MADISON	.00	.00	.00	136,644.79	136,644.79	
22-08-2620-720-005-005 BUILDING IMPROVEMENTS-CODY	.00	.00	.00	35,573.00	35,573.00	
22-08-2620-720-006-006 BUILDING IMPROVEMENTS-JEFFERSON	.00	.00	.00	196,796.00	196,796.00	
22-08-2620-720-010-010 BUILDING IMPROVEMENTS-MCDONA	11,701.00	.00	.00	.00	.00	
22-08-2620-720-012-012 BUILDING IMPROVEMENTS-OSGOOD	.00	.00	.00	51,371.00	51,371.00	
22-08-2620-720-016-016 BUILDING IMPROVEMENTS-LAKE MALONEY	.00	.00	.00	2,031.00	2,031.00	
22-08-6997-340-002-002 CONSTRUCTED SERVICES-ARCHITECT-ESSERS II	.00	.00	.00	115,499.97	115,499.97	
22-08-6997-720-002-002 BUILDING IMPROVEMENTS-ESSERS II-ADAMS	.00	-1,200,336.00	48,509.60	364,184.60	-836,151.40	-.30
22-08-6998-720-000-000 CONSTRUCTION-ESSERS III	.00	-1,929,512.00	.00	.00	-1,929,512.00	.00
22-08-9000-720-000-000 OTHER EXPENDITURES-NON BUDGET	.00	-4,870,152.00	.00	.00	-4,870,152.00	.00
91 EXPENDITURES	557,111.56	-8,938,882.00	49,115.60	1,107,049.22	-7,831,832.78	-.12
08 SPECIAL BUILDING FUND	102,382.00	.00	.00	.00	.00	

North Platte Public School District

For 05/01/22 - 05/31/22

Variable Column Report

FJEXS01S

Periods 09 - 09

QCPUF

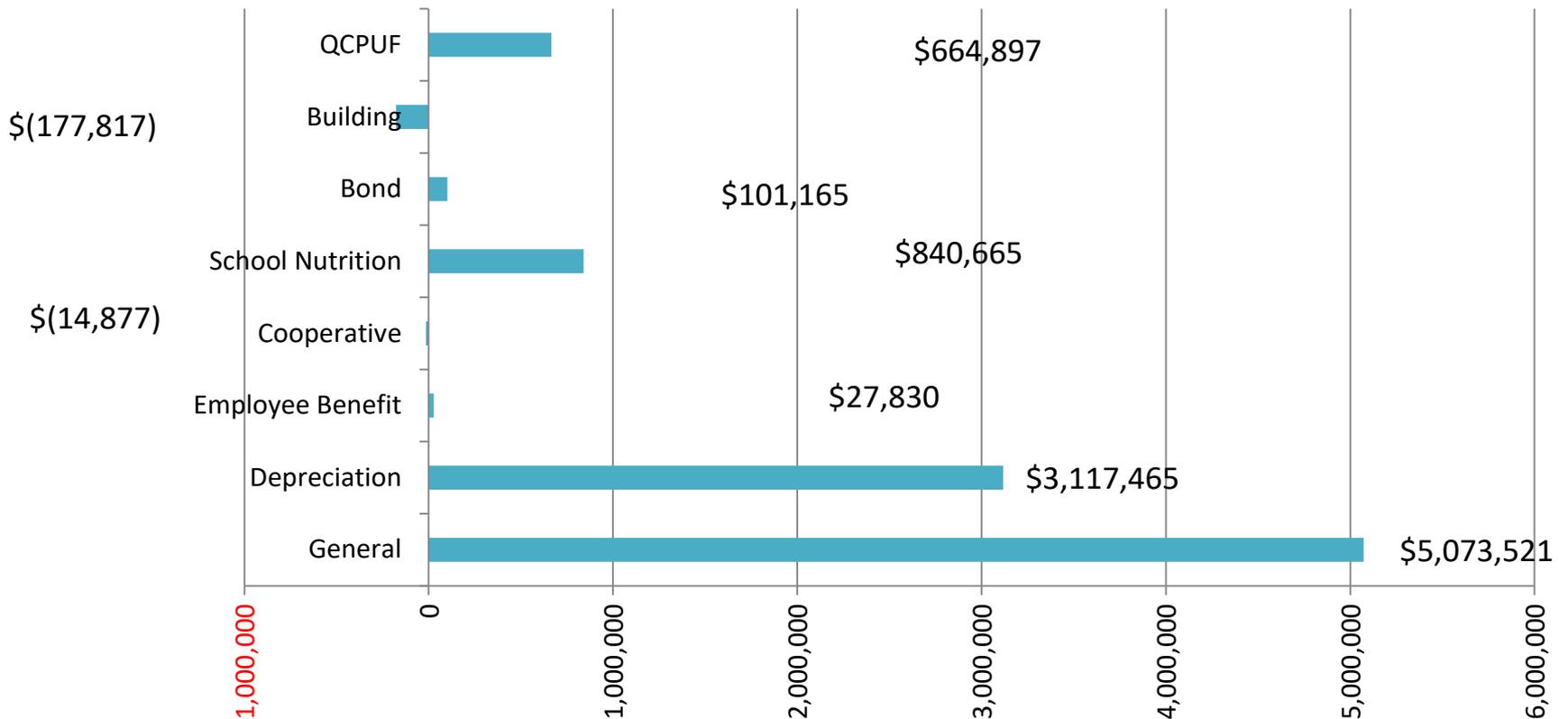
Month End Report 14

PY Periods 09 - 09

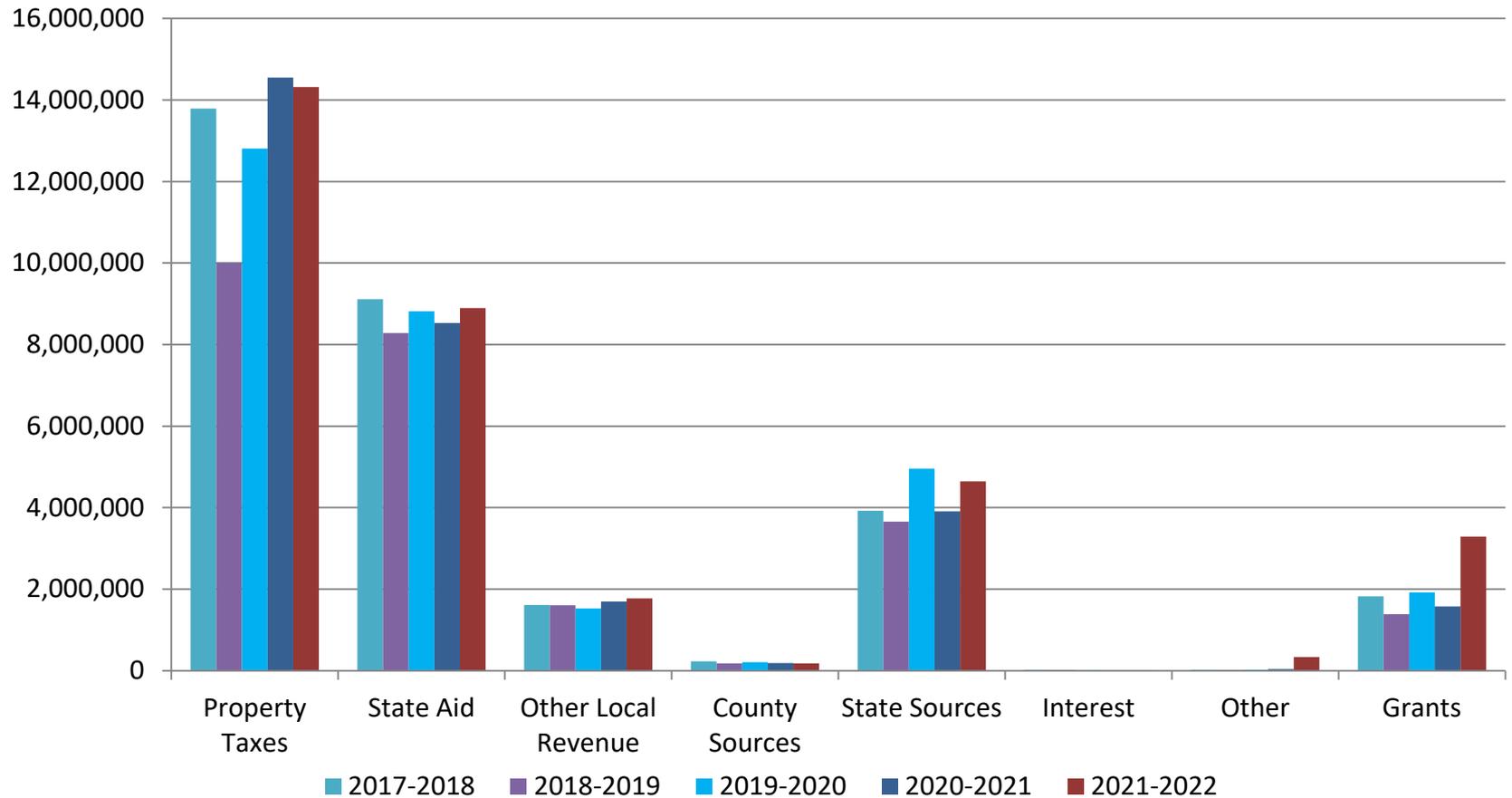
<u>Account No/Description</u>	<u>Prevl YTD Exp</u>	<u>YTD Adj Bud</u>	<u>Period Expended</u>	<u>YTD Actual</u>	<u>Avail Balance</u>	<u>Percent Used</u>
22-09-0001-013-000-000 CASH-NLNB-QCPUF	512,246.86	.00	333,775.42	664,896.55	664,896.55	
22-09-0001-016-000-000 CASH ON DEPOSIT-COUNTY TREAS	42,691.80	.00	-354,355.42	-.06	-.06	
01 ASSETS	554,938.66	.00	-20,580.00	664,896.49	664,896.49	
22-09-0001-900-000-000 RESERVED FUND BALANCE	-1,666.00	.00	.00	232.00	232.00	
22-09-0001-905-000-000 UNRESERVED FUND BALANCE	-698,833.01	.00	.00	-897,229.29	-897,229.29	
03 EQUITY	-700,499.01	.00	.00	-896,997.29	-896,997.29	
22-09-1100-000-000-000 PROPERTY TAXES-QCPUF	-622,357.33	1,006,528.00	.00	-564,966.28	441,561.72	-.56
22-09-1115-000-000-000 CARLINE TAXES	-3,298.44	5,000.00	.00	-2,969.81	2,030.19	-.59
22-09-3130-000-000-000 HOMESTEAD EXEMPTION	-17,109.32	.00	.00	-16,594.89	-16,594.89	
22-09-3131-000-000-000 PROPERTY TAX CREDIT-QCPUF	-52,088.92	.00	.00	-55,524.40	-55,524.40	
22-09-3132-000-000-000 PERSONAL PROPERTY TAX CREDIT	-1,811.56	.00	.00	.00	.00	
22-09-3180-000-000-000 PRO-RATA MOTOR VEHICLE	-1,440.99	.00	.00	-2,111.82	-2,111.82	
22-09-3300-000-000-000 IN-LIEU OF SCHOOL LAND TAX	-2,292.66	.00	.00	.00	.00	
81 REVENUES	-700,399.22	1,011,528.00	.00	-642,167.20	369,360.80	-.63
22-09-2515-720-000-000 BUILDING REPAIRS	.00	.00	.00	13,650.00	13,650.00	
22-09-2515-720-010-010 BUILDING IMPROVMENTS-MCDONALD	.00	.00	.00	14,690.00	14,690.00	
22-09-5000-830-000-000 DUES AND FEES-PAYING AGENT	200.00	-1,000.00	200.00	400.00	-600.00	-.40
22-09-5000-831-000-000 PRINCIPAL COSTS	785,000.00	-965,000.00	.00	800,000.00	-165,000.00	-.83
22-09-5000-832-000-000 DEBT SERVICE INTEREST	59,093.57	-45,760.00	20,380.00	45,760.00	.00	-1.00
91 EXPENDITURES	844,293.57	-1,011,760.00	20,580.00	874,500.00	-137,260.00	-.86
09 QCPUF	-1,666.00	-232.00	.00	232.00	.00	-1.00

North Platte Public Schools
Balance Sheet – Total Net Assets
For the Nine Month Period Ending May 31, 2022

2021-2022



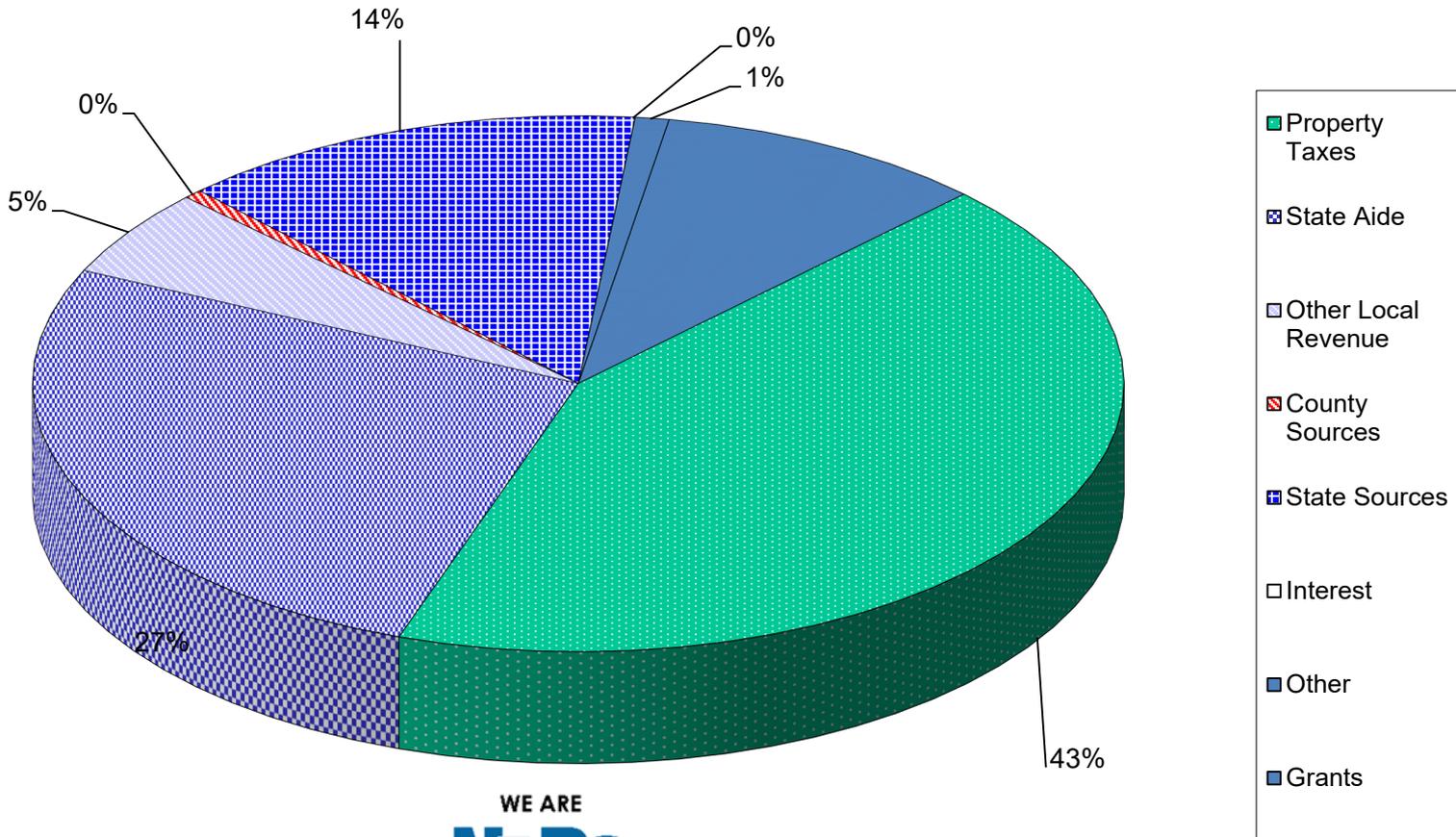
North Platte Public Schools Revenue Comparison For the Nine Month Period Ending May 31



North Platte Public Schools

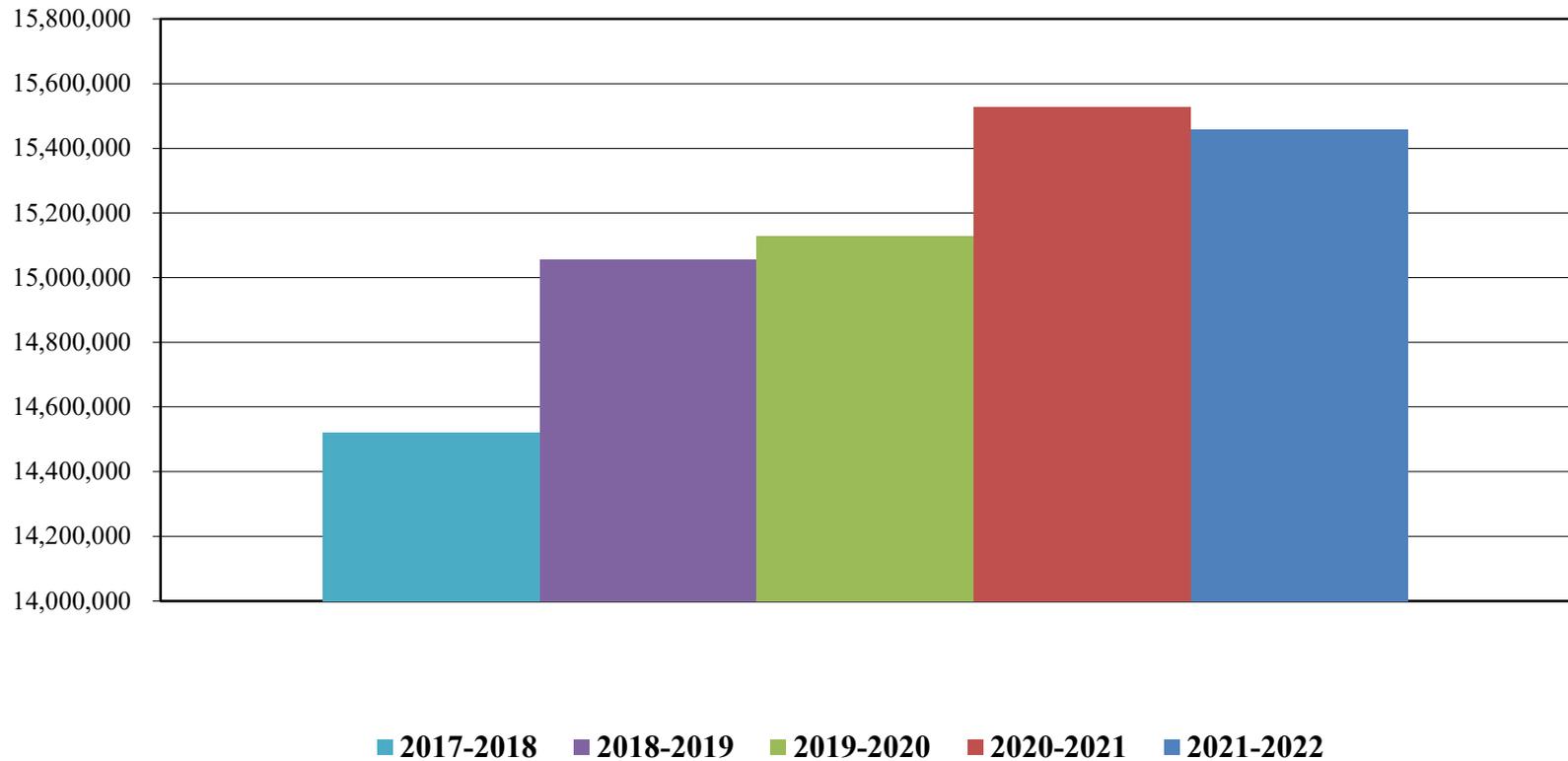
Revenue by Object Code

For the Nine Month Period Ending May 31, 2022



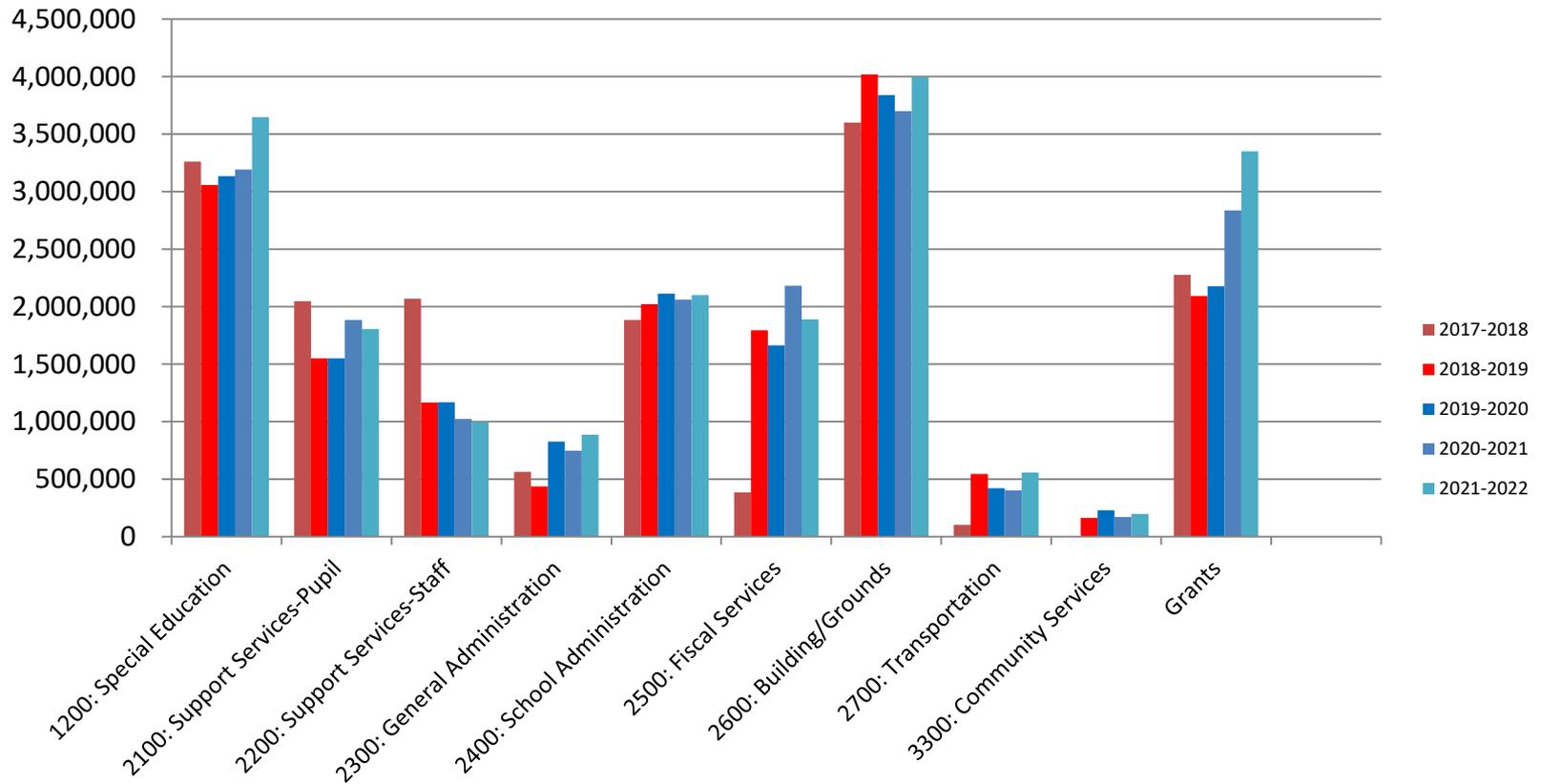
North Platte Public Schools

Comparison of Expense-1100: Instruction Only For the Nine Month Period Ending May 31



North Platte Public Schools

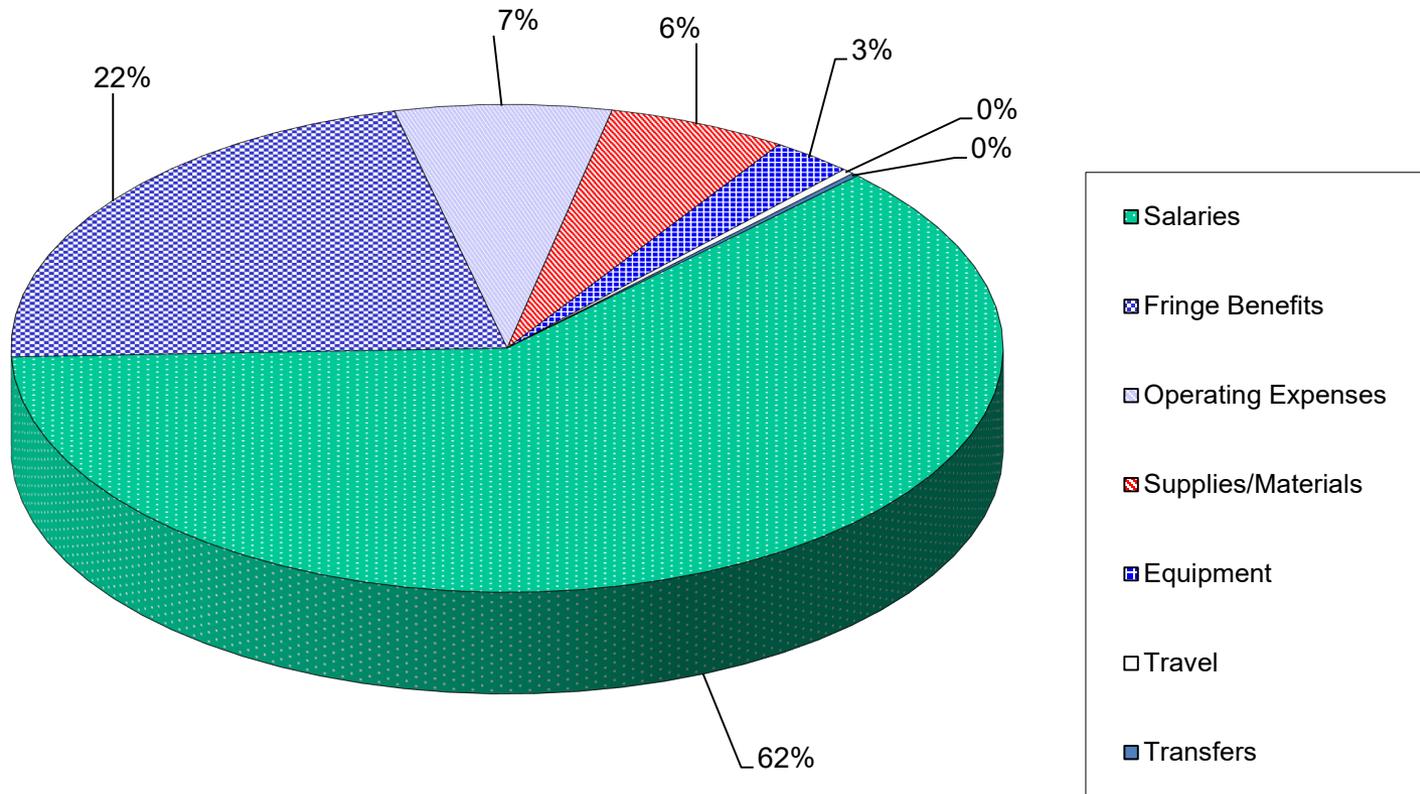
Comparison of Expense by Discipline For the Nine Month Period Ending May 31



North Platte Public Schools

Expenditures by Object Code

For the Nine Month Period Ending May 31



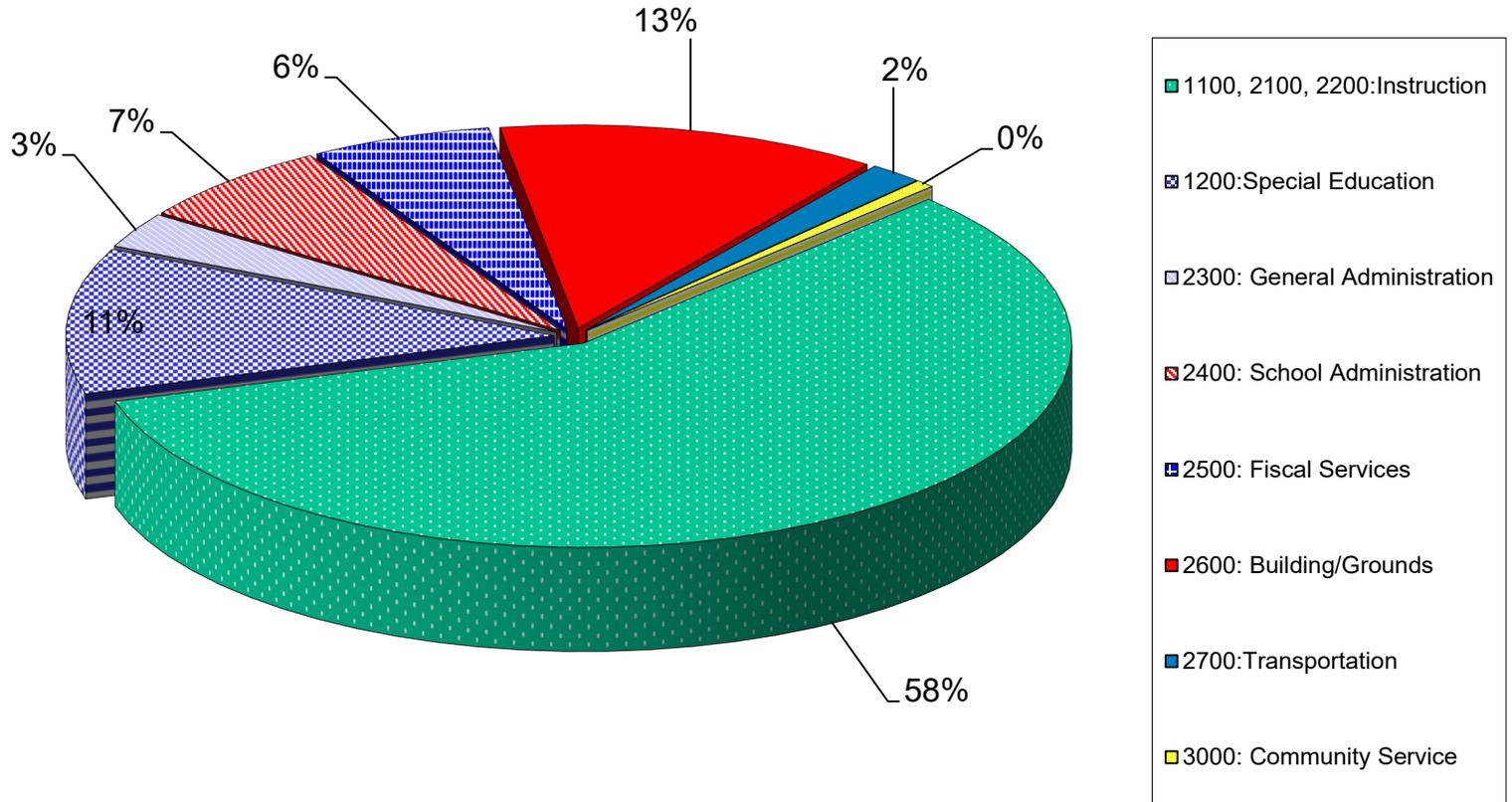
General Fund Expenditures excluding Grants



North Platte Public Schools

Expenditures by Discipline

For the Nine Month Period Ending May 31, 2022



General Fund Expenditures excluding grants



NORTH PLATTE PUBLIC SCHOOLS
CASH AND INVESTMENTS
May 31, 2022



FUNDS	Bank	<u>First</u>	<u>Nebraskaland</u>	<u>Other</u>	
		<u>National</u>			
GENERAL FUND	Operating	-	5,871,361		5,871,361
DEPRECIATION	Enterprise		2,660,606		2,660,606
EMPLOYEE BENEFIT	Enterprise		28,584		28,584
FIDUCIARY FUNDS	Enterprise		1,471,564		1,471,564
NUTRITION			883,804		883,804
BOND FUND			101,574		101,574
BUILDING FUND	Operating		(177,817)		(177,817)
QCPUF	Operating		664,897		664,897
COOPERATING	Operating		1,330		1,330
Subtotal		<u>-</u>	<u>11,505,903</u>		<u>11,505,903</u>
		0.0%	100.0%		
GENERAL FUND	NLAF			63,222	63,222
Cash On Hand/Petty Cash					
General Fund					
Schools				\$ 50	50
McKinley	Stamps/Cash				231
McKinley-Checking	Equitable			99,461	99,461
Maintenance					200
Kids Klub					-
					<u>99,942</u>
Total General Fund				\$	99,942
Activity-Athletics					4,150
Cafeteria					335
Total Cash on Hand					<u>104,427</u>
Total Cash				\$	<u><u>11,610,330</u></u>

**North Platte Public Schools
Operating Fund
May 2022**

Check No	Check Date	Vendor Name	Check Amount
00003348	5/10/2022	NEBRASKA STATE TAX COMMISSIONER	\$86,757.03
00003353	5/10/2022	NEBRASKA RETIREMENT SYSTEMS	\$460,827.78
00003356	5/20/2022	VISION SERVICE PLAN	\$4,164.17
00003358	5/20/2022	AMERICAN FAMILY LIFE ASSURANCE CO.	\$5,166.65
00003359	5/20/2022	NEBRASKA CHILD SUPPORT PAYMENT CENTE	\$2,205.00
00003360	5/20/2022	NATIONWIDE	\$26,099.88
00003361	5/20/2022	AMERICAN FIDELITY ASSURANCE CO.	\$13,912.58
00003363	5/20/2022	AMERICAN FIDELITY	\$2,721.92
00003364	5/20/2022	INTERNAL REVENUE SERVICE	\$551,608.12
00632125	5/4/2022	JEFFERY, RICHARD	\$275.00
00632126	5/5/2022	BOK FINANCIAL CORPORATION	\$22,130.00
00632127	5/5/2022	FAMILY SKILL BUILDING SERVICES INC	\$7,907.35
00632128	5/5/2022	HEINEMANN EDUCATIONAL BOOKS INC	\$5,775.91
00632129	5/5/2022	MENTZER OIL COMPANY	\$11,076.71
00632130	5/5/2022	RIVERSIDE TECHNOLOGIES INC	\$6,480.00
00632131	5/5/2022	TRANSACT COMMUNICATIONS LLC	\$5,399.00
00632132	5/5/2022	US BANK VOYAGER FLEET SYSTEMS	\$6,147.69
00632133	5/5/2022	US CELLULAR	\$270.77
00632134	5/5/2022	COCA-COLA/PREMIUM FOOD & BEVERAGE	\$197.23
00632135	5/5/2022	EILEEN'S COOKIES	\$5,810.00
00632136	5/5/2022	GOLD CROWN FOUNDATION, INC	\$650.00
00632137	5/5/2022	PRAIRIE FRIENDS & FLOWERS	\$15.00
00632138	5/5/2022	PURE PLATINUM DJ SERVICE	\$500.00
00632139	5/5/2022	KSB SCHOOL LAW	\$430.50
00632140	5/5/2022	NASPA	\$180.00
00632141	5/5/2022	NCSA (NE COUNCIL OF SCHOOL ADMIN.)	\$335.00
00632143	5/5/2022	CULLINAN, KATHLEEN	\$145.00
00632144	5/5/2022	LOU'S SPORTING GOODS	\$1,269.65
00632146	5/5/2022	NEBRASKA SCHOOL ACTIVITIES ASSOC.	\$248.98
00632147	5/10/2022	LA QUINTA INN & SUITES	\$358.00
00632148	5/10/2022	NORTHWESTERN PUBLIC SERVICE	\$7,519.01
00632149	5/10/2022	PRODIGY STUDIOS LLC	\$125.00
00632150	5/10/2022	SODEXO INC & AFFILIATES	\$4,546.50
00632151	5/10/2022	UNIVERSITY OF NEBRASKA - KEARNEY	\$2,000.00
00632152	5/10/2022	VERIZON NETWORK FLEET	\$101.97
00632153	5/10/2022	US BANK	\$295,767.84
00632154	5/11/2022	GRETNA PUBLIC SCHOOL DIST #37	\$100.00
00632155	5/11/2022	KEARNEY HIGH SCHOOL	\$35.00

00632156	5/11/2022	MINDEN HIGH SCHOOL	\$125.00
00632157	5/11/2022	GOTHENBURG PUBLIC SCHOOLS	\$101.00
00632158	5/12/2022	CONDONS HOUSE OF SIGNS	\$382.50
00632159	5/12/2022	LOU'S SPORTING GOODS	\$520.90
00632160	5/12/2022	NCTA STUDENT SENATE	\$91.00
00632161	5/12/2022	NEBRASKA SCHOOL ACTIVITIES ASSOC.	\$33.00
00632162	5/12/2022	NORFOLK COUNTRY CLUB	\$1,532.86
00632163	5/12/2022	NORFOLK COUNTRY CLUB	\$654.00
00632164	5/16/2022	MAKE-A-WISH FOUNDATION OF NE INC	\$10,000.00
00632165	5/17/2022	CRETE PUBLIC SCHOOLS	\$75.00
00632166	5/18/2022	TELEGRAPH	\$659.00
00632167	5/18/2022	CITY OF NORTH PLATTE	\$50,908.52
00632168	5/18/2022	COCA-COLA/PREMIUM FOOD & BEVERAGE	\$514.80
00632169	5/18/2022	CORNHUSKER, THE	\$212.00
00632170	5/18/2022	KELLEY SCRITSMIER BYRNE PC	\$2,095.20
00632171	5/18/2022	PLATTE VALLEY COUNSELING, LLC	\$400.00
00632172	5/18/2022	R8 PRODUCTIONS	\$3,114.00
00632173	5/18/2022	SODEXO INC & AFFILIATES	\$260,137.87
00632174	5/18/2022	VERIZON WIRELESS	\$75.10
00632175	5/18/2022	KEARNEY HIGH SCHOOL	\$250.00
00632176	5/18/2022	NBDA TEAM CAMP	\$600.00
00632177	5/19/2022	HEINE, DIANE	\$150.00
00632178	5/19/2022	NEBRASKA SCHOOLMASTERS CLUB	\$60.00
00632179	5/19/2022	RASCAL'S DJ SERVICE	\$500.00
00632180	5/20/2022	HOLM, RICKY	\$690.00
00632181	5/20/2022	SODEXO INC & AFFILIATES	\$7,790.59
00632182	5/20/2022	ACCELERATED RECEIVABLES SOLUTIONS	\$334.53
00632183	5/20/2022	ACCELERATED RECEIVABLES SOLUTIONS	\$100.47
00632184	5/20/2022	ACCELERATED RECEIVABLES SOLUTIONS	\$227.54
00632185	5/20/2022	ACCELERATED RECEIVABLES SOLUTIONS	\$215.26
00632186	5/20/2022	CISAR, SHELLEY	\$317.82
00632187	5/20/2022	CREDIT MANAGEMENT SERVICES INC	\$176.13
00632188	5/20/2022	CREDIT MANAGEMENT SERVICES INC	\$322.47
00632189	5/20/2022	CREDIT MANAGEMENT SERVICES INC	\$167.65
00632190	5/20/2022	CREDIT MANAGEMENT SERVICES INC	\$269.66
00632191	5/20/2022	CREDIT MANAGEMENT SERVICES INC	\$155.21
00632192	5/20/2022	ERIN M. MCCARTNEY, CHAPTER 13 TRUSTEE	\$1,300.00
00632193	5/20/2022	MADISION NATIONAL LIFE	\$2,670.30
00632194	5/20/2022	MFG FINANCIAL, INC.	\$465.56
00632195	5/20/2022	NATIONAL INSURANCE SERVICES	\$4,398.94
00632196	5/20/2022	NORTH PLATTE PUBLIC SCHOOLS FOUNDATIO	\$1,192.30
00632197	5/24/2022	AJ SHEET METAL	\$16,059.60

00632198	5/24/2022	COMMERCIAL INVESTMENT SERVICES	\$2,000.00
00632199	5/24/2022	NORTHWESTERN PUBLIC SERVICE	\$1,287.18
00632200	5/24/2022	VERIZON WIRELESS	\$1,309.82
00632201	5/26/2022	COCA-COLA/PREMIUM FOOD & BEVERAGE	\$127.62
00632202	5/26/2022	SOLIANT HEALTH, LLC	\$44,366.25
00632203	6/1/2022	BLUE CROSS/BLUE SHIELD OF NEBRASKA	\$379,569.19
00632204	6/1/2022	SODEXO INC & AFFILIATES	\$987.50
00632205	6/1/2022	STEELE'S ROOFING & CONSTRUCTION INC.	\$40,999.98
00632206	6/1/2022	US CELLULAR	\$272.52
00632207	6/1/2022	ADKISSON, MIKE &/OR PENNY	\$364.14
00632208	6/1/2022	ARENSDORF, ERIN &/OR WYATT	\$651.91
00632209	6/1/2022	BARKER, CORY AND CINDY	\$987.07
00632210	6/1/2022	BARNER, BECKY & JEFF	\$2,790.12
00632211	6/1/2022	BLACK, AMY	\$1,024.06
00632212	6/1/2022	BOESER, BERNIE &/OR AUDREY	\$946.36
00632213	6/1/2022	BOGUS, DAVID	\$2,361.88
00632214	6/1/2022	BOKOSKIE, SARAH	\$910.32
00632215	6/1/2022	BOOTH, THERESA	\$1,050.64
00632216	6/1/2022	BOYER, ALICE	\$730.17
00632217	6/1/2022	BRINKER, MICHELLE	\$160.64
00632218	6/1/2022	BRISTOL, MALINDA	\$961.53
00632219	6/1/2022	BROWN, BILLY JOE AND/OR JAN	\$2,679.86
00632220	6/1/2022	BRUNS, CHRISTOPHER &/OR ASHLEY	\$2,276.36
00632221	6/1/2022	BUNGER, EMIL &/OR JESSICA	\$260.28
00632222	6/1/2022	CAIN, DAVID AND/OR KATIE	\$1,618.83
00632223	6/1/2022	CAUFFMAN, CASH & AMY	\$2,354.46
00632224	6/1/2022	CHESSMORE, REBECCA	\$1,300.42
00632225	6/1/2022	COUSINS, AIMEE	\$332.13
00632226	6/1/2022	DOBESH, DONALD AND REBECCA	\$349.54
00632227	6/1/2022	ECKEL, JOHN	\$195.07
00632228	6/1/2022	EGAN, CRYSTAL & PHILLIP	\$975.85
00632229	6/1/2022	EINSPAHR, JESSICA	\$1,044.55
00632230	6/1/2022	EPLER, TROY AND JOY	\$585.22
00632231	6/1/2022	EPLEY, PAUL &/OR AMANDA	\$688.73
00632232	6/1/2022	ERDMAN, RICK	\$1,287.03
00632233	6/1/2022	FHUERE, SAMUEL & SAMANTHA	\$1,404.53
00632234	6/1/2022	FINKE, JENNIFER	\$418.66
00632235	6/1/2022	GINN, LYNDON & SHELLY	\$616.90
00632236	6/1/2022	GOSNELL, KIM &/OR JUSTIN	\$557.55
00632237	6/1/2022	HANSEN, JILL	\$1,399.95
00632238	6/1/2022	HANSEN, STACEY	\$519.53
00632239	6/1/2022	HARWAGER, FRANK & MEGAN	\$611.78

00632240	6/1/2022	HORNE, SUSAN	\$1,306.26
00632241	6/1/2022	HULQUIST, EILEEN	\$1,271.05
00632242	6/1/2022	HUNTER, RYAN &/OR MARCY	\$730.28
00632243	6/1/2022	JACOBSON, TARA AND/OR TODD	\$1,017.88
00632244	6/1/2022	JOHNSON, LUKE & LISA	\$1,992.23
00632245	6/1/2022	KEMP, RUSTY &/OR RACHAEL	\$1,386.25
00632246	6/1/2022	LEIBHART, MIKE AND/OR KRISTI	\$988.92
00632247	6/1/2022	LONG, AARON &/OR JESSICA	\$803.31
00632248	6/1/2022	LONG, CARLA RAMSEY	\$1,839.62
00632249	6/1/2022	LUENENBORG, BROOKE	\$1,156.33
00632250	6/1/2022	MANNING, TIFFANY	\$1,835.36
00632251	6/1/2022	MARCHLEWSKI, STAN &/OR JENNIFER	\$280.11
00632252	6/1/2022	MARSHALL, KEVIN	\$400.15
00632253	6/1/2022	MATUSZCZAK, DALE &/OR TESSA	\$2,009.43
00632254	6/1/2022	MCBEAIN, AMY	\$417.81
00632255	6/1/2022	MCCAIN, JASON &/OR AMANDA	\$457.99
00632256	6/1/2022	MCCLAIN, KATIE	\$715.97
00632257	6/1/2022	MCCUISTON, RICHIE	\$1,290.73
00632258	6/1/2022	MILLER, MICHAEL & TONYIA	\$1,089.73
00632259	6/1/2022	MITCHELL, MELISSA	\$1,097.13
00632260	6/1/2022	MORRISON, BROOKE	\$1,666.68
00632261	6/1/2022	MOSS, SHAWN & BECCA	\$1,352.51
00632262	6/1/2022	NEIDHARDT, VICKI	\$462.18
00632263	6/1/2022	O'BRIEN, BETH	\$991.77
00632264	6/1/2022	ODELL, TIM & AMANDA	\$538.54
00632265	6/1/2022	ODLE, JILL	\$212.58
00632266	6/1/2022	PATTERSON, KRISTI	\$396.48
00632267	6/1/2022	PETERSEN, JOLYNN	\$466.84
00632268	6/1/2022	POST, GREG AND/OR NICOLE	\$1,198.21
00632269	6/1/2022	PREECE, JENNI	\$1,218.83
00632270	6/1/2022	PURDY, LEAH	\$1,416.48
00632271	6/1/2022	RHOADES, STEVEN	\$1,159.81
00632272	6/1/2022	ROBINSON, MELISSA	\$413.49
00632273	6/1/2022	SAVAGE, NATALIE	\$1,655.14
00632274	6/1/2022	SCHNEIDER, JESS &/OR JACQUELINE	\$1,191.79
00632275	6/1/2022	SELLERS, BILL &/OR JANELLE	\$875.00
00632276	6/1/2022	SMITH, NICK &/OR JAYME	\$1,204.62
00632277	6/1/2022	SMITH, ROBERT S AND/OR AMY J	\$1,053.40
00632278	6/1/2022	SNYDER, NATHAN AND HOLLI	\$637.24
00632279	6/1/2022	SONGSTER, DANA	\$1,374.88
00632280	6/1/2022	STEARLEY, DARIN &/OR CASSANDRA	\$1,749.60
00632281	6/1/2022	STEARLEY, RAEANN	\$162.06

00632282	6/1/2022	STINE, BECKY	\$726.31
00632283	6/1/2022	STINSON, MARK &/OR EMILY	\$1,370.02
00632284	6/1/2022	STODDARD, JUSTIN & KELLY	\$311.79
00632285	6/1/2022	STONE, JOHN & JESSICA	\$428.92
00632286	6/1/2022	SUDBECK, JASON &/OR STACEY	\$993.25
00632287	6/1/2022	TITUS, ROBIN	\$13.67
00632288	6/1/2022	UEHLING, GREGG & JANELLE	\$512.03
00632289	6/1/2022	UNGER, LORI AND MIKE	\$1,242.68
00632290	6/1/2022	VAHLE, MARK	\$351.13
00632291	6/1/2022	VAK, JOSEPH & LAURIE	\$533.20
00632292	6/1/2022	WILLARD, SANDY	\$157.73
00632293	6/1/2022	WOOD, MIKE &/OR JANICE	\$1,297.34
00632294	6/1/2022	YOSHIDA, DAVE AND/OR LORI	\$701.77
00632295	6/1/2022	GRAND ISLAND HIGH SCHOOL	\$100.00
00632296	6/1/2022	LOU'S SPORTING GOODS	\$1,535.00
00632297	6/1/2022	LOU'S SPORTING GOODS	\$343.80
00632298	6/1/2022	LOU'S SPORTING GOODS	\$597.46
00632299	6/1/2022	NEBRASKA PORTRAITS	\$1,275.00
00632300	6/2/2022	NHSPA	\$2,970.00
00632301	6/2/2022	ANTHONY, DAN & JENNIFER	\$150.00
00632302	6/2/2022	AYRES, JAMES	\$250.00
00632303	6/2/2022	BAADE, APRIL	\$375.00
00632304	6/2/2022	BALES, JENNIFER	\$75.00
00632305	6/2/2022	BARKER, RANDY & NIKKI	\$75.00
00632306	6/2/2022	BARNER, BECKY & JEFF	\$208.00
00632307	6/2/2022	BEYER, WILLOW	\$150.00
00632308	6/2/2022	BLAISI, ANGELA	\$500.00
00632309	6/2/2022	BOCOTT, LISA	\$75.00
00632310	6/2/2022	BONOMO, GINO AND KIM	\$150.00
00632311	6/2/2022	BONTA, JENNY	\$325.00
00632312	6/2/2022	BRECKS, SALLY	\$75.00
00632313	6/2/2022	BROOKS, BARB	\$225.00
00632314	6/2/2022	BROTT, DOUGLAS	\$450.00
00632315	6/2/2022	BROWN, BILLY JOE AND/OR JAN	\$125.00
00632316	6/2/2022	BUNGER, EMIL &/OR JESSICA	\$475.00
00632317	6/2/2022	BUOY, JULIE	\$25.00
00632318	6/2/2022	BUTTLER, CHRIS	\$125.00
00632319	6/2/2022	CAIN, DAVID AND/OR KATIE	\$325.00
00632320	6/2/2022	CARTER, MONICA	\$225.00
00632321	6/2/2022	CHARTER, BRANDI	\$225.00
00632322	6/2/2022	CLANG, GARY	\$125.00
00632323	6/2/2022	DETERDING, TERESA	\$75.00

