

Board of Education Special Meeting

Thursday, August 29, 2024 7:00 PM

Room 810, Elm Creek High School  
230 Calkins Avenue  
Elm Creek, NE 68836

1. **OPEN THE MEETING**
  - 1.1. **Call to Order**
2. **PLEDGE OF ALLEGIANCE**
3. **PUBLIC COMMENT (agenda item specific)**
  - According to Elm Creek School District Public Participation Policy 2009
4. **INFORMATION ITEMS**
  - 4.1. **Administrator Reports**
    - 4.1.1. **Superintendent Report - Mrs. Beran**
      - 4.1.1.1. **Preliminary Budget Discussion and Presentation.**
5. **CONSENT AGENDA**
  - 5.1. **Prior Meeting Minutes**
  - 5.2. **Policy Final Reading and Adoption Including all New Policy Updates**
6. **ACTION ITEMS**
  - 6.1. **Financial Reports and Claims according to Review of Bills policy 3007**
  - 6.2. **Discuss, Consider, & Take all Necessary Action the Additional 7% Budget Authority Resolution**
  - 6.3. **Discuss, Consider, & Take all Necessary Action for an Amendment to Kim Beran's Contract**
    - Change to: Own property in the district by Jan. 1, 2025
7. **NEXT BOARD MEETING: September 9, 2024 at 6:00 pm -**
8. **ADJOURN**
9. **\*\*CLOSED SESSION: If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the board will conduct a closed meeting in accordance with the Nebraska Open Meetings Act.**
10. **\*\*SEQUENCE OF AGENDA: The sequence of agenda topics is subject to change at the discretion of the board.**

**2009**  
**Public Participation at Board Meetings**

The board of education shall conduct its meetings in accordance with the Nebraska Open Meetings Act.

The board shall make reasonable efforts to accommodate the public's right to hear the discussions and testimony presented at its meetings. The board shall make available at the meeting, for examination and copying by members of the public, at least one copy of all reproducible written material to be discussed in open session of the meeting.

Except for closed sessions, the board will allow members of the public an opportunity to speak at each meeting. The board may make and enforce reasonable rules and regulations regarding the conduct of persons attending, speaking at, videotaping, photographing, or recording its meetings.

The board shall not require members of the public to identify themselves as a condition for admission to the meeting, nor shall such body require that the name of any member of the public be placed on the agenda prior to such meeting in order to speak about items on the agenda. However, the board shall require members of the public desiring to address the board to identify themselves, including an address and the name of any organization represented by such person unless the address requirement is waived to protect the security of the individual.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

## **PUBLIC PARTICIPATION**

INSTRUCTIONS FOR MEMBERS OF THE PUBLIC WHO WISH TO SPEAK:  
This is the portion of the meeting when members of the public may speak to the board about matters of public concern.

- **Getting Started:** When you have been recognized, please stand and state your name.
- **Time Limit:** The board will generally allow a total of 30 minutes for the presentation of all public comments. Individuals may speak only one time, and must limit comments to around 5 minutes. If there are more than 6 individuals who wish to address the board, the 30 minutes will be divided equally between the number of speakers. These time limits may be changed by a majority vote of the board members in attendance to extend the time for a specific item or speaker.
- **Personnel or Student Topic:** If you are planning to speak about a personnel or a student matter involving an individual, please understand that the district has a complaint policy and/or procedures to resolve such complaints and concerns. The Board requests that you follow the policy and procedures before addressing these matters with the Board. Board members will generally not respond to any questions you ask or comments about individual staff members or students.
- **General Rules:** This is a public meeting for the conduct of business. Comments from the audience while others are speaking will not be tolerated. Lewd, obscene, profane, slanderous, threatening and hostile conduct or statements and fighting words (words whose mere utterance entails a call to violence) will not be tolerated.
- **No Action by the Board:** The board will not act on any matter unless it is on the published agenda.



# Elm Creek Public Schools

## 2024-25 Budget and Tax Detail

The budgetary documents in this presentation are not the final 2024-25 budget numbers, but rather preliminary information for the ECPS Board of Education to discuss and make recommendations to the Superintendent for adoption.

### Budget Hearing

Sept. 9, 2024 @ 6:00 p.m.  
(applicable)

### Tax Request Hearing

Sept. 9, 2024 Following Budget Hearing (if applicable)

### Regular BOE Meeting

Sept. 9, 2024 following the Hearings

### Joint Public Hearing

Sept. 17, 2024 @ 6:30 p.m. (if applicable)

# CERTIFICATION OF TAXABLE VALUE

**Assessed Valuation** – Includes all real, personal and centrally assessed valuation in the school district. The assessed valuations are certified by the county assessor and provided to the school on or before August 20<sup>th</sup> each year.

**Levy** – The assessed value is used to calculate the levy and request using the following formulas:

$$\begin{aligned} (\text{Property Tax Request}/\text{Assessed Valuation}) \times 100 &= \text{Property Tax Levy} \\ (\text{Assessed Valuation} \times \text{Property Tax Levy})/100 &= \text{Property Tax Request} \end{aligned}$$

**History** – The assessed valuation for Elm Creek Public Schools has increased **\$32,627,316** since **2023-2024** valuation. Over the past 8 years the assessed valuations have maintained a fairly consistent total valuation, with larger increases in the 23-24 and 24-25 fiscal years.

# Assessed Valuation History

The Elm Creek School District has land in Buffalo, Phelps, & Dawson Counties. The valuations below are a combined total of all 3 assessed values.

Tax Year	Total Valuation	Dollar Change	Percent of Change
<b>2024-2025</b>	<b>\$482,130,703</b>	<b>\$32,627,316</b>	<b>7.26%</b>
2023-24	\$449,503,387	\$30,373,897	7.25%
2022-23	\$419,129,490	\$17,309,703	4.31%
2021-22	\$401,819,787	-\$3,401,740	-0.84%
2020-21	\$405,221,527	-\$7,826,272	-1.89%
2019-20	\$413,047,799	\$5,256,227	1.29%
2018-19	\$407,791,572	\$2,986,550	0.74%
2017-18	\$404,805,022		

# GENERAL FUND

The **General Fund finances** all facets of services rendered by the school district. General Fund expenditures are limited by statute. The tax levy for this fund is restricted to \$1.05.