00632324	6/2/2022	DOWHOWER, SERENA	\$75.00
00632325	6/2/2022	ECKEL, JULIE	\$75.00
00632326	6/2/2022	ELLER, ROBERTA	\$150.00
00632327	6/2/2022	EVANS, SCOTT	\$175.00
00632328	6/2/2022	FLANDERS, KIM	\$150.00
00632329	6/2/2022	GILBERT, ANGELA	\$300.00
00632330	6/2/2022	GRIFFITHS, CYNDI	\$75.00
00632331	6/2/2022	HANEBOG, JENNIFER	\$75.00
00632332	6/2/2022	HANSEN, JILL	\$300.00
00632333	6/2/2022	HAYES, ANDREA	\$225.00
00632334	6/2/2022	HOOD, SUSAN	\$300.00
00632335	6/2/2022	HOU, SARA	\$75.00
00632336	6/2/2022	HULQUIST, EILEEN	\$225.00
00632337	6/2/2022	JANAS, BROOKE	\$75.00
00632338	6/2/2022	JONES, JAY &/OR HEIDI	\$150.00
00632339	6/2/2022	KASZYCKI, TARA	\$150.00
00632340	6/2/2022	KAUTZ, JEFF	\$150.00
00632341	6/2/2022	KOEHN, COURTNEY	\$150.00
00632342	6/2/2022	LAVANTE, AMY	\$225.00
00632343	6/2/2022	LUCAS, TY	\$125.00
00632344	6/2/2022	LUNDGREEN, JOANN	\$300.00
00632345	6/2/2022	MAJER, KACI	\$75.00
00632346	6/2/2022	MATUSZCZAK, DALE &/OR TESSA	\$350.00
00632347	6/2/2022	MCGAHAN, KEVIN	\$125.00
00632348	6/2/2022	MILLER, BENTON &/OR JULIA	\$250.00
00632349	6/2/2022	MILLER, JODI	\$525.00
00632350	6/2/2022	MORRISON, BROOKE	\$150.00
00632351	6/2/2022	OGDEN, TRAVIS &/OR RENAE	\$75.00
00632352	6/2/2022	OUDERKIRK, TRAVIS &/OR JANELLE	\$250.00
00632353	6/2/2022	PEARSALL, BRIDGET	\$150.00
00632354	6/2/2022	PIERSON, ROBERT & LISA	\$225.00
00632355	6/2/2022	POLK, JAMIE	\$75.00
00632356	6/2/2022	ROBERTSON, MISTY	\$225.00
00632357	6/2/2022	SANDOVAL, JONI	\$225.00
00632358	6/2/2022	SEXSON, MANDY	\$600.00
00632359	6/2/2022	SHEA, ALICE	\$150.00
00632360	6/2/2022	SIMS, DAN	\$75.00
00632361	6/2/2022	SMITH, DANIEL	\$150.00
00632362	6/2/2022	SMITH, REBECCA	\$150.00
00632363	6/2/2022	SMITH, REBEKAH	\$250.00
00632364	6/2/2022	SMITH, ROBERT S AND/OR AMY J	\$125.00
00632365	6/2/2022	SMYTH, BRIAN	\$250.00

00632366	6/2/2022	SORENSEN, PAUL & CAROLINE	\$150.00
00632367	6/2/2022	STEFANATZ, LAURA	\$475.00
00632368	6/2/2022	STEFKA, AMY	\$150.00
00632369	6/2/2022	STONE, JOHN & JESSICA	\$150.00
00632370	6/2/2022	STREETER, LAURIE	\$75.00
00632371	6/2/2022	TEETS, JENNIFER	\$75.00
00632372	6/2/2022	TIEDJE, MELISSA	\$100.00
00632373	6/2/2022	UEHLING, GREGG & JANELLE	\$75.00
00632374	6/2/2022	UNGER, LORI AND MIKE	\$300.00
00632375	6/2/2022	VAK, JOSEPH & LAURIE	\$150.00
00632376	6/2/2022	VILLEGAS, BETHZABE	\$75.00
00632377	6/2/2022	WIEGAND, MIKE	\$150.00
00632378	6/2/2022	WINKLER, APRIL	\$150.00
00632379	6/2/2022	YENNI, JACQUELINE A.	\$150.00
00632380	6/2/2022	ZELLER, AMANDA	\$150.00
00632381	6/6/2022	KSB SCHOOL LAW	\$401.50
00632382	6/6/2022	NORTHWESTERN PUBLIC SERVICE	\$10,178.34
00632383	6/7/2022	BAXTER, BRANDON	\$127.92
00632384	6/7/2022	ROSE CUSTOM GUITAR CASES	\$75.00
00632385	6/7/2022	WEATHERLY, LENORE	\$522.60
00632386	6/7/2022	ALLEN, JAMI	\$117.00
00632387	6/7/2022	BECKMAN, ASHLEY	\$19.48
00632388	6/7/2022	BUSCHER, BRANDY	\$2,200.00
00632389	6/7/2022	CALLAWAY, MICHELLE	\$8.41
00632390	6/7/2022	CHAMBERLIN, ANDREW	\$13.56
00632391	6/7/2022	CHILD & FAMILY THERAPY INSTITUTE OF NE	\$900.00
00632392	6/7/2022	CITY OF NORTH PLATTE	\$610.80
00632393	6/7/2022	COHAGEN TRANSFER AND STORAGE	\$2,178.00
00632394	6/7/2022	COMMERCIAL INVESTMENT SERVICES	\$2,000.00
00632395	6/7/2022	DORSEY, NICOLE	\$50.31
00632396	6/7/2022	FAMILY SKILL BUILDING SERVICES INC	\$3,216.95
00632397	6/7/2022	FISHER, KERI	\$9.00
00632398	6/7/2022	GALE, VERONICA	\$119.00
00632399	6/7/2022	HANSON, RON	\$100.00
00632400	6/7/2022	HOATSON, ADAM	\$38.97
00632401	6/7/2022	HOUGH, ADRIANA	\$16.99
00632402	6/7/2022	MADISON, BERNIE	\$200.07
00632403	6/7/2022	MATTHEWSON, KELLIE	\$60.82
00632404	6/7/2022	MCGUIRE, MIKE	\$44.91
00632405	6/7/2022	MCNAIR, DIANA	\$34.20
00632406	6/7/2022	MCNEW, NANCY	\$14.04
00632407	6/7/2022	MIDWEST CONNECT	\$3,847.50

00632408	6/7/2022	MILLER-CARTER, MONICA	\$159.53
00632409	6/7/2022	MILLS, KEVIN	\$2,200.00
00632410	6/7/2022	MORALES, MOLLY	\$43.16
00632411	6/7/2022	PLATTE VALLEY COUNSELING, LLC	\$400.00
00632412	6/7/2022	ROTERT, CHARLENE	\$84.57
00632413	6/7/2022	SIMMONS, VICTORIA	\$319.41
00632414	6/7/2022	SMITH, TINA	\$2,200.00
00632415	6/7/2022	OLON, SAGE &/OR TAMMY	\$22.50
00632416	6/7/2022	WORTH, CHELSEA	\$40.51
00632417	6/7/2022	FOLLETT SCHOOL SOLUTIONS, INC.	\$1,171.52
00632418	6/7/2022	MISS NEBRASKA SCHOLARSHIP PROGRAM, INC	\$900.00
00632419	6/7/2022	MONICA KRAMER COUNSELING SERVICE	\$2,575.00
00632420	6/7/2022	SAVVAS LEARNING COMPANY LLC	\$15,478.65
00632421	6/7/2022	STUDIES WEEKLY INC	\$12,087.04
00632422	6/7/2022	BRACKER'S GOOD EARTH CLAYS, INC.	\$1,300.70
00632423	6/7/2022	CENGAGE LEARNING	\$424.60
00632424	6/7/2022	CHANEY ELECTRONICS, INC	\$1,145.65
00632425	6/7/2022	DIDAX EDUCATIONAL RESOURCES	\$354.44
00632426	6/7/2022	FLINN SCIENTIFIC INC	\$1,333.17
00632427	6/7/2022	GOPHER SPORT	\$934.08
00632428	6/7/2022	INDUSTRIAL ARTS SUPPLY COMPANY	\$397.53
00632429	6/7/2022	JOSTENS	\$181.20
00632430	6/7/2022	MATHESON TRI-GAS/LINWELD	\$21.00
00632431	6/7/2022	MEYER CREATIVE PRINT & DESIGN INC	\$240.77
00632432	6/7/2022	PAXTON THE WOOD SOURCE	\$1,890.77
00632433	6/7/2022	PENN STATE INDUSTRIES	\$434.99
00632434	6/7/2022	REALITYWORKS INC	\$1,938.74
00632435	6/7/2022	TEACHERS DISCOVERY	\$711.33
00632436	6/7/2022	TURNITIN, LLC.	\$5,750.00
00632437	6/7/2022	VILLAGE ORIGINALS	\$502.00
00632438	6/7/2022	WHITETAIL SCREEN PRINT	\$891.00
00632439	6/7/2022	EAKES OFFICE SOLUTIONS	\$445.00
00632440	6/7/2022	NEBRASKA PORTRAITS	\$518.00
00632441	6/7/2022	STRINGS N' THINGS INSTRUMENT REPAIR	\$78.00
00632442	6/7/2022	YANDAS MUSIC & PRO AUDIO	\$154.00
00632443	6/7/2022	ABC RECYCLING	\$50.00
00632444	6/7/2022	AG-VALLEY COOP	\$194.80
00632445	6/7/2022	CITY OF NORTH PLATTE	\$56.17
00632446	6/7/2022	COCA-COLA/PREMIUM FOOD & BEVERAGE	\$457.84
00632447	6/7/2022	CRESCENT ELECTRIC	\$589.88
00632448	6/7/2022	DEERE CREDIT, INC	\$695.00
00632449	6/7/2022	ECCA CONTROL LLC	\$1,300.00

00632450	6/7/2022	GREENLEE, HERBERT	\$100.00
00632451	6/7/2022	KS STATE BANK	\$1,530.23
00632452	6/7/2022	M. LLOYD MLLER HERFORD RANCH	\$5,820.00
00632453	6/7/2022	MENTZER OIL COMPANY	\$8,678.47
00632454	6/7/2022	MITZI KRAMER WATER OPERATOR	\$1,223.36
00632455	6/7/2022	MOHAWK CARPET DIST. INC.	\$8,259.93
00632456	6/7/2022	NORTH PLATTE WINNELSON CO.	\$335.73
00632457	6/7/2022	OLSON, SETH	\$75.74
00632458	6/7/2022	SNELL SERVICES INC	\$86,605.00
00632459	6/7/2022	AMAN, DANIELLE	\$130.71
00632460	6/7/2022	ANDERSON, DANETTE	\$216.71
00632461	6/7/2022	BABCOCK, BRANDY	\$76.38
00632462	6/7/2022	BUCHANAN, NICOLE	\$115.60
00632463	6/7/2022	EAKES OFFICE SOLUTIONS	\$572.52
00632464	6/7/2022	EGAN-WOODS, KYMBERLY	\$42.12
00632465	6/7/2022	ESU #16	\$12,830.50
00632466	6/7/2022	FRANZEN, GRACEY	\$25.00
00632467	6/7/2022	GILL, HEATHER	\$4,516.25
00632468	6/7/2022	GLOBAL TELETHERAPY	\$16,654.31
00632469	6/7/2022	HENNE, JANET	\$46.15
00632470	6/7/2022	HOWELL, ALICIA	\$75.70
00632471	6/7/2022	HUGHES, MARNIA	\$470.78
00632472	6/7/2022	JOHNSON, TRACY	\$28.89
00632473	6/7/2022	JONES, SARAH	\$176.55
00632474	6/7/2022	LANDRETH, JAQUELYN	\$23.52
00632475	6/7/2022	LIENEMANN, CHERISH	\$241.92
00632476	6/7/2022	NCECBVI	\$1,138.00
00632477	6/7/2022	NEPPER, ASPEN	\$98.52
00632478	6/7/2022	NUN, MARISSA	\$145.08
00632479	6/7/2022	PHONAK, INC.	\$2,526.99
00632480	6/7/2022	RODRIGUEZ-ALCOCER, MAYRA	\$16.93
00632481	6/7/2022	RUDA, NIKI	\$611.04
00632482	6/7/2022	SABALA, LORRI	\$35.10
00632483	6/7/2022	SODEXO INC & AFFILIATES	\$26.00
00632484	6/7/2022	TELEGRAPH	\$15.81
00632485	6/7/2022	WINSOR LEARNING, INC	\$40,524.50
00632486	6/7/2022	SODEXO INC & AFFILIATES	\$130.00
00632487	6/7/2022	FAIRLEY, MARY	\$90.00
00632488	6/7/2022	GRAY TELEVISION GROUP, INC.	\$300.00
00632489	6/7/2022	NCSA (NE COUNCIL OF SCHOOL ADMIN.)	\$275.00
00632490	6/7/2022	NEBRASKA RURAL RADIO ASSOCIATION	\$2,876.00
00632491	6/7/2022	NSPRA	\$25.00

00632492	6/7/2022	PRO PRINTING & GRAPHICS/THE COPY HOUSE	\$2,240.00
00632493	6/7/2022	SMITH, TINA	\$324.09
00632494	6/7/2022	TELEGRAPH	\$460.46
00632495	6/7/2022	WAVA J. BEST ART ORIGINALS	\$133.75
00632496	6/7/2022	ANDERSON, KELLY	\$20.00
00632497	6/7/2022	CABAL, CASIMELITO	\$50.74
00632498	6/7/2022	COMPUTER CABLE CONNECTION INC	\$8,670.00
00632499	6/7/2022	COMPUTER INFORMATION CONCEPTS	\$1,212.40
00632500	6/7/2022	HINTON'S LOCK & ALARM	\$12,121.75
00632501	6/7/2022	JOURNEYED.COM, INC.	\$30,135.89
00632502	6/7/2022	ONE CALL CONCEPTS INC	\$8.80
00632503	6/7/2022	OUDERKIRK, TEVIN	\$57.24
00632504	6/7/2022	POWERSCHOOL GROUP LLC	\$41,548.01
00632505	6/7/2022	PROTEX CENTRAL INC	\$8,350.36
00632506	6/7/2022	RIVERSIDE TECHNOLOGIES INC	\$12,960.00
Grand Total:			4,591,856.52

North Platte Public School District

For 05/01/22 - 05/31/22

Expenditure Summary Report

FJEXS01A

Periods 09 - 09

BOARD REPORT ON 1100 MAJOR PROGRAM

BOARD REPORT

<u>Account No/Description</u>	<u>Adjusted Budget</u>	<u>Y-T-D Encumb</u>	<u>Period Expended</u>	<u>Y-T-D Expended</u>	<u>Available Balance</u>	<u>Percent Used</u>
111 TEACHERS/PROFESSIONALS	93,236.00	.00	4,523.75	45,462.08	47,773.92	48.76
112 PARAPROFESSIONALS	60,000.00	.00	4,362.08	52,060.00	7,940.00	86.77
123 SUBSTITUTE TEACHERS	51,800.00	.00	.00	390.00	51,410.00	.75
151 INCENTIVE PROFESSIONAL STAFF	12,856.00	.00	1,513.79	37,297.71	-24,441.71	**
211 HEALTH CARE PROFESSIONAL	160,293.00	.00	847.35	12,661.69	147,631.31	7.90
212 HEALTH CARE PARAPROFESSIONALS	.00	.00	.00	459.68	-459.68	.00
221 FICA PROFESSIONAL	8,299.00	.00	452.22	6,230.11	2,068.89	75.07
222 FICA PARAPROFESSIONAL	4,590.00	.00	333.70	3,971.15	618.85	86.52
223 FICA SUBSTITUTES	3,950.00	.00	.00	29.90	3,920.10	.76
230 RETIREMENT NON INSTRUCTIONAL	-30,122.00	.00	.00	.00	-30,122.00	.00
231 RETIREMENT PROFESSIONAL	10,717.00	.00	577.32	8,119.76	2,597.24	75.77
232 RETIREMENT PARAPROFESSIONALS	.00	.00	16.30	1,462.30	-1,462.30	.00
281 HEALTH BENEFITS FOR TEACHERS	.00	.00	.00	.00	.00	.00
000 DISTRICT WIDE	375,619.00	.00	12,626.51	168,144.38	207,474.62	44.76

North Platte Public School District

For 05/01/22 - 05/31/22

Expenditure Summary Report

FJEXS01A

Periods 09 - 09

BOARD REPORT ON 1100 MAJOR PROGRAM

BOARD REPORT

<u>Account No/Description</u>	<u>Adjusted Budget</u>	<u>Y-T-D Encumb</u>	<u>Period Expended</u>	<u>Y-T-D Expended</u>	<u>Available Balance</u>	<u>Percent Used</u>
111 TEACHERS/PROFESSIONALS	3,785,257.00	.00	310,599.62	2,800,382.35	984,874.65	73.98
112 PARAPROFESSIONALS	45,335.00	.00	2,024.76	28,943.30	16,391.70	63.84
123 SUBSTITUTE TEACHERS	100,000.00	.00	13,695.00	102,765.00	-2,765.00	102.77
151 INCENTIVE PROFESSIONAL STAFF	.00	.00	.00	4,047.00	-4,047.00	.00
211 HEALTH CARE PROFESSIONAL	614,604.00	.00	51,037.78	461,755.15	152,848.85	75.13
212 HEALTH CARE PARAPROFESSIONALS	7,273.00	.00	.00	.00	7,273.00	.00
213 HEALTH CARE-PROFESSIONAL NON CERTIFIED	.00	.00	739.02	7,602.56	-7,602.56	.00
221 FICA PROFESSIONAL	305,453.00	.00	23,979.41	216,517.94	88,935.06	70.88
222 FICA PARAPROFESSIONAL	3,467.00	.00	154.90	2,214.18	1,252.82	63.86
223 FICA SUBSTITUTES	7,800.00	.00	1,040.81	7,815.30	-15.30	100.20
231 RETIREMENT PROFESSIONAL	394,522.00	.00	30,591.27	276,031.33	118,490.67	69.97
232 RETIREMENT PARAPROFESSIONALS	3,671.00	.00	122.56	2,110.27	1,560.73	57.48
233 RETIREMENT SUBS	.00	.00	471.71	3,980.14	-3,980.14	.00
281 HEALTH BENEFITS FOR TEACHERS	97,480.00	.00	8,125.05	73,125.45	24,354.55	75.02
333 MILEAGE STAFF	.00	.00	38.61	149.35	-149.35	.00
340 OTHER PROFESSIONAL SERVICES	9,000.00	588.00	190.66	3,626.32	4,785.68	46.83
580 TRAVEL:MEAL,HOTEL,RENTAL	2,500.00	.00	1,743.72	3,096.71	-596.71	123.87
610 GENERAL SUPPLIES	96,630.00	26,177.46	6,494.73	17,150.29	53,302.25	44.84
612 COPY COST	35,500.00	.00	28.37	28.37	35,471.63	.08
640 BOOKS/PERIODICALS	3,500.00	.00	.00	.00	3,500.00	.00
733 FURNITURE AND FIXTURES	69,500.00	.00	98.00	71,657.63	-2,157.63	103.10
890 MISCELLANEOUS EXPENDITURES	19,800.00	1,725.00	480.00	5,603.15	12,471.85	37.01
001 HIGH SCHOOL	5,601,292.00	28,490.46	451,655.98	4,088,601.79	1,484,199.75	73.50

North Platte Public School District

For 05/01/22 - 05/31/22

Expenditure Summary Report

FJEXS01A

Periods 09 - 09

BOARD REPORT ON 1100 MAJOR PROGRAM

BOARD REPORT

<u>Account No/Description</u>	<u>Adjusted Budget</u>	<u>Y-T-D Encumb</u>	<u>Period Expended</u>	<u>Y-T-D Expended</u>	<u>Available Balance</u>	<u>Percent Used</u>
111 TEACHERS/PROFESSIONALS	2,029,570.00	.00	162,859.41	1,505,885.52	523,684.48	74.20
112 PARAPROFESSIONALS	18,019.00	.00	1,610.28	14,460.23	3,558.77	80.25
123 SUBSTITUTE TEACHERS	45,000.00	.00	8,417.50	53,523.50	-8,523.50	118.94
151 INCENTIVE PROFESSIONAL STAFF	13,520.00	.00	737.93	8,904.12	4,615.88	65.86
211 HEALTH CARE PROFESSIONAL	318,369.00	.00	28,400.50	255,705.32	62,663.68	80.32
212 HEALTH CARE PARAPROFESSIONALS	7,273.00	.00	654.14	5,871.46	1,401.54	80.73
213 HEALTH CARE-PROFESSIONAL NON CERTIFIED	.00	.00	242.97	2,229.10	-2,229.10	.00
221 FICA PROFESSIONAL	166,593.00	.00	12,765.16	118,120.94	48,472.06	70.90
222 FICA PARAPROFESSIONAL	1,378.00	.00	123.19	1,106.23	271.77	80.28
223 FICA SUBSTITUTES	8,060.00	.00	642.45	4,072.35	3,987.65	50.53
231 RETIREMENT PROFESSIONAL	215,170.00	.00	15,985.17	149,203.22	65,966.78	69.34
232 RETIREMENT PARAPROFESSIONALS	1,780.00	.00	159.06	1,428.35	351.65	80.24
233 RETIREMENT SUBS	.00	.00	166.70	1,426.69	-1,426.69	.00
281 HEALTH BENEFITS FOR TEACHERS	66,000.00	.00	5,416.70	48,750.30	17,249.70	73.86
333 MILEAGE STAFF	800.00	.00	.00	277.76	522.24	34.72
340 OTHER PROFESSIONAL SERVICES	1,000.00	-2,048.98	.00	2,048.98	1,000.00	.00
580 TRAVEL:MEAL,HOTEL,RENTAL	1,000.00	.00	10.81	1,097.85	-97.85	109.79
610 GENERAL SUPPLIES	58,833.00	14,102.10	4,353.02	19,527.13	25,203.77	57.16
612 COPY COST	24,500.00	.00	26.77	18,058.91	6,441.09	73.71
625 CONSUMABLES	.00	.00	1,476.40	1,476.40	-1,476.40	.00
733 FURNITURE AND FIXTURES	10,000.00	2,200.98	110.91	1,417.37	6,381.65	36.18
890 MISCELLANEOUS EXPENDITURES	3,200.00	840.00	.00	1,881.24	478.76	85.04
002 ADAMS MIDDLE SCHOOL	2,990,065.00	15,094.10	244,159.07	2,216,472.97	758,497.93	74.63

For 05/01/22 - 05/31/22

Expenditure Summary Report

FJEXS01A

Periods 09 - 09

BOARD REPORT ON 1100 MAJOR PROGRAM

BOARD REPORT

<u>Account No/Description</u>	<u>Adjusted Budget</u>	<u>Y-T-D Encumb</u>	<u>Period Expended</u>	<u>Y-T-D Expended</u>	<u>Available Balance</u>	<u>Percent Used</u>
112 PARAPROFESSIONALS	46,006.00	.00	.00	6,163.85	39,842.15	13.40
123 SUBSTITUTE TEACHERS	3,000.00	.00	130.00	1,520.00	1,480.00	50.67
212 HEALTH CARE PARAPROFESSIONALS	4,364.00	.00	.00	1,962.41	2,401.59	44.97
213 HEALTH CARE-PROFESSIONAL NON CERTIFIED	.00	.00	.00	14.80	-14.80	.00
222 FICA PARAPROFESSIONAL	3,519.00	.00	.00	443.72	3,075.28	12.61
223 FICA SUBSTITUTES	.00	.00	9.95	116.17	-116.17	.00
232 RETIREMENT PARAPROFESSIONALS	4,545.00	.00	.00	608.87	3,936.13	13.40
233 RETIREMENT SUBS	.00	.00	.00	8.89	-8.89	.00
610 GENERAL SUPPLIES	13,000.00	.00	294.93	4,822.89	8,177.11	37.10
612 COPY COST	.00	.00	.00	1,253.40	-1,253.40	.00
625 CONSUMABLES	.00	518.00	.00	.00	-518.00	.00
733 FURNITURE AND FIXTURES	.00	1,054.64	.00	2,775.92	-3,830.56	.00
890 MISCELLANEOUS EXPENDITURES	.00	448.00	350.30	2,122.17	-2,570.17	.00
003 BUFFALO ELEMENTARY	74,434.00	2,020.64	785.18	21,813.09	50,600.27	32.02

North Platte Public School District

For 05/01/22 - 05/31/22

Expenditure Summary Report

FJEXS01A

Periods 09 - 09

BOARD REPORT ON 1100 MAJOR PROGRAM

BOARD REPORT

<u>Account No/Description</u>	<u>Adjusted Budget</u>	<u>Y-T-D Encumb</u>	<u>Period Expended</u>	<u>Y-T-D Expended</u>	<u>Available Balance</u>	<u>Percent Used</u>
111 TEACHERS/PROFESSIONALS	977,471.00	.00	91,349.33	827,905.14	149,565.86	84.70
112 PARAPROFESSIONALS	15,741.00	.00	1,315.24	13,484.47	2,256.53	85.66
123 SUBSTITUTE TEACHERS	17,000.00	.00	8,425.00	32,852.50	-15,852.50	193.25
151 INCENTIVE PROFESSIONAL STAFF	.00	.00	.00	1,051.20	-1,051.20	.00
211 HEALTH CARE PROFESSIONAL	158,319.00	.00	14,551.16	130,010.88	28,308.12	82.12
212 HEALTH CARE PARAPROFESSIONALS	.00	.00	.00	577.85	-577.85	.00
213 HEALTH CARE-PROFESSIONAL NON CERTIFIED	.00	.00	10.25	187.64	-187.64	.00
221 FICA PROFESSIONAL	79,307.00	.00	7,093.05	64,316.49	14,990.51	81.10
222 FICA PARAPROFESSIONAL	1,204.00	.00	99.89	1,024.45	179.55	85.09
223 FICA SUBSTITUTES	3,500.00	.00	644.41	2,481.78	1,018.22	70.91
231 RETIREMENT PROFESSIONAL	102,430.00	.00	9,023.25	81,828.77	20,601.23	79.89
232 RETIREMENT PARAPROFESSIONALS	1,555.00	.00	129.92	1,331.96	223.04	85.66
233 RETIREMENT SUBS	.00	.00	14.81	156.80	-156.80	.00
281 HEALTH BENEFITS FOR TEACHERS	41,400.00	.00	3,250.02	28,708.51	12,691.49	69.34
340 OTHER PROFESSIONAL SERVICES	400.00	-3,437.00	.00	3,437.00	400.00	.00
580 TRAVEL:MEAL,HOTEL,RENTAL	3,000.00	.00	.00	12.04	2,987.96	.40
610 GENERAL SUPPLIES	28,561.00	15,285.68	600.00	5,363.38	7,911.94	72.30
612 COPY COST	11,000.00	.00	.00	8,784.74	2,215.26	79.86
640 BOOKS/PERIODICALS	.00	.00	.00	160.24	-160.24	.00
733 FURNITURE AND FIXTURES	17,773.00	.00	.00	175.70	17,597.30	.99
734 TECHNOLOGY HARDWARE	7,497.00	.00	.00	.00	7,497.00	.00
890 MISCELLANEOUS EXPENDITURES	3,500.00	.00	75.00	1,868.28	1,631.72	53.38
004 MADISON MIDDLE SCHOOL	1,469,658.00	11,848.68	136,581.33	1,205,719.82	252,089.50	82.85

North Platte Public School District

For 05/01/22 - 05/31/22

Expenditure Summary Report

FJEXS01A

Periods 09 - 09

BOARD REPORT ON 1100 MAJOR PROGRAM

BOARD REPORT

<u>Account No/Description</u>	<u>Adjusted Budget</u>	<u>Y-T-D Encumb</u>	<u>Period Expended</u>	<u>Y-T-D Expended</u>	<u>Available Balance</u>	<u>Percent Used</u>
111 TEACHERS/PROFESSIONALS	504,152.00	.00	41,387.48	381,035.28	123,116.72	75.58
112 PARAPROFESSIONALS	23,893.00	.00	1,935.94	13,230.66	10,662.34	55.37
123 SUBSTITUTE TEACHERS	26,000.00	.00	805.00	19,517.50	6,482.50	75.07
151 INCENTIVE PROFESSIONAL STAFF	.00	.00	.00	224.75	-224.75	.00
211 HEALTH CARE PROFESSIONAL	102,673.00	.00	8,200.94	74,661.36	28,011.64	72.72
212 HEALTH CARE PARAPROFESSIONALS	.00	.00	327.07	1,308.27	-1,308.27	.00
213 HEALTH CARE-PROFESSIONAL NON CERTIFIED	.00	.00	8.86	499.04	-499.04	.00
221 FICA PROFESSIONAL	41,961.00	.00	3,232.70	29,765.80	12,195.20	70.94
222 FICA PARAPROFESSIONAL	1,827.00	.00	140.60	992.10	834.90	54.30
223 FICA SUBSTITUTES	3,388.00	.00	61.55	1,490.12	1,897.88	43.98
231 RETIREMENT PROFESSIONAL	54,200.00	.00	4,088.17	37,621.67	16,578.33	69.41
232 RETIREMENT PARAPROFESSIONALS	2,360.00	.00	191.23	1,306.91	1,053.09	55.38
233 RETIREMENT SUBS	.00	.00	2.47	350.57	-350.57	.00
281 HEALTH BENEFITS FOR TEACHERS	19,500.00	.00	1,625.01	14,625.09	4,874.91	75.00
580 TRAVEL:MEAL,HOTEL,RENTAL	500.00	150.00	416.17	441.96	-91.96	118.39
610 GENERAL SUPPLIES	10,040.00	1,628.66	1,049.62	3,582.19	4,829.15	51.90
612 COPY COST	10,000.00	518.00	1,053.26	8,676.11	805.89	91.94
625 CONSUMABLES	3,178.00	.00	.00	1,210.84	1,967.16	38.10
733 FURNITURE AND FIXTURES	2,000.00	.00	.00	.00	2,000.00	.00
890 MISCELLANEOUS EXPENDITURES	1,000.00	.00	100.00	919.30	80.70	91.93
005 CODY ELEMENTARY	806,672.00	2,296.66	64,626.07	591,459.52	212,915.82	73.61

North Platte Public School District

For 05/01/22 - 05/31/22

Expenditure Summary Report

FJEXS01A

Periods 09 - 09

BOARD REPORT ON 1100 MAJOR PROGRAM

BOARD REPORT

<u>Account No/Description</u>	<u>Adjusted Budget</u>	<u>Y-T-D Encumb</u>	<u>Period Expended</u>	<u>Y-T-D Expended</u>	<u>Available Balance</u>	<u>Percent Used</u>
111 TEACHERS/PROFESSIONALS	721,824.00	.00	51,910.81	467,197.29	254,626.71	64.72
112 PARAPROFESSIONALS	24,216.00	.00	648.14	8,752.85	15,463.15	36.14
123 SUBSTITUTE TEACHERS	20,000.00	.00	2,277.50	12,830.00	7,170.00	64.15
151 INCENTIVE PROFESSIONAL STAFF	.00	.00	641.67	6,413.03	-6,413.03	.00
211 HEALTH CARE PROFESSIONAL	126,202.00	.00	10,464.35	94,677.25	31,524.75	75.02
213 HEALTH CARE-PROFESSIONAL NON CERTIFIED	.00	.00	120.07	375.97	-375.97	.00
221 FICA PROFESSIONAL	58,888.00	.00	4,047.75	36,475.55	22,412.45	61.94
222 FICA PARAPROFESSIONAL	1,852.00	.00	49.59	665.55	1,186.45	35.94
223 FICA SUBSTITUTES	3,060.00	.00	173.47	963.89	2,096.11	31.50
231 RETIREMENT PROFESSIONAL	76,058.00	.00	5,191.00	46,782.17	29,275.83	61.51
232 RETIREMENT PARAPROFESSIONALS	2,392.00	.00	64.02	864.58	1,527.42	36.14
233 RETIREMENT SUBS	.00	.00	58.04	200.49	-200.49	.00
281 HEALTH BENEFITS FOR TEACHERS	19,500.00	.00	1,625.01	14,625.09	4,874.91	75.00
580 TRAVEL:MEAL,HOTEL,RENTAL	500.00	322.00	604.37	616.53	-438.53	187.71
610 GENERAL SUPPLIES	20,727.00	4,036.60	1,751.62	6,471.26	10,219.14	50.70
612 COPY COST	9,000.00	.00	.00	5,304.77	3,695.23	58.94
625 CONSUMABLES	6,000.00	.00	.00	7,626.12	-1,626.12	127.10
733 FURNITURE AND FIXTURES	.00	.00	.00	6,145.56	-6,145.56	.00
890 MISCELLANEOUS EXPENDITURES	200.00	.00	146.74	683.49	-483.49	**
006 JEFFERSON ELEMENTARY	1,090,419.00	4,358.60	79,774.15	717,671.44	368,388.96	66.22

North Platte Public School District

For 05/01/22 - 05/31/22

Expenditure Summary Report

FJEXS01A

Periods 09 - 09

BOARD REPORT ON 1100 MAJOR PROGRAM

BOARD REPORT

<u>Account No/Description</u>	<u>Adjusted Budget</u>	<u>Y-T-D Encumb</u>	<u>Period Expended</u>	<u>Y-T-D Expended</u>	<u>Available Balance</u>	<u>Percent Used</u>
111 TEACHERS/PROFESSIONALS	942,866.00	.00	67,342.89	645,914.11	296,951.89	68.51
112 PARAPROFESSIONALS	49,775.00	.00	1,978.31	18,193.45	31,581.55	36.55
123 SUBSTITUTE TEACHERS	24,000.00	.00	7,357.50	28,500.00	-4,500.00	118.75
151 INCENTIVE PROFESSIONAL STAFF	.00	.00	.00	2,859.75	-2,859.75	.00
211 HEALTH CARE PROFESSIONAL	229,203.00	.00	12,986.23	124,346.71	104,856.29	54.25
212 HEALTH CARE PARAPROFESSIONALS	.00	.00	.00	1,308.28	-1,308.28	.00
213 HEALTH CARE-PROFESSIONAL NON CERTIFIED	.00	.00	.00	382.07	-382.07	.00
221 FICA PROFESSIONAL	78,737.00	.00	5,233.74	50,357.75	28,379.25	63.96
222 FICA PARAPROFESSIONAL	3,806.00	.00	151.36	1,391.82	2,414.18	36.57
223 FICA SUBSTITUTES	4,060.00	.00	562.85	2,158.12	1,901.88	53.16
231 RETIREMENT PROFESSIONAL	101,698.00	.00	6,652.00	64,046.02	37,651.98	62.98
232 RETIREMENT PARAPROFESSIONALS	4,917.00	.00	195.41	1,797.11	3,119.89	36.55
233 RETIREMENT SUBS	.00	.00	1.23	160.49	-160.49	.00
281 HEALTH BENEFITS FOR TEACHERS	32,400.00	.00	2,166.68	20,041.79	12,358.21	61.86
340 OTHER PROFESSIONAL SERVICES	.00	.00	.00	234.83	-234.83	.00
580 TRAVEL:MEAL,HOTEL,RENTAL	500.00	150.00	558.71	582.27	-232.27	146.45
610 GENERAL SUPPLIES	17,000.00	3,041.83	380.58	3,671.02	10,287.15	39.49
612 COPY COST	8,400.00	.00	.00	3,707.67	4,692.33	44.14
625 CONSUMABLES	4,500.00	.00	.00	.00	4,500.00	.00
733 FURNITURE AND FIXTURES	2,000.00	.00	.00	1,874.40	125.60	93.72
890 MISCELLANEOUS EXPENDITURES	3,000.00	.00	95.57	2,540.25	459.75	84.68
007 LINCOLN ELEMENTARY	1,506,862.00	3,191.83	105,663.06	974,067.91	529,602.26	64.85

North Platte Public School District

For 05/01/22 - 05/31/22

Expenditure Summary Report

FJEXS01A

Periods 09 - 09

BOARD REPORT ON 1100 MAJOR PROGRAM

BOARD REPORT

<u>Account No/Description</u>	<u>Adjusted Budget</u>	<u>Y-T-D Encumb</u>	<u>Period Expended</u>	<u>Y-T-D Expended</u>	<u>Available Balance</u>	<u>Percent Used</u>
111 TEACHERS/PROFESSIONALS	734,963.00	.00	51,557.89	471,876.57	263,086.43	64.20
112 PARAPROFESSIONALS	14,544.00	.00	.00	7,259.75	7,284.25	49.92
123 SUBSTITUTE TEACHERS	20,000.00	.00	1,270.00	12,412.50	7,587.50	62.06
151 INCENTIVE PROFESSIONAL STAFF	.00	.00	.00	449.50	-449.50	.00
211 HEALTH CARE PROFESSIONAL	108,973.00	.00	9,070.71	82,110.55	26,862.45	75.35
212 HEALTH CARE PARAPROFESSIONALS	7,273.00	.00	.00	3,887.45	3,385.55	53.45
213 HEALTH CARE-PROFESSIONAL NON CERTIFIED	.00	.00	20.71	51.97	-51.97	.00
221 FICA PROFESSIONAL	60,389.00	.00	4,024.51	36,892.03	23,496.97	61.09
222 FICA PARAPROFESSIONAL	1,113.00	.00	.00	532.01	580.99	47.80
223 FICA SUBSTITUTES	3,060.00	.00	97.08	709.84	2,350.16	23.20
231 RETIREMENT PROFESSIONAL	77,999.00	.00	5,092.80	46,655.45	31,343.55	59.82
232 RETIREMENT PARAPROFESSIONALS	1,437.00	.00	.00	717.11	719.89	49.90
233 RETIREMENT SUBS	.00	.00	9.85	30.77	-30.77	.00
281 HEALTH BENEFITS FOR TEACHERS	26,000.00	.00	2,166.68	20,041.79	5,958.21	77.08
580 TRAVEL:MEAL,HOTEL,RENTAL	.00	318.00	511.10	525.47	-843.47	.00
610 GENERAL SUPPLIES	10,365.00	1,097.55	2,033.02	7,384.78	1,882.67	81.84
612 COPY COST	11,000.00	892.29	548.55	9,145.21	962.50	91.25
625 CONSUMABLES	4,000.00	.00	.00	1,625.30	2,374.70	40.63
733 FURNITURE AND FIXTURES	100.00	.00	.00	.00	100.00	.00
890 MISCELLANEOUS EXPENDITURES	1,400.00	.00	.00	294.74	1,105.26	21.05
009 WASHINGTON ELEMENTARY	1,082,616.00	2,307.84	76,402.90	702,602.79	377,705.37	65.11

North Platte Public School District

For 05/01/22 - 05/31/22

Expenditure Summary Report

FJEXS01A

Periods 09 - 09

BOARD REPORT ON 1100 MAJOR PROGRAM

BOARD REPORT

<u>Account No/Description</u>	<u>Adjusted Budget</u>	<u>Y-T-D Encumb</u>	<u>Period Expended</u>	<u>Y-T-D Expended</u>	<u>Available Balance</u>	<u>Percent Used</u>
111 TEACHERS/PROFESSIONALS	632,723.00	.00	51,140.81	492,773.93	139,949.07	77.88
112 PARAPROFESSIONALS	46,347.00	.00	4,982.17	38,165.33	8,181.67	82.35
123 SUBSTITUTE TEACHERS	10,000.00	.00	4,330.00	14,352.50	-4,352.50	143.53
151 INCENTIVE PROFESSIONAL STAFF	.00	.00	.00	385.00	-385.00	.00
211 HEALTH CARE PROFESSIONAL	160,536.00	.00	12,853.66	120,286.27	40,249.73	74.93
212 HEALTH CARE PARAPROFESSIONALS	9,700.00	.00	1,115.68	8,313.89	1,386.11	85.71
213 HEALTH CARE-PROFESSIONAL NON CERTIFIED	.00	.00	109.81	550.92	-550.92	.00
221 FICA PROFESSIONAL	51,283.00	.00	3,856.13	37,202.59	14,080.41	72.54
222 FICA PARAPROFESSIONAL	3,546.00	.00	362.42	2,770.38	775.62	78.13
223 FICA SUBSTITUTES	3,060.00	.00	331.07	1,096.76	1,963.24	35.84
231 RETIREMENT PROFESSIONAL	66,234.00	.00	5,051.56	48,713.09	17,520.91	73.55
232 RETIREMENT PARAPROFESSIONALS	4,578.00	.00	492.14	3,769.91	808.09	82.35
233 RETIREMENT SUBS	.00	.00	29.64	150.87	-150.87	.00
281 HEALTH BENEFITS FOR TEACHERS	6,250.00	.00	541.67	4,875.03	1,374.97	78.00
340 OTHER PROFESSIONAL SERVICES	700.00	.00	.00	.00	700.00	.00
580 TRAVEL:MEAL,HOTEL,RENTAL	.00	322.00	563.98	579.62	-901.62	.00
610 GENERAL SUPPLIES	10,953.00	362.50	338.87	5,076.34	5,514.16	49.66
612 COPY COST	5,000.00	574.02	.00	1,377.01	3,048.97	39.02
625 CONSUMABLES	3,248.00	.00	.00	.00	3,248.00	.00
733 FURNITURE AND FIXTURES	7,000.00	.00	.00	4,364.52	2,635.48	62.35
890 MISCELLANEOUS EXPENDITURES	2,000.00	.00	.00	1,251.08	748.92	62.55
010 MCDONALD ELEMENTARY	1,023,158.00	1,258.52	86,099.61	786,055.04	235,844.44	76.95

North Platte Public School District

For 05/01/22 - 05/31/22

Expenditure Summary Report

FJEXS01A

Periods 09 - 09

BOARD REPORT ON 1100 MAJOR PROGRAM

BOARD REPORT

<u>Account No/Description</u>	<u>Adjusted Budget</u>	<u>Y-T-D Encumb</u>	<u>Period Expended</u>	<u>Y-T-D Expended</u>	<u>Available Balance</u>	<u>Percent Used</u>
111 TEACHERS/PROFESSIONALS	587,235.00	.00	46,474.87	434,978.20	152,256.80	74.07
112 PARAPROFESSIONALS	29,063.00	.00	3,541.29	28,729.26	333.74	98.85
123 SUBSTITUTE TEACHERS	20,000.00	.00	1,957.50	17,125.00	2,875.00	85.63
151 INCENTIVE PROFESSIONAL STAFF	.00	.00	.00	203.00	-203.00	.00
211 HEALTH CARE PROFESSIONAL	73,526.00	.00	6,507.89	57,708.96	15,817.04	78.49
212 HEALTH CARE PARAPROFESSIONALS	4,793.00	.00	322.87	2,916.64	1,876.36	60.85
213 HEALTH CARE-PROFESSIONAL NON CERTIFIED	.00	.00	11.27	263.31	-263.31	.00
221 FICA PROFESSIONAL	49,311.00	.00	3,683.25	34,526.90	14,784.10	70.02
222 FICA PARAPROFESSIONAL	2,223.00	.00	270.53	2,194.53	28.47	98.72
223 FICA SUBSTITUTES	3,060.00	.00	149.22	1,307.59	1,752.41	42.73
231 RETIREMENT PROFESSIONAL	63,690.00	.00	4,590.71	42,369.73	21,320.27	66.52
232 RETIREMENT PARAPROFESSIONALS	2,871.00	.00	349.81	2,837.82	33.18	98.84
233 RETIREMENT SUBS	.00	.00	23.43	121.95	-121.95	.00
281 HEALTH BENEFITS FOR TEACHERS	33,500.00	.00	2,708.35	25,458.49	8,041.51	76.00
580 TRAVEL:MEAL,HOTEL,RENTAL	600.00	310.00	335.72	365.07	-75.07	112.51
610 GENERAL SUPPLIES	7,501.00	4,571.24	33.26	2,647.53	282.23	96.24
612 COPY COST	5,500.00	.00	.00	1,370.46	4,129.54	24.92
625 CONSUMABLES	3,000.00	.00	.00	1,466.11	1,533.89	48.87
733 FURNITURE AND FIXTURES	6,500.00	.00	.00	5,836.60	663.40	89.79
890 MISCELLANEOUS EXPENDITURES	1,250.00	372.57	.00	1,092.82	-215.39	117.23
011 EISENHOWER ELEMENTARY	893,623.00	5,253.81	70,959.97	663,519.97	224,849.22	74.84

North Platte Public School District

For 05/01/22 - 05/31/22

Expenditure Summary Report

FJEXS01A

Periods 09 - 09

BOARD REPORT ON 1100 MAJOR PROGRAM

BOARD REPORT

<u>Account No/Description</u>	<u>Adjusted Budget</u>	<u>Y-T-D Encumb</u>	<u>Period Expended</u>	<u>Y-T-D Expended</u>	<u>Available Balance</u>	<u>Percent Used</u>
111 TEACHERS/PROFESSIONALS	247,370.00	.00	9,701.50	79,189.82	168,180.18	32.01
112 PARAPROFESSIONALS	24,318.00	.00	.00	10,290.75	14,027.25	42.32
116 PROFESSIONAL NON-CERTIFIED	99,809.00	.00	8,317.42	74,856.78	24,952.22	75.00
123 SUBSTITUTE TEACHERS	.00	.00	.00	1,170.00	-1,170.00	.00
151 INCENTIVE PROFESSIONAL STAFF	.00	.00	.00	4,000.00	-4,000.00	.00
211 HEALTH CARE PROFESSIONAL	10,500.00	.00	1,317.71	10,528.06	-28.06	100.27
212 HEALTH CARE PARAPROFESSIONALS	7,273.00	.00	.00	4,066.59	3,206.41	55.91
221 FICA PROFESSIONAL	4,507.00	.00	731.54	6,266.99	-1,759.99	139.05
222 FICA PARAPROFESSIONAL	1,861.00	.00	.00	787.23	1,073.77	42.30
223 FICA SUBSTITUTES	.00	.00	.00	89.53	-89.53	.00
226 FICA NC PROFESSIONAL	7,635.00	.00	636.11	5,724.99	1,910.01	74.98
231 RETIREMENT PROFESSIONAL	5,440.00	.00	958.30	8,217.38	-2,777.38	151.05
232 RETIREMENT PARAPROFESSIONALS	2,402.00	.00	.00	1,016.53	1,385.47	42.32
236 RETIREMENT NC PROFESSIONAL	9,859.00	.00	821.58	7,394.22	2,464.78	75.00
281 HEALTH BENEFITS FOR TEACHERS	.00	.00	.00	.00	.00	.00
333 MILEAGE STAFF	.00	.00	385.09	432.30	-432.30	.00
340 OTHER PROFESSIONAL SERVICES	90,000.00	.00	63,152.48	176,427.42	-86,427.42	196.03
440 RENTALS; BUILDING, LAND, VEHICLES	.00	.00	.00	2,936.50	-2,936.50	.00
442 RENTALS	25,000.00	.00	.00	.00	25,000.00	.00
580 TRAVEL:MEAL,HOTEL,RENTAL	.00	2,850.00	903.64	3,903.64	-6,753.64	.00
610 GENERAL SUPPLIES	.00	.00	.00	7,843.75	-7,843.75	.00
630 FOOD:FOOD SERVICES	50,000.00	.00	309.38	9,895.16	40,104.84	19.79
733 FURNITURE AND FIXTURES	.00	.00	2,395.00	22,113.69	-22,113.69	.00
810 DUES AND FEES	.00	.00	.00	23,000.00	-23,000.00	.00
890 MISCELLANEOUS EXPENDITURES	27,000.00	.00	63.24	1,171.38	25,828.62	4.34
012 POVERTY	612,974.00	2,850.00	89,692.99	461,322.71	148,801.29	75.72

North Platte Public School District

For 05/01/22 - 05/31/22

Expenditure Summary Report

FJEXS01A

Periods 09 - 09

BOARD REPORT ON 1100 MAJOR PROGRAM

BOARD REPORT

<u>Account No/Description</u>	<u>Adjusted Budget</u>	<u>Y-T-D Encumb</u>	<u>Period Expended</u>	<u>Y-T-D Expended</u>	<u>Available Balance</u>	<u>Percent Used</u>
111 TEACHERS/PROFESSIONALS	53,761.00	.00	4,876.67	43,890.03	9,870.97	81.64
211 HEALTH CARE PROFESSIONAL	20,700.00	.00	1,652.58	15,323.44	5,376.56	74.03
221 FICA PROFESSIONAL	4,701.00	.00	368.35	3,313.91	1,387.09	70.49
231 RETIREMENT PROFESSIONAL	6,071.00	.00	481.71	4,335.39	1,735.61	71.41
281 HEALTH BENEFITS FOR TEACHERS	.00	.00	.00	.00	.00	.00
333 MILEAGE STAFF	350.00	.00	.00	.00	350.00	.00
340 OTHER PROFESSIONAL SERVICES	31,072.92	.00	1,457.38	2,394.88	28,678.04	7.71
352 OTHER TECHNICAL SERVICES	100.00	.00	.00	.00	100.00	.00
382 DISTANCE EDUCATION ONLY	200.00	.00	.00	.00	200.00	.00
580 TRAVEL;MEAL,HOTEL,RENTAL	.00	.00	.00	1,500.00	-1,500.00	.00
610 GENERAL SUPPLIES	6,000.00	.00	.00	.00	6,000.00	.00
733 FURNITURE AND FIXTURS	500.00	.00	.00	61.60	438.40	12.32
013 SPECIAL EDUCATION	123,455.92	.00	8,836.69	70,819.25	52,636.67	57.36

For 05/01/22 - 05/31/22

Expenditure Summary Report

FJEXS01A

Periods 09 - 09

BOARD REPORT ON 1100 MAJOR PROGRAM

BOARD REPORT

<u>Account No/Description</u>	<u>Adjusted Budget</u>	<u>Y-T-D Encumb</u>	<u>Period Expended</u>	<u>Y-T-D Expended</u>	<u>Available Balance</u>	<u>Percent Used</u>
111 TEACHERS/PROFESSIONALS	428,208.00	.00	25,883.42	233,783.26	194,424.74	54.60
112 PARAPROFESSIONALS	49,711.00	.00	4,653.95	34,506.53	15,204.47	69.41
123 SUBSTITUTE TEACHERS	10,000.00	.00	1,585.00	5,593.50	4,406.50	55.94
211 HEALTH CARE PROFESSIONAL	62,696.00	.00	5,416.11	48,189.00	14,507.00	76.86
212 HEALTH CARE PARAPROFESSIONALS	7,273.00	.00	709.26	3,129.05	4,143.95	43.02
213 HEALTH CARE-PROFESSIONAL NON CERTIFIED	.00	.00	5.03	96.41	-96.41	.00
221 FICA PROFESSIONAL	34,391.00	.00	2,019.18	18,238.07	16,152.93	53.03
222 FICA PARAPROFESSIONAL	3,803.00	.00	345.62	2,546.11	1,256.89	66.95
223 FICA SUBSTITUTES	1,500.00	.00	121.26	427.71	1,072.29	28.51
231 RETIREMENT PROFESSIONAL	44,414.00	.00	2,556.70	23,092.53	21,321.47	51.99
232 RETIREMENT PARAPROFESSIONALS	4,911.00	.00	459.71	3,408.48	1,502.52	69.41
233 RETIREMENT SUBS	.00	.00	2.47	58.13	-58.13	.00
281 HEALTH BENEFITS FOR TEACHERS	13,000.00	.00	1,083.34	9,750.06	3,249.94	75.00
016 LAKE BOND ISSUE	659,907.00	.00	44,841.05	382,818.84	277,088.16	58.01

North Platte Public School District

For 05/01/22 - 05/31/22

Expenditure Summary Report

FJEXS01A

Periods 09 - 09

BOARD REPORT ON 1100 MAJOR PROGRAM

BOARD REPORT

<u>Account No/Description</u>	<u>Adjusted Budget</u>	<u>Y-T-D Encumb</u>	<u>Period Expended</u>	<u>Y-T-D Expended</u>	<u>Available Balance</u>	<u>Percent Used</u>
110 CLERICAL_BUSDRIVERS	35,078.00	.00	4,453.06	39,736.73	-4,658.73	113.28
150 STIPDENT NON-INSTRUCTION	.00	.00	.00	4,620.00	-4,620.00	.00
151 INCENTIVE PROFESSIONAL STAFF	660,875.00	.00	65,308.71	557,332.86	103,542.14	84.33
210 HEALTH CARE NON-INSTRUCTIONAL	7,488.00	.00	786.88	6,886.55	601.45	91.97
211 HEALTH CARE PROFESSIONAL	36,898.00	.00	8,734.38	67,810.12	-30,912.12	183.78
220 FICA NON INSTRUCTIONAL	2,684.00	.00	339.16	3,380.74	-696.74	125.96
221 FICA PROFESSIONAL	35,033.00	.00	4,941.67	42,160.26	-7,127.26	120.34
230 RETIREMENT NON INSTRUCTIONAL	3,465.00	.00	377.42	3,860.30	-395.30	111.41
231 RETIREMENT PROFESSIONAL	45,269.00	.00	5,701.09	49,186.62	-3,917.62	108.65
290 LONG TERM DISABILITY	.00	.00	11.69	105.21	-105.21	.00
022 ATHLETIC ADMINISTRATION	826,790.00	.00	90,654.06	775,079.39	51,710.61	93.75

North Platte Public School District

For 05/01/22 - 05/31/22

Expenditure Summary Report

FJEXS01A

Periods 09 - 09

BOARD REPORT ON 1100 MAJOR PROGRAM

BOARD REPORT

<u>Account No/Description</u>	<u>Adjusted Budget</u>	<u>Y-T-D Encumb</u>	<u>Period Expended</u>	<u>Y-T-D Expended</u>	<u>Available Balance</u>	<u>Percent Used</u>
111 TEACHERS/PROFESSIONALS	103,386.00	.00	9,980.95	80,306.34	23,079.66	77.68
112 PARAPROFESSIONALS	36,912.00	.00	5,745.78	39,827.88	-2,915.88	107.90
123 SUBSTITUTE TEACHERS	.00	.00	65.00	1,755.00	-1,755.00	.00
151 INCENTIVE PROFESSIONAL STAFF	.00	.00	551.00	928.00	-928.00	.00
211 HEALTH CARE PROFESSIONAL	15,587.00	.00	2,425.54	16,080.91	-493.91	103.17
212 HEALTH CARE PARAPROFESSIONALS	14,546.00	.00	673.24	4,068.80	10,477.20	27.97
221 FICA PROFESSIONAL	8,091.00	.00	799.67	6,175.82	1,915.18	76.33
222 FICA PARAPROFESSIONAL	2,825.00	.00	439.52	3,046.00	-221.00	107.82
223 FICA SUBSTITUTES	.00	.00	4.97	134.24	-134.24	.00
231 RETIREMENT PROFESSIONAL	10,450.00	.00	997.36	7,981.22	2,468.78	76.38
232 RETIREMENT PARAPROFESSIONALS	3,646.00	.00	541.43	3,716.51	-70.51	101.93
281 HEALTH BENEFITS FOR TEACHERS	.00	.00	.00	.00	.00	.00
333 MILEAGE STAFF	1,000.00	.00	57.14	691.25	308.75	69.13
340 OTHER PROFESSIONAL SERVICES	1,000.00	.00	.00	351.64	648.36	35.16
580 TRAVEL:MEAL,HOTEL,RENTAL	1,000.00	.00	.00	367.13	632.87	36.71
610 GENERAL SUPPLIES	2,000.00	2,669.00	3,009.81	4,353.90	-5,022.90	**
024 ESL	200,443.00	2,669.00	25,291.41	169,784.64	27,989.36	86.04

North Platte Public School District

For 05/01/22 - 05/31/22

Expenditure Summary Report

FJEXS01A

Periods 09 - 09

BOARD REPORT ON 1100 MAJOR PROGRAM

BOARD REPORT

<u>Account No/Description</u>	<u>Adjusted Budget</u>	<u>Y-T-D Encumb</u>	<u>Period Expended</u>	<u>Y-T-D Expended</u>	<u>Available Balance</u>	<u>Percent Used</u>
116 PROFESSIONAL NON-CERTIFIED	47,858.00	.00	4,010.42	35,833.64	12,024.36	74.87
226 FICA NC PROFESSIONAL	3,662.00	.00	306.48	2,738.48	923.52	74.78
236 RETIREMENT NC PROFESSIONAL	4,728.00	.00	396.14	3,539.57	1,188.43	74.86
026 HEALTH SERVICES	56,248.00	.00	4,713.04	42,111.69	14,136.31	74.87

Run Date 06/07/22 09:54 AM

North Platte Public School District

Page No 18

For 05/01/22 - 05/31/22

Expenditure Summary Report

FJEXS01A

Periods 09 - 09

BOARD REPORT ON 1100 MAJOR PROGRAM

BOARD REPORT

<u>Account No/Description</u>	<u>Adjusted Budget</u>	<u>Y-T-D Encumb</u>	<u>Period Expended</u>	<u>Y-T-D Expended</u>	<u>Available Balance</u>	<u>Percent Used</u>
610 GENERAL SUPPLIES	22,624.00	584.97	416.77	20,626.58	1,412.45	93.76
027 MUSIC REPLACEMENT FUND	22,624.00	584.97	416.77	20,626.58	1,412.45	93.76

North Platte Public School District

For 05/01/22 - 05/31/22

Expenditure Summary Report

FJEXS01A

Periods 09 - 09

BOARD REPORT ON 1100 MAJOR PROGRAM

BOARD REPORT

<u>Account No/Description</u>	<u>Adjusted Budget</u>	<u>Y-T-D Encumb</u>	<u>Period Expended</u>	<u>Y-T-D Expended</u>	<u>Available Balance</u>	<u>Percent Used</u>
111 TEACHERS/PROFESSIONALS	225,000.00	.00	.00	.00	225,000.00	.00
032 EXECUTIVE DIRECTOR OF FINANCE	225,000.00	.00	.00	.00	225,000.00	.00

North Platte Public School District

For 05/01/22 - 05/31/22

Expenditure Summary Report

FJEXS01A

Periods 09 - 09

BOARD REPORT ON 1100 MAJOR PROGRAM

BOARD REPORT

<u>Account No/Description</u>	<u>Adjusted Budget</u>	<u>Y-T-D Encumb</u>	<u>Period Expended</u>	<u>Y-T-D Expended</u>	<u>Available Balance</u>	<u>Percent Used</u>
111 TEACHERS/PROFESSIONALS	320,843.00	.00	29,577.18	252,295.09	68,547.91	78.64
112 PARAPROFESSIONALS	91,130.00	.00	11,536.41	101,085.96	-9,955.96	110.93
123 SUBSTITUTE TEACHERS	.00	.00	.00	1,430.00	-1,430.00	.00
151 INCENTIVE PROFESSIONAL STAFF	.00	.00	.00	232.00	-232.00	.00
211 HEALTH CARE PROFESSIONAL	38,616.00	.00	3,071.91	27,639.16	10,976.84	71.57
212 HEALTH CARE PARAPROFESSIONALS	10,350.00	.00	1,611.36	19,321.80	-8,971.80	186.68
221 FICA PROFESSIONAL	24,623.00	.00	2,314.03	19,661.16	4,961.84	79.85
222 FICA PARAPROFESSIONAL	5,125.00	.00	875.98	7,681.66	-2,556.66	149.89
223 FICA SUBSTITUTES	.00	.00	.00	109.41	-109.41	.00
231 RETIREMENT PROFESSIONAL	31,907.00	.00	2,921.57	24,921.21	6,985.79	78.11
232 RETIREMENT PARAPROFESSIONALS	3,969.00	.00	1,139.53	9,981.71	-6,012.71	**
233 RETIREMENT SUBS	.00	.00	.00	35.75	-35.75	.00
281 HEALTH BENEFITS FOR TEACHERS	16,000.00	.00	1,083.34	8,125.05	7,874.95	50.78
333 MILEAGE STAFF	.00	.00	222.37	856.32	-856.32	.00
580 TRAVEL:MEAL,HOTEL,RENTAL	.00	1,325.00	.00	4,115.72	-5,440.72	.00
610 GENERAL SUPPLIES	18,242.00	.00	1,448.79	11,243.60	6,998.40	61.64
630 FOOD:FOOD SERVICES	.00	.00	.00	2,942.25	-2,942.25	.00
733 FURNITURE AND FIXTURES	.00	.00	.00	805.71	-805.71	.00
890 MISCELLANEOUS EXPENDITURES	.00	.00	28.41	1,137.83	-1,137.83	.00
036 EARLY CHILDHOOD	560,805.00	1,325.00	55,830.88	493,621.39	65,858.61	88.26

North Platte Public School District

For 05/01/22 - 05/31/22

Expenditure Summary Report

FJEXS01A

Periods 09 - 09

BOARD REPORT ON 1100 MAJOR PROGRAM

BOARD REPORT

<u>Account No/Description</u>	<u>Adjusted Budget</u>	<u>Y-T-D Encumb</u>	<u>Period Expended</u>	<u>Y-T-D Expended</u>	<u>Available Balance</u>	<u>Percent Used</u>
111 TEACHERS/PROFESSIONALS	276,324.00	.00	26,755.40	243,570.24	32,753.76	88.15
123 SUBSTITUTE TEACHERS	10,000.00	.00	130.00	780.00	9,220.00	7.80
211 HEALTH CARE PROFESSIONAL	18,914.00	.00	2,795.68	26,730.57	-7,816.57	141.33
221 FICA PROFESSIONAL	22,587.00	.00	2,106.11	19,171.81	3,415.19	84.88
223 FICA SUBSTITUTES	.00	.00	9.95	59.68	-59.68	.00
231 RETIREMENT PROFESSIONAL	29,174.00	.00	2,642.84	24,059.33	5,114.67	82.47
281 HEALTH BENEFITS FOR TEACHERS	14,200.00	.00	1,083.34	9,750.06	4,449.94	68.66
610 GENERAL SUPPLIES	7,104.00	.00	.00	938.85	6,165.15	13.22
041 ELEMENTARY PE	378,303.00	.00	35,523.32	325,060.54	53,242.46	85.93

North Platte Public School District

For 05/01/22 - 05/31/22

Expenditure Summary Report

FJEXS01A

Periods 09 - 09

BOARD REPORT ON 1100 MAJOR PROGRAM

BOARD REPORT

<u>Account No/Description</u>	<u>Adjusted Budget</u>	<u>Y-T-D Encumb</u>	<u>Period Expended</u>	<u>Y-T-D Expended</u>	<u>Available Balance</u>	<u>Percent Used</u>
111 TEACHERS/PROFESSIONALS	273,315.00	.00	23,324.57	209,921.13	63,393.87	76.81
123 SUBSTITUTE TEACHERS	5,000.00	.00	520.00	5,720.00	-720.00	114.40
211 HEALTH CARE PROFESSIONAL	43,488.00	.00	4,650.76	41,783.99	1,704.01	96.08
221 FICA PROFESSIONAL	21,272.00	.00	1,748.21	15,736.34	5,535.66	73.98
223 FICA SUBSTITUTES	.00	.00	39.79	437.71	-437.71	.00
231 RETIREMENT PROFESSIONAL	27,475.00	.00	2,303.95	20,735.56	6,739.44	75.47
233 RETIREMENT SUBS	.00	.00	.00	12.84	-12.84	.00
281 HEALTH BENEFITS FOR TEACHERS	.00	.00	.00	.00	.00	.00
333 MILEAGE STAFF	.00	.00	.00	78.40	-78.40	.00
340 OTHER PROFESSIONAL SERVICES	.00	.00	.00	345.00	-345.00	.00
580 TRAVEL:MEAL,HOTEL,RENTAL	.00	1,276.00	.00	2,601.50	-3,877.50	.00
610 GENERAL SUPPLIES	15,984.00	.00	313.85	10,424.85	5,559.15	65.22
042 ELEMENTARY MUSIC	386,534.00	1,276.00	32,901.13	307,797.32	77,460.68	79.96

North Platte Public School District

For 05/01/22 - 05/31/22

Expenditure Summary Report

FJEXS01A

Periods 09 - 09

BOARD REPORT ON 1100 MAJOR PROGRAM

BOARD REPORT

<u>Account No/Description</u>	<u>Adjusted Budget</u>	<u>Y-T-D Encumb</u>	<u>Period Expended</u>	<u>Y-T-D Expended</u>	<u>Available Balance</u>	<u>Percent Used</u>
111 TEACHERS/PROFESSIONALS	37,595.00	.00	3,104.27	28,354.69	9,240.31	75.42
123 SUBSTITUTE TEACHERS	.00	.00	.00	130.00	-130.00	.00
211 HEALTH CARE PROFESSIONAL	.00	.00	624.40	5,491.01	-5,491.01	.00
221 FICA PROFESSIONAL	2,967.00	.00	236.76	2,162.77	804.23	72.89
223 FICA SUBSTITUTES	.00	.00	.00	9.96	-9.96	.00
231 RETIREMENT PROFESSIONAL	3,833.00	.00	306.63	2,800.80	1,032.20	73.07
281 HEALTH BENEFITS FOR TEACHERS	.00	.00	.00	.00	.00	.00
610 GENERAL SUPPLIES	15,984.00	1,290.87	46.62	4,562.55	10,130.58	36.62
045 ELEMENTARY ART	60,379.00	1,290.87	4,318.68	43,511.78	15,576.35	74.20

North Platte Public School District

For 05/01/22 - 05/31/22

Expenditure Summary Report

FJEXS01A

Periods 09 - 09

BOARD REPORT ON 1100 MAJOR PROGRAM

BOARD REPORT

<u>Account No/Description</u>	<u>Adjusted Budget</u>	<u>Y-T-D Encumb</u>	<u>Period Expended</u>	<u>Y-T-D Expended</u>	<u>Available Balance</u>	<u>Percent Used</u>
580 TRAVEL:MEAL,HOTEL,RENTAL	200.00	56.00	56.00	90.41	53.59	73.21
610 GENERAL SUPPLIES	5,000.00	1,246.21	317.14	2,283.33	1,470.46	70.59
612 COPY COST	6,575.00	.00	.00	609.44	5,965.56	9.27
625 CONSUMABLES	2,464.00	.00	.00	.00	2,464.00	.00
733 FURNITURE AND FIXTURES	6,900.00	32.35	6.32	1,435.28	5,432.37	21.27
734 TECHNOLOGY HARDWARE	.00	.00	.00	27.28	-27.28	.00
890 MISCELLANEOUS EXPENDITURES	300.00	.00	74.98	553.29	-253.29	184.43
054 OSGOOD/LAKE	21,439.00	1,334.56	454.44	4,999.03	15,105.41	29.54

Run Date 06/07/22 09:54 AM

North Platte Public School District

Page No 25

For 05/01/22 - 05/31/22

Expenditure Summary Report

FJEXS01A

Periods 09 - 09

BOARD REPORT ON 1100 MAJOR PROGRAM

BOARD REPORT

<u>Account No/Description</u>	<u>Adjusted Budget</u>	<u>Y-T-D Encumb</u>	<u>Period Expended</u>	<u>Y-T-D Expended</u>	<u>Available Balance</u>	<u>Percent Used</u>
630 FOOD:FOOD SERVICES	15,000.00	.00	.00	.00	15,000.00	.00
112 FOOD-CEP	15,000.00	.00	.00	.00	15,000.00	.00

Run Date 06/07/22 09:54 AM

North Platte Public School District

Page No 26

For 05/01/22 - 05/31/22

Expenditure Summary Report

FJEXS01A

Periods 09 - 09

BOARD REPORT ON 1100 MAJOR PROGRAM

BOARD REPORT

<u>Account No/Description</u>	<u>Adjusted Budget</u>	<u>Y-T-D Encumb</u>	<u>Period Expended</u>	<u>Y-T-D Expended</u>	<u>Available Balance</u>	<u>Percent Used</u>
610 GENERAL SUPPLIES	10,000.00	.00	228.96	7,870.72	2,129.28	78.71
127 MIDDLE SCHOOL INSTRUMENTS	10,000.00	.00	228.96	7,870.72	2,129.28	78.71

Run Date 06/07/22 09:54 AM

North Platte Public School District

Page No 27

For 05/01/22 - 05/31/22

Expenditure Summary Report

FJEXS01A

Periods 09 - 09

BOARD REPORT ON 1100 MAJOR PROGRAM

BOARD REPORT

<u>Account No/Description</u>	<u>Adjusted Budget</u>	<u>Y-T-D Encumb</u>	<u>Period Expended</u>	<u>Y-T-D Expended</u>	<u>Available Balance</u>	<u>Percent Used</u>
630 FOOD:FOOD SERVICES	110,000.00	.00	22,357.54	146,720.84	-36,720.84	133.38
212 FOOD-FFV SNACKS	110,000.00	.00	22,357.54	146,720.84	-36,720.84	133.38

North Platte Public School District

For 05/01/22 - 05/31/22

Expenditure Summary Report

FJEXS01A

Periods 09 - 09

BOARD REPORT ON 1100 MAJOR PROGRAM

BOARD REPORT

<u>Account No/Description</u>	<u>Adjusted Budget</u>	<u>Y-T-D Encumb</u>	<u>Period Expended</u>	<u>Y-T-D Expended</u>	<u>Available Balance</u>	<u>Percent Used</u>
630 FOOD:FOOD SERVICES	80,000.00	.00	.00	.00	80,000.00	.00
412 FOOD-BREAKFAST	80,000.00	.00	.00	.00	80,000.00	.00
1100 REGULAR INSTRUCTION	21,264,319.92	87,451.54	1,745,394.79	15,388,273.44	5,788,594.94	72.78

North Platte Public School District

For 05/01/22 - 05/31/22

Expenditure Summary Report

FJEXS01A

Periods 09 - 09

EXPENDITURE SUMMARY MAJOR PROGRAM

E00003

Account No/Description	Adjusted Budget	Y-T-D Encumb	Period Expended	Y-T-D Expended	Available Balance	Percent Used
21						
2200 STAFF SUPPORT						
110 CLERICAL_BUSDRIVERS	.00	.00	.00	.00	.00	.00
2200 STAFF SUPPORT	.00	.00	.00	.00	.00	.00
01 GENERAL FUND	.00	.00	.00	.00	.00	.00
21	.00	.00	.00	.00	.00	.00
22 FY 2018-2019						
1100 REGULAR INSTRUCTION						
110 CLERICAL_BUSDRIVERS	35,078.00	.00	4,453.06	39,736.73	-4,658.73	113.28
111 TEACHERS/PROFESSIONALS	12,975,099.00	.00	1,012,350.82	9,244,721.07	3,730,377.93	71.25
112 PARAPROFESSIONALS	575,010.00	.00	44,334.35	415,154.27	159,855.73	72.20
114 TECHNOLOGY	.00	.00	.00	.00	.00	.00
116 PROFESSIONAL NON-CERTIFIED	147,667.00	.00	12,327.84	110,690.42	36,976.58	74.96
123 SUBSTITUTE TEACHERS	361,800.00	.00	50,965.00	312,367.00	49,433.00	86.34
150 STIPDENT NON-INSTRUCTION	.00	.00	.00	4,620.00	-4,620.00	.00
151 INCENTIVE PROFESSIONAL STAFF	687,251.00	.00	68,753.10	624,327.92	62,923.08	90.84
156 SALARIES-PROFESSIONAL NON CERTIFIED	.00	.00	.00	.00	.00	.00
210 HEALTH CARE NON-INSTRUCTIONAL	7,488.00	.00	786.88	6,886.55	601.45	91.97
211 HEALTH CARE PROFESSIONAL	2,300,097.00	.00	185,609.64	1,673,500.40	626,596.60	72.76
212 HEALTH CARE PARAPROFESSIONALS	80,118.00	.00	5,413.62	57,192.17	22,925.83	71.38
213 HEALTH CARE-PROFESSIONAL NON CERTIFIED	.00	.00	1,267.99	12,253.79	-12,253.79	.00
216 HEALTH CARE NC PROFESSIONAL	.00	.00	.00	.00	.00	.00
220 FICA NON INSTRUCTIONAL	2,684.00	.00	339.16	3,380.74	-696.74	125.96
221 FICA PROFESSIONAL	1,058,393.00	.00	83,633.44	763,293.23	295,099.77	72.12
222 FICA PARAPROFESSIONAL	42,139.00	.00	3,347.30	31,367.12	10,771.88	74.44
223 FICA SUBSTITUTES	44,498.00	.00	3,888.83	23,510.06	20,987.94	52.83
226 FICA NC PROFESSIONAL	11,297.00	.00	942.59	8,463.47	2,833.53	74.92
230 RETIREMENT NON INSTRUCTIONAL	-26,657.00	.00	377.42	3,860.30	-30,517.30	-14.48
231 RETIREMENT PROFESSIONAL	1,366,751.00	.00	105,713.40	966,701.25	400,049.75	70.73
232 RETIREMENT PARAPROFESSIONALS	45,034.00	.00	3,861.12	36,358.42	8,675.58	80.74
233 RETIREMENT SUBS	.00	.00	780.35	6,694.38	-6,694.38	.00
236 RETIREMENT NC PROFESSIONAL	14,587.00	.00	1,217.72	10,933.79	3,653.21	74.96
237	.00	.00	.00	.00	.00	.00
239	.00	.00	.00	.00	.00	.00
250	.00	.00	.00	.00	.00	.00
251	.00	.00	.00	.00	.00	.00
260 LIFE INSURANCE	.00	.00	.00	.00	.00	.00
281 HEALTH BENEFITS FOR TEACHERS	385,230.00	.00	30,875.19	277,876.71	107,353.29	72.13
286 HEALTH BENEFITS PROFESSIONALS	.00	.00	.00	.00	.00	.00
290 LONG TERM DISABILITY	.00	.00	11.69	105.21	-105.21	.00
332 MILEAGE TO PARENTS	.00	.00	.00	.00	.00	.00
333 MILEAGE STAFF	2,150.00	.00	703.21	2,485.38	-335.38	115.60
340 OTHER PROFESSIONAL SERVICES	133,172.92	-4,897.98	64,800.52	188,866.07	-50,795.17	138.14
352 OTHER TECHNICAL SERVICES	100.00	.00	.00	.00	100.00	.00
382 DISTANCE EDUCATION ONLY	200.00	.00	.00	.00	200.00	.00
440 RENTALS; BUILDING, LAND, VEHICLES	.00	.00	.00	2,936.50	-2,936.50	.00
442 RENTALS	25,000.00	.00	.00	.00	25,000.00	.00
580 TRAVEL:MEAL,HOTEL,RENTAL	9,800.00	7,079.00	5,704.22	19,895.92	-17,174.92	**
610 GENERAL SUPPLIES	376,548.00	76,094.67	23,111.59	145,844.94	154,608.39	58.94
612 COPY COST	126,475.00	1,984.31	1,656.95	58,316.09	66,174.60	47.68

For 05/01/22 - 05/31/22

Expenditure Summary Report

FJEXS01A

Periods 09 - 09

EXPENDITURE SUMMARY MAJOR PROGRAM

E00003

Account No/Description	Adjusted Budget	Y-T-D Encumb	Period Expended	Y-T-D Expended	Available Balance	Percent Used
22 FY 2018-2019						
1100 REGULAR INSTRUCTION						
625 CONSUMABLES	26,390.00	518.00	1,476.40	13,404.77	12,467.23	52.76
630 FOOD:FOOD SERVICES	255,000.00	.00	22,666.92	159,558.25	95,441.75	62.57
640 BOOKS/PERIODICALS	3,500.00	.00	.00	160.24	3,339.76	4.58
733 FURNITURE AND FIXTURES	122,273.00	3,287.97	2,610.23	118,663.98	321.05	99.74
734 TECHNOLOGY HARDWARE	7,497.00	.00	.00	27.28	7,469.72	.36
810 DUES AND FEES	.00	.00	.00	23,000.00	-23,000.00	.00
890 MISCELLANEOUS EXPENDITURES	62,650.00	3,385.57	1,414.24	21,119.02	38,145.41	39.11
1100 REGULAR INSTRUCTION	21,264,319.92	87,451.54	1,745,394.79	15,388,273.44	5,788,594.94	72.78
1200 SPECIAL EDUCATION						
110 CLERICAL BUSDRIVERS	58,151.00	.00	4,912.09	45,200.17	12,950.83	77.73
111 TEACHERS/PROFESSIONALS	1,892,497.00	.00	146,949.72	1,405,895.25	486,601.75	74.29
112 PARAPROFESSIONALS	1,120,451.00	.00	117,554.22	1,026,515.44	93,935.56	91.62
114 TECHNOLOGY	.00	.00	.00	.00	.00	.00
116 PROFESSIONAL NON-CERTIFIED	.00	.00	.00	.00	.00	.00
123 SUBSTITUTE TEACHERS	50,000.00	.00	3,120.00	24,510.00	25,490.00	49.02
151 INCENTIVE PROFESSIONAL STAFF	211,128.00	.00	1,632.29	15,756.54	195,371.46	7.46
210 HEALTH CARE NON-INSTRUCTIONAL	47,488.00	.00	624.40	5,619.60	41,868.40	11.83
211 HEALTH CARE PROFESSIONAL	125,222.00	.00	21,090.89	205,117.37	-79,895.37	163.80
212 HEALTH CARE PARAPROFESSIONALS	189,894.00	.00	21,386.21	187,379.98	2,514.02	98.68
213 HEALTH CARE-PROFESSIONAL NON CERTIFIED	.00	.00	.00	.00	.00	.00
216 HEALTH CARE NC PROFESSIONAL	.00	.00	.00	.00	.00	.00
220 FICA NON INSTRUCTIONAL	15,948.00	.00	357.60	3,294.19	12,653.81	20.66
221 FICA PROFESSIONAL	145,409.00	.00	11,461.45	109,637.30	35,771.70	75.40
222 FICA PARAPROFESSIONAL	85,722.00	.00	8,824.69	77,028.16	8,693.84	89.86
223 FICA SUBSTITUTES	.00	.00	238.76	1,855.40	-1,855.40	.00
226 FICA NC PROFESSIONAL	.00	.00	.00	.00	.00	.00
230 RETIREMENT NON INSTRUCTIONAL	17,744.00	.00	485.21	4,464.78	13,279.22	25.16
231 RETIREMENT PROFESSIONAL	181,704.00	.00	14,676.65	140,063.22	41,640.78	77.08
232 RETIREMENT PARAPROFESSIONALS	110,680.00	.00	11,514.89	100,329.20	10,350.80	90.65
233 RETIREMENT SUBS	.00	.00	.00	12.84	-12.84	.00
236 RETIREMENT NC PROFESSIONAL	.00	.00	.00	.00	.00	.00
237	.00	.00	.00	.00	.00	.00
281 HEALTH BENEFITS FOR TEACHERS	107,500.00	.00	4,333.36	39,541.91	67,958.09	36.78
290 LONG TERM DISABILITY	.00	.00	.00	.00	.00	.00
333 MILEAGE STAFF	11,750.00	.00	512.88	6,264.94	5,485.06	53.32
340 OTHER PROFESSIONAL SERVICES	275,000.00	.00	24,924.82	167,713.42	107,286.58	60.99
352 OTHER TECHNICAL SERVICES	6,425.00	500.00	183.00	3,093.20	2,831.80	55.93
382 DISTANCE EDUCATION ONLY	1,475.00	.00	144.68	2,204.21	-729.21	149.44
410 UTILITY SERVICES (Water/Sewer)	500.00	.00	30.74	426.41	73.59	85.28
531 POSTAGE	950.00	.00	.00	174.00	776.00	18.32
540 ADVERTISING	500.00	.00	.00	.00	500.00	.00
569 TUITION TO OTHER GOVERNMENTS	10,000.00	.00	675.00	5,957.00	4,043.00	59.57
580 TRAVEL:MEAL,HOTEL,RENTAL	7,450.00	.00	226.69	3,674.22	3,775.78	49.32
610 GENERAL SUPPLIES	41,750.00	2,947.41	2,120.37	29,526.19	9,276.40	77.78
612 COPY COST	8,000.00	.00	.00	2,988.54	5,011.46	37.36
621 HEATING FUEL	1,000.00	.00	132.31	1,226.63	-226.63	122.66
622 ENERGY:ELECTRICITY	1,050.00	.00	.00	1,034.11	15.89	98.49
642 AUDIO-VISUAL MATERIALS	.00	.00	.00	.00	.00	.00
643 WEB/CLOUD BASED SOFTWARE	.00	.00	.00	3,760.00	-3,760.00	.00

North Platte Public School District

For 05/01/22 - 05/31/22

Expenditure Summary Report

FJEXS01A

Periods 09 - 09

EXPENDITURE SUMMARY MAJOR PROGRAM

E00003

Account No/Description	Adjusted Budget	Y-T-D Encumb	Period Expended	Y-T-D Expended	Available Balance	Percent Used
22 FY 2018-2019						
1200 SPECIAL EDUCATION						
650 SUPPLIES-TECHNOLOGY RELATED	.00	.00	.00	13,601.66	-13,601.66	.00
733 FURNITURE AND FIXTURES	3,500.00	2,260.00	.00	1,698.07	-458.07	113.09
810 DUES AND FEES	.00	.00	.00	825.00	-825.00	.00
890 MISCELLANEOUS EXPENDITURES	10,000.00	.00	2,257.21	12,243.20	-2,243.20	122.43
1200 SPECIAL EDUCATION	4,738,888.00	5,707.41	400,370.13	3,648,632.15	1,084,548.44	77.11
1300 SUMMER SCHOOL						
112 PARAPROFESSIONALS	.00	.00	.00	.00	.00	.00
151 INCENTIVE PROFESSIONAL STAFF	60,000.00	.00	.00	.00	60,000.00	.00
211 HEALTH CARE PROFESSIONAL	.00	.00	.00	.00	.00	.00
221 FICA PROFESSIONAL	.00	.00	.00	.00	.00	.00
222 FICA PARAPROFESSIONAL	4,590.00	.00	.00	.00	4,590.00	.00
231 RETIREMENT PROFESSIONAL	5,926.00	.00	.00	.00	5,926.00	.00
251	.00	.00	.00	.00	.00	.00
340 OTHER PROFESSIONAL SERVICES	.00	.00	.00	.00	.00	.00
580 TRAVEL:MEAL,HOTEL,RENTAL	.00	.00	.00	.00	.00	.00
610 GENERAL SUPPLIES	3,000.00	677.00	.00	.00	2,323.00	22.57
612 COPY COST	.00	.00	.00	.00	.00	.00
640 BOOKS/PERIODICALS	.00	.00	.00	.00	.00	.00
890 MISCELLANEOUS EXPENDITURES	.00	.00	.00	.00	.00	.00
1300 SUMMER SCHOOL	73,516.00	677.00	.00	.00	72,839.00	.92
2100 PUPIL SUPPORT						
110 CLERICAL_BUSDIVERS	134,909.00	.00	8,129.43	73,786.00	61,123.00	54.69
111 TEACHERS/PROFESSIONALS	942,281.00	.00	78,600.79	728,626.52	213,654.48	77.33
112 PARAPROFESSIONALS	.00	.00	.00	.00	.00	.00
116 PROFESSIONAL NON-CERTIFIED	367,796.00	.00	26,778.92	255,291.53	112,504.47	69.41
123 SUBSTITUTE TEACHERS	10,000.00	.00	2,853.50	16,956.80	-6,956.80	169.57
151 INCENTIVE PROFESSIONAL STAFF	.00	.00	.00	1,623.90	-1,623.90	.00
156 SALARIES-PROFESSIONAL NON CERTIFIED	.00	.00	188.50	7,764.75	-7,764.75	.00
210 HEALTH CARE NON-INSTRUCTIONAL	14,976.00	.00	624.40	5,619.60	9,356.40	37.52
211 HEALTH CARE PROFESSIONAL	78,683.00	.00	7,175.48	65,350.13	13,332.87	83.05
212 HEALTH CARE PARAPROFESSIONALS	.00	.00	.00	.00	.00	.00
213 HEALTH CARE-PROFESSIONAL NON CERTIFIED	.00	.00	.00	.00	.00	.00
216 HEALTH CARE NC PROFESSIONAL	51,065.00	.00	4,765.55	44,508.98	6,556.02	87.16
220 FICA NON INSTRUCTIONAL	10,321.00	.00	621.91	5,644.66	4,676.34	54.69
221 FICA PROFESSIONAL	78,831.00	.00	6,314.04	58,561.13	20,269.87	74.29
222 FICA PARAPROFESSIONAL	.00	.00	.00	.00	.00	.00
223 FICA SUBSTITUTES	.00	.00	218.29	1,297.20	-1,297.20	.00
226 FICA NC PROFESSIONAL	31,454.00	.00	2,115.36	20,589.09	10,864.91	65.46
230 RETIREMENT NON INSTRUCTIONAL	13,326.00	.00	803.01	7,288.45	6,037.55	54.69
231 RETIREMENT PROFESSIONAL	101,815.00	.00	7,531.10	71,666.80	30,148.20	70.39
232 RETIREMENT PARAPROFESSIONALS	.00	.00	.00	.00	.00	.00
233 RETIREMENT SUBS	.00	.00	.00	.00	.00	.00
236 RETIREMENT NC PROFESSIONAL	39,041.00	.00	2,663.78	25,984.21	13,056.79	66.56
237	.00	.00	.00	.00	.00	.00
281 HEALTH BENEFITS FOR TEACHERS	80,690.00	.00	4,875.03	43,875.27	36,814.73	54.38
286 HEALTH BENEFITS PROFESSIONALS	20,200.00	.00	1,083.34	9,750.06	10,449.94	48.27
333 MILEAGE STAFF	950.00	.00	1,116.63	11,061.25	-10,111.25	**
340 OTHER PROFESSIONAL SERVICES	.00	.00	44,366.25	288,160.25	-288,160.25	.00

For 05/01/22 - 05/31/22

Expenditure Summary Report

FJEXS01A

Periods 09 - 09

EXPENDITURE SUMMARY MAJOR PROGRAM

E00003

Account No/Description	Adjusted Budget	Y-T-D Encumb	Period Expended	Y-T-D Expended	Available Balance	Percent Used
22 FY 2018-2019						
2100 PUPIL SUPPORT						
352 OTHER TECHNICAL SERVICES	250,000.00	.00	12.95	5,911.80	244,088.20	2.36
580 TRAVEL:MEAL,HOTEL,RENTAL	7,750.00	.00	440.00	4,630.08	3,119.92	59.74
610 GENERAL SUPPLIES	24,940.00	2,418.25	2,202.33	46,166.91	-23,645.16	194.81
630 FOOD:FOOD SERVICES	.00	.00	11.30	49.54	-49.54	.00
650 SUPPLIES-TECHNOLOGY RELATED	.00	.00	.00	12.95	-12.95	.00
733 FURNITURE AND FIXTURES	.00	.00	.00	6,393.46	-6,393.46	.00
810 DUES AND FEES	.00	.00	.00	.00	.00	.00
890 MISCELLANEOUS EXPENDITURES	.00	.00	.00	.00	.00	.00
2100 PUPIL SUPPORT	2,259,028.00	2,418.25	203,491.89	1,806,571.32	450,038.43	80.08
2200 STAFF SUPPORT						
110 CLERICAL_BUSDRIVERS	53,432.00	.00	4,555.66	40,719.22	12,712.78	76.21
111 TEACHERS/PROFESSIONALS	442,107.00	.00	38,118.48	341,321.97	100,785.03	77.20
112 PARAPROFESSIONALS	69,631.00	.00	11,902.69	85,778.56	-16,147.56	123.19
123 SUBSTITUTE TEACHERS	6,450.00	.00	.00	.00	6,450.00	.00
151 INCENTIVE PROFESSIONAL STAFF	229,890.00	.00	.00	3,161.00	226,729.00	1.38
210 HEALTH CARE NON-INSTRUCTIONAL	.00	.00	.00	.00	.00	.00
211 HEALTH CARE PROFESSIONAL	42,256.00	.00	3,521.36	32,389.90	9,866.10	76.65
212 HEALTH CARE PARAPROFESSIONALS	10,909.00	.00	2,261.78	16,851.97	-5,942.97	154.48
220 FICA NON INSTRUCTIONAL	4,088.00	.00	348.51	3,115.02	972.98	76.20
221 FICA PROFESSIONAL	48,244.00	.00	2,990.76	26,982.49	21,261.51	55.93
222 FICA PARAPROFESSIONAL	5,326.00	.00	896.60	6,476.52	-1,150.52	121.60
223 FICA SUBSTITUTES	.00	.00	.00	.00	.00	.00
226 FICA NC PROFESSIONAL	4,774.00	.00	.00	.00	4,774.00	.00
230 RETIREMENT NON INSTRUCTIONAL	5,278.00	.00	450.00	4,022.15	1,255.85	76.21
231 RETIREMENT PROFESSIONAL	73,211.00	.00	3,765.26	33,878.96	39,332.04	46.28
232 RETIREMENT PARAPROFESSIONALS	6,877.00	.00	1,175.73	8,473.04	-1,596.04	123.21
237	.00	.00	.00	.00	.00	.00
281 HEALTH BENEFITS FOR TEACHERS	23,100.00	.00	1,625.01	14,083.42	9,016.58	60.97
290 LONG TERM DISABILITY	.00	.00	.00	.00	.00	.00
333 MILEAGE STAFF	650.00	.00	184.19	810.61	-160.61	124.71
340 OTHER PROFESSIONAL SERVICES	1,150.00	.00	7,960.00	18,229.34	-17,079.34	**
382 DISTANCE EDUCATION ONLY	.00	.00	.00	.00	.00	.00
531 POSTAGE	.00	.00	.00	.00	.00	.00
580 TRAVEL:MEAL,HOTEL,RENTAL	91,229.00	44,868.00	22,121.39	35,731.29	10,629.71	88.35
610 GENERAL SUPPLIES	19,500.00	2,310.04	4,362.53	14,886.86	2,303.10	88.19
611 TESTING MATERIAL	50,000.00	.00	30,000.00	30,293.77	19,706.23	60.59
612 COPY COST	.00	.00	.00	187.27	-187.27	.00
625 CONSUMABLES	36,000.00	5,775.91	.00	24,220.99	6,003.10	83.32
640 BOOKS/PERIODICALS	281,541.00	37,822.76	197,391.25	245,665.60	-1,947.36	100.69
641 eBooks	10,000.00	.00	.00	.00	10,000.00	.00
642 AUDIO-VISUAL MATERIALS	1,700.00	.00	.00	.00	1,700.00	.00
733 FURNITURE AND FIXTURES	6,910.00	.00	.00	3,735.50	3,174.50	54.06
734 TECHNOLOGY HARDWARE	8,910.00	.00	.00	2,412.14	6,497.86	27.07
735 TECHNOLOGY SOFTWARE	267,720.00	.00	.00	4,407.22	263,312.78	1.65
810 DUES AND FEES	500.00	.00	.00	163.15	336.85	32.63
890 MISCELLANEOUS EXPENDITURES	.00	.00	.00	1,394.45	-1,394.45	.00
2200 STAFF SUPPORT	1,801,383.00	90,776.71	333,631.20	999,392.41	711,213.88	60.52
2300 GENERAL ADMINISTRATION						

For 05/01/22 - 05/31/22

Expenditure Summary Report

FJEXS01A

Periods 09 - 09

EXPENDITURE SUMMARY MAJOR PROGRAM

E00003

Account No/Description	Adjusted Budget	Y-T-D Encumb	Period Expended	Y-T-D Expended	Available Balance	Percent Used
22 FY 2018-2019						
2300 GENERAL ADMINISTRATION						
105 SUPERINTENDENT SALARY	237,257.00	.00	19,771.42	191,578.23	45,678.77	80.75
110 CLERICAL_BUSDRIERS	67,087.00	.00	5,369.00	49,703.99	17,383.01	74.09
210 HEALTH CARE NON-INSTRUCTIONAL	15,743.00	.00	1,311.23	11,801.07	3,941.93	74.96
215 HEALTH CARE SUPERINTENDNET	7,493.00	.00	624.40	5,619.60	1,873.40	75.00
220 FICA NON INSTRUCTIONAL	9,467.00	.00	398.96	3,696.41	5,770.59	39.05
221 FICA PROFESSIONAL	.00	.00	.00	.00	.00	.00
225 FICA SUPERINTENDENT	18,150.00	.00	1,482.13	9,577.53	8,572.47	52.77
230 RETIREMENT NON INSTRUCTIONAL	12,222.00	.00	530.34	4,909.66	7,312.34	40.17
231 RETIREMENT PROFESSIONAL	.00	.00	.00	.00	.00	.00
235 RETIREMENT SUPERINTENDENT	23,436.00	.00	1,952.98	17,576.82	5,859.18	75.00
237	.00	.00	.00	.00	.00	.00
317 LEGAL SERVICES	45,000.00	.00	2,525.70	27,118.55	17,881.45	60.26
333 MILEAGE STAFF	.00	.00	.00	175.50	-175.50	.00
340 OTHER PROFESSIONAL SERVICES	13,000.00	.00	.00	16,798.21	-3,798.21	129.22
382 DISTANCE EDUCATION ONLY	.00	.00	100.00	900.00	-900.00	.00
520 PROPERTY/LIABILITY INSURANCE	542,648.10	24,032.76	96,357.99	495,915.20	22,700.14	95.82
540 ADVERTSING	10,000.00	.00	17.88	11,109.47	-1,109.47	111.09
550 PRINTING/BINDING	.00	.00	.00	.00	.00	.00
580 TRAVEL:MEAL,HOTEL,RENTAL	23,000.00	.00	414.95	7,623.53	15,376.47	33.15
610 GENERAL SUPPLIES	11,500.00	.00	913.99	12,817.13	-1,317.13	111.45
733 FURNITURE AND FIXTURS	10,000.00	2,127.88	929.88	929.88	6,942.24	30.58
810 DUES AND FEES	13,000.00	.00	5.00	16,764.50	-3,764.50	128.96
890 MISCELLANEOUR EXPENDITURES	11,000.00	.00	1,130.25	3,744.00	7,256.00	34.04
2300 GENERAL ADMINISTRATION	1,070,003.10	26,160.64	133,836.10	888,359.28	155,483.18	85.47
2400 SCHOOL ADMINISTRATION						
110 CLERICAL_BUSDRIERS	581,423.00	.00	53,647.54	497,693.42	83,729.58	85.60
111 TEACHERS/PROFESSIONALS	1,469,138.00	.00	112,863.04	1,019,169.62	449,968.38	69.37
112 PARAPROFESSIONALS	35,458.00	.00	2,322.14	24,878.04	10,579.96	70.16
119	.00	.00	.00	.00	.00	.00
123 SUBSTITUTE TEACHERS	5,000.00	.00	.00	.00	5,000.00	.00
150 STIPDENT NON-INSTRUCTION	.00	.00	.00	.00	.00	.00
151 INCENTIVE PROFESSIONAL STAFF	13,000.00	.00	.00	12,022.64	977.36	92.48
210 HEALTH CARE NON-INSTRUCTIONAL	199,315.00	.00	13,282.23	129,781.17	69,533.83	65.11
211 HEALTH CARE PROFESSIONAL	147,961.00	.00	11,556.65	105,455.11	42,505.89	71.27
212 HEALTH CARE PARAPROFESSIONALS	.00	.00	.00	.00	.00	.00
220 FICA NON INSTRUCTIONAL	104,493.00	.00	4,036.38	37,458.12	67,034.88	35.85
221 FICA PROFESSIONAL	106,619.00	.00	8,470.91	77,421.94	29,197.06	72.62
222 FICA PARAPROFESSIONAL	2,712.00	.00	177.11	1,898.36	813.64	70.00
223 FICA SUBSTITUTES	.00	.00	.00	.00	.00	.00
230 RETIREMENT NON INSTRUCTIONAL	111,555.00	.00	5,110.29	48,538.97	63,016.03	43.51
231 RETIREMENT PROFESSIONAL	139,329.00	.00	10,651.02	96,635.47	42,693.53	69.36
232 RETIREMENT PARAPROFESSIONALS	3,503.00	.00	229.38	2,457.39	1,045.61	70.15
237	.00	.00	.00	.00	.00	.00
251	.00	.00	.00	.00	.00	.00
252	.00	.00	.00	.00	.00	.00
253	.00	.00	.00	.00	.00	.00
333 MILEAGE STAFF	12,412.00	.00	26.33	726.94	11,685.06	5.86
340 OTHER PROFESSIONAL SERVICES	2,100.00	.00	.00	229.50	1,870.50	10.93
382 DISTANCE EDUCATION ONLY	10,250.00	.00	959.60	9,123.45	1,126.55	89.01