**Necessary Cash Reserve** – An amount of budgeted funds to provide a stable cash flow during a school fiscal year should be 4 months of expenditures.

**\$465,981 x 4 mo. = \$1,863,924 necessary cash reserve for 23-24**

**3.5% increase for 24-25 = \$1,929,161 necessary cash reserve for 24-25**

**Elm Creek Public Schools' Ending Cash Reserve = \$961,794.**

**We are \$967,367 short of cash reserves in GF (these figures don't include 2nd transfer to Depreciation Fund if needed).**

**Budget Authority** - The legal authority to spend school district funds. The *budget authority* (operating budget) for 2024-2025 is **\$5,609,078** with a *tax request authority* of **\$4,345,813** (**\$4,725,797** with additional 7%).

**Allowable Growth Percentage** - Using the Allowable Growth formula, the total property tax request without a public hearing is **\$4,145,784.81** . With the 24-25 proposed budget, we are requesting **\$4,190,892** . This is **\$45,107.19** over the allowable %, requiring us to attend the joint public hearing.

# GENERAL FUND TAX REQUEST

General Fund Budget	Operating Budget (Budget Authority)	Proposed Property Tax Request	Proposed Tax Rate	Change in Operating Budget	Change in Property Tax Request
<b>2024-2025</b>	<b>\$6,850,301</b>	<b>\$4,039,377</b>	<b>0.8378</b>	<b>6%</b>	<b>-5%</b>
2023-24	\$6,477,271	\$3,948,468	0.8784	-1%	5%
2022-23	\$6,525,000	\$3,808,938	0.9232	11%	-2%
2021-22	\$5,895,442	\$3,792,144	0.9437	1%	-2%
2020-21	\$5,822,960	\$3,917,569	0.9667	6%	2%
2019-20	\$5,507,328	\$3,916,824	0.9483	6%	11%
2018-19	\$5,181,558	\$3,491,038	0.8560		
2017-18		\$3,342,636	0.8257		

# DEPRECIATION FUND

A **Depreciation Fund** may be established by a school district in order to facilitate the eventual purchase of costly capital outlay by reserving such monies from the General Fund. To allocate monies from the General Fund, a school district will show the movement of monies as an expense from the General Fund and the Depreciation Fund will show the revenue as a transfer from the General Fund.

**The purpose of the Depreciation Fund is to spread replacement costs over a period of years in order to avoid a disproportionate tax effort in a single year to meet such an expense. The Depreciation Fund is considered a component of the General Fund and is restricted by statute as part of the Allowable Reserve limitation.**

# DEPRECIATION FUND BUDGET

Year-End Depreciation Fund Balance	Year-End Transfer from General Fund	24-25 Beginning Balance of DF (Sept. 1, 2024)	24-25 Anticipated Capital Replacement Costs
\$269,466	\$250,000	\$379,512 (without 2nd transfer)	<ul style="list-style-type: none"><li>● Boiler (\$216,657) *will pretty much deplete account until CD comes due in Feb.</li><li>● Vehicle Replacements</li><li>● Roof Repairs/Replacement</li><li>● Concrete Repairs</li><li>● Replace Stage Curtains</li></ul>

# SPECIAL BUILDING FUND

A **Special Building** Fund shall be established when a school board decides to acquire or improve sites and/or to erect, alter or improve buildings. The sale of bonds, the sale of property, or tax receipts will be the primary sources of revenue for the Special Building Fund. The tax levy for this fund is restricted to 14 cents.

The Special Building Fund has a current balance of **\$256,173**. These funds are reserved for disbursements associated with current construction costs and materials and facility repairs.

Some anticipated Building Fund projects include:

- Roof & Gutter Replacement
- Gym Floor Replacement (finish & paint)
- LED Lighting Replacement
- Concrete Replacement (&/or Depreciation Account)
- HVAC in Vintage Gym & Kitchen
- Track Replacement - unfixable
- Stands, Press Box (Crows Nest), Concession, & Restroom Replacement

# SPECIAL BUILDING FUND TAX REQUEST

Building Fund Budget	Operating Budget	Proposed Property Tax Request	Proposed Tax Rate	Change in Operating Budget	Change in Tax Request
<b>2024-2025</b>	<b>\$3,419,519</b>	<b>\$151,515</b>	<b>0.0314</b>	<b>-27%</b>	<b>71%</b>
2023-24	\$4,686,961	\$82,828	0.0184	41%	-59%
2022-23	\$296,683	\$185,977	0.0450	-20%	0%
2021-22	\$371,255	\$181,818	0.0452	100%	81%
2020-21	\$185,798	\$101,315	0.0250	2%	2%
2019-20	\$143,750	\$101,010	0.0245		
2018-19			0		
2017-18			0		

# BOND FUND

The **Bond Fund** shall be used to record tax receipts, investment interest, and the payment of bond principal, interest, and other related costs (i.e., trustee fees).