For 05/01/22 - 05/31/22

Expenditure Summary Report

FJEXS01A

Periods 09 - 09

EXPENDITURE SUMMARY MAJOR PROGRAM

E00003

Account No/Description	Adjusted Budget	Y-T-D Encumb	Period Expended	Y-T-D Expended	Available Balance	Percent Used
22 FY 2018-2019						
2400 SCHOOL ADMINISTRATION						
440 RENTALS; BUILDING, LAND, VEHICLES	1,200.00	.00	.00	.00	1,200.00	.00
531 POSTAGE	.00	.00	.00	.00	.00	.00
580 TRAVEL;MEAL,HOTEL,RENTAL	12,500.00	.00	1,693.40	13,679.95	-1,179.95	109.44
610 GENERAL SUPPLIES	10,626.00	1,087.85	411.03	6,571.30	2,966.85	72.08
733 FURNITURE AND FIXTURS	5,689.00	.00	.00	486.41	5,202.59	8.55
890 MISCELLANEOUR EXPENDITURES	3,966.00	.00	4,178.29	15,913.83	-11,947.83	**
2400 SCHOOL ADMINISTRATION	2,978,249.00	1,087.85	229,615.34	2,100,141.63	877,019.52	70.55
2500 BUSINESS SUPPORT						
110 CLERICAL_BUSDRIVERS	435,676.00	.00	32,750.70	301,881.88	133,794.12	69.29
111 TEACHERS/PROFESSIONALS	140,066.00	.00	11,672.17	108,336.50	31,729.50	77.35
112 PARAPROFESSIONALS	26,400.00	.00	.00	.00	26,400.00	.00
114 TECHNOLOGY	.00	.00	.00	.00	.00	.00
116 PROFESSIONAL NON-CERTIFIED	655,561.00	.00	56,842.95	513,903.76	141,657.24	78.39
123 SUBSTITUTE TEACHERS	.00	.00	.00	.00	.00	.00
150 STIPDENT NON-INSTRUCTION	.00	.00	.00	.00	.00	.00
151 INCENTIVE PROFESSIONAL STAFF	.00	.00	.00	.00	.00	.00
210 HEALTH CARE NON-INSTRUCTIONAL	78,367.00	.00	4,183.06	36,980.54	41,386.46	47.19
211 HEALTH CARE PROFESSIONAL	7,493.00	.00	624.40	5,619.60	1,873.40	75.00
212 HEALTH CARE PARAPROFESSIONALS	.00	.00	.00	.00	.00	.00
216 HEALTH CARE NC PROFESSIONAL	101,173.00	.00	8,394.28	73,931.10	27,241.90	73.07
220 FICA NON INSTRUCTIONAL	47,467.00	.00	2,445.98	22,538.87	24,928.13	47.48
221 FICA PROFESSIONAL	10,715.00	.00	890.30	8,264.16	2,450.84	77.13
222 FICA PARAPROFESSIONAL	.00	.00	.00	.00	.00	.00
226 FICA NC PROFESSIONAL	50,162.00	.00	4,281.88	36,665.33	13,496.67	73.09
230 RETIREMENT NON INSTRUCTIONAL	61,227.00	.00	3,235.04	28,901.54	32,325.46	47.20
231 RETIREMENT PROFESSIONAL	13,835.00	.00	1,152.95	10,376.55	3,458.45	75.00
232 RETIREMENT PARAPROFESSIONALS	.00	.00	.00	.00	.00	.00
236 RETIREMENT NC PROFESSIONAL	63,756.00	.00	5,614.82	49,836.43	13,919.57	78.17
237	.00	.00	.00	.00	.00	.00
286 HEALTH BENEFITS PROFESSIONALS	.00	.00	.00	.00	.00	.00
315 ACCOUNTING SERVICES	28,050.00	.00	.00	25,100.00	2,950.00	89.48
333 MILEAGE STAFF	5,450.00	.00	91.23	1,667.58	3,782.42	30.60
340 OTHER PROFESSIONAL SERVICES	112,000.00	1,938.51	723.85	110,837.71	-776.22	100.69
351 DATA PROCESSING	4,500.00	.00	.00	.00	4,500.00	.00
382 DISTANCE EDUCATION ONLY	36,000.00	.00	1,588.75	18,874.17	17,125.83	52.43
531 POSTAGE	35,700.00	.00	1,813.08	22,036.69	13,663.31	61.73
540 ADVERTISING	21,000.00	.00	1,735.20	16,317.73	4,682.27	77.70
550 PRINTING/BINDING	.00	.00	.00	.00	.00	.00
580 TRAVEL;MEAL,HOTEL,RENTAL	25,500.00	5,844.22	1,943.06	9,607.40	10,048.38	60.59
610 GENERAL SUPPLIES	40,000.00	1,548.08	1,932.58	28,237.00	10,214.92	74.46
612 COPY COST	11,000.00	.00	.00	2,405.54	8,594.46	21.87
640 BOOKS/PERIODICALS	.00	.00	.00	.00	.00	.00
733 FURNITURE AND FIXTURS	223,000.00	-82,714.33	6,495.02	80,502.47	225,211.86	-.99
734 TECHNOLOGY HARDWARE	547,012.00	.00	52,000.00	85,969.58	461,042.42	15.72
735 TECHNOLOGY SOFTWARE	237,000.00	112,019.97	10,047.33	287,362.50	-162,382.47	168.52
810 DUES AND FEES	1,500.00	.00	945.00	1,751.35	-251.35	116.76
890 MISCELLANEOUR EXPENDITURES	2,500.00	.00	229.96	2,929.99	-429.99	117.20
2500 BUSINESS SUPPORT	3,022,110.00	38,636.45	211,633.59	1,890,835.97	1,092,637.58	63.85
2600 OPERATIONS/MAINTENANCE						

For 05/01/22 - 05/31/22

Expenditure Summary Report

FJEXS01A

Periods 09 - 09

EXPENDITURE SUMMARY MAJOR PROGRAM

E00003

Account No/Description	Adjusted Budget	Y-T-D Encumb	Period Expended	Y-T-D Expended	Available Balance	Percent Used
22 FY 2018-2019						
2600 OPERATIONS/MAINTENANCE						
110 CLERICAL_BUSDRIVERS	2,111,321.72	.00	167,039.09	1,623,273.55	488,048.17	76.88
111 TEACHERS/PROFESSIONALS	.00	.00	.00	.00	.00	.00
116 PROFESSIONAL NON-CERTIFIED	99,809.00	.00	8,317.42	66,539.36	33,269.64	66.67
120 SUBSTITUTE TEACHERS	30,000.00	.00	.00	.00	30,000.00	.00
123 SUBSTITUTE TEACHERS	.00	.00	.00	.00	.00	.00
150 STIPDENT NON-INSTRUCTION	40,000.00	.00	.00	.00	40,000.00	.00
151 INCENTIVE PROFESSIONAL STAFF	.00	.00	.00	.00	.00	.00
210 HEALTH CARE NON-INSTRUCTIONAL	618,299.00	.00	46,778.41	446,454.57	171,844.43	72.21
216 HEALTH CARE NC PROFESSIONAL	7,493.00	.00	624.40	4,995.20	2,497.80	66.66
220 FICA NON INSTRUCTIONAL	144,159.00	.00	12,667.97	123,090.90	21,068.10	85.39
226 FICA NC PROFESSIONAL	7,635.00	.00	634.86	5,078.88	2,556.12	66.52
230 RETIREMENT NON INSTRUCTIONAL	182,563.00	.00	16,476.76	159,286.39	23,276.61	87.25
236 RETIREMENT NC PROFESSIONAL	9,859.00	.00	821.58	6,572.64	3,286.36	66.67
237	.00	.00	.00	.00	.00	.00
260 LIFE INSURANCE	.00	.00	.00	.00	.00	.00
290 LONG TERM DISABILITY	6,000.00	.00	610.24	5,583.18	416.82	93.05
333 MILEAGE STAFF	.00	.00	.00	402.08	-402.08	.00
340 OTHER PROFESSIONAL SERVICES	377,883.00	60,644.60	25,508.04	374,339.27	-57,100.87	115.11
382 DISTANCE EDUCATION ONLY	5,000.00	.00	662.90	5,845.45	-845.45	116.91
410 UTILITY SERVICES (Water/Sewer)	67,104.00	.00	3,503.00	44,302.03	22,801.97	66.02
430 REPAIRS AND MAINTENANCE	14,760.00	4,173.92	3,808.87	12,625.07	-2,038.99	113.81
580 TRAVEL:MEAL,HOTEL,RENTAL	1,000.00	550.00	.00	1,813.25	-1,363.25	**
610 GENERAL SUPPLIES	386,800.00	52,561.88	45,025.64	265,645.46	68,592.66	82.27
612 COPY COST	.00	.00	.00	100.84	-100.84	.00
621 HEATING FUEL	118,150.00	.00	-8,705.71	164,302.52	-46,152.52	139.06
622 ENERGY:ELECTRICITY	680,365.00	.00	47,553.62	469,528.76	210,836.24	69.01
626 GASOLINE/DIESEL	30,000.00	.00	3,341.32	27,278.67	2,721.33	90.93
720 BUILDINGS/CONSTRUCTIONS	189,000.00	183,017.00	125,067.25	166,775.78	-160,792.78	185.08
733 FURNITURE AND FIXTURES	60,500.00	16,412.98	2,055.80	20,209.94	23,877.08	60.53
890 MISCELLANEOUS EXPENDITURES	.00	.00	.00	76.76	-76.76	.00
2600 OPERATIONS/MAINTENANCE	5,187,700.72	317,360.38	501,791.46	3,994,120.55	876,219.79	83.11
2700 TRANSPORTATION						
110 CLERICAL_BUSDRIVERS	90,000.00	.00	12,481.87	95,739.11	-5,739.11	106.38
112 PARAPROFESSIONALS	75,134.00	.00	6,842.74	71,276.82	3,857.18	94.87
210 HEALTH CARE NON-INSTRUCTIONAL	.00	.00	801.92	7,325.85	-7,325.85	.00
212 HEALTH CARE PARAPROFESSIONALS	7,493.00	.00	1,598.39	14,239.05	-6,746.05	190.03
220 FICA NON INSTRUCTIONAL	6,885.00	.00	951.96	7,297.70	-412.70	105.99
222 FICA PARAPROFESSIONAL	5,748.00	.00	520.05	5,423.85	324.15	94.36
230 RETIREMENT NON INSTRUCTIONAL	8,890.00	.00	867.64	7,030.54	1,859.46	79.08
232 RETIREMENT PARAPROFESSIONALS	7,422.00	.00	675.91	7,040.57	381.43	94.86
237	.00	.00	.00	.00	.00	.00
290 LONG TERM DISABILITY	.00	.00	7.81	108.72	-108.72	.00
330 TRAINING AND DEVELOPMENT	.00	.00	.00	.00	.00	.00
332 MILEAGE TO PARENTS	175,000.00	.00	66.69	30,532.93	144,467.07	17.45
340 OTHER PROFESSIONAL SERVICES	45,000.00	.00	4,503.43	15,259.51	29,740.49	33.91
382 DISTANCE EDUCATION ONLY	3,500.00	.00	231.63	3,016.89	483.11	86.20
430 REPAIRS AND MAINTENANCE	9,400.00	8,989.20	8,586.32	60,778.57	-60,367.77	**
440 RENTALS; BUILDING, LAND, VEHICLES	.00	.00	.00	1,428.40	-1,428.40	.00
442 RENTALS	50,000.00	.00	50,000.00	98,850.00	-48,850.00	197.70

North Platte Public School District

For 05/01/22 - 05/31/22

Expenditure Summary Report

FJEXS01A

Periods 09 - 09

EXPENDITURE SUMMARY MAJOR PROGRAM

E00003

<u>Account No/Description</u>	<u>Adjusted Budget</u>	<u>Y-T-D Encumb</u>	<u>Period Expended</u>	<u>Y-T-D Expended</u>	<u>Available Balance</u>	<u>Percent Used</u>
22 FY 2018-2019						
2700 TRANSPORTATION						
580 TRAVEL:MEAL,HOTEL,RENTAL	.00	.00	.00	887.72	-887.72	.00
610 GENERAL SUPPLIES	.00	.00	.00	9,269.09	-9,269.09	.00
626 GASOLINE/DIESEL	67,500.00	.00	9,643.70	64,981.75	2,518.25	96.27
630 FOOD:FOOD SERVICES	.00	.00	.00	.00	.00	.00
733 FURNITURE AND FIXTURES	.00	.00	.00	58,295.80	-58,295.80	.00
890 MISCELLANEOUS EXPENDITURES	.00	675.00	.00	496.14	-1,171.14	.00
2700 TRANSPORTATION	551,972.00	9,664.20	97,780.06	559,279.01	-16,971.21	103.07
8000 TRANSFERS						
913 TRANSFERS TO ACTIVITY FUND	85,000.00	.00	.00	70,000.00	15,000.00	82.35
8000 TRANSFERS	85,000.00	.00	.00	70,000.00	15,000.00	82.35
01 GENERAL FUND	43,032,169.74	579,940.43	3,857,544.56	31,345,605.76	11,106,623.55	74.19
22 FY 2018-2019	43,032,169.74	579,940.43	3,857,544.56	31,345,605.76	11,106,623.55	74.19

Board of Education Accountability Report

Academic Year: 2021-2022



District Tier 1 Goals

Academic Year: 2021-2022

1. Improve K-12 student engagement through positive partnerships and relationships

2. Improve K-12 Reading Proficiency

3. Improve K-12 Math Proficiency

4. Reduction in K -12 students qualified and receiving special education services by 1% at end of 2021-22 school year

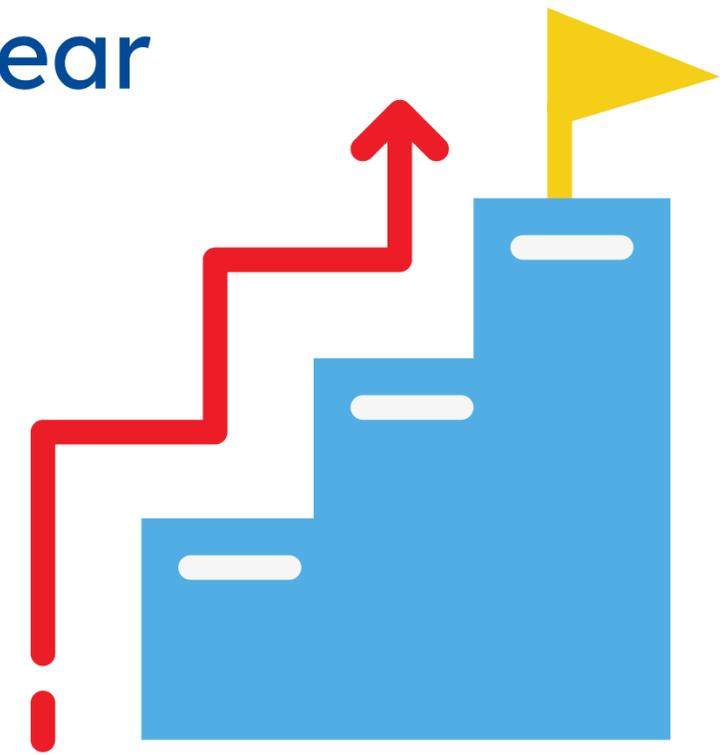


1. Improve K-12 student engagement through positive partnerships and relationships

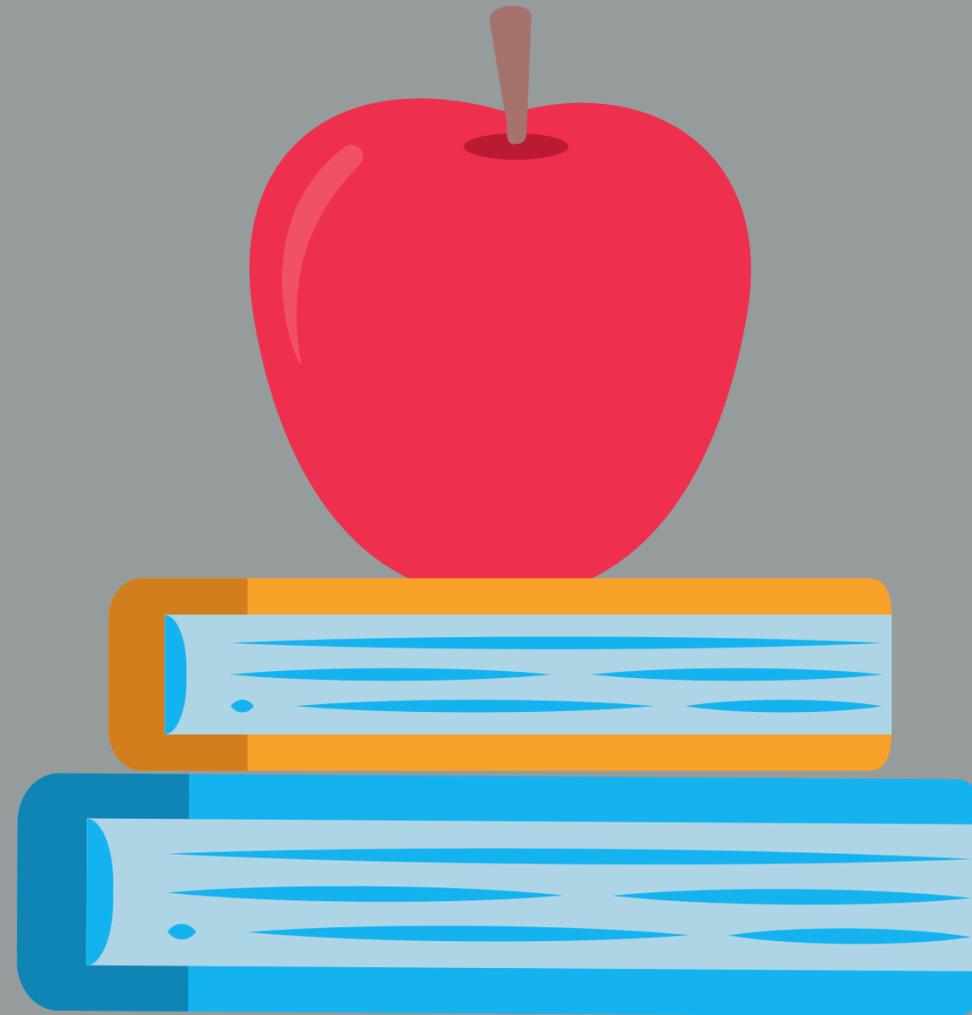
2. Improve K-12 Reading Proficiency

3. Improve K-12 Math Proficiency

4. Reduction in K -12 students qualified and receiving special education services by 1% at end of 2021-22 school year



Attendance

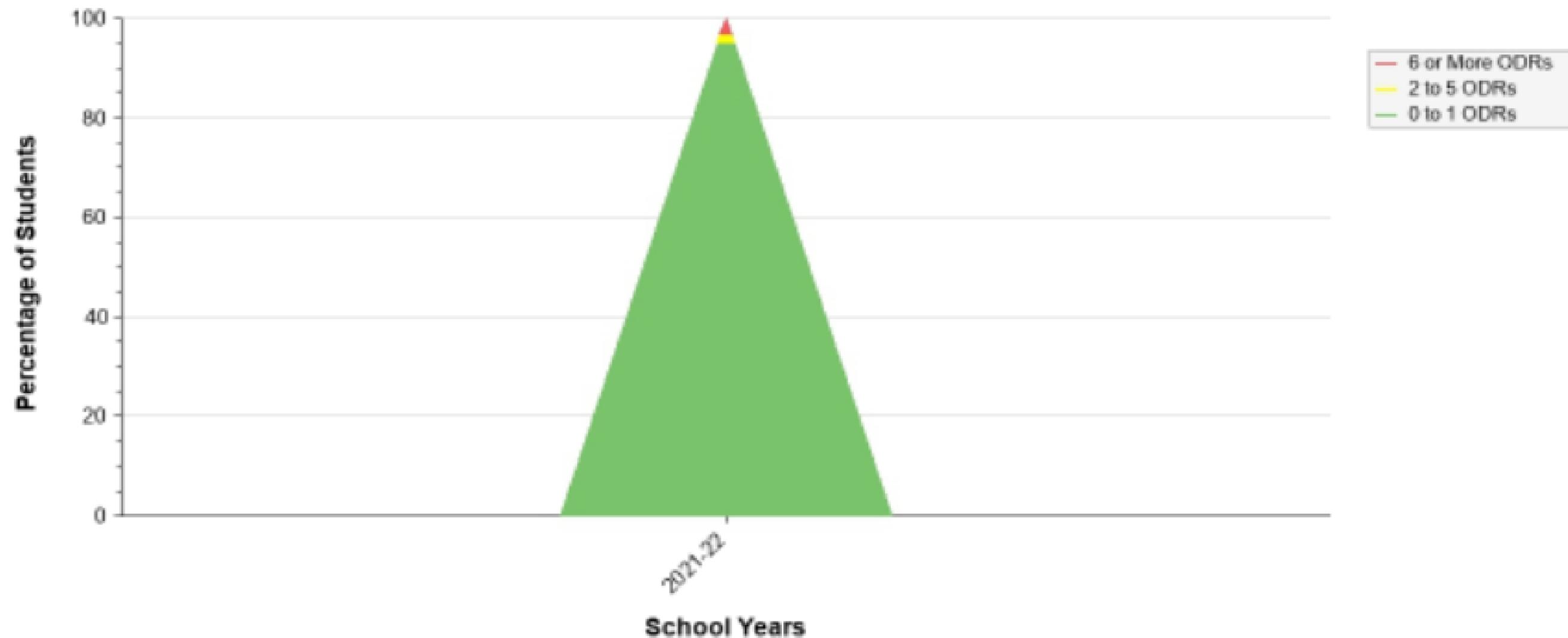


WE ARE
NPPS

Behavior

Triangle Data Report

All, 2020-21 - 2021-22



WE ARE
NPPS

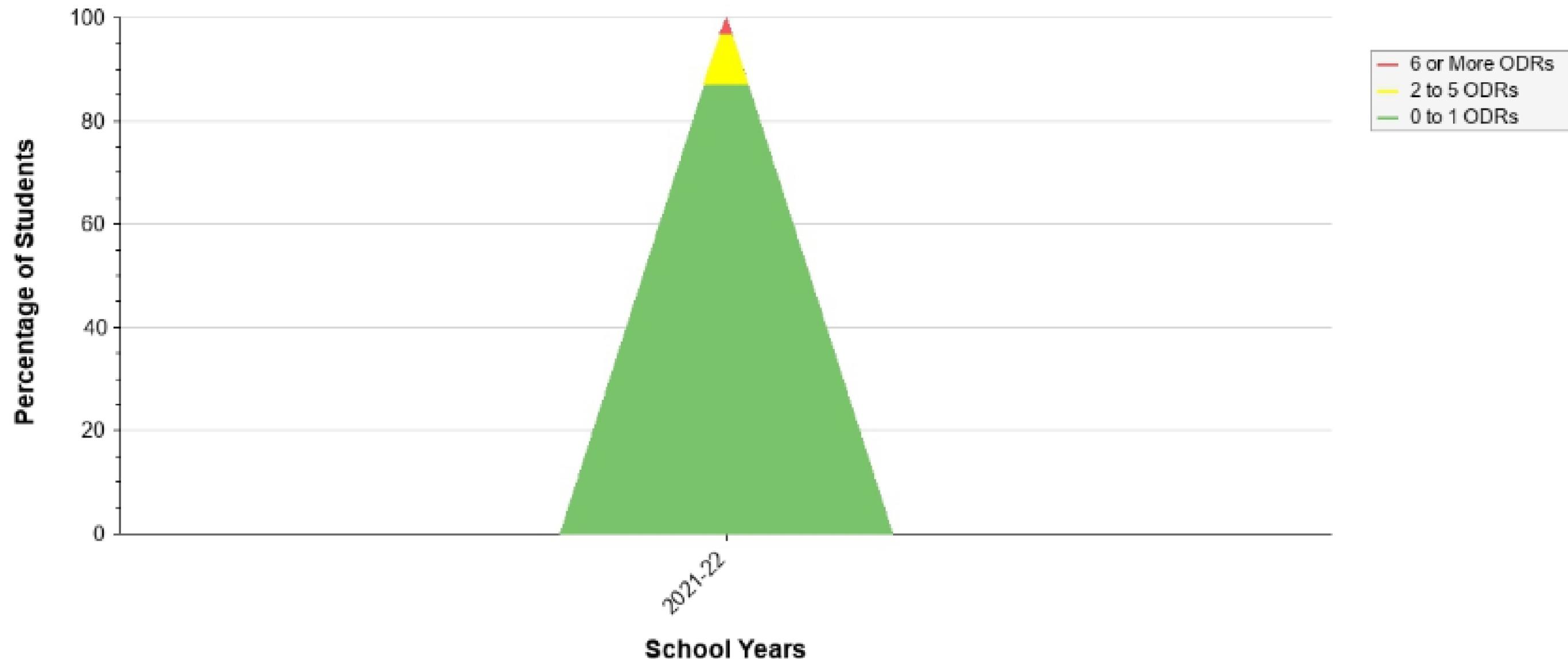
Behavior: Major Referrals

PBISApps

WE ARE
NPPS

Triangle Data Report

All, 2020-21 - 2021-22



Perceptual Data

Each school surveys students, parents, and staff. The surveys provide perceptual information to support buildings in identifying what is working well and where there are opportunities for growth. Based upon this data, building level administrators and their leadership teams reflect and set goals for the upcoming year.

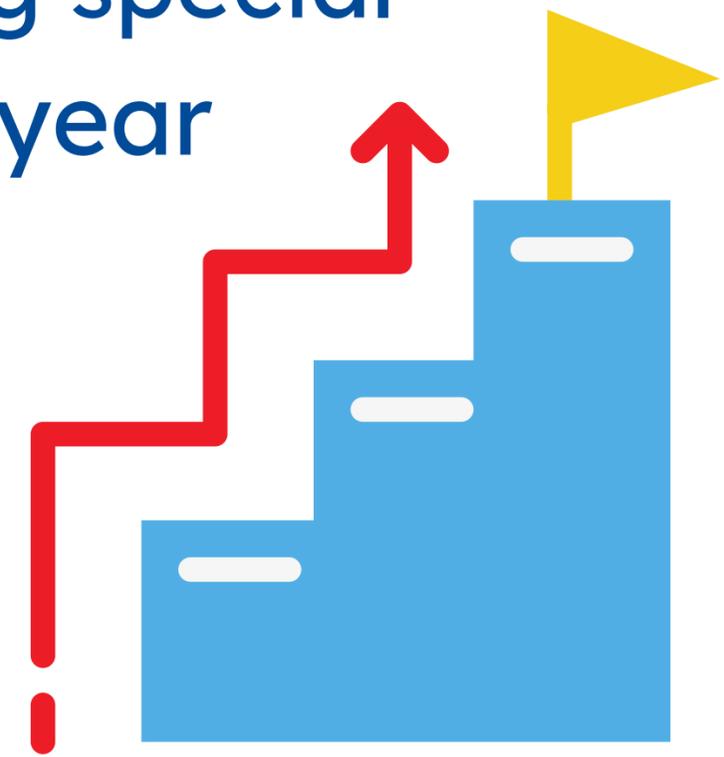


1. Improve K-12 student engagement through positive partnerships and relationships

2. Improve K-12 Reading Proficiency

3. Improve K-12 Math Proficiency

4. Reduction in K -12 students qualified and receiving special education services by 1% at end of 2021-22 school year

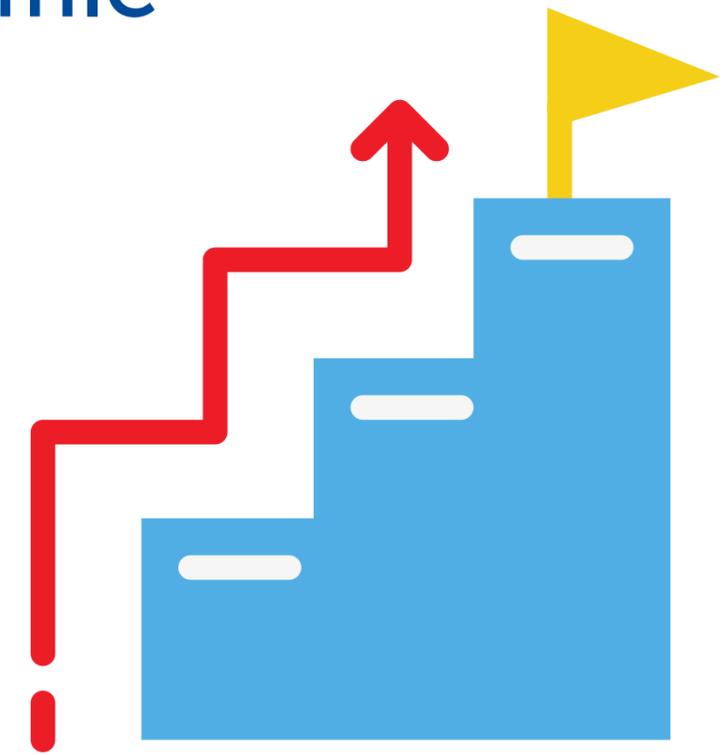


CMK Goal Support

Catch Up Growth: Towards the 50th percentile

Move Up Growth: From 50th towards the 70th percentile

Keep Up Growth: From 70th towards the 99th percentile



Reading Proficiency

Grade Level	Percentile
K	73
1	57
2	78
3	54
4	53
5	48

Grade Level	Percentile
6	42
7	38
8	50
9	42

1. Improve K-12 student engagement through positive partnerships and relationships

2. Improve K-12 Reading Proficiency

3. Improve K-12 Math Proficiency

4. Reduction in K -12 students qualified and receiving special education services by 1% at end of 2021-22 school year



Math Proficiency

Grade Level	Percentile
K	79
1	66
2	73
3	67
4	64
5	44

Grade Level	Percentile
6	53
7	50
8	54
9	57

Impact of Remote Learning

One way we analyzed the spring data was to pull out our remote learners from the 2020-21 school year, and what we found was that even though they were back to in-person learning for the 2021-22 school year, their achievement scores were lower than their peers who had attended in person during the 2020-21 school year in almost all cases. This supports the belief that in-person learning has a greater, positive impact on achievement than remote learning.

Reading Tier Analysis

Tier I: 77% students

Tier II: 14% students

Tier III: 9% students

Math Tier Analysis

Tier I: 79% students

Tier II: 13% students

Tier III: 7% students

Reading & Math Analysis

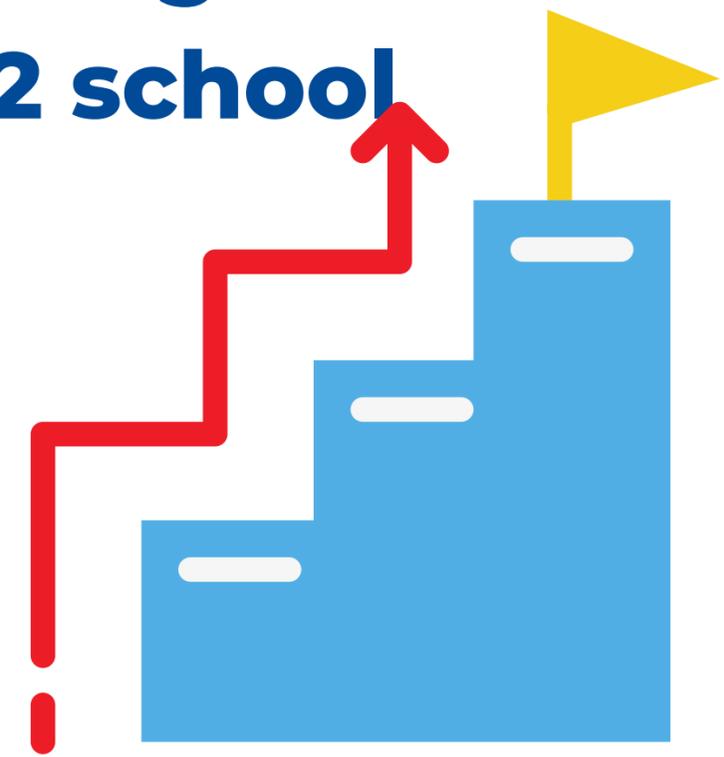
- Create a culture of learning by building capacity in all staff. Place emphasis on positivity, engagement, Tier I instruction, and learning environments.
- Focus on good instructional practices in the area of reading.
- Adopt High Quality Materials and evaluate all programs/supports in the area of reading.
- Prioritize vertical alignment and facilitate discussions between PreK-12 staff.

1. Improve K-12 student engagement through positive partnerships and relationships

2. Improve K-12 Reading Proficiency

3. Improve K-12 Math Proficiency

4. Reduction in K -12 students qualified and receiving special education services by 1% at end of 2021-22 school year



Special Education Data

District Analysis of Change in Special Education Numbers:

Our district showed an overall decrease in special education numbers for K-12 students.

Reasons for changes in Special Ed Numbers in the district between October 1 and May 1

54 students were evaluated out (returned to full-time regular ed)

28 students who received special ed moved out of the district

10 students graduated at Midterm

30 students moved into the building and are identified as special education (transferred in)

49 students qualified for an initial IEP in special education

Analysis:

- With all the changes, it was pretty even but overall about the same.
- Students are being evaluated out of special education. IEP/MDT teams are making decisions that students are no longer needing that service which is a good thing.
- We have just about the same number of students being evaluated in who are then in need of services.
- The number of students transferring out and in to the district from October to May were about the same.
- With the overall student enrollment for the district decreasing and the special ed numbers only decreasing slightly, we will still increase the percentage of students receiving special education services because there are less students overall.

Looking ahead to 2022-2023:

Academic Accountability data will be changing in the 2022-2023 School year due to the Nebraska Department of Education moving to NSCAS Growth in grades 3-8. New cut scores will be established over the course of the next three years for each content area which will change the trajectory of how districts analyze data.



Thank!
You!

WE ARE
NPPS

North Platte Public Schools

EMPLOYEES HANDBOOK 2022-2023



North Platte Public Schools

301 West F

P.O. Box 1557

North Platte, Nebraska 69103-1557

(308) 535-7100

Fax (308) 535-5300

2022-2023
Employees Handbook
North Platte Public Schools
Table of Contents

TABLE OF CONTENTS 1

FOREWORD 4

Section 1 Intent of Handbook

Section 2 Information About North Platte Public Schools

Section 3 Email Correspondence Disclaimer

Section 4 Staff Evaluation Instruction and Procedures

Section 5 Members of the Board of Education

Section 6 Administrative Staff

Article 1 – SCHOOL CALENDAR AND SCHEDULES 7

Section 1 School Calendar

Section 2 Severe Weather and School Cancellations

Section 3 Contract Days

Article 2 – EMPLOYEE COMPENSATION AND BENEFITS 8

Section 1 Employment

Section 2 Selection of Staff

Section 3 Screening and Selection of Staff

Section 4 Assignments

Section 5 Transfer of Assignments

Section 6 Personnel Records, Policy No. 4007

Section 7 Evaluations, Policy No. 4030 & 4031

Section 8 Grievance Procedure, Policy No. 4013

Section 9 Compensation

Section 10 Benefits

Section 11 Payroll

Section 12 Payroll Deductions

Section 13 Expense Reimbursement

Section 14 Overtime

Section 15 Disciplinary Suspension

Section 16 Workers Compensation

Article 3 – CLASSIFIED ABSENCES FROM WORK 20

Section 1 Absence Procedures

Section 2 Leave

Section 3 Accrued Leave

Section 4 Benefit Leave

Section 5 Sick Leave Incentive	
<i>Article 4 – CERTIFIED ABSENCES FROM WORK</i>	<i>24</i>
Section 1 Absence Procedures	
Section 2 Leave	
Section 3 Accrued Leave	
Section 4 Benefit Leave	
Section 5 Expectations of Teachers, Substitutes, and Administrators	
<i>Article 5 – LEAVE</i>	<i>28</i>
Section 1 Jury Duty Leave	
Section 2 Voting Leave	
Section 3 Family and Medical Leave Act Policy No 4011	
Section 4 Military and Family Military Leave Policy No 4011.1	
Section 5 Subpoena to Testify Leave	
<i>Article 6 – DUTIES AND RESPONSIBILITIES</i>	<i>32</i>
Section 1 Hours of Work & Meetings	
Section 2 Absences in Excess of Paid Leave	
Section 3 Arrival to Duty Assignments	
Section 4 Leaving School/Assignment	
Section 5 School Procedures	
Section 6 Supervision of Students	
Section 7 Dispensing Medication Policy No. 5024	
Section 8 Reporting Child Abuse Policy No. 4054	
<i>Article 7 – PERSONAL AND PROFESSIONAL CONDUCT</i>	<i>38</i>
Section 1 Ethics Standards Rule 27	
Section 2 Role Model	
Section 3 Professional Boundaries Policy No. 4043	
Section 4 Relationships	
Section 5 Civility	
Section 6 Notification of Arrest	
Section 7 Employee Complaints or Concerns	
Section 8 Outside Employment, Policy No. 4008	
Section 9 Safe Transportation Policy No. 5506	
<i>Article 8 – USE OF SCHOOL FACILITIES AND EQUIPMENT</i>	<i>47</i>
Section 1 Drug-Free Workplace Policy No. 4002	
Section 2 Use of Tobacco Products Policy No. 3016	
Section 3 Firearms and Weapon Policy No. 5049	
Section 4 Staff Internet & Computer Use Policy No. 4012	
Section 5 Use of School Facilities Policy No. 3014	
Section 6 Care of School Property	
Section 7 Salespersons	
Section 8 Security of Desks and Lockers Policy No. 5036	
Section 9 Audio and Video Recordings Policy No. 5063	
Section 10 Bulletin Boards Policy No. 5042	

Section 11 Ownership of Copyrighted Works Policy No. 4020
Section 12 Lost and Found
Section 13 School Safety Policy No. 3040
Section 14 Lice Guidelines
Section 15 Animal Management Guidelines

Article 9 – STATE AND FEDERAL PROGRAMS

60

Section 1 Nondiscrimination Policy No. 3053
Section 2 Complaint Procedure Policy No. 2006
Section 3 Student Records Policy No. 5016
Section 4 Disclosure of Student Information to Military Recruiters and Colleges (Policy No. 5015, Protection of Student Rights)
Section 5 School Nutrition Programs
Section 6 Confidentiality of Protected Health Information

APPENDICES

68

Appendix A 2022-2023 School Calendar
Appendix B Asbestos Notification
Appendix C Benefits
Appendix D-G Salary Schedules
Appendix H 2022-2023 Holidays
Appendix I
Appendix J Leave Guidance

RECOGNITION OF POTENTIAL AMENDMENTS OR SUPPLEMENTS

In light of the unique challenges and circumstances posed by the outbreak of the novel coronavirus and the recent promulgation of expansive federal regulations, the rules and information provided in this handbook may be supplemented or amended by the North Platte Public School District's administration at any time, consistent with applicable law and board policy. All staff shall be provided notice of any such changes by the North Platte Public School Superintendent's Office.

FOREWORD

Section 1 Intent of Handbook

Welcome to North Platte Public Schools. This handbook is intended to be used by all employees to provide general information about the District and to serve as a guide to the District's policies, rules, regulations, benefits of employment, and performance expectations.

References in this handbook to "classified employees" are intended to apply to all staff who are not required by their position to hold a teaching or administrative certificate. This handbook does not create a "contract" of employment. Classified employee positions and assignments may be ended or changed on an "at will" basis notwithstanding anything in this handbook or any other publication or statement, except for a contract approved by the Board of Education.

Every employee is responsible for becoming familiar with the handbook and knowing the information contained in it. Although the information found in this handbook is detailed and specific on many topics, the handbook is not intended to be all encompassing so as to cover every situation and circumstance that may arise. This handbook is intended to supplement other documents that deal with your employment, and the policies and regulations of the Board of Education. In reading this handbook, please understand that where a direct conflict exists, state or federal law, the negotiated agreement, and Board policies and regulations adopted after this handbook, will take precedence and control. Policies and procedures may be adopted during the school year and will take precedence over handbooks.

The administration will be responsible for interpreting the rules contained in the handbook and shall have the right to make decisions and make rule revisions at any time. Should a situation or circumstance arise that is not specifically covered in this handbook, the administration will make a decision based upon applicable school district policies, state and federal statutes and regulations, and the best interests of the District. Annual updates will be made as needed.

This handbook will be in effect for the 2022-2023 and subsequent school years unless replaced by a later edition.

Policy No. 4034 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.

Section 2 Information About North Platte Public Schools

The North Platte School District is a progressive learning community that serves approximately 3700 students. North Platte Public Schools has one high school, two middle schools, seven elementary schools, an alternative high school program, an early childhood program, and five district preschools complete the school system. The District features all day kindergarten programs at all of our elementary buildings. North Platte Public Schools is located in a community of 25,000 people. North Platte is located equidistant between Denver and Omaha along Interstate 80 in west-central Nebraska.

Section 3 Email Correspondence Disclaimer

The primary means of communication for North Platte Public Schools is district email. Updates to policies, handbooks as well as district expectations and practices will be sent through email. Human resources and payroll use email to communicate with staff. Staff are encouraged to check their email regularly and throughout the calendar year, including breaks. Staff will be required to acknowledge access to handbooks, policies, and other applicable information annually. Failure to sign acknowledgement does not exempt employees from regulations.

Section 4 Evaluation Overview

An orientation session will be scheduled annually for all principles to discuss procedures necessary to implement the handbook on "Evaluation of Professional Staff".

Section 5 Members of the Board of Education

Skip Altig, President
Joann Lundgreen, Vice President
Matt Pederson, Secretary
Ivan Mitchell
Mark Nicholson

Section 6 Administrative Staff

Central Office Administration

308-535-7100

Dr. Todd Rhodes	Superintendent
Stuart Simpson	Director of Finance, Facilities, & Operations
Kevin Mills	Director of Human Resources
Erica Johnson	Director, Special Services
Lyndsey Douglas	Director, Elementary Teaching and Learning
Vikki Carlson	Director, Secondary Teaching and Learning
Brandy Buscher	Director, Student Services
Tina Smith	Director, Communications
Lori Coburn	Director, Facilities and Maintenance
Brian Tegtmeier	Director, Technology
Carrie Lienemann	Director, Kids Klub

Building Administration

Danesa Fleck	Principal, Lincoln Elementary	308-535-7132
Dr. Tami Eshleman	Principal, Cody Elementary	308-535-7132
Brad LaChapelle	Principal, Eisenhower Elementary	308-535-7134
Jeff Ellsworth	Principal, Jefferson Elementary	308-535-7136
Allison Goodenow	Principal, Lake Maloney School	308-532-9392
Allison Goodenow	Principal, Buffalo Learning Center	308-5357130
Kim Flanders	Principal, McDonald Elementary	308-535-7140
Harmoni Wagner	Principal, Washington Elementary	308-535-7142
James Ayres	Principal, Adams Middle School	308-535-7112
Brett Joneson	Assistant Principal/ Middle School Activities	308-535-7112
Robin Vahle	Principal, Madison Middle School	308-535-7126
Cory Spotanski	Principal, North Platte High School	308-535-7105
Jami Allen	Assistant Principal, North Platte High School	308-535-7105
John Bryn	Assistant Principal, North Platte High School	308-535-7105
Jimmie Rhodes	Assistant Principal/Activities Director, North Platte High School	308-535-7105

Article 1 – SCHOOL CALENDAR AND SCHEDULES

Section 1 School Calendar

The school calendar is found at **Appendix A**.

Section 2 Severe Weather and School Cancellations

The Superintendent is authorized by the Board of Education to close public schools in case of severe weather. Representatives of the Superintendent's staff will notify local news media when inclement weather warrants such action. The information is broadcast regularly by radio and television stations. North Platte Public Schools will utilize an automated messaging system to notify staff and families of school cancellations.

North Platte Public Schools uses a communication system to alert families and staff of weather-related school closings. The communication system allows the administration to notify by telephone and email when school has been canceled due to bad weather. School closing information will also be announced through local media.

The decision to close school is made after an early inspection of road conditions and school facilities, as well as current or forecasted weather conditions. When a school closing decision is made in the evening, the district staff try to notify families and staff by 10:00 p.m. When a decision is made in the morning, district staff try to notify families and staff by 7:00 a.m. Families and staff could receive a call as early as 6:00 a.m. to ensure our system has time to complete all notifications by 7:00 a.m.

Sometimes weather worsens during the school hours, making it advisable to dismiss students before the regular dismissal time. It shall be the philosophy of the District to avoid early dismissal if possible except in extreme cases. Parents who wish to remove their children during inclement weather may do so. In the event of an early dismissal, the communication system will be activated.

The final decision as to whether a child should attend school or stay at home is at the discretion of the parents.

Staff Information for Weather Closings When school is closed for weather conditions, teachers and paraprofessionals do not report. Hourly staff will not be compensated for weather closing days.

All administrators, secretaries, and technology staff are to report unless the Central Office Administration makes the decision that all personnel should remain home. Personnel who cannot reach work when requested may take paid time off leave. Central Office Administration requires staff to remain on call throughout the day.

All maintenance and custodial staff are to report, unless notified otherwise by their supervisor.

Section 3 Contract Days

Teachers are contracted for 185 days for the school year (hereinafter referred to as the "contract year"). Such contract days shall be serviced by individual teachers on varying schedules as established by the Board of Education and administration. If school is canceled, it is at the discretion of the district to schedule additional calendar days to compensate for weather related cancellations. This would mean that teachers would be making up canceled school days, or "snow days."

Article 2 – EMPLOYEE COMPENSATION AND BENEFITS

Section 1 Employment

Classified employees are “at-will” employees, and may be terminated at any time by the school district. Job descriptions are provided to all interviewees and available upon request. All resignations must be submitted in writing to supervisor and Human Resources.

Certified staff are employed by North Platte Public Schools when the certified staff signs a contract and the Board of Education approves such contract of employment. Job descriptions are provided to all interviewees and available upon request. The Certified Staff employment continues absent action by the administration or the Board of Education to non-renew, terminate, amend or cancel the employment contract with the school district, or action by the Board of Education to accept a resignation of employment.

On March 15 of each school year certified staff will be requested to accept employment for the next school year and shall be required to signify such acceptance on or before March 31 or such other date after March 15 as may be designated in the notice. It is important for staff to respond to the request to signify acceptance as a failure to signify acceptance of employment by the March 31 or other designated date shall constitute cause for amendment of termination of the contract. If staff signifies acceptance of employment for the next school year the teacher will be issued a new Contract.

Should staff wish to resign from employment, staff should give **written** notice of resignation to the Human Resource Director. Certified requests to resign will be acted upon by the Board of Education. Mid-year resignations and resignations given late in the spring for the following school year can present significant planning problems for the District. If a mid-year resignation is submitted, the Board of Education may act to not accept the resignation unless a suitable replacement can be found. Any probationary or permanent certificated employee whose contract of employment may be amended, terminated, or not renewed for the next school year **shall be notified in writing on or before April 15** of each year of such possible action on the contract. If the certificated employee wishes a hearing, a written request shall be sent to the secretary of the school board or the superintendent of schools or the superintendent's designee within seven calendar days after receipt of the written notice. Unless (1) continued by written agreement between the parties or their representatives as provided in this section or (2) a hearing officer is utilized as provided in sections 79-840 to 79-842, **final action by the school board must be taken on or before May 15 of each year.** If a hearing on amendment, nonrenewal, cancellation, or termination is not requested within the time provided for in sections 79-824 to 79-842, the school board shall make a final determination. With regard to all hearings provided for under such sections, either formal due process hearings or informal hearings, the **certificated employee shall be advised in writing at least five days prior to the date of hearing of the date, time, and place of the hearing.** Except as provided in section 79-840, all such hearings shall be held **within thirty days of the date of the request for hearing.** The parties or their representatives by mutual agreement, confirmed in writing, may extend the times for hearings or final determinations by the board under sections 79-824 to 79-842.

The District will enforce the continuing contract of teachers accepting employment for the next school year under the provisions of Neb Rev. Stat. §79-829, 79-831

Section 2 Selection of Staff

The process for the selection and assignment of staff is the responsibility of Human Resources with the direction of the Superintendent. It shall be the duty of the Director of Human Resources or designee to assure that all persons meet the qualifications established by law and the Board of Education for the position. North Platte Public Schools shall strive to attract and retain the best qualified personnel available for every position.

The selection procedure is uniformly applied to every candidate. There shall be no discrimination

against any employee or applicant for employment by reason of race, color, national origin, religion, marital status, sex, age, disability or sexual orientation.

Staff who are hired and have less than six months employment will not be granted movement on salary scale.

Section 3 Screening and Selection of Staff

The Human Resources Department coordinates the applicant screening and selection process. This process is uniformly applied to every candidate for a particular position, but can vary depending upon the position. Candidates may be eliminated from consideration throughout the process.

- a. All persons must complete the appropriate application and request accompanying documentation prior to consideration for employment.
- b. Human Resources coordinates an examination of the application and supporting material.
- c. The file of an applicant who had formerly been employed by the District will be reviewed. The rehiring of a former employee is contingent on a positive performance record. A former employee who was terminated, or who resigned in lieu of termination, for reason of violating a workplace conduct rule or unsatisfactory job performance is not eligible for rehire.
- d. Reference checks are completed.
- e. Structured interviews are coordinated by Human Resources.
- f. A supervisor conducts one or more interviews with HR.
- g. The supervisor makes their recommendation to the Human Resources Department concerning the selection for the position.
- h. Human Resources makes a conditional job offer and initiates background checks, including but not limited to criminal history, sexual offenses, child abuse; and any other requirement(s) for the position, i.e. post offer physical, Department of Transportation physical, licensing, etc.
- i. Administration has the discretion to determine compensation and movement of staff. Movement is not guaranteed if staff has been less than six months on job assignment.

Section 4 Assignments

The duties to be performed are subject to assignment by the administration and the supervisor. Job descriptions provide additional information about the position duties. All applicants are provided a copy of the job description. Current employees may request a current job description from the Human Resources office.

Regular, dependable and in-person attendance is an essential function of all positions within North Platte Public Schools. Employees are expected to devote full time and/ or assigned hours during days of school to their work and to diligently and faithfully perform the assigned duties to the best of the employee's ability. Employees are expected to work their assigned hours, any exceptions must be approved by supervisor and Human Resources.

Section 5 Transfer of Assignments

The following procedure applies to transfer of employees:

1. Staff may request a transfer to an assignment following established procedures and practices.
2. In order to be considered for the position, staff must meet the minimum requirements for the position and be able to perform the essential functions of the position with or without reasonable accommodations.
3. Transfers may be made administratively by the Human Resources Department
4. Supervisors may change assignments within a building or department for similar positions, with Human Resources approval.
5. Right of assignment is at the discretion of building and district administrators.

Section 6 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.

Section 7 4030 Evaluations of Certified 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.

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.

Section 8 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 in **4013**

Section 9 Compensation

Compensation. Compensation is paid only as authorized by the Board of Education. Please refer to the Negotiated Agreements and/ or **Appendices** for your compensation schedule and starting salary information. Movement is not guaranteed annually. Negotiated agreements determine movement for paraeducators and certified staff.

Administrative Assistant Placement

- Educational Attainment: A newly hired Assistant shall be placed on step 1.0
 - An Associate's degree or 60 hours of college credit will be granted a one-time advancement of two levels for educational attainment on the Assistants Hourly Rate Pay Scale.
 - A Bachelor's degree will equate to a one-time advancement of four levels for educational attainment on the Assistants Hourly Rate Pay Scale. If an Assistant was previously granted two levels for Associate's Degree or 60 hours, the Bachelor's Degree within their work related field, will be limited to two levels.
 - The maximum initial placement will be step 5.

- Employees will be granted 2 steps for experience within the work related field
- Employees hired after February will receive the same compensation after completion of one year and then adjustment in compensation will be at the next fiscal year.

Work Week. The Fair Labor Standards Act requires that wages be calculated on a workweek-by-workweek basis. A work week is seven consecutive days. The District workweek begins on Sunday and ends on Saturday.

All hourly classified employees will use the District Time Management System to record hours worked. Compensation will be paid for the actual time worked based on clock in and clock out times.

Employees are responsible for monitoring their hours weekly to ensure accuracy. Employees may reference the District Time Management System and Employee Portal.

Payment. Employees are paid monthly for hours worked in the previous month. Employees are paid on the 20th of the month, or the last preceding work day if the 20th falls on a holiday or weekend. Should an employee be absent from work in excess of the employee's accumulated sick leave or other paid leave, the employee's salary shall be reduced by the hours missed.

Volunteer Work. No employee can be required to serve on a building or district committee. All committee service is strictly voluntary. Any individual volunteering to serve on building or district committees will not be compensated nor receive compensatory time. Volunteer work at the building level is permitted so long as the duties to be performed are: (1) not similar in nature to the duties being performed for paid time and (2) the volunteer work does not continue in the same building during duty hours of the individual.

Subcontracting duties. Employees may not subcontract their assigned duties with North Platte Public Schools.

Hourly staff will use the District Time Management System unless given special instructions to use Time Logs. Certified staff may use Time Logs for activities beyond their normal contracted days. Time Logs are official payroll documents used for compensation and reporting hours to retirement. The annual audit pulls the payroll information to verify payments to staff. This means that the district administration must be very specific in what can be included in time logs:

- Time Logs are done on a **monthly** basis. There cannot be multiple months on submitted time logs. (ie. May and June cannot be submitted on the same time log)
 - Time Logs are due to Payroll by the **1st of each month**. If staff work on the last day of the month, then they must submit the next business day.
 - Time logs are time-intensive to process and require payroll to hand key all information for each time log.
- Time logs must be **signed** by staff and supervisors prior to submission to Payroll. Unsigned time logs will not be processed without proper signatures. Auditors need documentation that staff worked those hours.
- Time logs must be calculated on 15 minute intervals. Staff may not submit time prior to start time of training nor for extension of training without permission of administrator.. Designated times for training will be shared.
- Time logs are paid the **next month**. (ie. May hours are paid in June)
 - Hours reported to Retirement are submitted on a monthly basis.
- Time logs must be submitted separately for different activities which require different budget codes. (ie. Summer Weights and Training cannot be submitted on same time log.)
 - Time logs with pre-filled budget codes may be provided.
- Updated Time Logs should be used and can be found on the Employee Portal. Administrators and Supervisors will normally share the Time Logs.
- All time logs are subject to Human Resource review and approval.

Section 10 Benefits

Classified employees are provided benefits in accordance with their employment classification and Board policy (see **Appendix C**). Annual fringe benefit elections are to be made by September 1 of each school year. Should an employee fail to make such an election, the employee election from the immediately preceding school and contract year shall be continued. Employees are responsible for informing the Payroll Department in writing of any changes in benefit status.

Continued health insurance benefits are available through COBRA, subject to certain qualifying requirements. A Notice of COBRA Continuation Coverage Rights is available from the Human Resources Department.

The Health Insurance Portability and Accountability Act (HIPAA) provides rights and protections for participants and beneficiaries in group health plans. HIPAA includes protections for coverage under group health plans that limit exclusions for preexisting conditions; prohibit discrimination against employees and dependents based on their health status; and allow a special opportunity to enroll in a new plan to individuals in certain circumstances. HIPAA may also give you a right to purchase individual coverage if you have no group health plan coverage available, and have exhausted COBRA or other continuation coverage. Further information may be obtained from the Plan Administrator of the group health plan.

Section 11 Payroll

Payroll deductions are made in accordance with the law and elections made by employees. Before a new employee can be eligible to receive the first paycheck, all necessary forms must be completed. Employees' start date will be at least two working days after the required documentation is received by the district central office. Those documents include, but are not limited to:

- I-9
- W-4
- Direct deposit form (see details below)
- Nebraska State Retirement System Application (if applicable)
- Criminal History Background Check
- Physical, if required
- Signed Employee Handbook Sign off Sheet, verifying receipt and compliance with handbook

Direct Deposit. The district shall pay all wages by manner of direct deposit to a checking or savings account with a financial institution identified and authorized in writing by the particular employee. The employee shall have two weeks from the commencement of employment to return a completed direct deposit form to the payroll department to ensure timely automatic deposit of the employee's wages. The returned form shall include documents that corroborate the relevant routing and bank account number. Once the payroll department receives and verifies all necessary information and forms, payroll will be released on the 20th calendar day of the following month in which wages are earned. Any subsequent changes to an employee's direct deposit information must be submitted before the 10th calendar day in the month in which wages are to be paid through payroll.

Pay Advice. All pay advice information is located in the Employee Portal. To view pay advice, the employee must visit the **nppsd.org** website and register for the Employee Portal with a username and password. The employee is encouraged to visit the Employee Portal each month to see payment details prior to contacting the payroll department with questions. Employee Portal will not be available to new employees until after their first paycheck.

Name and Address Change. If an employee's address or phone number changes at any time during employment with the District, the employee must contact Human Resources and the payroll department

as soon as possible. Maintaining accurate employee information is a requirement for all school districts.

If an employee changes their name, they will need to contact the payroll department once they have official legal documentation indicating the new name. Technology department will be contacted next to update email, ID badge and technology equipment checked out (employee must bring laptop and case when updating a name change). Human Resources will receive the Name Change form last to update Personnel Files and district computer programs.

Section 12 Payroll Deductions

Employees will have payroll deductions of federal tax, state tax, FICA and any other deductions authorized by an employee on the appropriate sheet which comply with Nebraska wage assignment statutes.

Retirement. NPPSD employees who work twenty (20) or more hours per week are required to join the Nebraska Public Employees' Retirement System. Employees under eighteen (18) years of age may elect not to join. Once the employee reaches the age of 18 and works more than 20 hours per week, retirement will begin to be deducted.

The following employees are required to participate in the retirement plan:

- All permanent employees of a Nebraska school district, an educational service unit, the state or county (if the position with the state or county requires a teaching certificate), working at least 20 hours per week on an on-going, regular basis, or with a full-time contract.
- A permanent employee initially hired at less than 20 hours per week who provides service for 20 hours or more per week (80 hours per month) in any three calendar months of a plan must be enrolled in the retirement plan for the next payroll period.
- An employee must be a United States citizen or a qualified alien in order to participate. Once an employee meets the requirements to participate in the retirement plan, *they will remain in the plan until termination or retirement.*

All members of the Nebraska Public Employees' Retirement System must contribute a percentage of their gross salary to the retirement fund through payroll deduction. The school district is required by law to match the total cost of contribution at 101%. Any member who terminates employment with NPPSD may:

- 1) Leave the account on an inactive basis in order to draw a retirement benefit. The employee must have five years of creditable service.
- 2) Receive a refund or make inquiries to:

Nebraska Retirement System
PO Box 94816
Lincoln, NE 68509
1-800-245-5712

Long Term Disability (LTD). Employees working 20 hours per week are eligible for long-term disability coverage. Refer to **Appendix C** for specific benefits according to position.

Life Insurance. Term life insurance is available to all employees. District will provide \$10,000 worth of insurance to employees working 20 hours or more per week. Employees may elect to purchase additional cover, up to \$50,000 is paid through the section 125 plan and additional insurance above \$50,000 is paid as a payroll deduction.

Health Insurance. The District will pay up to a family health insurance premium for full time classified staff, except for paraprofessionals who are subject to their negotiated agreement and administrators. When an employee is absent due to an illness and cannot return to work, the district will pay his/her health insurance premium for 12 weeks. North Platte Public Schools will not pay for health care when an employee has health insurance from another company and we become secondary insurance.

\$2500 Deductible HSA Plan: For those employees electing the \$2500 Deductible I-ISA Plan, the Board shall pay the following amounts toward the monthly insurance premiums at the rates established by the EHA for the levels of coverage for which each certificated employee is qualified:

Full monthly premium for employee health and employee dental (100% A, 75% B, 50% C coverage) 594.86+29.54

Full monthly premium for employee and spouse health and dental (100% A, 75% B, 50% C coverage) 1100.53+54.61

Full monthly premium for employee and children health and dental (100% A, 75% B, 50% C coverage) 1249.23+62

Full premium for employee, spouse, and children health and dental will be : (100% A, 75% B, 50% C coverage) 1677.39+83.29

If employee elects the lower dual choice option Educators Health Alliance (EHA) health and dental insurance Blue Preferred \$650 Deductible, the employee is responsible for underwriting the costs difference between the \$2500 and \$650 deductible

Section 125. Employees may participate in the District's Section 125 plan to the extent allowed by law.

Tax-Sheltered Annuity. All classified employees may have a payroll deduction toward a district selected tax-sheltered annuity (403b).

Section 13 Expense Reimbursement

North Platte Public Schools will reimburse individuals traveling on official school business for reasonable and necessary expenses incurred. Travel expense accounts are open to the public and must be able to sustain the test of public review. Thus, all requests for reimbursement will be carefully reviewed and must conform to the guidelines outlined below. Any non-conforming expenses will be rejected. When planning and paying for travel, economy, prudence and necessity are of primary concern. The use of school funds to accommodate personal comfort, convenience, and taste is not permitted.

It is the expectation of the North Platte School Board to limit travel costs to only those expenses that are necessary for providing essential services to the North Platte Public Schools. Further, travelers and travel planners must seek ways to reduce the cost of essential travel. Additionally, Administration must ensure that all travel expenses conform to these travel guidelines.

Travel-related expenses are the costs incurred when employees go off-site for work-related training, conferences, seminars and/or meetings. These expenses include the cost of attending the session as well as the reasonable costs of transportation, meals, parking, hotel and other accommodations off-site.

Any travel expenditure that is not approved in advance or properly documented, or that is deemed to be excessive, may be partially or wholly rejected for payment. Any amount that is rejected will be the responsibility of the person who incurred the cost. The following guidelines shall apply to those traveling on official school business:

- **Itemized, original** receipts must be submitted for all expenses incurred, including transportation, lodging, meals and other incidental expenses.
- When making travel arrangements, government rates or business rates should be obtained. Upgrades and special amenities are not reimbursable expenses. Requests for others (i.e. family members, friends, or non-employees) to accompany employee will be limited and subject to the approval of the District, and additional fees relating to the travel of others shall be non-reimbursable.

- If personal travel is combined with work related travel, the personal portion must be paid by the employee. Reimbursement for mileage will not be granted, when district transportation has been arranged and is available to the employee.
- No cash advancements will be made for anticipated expenses.
- Internet access charges must be pre-approved.
- The following expenses will **not** be reimbursed:
 - Alcoholic beverages, In-room movies, Mini-bar charges, Gym fees, Entertainment or recreational expenses, Laundry and dry cleaning, Travel Insurance,

With regard to transportation:

 - Flight reservations will be arranged with the Business Office prior to arrangements being made.
 - The most economical fare available should be obtained and is a reimbursable expense.
 - Transportation will be obtained by the most cost effective means.
 - District gas cards may only be used to purchase gas for district-owned vehicles for work-related travel.
 - The use of a rental car requires approval in advance of any travel. If a rental vehicle is approved, it should be a “mid-class” vehicle or smaller. The district will not be responsible for expenses related to fines or other expenses incurred due to traffic or parking violations.
 - Fuel purchased for use of a rental vehicle may be purchased using the district issued p-card or with the employee’s own funds. Receipts must be turned into the business office.
 - Mileage reimbursement will be at the per mile rate approved by the IRS. Travel will be calculated from the employee’s beginning location, either home or work location, to the destination and back using an online map program. .
 - All travel performed using an employee’s personal vehicle will be reimbursed at the current mileage rate in accordance with this policy.
- With respect to lodging:
 - Lodging reservations will be made in advance of any travel and set up as a direct bill to the district. If an employee chooses not to direct bill, the employee will be required to pay for the lodging and request reimbursement.
 - Lodging will be paid at actual and reasonable rates for both instate and out-of-state travel, subject to the additional provisions of this policy.
 - Lodging at the conference location is appropriate and an approved cost.
 - Employees who arrange for others (i.e., family members, friends, or non-employees) to stay with them will be required to pay for the lodging and request reimbursement. Lodging reimbursement for employees who arrange for others to stay with them will be granted at 50% of the room rate, not to exceed what the district would have paid for single occupancy.
- With respect to meals: If meals or a portion of the meals are included in the travel arrangements (e.g. meal in flight) or at the conference or training session, no meal reimbursement will be made for that meal period. Meals will not be reimbursed if travel occurs within one hour before or after an employee’s normal work day.

- o All meals are to be purchased by the employee, then submitted for reimbursement on the Travel Reimbursement Form.
- o Charges for meals must be reasonable and in keeping with the regional cost for dining out.
- o Reimbursement for tips is limited to 20% of approved meal price. Tips above 20% will be the employee's responsibility. The following schedule of per diem payments is the recommended allowances that will be reimbursed for meals:

Instate Out-of-state

Breakfast \$10.00 \$ 15.00
Lunch \$15.00 \$ 20.00
Dinner \$25.00 \$ 30.00

- Registrations, taxi fares, parking fees and other miscellaneous travel-related expenses may be allowed subject to the discretion of the district.

To request reimbursement or payment, please follow the instructions below:

1. Complete and submit the Travel Reimbursement Request form, which is available online, or print it and return it to your building Principal or Supervisor for approval. **Please attach all copies of receipts to the form prior to submission.** The form must be received in the Business Office by the end of the month to be compensated the following month otherwise payment will be made in two months.
2. The building Principal or Supervisor will forward the request form to the Central Office Administrator for approval and payment.
3. Final Approval will be made by the Executive Director Financial, Facilities, and Operations.

Reimbursements for approved expenses will be mailed after the first board meeting of the next month. Reimbursements must be submitted by the last business day of each month to be paid in the next month.

The District maintains Travel Purchasing Cards in the Business Office. A Travel P-card can be "checked out" from the business office secretary for use in making travel reservations prior to business travel. The same Travel P-card will then be reserved for the staff member to use for business expenses when actually traveling. All of the above guidelines are to be followed for use of the P-card during business travel. The employee is required to turn in all receipts for travel expenses when returning the P-card to the Business Office secretary after the employee returns from traveling. All employees are required to sign a User Statement of Responsibility prior to using a District P-card.

North Platte Public Schools participates in various grants and compensation for grant activities may be subject to different compensation regulations.

Section 14 Overtime

Overtime is paid to hourly, classified employees in accordance with the Fair Labor Standards Act (FLSA). A publication provided by the federal government which provides more information about the FLSA is displayed at the workplace or a copy is available from the Human Resources Department. Comp time may be taken instead of paid overtime. ALL overtime and comp time must be pre-approved by the supervisor and/ or Executive Director of Finance and Operations.

Certified Staff are considered exempt from overtime in accordance with the Fair Labor and Standards. Certified Negotiated Agreement provides guidance for additional compensation for certified staff. The regular workweek for overtime purposes is from 12:00 a.m. on Sunday through 11:59 p.m. on Saturday. The administration may establish a different 7-day period workweek from time to time for specified

employees or employee groups.

Employees will be expected to accurately report hours worked through district software used for time reporting. Falsification of time worked is a serious offense.

Employees must receive prior approval from their supervisor to work additional hours beyond their regular work schedule. Non-exempt employees will be paid for each hour worked in excess of 40 hours in a workweek and are expected to accurately and timely report overtime hours to their supervisor.

Overtime calculations do not include payment for idle hours when the employee is not at work. Idle hours include paid time off, sick time, and all other types of leave offered to classified employees. Employees who use leave during a week will not be compensated for overtime until time actually worked exceeds 40 hours in the same workweek. For example, if an employee uses eight hours of paid time off leave on Monday and then works 44 hours between Tuesday and Saturday, only four hours will be considered overtime for that workweek.

Overtime pay for non-exempt employees will be paid at the rate of not less than 1½ times the employee's regular rate of pay for hours worked in excess of the 40 hour workweek. Employees with two or more non-exempt positions may be eligible for overtime pay based upon the total number of hours worked in one workweek. If applicable, the employee and the Executive Director of Finance or designee will agree upon the overtime rate in compliance with FLSA regulations.

The District's policy is to not permit improper deductions from the salaries of exempt employees who are required to meet a "salary basis" test for the overtime exemption to be applicable. An employee who feels an improper deduction affecting exemption status has occurred may submit a complaint to the Superintendent or designee, who shall promptly investigate the complaint. Reimbursement shall be made and a good faith commitment to comply in the future will be given in the event it is determined that an improper deduction affecting overtime exemption has been made.

Section 15 Disciplinary Suspension

The District's policy is to authorize unpaid disciplinary suspensions of a full day or more for infractions of workplace conduct rules and to apply such policy uniformly to all similarly situated employees, including exempt employees who are required to meet a "salary basis" test for the exemption to be applicable. Unpaid disciplinary suspensions of a partial day or of a full day or more may be implemented for infractions of safety rules of major significance.

Section 16 Worker's Compensation

All employees come under the provisions of the Nebraska Workers' Compensation Law. Injuries on district-owned grounds or in district-owned buildings or that happen during job duties off premises, no matter how minor, should be reported immediately to the supervisor or principal.

The supervisor is to be knowledgeable of the district's reporting procedures and to provide the forms and direct the employee on how to complete (1) the Employee's Incident Report and (2) Employee's Choice of Doctor forms. The supervisor will then complete (3) the Supervisor's Accident Investigation Report and forward all to the Business Office. It is also the supervisor's responsibility to contact Wellness Works who will follow up with the employee.

Employee's eligible for worker's compensation can receive up to 66 2/3% of their wages from the worker's compensation insurer. The District will use the employee's available sick and paid time off leave time to compensate the employee for the remaining portion of their wages. Once the employee's sick and paid time off leaves are used up, the district paid portion of their wages will cease and the employee will only receive the amount paid by the worker's compensation insurer. No leave accruals will occur while an employee is on worker's compensation leave.

Once an employee is eligible for worker's compensation, the employee's time off will be treated as allowable time off under the Family Medical Leave Act (FMLA). See Article 3, Section 8 for FMLA details.

DRAFT

Article 3 –CLASSIFIED ABSENCES FROM WORK

Section 1 Absence Procedures

Leave Accrual. All leave is accrued on an annual basis unless otherwise stated. Paid time off leave will be granted July 1st of each school year. Once the employee has used all of his/her allotted leave in any category, absent without pay is the only option available. Twelve-month employees, working less than eight hours per day, will receive one half of the leave amounts detailed in each section. **All Paraeducator's leave is subject to the Current Paraeducator Negotiated Agreement.**

Requesting and Reporting Leave. An employee who wants to use available leave is to submit a leave request to the employee's supervisor using the District designated software as soon as possible. Leave requests are to be submitted in a timely fashion to the supervisor. The supervisor may require that more advance notice be given depending on the nature of the employee's duties or the need to schedule a substitute. Absence requests must be submitted as soon as possible to ensure the employee is paid for the time. Absences must be submitted during the month of absence. Paid time off leave should be submitted at least five business days in advance.

Employees using the District Time Management System to report leave must report leave in a timely fashion or the employee will not be compensated for the leave. Employees are required to submit leave if they cannot work regularly scheduled hours, even if the leave is exhausted. Custodial and Maintenance staff is subject to the Facility and Maintenance Department Policies.

Giving Notice of Unscheduled Absences. An employee who is unable to request advance approval for an absence because of the nature of the circumstances requiring the absence (such as personal illness or unforeseen emergency) is to report the need to be absent as soon as the situation is known. To report the need to take a sick or bereavement leave, employees are to contact their building administrator or supervisor as soon as possible. Before the end of the day on the first day of the absence, and on each subsequent day of absence, the employee is to report to their building administrator or supervisor whether the employee will be able to return to work on the next duty day. For sick or bereavement leaves occurring in circumstances where the need for the leave can't be determined in advance, the employee is to make a report of the need to take the leave as soon as possible. The District may approve special emergency circumstances.

Returning from Absences

1. *Justification for Absences Taken Without Prior Approval.* If an employee is absent without advance approval either: (1) the day immediately preceding or immediately following a regularly scheduled school break (such as winter break, spring break, and quarter or semester breaks) or (2) during the first two weeks or the last two weeks of school (student contact days), the employee will be required to give verification (for example, a doctor's note) to establish that the employee was unable to work for an excusable condition or excusable reason.
2. **Family and Medical Leave (FMLA).** Qualified employees will be provided leave under the Family and Medical Leave Act (FMLA) as provided in board policy.

Employees are required to disclose any medical restrictions that limit their ability to perform the essential functions of their position to their supervisor and to request a meeting with the Americans with Disabilities Act (ADA) Coordinator to discuss the provision of reasonable accommodations. The District will not discriminate against any employee due to disability and will provide reasonable accommodations. Information provided about medical conditions or disabilities shall be treated as confidential, as required by state and federal statutes, and will be divulged only to the extent necessary to provide reasonable accommodations.

Section 2 Leave

Permanent employees are provided with accrued leave (sick, adoption, paid time off) and benefit leave (bereavement, holidays, jury duty, voting, professional) in accordance with their employment classification, applicable negotiated agreement, and Board policy. During such paid leave, employees continue to receive their salary and fringe benefits.

The leave provided by the District is to be used for the purpose intended. Abuse of leave privileges affects the students, other staff, and the entire District and does not represent the District's values.

Section 3 Accrued Leave

Note: Temporary Summer Employees do not accrue leave.

Sick Leave. Employees are to use sick leave when unable to work due to an illness. Activities other than caring for their own health or that of an immediate family member reflect an abuse of sick leave. Please reference the Paraeducator Negotiated Agreement.

Sick leave may be accumulated up to 600 hours based on the percent of time worked during a standard week. Sick leave can only be used up to the standard hours per day of a given class of employee. Employees will not be permitted to use unearned sick leave. An unpaid leave of absence may be requested by classified employees to Human Resources and the Executive Director of Finance and Operations. Any employee that moves to a part time status that is less than 20 hours per week, will lose all accrued leave.

Category	Hours Accrued Per Month
A	8
B	6
C	5 (based on 9 payroll checks)

Sick leave may be granted for medical appointments, maternity, illness or accidents, injury to the employee, spouse, children, parent, step-parent, parents-in-law and grandparents. All accumulated sick leave may be used for any or all stated items. When an employee leaves work due to stated sick leave they must take at least half an hour of leave before returning to work. FMLA absences will be handled through HR.

Twelve-month employees cannot use sick leave the day before or the day after a holiday without supervisor approval.

If a classified employee is using paid time off leave, appropriate leave will continue to accrue. If a classified employee is using sick leave, leave will not continue to accrue. All sick leave benefits cease upon termination of employment with the North Platte Public Schools. Sick leave does not accrue cash value.

Sick and paid time off leave is accrued monthly and will begin accruing with the employee's first paycheck. If an employee is absent from work before their first paycheck, the employee will not be paid for hours worked. Leave will not be available until after one month of employment.

If employment is terminated prior to leaves accruing for that month, the employee will not accrue leave. If leave accruals have already been posted, then that leave will be available to employees to use. Paid time off leave will be paid out in the employee's final paycheck.

If an employee is out on medical (FMLA) or workers comp leave, the employee will not accrue leave until his/her return to employment, at least half time, with the district.

Staff members may donate up to 16 hours of sick leave per year to any classified staff who has exhausted all paid leave, and who becomes subject to a pay deduction or no income due to extended illness. **Maximum amount of donated sick leave cannot be more than 600 hours.** Extended illness may be defined as cancer, heart attack or heart surgery, accident or injury that requires immediate

medical attention followed by a physician's directive to remain away from work for rest and recovery, terminal illness, major organ transplant, stroke, tumor or any illness or disease comparable to those enumerated in this section as determined by the Executive Director of Finance, Facilities and Operations who's discretion of eligibility shall be final. A physician's statement must accompany all extended illness cases.

Adoption Leave. Adoption leave will be permitted to be taken by an adoptive parent for the same time and on the same terms as an employee is permitted to take a leave of absence upon the birth of the employee's child.

The adoptive parent leave of absence begins following the commencement of the parent-child relationship. The parent-child relationship commences, for purposes of adoption leave, when the child is placed with the employee for purposes of adoption. The employee shall be deemed to have waived any adoptive leave days not taken following the commencement of the parent-child relationship, except as the Superintendent and the employee may otherwise agree. Advance notice of an anticipated adoption shall be provided by the employee to the Superintendent as early as possible.

Paid Time Off. (Does not include sick leave)

When an employee changes positions within the district, from a position that does not accrue leaves monthly to a position that does, the employee will be granted the lesser of 2 years of service credit towards leave accruals or their actual years of service.

Employees may not be absent from their assigned duties for more than 80 consecutive work hours for paid time off purposes, unless approved by Human Resources. Paid time off leave must be used in half hour increments. Clerical staff working 10 months will receive the maximum accrual as shown below. Paraprofessional staff will receive the paid time off based negotiated agreement. Paid time off leave is earned monthly beginning on July 1st on the basis of continuous employment and will be granted as follows:

	Employment Term	Hours earned per Month	Maximum accumulation	Notes:
12 Month Classified Employees	0-11 Months	9	108	
	12-59 Months	14	168	
	60-119 Months	16	192	
	120 months+	18	216	
	Paraeducator			Based upon Negotiated Agreement
	10 Month Clerical		32	Accrues July 1st

Once the maximum number of hours has been reached, no additional leave will be accumulated until time has been used. Para-Educators must be hired prior to March 1st to accrue Paid Time Off.

Section 4 Benefit Leave

Bereavement Leave. Bereavement leave is to be used for purposes of addressing issues related to the death and to attend funeral services. Bereavement leave is granted at NPPS discretion and subject to verification.

The taking of a bereavement leave without attending funeral services would be an abuse of bereavement leave, except in the case of the death of the staff member's parent, child or spouse, where grief would be expected to impair the employee's ability to function at work.

All categories: Employees may be granted up to a maximum of 40 hours paid per year at regular time rate for hours assigned daily for each absence from work due to a death in the immediate family. Other family members would be evaluated based on discussion with the Executive Director or HR

- A. Spouse
- B. Parent/Parent-in-law
- C. Child
- D. Son-in-law/Daughter-in-law
- E. Grandchild
- F. Brother/Sister

Employees may be granted up to 16 hours total per year paid at regular time rate for hours assigned daily for each absence from work due to a death:

- A. Brother-in-law/Sister-in-law
- B. Grandparents
- C. Niece, Nephew, Aunt and Uncle
- D. Person living in the home of the employee

Employees will be granted up to a maximum of eight hours or assigned daily hours for the death of a friend per year

Holidays. Pay will be received for those holidays observed by the district, which fall within their assignment period. The Districts will designate holidays annually. If a holiday is observed while the employee is on sick leave or paid time off leave, the holiday will not be charged to sick leave or paid time off leave. The paid holiday schedule for the **current** school year is located in as an **Appendix H**.

Section 5 Sick Leave Incentive

Sick Leave Incentive Program: Employees (**Except Para-Educators and teachers; please refer to their master agreement**) will receive a sick leave benefit if the following conditions are met:

1. The employee is at least fifty-five (55) years of age as of September 1 of the school year in which the employee resigns ("resignation year").
2. The employee has completed 15 or more consecutive years of credited service to the North Platte Public Schools District ("District") as of the conclusion of the resignation year (credited service means continuous employment with the District as a classified staff). The employee will be paid their accumulated sick leave in January of the following year of their resignation according to the following formula: (Hourly rate x (total sick leave hours x 40%)).

Article 4 – CERTIFIED ABSENCES FROM WORK

Section 1 Absence Procedures

Leave Accrual. All leave is accrued on an annual basis unless otherwise stated. Personal and leave will be granted July 1st of each school year. Once the employee has used all of his/her allotted leave in any category, absence without pay is the only option available. Employees requesting leave beyond accrued leave and FMLA, will need Human Resource approval to take leave without pay.

Requesting Leave. An employee who wants to use available leave is to submit a leave request to the employee's supervisor using the District designated software. Leave requests are to be submitted in a timely fashion to the supervisor. All personal leave requires five school days advance notice, exception requests require Human Resources approval and subject to negotiated agreement. The supervisor may require that more advance notice be given depending on the nature of the employee's duties or the need to schedule a substitute. District Administration may restrict personal leave requests based upon substitute availability and negotiated agreement.

Giving Notice of Unscheduled Absences. An employee who is unable to request advance approval for an absence because of the nature of the circumstances requiring the absence (such as personal illness or unforeseen emergency) is to report the need to be absent as soon as the situation is known. To report the need to take a sick or bereavement leave, employees are to contact their building administrator or supervisor as soon as possible. Before the end of the day on the first day of the absence, and on each subsequent day of absence, the employee is to report to their building administrator or supervisor whether the employee will be able to return to work on the next duty day. For sick or bereavement leave occurring in circumstances where the need for the leave cannot be determined in advance, the employee is to make a report of the need to take the leave as soon as possible. District Administration may approve special emergency circumstances.

Returning from Absences

1. *Justification for Absences Taken Without Prior Approval.* If an employee is absent without advance approval either: (1) the day immediately preceding or immediately following a regularly scheduled school break (such as winter break, spring break, and quarter or semester breaks) or (2) during the first two weeks or the last two weeks of school (student contact days), the employee will be required to give verification (for example, a doctor's note) to establish that the employee was unable to work for an excusable condition or excusable reason.
2. *Establishing Fitness for Duty.* Employees must present a written statement from their physician or healthcare provider to their supervisor when absent for any period of time because of injury requiring care from a physician or healthcare provider, or absent from work for 5 days or more due to a personal health condition. The statement is to clearly verify that the employee is mentally and physically able to return to duty. This statement is to be presented in person to the employee's supervisor before the employee returns to duty in order that the readiness to perform work can be observed and discussed. Custodial staff is subject to the Custodial Department Policies.

Employees are required to disclose any medical restrictions that limit their ability to perform the essential functions of their position to their supervisor and to request a meeting with the Americans with Disabilities Act (ADA) Coordinator to discuss the provision of reasonable accommodations. The District will not discriminate against any employee due to disability and will provide reasonable accommodations. Information provided about medical conditions or disabilities shall be treated as confidential, as required by state and federal statutes, and will be divulged only to the extent necessary to provide reasonable accommodations.

Section 2 Leave

Employees are provided with accrued leave (sick, adoption) and benefit leave (personal, bereavement, jury duty, voting, professional) in accordance with applicable negotiated agreement, and Board policy. During such paid leave, employees continue to receive their salary and fringe benefits.

The leaves provided by the District are to be used for the purpose intended. Abuse of leave privileges affects the students, other staff, and the entire District and will not be tolerated.

Section 3 Accrued Leave

Sick Leave. Employees are to use sick leave when unable to work. Activities other than caring for their own health or that of an immediate family member reflect an abuse of sick leave. Sick leave may accumulate up to 75 days.

Adoption Leave. Adoption leave will be permitted to be taken by an adoptive parent for the same time and on the same terms as an employee is permitted to take a leave of absence upon the birth of the employee’s child.

The adoptive parent leave of absence begins following the commencement of the parent-child relationship. The parent-child relationship commences, for purposes of adoption leave, when the child is placed with the employee for purposes of adoption. The employee shall be deemed to have waived any adoptive leave days not taken following the commencement of the parent-child relationship, except as the Superintendent and the employee may otherwise agree. Advance notice of an anticipated adoption shall be provided by the employee to the Superintendent as early as possible.

Section 4 Benefit Leave

Personal Leave. Certified staff are granted three (3) personal days per school year. According to the negotiated agreement, teachers may be paid daily sub rate for any unused personal leave. Personal leave may not be carried over to the following school year for teachers.

For administrators, personal leave must be used within the school year they are earned and do not carry over to the following school year.

Bereavement Leave. Bereavement leave is to be used for purposes of addressing issues related to the death and to attend funeral services. The taking of a bereavement leave without attending funeral services would be an abuse of bereavement leave, except in the case of the death of the teacher’s parent, child or spouse, where grief would be expected to impair the employee’s ability to function at work.

Section 5 Expectations for Teachers, Substitutes and Administrators during absence

Absence Length	Teacher Responsibilities	Substitute Responsibilities	Principal Responsibilities
.5-10 days	<ul style="list-style-type: none"> ● Detailed Lesson Plans (may be uploaded to AESOP) ● Have Sub Notebook easily available ● Classroom Schedule, Expectations, and Resources accessible ● Teachers reviews substitute satisfaction survey 	<ul style="list-style-type: none"> ● Follow Lesson Plan and Instructions left by teacher ● Follow classroom rules and expectations set by teacher ● Fulfill duties of teacher as assigned by building principals (ie. Recess, Lunch, etc.) ● Follow IEP and 504 requirements ● Substitute completes satisfaction survey at the end 	<ul style="list-style-type: none"> ● Assures Lesson Plans are prepared and turned ● Notifies classroom teacher if no lesson plan were prepared ● Checks in with Substitute regularly throughout the day ● Principal review substitute survey and makes any corrective action needed ● Director of Human Resources reads substitute survey and makes any corrective action

	<p>and makes the appropriate corrective action</p> <ul style="list-style-type: none"> List of student IEP, 504 requirements, students with special accommodations (seating, restroom privileges, does not celebrate holidays, does not stand for flag, etc.) 	of the assignment	<ul style="list-style-type: none"> Assures a substitute-teacher's notebook is complete and visible
11+ days	<ul style="list-style-type: none"> Detailed Lesson Plans for first week Have Sub Notebook easily available Learning Plans for duration of absence Classroom Schedule, Expectations, and Resources accessible Teachers reviews substitute satisfaction survey and makes the appropriate corrective action List of student IEP, 504 requirements, students with special accommodations (seating, restroom privileges, does not celebrate holidays, does not stand for flag, etc.) 	<ul style="list-style-type: none"> Follow Lesson Plan and Instructions left by teacher Submit to principals detailed Lesson Plans for days 6-30 Follow classroom rules and expectations set by teacher Fulfill duties of teacher as assigned by building principals (ie. Recess, Lunch, etc.) Follow IEP and 504 requirements Substitute complete satisfaction survey at the end of the assignment Facilitates Parent Teacher Conferences 	<ul style="list-style-type: none"> Assures Lesson Plans are prepared and turned Notifies classroom teacher if no lesson plan were prepared Checks in with Substitute regularly throughout the day Principal review substitute survey and makes any corrective action needed Director of Human Resources. reads substitute survey and makes any corrective action Assures a substitute-teacher's notebook is complete and visible

***It is important for Substitutes to know the expectations of teachers. If you believe you do not have the materials and information necessary for a successful day substituting, please contact the building principal.**

LESSON PLANS - It is vital that you take an adequate amount of time preparing for a substitute teacher. Give the substitute as much detail as necessary to make your wishes clear. Review, organize and clearly label materials to be left for the substitute. The substitute needs enough material to keep the students busy for the entire class period. Your instructions should be fairly detailed and legible, leaving no doubt about what you are trying to accomplish on that given day. It might even be a good idea to include the actual goals and objectives that you are trying to attain. But at all costs, leave the substitute more than enough activities/material to keep the students busy. Always make a few extra copies.

If you wish to leave your desks and cabinets locked, that is understandable, but at least leave a large sealed envelope marked "FOR THE SUBSTITUTE", containing all the items the sub will need for the day.

Make your expectations of the students clear - Studies indicate that a substitute has only the first 5 minutes of class to establish control of that class. A well-prepared group of students will most often comply with the substitute. Define best behavior for them. Never make jokes about substitute teachers and don't let students think that you have low expectations for days that you aren't there. Give students no opportunity to contradict the substitute. Use every available opportunity to remind your students about proper classroom behavior when guests — and that includes subs — are present. Work with students to constantly remind them that if you do take an absence day, the class behaves properly. Make expectations of substitutes clear - Take the time to discuss expectations of student behavior with substitutes early in the year in case you are absent. When you are going to be absent, take the time to write thorough plans that account for every minute of class time.

A substitute-teacher's notebook, for use by any sub who may be assigned to your class, will be required. The notebook's emergency lesson plans and classroom management information will help ensure that everything runs smoothly while you're gone.

The sub notebook, clearly labeled and easily accessible from your desk, containing the following materials:

- Copy of your school's bell schedule, including lunch schedules
- Updated copy of your classroom seating chart
- Updated copy of your roll sheet, including students with health needs identified
- Copy of your daily instructional schedule, including paraeducator or co-teacher if applicable
- Copy of your classroom rules/ procedures/ syllabus
- List of your most helpful and responsible students
- List of all classroom textbooks used and where they are shelved
- Simple map of the school facility and grounds, including emergency-exit routes
- List of the names, room numbers, and extensions of your closest fellow teachers
- List of the names and extensions of your school's administrative personnel
- List of the names, room numbers, and extensions of the nurse, counselor, etc.
- At least three broad, flexible lesson plans that can be used throughout the year

Article 5 - LEAVE

Section 1 Jury Duty Leave

An employee who is summoned for jury service must promptly notify the employee's immediate supervisor. The employee will be allowed time off for jury duty.

There will be no loss of salary or deduction in leave time for time spent in jury service. The District may at its discretion reduce salary by an amount equal to any compensation, other than expenses, paid by the court for jury duty.

If an employee reports for jury duty in the morning and is then dismissed from jury duty for the remainder of the day, the employee is to report for work and resume duties for the balance of the day, except as may be otherwise arranged by the employee's immediate supervisor.

Section 2 Voting Leave

Employees will be allowed paid time off to vote in an election if the employee: (a) is a registered voter; (b) does not have 2 consecutive hours during which the employee is not required to be present at work

in the period between the time of the opening and closing of the polls; and (c) applies for voting leave prior to or on election day.

Voting leave will not be available to most employees because elections are typically scheduled for 8 a.m. to 8 p.m. Most employees are off duty on or before 6 p.m. If not off work by 6 p.m., the employee is usually not on duty before 10 a.m.

When voting leave is available, an employee will be entitled to be absent from work on Election Day for such a period of time as will, when considering the employee's non-working time, total 2 consecutive hours between the time of the opening and closing of the polls. When voting leave is used, no deduction shall be made from the employee's salary or wages on account of such absence. The employee's supervisor may specify the hours during which the employee may be absent for voting leave.

Section 3 4011 Family and Medical Leave

North Platte Public Schools handles FMLA internally through HR. Employees are to contact HR for FMLA absences and guidance. Employees may need to file FMLA for intermittent absences. Employees will be given additional guidance after contacting HR. Employees are responsible for contacting HR and submitting required documentation. Employees who fail to contact HR or neglect to submit the requested documents may be subject to denial of FMLA and/ or disciplinary action.

Employee Rights and Responsibilities under the Family and Medical Leave Act

Family and medical leave shall be allowed under the terms and conditions of the Family and Medical Leave Act of 1993, as amended (FMLA)

Basic Leave Entitlement. FMLA provides up to 12 weeks of unpaid, job-protected leave to eligible employees for the following reasons:

- For incapacity due to pregnancy, prenatal medical care or childbirth;
- To care for your child after birth, or placement for adoption or foster care;
- To care for spouse, son or daughter, or parent, who has a serious health condition; or
- For a serious health condition that makes you unable to perform your job.

The "leave year" for purposes of the FMLA is a "rolling" 12-month period, measured backward from the date of any FMLA leave usage.

Military Leave Entitlement. Eligible employees with a spouse, son, daughter, or parent on active duty or call to active duty status in the National Guard or Reserves in support of a contingency operation may use the 12-week leave entitlement to address certain qualifying exigencies. Qualifying exigencies may include attending certain military events, arranging for alternative childcare, addressing certain financial and legal arrangements, attending certain counseling sessions, and attending post-deployment reintegration briefings.

FMLA also includes a special leave entitlement that permits eligible employees to take up to 26 weeks of leave to care for a covered service member during a 12-month period. A covered service member is a current member of the Armed Forces, including a member of the National Guard or Reserves, who has a serious injury or illness incurred in the line of duty on active duty that may render the servicemember medically unfit to perform his or her duties for which the servicemember is undergoing medical treatment, recuperation, or therapy; or is in outpatient status; or is on the temporary disability retired list.

Benefits and Protections. During FMLA leave, health coverage under a "group health plan" will be maintained on the same terms as if you had continued to work. Upon return from FMLA leave, most employees must be restored to their original or an equivalent position with equivalent pay, benefits, and other employment terms.

The use of FMLA leave will not result in the loss of any employment benefit that accrued prior to the

start of the FMLA leave.

Eligibility Requirements. A person is eligible if you have been employed with North Platte Public Schools for at least one year, for 1,250 hours over the previous 12 months, and if there are at least 50 employees of the District within 75 miles of your work location.

Definition of Serious Health Condition. A serious health condition is an illness, injury, impairment, or physical or mental condition that involves either an overnight stay in a medical care facility, or continuing treatment by a healthcare provider for a condition that either prevents you from performing the functions of your job, or prevents the qualified family member from participating in school or other daily activities.

Subject to certain conditions, the continuing treatment requirement may be met by a period of incapacity of more than three consecutive calendar days combined with at least two visits to a health care provider or one visit and a regimen of continuing treatment, or incapacity due to pregnancy, or incapacity due to a chronic condition. Other conditions may meet the definition of continuing treatment.

Use of Leave. You do not need to use FMLA leave entitlement in one block. Leave can be taken intermittently or on a reduced leave schedule when medically necessary. You must make reasonable efforts to schedule leave for planned medical treatment so as not to unduly disrupt the District's operations. Leave due to qualifying exigencies may also be taken on an intermittent basis.

Substitution of Paid Leave for Unpaid Leave. You may choose or North Platte Public Schools may require use of accrued paid leave while taking FMLA leave. In order to use paid leave for FMLA leave, you must comply with the District's normal paid leave policies.

Employee Responsibilities. You must provide sufficient information for the District to determine if the leave may qualify for FMLA protection and the anticipated timing and duration of the leave. Sufficient information may include that you are unable to perform job functions, the family member is unable to perform daily activities, the need for hospitalization or continuing treatment by a healthcare provider, or circumstances supporting the need for military family leave. You also must inform the District if the requested leave is for a reason for which FMLA leave was previously taken or certified. You also may be required to provide a certification and periodic recertification supporting the need for leave.

Employer Responsibilities. The District must inform employees requesting leave whether they are eligible under FMLA. If they are, the notice must specify any additional information required as well as the employees' rights and responsibilities. If they are not eligible, the District must provide a reason for the ineligibility.

The District must inform employees if leave will be designated as FMLA-protected and the amount of leave counted against the employee's leave entitlement. If the District determines that the leave is not FMLA-protected, the District must notify the employee.

Unlawful Acts by Employers. FMLA makes it unlawful for any employer to:

- Interfere with, restrain, or deny the exercise of any right provided under FMLA;
- Discharge or discriminate against any person for opposing any practice made unlawful by FMLA or for involvement in any proceeding under or relating to FMLA.

Enforcement. An employee may file a complaint with the U.S. Department of Labor or may bring a private lawsuit against an employer.

FMLA does not affect any Federal or State law prohibiting discrimination, or supersede any State or local law or collective bargaining agreement which provides greater family or medical leave rights.

For additional information you may refer to FMLA poster (available at your workplace or from the Human Resources Department) or contact the U.S. Wage and Hour Division at:

1-866-4US-WAGE (1-866-487-9243) TTY: 1-877-889-5627

www.wagehour.dol.gov

To submit a request for use of FMLA, or to make arrangements for payment of benefits while on FMLA leave, contact Superintendent, at 308-696-3305.

Section 4 4011.1 Military and Family Military Leave

Military leave and family military leave will be granted to the extent required by state and federal law.

Employees requesting military leave must notify the Superintendent as soon as they receive notification of activation. Employees are to attach a copy of their orders to a leave request form when they prepare the request for military leave.

Employees requesting to take family military leave under the Nebraska statutes must notify the Superintendent at least 14 days in advance of taking such a leave if the leave will be for 5 or more consecutive days, and consult with their supervisor to schedule the leave so as to not unduly disrupt the operations of the District. For leaves of less than 5 days, the employee is to notify the Superintendent of the leave request as soon as practicable.

Family military leave under the FMLA will be provided in accordance with that law and subject to the provisions of the Board policy pertaining to FMLA leave.

Section 5 Subpoena to Testify Leave

An employee must promptly notify the employee's immediate supervisor when the employee receives a lawfully issued subpoena to testify in court or to give a deposition that may require an absence from duty.

In the event the subpoena involves a job-related matter in which the employee is testifying on behalf of the District, the absence will be treated similar to a jury duty leave.

In the event the subpoena involves a personal matter, the employee will be required to use available paid time off. A subpoena will be considered to involve a personal matter whenever the employee or a family member or friend of the employee is a party to the legal proceeding.

Article 6 – DUTIES AND RESPONSIBILITIES

Section 1 Hours of Work & Meetings

Regular, dependable, in-person attendance at work is an essential function of all North Platte Public School's positions.

Employees are required to attend meetings called by the administration or their supervisors, except those meetings which are designated for optional attendance.

The North Platte School District uses an electronic time tracking system called District Time Management System to capture and record all non-exempt employee time records and all hourly paid supplemental position time. The electronic time tracking system allows employees to accurately monitor and keep track of their time and enables the District to efficiently process employee time worked and leave taken for payroll purposes. The following guidelines have been created to ensure accurate recordkeeping and compliance within the District.

The District Time Management System system shall be considered as the "official" record of the workday for these positions. Any disputes over actual hours worked or attendance will be resolved by referring to the District Time Management System records.

Section 2 Absences in Excess of Paid Leave

Should an employee be absent from work in excess of the employee's accumulated sick leave or other paid leave, the employee's salary and fringe benefits (including the cost of premiums for group health insurance) shall be reduced by the hours missed. Employees who are absent beyond allocated leave, including accrued leave, and do not meet the guidelines of FMLA will be given notice and an improvement plan put in place. If continued absences occur without leave, disciplinary action may be taken. When an employee is absent due to an illness and cannot return to work, the District will pay the employee's elected health insurance premium for up to 12 weeks, if the leave is approved with FMLA. .

The District complies with laws that require leaves to be allowed, such as for FMLA leaves, military service and jury duty.

Section 3 Arrival to Duty Assignments

Employees' work assignments may or may not be related to the regular school day. All employees are expected to know their duty dates and times and to be on time for work.

Administration has discretion, upon district approval, to adjust daily hours to accommodate building needs.

Section 4 Leaving School/Assignment

Employees are to be on duty at all times during the assigned work day. **Employees may not leave school or their assigned area during duty hours without approval of the Principal or their supervisor.**

Employees who leave the school during their designated lunch period or for an approved absence must check out with the Principal's office or their supervisor when leaving and check back in upon return. Employees who need to leave during the school day for reasons of illness or emergency are to make sure that a responsible person has been notified of their unexpected absence so work coverage may be provided.

Section 5 School Procedures

Employees are expected to adhere to the following school procedures in the performance of their duties:

1. Use of Phones. Employees are not to use personal cell phones for any non-school purpose during duty time. Personal telephone calls shall not be made during duty time except in the event of an emergency. No personal long distance calls on school telephones will be authorized, except in an emergency.

Employees are not to use cell phones or otherwise engage in distracted driving while transporting students or using district vehicles. This rule applies to the driver when the vehicle is in motion. The only exception would be in the case of emergencies. Employees will abide by all the rules of the road and any applicable rules of the Nebraska Department of Education and the District relating to driving a motor vehicle. Seat belts and child restraint systems are to be utilized by all occupants.

To ensure the privacy and confidentiality of student information, no person is authorized to record or transmit any sound or image of any person (including themselves) without the prior consent of all parties the person or persons being recorded or whose image or sound is being transmitted. This prohibition applies to all persons, including staff, students and community members, regardless of the content or context of the image or sound; however, this provision shall not apply to

2. Checking Out of Equipment. All equipment must be checked out through the appropriate office. School equipment must be used only for school purposes. School equipment and other resources may not be used for personal purposes only as authorized by Board policy or contract. Policy No. 4016
3. Requisition of Equipment and Supplies. Books and supplies which are needed for instruction should be requested through the appropriate office. Employees shall not make purchases on behalf of the District without prior approval of the Principal.
4. E-mail. Use of the District's email system for personal communications should be limited and is subject to the rules governing overall computer usage found in Board policy (Policy No. 4026) and this handbook.
5. Employee MailBox. Employees may be assigned a mailbox. Employees should check for mail upon arrival, in the course of the work day, if possible, and upon departure. If something requires an answer employees are responsible for responding promptly. Employee mailboxes are to be limited to communicate regarding school business.
6. Attire. It is important for employees to project a professional image to students, parents and co-workers. Appropriate attire and grooming is one of the means of projecting a professional image. Employees are expected to maintain professional attire and grooming when on duty. As a minimal guide, employees should wear business casual clothing. **Teachers will model professional behavior with their attire.** The administration may establish more detailed guidelines for individual employees should that be necessary.

Custodial and maintenance staff are provided with a uniform. If the employee terminates employment, their uniforms must be returned. Failure to return their uniform will result in a reduction of their final paycheck for the cost of the uniform.

7. Identification/Security. All employees are required to wear photo identification badges provided by the district so that staff and students can recognize them as employees.