Proceeds from a bond issue shall be deposited into the Special Building Fund to be expended on the actual building project. The Bond Fund is a taxing fund and is **not part of the \$1.05 cap.**

# BOND FUND TAX REQUEST

Bond Fund Budget	Operating Budget	Proposed Property Tax Request	Proposed Tax Rate	Change in Operating Budget	Change in Tax Request
<b>2024-2025</b>	<b>\$1,011,758</b>	<b>\$1,186,869</b>	<b>0.2462</b>	<b>-33%</b>	<b>22%</b>
2023-24	\$1,513,000	\$904,405	0.2012	14%	5%
2022-23	\$1,326,300	\$804,193	0.1949	14%	35%
2021-22	\$1,162,756	\$580,808	0.1445	-1%	1%
2020-21	\$1,171,860	\$580,908	0.1433	2%	2%
2019-20	\$1,145,540	\$580,587	0.1406	10%	-4%
2018-19	\$1,036,870	\$595,960	0.1461		
2017-18		\$568,320	0.1403		

# Why the Increase to the Bond Fund?

1. \$725,958 Principal & interest for 24-25 fiscal year
  - a. \$617,691 Due 12/15/24
  - b. \$108,266 Due 6/15/25
2. Bond Fund's current bank balance is \$565,867 (short about \$51,825 for Dec. payment & will completely deplete the Bond fund bank account)
3. \$220,000 Interfund loans (\$175,000 due by 12/1/24 & \$45,000 due by 11/22/25)
4. \$800 in Bond fees for the 24-25 fiscal year
5. 1% of the "tax ask" goes to the County
6. Some people don't pay taxes or pay them late
7. District has a history of falling short on the funds & have needed to do interfund loans, creates a shortfall in the accounts providing the loans

# TOTAL DOLLAR TAX REQUEST

Property Taxes	General Fund \$ Tax Request	Special Building Fund \$ Tax Request	Bond Fund \$ Tax Request	TOTAL Dollar Tax Request	General Fund Levy Request	Special Building Fund Levy Request	Bond Fund Levy Request	TOTAL Levy Request
2024-2025	\$4,039,377	\$151,515	\$1,186,869	\$5,377,761	0.8378	0.0314	0.2461	\$1.11
2023-24	\$3,948,468	\$82,828	\$904,405	\$4,935,701	0.8784	0.0184	0.2012	\$1.10
2022-23	\$3,808,938	\$185,977	\$804,193	\$4,799,108	0.9232	0.0450	0.1949	\$1.16
2021-22	\$3,792,144	\$181,818	\$580,808	\$4,554,770	0.9437	0.0452	0.1445	\$1.13
2020-21	\$3,917,569	\$101,315	\$580,908	\$4,599,792	0.9667	0.0250	0.1433	\$1.14
2019-20	\$3,916,824	\$101,010	\$580,567	\$4,588,401	0.9483	0.0245	0.1406	\$1.11
2018-19	\$3,491,038	\$595,960		\$4,086,998	0.8560	0.1461		\$1.00
2017-18	\$3,342,636	\$568,320		\$3,910,956	0.8257	0.1403	0	0.9660

# **LB 34 School District Property Tax Relief Act**

The Act applies to tax year 2024 and each tax year thereafter. The total amount of relief granted for each tax year under the Act would be the following: Tax year 2024: \$750 million; Tax year 2025: \$780 million; • Tax year 2026: \$808 million; • Tax year 2027: \$838 million; • Tax year 2028: \$870 million; • Tax year 2029: \$902 million; and • Tax year 2030 and each tax year after - the total amount of relief from the prior year increased by 3%.

**The relief would be in the form of property tax credits, which appear on property tax statements. Property tax credits granted would be credited against the amount of property taxes owed to school districts.**

In future fiscal years, it would be the **intent of the Legislature that the relief amount would be transferred from the General Fund to the School District Property Tax Relief Credit Fund.** To determine the amount of the property tax credit for each parcel, the county treasurer would multiply the amount disbursed to the county by the ratio of the school district taxes levied in the prior year on the parcel to the school district taxes levied in the prior year on all real property in the county. The amount so determined would be the property tax credit for that parcel.

# Why Do We Need to Build Depreciation & Building Fund Accounts?

Upcoming Projects, Repairs, & Maintenance Needs:

1. The first steps will be to create a maintenance schedule.
2. Next step will be to create a Capital Replacement Schedule.



# HVAC/Boiler Systems



1. High School Tower Pump
  - a. Need a maintenance plan for HVAC/Boiler system
  - b. Had to replace 1 system already

# Vintage Gym

## 1. Vintage Gym Roof & Bleachers

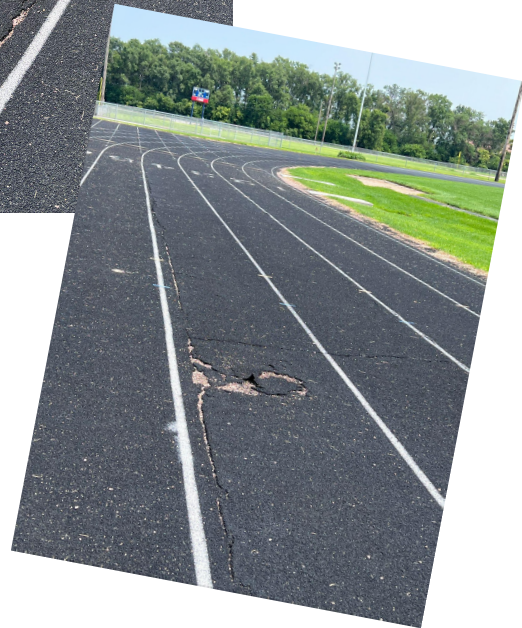
- a. Roof leaks damaging stage curtains
- b. The skylights will have leaking issues if they don't already
- c. Humidity from no AC is hard on the wood & not cost effective
- d. Bleachers aren't opening/closing correctly
- e. Will need to sand & paint gym floor



# Track

## 1. Track Replacement

- a. Safety concerns for athletes & community
- b. School pride of facilities for students, staff, & community
- c. The track is unrepairable



# Outdoor Facilities

## 1. Press Box, Concessions, Bleachers, & Restrooms

- a. Safety concerns with press box (crow's nest) & concession stands. They are falling apart and possible rodent issues.
- b. Safety concerns with the football benches & stands (splinters & rusted)
- c. School pride of the facilities for students, staff, & community