North Platte Public School is committed to providing a safe learning environment. It is important to know at all times, who is present in the building. Staff who are not regularly assigned a building will check-in and checkout through Raptor with their staff ID. If staff do not have their staff ID, they will need to present a state-issued ID to office staff and receive a printed name tag. Staff

must have ID readily visible at all times during school hours. Staff who leave during the day, will be required to checkout through Raptor. The District and Building Administration have the right to provide further guidance on the use of Staff Check-In and Out.

8. Visitors. Employees are not to have visitors while on duty other than as appropriate for the performance of their duties except on a short-term basis and only with permission of the Principal or supervisor. Included in the definition of visitors are family members of the employee. Employees are responsible for ensuring that their visitors follow procedures for being on District property, including checking in. Employees are not to bring their children to work with them in lieu of taking them to childcare.

North Platte Public School is committed to providing a safe learning environment. It is important to know at all times, who is present in the building. North Platte Public Schools has Raptor, a visitor management system to assist in identifying adults within the building. All visitors are required to check-in to the office by presenting a state-issued ID. A name tag will be given to the visitor with name and destination identified. All staff are responsible for checking that visitors have proper identification.

9. Classroom Environment. At all times, teachers are expected to organize, maintain and ensure that their classroom is in a safe, orderly and clean condition for student learning. Classrooms should be free from distractions (such as inappropriate or unprofessional posters or other displays) and other apparatus that may cause student health problems (such as essential oils and/or essential oil diffusers). Teachers who are uncertain as to whether their classroom meets this requirement are encouraged to consult with their building principal in a proactive manner.

Section 6 Supervision of Students

Proper supervision of students is an important responsibility of all employees of the District. Employees responsible for student supervision are expected to meet the four “P’s” for student supervision and safety. All employees of the school should be familiar with these principles to the extent they may be involved in supervision of students or interacting with students.

1. Proper Supervision
 - a. Report to all duty assignments on time.
 - b. Circulate through the duty area. Pay particular attention to areas and activities that pose an increased risk of injury.
 - c. Be vigilant while supervising students. Never leave the students unattended; the need to make a copy is not greater than the need to supervise the students. If an emergency requires that you leave students who you are supervising, request that another nearby staff member provide supervision for you, or notify the office so someone can provide assistance. If you are on recess duty, the responsibility is to supervise the students in your assigned area. When talking with other adults or students, remember that the primary duty is supervision and make sure you are aware of what all students who you are to be supervising are doing.
 - d. If you have seen or have been informed that a particular student has a propensity to act dangerously or in an unpredictable manner, the supervision of that student must increase with the known risk of injury. (Remember, though, that this type of information may be confidential—do not share confidential information about students except with other staff who need to know the information to perform their jobs).

- e. Be careful when physically contacting students. Physical contact with students should be limited to that necessary to protect the student. Corporal punishment is prohibited in the school district and is not to be used. Physical force may only be used to the extent reasonably necessary to protect the student, yourself and others, and to protect property as may be reasonable.
 - f. Use good judgment when dealing with difficult situations involving students. Physical confrontation generally escalates tense situations.
 - g. Be careful with your language. Profanity or abusive language should not be used by you. Be a good role model for students. If a student uses such language, you should correct the student and take such disciplinary action as is appropriate, which may include making a report to administration.
2. Proper Instructions
 - a. Proper instructions are important to reduce the risk of injury when students undertake an activity, especially an activity that has an increased risk of harm to students.
 - b. Repeat the instructions on how to complete a task that has a heightened risk of danger as often as needed. Do not assume because students heard the directions once that they will be remembered.
 - c. When you go over safety rules with students, note it in your written records.
 3. Proper Maintenance of Buildings, Grounds, and Equipment
 - a. Conduct periodic inspections of equipment under your control or in your area of supervision.
 - b. If equipment is broken and presents a risk of injury, immediately take it out of service (if it can't be moved, tape a "Do Not Use" sign) and notify the office so those repairs may be undertaken.
 4. Proper Warnings
 - a. If you have knowledge of a hazard that can likely cause injury, take steps to warn other staff and students. Tell the office so additional warnings may be given.

Contact the Office for Assistance: The administration office should be contacted immediately when a situation exists which could cause injury to students or others. Examples include:

- student fights
- student health problem (fainting, bleeding, high temperature, difficulty breathing, etc.); if the office can not be immediately located, call 911 if the problem appears to be of immediate and serious concern
- a report or a suspicion that a student has a weapon or other dangerous item or drugs, alcohol, or other illegal substances
- presence of an intruder (a non-student or staff member who refuses to go to the office)

Violations of student rules which are also violations of state law are required to be reported to law enforcement. Make a report of such conduct to the Principal so this law may be followed.

Student Searches: Office administration should be contacted to perform searches of students or their belongings. You may direct a student suspected of having an item in violation of school rules to wait with you until another adult is present, or to follow you to the office if you can leave your assigned area without causing risk of harm to others. Do not use physical force to detain the student or to make the student accompany you except as reasonably necessary to protect the student or others.

Student Rights: Treat students fairly and consistently without consideration of race, color, religion,

gender, or disability. Students who need special accommodations are to be given those accommodations as needed for them to participate in school and school activities. Follow IEP and 504 Plans for the students for whom you are responsible. Be attentive and respond to “bullying.” Maintain the confidentiality of student records. Student record information should be shared only with other school staff with a need to know the information to perform their duties.

Section 7 5024 Dispensing Medication

Medication will be administered only in accordance with the Medication Aide Act. Medications will not be administered during school hours except as necessary to provide appropriate educational services. Employees are not permitted to give any medication to students unless trained under the Medication Aid Act. Parents/guardians are encouraged to have medications given at home by the parent or by other responsible parties identified by the parent.

The school district reserves the right to review and decline requests to administer or provide medications which are not consistent with standard pharmacological references, are prescribed in daily doses which exceed the dosage recommended by standard pharmacological references or which could be prescribed in a manner which would eliminate the need for giving medication during school hours. The school district may at any time consult with the student’s physician with regard to any medication prescribed by the physician.

Students who need to take prescription medicine must have a signed parent release form on file in the office. Medications are to be taken in the presence of the office staff, the nurse, or medication aide and are to be stored in the nurse’s office; with the exception of students who have a diabetes self-management or asthma self-management plan.

If students must take medication and/or perform medical procedures prescribed by a duly licensed physician during school hours, it is the responsibility of the parents or guardians to sign permission slips to dispense the medicine at the school and to submit a note or prescription from the physician authorizing the medicine and/or medical procedure. School district personnel are not to administer medicine, including over the counter medicine, without a signed form and note or prescription. Any medication brought to school needs to be properly labeled. The label should include the following information: student’s name, name of medication, dosage needed, and time of dispensing the medication.

If a group of students is going on a field trip, the supervising teacher is to notify the Health Office of the trip a minimum of 48 hours in advance. The School Nurse will determine if the medical needs of one or more of the students will require that a health services staff member accompany the students. If it is not necessary for a health services staff member to accompany the students, but one or more of the students may need medication during the field trip, the school nurse will train the teacher about the procedures necessary for medication administration and documentation.

Section 8 4054 Reporting Child Abuse

The district recognizes its obligation under Nebraska law to report suspected child abuse or neglect cases to local law enforcement or social services personnel. In efforts to help prevent child abuse or neglect, school employees will learn to recognize the symptoms of child abuse, know how to report it, and provide continuing support and encouragement to abused children and their families.

Staff members will work cooperatively with law enforcement and/or the Child Protection Services (CPS) worker who is investigating a report of child abuse. Law enforcement and/or the CPS worker will be given access to a child at school when an interview is requested as part of an investigation of a child abuse report.

During the investigation of a reported child abuse case, when law enforcement and/or a CPS worker requests information about a student, school employees will provide information within the guidelines of the Family Educational Rights and Privacy Act (FERPA) and the exceptions to FERPA as noted in the Uninterrupted Scholars Act. The Uninterrupted Scholars Act permits educational institutions to disclose a student's education records, without parental consent, to a caseworker or other representative of a State or local child welfare agency, when such agency is legally responsible for the welfare of the student or the student is the Ward of the Court or State.

DRAFT

Article 7 – PERSONAL AND PROFESSIONAL CONDUCT

Section 1 Ethics

Standards

(Rule 27 – Regulations and Standards for Professional Practices Criteria)

The North Platte Public School District expects its employees to adhere to ethics standards which are modified from those established by the Nebraska Department of Education. The school employment job ethics standards which employees are expected to adhere to include those set forth below.

Principle I - Commitment as a School Employee: Employees shall exhibit good moral character, maintain high standards of performance and promote equality of opportunity.

In fulfillment of the employee's contractual and personal responsibilities, the employee:

1. Shall not interfere with the exercise of political and citizenship rights and responsibilities of students, colleagues, parents, school patrons, or school board members.
2. Shall not discriminate on the basis of race, color, creed, sex, marital status, age, national origin, ethnic background, or handicapping condition.
3. Shall not use coercive means, or promise or provide special treatment to students, colleagues, school patrons, or school board members in order to influence personal decisions.
4. Shall not make any fraudulent statement or fail to disclose a material fact for which the employee is responsible.
5. Shall not exploit school relationships with students, colleagues, parents, school patrons, or school board members for personal gain or private advantage.
6. Shall not sexually harass students, parents or school patrons, employees, or board members.
7. Shall not engage in conduct involving dishonesty, fraud, deceit, or misrepresentation in the performance of job duties.
8. Shall report to the Superintendent any known violation of paragraphs 2 or 5 above.
9. Shall seek no reprisal against any individual who has reported a violation of this rule.

Principle II - Commitment to the Student:

Mindful that the employee's position exists for the purpose of serving the best interests of the school district's students and patrons, employees shall perform his/her job duties with genuine interest, concern, and consideration for the student. The employee shall work to stimulate the spirit of inquiry, the acquisition of knowledge and understanding, and the thoughtful formulation of worthy goals.

In fulfillment of the obligation to the student, the employee:

1. Shall make reasonable effort to protect the student from conditions which interfere with the learning process or are harmful to health or safety.
2. Shall keep in confidence personally identifiable information that has been obtained in the course of employment, unless disclosure is approved by the administration or is required by law.
3. Shall not discipline students using corporal punishment.

Principle III - Commitment to the Public:

The magnitude of the responsibility inherent in the education process requires dedication to the principles of our democratic heritage. The employee bears responsibility for instilling an understanding of confidence in the rule of law, respect for individual freedom, and a responsibility to promote respect by the public for the integrity of the profession.

In fulfillment of the obligation to the public, the employee:

1. Shall not misrepresent an institution with which the employee is affiliated, and shall take added precautions to distinguish between the employee's personal and institutional views.
2. Shall not use institutional privileges for private gain or to promote political candidates, political issues, or partisan political activities.
3. Shall neither offer nor accept gifts or favors that will impair judgment to be exercised in the course of employment.
4. Shall support the principle of due process and protect the political, citizenship, and natural rights of all individuals.
5. Shall not commit any act of moral turpitude, nor commit any felony under the laws of the United States or any state or territory.
6. Shall, with reasonable diligence, attend to the duties of the employee's position.

Principle IV - Commitment to Position Employment Practices:

The employee shall regard the employment agreement as a pledge to be executed both in spirit and in fact. The employee shall believe that sound personnel relationships with governing administration and board of education are built upon personal integrity, dignity, and mutual respect.

In fulfillment of the obligation to employment practices, the employee:

1. Shall apply for, accept, offer, or assign a position or responsibility on the basis of preparation and legal qualifications.
2. Shall not knowingly withhold information regarding a position from an applicant or employer, or misrepresent an assignment or conditions of employment.
3. Shall give prompt notice to the employer of any change in availability of service.
4. Shall conduct job related business through designated procedures, when available, that have been approved by the employing agency.
5. Shall not assign to unqualified personnel, tasks for which an employee is responsible.
6. Shall permit no commercial or personal exploitation of his or her employment position.
7. Shall use time on duty and leave time for the purpose for which intended.

Competent Performance

Employees must possess the abilities and skills necessary to accomplish the designated task.

Therefore, each employee shall:

1. Keep records for which he or she is responsible in accordance with law and policies of the school system;
2. Supervise others in accordance with law and policies of the District;
3. Recognize the role and function of community agencies and groups as they relate to the District and to his or her position, including but not limited to health and social services, employment services, community teaching resources, cultural opportunities, educational advisory committees, and parent organizations.

Each employee shall:

1. Utilize available materials and equipment necessary to accomplish the designated task;

2. Adhere to and enforce written and dated administrative policy of the District which has been communicated to the educator;
3. Use channels of communication when interacting with educators, community agencies, and groups, in accordance with policy.

Each supervisor shall:

1. Make reasonable assignment of tasks and duties in light of individual abilities and specialties and available personnel resources.

Communication Skills: In communicating with students and other employees, each employee, within the limits prescribed by his or her assignment and role, shall:

1. Utilize information and materials that are relevant to the designated task;
2. Use language and terminology which are relevant to the designated task;
3. Use language which reflects an understanding of the ability of the individual or group;
4. Assure that the designated task is understood;
5. Use feedback techniques which are relevant to the designated task;
6. Consider the entire context of the statements of others when making judgments about what others have said;
7. Encourage each individual to state his ideas clearly.

Management techniques: The employee shall:

1. Resolve discipline problems in accordance with law, Board policy, and administrative regulations and policies;
2. Maintain consistency in the application of policy and practice;
3. Develop and maintain positive standards of conduct.

Human and Interpersonal Relationships: Employees shall possess effective human and interpersonal relations skills and therefore:

1. Shall allow others who hold and express differing opinions or ideas to freely express such ideas;
2. Shall not knowingly misinterpret the statement of others;
3. Shall not show disrespect for or lack of acceptance of others;
4. Shall provide leadership and direction for others by appropriate example;
5. Shall offer constructive criticism when necessary;
6. Shall comply with reasonable requests and orders given by and with proper authority;
7. Shall not assign unreasonable tasks;
8. Shall demonstrate self-confidence and self-sufficiency in exercising authority.

Personal Requirements: Each employee within the scope of delegated authority shall:

1. Be able to engage in physical activity appropriate to the designated task except for temporary disability;
2. Be able to communicate so effectively as to accomplish the designated task;

3. Appropriately control his or her emotions;
4. Possess and demonstrate sufficient intellectual ability to perform designated tasks.

Section 2 Role Model

Employees serve as role models for students and their actions and conduct reflect on the school as a whole. Employees are in all respects to conduct themselves in a professional manner.

Section 3 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 email, 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 Remind, School Messenger, school email/Google Classroom. 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 - 535-6789, the county sheriff at 308 535-9599, 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.

Section 4 Relationships

It is important for employees to maintain an effective working relationship with the administration and all co-workers. Employees are also to maintain appropriate relationships with students. Appropriate relationships are established by extending social courtesies, following through on commitments and promises, complying with administrative directives and Board policies, being honest and consistent, and not intruding into personal matters outside the scope of duties, gossiping, or spreading rumors about others.

Section 5 Civility

All employees shall behave with civility, fairness and respect in dealing with fellow employees, students, parents, patrons, visitors, and anyone else having business with the District. Uncivil behaviors are prohibited. Employees may be subject to disciplinary action up to and including termination for engaging in uncivil behaviors.

Uncivil behaviors are any behaviors that are physically or verbally threatening, either overtly or implicitly, as well as behaviors that are coercive, intimidating, violent or harassing. Such interactions are prohibited in all forms of communication, including telephone conversations, voice mail messages, face-to-face conversations, written communications, and email messages.

Any employee aware of another employee's uncivil behavior shall report the conduct to the employee's immediate supervisor or to the Superintendent. There will be no retaliation against a person for making the report.

Section 6 Notification of Arrest

Employees must notify the Superintendent and direct supervisor within 24 hours of any of the following:

Arrest or Criminal Charges. Any employee that is placed under arrest, into physical custody, or receives a citation, summons, or complaint for any, and all, criminal offense violations where:

- The maximum penalty for the crime equals or exceeds six months incarceration;
- The crime relates to abuse, neglect or endangerment of a minor, a minor was allegedly a victim or a witness, or the crime involves alleged sexual misconduct;
- Violate Nebraska Department of Education Rule 24;
- Conviction would impact performance of employee's job responsibilities, including offenses that:
- Would impact the responsibility to be a role model for students;
- Would impact the employee's ability to operate a motor vehicle if the employee at times needs to travel during duty time or the employee at times drives our students, including on extracurricular activities; or
- Would impact the employee's Commercial Drivers License if the employee's job requires that the employee have a CDL.
- The arrest or alleged criminal activity occurred while the employee was on duty, on school property or in a school owned or utilized vehicle, or at a school-supervised activity or school-sponsored function.
- Employees must also promptly report to the Superintendent or designee whenever the employee has been sentenced to be incarcerated for any period of time, even if the offense was not otherwise reportable.

This does not include minor traffic law violations.

Certificate or License. The employee becomes aware that a complaint has been filed against the employee that could affect a certificate or license required for the employee's position. This includes proceedings of the Nebraska Department of Education related to an alleged violation of the NDE Standards of Conduct and Ethics, Chapter 27, and proceedings of the Health and Human Services related to an alleged violation of the professional standards of conduct for the employee's position.

Child Abuse. The employee becomes aware that a report of child abuse or neglect has been made against the employee under the Child Protection Act.

Employees must give full disclosure of the existence and nature of the above proceedings and must also promptly (within 24 hours) notify the Superintendent and direct supervisor of the disposition of the proceedings.

Legal documents relating to the proceedings shall be treated and maintained as part of the employee's confidential criminal background file.

Failure to notify as required under this policy may subject the employee to disciplinary action, up to and including termination and reporting to the Professional Practices Commission.

Section 7 Employee Complaints or Concerns

Employees are to inform their supervisor or the Superintendent of any complaints or concerns about the operation of the District using the established chain of command (immediate supervisor, next higher level supervisor, etc.) on all matters that require administrative attention; that is, on all matters or issues that their job responsibilities require them to report to a supervisor.

It is important to the efficient and successful operation of the District and a duty of all employees to share any such complaints or concerns in a responsible, professional manner such as to: (1) not disrupt the proper functioning of their duties, (2) not undermine the authority of their co-workers, supervisors, or superiors, (3) maintain close working relationships with their co-workers, supervisors, and superiors, and (4) ensure that all applicable laws and regulations are followed. All official communications from

employees must be accurate, demonstrate sound judgment, and promote the District's mission. Employees must ensure that all applicable laws and regulations are followed by the District and its employees. In the event an employee becomes aware of any such non-compliance, the employee is to report such to the employee's immediate supervisor (or the next higher level, if the supervisor is responsible for the problem) and maintain the confidentiality of the report so that the problem can be appropriately corrected in the best interests of the District.

Employees are to use the appropriate complaint or grievance mechanism for matters involving discrimination or harassment or other established mechanism specific to the nature of the complaint or concern.

The District will not tolerate unlawful retaliation against an employee for engaging in legally protected activity. A protected activity includes an employee's act of opposing an unlawful practice prohibited by employment discrimination or other laws that protect the conduct in question. Any act of unlawful retaliation by a supervisor or other employee may result in serious disciplinary action up to and including termination. Any employee may file a complaint with the Superintendent or appropriate Administrator if the employee feels that they have experienced unlawful retaliation in any form.

Section 8 4008 Outside Employment

An employee's responsibilities to the district take precedence over personal responsibilities during school hours. **Tutoring** Employees may not engage in other employment business activity during assigned duty hours. 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. 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.

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.

Section 9 5506 Safe Transportation

When driving a school vehicle, transporting students and/or conducting school business, employees are to abide by all the rules of the road and any applicable rules of the Nebraska Department of Education and the District relating to driving a motor vehicle. Seat belts and child restraint systems will be utilized by all occupants.

When transporting students, employees are not to use cell phones or otherwise engage in distractions. This rule applies to the driver when the vehicle is in motion. The only exception would be in the case of emergencies.

Article 8 – USE OF SCHOOL FACILITIES AND EQUIPMENT

Section 1 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

Section 2 3016 Use of Tobacco Products

The use or possession of any tobacco product, including cigarettes, cigars, or other tobacco or tobacco derivative products; vapor products or electronic nicotine delivery systems; alternative nicotine products; or any other such look-alike or imitation product, is not permitted on school property at any time.

Any violation of the tobacco-free policy by staff shall be referred to the appropriate supervisor. With the first offense, the supervisor will verbally remind the employee of the district policy and provide a written copy of the same to him or her. If a second offense occurs, a written notice of noncompliance with policy will be issued to the staff member with a copy placed in his or her personal file. Further violations shall be dealt with accordingly, based on established policies and procedures for probation, suspension, and dismissal of staff.

Citizens who are observed smoking or using tobacco products in violation of policy shall be asked to refrain from doing so. If the individual fails to comply with the request, his or her violation of policy may be referred to the building principal or other school district supervisory personnel response for the area or program during which the violation occurred. The supervisor shall make a decision on further action which may include a directive to leave school property. Repeated violations may result in a recommendation to the Superintendent to prohibit the individual from entering school district property for a specified period of time.

The Board directs the Superintendent to adopt the necessary rules and regulations to ensure the implementation and enforcement of this tobacco-free school policy.

Section 3 5049 Firearms and Weapons

Weapons. No student may possess, handle, or transmit any weapon while on school grounds or at any school activity or event off school grounds except as permitted by this policy. No visitor under the age of 18 may possess, handle, or transmit any weapon while on school grounds or at any school activity or event off school grounds except as permitted by this policy. **Definition of Weapon.** The term “weapon” means any object, device, instrument, material, or substance which is capable of causing injury in the manner it is used or intended to be used.

Firearms. No person may bring, possess, handle or transmit a firearm on school grounds, in a school owned vehicle, or at a school activity or event off school grounds, except as permitted by this policy.

Definition of Firearm. The term “firearm, as defined in 18 U.S.C. 921, means any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive, the frame or receiver of any such weapon, any firearm muffler or firearm silencer, or any destructive device (excluding an antique firearm).

Section 4 Staff Internet and Computer Use Policy No. 4012

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.
5. The Superintendent or designee determines that personal use of the network is allowed during designated times. This occasional use exception does allow individuals to conduct research of appropriate topics. Employees may not surf the net for purposes not directly related to their job during duty time.
6. Personal use of the network is allowed during the following times: before and after school or duty hours; during the workday but during non-duty time (e.g. uninterrupted lunch period); and brief, but not extensive use (limited duration), during a planning period; and but extensive use (limited duration), during planning period.

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.
6. Users shall not engage in any form of vandalism of the technology resources.
7. Users shall follow the generally accepted rules of network etiquette.
8. The Superintendent or designees may further define such rules.

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.

I. 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.

Note: Any employee who is uncertain about whether a specific instance of personal use is permitted, should check with his/her supervisor prior to engaging in that personal use.

Section 5 3014 Use of School Property

Section 6 Care of School Property

Employees are responsible for the proper care of all books, equipment, supplies and furniture supplied by the school. If an item is in need of maintenance or repair, report it to the Principal. If you learn that a student has damaged school property or equipment, or if you are responsible for damage to school property, promptly report it to the Principal so the item may be replaced or repaired if possible and appropriate responsibility for the cost of replacement or repair may be determined.

North Platte Public Schools strives to create a learning and working environment that is positive, welcoming and appropriate. Classrooms and work areas are to be clean and free of clutter. Staff must have approval before redecorating their assigned work area or classroom from their immediate supervisor, with final approval from the Executive Director of Finance, Facilities and Operations. Curtains and painting of assigned work areas must have approval of the supervisor and Executive Director of Finance, Facilities and Operations. Staff may not bring personal furniture and small appliances to their work area without prior approval. Personal coffee pots, microwaves, and

refrigerators must have approval from the Executive Director of Finance, Facilities and Operations. Staff are to use only approved adhesives for walls, ceilings, and floors.

Staff may not use scented plug-ins or sprays that have not been approved by the supervisor.

Questions regarding classroom décor should be directed to the supervisor or Executive Director of Finance, Facilities and Operations.

Section 7 Salespersons

Employees need not allow, and should not permit, any salesperson or representative or agent of any commercial enterprise or theatrical presentation to contact the employee while engaged in the employee's duties except for such times as may be designated by the Superintendent or designee.

Employees must not use classrooms, buildings or other school property for personal use or profit without specific approval from the Superintendent or designee. Employees must not use time for which the employee is on duty or paid by the District to engage in any activity for personal financial profit. Any violation of these restrictions will be considered to be willful insubordination.

Section 8 Security of Desks and (Lockers Policy 5036)

Offices, employee desks, lockers, file cabinets and other such storage devices ("storage devices") are owned by the school and are to be properly cared for and maintained. Appropriate security measures should be used to protect school and personal property kept in storage devices from theft or vandalism and to protect confidential student records.

The District exercises exclusive control over school property and reserves the right to search offices and storage devices provided to or used by employees where permitted by law, such as where reasonable grounds exist for suspecting that a search will turn up evidence that the employee has committed work-related misconduct, or that a search is necessary for a non-investigatory work-related purpose, such as to retrieve a file. School-related documents or records must remain readily available to administration and other appropriate school staff. Any personal items an employee wants to have kept private should be kept in a separate personal storage device, such as a briefcase, purse or backpack.

The District is not responsible for any personal property employees may bring to school. Employees are cautioned not to bring large amounts of money or items of significant value to school.

Lockers are the property of the school district and students are permitted to use them without charge. The assignment of a locker is on a temporary basis and may be revoked at any time. School officials may inspect student lockers without any particularized suspicion or reasonable cause.

Section 9 5063 Audio & Video Recordings

Students and their parents or guardians should assume that any class in which students are enrolled may be recorded by the school district or other students for legitimate educational purposes. Recordings permitted pursuant to this policy may only be used by students for personal academic purposes and may not be republished without additional, written consent from a school administrator. For purposes of this policy "recording" includes still photographs, video, audio, and other similar data captured in any medium.

Recordings Made by The District. The district may use cameras or other devices for purposes of making security, safety, or other recordings without a specific purpose or for a specific purpose when such recordings are deemed necessary or appropriate by the administration. The district will not maintain the recordings unless the recording is purposefully copied and saved, and the recordings will only be available for review for a limited time based on the district's then-current recording capacity. The district administrators estimate that this is approximately 10 days but may change at any time.

Classroom Recordings by Staff. Staff members may make audio and video recordings of classroom instruction and school activities upon authorization of the superintendent or supervising administrator.

Prohibited Recordings by Students. Unless otherwise authorized by this policy or law, students are prohibited from making audio or video recordings during the school day on school grounds; when being transported to and from school activities or programs in a vehicle owned, leased, or contracted by a school being used for a school purpose by a school employee or by his or her designee; or at a school-sponsored activity or athletic event, unless the recording is made in a manner permitted by the school for members of the public. In such an instance, the students remain subject to the district's appropriate use and student discipline policies.

For example, this policy does not prohibit students from making recordings of an athletic event for their personal use similar to a parent or other patron, subject to other applicable board policy. However, this policy generally prohibits students from using smart-speakers or other devices which actively or passively create or transmit audio or video recordings, including Google Home, Amazon Alexa, Apple HomePod, and AngelSense devices.

Permitted Classroom Recordings by Students. Students may make audio or video recordings of classroom lectures or discussions:

- (1) For their convenience after providing notice to the classroom teacher and receiving the teacher's permission;
- (2) For the benefit of another student who is absent after providing notice to the classroom teacher and receiving the teacher's permission;
- (3) If recording is necessary to accommodate the student's disability and is required by the student's Individualized Education Plan (IEP) or Section 504 Plan.

Staff may revoke permission to record if the recording distracts from or disrupts the classroom environment, unless the recording is necessary to accommodate a student's disability.

Permitted Non-classroom Recordings. Students may make audio or video recordings otherwise prohibited by this policy outside the classroom only with the permission of a teacher or school administrator, provided that such recordings otherwise comply with any applicable state and federal laws and district policy. In no event shall photographs or video recordings be taken or made in restrooms, locker rooms, or other areas where there is a reasonable expectation of privacy.

Section 10 5042 Bulletin Boards

Bulletin boards and other electronic publishing spaces of the district may be provided for the use of students and student organizations for purposes of notifications related to student activities and student groups. The following general limitations apply to all posting or publishing:

1. All postings must be approved by the appropriate building principal or designee.
Students may not post any material containing any statement or expression that is libelous, obscene, or vulgar; that would violate board of education policies, including the student code of conduct; or that is otherwise inappropriate for the school environment.
2. All postings must identify the student or the student organization posting or publishing the notice.
3. Published material may be removed after a reasonable time.
4. Building principals may use their discretion on posting or displaying non-school related

information which is not political or commercial in nature.

Section 11 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.

Section 12 Lost and Found

Employees who find lost articles are asked to take them to the appropriate office, where the articles can be claimed by the owner.

Section 13 3040 School Safety

In order to fulfill its obligation to provide a safe and secure learning environment, the Board of Education has adopted this School Safety and Security Policy. Although the district will take reasonable steps to protect students and staff, no entity can provide complete safety and security at all times. This policy does not make the district a guarantor of the safety of students, staff or patrons.

North Platte Public Schools is committed to providing and maintaining a safe and healthy work environment. The administration is to make the safety of employees an integral part of the management function. Each employee is to make safety an integral part of their duties by following established safety regulations and procedures, assisting in accident prevention activities by reporting any job-related injury to the administration immediately, reporting unsafe conditions immediately, and providing suggestions to eliminate accidents and injuries. Failure to follow safety rules may lead to disciplinary action up to and including termination.

Safety and health management is the ultimate responsibility of the Board. Functional authority for continued development and implementation of health and safety is hereby delegated to the Superintendent or the Superintendent's designee.

District Safety Steering Committee Duties

The District Safety Steering Committee is responsible for planning for the safety and security of the school, staff, and students. The committee will respond to and manage any safety or security incident that occurs in the school setting or which has the potential to disrupt the orderly operation of the school system.

Section 14 Lice Guidelines

**North Platte Public School
Practice Guideline: Head Lice
Update April 2015**

Purpose:

1. Control the spread of a nuisance condition in the school setting.
2. Minimize absenteeism due to head lice.
3. Promote a partnership between the public school and parent/guardian in the management of head lice.
4. Promote a team approach to head lice management within the school.

General Information:

1. It should be assumed that head lice are in the community and schools at all times.
2. Head lice are considered to be a nuisance condition and are not a major public health concern.
3. Individual students should not be singled out for screening more often than called for in this practice guideline. Students and parents have confidentiality rights defined by The Family Educational Rights and Privacy Act (FERPA) and state and national ethical health care and education standards.
4. School/home cooperation and communication is vital for prompt treatment and reducing absenteeism from school.
5. No treatment has been shown to be 100% effective in killing all the lice and nits. For this reason nit removal should be consistently emphasized.

Screening Recommendations:

When School staff, parent /guardian, or siblings report with and/or suspect lice:

1. Students, siblings, or household members will be checked with discretion and privacy and parents/guardians will be notified if lice or nits are found.

Classroom recommendations:

1. Nurse staff will check students or classrooms before the end of the school day, as lice is not a medical emergency and students will remain at school.
2. Classroom will only be checked if 3 or more actual cases in the classroom or at the nurse's discretion. Current research does not support classroom screening as a method to stop head lice transmission.
3. When examining a classroom of students, the nurse will have the option of examining them in the classroom setting or in the nurse's office.
4. When screening in the classroom, the health staff may request that children with head lice or suspicious findings come to the health office at a later time to protect their privacy.
5. Nurse will proceed by washing her hands before she begins the classroom exam and as needed throughout further exams. Hand washing will always be done when evidence of lice or a student's hair is excessively dirty. The nurse will part the hair into sections and will have the option of using fingers (with well-groomed nails), q-tips or tongue depressors.
6. Environmental lice sprays will not be used at school. Cleaners are harmful, since they can be absorbed through the skin, are an irritation to the lungs of some asthmatics, and may cause an allergic reaction.

Parent/Guardian of the student with live lice is to be contacted by staff the day lice are found. Discuss that:

1. Live lice were found.
2. If only nits are found within ¼ inch from the scalp, this is evidence of lice, therefore proceed with phone call, parent education and student follow-up as needed.
3. Students will remain in the classroom and go home at the end of the day.
4. Parents/ guardians will have the option to pick up students earlier, if desired, to begin treatment.
5. Send home educational materials on lice treatment with parents/guardians.
6. Families can be referred to their medical provider for treatment recommendations.
7. Immediate treatment is necessary with a lice shampoo product
8. 2nd treatment is encouraged in 7-10 days
9. **Combing out the live lice and nits are essential to end the problem**
10. **Ongoing nit removal and checking head on a daily basis will be necessary after initial treatment for next 2 weeks.**
11. On return to school the student will be checked.
12. Extended absences due to head lice treatment and infestation will be considered unexcused. Necessary treatment should be initiated within 24 hours, and students return to school.
13. If treatment is not successful and live lice are found by visual inspection:
14. Call the parent/guardian to reinforce the steps of treatment.
15. Parent/Guardian will be **encouraged** to come to school to discuss the steps of treatment privately.
16. Students will be rechecked in 7-10 days to monitor progress.
17. Recurrent cases (i.e. evidence of live lice three or more times in a 6-8 week period or recurrent throughout school year)
 - a. Signs & symptoms of infestation-
 - i. When eight or more live lice visible upon hair inspection and/or eight live lice visible in hair without inspection
18. Lice falling out, student uncomfortable itching, scratching head and distracted from school work
19. Lice feces, dry scaly areas , several bites and open scratches on the scalp from itching noticed with visual inspection
 - a. Consultation between nurse and principal
 - i. Non-compliance or adequate treatment may be a concern
20. student may be excluded from school until visible live lice free
 - i. Lice supplies- (combs & shampoo) Nurse & Counselor coordinate

Staff education:

1. Practice guidelines were created from the CDC (Centers for Disease Control and Prevention) and the AAP (American Academy of Pediatrics) guidelines/standards.
2. Cases of head lice often increase after children have spent more time in the community, with

friends and family such as at the beginning of the school year, after Christmas and Spring break. During these times school personnel are not available to identify and encourage lice treatment.

3. There is **no** known method to prevent lice.

4. Head lice do not hop, fly, or crawl long distances.

5. Head lice do not live “off” the body. They must maintain a constant warm temperature, dehydrate quickly, and will die within 48-72 hours if not in contact with a human head.

6. Person-to-person transfer occurs in head-to-head contact

7. Lice transmission in school is 1% (far less than the common cold) because schools rarely provide an opportunity for head to head contact.

8. Schools are often seen as the source of head lice because cases of head lice are often identified in the school setting; however the school setting is seldom the source of transmission.

9. Lice secrete chemicals that create an “itch” sensation. Itching may not develop for 3-6 weeks with a first case of lice. An itchy scalp may remain after treatment due to harsh chemicals used for treatment.

10. Nit removal is a difficult and timely process.

11. Pets in the classroom do not need to be treated and cannot maintain or transmit lice.

12. While not a common means of transference, it encourages children not to share or use their friends’ combs, brushes, hair ornaments, hats, caps, scarves, pillows or any other personal headgear.

13. Teach students to place their hats, mittens, and scarves inside coat/jacket sleeves before hanging on hooks or place coats/personal items in separate cubicles or backpacks.

14. A student usually has had lice for 30-45 days before lice are detected. At 30-45 days exposure to classmates has already occurred in most situations.

15. Classroom letters sent home not only provoke a crisis situation and unjustified panic, but they perpetuate the **myth** that lice are transmitted in schools and **schools are solely responsible for controlling head lice.**

16. Parents of children with head lice will be encouraged to talk to other parents of close friends and playmates.

17. Social stigma and shame can be devastating to students and their families. Social stigma and shame can have long lasting emotional effects. Families frustrated by treatment failure or re-infestations need a great deal of positive reinforcement and encouragement to gain control over the condition.

18. School staff may be informed of cases of lice on a need to know basis. Staff should be mindful that students and parents have confidentiality rights defined by The Family Educational Rights and Privacy Act (FERPA) and state and national ethical health care and education standards.

19. Personal hygiene or cleanliness in the home or school has nothing to do with getting head lice.

20. Frequent parent education throughout the school year (ie. Newsletters) is necessary to increase parent knowledge, prevention awareness, and treatment options.

21. Provide head lice education within the classrooms as requested so students can understand head lice and what they can do to help prevent the spread of lice. The school nurse will be a resource.

Resources:

UNL Extension in Lancaster county- <http://lancaster.unl.edu/pest/lice/headlice030.shtml>

Iowa Department of Public Health-

http://www.idph.state.ia.us/idph_universalhelp/MainContent.aspx?TOCID=%7BB12D481C-

Section 15 Animal Management Guidelines

North Platte Public Schools ANIMAL MANAGEMENT GUIDELINES

I. General

North Platte Public Schools prohibits animals on campus, with few exceptions. State law also requires the District to minimize safety and health risks from all sources including animals. To maintain healthy and safe school facilities, the numbers of animals on school property must be minimized. Failure to do so creates liability associated with animal attacks, bites, infections from microbiological pathogens, and allergic reactions by sensitive individuals.

Animals can only be brought into high school biology classrooms unless directly related to curriculum. The use as classroom pets or mascots is prohibited. For “show-and-tell” activities, consider using photographs or videos.

II. Acquisition for Instructional Purposes

When acquired for laboratory teaching purposes, select the fewest number of appropriate animals for your specific needs. Do not acquire animals/organisms that are poisonous, aggressive, vicious, prone to biting, or that have unusual maintenance, dietary, or supervisory needs.

Laboratory animals must be certifiably disease free. This can be accomplished by purchasing from a reputable, licensed animal supply business, or obtaining a veterinarian’s examination and written certification.

III. Management

After acquisition, animals should be managed closely and used only for the purpose for which they were obtained. Do not loan them to others. Staff and students must be trained in handling and care procedures.

Never allow animals to roam free on campus or within rooms. They must be properly caged. Never permit them to be taken home, as this serves to extend the District’s liability in a way that we cannot control, and creates the need for another health examination before the animals can be readmitted on campus.

Be aware of and support the particular animal’s behavior and natural feeding and sleeping habits. For example, if a naturally nocturnal animal is forced to stay awake all day and be subjected to handling, this could have several adverse effects. Its health could deteriorate, rendering it more susceptible to infection by parasites and disease organisms, and the stress may make it more apt

Never permit anyone to tease or provoke animals, such as poking them with pencils or fingers through their cages. Supervise all student contact with animals!

IV. Personal Protection

Never permit staff or students to handle animals without appropriate gloves. Several biting incidents occur each year, typically involving snakes and rodents, and all are preventable by wearing gloves. Leather or rubber gloves are recommended.

V. Care and Maintenance of Laboratory Animals

Ensure adequate housing/habitats are provided and consistent with the laboratory animal’s particular needs. Meet nutrition needs with correct amounts of recommended food for each species, supplied at correct intervals. Ensure continuing care through weekends and holiday periods.

Keep cages clean, routinely disposing of waste products and bedding materials. Do not throw these in the classroom trash can; they must be separately bagged and placed directly in the dumpster. Use kitty litter or other absorbent material to control urine. Remember that unclean cages breed bacteria, viruses, fungi, and other pests.

**Animals not allowed in the Classroom
(Principal has discretion on all animals in the classroom)**

	Type of Animal Safety/Health Concern	
<i>Small Animals</i>	Raccoons	Not bred in captivity, unpredictable
	Squirrels	Not bred in captivity, unpredictable
	Bats	Rabies
	Wild Rodents	Unpredictable, biting
	Monkeys	Unpredictable, biting,
	Aggressive Rabbits	Unpredictable, biting
	Skunks	Rabies, biting
	Puppies, Kittens	Salmonella, campylobacter, bites, scratches, allergies
<i>Snakes, Reptiles, Amphibians</i>	Large Pythons	Biting, aggressive behavior
	Ball Pythons	Should not be held in captivity
	Lizards	Salmonella, difficult to care for
	Frogs	Salmonella
	Alligators and Caymans	Unpredictable, biting, salmonella
	Venomous snakes	Biting, Poison
	Turtles	Salmonella

Article 9 – STATE AND FEDERAL PROGRAMS

Section 1 3053 Nondiscrimination

The School District does not discriminate on the basis of prohibited factors in employment and educational programs/activities. The School District affirmatively strives to provide equal opportunity for all as required by:

Title VI of the Civil Rights Act of 1964 - prohibits discrimination on the basis of race, color, religion, or national origin

Title VII of the Civil Rights Act of 1964 as amended - prohibits discrimination in employment on the basis of race, color, religion, sex, or national origin

Title IX of the Education Amendments of 1972 - prohibits discrimination on the basis of sex
Policy No. 2006 “A” Title IX Policy

Age Discrimination in Employment Act of 1967 (ADEA) as amended - prohibits discrimination on the basis of age with respect to individuals who are at least 40

The Equal Pay Act of 1963 as amended - prohibits sex discrimination in payment of wages to women and men performing substantially equal work in the same establishment

Section 504 of the Rehabilitation Act of 1973 - prohibits discrimination against the disabled

Americans with Disabilities Act of 1990 (ADA) - prohibits discrimination against individuals with disabilities in employment, public service, public accommodations and telecommunications

The Family and Medical Leave Act of 1993 (FMLA) - requires covered employers to provide up to 12 weeks of unpaid, job-protected leave to "eligible" employees for certain family and medical reasons

The Pregnancy Discrimination Act of 1978 - prohibits discrimination in employment on the basis of pregnancy, childbirth, or related medical condition.

The Uniformed Services Employment and Reemployment Rights Act (USERRA) – provides job protections and reemployment rights to military reservists and National Guard members called to active duty

The Boy Scouts of America Equal Access Act which prohibits discrimination against groups that wish to access district facilities.

The Nebraska Fair Employment Practice Act (FEPA) – prohibits employment discrimination on the basis of race, color, national origin, religion, sex (including pregnancy), disability, marital status, and retaliation

Nebraska Age Discrimination in Employment Act (Age Act) – prohibits employment discrimination on the basis of age for those individuals who are over 40 years of age

The Equal Pay Act of Nebraska – prohibits discriminatory wage practices based on sex

The Nebraska Equal Opportunity in Education Act – prohibits discrimination on the basis of sex (including pregnancy) by any educational institution

Veterans Preference Law (NEB. REV. STAT §§ 48-225 to 48-231) - stipulates categorical preferences for employment for military veterans and for the spouses of disabled veterans

Additional School Board policies prohibit harassment and/or discrimination against students, employees, or patrons on the basis of sex, race, color, ethnic or national origin, religion, marital status, disability, age, pregnancy, and any other legally prohibited basis. Retaliation for engaging in a protected activity is also prohibited.

Any person who believes she or he has been discriminated against, denied a benefit, or excluded from participation in any district education program or activity may file a complaint using the district's complaint procedures.

Inquiries regarding compliance with any of the laws referred to in this policy may be directed to the superintendent or to the district's Title IX and/or Section 504/ADA Coordinator.

Section 2 2006 Complaint Procedure

Good communication helps to resolve many misunderstandings and disagreements. This complaint procedure applies to board members, patrons, students and school staff, unless the staff member is subject to a different grievance procedure pursuant to policy or contract. Individuals who have a complaint should discuss their concerns with appropriate school personnel in an effort to resolve problems. When such efforts do not resolve matters satisfactorily, including matters involving discrimination or harassment on the basis of race, color, national origin, sex, marital status, disability, or age, a complainant should follow the procedures set forth below. Students and employees who believe they have been subjected to sex harassment in violation of Title IX should refer to the board's policy titled "Title IX."

A preponderance of the evidence will be required to discipline a party accused of misconduct. This means that the investigator must conclude that it is more likely than not that misconduct occurred.

Complaint and Appeal Process.

1. The first step is for the complainant to speak directly to the person(s) with whom the complainant has a concern. For example, a parent who is unhappy with a classroom teacher should initially discuss the matter with the teacher. However, the complainant should skip the first step if complainant believes speaking directly to the person would subject complainant to discrimination or harassment.

2. The next step is for the complainant to speak to the person's direct supervisor.
3. The next step is for the complainant to speak to the building principal.
 - a) Complaints about the operation, decisions, or personnel within a building should be submitted to the principal of the building.
4. The next step is for the complainant to speak to the building principal's supervisor.
 - a) Complaints about the operations of the school district or a building principal should be submitted to the following department supervisors:
 - 1) If it concerns students, speak to the director of student services.
 - 2) If it concerns adults, speak to the director of human resources.
 - 3) If it concerns program, curriculum, instruction, and assessment, speak to the directors of teaching and learning.
 - 4) If it concerns special education, speak to the director of special education.
 - 5) If it concerns Kids Klub, speak to the director of Kids Club
 - 6) If it concerns facilities and maintenance, speak to the director of facilities.
 - 7) If it concerns technology, speak to the director of technology.
5. The next step for the complainant is to speak to the executive director of operations or the superintendent.
 - a) Complaints about the operations of the school district or department supervisor should be submitted in writing to the superintendent of schools.
 - b) Complaints about the superintendent of schools should be submitted in writing to the president of the board of education.

Complaints involving discrimination or harassment on the basis of race, color, national origin, sex, marital status, disability, or age. When a complainant submits a complaint to an administrator or to the Title IX/504 coordinator, the administrator or Title IX/504 coordinator shall promptly and thoroughly investigate the complaint, and shall:

1. Determine whether the complainant has discussed the matter with the staff member involved.
 - a) If the complainant has not, the administrator or Title IX/504 coordinator will urge the complainant to discuss the matter directly with that staff member, if appropriate.
 - b) If the complainant refuses to discuss the matter with the staff member, the administrator or Title IX/504 coordinator shall, in his or her sole discretion, determine whether the complaint should be pursued further.
2. Strongly encourage the complainant to reduce his or her concerns to writing.
 - a) Interview the complainant to determine:
 - i. all relevant details of the complaint;
 - ii all witnesses and documents which the complainant believes support the complaint;
 - iii The action or solution which the complainant seeks.
 - b. Respond to the complainant. If the complaint involved discrimination or harassment, the response shall be in writing and shall be submitted within 180 calendar days after the administrator or Title IX/504 coordinator received the complaint.

If either the complainant or the accused party is not satisfied with the administrator's or the Title IX/504 coordinator's decision regarding a complaint her or she may appeal the decision to the superintendent.

c. This appeal must be in writing.

d.. This appeal must be received by the superintendent no later than ten (10) calendar days from the date the administrator or Title IX/504 coordinator communicated his/her decision to the complainant.

e. The superintendent will investigate as he or she deems appropriate. However, all matters involving discrimination or harassment shall be promptly and thoroughly investigated.

f. Upon completion of this investigation, the superintendent will inform the complainant in writing of his or her decision. If the complaint involved discrimination or harassment, the superintendent shall submit the decision within 180 calendar days after the the superintendent received the complainant's written appeal.

If either the complainant or the accused party is not satisfied with the superintendent's decision regarding a complaint he or she may appeal the decision to the board.

g. This appeal must be in writing.

h. This appeal must be received by the board president no later than ten (10) calendar days from the date the superintendent communicated his/her decision to the complainant.

This policy allows, but does not require the board to receive statements from interested parties and witnesses relevant to the complaint appeal. However, all matters involving discrimination or harassment shall be promptly and thoroughly investigated.

i. This policy allows, but does not require the board to receive statements from interested parties and witnesses relevant to the complaint appeal. However, all matters involving discrimination or harassment shall be promptly and thoroughly investigated.

j. The board will notify the complainant in writing of its decision. If the complaint involved discrimination or harassment, the board shall submit its decision within 180 calendar days after it received complainant's written appeal.

k. There is no appeal from a decision of the board.

Complaints involving discrimination or harassment on the basis of race, color, national origin, gender, marital status, disability, or age may also be submitted, at any time during the complaint procedure to the School District's Title IX/504 coordinator. Complaints involving discrimination or harassment may also be submitted at any time to the Office for Civil Rights, U.S. Department of Education: by email at OCR.KansasCity@ed.gov; by telephone at (816) 268-0550; or by fax at (816) 268-0599.

When a formal complaint about the superintendent of schools has been filed with the president of the board, the president or his or her designee shall promptly and thoroughly investigate the complaint, and shall:

1. Determine whether the complainant has discussed the matter with the superintendent.
 - a) If the complainant has not, the board president or designee will urge the complainant to discuss the matter directly with the superintendent, if appropriate.
 - b) If the complainant refuses to discuss the matter with the superintendent, the board president shall, in his or her sole discretion, determine whether the complaint should be pursued further.
2. Strongly encourage the complainant to reduce his or her concerns to writing.
3. Determine, in his or her sole discretion, whether to place the matter on the board agenda for consideration at a regular or special meeting.
4. Respond to the complainant. If the complaint involved discrimination or harassment, the response shall be in writing and shall be submitted within 180 calendar days after the president received the complaint.

Special Rules Regarding Educational Services and Related Services to Students with Disabilities. Students with disabilities and their families have specific rights outlined in state and federal law, including administrative processes by which they may challenge the educational services being provided by the school district. Therefore, the appeal process contained in this policy may not be used to challenge decisions made by a student's individualized education plan (IEP) team or 504 team.

Complaints about the educational services provided to a student with a disability, including but not limited to services provided to a student with an IEP, access to curricular and extracurricular activities, and educational placement must be submitted to the school district's Director of Special Education. The Director of Special Education will address the complaint in a manner that he/she deems appropriate and will provide the complainant with a copy of the Notice of IDEA Parental Rights promulgated by the Nebraska Department of Education.

Complaints about the educational services provided a student with a disability pursuant to a Section 504 plan must be submitted to the school district's 504 Coordinator. The 504 Coordinator will address the complaint in a manner that he/she deems appropriate and will provide the complainant with a copy of the Notice of Section 504 Parental Rights adopted by the board of education.

Complaints about the educational services provided to a student who is suspected of having a disability must be submitted in writing to the school district's Director of Special Education or to the district's 504 Coordinator. The Director of Special Education or 504 Coordinator will either

refer the student for possible verification as a student with a disability or will provide prior written notice of the district's refusal to do so.

No Retaliation. The school district prohibits retaliation against any person for filing a complaint or for participating in the complaint procedure in good faith.

Bad Faith or Serial Filings. The purpose of the complaint procedure is to resolve complaints at the lowest level possible within the chain of command. Individuals who file complaints (a) without a good faith intention to attempt to resolve the issues raised; (b) for the purpose of adding administrative burden; (c) at a volume unreasonable to expect satisfactory resolution; or (c) for purposes inconsistent with the efficient operations of the district may be dismissed by the superintendent without providing final resolution other than noting the dismissal. There is no appeal from dismissals made pursuant to this section.

Section 3 5016 Student Records

The school district shall manage student records and reports as is necessary for effective administration and in compliance with law. In general "student records" shall not include transitory communications such as e-mail, text messages, handwritten communication between school and home, and the like, and these items will not generally be maintained by the district. "Student records" also shall not include any records created and maintained by the district's law enforcement unit for a law enforcement purpose.

For purposes of the district's compliance with state and federal law, the district "maintains" as "student records" all records, files, and documents which are located in any format and within any storage unit of the district, whether in hard copy, digital, or otherwise.

Each building principal will assign responsibilities for the preparation and maintenance of records and will ensure compliance with the applicable federal and state laws, regulations, and record retention schedules regarding their storage and use in the building. No "student record" or record required to be retained by the Nebraska Secretary of State's Record Retention Schedules applicable to the district will be destroyed unless it is first saved in a retrievable, digital format. This includes only records required to be kept by the applicable Retention Schedules and "student records" as defined by state and federal law, and this policy does not prohibit the district from following its record expungement procedures for all other records.

Students or their parents, guardians, teachers, counselors, or school administrators shall have access to the school's files or records maintained concerning themselves or their students. For purposes of this policy, "teachers" include paraeducators and volunteers who are providing educational services to a student on behalf of the School District. A school official may access, maintain, and use education records containing personally identifiable information (PII) when he or she has a legitimate educational interest in such. "School official" includes any agent, volunteer, or contractor performing an institutional service or function for which the school would otherwise use its own employees and who is under the school district's direct control with respect to their access to, maintenance of, and use of PII from student records. For example, a school

official may include, but would not be limited to, a teacher or other educator, administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); school board member; volunteer; contractor or consultant who, while not employed by the school, performs an institutional service or function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of PII from education records, such as an attorney, representative of the district's insurance providers, auditor, medical consultant, therapist, or a third-party website operator who has contracted with the school district or its agent to offer online programs for the benefit of students and/or the district; members of law enforcement acting on behalf of the school district; a parent or student volunteering to serve on an official committee, such as a disciplinary or grievance committee; or a parent, student, or other volunteer assisting another school official in performing his or her tasks. A school official typically has a "legitimate educational interest" if the official needs to review an education record in order to fulfill a school-related professional, contractual, statutory, or regulatory responsibility.

All disciplinary material shall be removed and destroyed upon the pupil's graduation or after the pupil's continuous absence from the school for a period of three years, and after authorization is given by the State Records Board pursuant to state law. Upon request, the school district will disclose education records without consent to officials of another school district in which a student seeks or intends to enroll.

Outside agencies such as physicians, probation officers, psychologists, child guidance clinics, and other agencies concerned with child welfare who are working directly with a child may have access to information pertaining to that child with written parental consent or upon issuance of a valid court order.

The school district shall share student data, records, and information with school districts, educational service units, learning communities, and the State Department of Education to the fullest extent practicable unless otherwise prohibited by law. This includes sharing information with the Department of Education necessary to comply with the requirement of state law that all third-year high school students take a college entrance exam. Any redisclosure of information related to the administration of this exam shall be governed by the agreement between the Nebraska Department of Education and the third-party testing company.

Each year, the school district will notify parents and guardians of their rights under this policy and the Family Educational Rights and Privacy Act.

Section 4 Disclosure of Student Information to Military Recruiters and Colleges (see Policy No. 5015, Protection of Student Rights)

The No Child Left Behind Act of 2001 requires the District to provide military recruiters and institutions of higher education access to secondary school students' names, addresses, and telephone listings. Parents and secondary students have the right to request that the school not provide this information (i.e., not provide the student's name, address, and telephone listing) to military recruiters or institutions of higher education, without their prior written consent. Employees are expected to follow these requirements.

Section 5 School Nutrition Programs

The District participates in the National School Nutrition Programs. Employees are expected to keep information about the participation of students in the program confidential.

Section 6 Confidentiality of Protected Health Information

It is the policy of the District to develop and implement all necessary practices, policies, and procedures to comply with the Health Insurance Portability and Accountability Act of 1996 (HIPAA) where and to the extent applicable and to maintain the privacy of protected health information (PHI), as that term is defined by HIPAA, that it receives, obtains, or transmits for employees and students. The District designates the Superintendent as its HIPAA privacy officer. Student and employee records containing PHI shall be accessible only to those who require such information to carry out their duties.

APPENDIX A

ADD CALENDAR

NORTH PLATTE PUBLIC SCHOOLS ASBESTOS NOTIFICATION

North Platte School District's parents, guardians, teachers and employee organizations are informed of the following.

The Environmental Protection Agency's regulation Asbestos Containing Materials in Schools (40 CFR Part 763) requires each school building to maintain a complete copy of their Asbestos Management Plan with up to date inspections in the Administration Office. Building employees, hired contractors, occupants and occupants' parents or legal guardians must be informed once a year of asbestos related activities conducted, in progress, or scheduled within that year.

The school is required to have a State of Nebraska accredited Asbestos Inspector conduct a re inspection every 3 years of known or assumed asbestos containing materials within our school buildings to insure asbestos containing materials are maintained in good condition. Inspections do not disrupt class times or class scheduling. And every 6 months after the re-inspection, required periodic surveillance is conducted by an adequately trained person.

The Management Plan for our school district is available for review to all school personnel, public, state and federal representatives during normal business hours with proper notice.

Airborne asbestos contamination in buildings can be a significant environmental problem and you can be assured that we are in compliance with all relevant regulations.

For asbestos questions or information, please contact the school's designated person at (308) 535-7100 or the Environmental Protection Agency- Region VII office at (800) 471-7127 or go to their web site at www.epa.gov/asbestos/asbestos-in-schools.

DRAFT

APPENDIX C

North Platte Public Schools						
B E N E F I T S						
Cat		Positions	BCBS Health Insurance	Term Life (60 day Waiting Period)	LTD	Section 125
A		Directors	Single	Paid	Yes	Yes
	Salary Range	Classified	Up to Full Family	Paid	Yes	Yes
	Hourly Rate Schedule	Maintenance	Up to Full Family	Paid	Paid	Yes
	Hourly Rate	Custodial	Up to Full Family	Paid	Paid	Yes
	Hourly Rate	Part Time Custodian				
B	Clerical Salary Schedule	10 Month Administrative Assistant	Up to Full Family	Paid	Yes	Yes
C	Hourly Rate	9 Month Custodian				
	Salary Schedule	Paraprofessionals	Per Negotiated Agreement			Yes
	Hourly Rate	Floater Custodian				
D	Hourly Rate	Temporary Maintenance				

APPENDIX D

North Platte Public Schools			
Compensation Schedule			
Administrative Assistants			
2021-2022			
	HS Registrar	HS Guidance	Superintendent
	HS Associate Principal	Activity Director	Executive Director of Finance
	MS Guidance	Maintenance	Human Resources
	HS/MS Attendance	Technology	Classified Payroll Bookkeeper
	Elementary	6-8 Principal	Certified Payroll Bookkeeper
			Curriculum
			Student Services
		HS Principal	Welcome Center/IC
	A	B	C
1.0	19.64	20.87	23.57
2.0	19.93	21.28	23.97
3.0	20.34	21.68	24.38
4.0	20.74	22.08	24.78
5.0	21.16	22.49	25.18
6.0	21.56	22.89	25.59
7.0	21.96	23.30	25.99
8.0	22.37	23.70	26.40
9.0	22.76	24.10	26.80
10.0	23.16	24.51	27.20
11.0	23.57	24.91	27.61
12.0	23.97	25.33	28.01

13.0	24.38	25.73	28.41
------	-------	-------	-------

Employees will move down a step on each odd year and;
In even years only increases in steps will occur.

DRAFT

APPENDIX E

NORTH PLATTE PUBLIC SCHOOLS											
Classified Staff (excluding Clerical, Paraprofessional, Maintenance & Custodial)											
2022-2023											
Entry Level:	\$211.08										
Index - Vertical:	5.00%										
Horizontal :	4.00%										
Degree		Support	AA/Training	BA/BS	BA/BS	BA/BS	BA/BS	MA/MS	MA/MS	MA/MS	MA/MS
					9	18	27		9	18	27
Level	Increase	0.80%	0.96%	1.00%	1.04%	1.08%	1.12%	1.16%	2.00%	2.04%	2.08%
		0	0	1	10	19	28	100	109	118	127
1.0	1.00%	\$14.51	\$25.33	\$26.39	\$27.44	\$28.50	\$29.55	\$30.61	\$31.66	\$32.72	\$33.77
2.0	1.05%	\$15.83	\$26.65	\$27.70	\$28.76	\$29.82	\$30.87	\$31.93	\$32.98	\$34.04	\$35.09
3.0	1.10%	\$16.89	\$27.70	\$28.76	\$29.82	\$30.87	\$31.93	\$32.98	\$34.04	\$35.09	\$36.15
4.0	1.15%	\$17.94	\$28.76	\$29.82	\$30.87	\$31.93	\$32.98	\$34.04	\$35.09	\$36.15	\$37.20
5.0	1.20%	\$19.00	\$29.82	\$30.87	\$31.93	\$32.98	\$34.04	\$35.09	\$36.15	\$37.20	\$38.26
6.0	1.25%		\$30.87	\$31.93	\$32.98	\$34.04	\$35.09	\$36.15	\$37.20	\$38.26	\$39.31
7.0	1.30%			\$32.98	\$34.04	\$35.09	\$36.15	\$37.20	\$38.26	\$39.31	\$40.37
8.0	1.35%				\$35.09	\$36.15	\$37.20	\$38.26	\$39.31	\$40.37	\$41.42
9.0	1.40%					\$37.20	\$38.26	\$39.31	\$40.37	\$41.42	\$42.48
10.0	1.45%						\$39.31	\$40.37	\$41.42	\$42.48	\$43.54
11.0	1.50%							\$41.42	\$42.48	\$43.54	\$44.59
12.0	1.55%								\$43.54	\$44.59	\$45.65
13.0	1.60%									\$45.65	\$46.70
14.0	1.65%										\$47.76



Para Educators **APPENDIX F**

North Platte Public Schools											
Para-Educators											
	August 1, 2021-July 31, 2022				August 1, 2022-July 31, 2023				August 1, 2023-July 31, 2024		
	Category				Category				Category		
Level	1	2	3		1	2	3		1	2	3
1	12.20	13.90	17.43		12.70	14.40	17.93		13.20	14.90	18.43
2	12.40	14.15	17.77		12.90	14.65	18.27		13.40	15.15	18.77
3	12.64	14.45	18.16		13.14	14.95	18.66		13.64	15.45	19.16
4	12.89	14.75	18.57		13.39	15.25	19.07		13.89	15.75	19.57
5	13.15	15.05	18.97		13.65	15.55	19.47		14.15	16.05	19.97
6	13.39	15.35	19.24		13.89	15.85	19.74		14.39	16.35	20.24
7	13.64	15.65	19.64		14.14	16.15	20.14		14.64	16.65	20.64
8	13.90	15.94	20.17		14.40	16.44	20.67		14.90	16.94	21.17
9	14.14	16.25	20.58		14.64	16.75	21.08		15.14	17.25	21.58
10	14.39	16.54	20.98		14.89	17.04	21.48		15.39	17.54	21.98
11	14.64	16.85	21.37		15.14	17.35	21.87		15.64	17.85	22.37
12	14.88	17.15	21.79		15.38	17.65	22.29		15.88	18.15	22.79
13	15.13	17.44	22.16		15.88	18.19	22.91		16.63	18.94	23.66
Level Does not equal years in district											
All placement will be at the discretion of Human Resources with input from building principals, facilitators, and directors.											
Category											
1: Building / Program Support											
a. Staff assigned to this category do not provide direct individualized support to identified students.											
b. Staff are assignable to classrooms and programs by building principals, supervisors, and/ or Directors.											

May include: Classroom, Library, Office, Accompanist, Kids Klub, Special Education (cased upon assignment and students being served), Title

2: Focused Student Support

a. Staff assigned to this category provide focused support to students with special needs or behavior needs as identified by Individualized Education Plan (IEP), behavior plans, or discretion of building principal, supervisor, or Directors.

b. Kids Klub staff assigned to this category are assigned to specific sites and are tasked with managing staff and students without direct supervisory support. These staff members serve the role as Coordinator or Co-Coordinator.

c. Staff assigned to this category may be required to have additional certification such as bus driving, CPI, and/ or other certification as identified by administration.

May include: Special Education Bus Driver, Kids Klub Coordinator, Job Coach, Health, ISS, Behavior Support, Special Education (cased upon assignment and students being served)

3: Specialized Support

a. Staff assigned to this category provides specialized medical licensure as required by needs of student.

b. Staff assigned to this category provide specialized support as required by language interpretation for students.

May Include: LPN, Sign Language Interpreter, ELL

Notes:

Certified Para will be paid hourly rate of substitute according to Substitute Handbook. Staff must have required credentials

Substitute Para will be paid at Level 5 experience level in category 1.

APPENDIX G

North Platte Public Schools	
Maintenance/Custodial Starting Wage	
2022-2023	
Positions	Starting Wage
Maintenance	\$17.00
Lead Custodian	\$16.50
Custodian	\$16.00
Part Time Custodian	\$13.00
Temporary Maintenance	\$13.00
Bus Drivers	\$16.10
Bus Drivers-CDL	\$18.00
MS Bus Drivers per trip	\$21.80

APPENDIX H

North Platte Public Schools			
Holidays for the 2022-2023 School Year			
Holiday	Date Observed	Day of the Week	Designated Holiday
Independence Day	July 4, 2022	Monday	7/4/2022
Labor Day	September 5, 2022	Monday	9/5/2022
Designated Day	November 23, 2022	Wednesday	11/23/2022
Thanksgiving	November 24, 2022	Thursday	11/24/2022
Day After Thanksgiving	November 25, 2022	Friday	11/25/2022
Christmas Eve	December 24, 2022	Saturday	12/23/2022
Christmas Day	December 25, 2022	Sunday	12/26/2022
New Years Eve	December 31, 2022	Saturday	12/30/2022
New Years Day	January 1, 2023	Sunday	1/2/2023
Spring Break	April 7, 2023	Friday	4/7/2023
Memorial Day	May 29, 2023	Monday	5/29/2023

DRAFT



	ParaEducator	Classified (Clerical, Custodial, Maintenance, Technology, Other)	Teacher	Administrator 215	Administrator 261
Bereavement - Must identify relationship in Notes	<p>40 hours per occurrence Spouse, Children and their spouses, parent, step-parent, parent-in-law, step-children, siblings, individuals living in the same household</p> <p>16 hours per occurrence brother/ sister-in-law, grandparent, niece, nephew, aunt, and uncle</p> <p>8 hours (Total) Friend or extended family</p>	<p>40 hours per occurrence Spouse, Parent/ Parent-in-law, Stepmother/Stepfather or Stepmother-in-law/ Stepfather-in-law, Child, Stepson/ Stepdaughter, Son-in-law/ Daughter-in-law, Grandchild, Brother/Sister</p> <p>16 hours per occurrence Brother-in-law/Sister-in- law, Grandparents Niece, Nephew, Aunt and Uncle, Person living in the home of the employee</p> <p>8 hours (Total) Friend or extended family</p>	<p>Five days per occurrence spouse, parent, parents-in-law, child, son-in-law, daughter-in-law, grandchild, or legal dependent.</p> <p>Two days per occurrence brother, sister, brother-in-law, sister-in-law, grandparents, niece, nephew, aunt, or uncle.</p> <p>One day (Total) One friend/ extended family per year</p>	<p>Five days per occurrence spouse, parent, parents-in-law, child, son-in-law, daughter-in-law, grandchild, or legal dependent.</p> <p>Two days per occurrence brother, sister, brother-in-law, sister-in-law, grandparents, niece, nephew, aunt, or uncle.</p> <p>One day (Total) One friend/ extended family per year</p>	<p>Five days per occurrence spouse, parent, parents-in-law, child, son-in-law, daughter-in-law, grandchild, or legal dependent.</p> <p>Two days per occurrence brother, sister, brother-in-law, sister-in-law, grandparents, niece, nephew, aunt, or uncle.</p> <p>One day (Total) One friend/ extended family per year</p>
Inservice/ Staff Development - DO NOT SUBMIT on AESOP until approved first - Identify in Notes ***	TBD - prior approval by principal or supervisor and HR	TBD - prior approval by principal or supervisor and HR	TBD - prior approval by principal or supervisor and HR	TBD - prior approval by principal or supervisor and HR	TBD - prior approval by principal or supervisor and HR
Jury Duty Communicate with HR and Principal.	Must contact principal or supervisor and HR	Must contact principal or supervisor and HR	Must contact principal or supervisor and HR	Must contact principal or supervisor and HR	Must contact principal or supervisor and HR
Personal Leave	NA	NA	3 days (must give five days prior notice and note pay deduct days)	3 days	3 days

	ParaEducator	Classified (Clerical, Custodial, Maintenance, Technology, Other)	Teacher	Administrator 215	Administrator 261
Vacation Leave	NA	NA	NA	NA	20 days
Personal Time Off (PTO)	2 days (may accumulate up to 4 days) *May use PTO for snow days	12 Month Employees 0-11 Months - 9 hrs/ monthly (max 108 hrs) 12-59 Months - 14 hrs (max 168 hrs) 60-119 Months - 16 hrs (max 192 hrs) 120+ Months - 18 hrs (max 216 hrs) 10 Month Clerical 32 hrs max (July 1st)	NA	NA	NA
School Activity - Must be identified in Comments	TBD - prior approval by principal or supervisor and Activities Director, if applicable	TBD - prior approval by principal or supervisor and Activities Director, if applicable	TBD - prior approval by principal or supervisor and Activities Director, if applicable	TBD - prior approval by principal or supervisor and Activities Director, if applicable	TBD - prior approval by principal or supervisor and Activities Director, if applicable
Sick (HR may ask for clarification - if more than three days then refer to FMLA)	*Must be scheduled at least 25 hrs/ week 1 day/ month based on scheduled daily hours (max 600 hours)	Refer to Classified Handbook based upon Category placement (A - 8, B - 6, C - 5) (max 600 hours)	10 days annually (max 75 days)	10 days annually (max 75 days)	10 days annually (max 75 days)
Donated Sick Leave (Classified may donate to classified, and certified donate to certified)	Refer to Classified Handbook: cancer, heart attack/ surgery or heart surgery, accident or injury that requires immediate medical attention, terminal illness, major organ transplant, stroke, tumor (Up to 600 hours)	Refer to Classified Handbook: cancer, heart attack/ surgery or heart surgery, accident or injury that requires immediate medical attention, terminal illness, major organ transplant, stroke, tumor (Up to 600 hours)	Refer to Negotiated Agreement: cancer; heart attack/ heart surgery, accident or injury that required immediate medical attention followed by a physician's directive to remain away from work for rest and recovery, terminal illness, major organ transplant, stroke; tumor (Max 60 days)		

Personal Leave Pay Deduct Days 2022-2023

ALL personal leave is contingent upon building and district approval. If leave is exhausted, leave may be denied. If PERSONAL leave is requested on the following days, it is with the understanding upon approval that it will be with **full pay deduct and loss of personal day**, unless it falls within the exceptional circumstances clause specified in the negotiated agreement. IF SICK leave is taken on the following days, then **medical documentation must be presented** to the HR Director or designee.

August 09	First Day of Contract
August 10	Professional Learning Day
August 11	Professional Learning Day
August 12	Professional Learning Day
August 15	Student first day of semester
August 16	Student first day of semester
=====	
September 12	Professional Learning Day
October 13-15	P/T Conferences 7-12 (depending on the day the schools select for their conference night)
=====	
October 14	Professional Learning Day
October 17-20	P/T Conferences K-6
=====	
November 14	Professional Learning Day
=====	
December 21	Professional Learning Day
=====	
January 5	Student first day of semester
January 16	Professional Learning Day
=====	
February 6-9	P/T Conferences K-12
February 13	Professional Learning Day
=====	
March 15	Professional Learning Day
=====	
April 11	Professional Learning Day
April 17-20	P/T Conferences 7-12 (depending on the day the schools select for their conference night)
=====	
May 23	Students last day
May 24	Professional Learning Day

Personal Leave Pay Deduct

North Platte Public Schools and North Platte Education Association have agreed upon the dates when it is essential to the school system that teachers are present. Personal leave may not be on the first two contract days, the first two student days of each semester, Parent-Teacher Conference days (as designation for assigned building), or Professional Learning Days.

NOTE: HR reserves the right to **ADD more Blackout Dates** during the fall and spring semesters based on substitute shortage. HR Director, HR Administrative Assistant, Principals, and building administrative assistants will monitor staff requests and subs covering classes. If classes cannot be covered, HR will add blackout days.

DRAFT

Substitute Teacher Employee Handbook 2022-2023



Table of Contents

School Calendar	3
School Building Information	4-5
School Hours	5
Report Times	5

SECTION 1 - Substitute Information

Certification	6
Sub Application process	7

SECTION 2 - Performance Expectations 8

SECTION 3 - Wages and Information 9

SECTION 4 - Electronic Systems 10

SECTION 5 - Employee Expectations 12-15

SECTION 6 - Classroom Expectations 16-19

RECEIPT OF HANDBOOK 20

ANTIDISCRIMINATION POLICY

21

APPENDIX 23

Substitute Employee Discipline Form	24
Administrator Request to Remove a Substitute from the Building	25

2022-2023 NPPSD School Calendar



August

15 - 1st Day of School K-9th

16 - 1st Day of School 10-12

September

5th - No School - Labor Day

12th - No School - Professional Development

October

14 - No School - Professional Development

21 - NO SCHOOL

November

14 - No School - Professional Development

23-25 - No School - Thanksgiving

December

20 - End of 2nd Q

21 - No School - Professional Development

22 December - 4th of January - No School - Holiday Vacation

January

16 - No School - PD

February

13 - No School - PD

10 - No School

March

10, 13, 14- Spring Break

15- No School-PD

April

6-7, 10-No School

11 - No School - PD

May

23 - Last Day of school

24 - Professional D

NPPSD DISTRICT INFORMATION

Absence Management System/SmartFind Express

308-365-1456 / 844-915-1930 <https://nppsd.schoolsolutions.com/logOnInitAction.do>

Administration Office (McKinley)

Human Resources

308-535-7100

301 W F Street

Carol Halley

308-535-3319

challey@nppsd.org

Adams Middle School

308-535-7112

1200 S McDonald

James Ayres

Principal

Brett Joneson

Asst. Principal

Jill Dolan

Attendance Secretary

Kristi Wever

Secretary

Cody Elementary

308-535-7132

2000 W 2nd Street

Dr. Tami Eshleman

Principal

Ashley Beachner

Secretary

Eisenhower Elementary

308-535-7134

3900 West A Street

Brad LaChapelle

Principal

Alexis Bacon

Secretary (start 9/2/2021)

Jefferson Elementary

308-535-7136

700 East 3rd Street

Jeff Ellsworth

Principal

Elizabeth Buhlke

Secretary

Lake Maloney Elementary

308-532-9392

848 E. Correction

Allison Goodenow

Principal

Jenny Preece

Secretary

Lincoln Elementary

308-535-7138

200 W. 9th Street

DaNesa Fleck

Principal

Jenny Zachry

Secretary

Madison Middle School Robin Vahle Sarah Nichols	308-535-7126 Principal Secretary	1400 N. Madison
McDonald Elementary Kim Flanders Tamran Berol	308-535-7140 Principal Secretary	601 McDonald Road
North Platte High School Cory Spotanski Jimmie Rhodes Jamie Allen John Bryn Cheryl Hall	308-535-7105 Principal Asst. Principal/Director of Activities Asst. Principal Asst. Principal Secretary (Substitute Check in contact)	1220 W. 2nd Street
Osgood Elementary	308-535-7144	495 W. State Farm
Washington Elementary Harmoni Wagner Britni Walz	308-535-7142 Principal Secretary	600 W. 3rd Street

School Hours

Preschool

Buffalo	Monday - Thursday	7:45- 3:00
Washington	Monday - Thursday	8:00 - 3:15
Jefferson	Monday - Thursday	8:00 - 3:15
Osgood	Monday - Thursday	7:45-11:15/11:45-3:15

Elementary

8:05-3:30

Madison Middle

7:50-3:07

Adams Middle

8:15-3:26

NPHS

8:05-3:25 (M,T,TH, F)

8:05-2:20 (W)

Substitute Report Times

Full Day

Half DayAM/PM

PreSchool	7:45- 3:45	7:45 - 11:30/11:45 -3:45
Elementary	7:45- 3:45	7:45 - 11:45/11:45 -3:45
Madison	7:30 -3:30	7:30- 11:30/11:30-3:30
Adams	7:45 -3:45	7:45 - 11:45/11:45 -3:45
NPHS	7:45- 3:45	7:45 - 11:45/11:45 -3:45

***Substitute report time refers to the time that the substitute is expected at the school when accepting a job in advance. When accepting a job in the morning or short notice please arrive ASAP.**

SECTION 1- Substitute Information

Certification Requirements

To substitute teach in the North Platte School District, candidates must have a valid teaching certificate. The types of certificate offered by the State of Nebraska are as follows:

- a) A Standard Nebraska Teaching Certificate
- b) A Substitute Nebraska Teaching Certificate
- c) A Local Substitute Nebraska Teaching Certificate.

Standard and Substitute Certificates

A standard certificate is issued to an individual who has met all of the requirements to be a teacher by the Nebraska Department of Education.

A substitute teaching certificate is issued to someone who held a traditional certificate in the past. The individual may have allowed the certificate to lapse and therefore may require additional credit hours to be taken before a standard certificate could be issued.

It is the responsibility of the substitute to secure their certificate with the Nebraska Department of Education.

Local Substitute Teaching Certificate

The option of a local substitute teaching certificate has been added to the type of teaching certificates offered by the Nebraska Department of Education. An individual who has taken a minimum of 60 college credit hours, including at least one course in education *may* qualify. Nebraska Department of Education determines certificates. Steps needed to determine if you qualify as a local substitute teacher are:

- 1) Send a copy of your college transcripts to the Nebraska Department of Education to be reviewed.

- 2) Request a “Local Substitute Application Packet” from:
 Nebraska Teacher Certification Office
 301 Centennial Mall South
 P.O. Box 94987
 Lincoln, NE 68509-4987
 (402) 471-0739
www.nde.state.ne.us/TCERT/
- 3) If we determine that your transcripts meet the guidelines, a letter of recommendation from the North Platte Public Schools Board of Education will be issued.
- 4) North Platte Public Schools will fax your letter of recommendation to the Nebraska Dept. of Ed.

Note: Please be advised that at the present time Local Substitute Teachers are limited, by the State, to a maximum of 90 days within a calendar year from the receipt of their certificate. **If you are a local sub, you are responsible for keeping track of your days worked so you do not exceed 90 days.**

Substitute Teacher Application Process

Once you have a current teaching certificate (standard, substitute or local) you will need to apply online at www.nppsd.org Substitute applicants will be contacted for an interview with the HR Director prior to hiring. Once hired, substitutes will be responsible for submitting the following documents prior to subbing:

1. **Substitute Teacher Information Sheet**
 This form asks some basic informational questions about you. It also asks you to tell us the days of the week that you are able to substitute teach as well as the grade levels in which you prefer to teach.
2. **W-4 & W-4N**
 These are the standard Federal and State of Nebraska forms that allows us to withhold the correct Federal and State Income Taxes from your pay.
3. **I-9**
 This is also a standard Federal form that proves to us that you are a United States Citizen. We need the following documentation:

(A) Passport, or	(B) Two of the following; Driver’s License, Birth Certificate, or Social Security Card.
------------------	---

Please bring required documentation with you when you return your paperwork and we would be happy to make the copies necessary to attach to this form.

4. **Criminal History and DHHS Child/Adult Abuse Background Check Forms**

These online forms allow us to run background checks to ensure that we do not expose the students of North Platte Public Schools to someone who may have committed a felony that injured a child or could cause potential difficulties working with children.

5. **Direct Deposit Form**

North Platte Public Schools pays only via electronic funds transfer. This form allows us to transfer funds into your account. We will need either a voided check or documentation on bank letterhead with your routing and account number for where you would like your pay deposited. All information regarding your paycheck is now available online. You will receive instructions for accessing the Employee Portal. If you need assistance, you may call **the Business office**.

SECTION 2- Performance Expectations

North Platte Public Schools Substitute Teachers are expected to exhibit a high degree of instructional skill and classroom management ability. The following list of expectations is not meant to be inclusive but merely to outline expectations. Substitute Teachers shall perform such duties as assigned by the administrator. Substitute Teachers should report to the **building office** at the beginning of the teaching day. You may be asked to correct daily papers, workbooks, and assume supervision responsibilities as assigned by the building principal. If you have any questions on procedures please contact the building principal.

1. Check in (beginning of your sub time) and out (end of your sub time) of the office with the secretary and by signing in as required by each building.
 2. Substitute jobs are scheduled in the [Absence Management System/SmartFind Express](#)
- Substitutes are expected to follow the times below (unless taking a last minute job) to review lesson plans, help supervise, etc. If the teacher's plan time is at the beginning or end of the day substitutes are

still expected to be at the school during that time, in case additional coverage is needed in another classroom.

Substitute Report Times	Full Day	Half Day/AM/PM
PreSchool	7:40- 3:45	7:45 - 11:45/11:45 -3:45
Elementary	7:45- 3:45	7:45 - 11:45/11:45 -3:45
Madison	7:30 -3:30	7:30-11:30/11:30-3:30
Adams	7:55 -3:45	7:45 - 11:45/11:45 -3:45
NPHS	7:45- 3:45	7:45 - 11:45/11:45 -3:45

3. Supervise students during class time as well as transitional times. Check with fellow teachers for directions on how to transition students from their room to other classes or activities. Providing adequate supervision is a serious responsibility. This responsibility extends throughout the dismissal time. Follow prescribed lesson plans.

4. Please leave a note for the teacher highlighting the day's events. You may email this information to the teacher if you prefer.

5. Please be reminded that computers are for instructional purposes only. Personal communications, on-line personal browsing, personal shopping, selling, or trying to access inappropriate sites is strictly prohibited.

6. Do not use cell phones in the classroom or hallways. Cell phone use is to be limited to planning time and lunch time.

7. Substitute teachers are expected to be reliable employees. Reliability is exhibited by following through when a job is accepted and **not canceling at the last minute.**

While we try to make our handbook and the list of expectations as complete as possible, not every instance can be described. In summary, it is expected that *Substitute Teachers will model professional behavior.*

SECTION 3 - Wages Information

Pay Scale

The pay scale for substitute teachers is as follows:

Daily Rate: \$130

1 - 10 Consecutive days for the same teacher \$130.00/day (1/2 day is \$65)

Long Term: \$200

11+

Consecutive days for the same teacher assignment.

If there is a discrepancy and a sub shows up for a job that is no longer needed and they were not contacted or activity cancellation, then the sub may leave without pay or be paid for half day and be assigned by the building principal or designee.

North Platte Public Schools has an incentive program for substitutes. Substitutes who successfully complete the **Sub Skills Basic Training** from <https://stedi.org/> will be eligible for additional compensation based upon the following criteria:

- Subbed for a minimum of **40 school days**
- **Presents SubDiploma** to Human Resources
 - Substitute is responsible for cost of program - approximately \$39.95
- May only limit subbing to secondary or elementary, if a sub elects to only sub in certain buildings then the sub would not be eligible for incentive
- Substitutes will be eligible for three years of incentive upon successful completion. Subs will have to complete the training every three years to qualify for incentive.

Substitutes will be compensated an additional **\$10/** day in the following July if the preceding requirements are met on an annual basis.

Paycheck Procedures

North Platte Public Schools payroll is completed on a monthly basis. Direct Deposits (in lieu of checks) are wired to your financial institution(s) on the 20th of each month for hours worked in the previous month. You will receive instructions to the **Employee Portal** upon hiring. Contact HR or the Business Office if you need assistance. Employee Portal will not be available until after the first paycheck.

Payroll is figured per calendar month for the previous calendar month.

Example

#1:

If you work the 1st of September, you would receive payment for that assignment on the 20th of October.

Example #2:

If you work on the 30th of September, you would receive payment for that assignment on the 20th of October as well.

SECTION 4 - Electronic Systems

District Email

District email will only be issued to staff members who meet the following criteria:

1. Former NPPSD teacher
2. Substituted for the district for at least three years with an average of over 40 days per year
3. Accepted long term sub job of 20+ days
4. Signed Technology User Agreement

Requests for district email must be submitted to the Human Resources office. The Human Resources office will notify the Technology Department of permission to grant district email to substitutes.

Staff Checking In/ Out

North Platte Public School is committed to providing a safe learning environment. It is important to know at all times, who is present in the building. All substitutes will be issued a district identification badge to wear while substituting. Substitutes will check-in and checkout through **Raptor* with their staff ID. If staff do not have their staff ID, they will need to present a state-issued ID to office staff and receive a printed name tag. Staff must have ID readily visible at all times during school hours. Staff who leave during the day, will be required to checkout through **Raptor*.

**(Raptor* -is NPPSD visitor management system to assist in identifying adults within the building).

Cell Phones

The employees of North Platte Public Schools are expected to manage their personal cell phone use in the workplace so that the phone is not a source of distraction and a cause to be off-task in their work responsibilities. The on-duty employee is expected to be working and not using work time to make or take calls, read text or take pictures. Supervisors have the responsibility to monitor employee cell phone use and to take disciplinary action should the employee exhibit excessive use which interferes with their work responsibilities. Employees are required to restrict personal calls during work time and are directed to use personal cell phones only during scheduled breaks or lunch periods. Employees are expected to inform family members of the restrictions on cell phone use so the employee is not interrupted at work. The district is not liable for the loss of personal cell phones brought into the workplace.

Absence Management System/SmartFind Express

[Absence Management System/SmartFind Express](#)

1. To begin the process you will need to know your employee ID. You can find your employee ID on the Employee Portal on their Pay Advice. Once you secure your employee ID, you will be ready to begin.
2. Your employee ID will be used as your user ID and your Password when you register. IF you have a ZERO at the beginning of your employee ID - DO NOT USE THE ZERO.
3. Please call: 308-365-1456 / 844-915-1930 to register, using your Employee ID
4. Watch this video [System Orientation Training for Substitutes](#).
5. Log into the system by clicking above or typing it into your browser.

SECTION 5-Employee Expectations

Conduct

Employees are expected at all times to conduct themselves in a positive manner in order to promote the best interests of the district. Appropriate employee conduct includes:

1. Treating all visitors and co-workers in a courteous manner.
2. Refraining from behavior or conduct that is offensive or undesirable.
3. Reporting to administration suspicious, unethical, or illegal conduct.
4. Reporting to administration any threatening or potentially violent behavior by co-workers.
5. Complying with all district safety and security policies and procedures.
6. Wearing clothing appropriate for the work being performed.
7. Performing assigned tasks efficiently and in accord with established quality standards.
8. Reporting to work punctually as scheduled and being at the proper work station, ready for work, at the assigned start time and throughout the work day.
9. Giving proper advance notice whenever unable to work and reporting absence according to established procedures.
10. Adhering to the district-wide no tobacco restriction.
11. Maintaining cleanliness and order in the workplace.

Modeling Behavior for Students

Employees are expected to conduct themselves as good role models to students. Employees are instructed to avoid situations where an employee's behavior could be open to allegations, such as being alone with a student behind closed doors, in bathrooms or locker rooms. Employees are advised and directed to conduct themselves above reproach when working with or around students. **Employees are advised to conduct themselves as role models in the use of social media and cell phone cameras.**

Professional Boundaries Between Employees & Students

(Policy No. 4043)

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.

Reporting Child Abuse & Neglect

(Policy No. 4054)

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.

Notification of Arrest, Citation or Summons of Criminal Charges, and Certificate, License or Child Abuse Complaints

Employees must notify the HR Director or designee by telephone or in person within 24 hours after:

1. Arrest or Criminal Charges. Any employee that is placed under arrest, into physical custody, or receives a citation, summons, or complaint for any, and all, criminal offense violations where:
 - a. The maximum penalty for the crime equals or exceeds six months incarceration;
 - b. The crime relates to abuse, neglect or endangerment of a minor, a minor was allegedly a victim or a witness, or the crime involves alleged sexual misconduct;
 - c. Violate Nebraska Department of Education Rule 24;
 - d. Conviction would impact performance of employee's job responsibilities, including offenses that:
 - i. Would impact the responsibility to be a role model for students;
 - ii. Would impact the employee's ability to operate a motor vehicle if the employee at times needs to travel during duty time or the employee at times drives our students, including on extracurricular activities; or
 - iii. Would impact the employee's Commercial Drivers License if the employee's job requires that the employee have a CDL.
 - e. The arrest or the alleged criminal activity occurred while the employee was on duty,

on school property or in a school owned or utilized vehicle, or at a school-supervised activity or school-sponsored function.

f. Employees must also promptly report to the Superintendent or designee whenever the employee has been sentenced to be incarcerated for any period of time, even if the offense was not otherwise reportable.

2. Certificate or License. The employee becomes aware that a complaint has been filed against the employee that could affect a certificate or license required for the employee's position. This includes proceedings of the Nebraska Department of Education related to an alleged violation of the NDE Standards of Conduct and Ethics, Chapter 27, and proceedings of the Health and Human Services related to an alleged violation of the professional standards of conduct for the employee's position.

3. Child Abuse. The employee becomes aware that a report of child abuse or neglect has been made against the employee under the Child Protection Act.

Further, employees must give full disclosure of any Child Protection Act investigation that resulted in an "inconclusive" determination that occurred at any time. Current employees must give such disclosure within ten days following adoption of this Policy.

As a condition of employment, applicants for employment must give such disclosure prior to commencement of employment. Any hiring made without such disclosure shall subject being immediately revoked in the event the required disclosure was not given.

Employees must give full disclosure of the existence and nature of the above proceedings and must also promptly notify the Superintendent or designee of the disposition of the proceedings.

Legal documents relating to the proceedings shall be treated and maintained as part of the employee's confidential criminal background file.

Failure to notify as required under this policy may subject the employee to disciplinary action, up to and including termination.

Personal Appearance of Employees

It is the expectation of the district that each employee's dress, grooming, and personal hygiene should be appropriate to the work situation and not be detrimental to the education process. While it is becoming more commonplace for employees to have tattoos, the expectation is that tattoos and/or body piercings are in good taste, do not cause a distraction in the workplace for other employees and students, and do not promote drugs, alcohol, or violence. It is preferable that the tattoo be covered whenever possible. The supervisor of the employee will determine the appropriateness of the tattoo and/or body piercings. The employee is reminded that they are expected to be good role models for students.

Disciplinary Procedures

When it becomes necessary to discipline an employee for unacceptable performance or behavior, the NPPSD Discipline Policy is designed to do so in a fair and consistent manner.

Attendance and Reliability

It is the practice of the NPPSD school district to require employees to report for work punctually, and to work all scheduled hours. Excessive tardiness and poor attendance disrupt workflow and productivity, and will not be tolerated. Regular and dependable attendance is an essential function of each job.

Request to Remove a Substitute From the Building

A Principal may determine that a particular Substitute teacher is not working well for their building. A request may be made that the Substitute teacher not be allowed to accept substitute jobs for that building or team. To notify the Substitute teacher of this decision, the form entitled “Administrator Request to Remove a Substitute From the Building or Team Substitute List” must be completed, and a conference held with the Substitute teacher. During the conference, the building principal will have the opportunity to discuss the issues with the Substitute teacher. **The required form will provide documentation of the decision. (See form included in the Appendix.)**

SECTION 5 - Classroom Expectations

Lesson Plans

Lesson plans should be arranged by the teacher ahead of time and left in the room or left in the front office. But in an emergency the teacher is to call the principal with the information. The principal can then pass that information onto the substitute. Please refer to guidance at the end of the handbook.

Substitute Evaluation

There is no formal evaluation for substitutes. Teachers are asked to leave feedback after a substitute has been in their classroom. If there is an issue, a building principal or the HR Director will contact the substitute.

Classroom Management

Remember: It is important for the substitute teachers to establish their classroom expectations and consequences at the beginning of the day. It is essential for teachers to be perceived by students as confident, as being in charge, and as being fair.

Respecting Students: Remember that each individual student is a person who deserves to be treated with respect regardless of their intellectual abilities, primary language, social training, cultural background, or personal circumstance. Students respect adults who respect them.

Staying in Control: It is extremely important for the teacher not to lose their temper or control of their emotions. Teachers should model appropriate behavior even under highly stressful situations. When teachers lose self control, it becomes more difficult to make proper decisions and to retain the respect of students. When teachers lose self control, their behavior often becomes the focus of attention rather than the student's behavior.

Eye Contact: Direct eye contact and non-verbal communication are effective classroom management tools, provided that the non-verbal communication doesn't become threatening or intimidating to students.

Raising Your Voice: Using different voice inflections in the classroom is appropriate only if it has a legitimate educational purpose, doesn't result in yelling (which is ineffective and abusive), and doesn't demean students.

Establishing Standards of Conduct: Letting the entire class know what your expectations are is key to having a successful educational day. "Establishing Standards" should be done as early in the day as possible. Teachers need to be firm, fair, and consistent. Setting reasonable standards and consequences and consistent enforcement of these standards is essential in maintaining a safe and orderly learning environment.

Logical Consequences For Student Behavior: Students need to understand that if they chose to follow or violate classroom expectations, a correlation exists between their choice and the consequence. Negative student consequences should be logical and in proportion to the seriousness of the violation. Rewards should also be in proportion to students' correct choices. Rewards should have a legitimate educational purpose, and the reward offered should be sufficient enough to motivate students to want to continue making correct choices.

Positive Reinforcement: Students, like adults, respond to positive reinforcement better than to sarcasm or use of negatives. Praising desired behavior is much more effective than punishing undesired behavior. Preventive discipline is more effective than reactive discipline. SEE PBIS literature.

Praise and Correction Guides: It is more powerful and appropriate to correct students one-to-one at every grade level. Students who are corrected in front of their peers often respond by acting out even more. Often the student who is being publicly disciplined will have their peer group rush to their support at the expense of the teacher. A general guideline at the elementary level is “to correct privately and to praise publicly.” At the elementary level, it is generally acceptable to praise a particular student in front of other students. At the middle school and high school levels, individual praise normally needs to be done privately, while group praise is done publicly. Praise should always be genuine and never contrived.

Proximity & Classroom Management: There is a direct correlation of distance of the teacher from the student and student behavior. The closer a teacher is to a student, normally, the better the student’s behavior. Teachers who walk around the classroom and monitor student conduct usually maintain much better classroom control.

Extinction: Minor unacceptable student behaviors are often best dealt with by using a technique known as extinction (ignoring minor negative behavior so it is not reinforced by providing desired attention). This technique usually results in minor unacceptable student behavior disappearing. If the undesired behavior persists, the teacher will need to use more direct and forceful disciplinary intervention strategies.

Expectations for Teachers, Substitutes and Administrators during absences

Absence Length	Teacher Responsibilities	Substitute Responsibilities	Principal Responsibilities
----------------	--------------------------	-----------------------------	----------------------------

.5-10 days	<ul style="list-style-type: none"> ● Detailed Lesson Plans for one week (5 days) ● Have Sub Notebook easily available ● Classroom Schedule, Expectations, and Resources accessible ● Teachers reviews substitute satisfaction survey and makes the appropriate corrective action ● List of student IEP, 504 requirements, students with special accommodations (seating, restroom privileges, does not celebrate holidays, does not stand for flag, etc.) ● Copy of what was sent to students in Google Classroom 	<ul style="list-style-type: none"> ● Submit to principals detailed Lesson Plans for days 6-10 ● Follow Lesson Plan and Instructions left by teacher ● Follow classroom rules and expectations set by teacher ● Fulfill duties of teacher as assigned by building principals (ie. Recess, Lunch, etc.) ● Follow IEP and 504 requirements ● Substitute completes satisfaction survey at the end of the assignment 	<ul style="list-style-type: none"> ● Assures Lesson Plans are prepared and turned ● Notifies classroom teacher if no lesson plan were prepared ● Checks in with Substitute regularly throughout the day ● Principal review substitute survey and makes any corrective action needed ● HR Director reads substitute survey and makes any corrective action ● Assures a substitute-teacher's notebook is complete and visible
11+ days	<ul style="list-style-type: none"> ● Detailed Lesson Plans for first 10 days ● Have Sub Notebook easily available ● Learning Plans for duration of absence ● Classroom Schedule, Expectations, and Resources accessible ● Teachers reviews substitute satisfaction survey and makes the appropriate corrective action ● List of student IEP, 504 requirements, students with special accommodations (seating, restroom privileges, does not celebrate holidays, does not stand for flag, etc.) 	<ul style="list-style-type: none"> ● Follow Lesson Plan and Instructions left by teacher ● Submit to principals detailed Lesson Plans for days 11+ days ● Follow classroom rules and expectations set by teacher ● Fulfill duties of teacher as assigned by building principals (ie. Recess, Lunch, etc.) ● Follow IEP and 504 requirements ● Substitute complete satisfaction survey at the end of the assignment ● Facilitates Parent Teacher Conferences 	<ul style="list-style-type: none"> ● Assures Lesson Plans are prepared and turned ● Notifies classroom teacher if no lesson plan were prepared ● Checks in with Substitute regularly throughout the day ● Principal review substitute survey and makes any corrective action needed ● HR Director. reads substitute survey and makes any corrective action ● Assures a substitute-teacher's notebook is complete and visible

***It is important for Substitutes to know the expectations of teachers. If you believe you do not have the materials and information necessary for a successful day substituting, please contact the building principal.**

LESSON PLANS - It is vital that you take an adequate amount of time preparing for a substitute teacher. Give the substitute as much detail as necessary to make your wishes clear. Review, organize and clearly label materials to be left for the substitute. The substitute needs enough material to keep the students busy for the entire class period. Your instructions should be fairly detailed and legible, leaving no doubt about what you are trying to accomplish on that given day. It might even be a good idea to include the actual goals and objectives that you are trying to attain. But at all costs, leave the substitute more than enough activities/material to keep the students busy. Always make a few extra copies. *NOTE: Elementary classroom teachers have access to Planbook.edu that outlines all the materials for the day.

If you wish to leave your desks and cabinets locked, that is understandable, but at least leave a large sealed envelope marked "FOR THE SUBSTITUTE", containing all the items the sub will need for the day.

Make your expectations of the students clear - Studies indicate that a substitute has only the first 5 minutes of class to establish control of that class. A well-prepared group of students will most often comply with the substitute. Define best behavior for them. Never make jokes about substitute teachers and don't let students think that you have low expectations for days that you aren't there. Give students no opportunity to contradict the substitute. Use every available opportunity to remind your students about proper classroom behavior when guests — and that includes subs — are present. Work with your students to constantly remind them that if you do take an absence day, the class behaves properly. Make your expectations of substitutes clear - Take the time to discuss your expectations of student behavior with substitutes early in the year in case you are absent. When you are going to be absent, take the time to write thorough plans that account for every minute of class time.

A substitute-teacher's notebook, for use by any sub who may be assigned to your class, will be required. The notebook's emergency lesson plans and classroom management information will help ensure that everything runs smoothly while you're gone.

The sub notebook, clearly labeled and easily accessible from your desk, containing the following materials:

- *Copy of your school's bell schedule, including lunch schedules*
- *Updated copy of your classroom seating chart*
- *Updated copy of your roll sheet (Note: Students with health needs noted)*
- *Copy of your daily instructional schedule, including para support if applicable*
- *Copy of your classroom rules/ procedures/ syllabus*
- *List of your most helpful and responsible students*
- *List of all classroom textbooks used and where they are shelved*
- *Simple map of the school facility and grounds, including emergency-exit routes*
- *List of the names, room numbers, and extensions of your closest fellow teachers*
- *List of the names and extensions of your school's administrative personnel*
- *List of the names, room numbers, and extensions of the nurse, counselor, etc.*
- *At least three broad, flexible lesson plans that can be used throughout the year*



RECEIPT OF SUBSTITUTE TEACHER EMPLOYEE HANDBOOK OF NORTH PLATTE PUBLIC SCHOOLS

This signed receipt acknowledges that I am aware of and have reviewed a digital copy of the Substitute Teacher Employee Handbook of North Platte Public Schools. I acknowledge receipt of the Handbook in a satisfactory manner via electronic communication. This receipt acknowledges that I understand that I am to read and be familiar with the handbook, that I understand the handbook contains a disclaimer of contract, that I understand that the handbook includes the District’s policies of non-discrimination and equity, and that specific complaint and grievance procedures exist in the handbook which should be used for responding to harassment or discrimination.