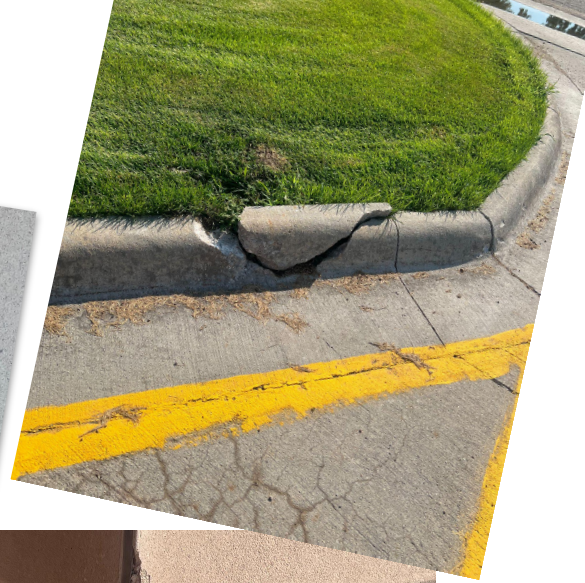
# Roof Leaks

1. Roof is leaking in several areas
  - a. Need a roof replacement & maintenance schedule
  - b. Need to replace roof



# Concrete Repairs/Replacement

## 1. Safety & cosmetic concerns

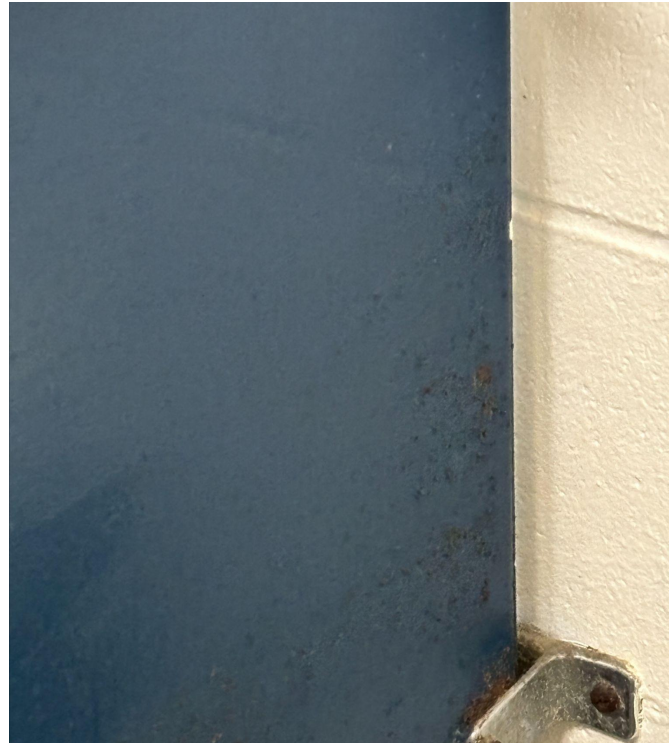


# Concrete Repairs/Replacement Continued



# Bathroom & Locker Room Stalls

1. Stalls are rusting, damaged, hard to clean, & keep germ free



# Kitchen Equipment

1. Equipment will need to be replaced over time
2. AC not working (only a window AC), install HVAC System
3. Upright coolers work, but usually need yearly repairs
4. Oven & stove currently work, they are old & will eventually need replaced

ITEM	YEAR	REPLACEMENT
Oven #1	1990	Combi \$20,000
Oven #2	1990	Convection \$10,000
Upright Cooler #1	1988	\$3,000
Upright Cooler #2	1989	\$3,000
Mixer	1987	\$1,650
Walk in Cooler	Original to building	\$6,000
Walk in Freezer	Original to building	\$6,000
Stove	Old	\$1,700
Upright Freezer	2010	\$700
Freezer Chest	2017	\$700
Small Milk Cooler	1995	\$1,500
Large Milk Cooler	2014	\$3,200.00

# Main Gym

1. Gym floor needs sanded & painted
2. Glass needs to be replaced
3. The bleachers don't open & close correctly (need maintenance & repairs)
4. Logos need to be repainted



# Vehicles

## 1. District Vehicles

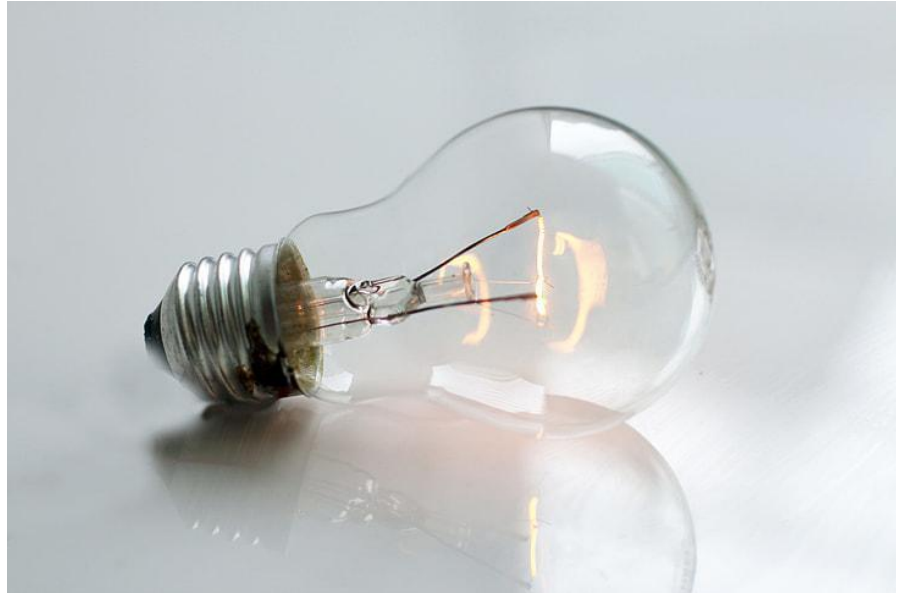
- a. Some vehicles need to be replaced
- b. Vans may be out of compliance with possible changes coming from legislation (10 & 11 passenger vans), so we need to keep this in mind
- c. Bus barn to extend the life of district vehicles & buses