Date: _____

Employee’s Signature

Employee’s Printed Name

Return to the Human Resources Office

Anti-discrimination, Anti-harassment, and Anti-retaliation (Board policy #3053)

The School District does not discriminate on the basis of prohibited factors in employment and educational programs/activities. The School District affirmatively strives to provide equal opportunity for all as required by:

Title VI of the Civil Rights Act of 1964 - prohibits discrimination on the basis of race, color, religion, or national origin

Title VII of the Civil Rights Act of 1964 as amended - prohibits discrimination in employment on the basis of race, color, religion, sex, or national origin

Title IX of the Education Amendments of 1972 - prohibits discrimination on the basis of sex

Age Discrimination in Employment Act of 1967 (ADEA) as amended - prohibits discrimination on the basis of age with respect to individuals who are at least 40

The Equal Pay Act of 1963 as amended - prohibits sex discrimination in payment of wages to women and men performing substantially equal work in the same establishment

Section 504 of the Rehabilitation Act of 1973 - prohibits discrimination against the disabled

Americans with Disabilities Act of 1990 (ADA) - prohibits discrimination against individuals with disabilities in employment, public service, public accommodations and telecommunications

The Family and Medical Leave Act of 1993 (FMLA) - requires covered employers to provide up to 12 weeks of unpaid, job-protected leave to "eligible" employees for certain family and medical reasons

The Pregnancy Discrimination Act of 1978 - prohibits discrimination in employment on the basis of pregnancy, childbirth, or related medical conditions

The Uniformed Services Employment and Reemployment Rights Act (USERRA) – provides job protections and reemployment rights to military reservists and National Guard members called to active duty

The Boy Scouts of America Equal Access Act which prohibits discrimination against groups that wish to access district facilities

The Nebraska Fair Employment Practice Act (FEPA) – prohibits employment discrimination on the basis of race, color, national origin, religion, sex (including pregnancy), disability, marital status, and retaliation

Nebraska Age Discrimination in Employment Act (Age Act) – prohibits employment discrimination on the basis of age for those individuals who are over 40 years of age

The Equal Pay Act of Nebraska – prohibits discriminatory wage practices based on sex

The Nebraska Equal Opportunity in Education Act – prohibits discrimination on the basis of sex (including pregnancy) by any educational institution

Veterans Preference Law (NEB. REV. STAT §§ 48-225 to 48-231) - stipulates categorical preferences for employment for military veterans and for the spouses of disabled veterans

Additional School Board policies prohibit harassment and/or discrimination against students, employees, or patrons on the basis of sex, race, color, ethnic or national origin, religion, marital status, disability, age, pregnancy, and any other legally prohibited basis. Retaliation for engaging in a protected activity is also prohibited.

Any person who believes she or he has been discriminated against, denied a benefit, or excluded from participation in any district education program or activity may file a complaint using the district's complaint procedures.

Inquiries regarding compliance with any of the laws referred to in this policy may be directed to the superintendent or to the district's Title IX and/or Section 504/ADA Coordinator.

The following persons have been designated to handle inquiries regarding the non-discrimination policies:

Kevin Mills, Human Resource Director, 301 West F Street, North Platte NE 6910 (308) 696-3319

kmills@nppsd.org

APPENDIX

Substitute Employee Discipline Form	23
Administrator Request to Remove a Substitute from the Building	24



SUBSTITUTE TEACHER EMPLOYEE DISCIPLINE FORM

Employee: _____

Position: _____ School/Department: _____

Date of Incident: _____ Time of Incident: _____

Nature of Incident: _____

Reason for Notice: _____

Specific Problem:

- | | |
|--|--------------------------------------|
| _____ Tardy | _____ Violation of Safety Procedures |
| _____ Failure to Report for Assigned Job | _____ Conflict of Interest |
| _____ Failure to Supervise Students Properly | |
| _____ Discourteous Behavior to Other Employees | |
| _____ Insubordination | |
| _____ Discourteous Behavior to Students | |
| _____ Harassment | _____ Damage to District Property |
| _____ Not Performing Work/ Substandard Work | |
| _____ Improper Work Attire | _____ Violation of District Policy |

Disciplinary Action: (List Dates)

Verbal _____ 1st _____ 2nd _____ 3rd
Written _____ 1st _____ 2nd _____ 3rd
Termination _____



ADMINISTRATOR REQUEST FOR REMOVING A SUBSTITUTE FROM THE BUILDING

Substitute: _____

Request for Removal Made

By: _____

Block from Building: _____ **OR Block from a teacher** _____

Date of Incident: _____ **Time of Incident:** _____

Substituting For: _____ **Building:** _____

Date of Incident: _____ **Time of Incident:** _____

Nature of Incident: _____

Principal's/Supervisor's Comments: _____

Substitute's Comments: _____

Substitute's Signature _____ **Date** _____

Principal's/Supervisor's Signature _____ **Date** _____

Human Resources Director's Signature _____ **Date** _____



DISTRICT STRATEGIC PLAN

Goal 1: The North Platte School District maintains and communicates at all levels of the district a **purpose and direction** for continuous improvement that commits to high expectations for learning as well as shared values and beliefs about teaching and learning that prepares all students for a successful transition.

College and Career Ready: every student upon completion of secondary education shall be prepared for postsecondary educational opportunities and to pursue his or her career goals.

Goal 2: The North Platte School District provides the **governance and leadership** that promotes and supports its purpose and direction; student performance, and system effectiveness.

Goal 3: The North Platte School District provides a **rigorous, relevant, and coherent curriculum and programs** delivered by high-quality educators who use innovative, researched-based strategies; supported by school leaders to ensure success for all students.

Educational Opportunities and Access: that all students should have access to comprehensive instructional opportunities to be prepared for postsecondary education and career goals.

College and Career Ready: every student upon completion of secondary education shall be prepared for postsecondary educational opportunities and to pursue his or her career goals.

Transitions: that quality educational opportunities focus on supports for students transitioning between grade levels, programs, schools, districts, and ultimately, college and careers.

Assessment: the results of multiple assessment sources (national, state, and classroom-based) should be used to measure student achievement of college and career-ready standards and be used as an integral part of the instructional process.

Goal 4: The North Platte School District will utilize best practices to **recruit, hire, mentor, retain, and develop qualified certified and noncertified staff** in all schools that support its purpose and direction to ensure success for all students.

Educator Effectiveness: students should be surrounded by effective educators throughout their learning experiences, such that schools and districts develop effective teachers and leaders who establish a culture of success.

Goal 5: The district demonstrates **strategic resource management** that includes long-range planning in support of the purpose and direction of the district. The district ensures appropriate levels of funding and sustainability of resources, as well as evidence of long-range capital and resource planning effectiveness.

Goal 6: The North Platte School District **provides safe, healthy, and efficiently operated facilities;** and manages resources in all schools that support its purpose and direction to ensure success for all students.



Goal 7: The North Platte School District provides an **effective communication process at all levels of the organization and to the community** that promotes and reflects its purpose, values, and beliefs about teaching and learning and the system's effectiveness to ensure success for all students.

Positive Partnerships, Relationships, and Student Success: that student engagement through positive partnerships and relationships is fundamental to successful schools and districts and schools and districts need to implement best practices in student, family, and community engagement to enhance educational experiences and opportunities.

Goal 8: The North Platte School District plans, develops and creates classroom environments where students engage in collaborative, inquiry-based learning, facilitated by educators who are able to use **technology** to transform knowledge and skills into solutions, new information, and products – technology is used to amplified and accelerate learning facilitated by interaction with the digital world.

North Platte Public Schools
Enrollment Comparison
5/31/2022



	September Enrollment	5/31/22	Percent Change
KDG	249	245	-1.6%
1	236	238	0.8%
2	246	244	-0.8%
3	261	261	0.0%
4	270	266	-1.5%
5	263	264	0.4%
6	270	268	-0.7%
7	298	307	3.0%
8	285	284	-0.4%
9	299	301	0.7%
10	298	303	1.7%
11	306	302	-1.3%
12	316	214	-32.3%
Total	<u>3,597</u>	<u>3,497</u>	-2.8%

		GRD			
NPHS	9-12	001	1,219	1,120	-8.1%
Adams	7-8	002	583	591	1.4%
Madison	6	004	270	268	-0.7%
Cody	K-5	005	202	208	3.0%
Jefferson	K-5	006	271	265	-2.2%
Lincoln	K-5	007	286	275	-3.8%
Washington	K-5	009	195	201	3.1%
McDonald	K-5	010	235	234	-0.4%
Eisenhower	K-5	011	214	214	0.0%
Lake Maloney	3-5	016	122	121	-0.8%
Total			<u>3,597</u>	<u>3,497</u>	-2.8%

Preschool				
Buffalo	003	54	54	
Jefferson	006	36	36	
Washington	009	18	18	
Osgood	012	36	34	
		<u>144</u>	<u>142</u>	-1.4%

North Platte Public Schools



STATEMENT OF OF CHANGES IN DISBURSEMENTS-BUDGET AND ACTUAL

For the Eight Month Period Ending May 31, 2022

	Budget		% of Budget
	<u>(Original and Final)</u>	<u>Actual</u>	<u>Spent</u>
General-Regular	37,711,500	27,716,572	73.50%
General-Grants			
ESSERS	6,209,864	742,731	11.96%
ESSA	1,153,207	795,460	68.98%
IDEA	1,294,781	1,056,841	81.62%
Grants	5,511,523	754,619	13.69%
Total Disbursements less Special Education	51,880,875	31,066,223	59.88%
General-Special Education	4,852,770	3,828,001	78.88%
General Fund	\$ 56,733,645	\$ 34,894,224	
Depreciation	4,435,782	834,766	18.82%
Employee Benefit	300,000	105,985	35.33%
Cooperative Fund	100,000	48,265	48.27%
Bond-North Platte	270,000	270,000	100.00%
Bond-Lake Maloney	115,300	114,200	99.05%
Building	8,938,882	1,107,049	12.38%
QCPUF	1,011,760	874,500	86.43%
Lunch	3,048,000	2,181,703	71.58%
Student Fee Fund	-	-	
Activities	1,380,595	1,325,831	96.03%
Total	\$ 76,333,964	\$ 41,756,523	54.70%

NORTH PLATTE PUBLIC SCHOOLS

**STATEMENT OF NET ASSETS-CASH BASIS
ARISING FROM CASH TRANSACTIONS-GOVERNMENTAL FUNDS**



BALANCE SHEET

May 31, 2022

	<u>General</u>	<u>Depreciation</u>	<u>Employee Benefit</u>	<u>Coopertive</u>	<u>Nutrition</u>	<u>Bond</u>	<u>Building</u>	<u>QCPUF</u>
ASSETS								
Cash	\$ 6,034,525	\$ 2,660,606	\$ 28,584	\$ 1,330	\$ 884,139	\$ 101,574	\$ (177,817)	\$ 664,897
Investments								
Cash with Fiscal Agent	409					(409)		
Accounts Receivables	-	-			(34,698)			
Due From	(430,210)							
Prepaid Insurance								
Amount Provided for Bonds								
Total Assets	\$ 5,604,724	\$ 2,660,606	\$ 28,584	\$ 1,330	\$ 849,441	\$ 101,165	\$ (177,817)	\$ 664,897
LIABILITIES								
Bank Overdraft	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Accounts Payable	531,203							
Due To	-	(456,859)	754	16,207	8,776	+	-	-
Bonds Payable		-	-				-	-
Total Liabilities	\$ 531,203	\$ (456,859)	\$ 754	\$ 16,207	\$ 8,776	\$ -	\$ -	\$ -
Total Assets less Liabilities	\$ 5,073,521	\$ 3,117,465	\$ 27,830	\$ (14,877)	\$ 840,665	\$ 101,165	\$ (177,817)	\$ 664,897
NET ASSETS (RESERVES)								
Reserved for:								
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 101,165	\$ -	\$ -
Unreserved for:								
General	5,073,521	-	-	(14,877)			-	-
Special Revenue Funds	-	3,117,465	27,830		840,665		-	664,897
Capital Projects Fund	-	-	-				(177,817)	
Total Net Assets (Reserves)	\$ 5,073,521	\$ 3,117,465	\$ 27,830	\$ (14,877)	\$ 840,665	\$ 101,165	\$ (177,817)	\$ 664,897

NORTH PLATTE PUBLIC SCHOOLS

STATEMENT OF CASH RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND BALANCES



For the Eight Month Period Ending May 31, 2022

FUNDS	Fund Balances (deficits) at Beginning of Year	Receipts	2021-2022	Disbursements	Excess (deficiency) of receipts over (under) Disbursements	Fund Balances (deficits) at End of Year	Fund Balance Composite		
							School District Treasurer's Cash/Investments (overdrawn)	Due to/ Due From	Receivables and Liabilities
GENERAL									
Education	\$ 6,526,945	\$ 30,151,534	\$ 37,711,500	\$ 27,716,572			\$ 6,034,525	\$ (430,210)	\$ (530,794)
Special Education			\$ 4,852,770	3,828,001					
Grants		3,289,266	\$ 14,169,375	3,349,651					
Total	\$ 6,526,945	\$ 33,440,800	\$ 56,733,645	\$ 34,894,224	(1,453,424)	\$ 5,073,521	\$ 6,034,525	\$ (430,210)	\$ (530,794)
DEPRECIATION	\$ 3,441,169	\$ 511,062	\$ 4,435,782	\$ 834,766	(323,704)	\$ 3,117,465	\$ 2,660,606	\$ 456,859	\$ -
EMPLOYEE BENEFIT	\$ 133,085	\$ 730	\$ 300,000	\$ 105,985	(105,255)	\$ 27,830	\$ 28,584	\$ (754)	\$ -
Combined Total	\$ 10,101,199	\$ 33,952,592	\$ 61,469,427	\$ 35,834,975	(1,882,383)	\$ 8,218,816	\$ 8,723,715	\$ 25,895	\$ (530,794)
FIDUCIARY									
Student Activity	\$ 1,589,661	\$ 1,210,977	\$ 1,380,595	\$ 1,325,831	(114,854)	\$ 1,474,807	\$ 1,475,714	\$ (907)	\$ -
SCHOOL NUTRITION									
School Year	\$ 432,948	\$ 2,570,303	\$ 3,048,000	\$ 2,181,703	388,600	\$ 821,548	\$ 884,139	\$ (8,776)	\$ (34,698)
Vending Machine	11,322	7,795		-	7,795	19,117			
Total	\$ 444,270	\$ 2,578,098	\$ 3,048,000	\$ 2,181,703	396,395	\$ 840,665	\$ 884,139	\$ (8,776)	\$ (34,698)
BOND INTEREST AND RETIREMENT	\$ 403,080	\$ 82,285	\$ 385,300	\$ 384,200	(301,915)	\$ 101,165	\$ 101,574	\$ -	\$ (409)
SPECIAL BUILDING	\$ 219,552	\$ 709,680	\$ 8,938,882	\$ 1,107,049	(397,369)	\$ (177,817)	\$ (177,817)	\$ -	\$ -
QUALIFIED CAPITAL PURPOSE UNDERTAKING	\$ 897,229	\$ 642,168	\$ 1,011,760	\$ 874,500	(232,332)	\$ 664,897	\$ 664,897	\$ -	\$ -
COOPERATIVE	\$ 645	\$ 32,743	\$ 100,000	\$ 48,265	(15,522)	\$ (14,877)	\$ 1,330	\$ (16,207)	\$ -
GRAND TOTAL-ALL FUNDS	\$ 13,655,636	\$ 39,208,543	\$ 76,333,964	\$ 41,756,523	\$ (2,547,980)	\$ 11,107,656	\$ 11,673,552	\$ 5	\$ (565,901)

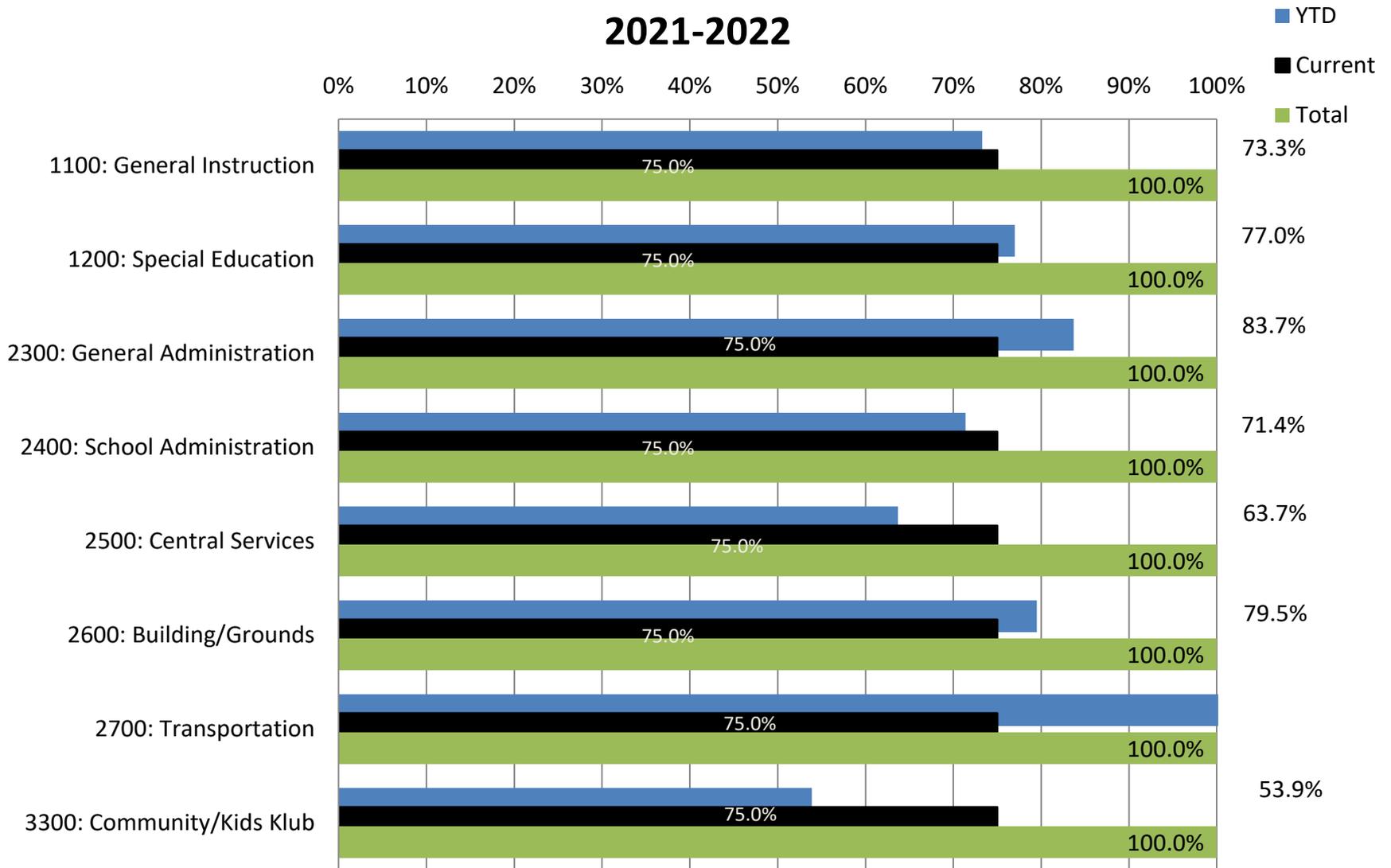
Income Statement

Income Statement

INCOME STATEMENT

Account No/ Description	Adjusted Budget	Encumbrance	Actual Period	Actual YTD	Available Balance	Percent
01 GENERAL FUND						
81 REVENUES						
11 00 TAXES	27,772,864.00	.00	.00	15,916,880.22	11,855,983.78	57.31
15 00 INVESTMENT INCOME	1,000.00	.00	.00	278.12	721.88	27.81
18 00 TUITION-AFTER SCHOOL PROG	.00	.00	150.00	10,826.96	-10,826.96	.00
19 00 PRIVATE GRANTS	125,000.00	.00	7,500.00	164,863.55	-39,863.55	131.89
21 00 COUNTY FINES/LICENSES	300,000.00	.00	.00	183,227.48	116,772.52	61.08
31 00 STATE RECEIPTS	12,149,237.00	.00	1,362,414.00	12,664,054.23	-514,817.23	104.24
34 00 CATEGORICAL/PRIVATE GRANTS	500,000.00	.00	.00	465,090.21	34,909.79	93.02
35 00 STATE CATEGORICAL PROGRAMS	48,000.00	.00	91,777.40	411,411.54	-363,411.54	857.11
39 00 OTHER STATE RECEIPTS	50,000.00	.00	.00	.00	50,000.00	.00
40 00 UNOBLIGATED GRANT FUNDS	12,365,604.00	.00	.00	.00	12,365,604.00	.00
44 00 IDEA	.00	.00	.00	20,983.00	-20,983.00	.00
45 00 FEDERAL PROGRAMS	2,455,250.00	.00	57,817.25	2,107,071.89	348,178.11	85.82
47 00 CARL PERKINS	.00	.00	54,486.14	75,095.85	-75,095.85	.00
49 00 21ST CENTURY/EIN	7,000.00	.00	27,181.57	1,086,115.68	-1,079,115.68	15515.94
52 00 TRANSFERS	.00	.00	.00	270,000.00	-270,000.00	.00
56 00 MISC REVENUE	270,000.00	.00	2,489.93	64,901.27	205,098.73	24.04
81 REVENUES	56,043,955.00	.00	1,603,816.29	33,440,800.00	22,603,155.00	59.67
91 EXPENDITURES						
11 00 REGULAR INSTRUCTION	21,264,319.92	87,451.54	1,745,394.79	15,388,273.44	5,788,594.94	72.78
12 00 SPECIAL EDUCATION	4,738,888.00	5,707.41	400,370.13	3,648,632.15	1,084,548.44	77.11
13 00 SUMMER SCHOOL	73,516.00	677.00	.00	.00	72,839.00	.92
21 00 PUPIL SUPPORT	2,259,028.00	2,418.25	203,491.89	1,806,571.32	450,038.43	80.08
22 00 STAFF SUPPORT	1,801,383.00	90,776.71	333,631.20	999,392.41	711,213.88	60.52
23 00 GENERAL ADMINISTRATION	1,070,003.10	26,160.64	133,836.10	888,359.28	155,483.18	85.47
24 00 SCHOOL ADMINISTRATION	2,978,249.00	1,087.85	229,615.34	2,100,141.63	877,019.52	70.55
25 00 BUSINESS SUPPORT	3,022,110.00	38,636.45	211,633.59	1,890,835.97	1,092,637.58	63.85
26 00 OPERATIONS/MAINTENANCE	5,187,700.72	317,360.38	501,791.46	3,994,120.55	876,219.79	83.11
27 00 TRANSPORTATION	551,972.00	9,664.20	97,780.06	559,279.01	-16,971.21	103.07
33 00 COMMUNITY SERVICE	368,815.00	14,953.81	23,463.93	198,968.11	154,893.08	58.00
34 00 CATEGORICAL/PRIVATE GRANTS	90,000.00	18,704.82	5,776.54	187,576.12	-116,280.94	229.20
35 00 STATE CATEGORICAL PROGRAMS	244,972.00	43,694.19	37,289.44	195,967.30	5,310.51	97.83
40 00 UNOBLIGATED GRANT FUNDS	4,064,397.00	.00	.00	.00	4,064,397.00	.00
62 00 ESSA-TITLE	990,447.00	.00	78,159.17	685,335.66	305,111.34	69.19
63 00 ESSA-TITLE II	162,760.00	.00	12,250.05	110,123.56	52,636.44	67.66
64 00 IDEA	1,294,781.00	9,000.00	118,884.24	1,056,841.24	228,939.76	82.32
66 00 OTHER FEDERAL SERV-NON CATEGORICAL	25,263.00	.00	3,018.45	25,040.89	222.11	99.12
67 00 CARL PERKINS FUNDS	53,210.00	13,570.67	1,800.00	30,934.80	8,704.53	83.64
69 00 FEDERAL SERV-CATEGORICAL	6,406,830.00	38,471.29	110,783.55	1,057,830.65	5,310,528.06	17.11
80 00 TRANSFERS	85,000.00	.00	.00	70,000.00	15,000.00	82.35
91 EXPENDITURES	56,733,644.74	718,335.21	4,248,969.93	34,894,224.09	21,121,085.44	62.77
01 GENERAL FUND	-689,689.74	-718,335.21	-2,645,153.64	-1,453,424.09	1,482,069.56	314.89

2021-2022



1100: **Regular Instruction:** Those programs that are directed to students in the classroom

1200: **Special Education Program**

2100: **Support Services-Pupil:** Attendance, guidance, health services

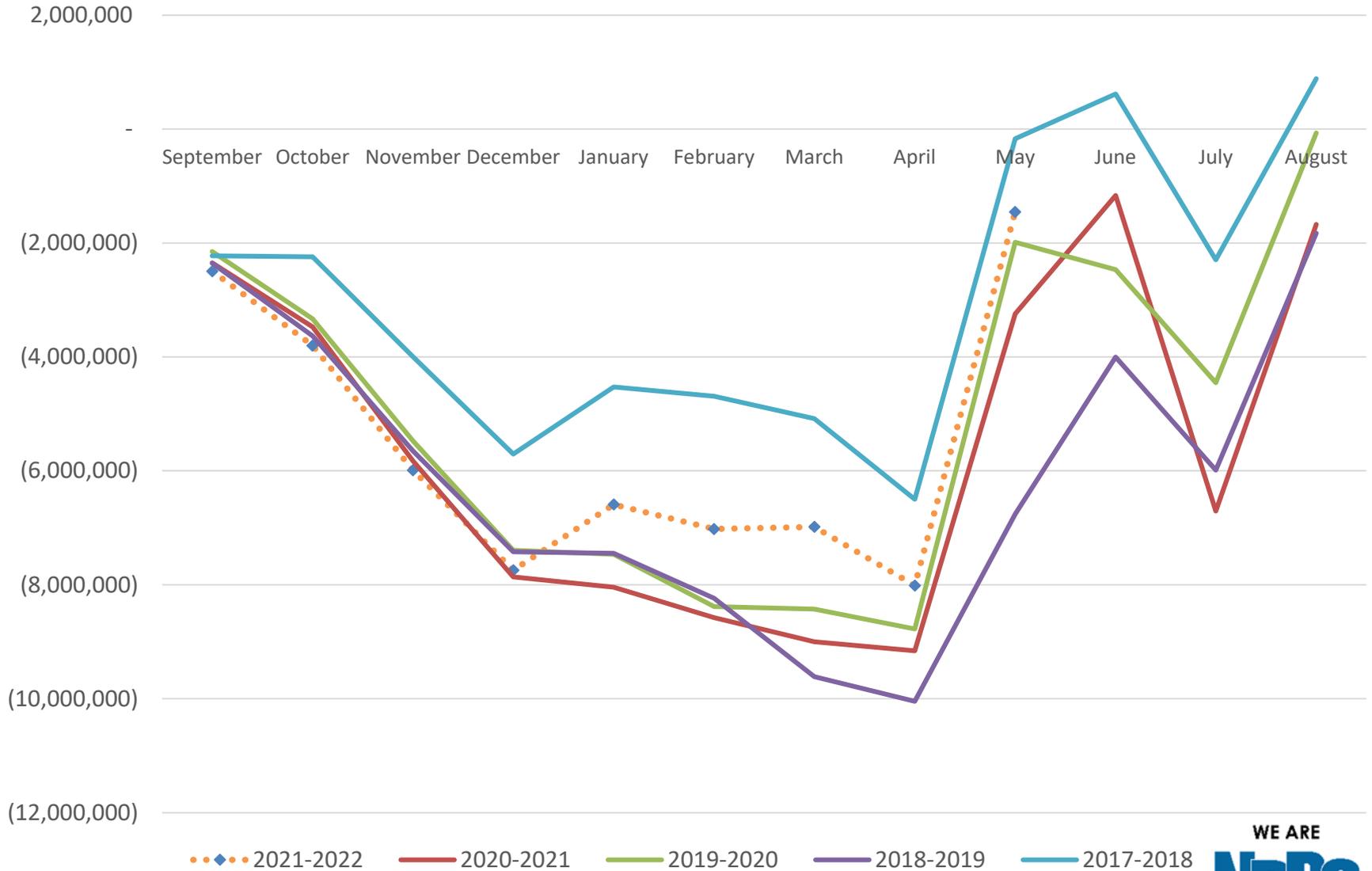
2200: **Support Services-Staff:** Curriculum, libraries, technology, activities

2300: **General Administration:** Board of Education, Superintendent, Human Relations

2400: **School Administration:** Building Principals Office and Support



Monthly Cash Flow



North Platte Public School District

EMBJSM4D

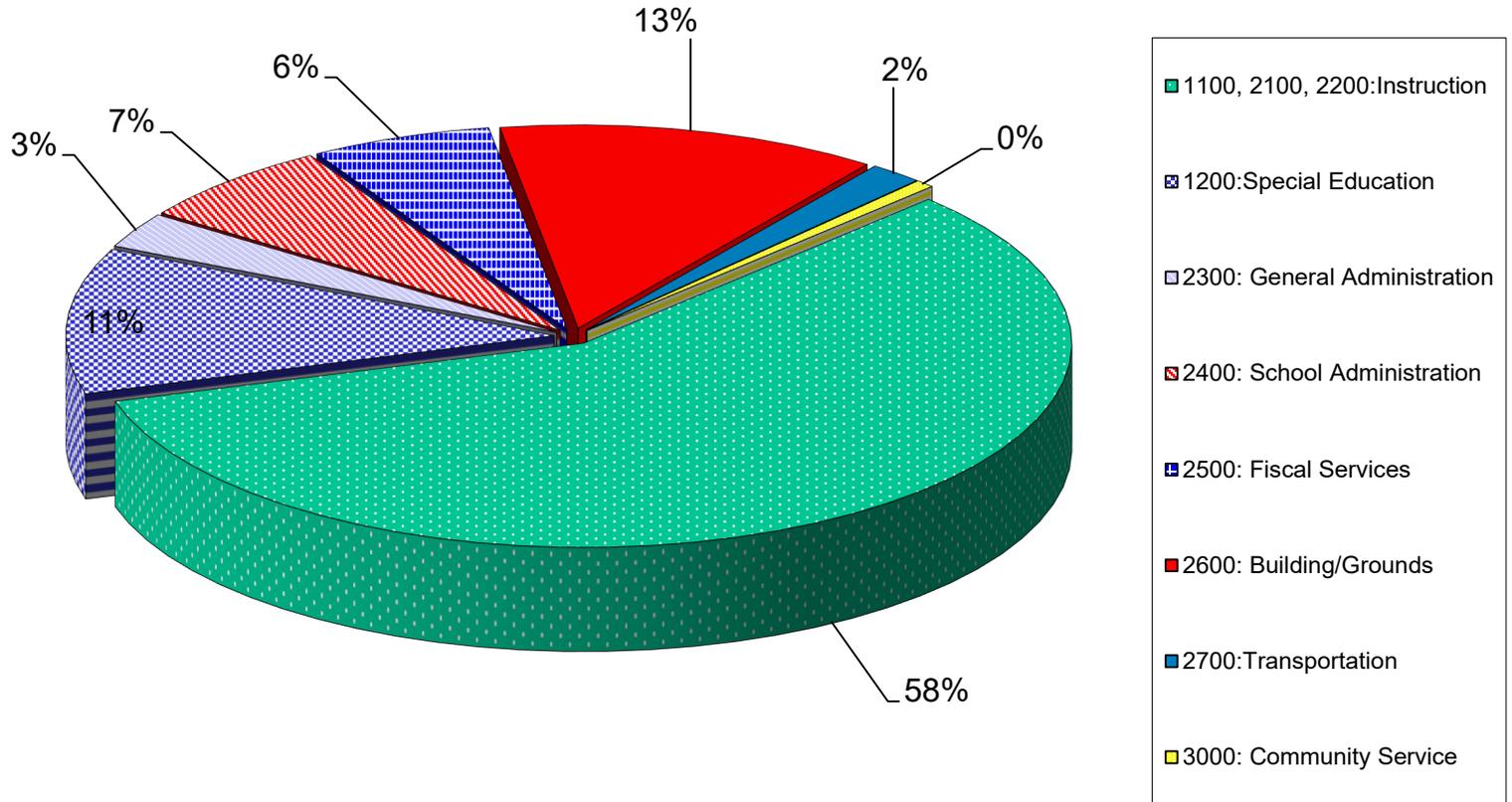
Activity and Depreciation Report

		Begin Balance	Revenue	Expenditures	End Balance
02	DEPRECIATION FUND				
8001	HIGH SCHOOL	104,017.54	.00	16,940.90	87,076.64
8002	ADAMS MIDDLE SCHOOL	107,349.99	.00	3,106.13	104,243.86
8003	BUFFALO ELEMENTARY	18,747.42	.00	6,062.50	12,684.92
8004	MADISON SCHOOL	136,991.12	.00	8,933.10	128,058.02
8005	CODY ELEMENTARY	33,151.90	.00	.00	33,151.90
8006	JEFFERSON ELEMENTARY	5,081.32	.00	6,982.28	-1,900.96
8007	LINCOLN ELEMENTARY	45,016.92	.00	.00	45,016.92
8009	WASHINGTON ELEMENTARY	39,936.46	.00	299.99	39,636.47
8010	MCDONALD ELEMENTARY	26,453.50	.00	2,791.29	23,662.21
8011	EISENHOWER ELEMENTARY	15,615.40	.00	4,162.86	11,452.54
8012	OSGOOD/LAKE ELEMENTARY	4,778.12	.00	.00	4,778.12
8013	SPED	.00	.00	.00	.00
8015	STUDENT LEAD TECHNOLOGY	530,421.53	.00	262,488.00	267,933.53
8026	NURSING SERVICES	4,217.77	.00	.00	4,217.77
8028	ELEMENTARY LIBRARIES	22,863.51	.00	.00	22,863.51
8040	ELEMENTARY MUSIC	4,581.15	.00	.00	4,581.15
8041	ELEMENTARY PE	17,074.20	.00	.00	17,074.20
8051	NEW SERIES TEXTBOOKS	972,266.70	190,000.00	320,214.28	842,052.42
8052	TECHNOLOGY OFFICE	627,289.97	27,448.00	176,969.82	477,768.15
8055	REPLACEMENT TEXTBOOKS	87,357.72	30,000.00	174.80	117,182.92
8110	NPHS LIBRARY	3,470.58	.00	.00	3,470.58
8111	NPHS BAND	-17,126.95	.00	.00	-17,126.95
8230	MS BAND	7,500.00	.00	.00	7,500.00
8232	CENTRAL OFFICE	-27,853.37	.00	25,639.69	-53,493.06
8233	CUSTODIAL/MAINTENANCE	54,890.41	9,958.20	.00	64,848.61
8234	TEACHER COMPUTERS	219,364.81	52,000.00	.00	271,364.81
8235	VEHICLE ACQUISITION	136,033.86	50,000.00	.00	186,033.86
8240	TRACK	253,506.63	50,000.00	.00	303,506.63
8241	TENNIS COURTS	172,532.00	25,000.00	.00	197,532.00
8245	FOOTBALL FIELD	100,597.00	50,000.00	.00	150,597.00
8250	ADAMS HVAC	-212,532.52	.00	.00	-212,532.52
8255	PLAYGROUNDS	-75,931.00	.00	.00	-75,931.00
8290	INTEREST	23,505.10	26,655.54	.00	50,160.64
	Fund Totals	3,441,168.79	511,061.74	834,765.64	3,117,464.89
	Total For All Funds	3,441,168.79	511,061.74	834,765.64	3,117,464.89

North Platte Public Schools

Expenditures by Discipline

For the Nine Month Period Ending May 31, 2022



General Fund Expenditures excluding grants



Memorandum

To: Board Of Education
CC: Ron Hanson
From: Stuart L. Simpson
Date: June 1, 2022
Re: Roof Bid 20222005

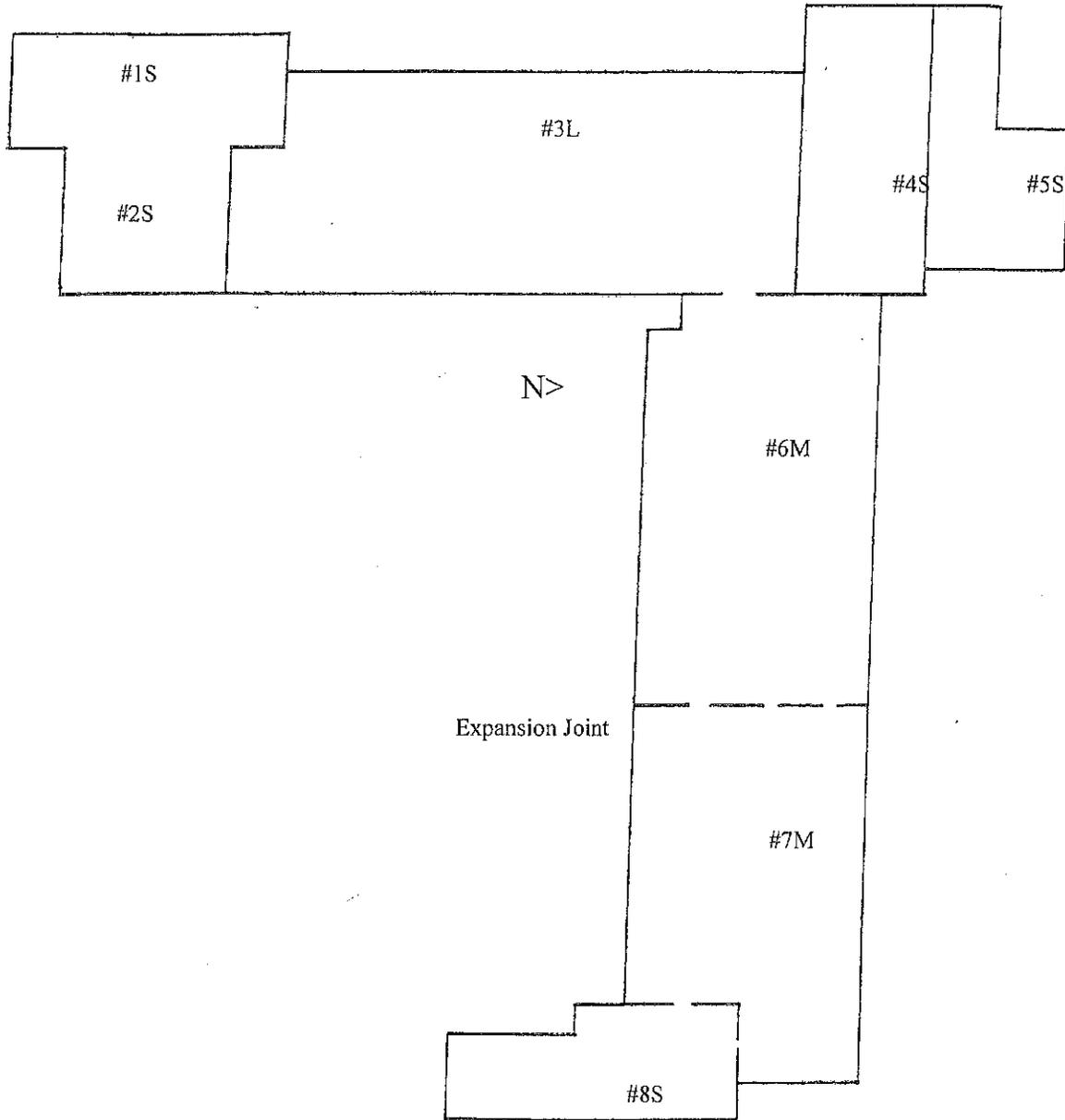
North Platte Public Schools took bids to replace and install new roofing membranes at NPHS. Bids were taken and we received a bid from Weathercraft Roofing. We will use funds in the Building Fund to pay for the new roofs.

The following is a detail of the roofs we will replace.

	<u>Bids</u>	School
Roof #1	21,972	Buffalo
Roof #2	21,677	Buffalo
Roof #3	133,614	Buffalo
Roof #4	36,195	Buffalo
Roof #5	21,135	Buffalo
Total	234,593	

Contact me if you have any questions.

BUFFALO ELEMENTARY SCHOOL



SECTION 00310

BID PROPOSAL FORM

BID PROPOSAL FOR: ROOF REPLACEMENT FOR
NORTH PLATTE PUBLIC SCHOOLS
NORTH PLATTE, NEBRASKA

ONE LUMP SUM PROPOSAL FOR ALL GENERAL AND OTHER MISCELLANEOUS WORK.

The undersigned, being familiar with the local conditions affecting the cost of the work and the Contract Documents, including Instructions to Bidders, General and Supplemental Conditions, Plans and Specifications hereby proposes to furnish all labor, materials and equipment required to complete the Contract in accordance with Plans, Specifications and Contract Documents for the sum of:

BUFFALO ELEMENTARY SCHOOL

Roof #1 Upgrade Sheet to New .060 mil, sump drain with 1/4" per 1' tapered ISO insulation from height of current insulation to Drain, install new 24 gauge color clad edge metal and Fascia to match existing. Provide a 15-year Roof System Manufactures warranty.

BASE BID: Twenty-one thousand nine hundred seventy-two dollars (\$ 21,972.00)

Roof #2 Upgrade Sheet to New .060 mil, sump drain with 1/4" per 1' tapered ISO insulation from height of current insulation to Drain, install new 24 gauge color clad edge metal and Fascia to match existing. Provide a 15-year Roof System Manufactures warranty.

BASE BID: Twenty-one thousand six hundred seventy-seven dollars (\$ 21,677.00)

Roof #3 Install new 1/2" ISO Guard HD insulation with mechanical screw fasteners, and fully adhered .060 mil, EPDM, install new 24 gauge color clad edge metal and Fascia to match existing. Provide a 15-year Roof System Manufactures warranty.

BASE BID: One hundred thirty-three thousand six hundred fourteen dollars (\$ 133,614)

Roof #4 Upgrade Sheet to New .060 mil, sump drain with 1/4" per 1' tapered ISO insulation from height of current insulation to Drain, install one through wall overflow scupper at north wall, install new 24 gauge color clad edge metal to match existing. Provide a 15-year Roof System Manufactures warranty.

BASE BID: Thirty-six thousand one hundred ninety-five dollars (\$ 36,195.00)

Roof #5

Upgrade Sheet to New .060 mil, sump drain with 1/4" per 1' tapered ISO insulation from height of current insulation to Drain, install new 24 gauge color clad edge metal to match existing. Install new 24 gauge color clad edge box gutter where damaged. Provide a 15-year Roof System Manufactures warranty,

BASE BID: Twenty One Thousand One (\$ 21,135.00)
hundred thirty-five dollars

The undersigned acknowledges receipt of Addenda No(s). 0 prior to the time of submitting this proposal, and all items therein are included in this proposal.

Above cost does NOT include any performance bond cost. Total cost for performance bond on above 5 roof areas... Add to total cost \$4998.00

THE OWNER RESERVES THE RIGHT TO REJECT ANY OR ALL BIDS OR TO ACCEPT ANY BID CONSIDERED THE MOST ADVANTAGEOUS TO THEM.

Corporation Seal

Respectfully Submitted by:

Firm Name: Weathercraft Roofing North Platte

By: Joe Stenoks

Address: 2401 E. 8th Street North Platte NE

Date: May 31, 2022

END OF SECTION



AIA[®] Document A310[™] – 2010

Bid Bond

CONTRACTOR:

(Name, legal status and address)

Weathercraft Company of North Platte
P O Box 1949
North Platte, NE 69103

SURETY:

(Name, legal status and principal place of business)

Universal Surety Company
P.O. Box 80468
Lincoln, NE 68501

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

OWNER:

(Name, legal status and address)

North Platte Public School
P.O. Box 1557
North Platte, NE 69101

BOND AMOUNT: Five Percent of the Amount Bid (5%)

PROJECT:

(Name, location or address, and Project number, if any)

Roof Replacements for 2022 Project No. R-0422

Project Number, if any:

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 1st day of June, 2022

(Witness)

(Witness)

Weathercraft Company of North Platte

(Principal) (Seal)

(Title),
Universal Surety Company

(Surety) (Seal)

(Title) James M. King, Attorney-in-Fact

Init.



BID BOND POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: Tha: HUDSON INSURANCE COMPANY, a corporation of the State of Delaware, with offices at 100 William Street, New York, New York, 10038, has made, constituted and appointed, and by these presents, does make, constitute and appoint

Robert T. Cirone, James M. King, Jacob J. Buss, Thomas L. King, Tamala J. Hurlbut, Seth Weedin

of the state of Nebraska

its true and lawful Attorney(s)-in-Fact, at New York City in the State of New York, each of them alone to have full power to act without the other or others, to make, execute and deliver on its behalf, as Surety, bid bonds for any and all purposes.

Such bid bonds, when duly executed by said Attorney(s)-in-Fact, shall be binding upon said Company as fully and to the same extent as if signed by the President of said Company under its corporate seal attested by its Secretary.

In Witness Whereof, HUDSON INSURANCE COMPANY has caused these presents to be of its Senior Vice President thereunto duly authorized, on this 8th day of September, 20 20 at New York, New York.



Dina Daskalakis

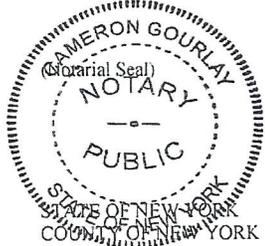
Attest
Dina Daskalakis, Corporate Secretary

HUDSON INSURANCE COMPANY

By *Michael P. Cifone*
Michael P. Cifone, Senior Vice President

STATE OF NEW YORK
COUNTY OF NEW YORK SS.

On the 8th day of September, 20 20 before me personally came Michael P. Cifone to me known, who being by me duly sworn did depose and say that he is a Senior Vice President of HUDSON INSURANCE COMPANY, the Company described herein and which executed the above instrument, that he knows the seal of said Company, that the seal affixed to said instrument is the corporate seal of said Company, that it was so affixed by order of the Board of Directors of said Company, and that he signed his name thereto by like order.



Cameron Gourlay
CAMERON GOURLAY
Notary Public, State of New York
No. 01GO6372305
Qualified in New York County
Commission Expires June 4, 2022

CERTIFICATION

STATE OF NEW YORK
COUNTY OF NEW YORK SS.

The undersigned Dina Daskalakis hereby certifies:

THAT the original resolution, of which the following is a true and correct copy, was duly adopted by unanimous written consent of the Board of Directors of Hudson Insurance Company dated July 27th, 2007, and has not since been revoked, amended or modified:

"RESOLVED, that the President, the Executive Vice Presidents, the Senior Vice Presidents and the Vice Presidents shall have the authority and discretion, to appoint such agent or agents, or attorney or attorneys-in-fact, for the purpose of carrying on this Company's surety business, and to empower such agent or agents, or attorney or attorneys-in-fact, to execute and deliver, under this Company's seal or otherwise, bonds obligations, and recognizances, whether made by this Company as surety thereon or otherwise, indemnity contracts, contracts and certificates, and any and all other contracts and undertaking made in the course of this Company's surety business, and renewals, extensions, agreements, waivers, consents or stipulations regarding undertakings so made; and

FURTHER RESOVLED, that the signature of any such Officer of the Company and the Company's seal may be affixed by facsimile to any power of attorney or certification given for the execution of any bond, undertaking, recognizance, contract of indemnity or other written obligation in the nature thereof or related thereto, such signature and seal when so used whether heretofore or hereafter, being hereby adopted by the Company as the original signature of such officer and the original seal of the Company, to be valid and binding upon the Company with the same force and effect as though manually affixed."

THAT the above and foregoing is a full, true and correct copy of Power of Attorney issued by said Company, and of the whole of the original and that the said Power of Attorney is still in full force and effect and has not been revoked, and furthermore that the Resolution of the Board of Directors, set forth in the said Power of Attorney is now in force.



Witness the hand of the undersigned and the seal of said Company this 1st day of June, 20 22

By *Dina Daskalakis*
Dina Daskalakis, Corporate Secretary

PURCHASE AGREEMENT

COMES NOW the North Platte Public Schools, a/k/a Lincoln County School District No. 1, and hereby enters into a purchase agreement with the Hershey Public Schools, a/k/a Lincoln County School District No. 37 for a modular classroom which currently is located at the North Platte Lake School property.

The North Platte Public School District, hereinafter "North Platte", will convey said modular classroom to Hershey for the price of \$20,000 payable at the time both boards have approved same and signed this purchase agreement.

The school board of North Platte must vote by a two-thirds majority at a regular school board meeting to approve this contract and sell the modular classroom.

It is anticipated that the North Platte board will vote at the regular board meeting in June to approve this agreement. The approval of the two-thirds majority will also authorize either the Delbert Altig, President to sign this purchase agreement on behalf of North Platte Public Schools after it has been approved by the board.

The Hershey acceptance of this agreement will authorize Steve Koch, board president, to sign this agreement as soon as it has been approved by the North Platte board and when the Hershey board approves such purchase.

The sale is as is, and there are no warranties or promises of any kind from North Platte to Hershey or being received by Hershey.

Hershey, after paying the sale price and signing this agreement, will remove said modular classroom by July 31, 2022.

Lincoln County School District No. 1
(North Platte Public Schools)

BY : _____
Delbert Altig, President

Lincoln County School District No. 37
(Hershey Public Schools)

By : _____
Steve Koch, Board President

On this ___ day of June, 2022, the Board of Education of the North Platte Public Schools approved this Purchase Agreement by a two-thirds majority vote at a regular board meeting and confirmation of that is indicated by the Board President executing this.

Dated: _____

Delbert (**Skip**) Altig, Board President