Year Make Model	Vehicle #	VIN Number	Cost New	Physical Damage Deductible	Current Mileage	Current Condition	
2006 Ford Econoline Van - 11 passenger	Van 06	1FBNE31L26DA56013	\$16,400		\$500	74768	Van doesn't handle well. Being use
2007 Ford E350 Van Club Wagon - 11 passenger	Van 07	1FBNE31LX7DA91187	\$14,945		\$500	100375	NEEDS REPLACED, Fair, some ru
2012 Dodge Caravan - 7 passenger	Van 12 - SPED	2C4RDGCG7CR406610	\$19,650	Bought used	\$500	174627	NEEDS REPLACED--used specific
2013 Thomas Freightliner Bus - 59 passenger	BUS 13	4UZABRDT5DCBT0219	\$82,000		\$500	95086	Good shape-had new engine put in
2014 Dodge Caravan Grand SXT - 7 passenger	Van 14 - PHELPS ROUTE	2C4RDGCG7ER352308	\$19,435	Bought used	\$500	105941	NEEDS REPLACED, Okay shape--
2015 Blue Bird Bus - 71 passenger	BUS 15	1BAKGCPA6FF313638	\$80,000	\$25,000 DERA Grant	\$500	67696	Good shape
2015 Finish Line Car Hauler Trailer		52WBC1629FR009943	\$15,000		\$500		Good shape - unsure if we hav
2016 Ford Transit E350 Van - 11 passenger	VAN 16	1FBZX2ZM2GKA76553	\$18,900	Bought used	\$500	91483	Good shape
2020 Blue Bird Bus - 65 passenger	BUS 18	1BAKGCSH8LF360217	\$88,345	\$42,000 Volkswagon Grant	\$500	48590	Good shape
2020 Chevy Express LS Van 11-passenger	VAN 20	1GAWGEFG2L1259684	\$26,836		\$500	63315	Good shape
2021 Thomas Freightliner Wheelchair Bus - 52 passenger	BUS 21	4UZABRFC9MCMP4937	\$97,292	\$42,000 Volkswagon Grant	\$500	16885	Excellent shape
2022 Chrysler Pacifica - 7 passenger	VAN 22	2C4RC1FG6NR196757	\$36,584		\$500	4742	Brand new
2023 Chrysler Pacifica - 7 Passenger	VAN 23	2C4RC1FG3PR555341	\$38,158		\$500	2696	Brand new
Grasshopper mower							
Bobcat - ATV							
Vans 12 & 14 need replaced for sped, we also need more large vans/vehicles for route/sports purposes, pacifica's are great vehicles - although they do not handle well in snow/ rain conditions.							

# Cost Efficiency

1. Replace lighting to LED lighting
2. Energy partner to generate energy savings
3. Maintenance schedules



## **Maintenance Needs:**

1. Weight Room Equipment
2. Roofs & Downspouts
3. HVAC/Boiler
4. Elevators - currently doing this I believe (Otis)
5. Outdoor Sprinklers - Clint
6. Bleachers (indoor & outdoor) - starting not to work well
7. Ice Maker
8. Range Hood Inspections - currently doing
9. Fire Extinguisher & Fire Alarm Inspections - currently doing
10. Filters Need to be Installed on Some Water Fountains
11. Chemical Disposal
12. AEDs - currently doing
13. Playground - Clint
14. Vehicles & Buses - currently doing

# ALLOWABLE GROWTH PERCENTAGE OF PROPERTY TAX REQUEST

2024-2025 Allowable Growth Property Tax Request =

**\$4,145,784**

2024-2025 Actual Property Tax Request =

**\$4,190,892**

**Joint Public Hearing Required**

**We are doing our best to be fiscally conservative while providing a quality education for students at ECPS.- Mrs. Beran**



**If you have any questions, please feel free to reach out to Superintendent Beran at [kim.beran@elmcreekschools.org](mailto:kim.beran@elmcreekschools.org) or 308-856-4300.**

Board of Education Regular Meeting

Monday, August 12, 2024 6:00 PM

## 1. OPEN THE MEETING

### 1.1. Call to Order

Board President Alicia Beavers called meeting to order at 6:00 PM. She also stated the district mission statement, noted that the Nebraska meeting laws were posted in the room, and made notice that the meeting was publicized.

### 1.2. District Mission Statement

- ECPS continues a deep tradition of strong core values, preparing students for successful futures through academics, citizenship, and opportunity in collaboration with our community.

### 1.3. Nebraska Open Meetings Law

- The "Open Meetings Act" has been duly posted at the front of the room.

### 1.4. Publication of Meeting

- Notice was provided according to Meetings policy 2008.

### 1.5. Board Member Roll Call

- Excuse Absent board member(s) per board policy 2002.

All Present. This motion, made by JC Ourada and seconded by Morgan Fouts, Passed.

Alicia Beavers: Yea, Cole Brodine: Yea, Morgan Fouts: Yea, Hannah Hild: Yea, Lynette Mitchell: Yea, JC Ourada: Yea

## 2. PLEDGE OF ALLEGIANCE

## 3. PUBLIC COMMENT (agenda item specific)

- According to Elm Creek School District Public Participation Policy 2009

There were 5 people in attendance at the meeting. No members of the public requested to speak, and no public comments were received.

## 4. INFORMATION ITEMS

### 4.1. Administrator Reports

#### 4.1.1. **Superintendent Report - Mrs. Beran**

Mrs. Beran updated the BOE the necessity of the ESU contract. Shared information with the board in regard to the cost of funding for our SPED department and the increase of the high needs in the SPED department.

Attached in the BOE Report Aug. file you will find important dates and deadlines coming up for the district.

#### 4.1.2. **Principal/AD Report - Mr. Marquez**

Mr. Marquez updated the board with his hopeful views of the school year, the numbers of students active in fall sports. Football, volleyball, and cross country have about 48 students participating.

#### 4.1.3. **Principal Report - Mrs. Williams**

Mrs Williams shared her excitement with the start of the school year. Thankful that all of our staff came back from last year. 218 enrollment at this time PK through 6th grade. New scheduling with Mr. Weber teaching band as well as his classroom duties. She shared that the entire district will be using SWIS which is a part of the PBIS program that we use for our behavior framework.

#### 4.1.4. **Strategic Plan Update/District Goals Update**

### 4.2. Board Committee Reports

#### 4.2.1. **Building, Grounds, and Transportation**

#### 4.2.2. **Finance and Personnel**

4.2.2.1. Tentative Finance Workshop on Aug. 29th at 6:00 pm

4.2.2.2. Budget Hearing on Sept. 9th at 6:00 pm

4.2.2.3. Designation of District Representative for 2% Joint Hearing, if applicable

#### 4.2.3. **Americanism**

4.2.3.1. Appointment of Americanism Civics Committee

### 4.3. Policy Review & Discussion

#### 4.3.1. **Discuss Evaluation of Certified Employees Policy 4030**

## 5. CONSENT AGENDA

Motion passed for the consent of agenda. This motion, made by JC Ourada and seconded by Morgan Fouts, Passed.

Alicia Beavers: Yea, Cole Brodine: Yea, Morgan Fouts: Yea, Hannah Hild: Yea, Lynette Mitchell: Yea, JC Ourada: Yea

### 5.1. Prior Meeting Minutes

5.2. **Amend the 2024-2025 District Calendar**

No School for Students on April 23rd, hosting district Music Contest

5.3. **Approve Certified Teacher Evaluation Tool**

5.4. **Approve Principal Evaluation Tool**

5.5. **Approve the Sale of Surplus Items**

- bricks
- buffer
- misc. equipment & supplies

5.6. **Policy Final Reading and Adoption**

5.6.1. **Approve Mission Statement Policy (1003) - updated**

6. ACTION ITEMS

6.1. **Appoint Americanism BOE Committee**

- Combine with Curriculum Committee?
- Appoint members - must be done at the beginning of each school year

Cole, Hannah and Alicia are the appointed members of the Americanism Committee. The Americanism committee will now be the Curriculum, Technology and Americanism committee. Motion passed for appointed members. This motion, made by Alicia Beavers and seconded by Hannah Hild, Passed.

Alicia Beavers: Yea, Cole Brodine: Yea, Morgan Fouts: Yea, Hannah Hild: Yea, Lynette Mitchell: Yea, JC Ourada: Yea

6.2. **Financial Reports and Claims according to Review of Bills policy 3007**

Motion to move on to the Financial reports and claims. This motion, made by Cole Brodine and seconded by Morgan Fouts, Passed.

Alicia Beavers: Yea, Cole Brodine: Yea, Morgan Fouts: Yea, Hannah Hild: Yea, Lynette Mitchell: Yea, JC Ourada: Yea

6.2.1. ***Transfer \$80,000 From General Fund to Nutrition Fund - Year End***

6.2.2. ***Transfer \$60,000 From General Fund to Activities Fund - Year End***

6.2.3. ***Transfer \$250,000 From General Fund to Depreciation Fund - Year End***

- \$175,000 to code 2620 Maintenance of Building
- \$75,000 to code 2710 Vehicle Operation & Purchase

**6.3. Approve Salary Schedule for Certificated Employees Policy 4029 - date changes**

Motion approved Policy 4029. This motion, made by Morgan Fouts and seconded by JC Ourada, Passed.

Alicia Beavers: Yea, Cole Brodine: Yea, Morgan Fouts: Yea, Hannah Hild: Yea, Lynette Mitchell: Yea, JC Ourada: Yea

**6.4. Approve ESU 10 SPED Contract**

The board approved the ESU SPED contract.

Motion to approve the ESU SPED contract. This motion, made by Alicia Beavers and seconded by Hannah Hild, Passed.

Alicia Beavers: Yea, Cole Brodine: Yea, Morgan Fouts: Yea, Hannah Hild: Yea, Lynette Mitchell: Yea, JC Ourada: Yea

**6.5. Designation of District Representative for 2% Joint Hearing, if applicable**

The board designated Mrs. Lynette Mitchell as the district rep for 2% joint hearing.

Motioned to designate Lynette Mitchell as representative. This motion, made by Alicia Beavers and seconded by JC Ourada, Passed.

Alicia Beavers: Yea, Cole Brodine: Yea, Morgan Fouts: Yea, Hannah Hild: Yea, Lynette Mitchell: Yea, JC Ourada: Yea

**7. Schedule Next Regular Board Meeting & Budget Hearing**

A Special meeting is scheduled for Aug. 29th at 7:00 pm. The Budget Hearing will take place on Sept. 9th at 6:00 PM, followed by the Tax Request Hearing, if necessary, and the regular meeting.

**8. Adjourn**

Board member Alicia Beavers adjourned meeting at 6:36 PM.

Motion to adjourn the meeting at 6:36 PM. This motion, made by Alicia Beavers and seconded by JC Ourada, Passed.

Alicia Beavers: Yea, Cole Brodine: Yea, Morgan Fouts: Yea, Hannah Hild: Yea, Lynette Mitchell: Yea, JC Ourada: Yea

**9. \*\*CLOSED SESSION: If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the board will conduct a closed meeting in accordance with the Nebraska Open Meetings Act.**

**10. \*\*SEQUENCE OF AGENDA: The sequence of agenda topics is subject to change at the discretion of the board.**

Evaluation of Certificated Employees

All certificated employees to be evaluated shall be notified annually in writing of the evaluation process. A certificated administrator, with the exception of the local board of education when it is evaluating the superintendent, will observe and evaluate each probationary certificated employee for a full instructional period once each semester. Each permanent certificated employee shall be formally evaluated for a full instructional period at least once every three years, unless an administrator determines that annual evaluations are necessary. Additionally, all certificated employees will undergo regular walk-through observations each year.

If the probationary certificated employee is a superintendent, he or she shall be evaluated twice during the first year of employment and at least once annually thereafter. The evaluation will include, but not be limited to evaluating the employee's instructional performance, classroom organization and management, personal conduct, and professional conduct. Evaluation of instructional performance and classroom organization and management is applicable to teachers only. The administrator will provide the employee with a written list of deficiencies, suggestions and a timeline for correcting the deficiencies and improving performance, and sufficient time to improve. The evaluation form will include notice that the employee may respond to the evaluation in writing.

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

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

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

observation of an administrator's work during the semester for no less than 40 minutes.

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

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

Adopted on: December 14, 2020

Revised on: August 29, 2024

Reviewed on: March 11, 2024

ELM CREEK SCHOOL BOARD TREASURER'S REPORTS  
 FOR AUGUST 29, 2024  
 AUGUST 2024 FINANCIALS THROUGH 08/26/2024

**GENERAL FUND - ACCT NO. 137766**

BALANCE JULY 31, 2024		\$	1,823,590.12
RECEIPTS	ANDERSON BROS (SCRAP METAL)	\$	23.00
	BUFFALO COUNTY	\$	39,305.20
	DAWSON COUNTY	\$	2,899.00
	DELUXE CHECKS (REIMBURSE SALES TAX)	\$	36.01
	PHELPS COUNTY	\$	27,388.12
	PRESCHOOL	\$	2,880.00
	STATE OF NEBRASKA - AID	\$	-
	<b>TOTAL RECEIPTS</b>	<b>\$</b>	<b>72,531.33</b>
AVAILABLE BALANCE		\$	1,896,121.45
DISBURSEMENTS:			
	BILLS PAID AUGUST 12, 2024	\$	203,686.01
	CASH WA - VOID CHECK (ACT FUND EXPENSE)	\$	(1,040.95)
	STATE/NE NETWORK SERVICE FEE - VOID	\$	(354.41)
	TRANSFER TO STUDENT ACTIVITY FUND	\$	60,000.00
	TRANSFER TO DEPRECIATION FUND	\$	250,000.00
	TRANSFER TO LUNCH FUND	\$	80,000.00
	STATE/NE NETWORK SERVICE -CORRECT AMT	\$	292.87
	PAYROLL	\$	341,743.78
	<b>TOTAL DISBURSEMENTS</b>	<b>\$</b>	<b>934,327.30</b>
	<b>BALANCE AUGUST 26, 2024</b>	<b>\$</b>	<b>961,794.15</b>

**DEPRECIATION FUND - ACCT NO 14832**

ACCT 14832	BALANCE JULY 31, 2024	\$	231,543.11
	ANDERSON BROS.	\$	(102,031.22)
	XFER FROM GENERAL	\$	250,000.00
	INTEREST	\$	-
	<b>BALANCE AUGUST 26, 2024</b>	<b>\$</b>	<b>379,511.89</b>
CD 31722	BALANCE JULY 31, 2024	\$	530,756.06
	INTEREST	\$	-
	TRANSFER FROM GENERAL FUNDS	\$	-
	<b>BALANCE AUGUST 26, 2024</b>	<b>\$</b>	<b>530,756.06</b>
	<b>DEPRECIATION BALANCE AUGUST 26, 2024</b>	<b>\$</b>	<b>910,267.95</b>

ELM CREEK SCHOOL BOARD TREASURER'S REPORTS  
 FOR AUGUST 29, 2024  
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<b><u>UNEMPLOYMENT CD #2232</u></b>	BALANCE JULY 31, 2024	\$ 12,035.14
	INTEREST	\$ -
	<b>BALANCE AUGUST 26, 2024</b>	<b>\$ 12,035.14</b>
<b><u>BUILDING FUND</u></b>	BALANCE JULY 31, 2024	\$ 255,179.17
	BUFFALO COUNTY	\$ 396.07
	DAWSON COUNTY	\$ 53.83
	PHELPS COUNTY	\$ 543.92
	INTEREST	\$ -
	<b>BALANCE AUGUST 26, 2024</b>	<b>\$ 256,172.99</b>
<b>BOND FUND OPENED 01/01/2023</b>	BALANCE JULY 31, 2024	\$ 554,006.65
	BUFFALO COUNTY	\$ 5,333.69
	DAWSON COUNTY	\$ 587.71
	PHELPS COUNTY	\$ 5,939.06
	<b>BALANCE AUGUST 26, 2024</b>	<b>\$ 565,867.11</b>
<b>ELEM CONSTRUCTION (NLAF)</b>	BALANCE JULY 31, 2024	\$ 1,226.75
	DIV REINVESTMENT	\$ -
	<b>BALANCE AUGUST 26, 2024</b>	<b>\$ 1,226.75</b>
<b>ELEM CONSTRUCTION (FIRSTIER)</b>	BALANCE JULY 31, 2024	\$ 1,017,360.47
	INTEREST EARNED	\$ -
	INTEREST TO SWEEP ACCOUNT	\$ (2,673.42)
	WILKINS ARCHITECTURE DESIGN	\$ -
	BD CONSTRUCTION	\$ (17,194.80)
	<b>BALANCE AUGUST 26, 2024</b>	<b>\$ 997,492.25</b>
<b>SWEEP SAVINGS ACCOUNT</b>	BALANCE JULY 31, 2024	\$ 196,318.18
	EARNED INTEREST ON ACCOUNT	\$ -
	INTEREST TRANSFER FROM CONSTRUCTION ACCT	\$ 2,673.42
	<b>BALANCE AUGUST 26, 2024</b>	<b>\$ 198,991.60</b>

ELM CREEK SCHOOL BOARD TREASURER'S REPORTS  
 FOR AUGUST 29, 2024  
 AUGUST 2024 FINANCIALS THROUGH 08/26/2024

**LUNCH FUND**

<u>BALANCE JULY 31, 2024</u>		\$		12,104.24
<u>RECEIPTS</u>				
	LUNCH SALES	\$		9,911.48
	EFUND PAYMENTS	\$		830.95
	FEDERAL REIMBURSEMENT BREAKFAST	\$		-
	FEDERAL REIMBURSEMENT LUNCH	\$		-
	STATE REIMBURSEMENT LUNCH	\$		-
	STATE REIMBURSEMENT BREAKFAST	\$		-
	TRANSFER FROM GENERAL	\$		80,000.00
	TOTAL RECEIPTS	\$		90,742.43
	AVAILABLE BALANCE	\$		102,846.67
<u>DISBURSEMENTS</u>				
	FOOD/GROCERIES/MILK ETC.	\$		-
	SUPPLIES	\$		213.38
	MISCELLANEOUS (REIMBURSEMENTS, BANK FEES)	\$		-
	PAYROLL	\$		5,693.27
	TOTAL DISBURSEMENTS	\$		5,906.65
	<b>BALANCE AUGUST 26, 2024</b>	<b>\$</b>		<b>96,940.02</b>

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SEPTEMBER BILLS AS 8/26/2024

		\$		-
	BERNARD	\$		-
	CASHWA	\$		-
	DOLLAR GENERAL	\$		-
	FOSTERS	\$		-
	HILAND (MILK)	\$		-
	SEPTEMBER PAYROLL (ESTIMATE)	\$		7,500.00
	US FOODS	\$		-
	VILLAGE UNIFORM (TOWELS ETC)	\$		-
		\$		7,500.00

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ELM CREEK SCHOOL BOARD TREASURER'S REPORTS  
 FOR AUGUST 29, 2024  
 AUGUST 2024 FINANCIALS THROUGH 08/26/2024

**ACTIVITY FUND (CURRENT CASH BALANCE SUMMARY)**

	BALANCE JULY 31, 2024	\$	52,024.70
RECEIPTS	ATHLETICS & ACTIVITIES	\$	3,874.50
	CLUB & CLASS ACCOUNTS	\$	2,968.06
	DISTRICT ACTIVITIES	\$	7,767.04
	TRANSFER FROM GENERAL	\$	60,000.00
	<b>TOTAL RECEIPTS</b>	<b>\$</b>	<b>74,609.60</b>
EXPENSES	ATHLETICS & ACTIVITIES	\$	5,069.51
	CLUB & CLASS ACCOUNTS	\$	3,242.23
	DISTRICT ACTIVITIES	\$	8,487.04
	<b>TOTAL EXPENSES</b>	<b>\$</b>	<b>16,798.78</b>
	<b>BALANCE AUGUST 26, 2024</b>	<b>\$</b>	<b>109,835.52</b>

## Cash Flow Report

School District #9

Page: 1

8/26/2024

Processing Month

08/2024

User ID: LKJ

FUND NI Account		BEGINNING CASH 09/01/2023	REVENUES	EXPENSES	ENDING CASH
01	GENERAL FUND	449,017.95	6,108,159.46	(5,595,383.26)	961,794.15
02	DEPRECIATION	269,466.36	250,134.80	(140,089.27)	379,511.89
02	DEPRECIATION CD	506,705.17	24,050.89	-	530,756.06
03	EMPLOYEE BENEFIT	11,489.78	545.36	-	12,035.14
05	ACTIVITY FUND	84,573.22	418,823.39	(393,561.09)	109,835.52
06	NUTRITION FUND	48,786.44	309,375.10	(261,221.52)	96,940.02
07	BOND FUND	456,197.39	915,912.12	(806,242.40)	565,867.11
08	BUILDING FUND	185,634.55	115,538.44	(45,000.00)	256,172.99
08	EL BLDG FUND-NLAF	1,171.44	55.31	-	1,226.75
08	EL BLDG FUND-FIRSTIER	2,960,133.93	43,300.00	(2,005,941.68)	997,492.25
08	EL SWEEP ACCT (INTEREST)	147,416.10	51,575.50	-	198,991.60
		5,120,592.33	8,237,470.37	(9,247,439.22)	4,110,623.48

**RESOLUTION**

**WHEREAS**, the Nebraska Legislature enacted several measures this past legislative session, including LB 243, to adjust public school district revenue and finances; and,

**WHEREAS**, LB 243 generally limits a public school district’s property tax request authority, subject to limited exceptions; and

**WHEREAS**, LB 243 includes an exception to generally allow a school district to otherwise exceed the default property tax request authority if at least seventy percent of the Board of Education votes in favor of the increased request; and

**WHEREAS**, a Board of Education of a school district with an average daily membership of less than four hundred seventy-one students may increase its tax request by an additional seven percent above the base growth percentage; and

**WHEREAS**, the average daily membership of Elm Creek Public Schools, No. 9, Elm Creek, Nebraska, is less than four hundred seventy-one students may; and

**WHEREAS**, due to rising enrollment, student and staffing needs, and the need to maintain its budgetary obligations, the Board of Education of the School District hereby desires to increase its base growth percentage by an additional seven percent or other maximum amount as permitted by law; and;

**WHEREAS**, public notice of this possible increase was published in a legal newspaper of general circulation in the School District at least one week prior to this Board meeting.

**NOW, THEREFORE, BE IT RESOLVED** that, pursuant to Section 5 of 2023 Neb. Law 243, at least seventy percent of the Board of Education of this School District affirmatively votes to increase to the School District’s overall property tax request authority by an additional seven percent above the base growth percentage, or other maximum amount as permitted by law. The Superintendent or designee is hereby authorized and directed to take any action consistent with this Resolution to ensure that the School District’s overall property tax request complies with this Resolution.

The foregoing Resolution having been read in its entirety, Member \_\_\_\_\_ moved for their passage and adoption. Member \_\_\_\_\_ seconded same. After discussion and on roll call vote the following members voted in favor of passage and adoption of the above Resolution:

\_\_\_\_\_  
\_\_\_\_\_.

The following members voted against the same:

\_\_\_\_\_  
\_\_\_\_\_.

The following members were absent or not voting:

\_\_\_\_\_.

The above Resolution having been consented to by at least seventy percent of the Members of the Board of Education, it was declared as passed and adopted by the President at a duly held and lawfully convened meeting in full compliance with the Nebraska Open Meetings law.

**DATED** this 29th day of August, 2024.

**Elm Creek Public Schools**

**BY:**

\_\_\_\_\_  
President

**ATTEST:**

\_\_\_\_\_  
Secretary