

Minden Public Schools  
Board of Education  
Board of Education Regular Meeting  
Minden High School Media Center  
543 West Fifth  
Minden, NE 68959-0301  
Monday, April 13, 2020 7:30 PM

1. Call to Order
2. Consent Agenda
  - a. Consider Minutes from March 9, 16, and 20 Meetings
  - b. Consider Financial Reports
  - c. Consider Expenditures and Claims for Payment
3. Reports
  - a. Board Committees
  - b. Principals
  - c. Superintendent
4. Policy Review and Updates
  - a. Review Amendments to Policy 9300 Regular Meetings
  - b. Review Amendments to Policy 9320 Order of Business
5. Action Items
  - a. Consider, Discuss, and Take Action on New Certified Staff Contracts
  - b. Consider, Discuss, and Take Action on Amendments to Policy 8260 Conflict of Interest/Contracts
  - c. Consider, Discuss, and Take Action on Amendments to Policy 8261 Conflict of Interest/Employment of Immediate Family Member
  - d. Consider, Discuss, and Take Action on Amendments to Policy 5006 Option Enrollment
  - e. Consider, Discuss, and Take Action on 2020-21 Classified Staff Salaries
  - f. Consider, Discuss, and Take Action on 2020-21 Administrators' and Professional Salaries
  - g. Consider, Discuss, and Take Action on 2020-21 Extra Duty Assignments
  - h. Consider, Discuss, and Take Action on Ayr Construction Change Order
  - i. Consider, Discuss, and Take Action on Resolution Regarding the Coronavirus Plan
  - j. Consider, Discuss, and Take Action on Resolution Regarding Grading and Graduation
6. Next Meeting
7. Adjournment at 8:42 p.m. per Board President.

**MINDEN PUBLIC SCHOOLS  
BOARD OF EDUCATION  
March 16, 2020**

The agenda for the March 16, 2020 emergency meeting to discuss payment to non-certified employees during the impending school closing was posted in the superintendent's office.

The board meeting began at 7:00 pm with all board members present.

Motion by Grams and second by Glanzer to approve the resolution regarding pay to hourly and/or non-exempt employees during closure due to the COVID-19 virus. Roll call: Carpenter, aye; Glanzer, aye; Grams, aye; Jacobsen, aye; Raun, aye; Rhynalds, aye. Motion carried.

At 7:25 am, meeting was adjourned per Board President action.

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Secretary, Board of Education

**MINDEN PUBLIC SCHOOLS  
BOARD OF EDUCATION  
March 20, 2020**

The agenda for the March 20, 2020 special meeting was posted at the United States Post Office in Minden, Minden Exchange Bank, First Bank and Trust Company, Kearney County Courthouse, and the Minden city office. Agendas were mailed to the United States Post Office in Upland and Heartwell. The agenda was posted in the superintendent's office and notice was published in the local paper.

The board meeting began at 7:01 am with all board members present.

Motion by Glanzer and second by Raun to approve Chelsey Jensen as middle school principal for the 2020-21 school year. Roll call: Carpenter, aye; Glanzer, aye; Grams, aye; Jacobsen, aye; Raun, aye; Rhynalds, aye. Motion carried.

Motion by Rhynalds and second by Jacobsen to approve with regret the resignations of Karen Nelson and Jordan Reinertson at the end of the 2019-20 school year. Roll call: Carpenter, aye; Glanzer, aye; Grams, aye; Jacobsen, aye; Raun, aye; Rhynalds, aye. Motion carried.

The board discussed COVID-19 protocol for Minden Public Schools.

Meeting was adjourned at 7:37 am per Board President Action.

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Secretary, Board of Education

**MINDEN PUBLIC SCHOOLS  
BOARD OF EDUCATION  
March 9, 2020**

The agenda for the March 9, 2020 meeting was posted at the United States Post Office in Minden, Minden Exchange Bank, First Bank and Trust Company, Kearney County Courthouse, and the Minden city office. Agendas were mailed to the United States Post Office in Upland and Heartwell. The agenda was posted in the superintendent's office and notice was published in the local paper.

The board meeting began at 5:00 pm with all board members present, except Jacobsen and Raun.

Public comment was heard from Tom Barnes, Jerry Kershner, and Katie Sinsel.

Motion by Grams and second by Glanzer to excuse the absence of Jacobsen and Raun. Roll call: Carpenter, aye; Glanzer, aye; Grams, aye; Jacobsen, absent; Raun, absent; Rhynalds, aye. Motion carried.

Motion by Carpenter and second by Glanzer to approve the consent agenda consisting of minutes from the February 11 and February 24 meetings, financial reports, and claims for payment. Roll call: Carpenter, aye; Glanzer, aye; Grams, aye; Jacobsen, absent; Raun, absent; Rhynalds, aye. Motion carried.

Motion by Grams and second by Rhynalds to approve with regret the resignation of Steve Zeliff. Roll call: Carpenter, aye; Glanzer, aye; Grams, aye; Jacobsen, absent; Raun, absent; Rhynalds, aye. Motion carried.

Motion by Rhynalds and second by Carpenter to approve the contract of Macie Wippel as 9-12 Ag Education Teacher for the 2020-2021 school year. Roll call: Carpenter, aye; Glanzer, aye; Grams, aye; Jacobsen, absent; Raun, absent; Rhynalds, aye. Motion carried.

Motion by Grams and second by Glanzer to table adding a District Special Education Director and to add a District Technology Director. Roll call: Carpenter, aye; Glanzer, aye; Grams, aye; Jacobsen, absent; Raun, absent; Rhynalds, aye. Motion carried.

Motion by Rhynalds and second by Glanzer to approve the amendments to Policy 5001 Admission Requirements. Roll call: Carpenter, aye; Glanzer, aye; Grams, aye; Jacobsen, absent; Raun, absent; Rhynalds, aye. Motion carried.

Motion by Carpenter and second by Grams to approve the 2020-2021 School Calendar. Roll call: Carpenter, aye; Glanzer, aye; Grams, aye; Jacobsen, absent; Raun, absent; Rhynalds, aye. Motion carried.

Motion by Glanzer and second by Carpenter to approve the CBS Construction Inc. Change Order from Thrasher Inc. Roll call: Carpenter, aye; Glanzer, aye; Grams, aye; Jacobsen, absent; Raun, absent; Rhynalds, aye. Motion carried.

Meeting was adjourned at 5:58 pm per Board President Action.

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Secretary, Board of Education

MINDEN PUBLIC SCHOOLS  
TREASURER'S REPORT  
March 31, 2020

SCHOOL BALANCE - February 29, 2020		\$858,223.94
Current Months Receipts		\$653,307.00
Transfers from Investments		\$0.00
Total Beginning Balance and Receipts		\$1,511,530.94
Less: Disbursements		\$871,536.08
Transfer to Investments		\$500,000.00
Total Disbursements		\$1,371,536.08
SCHOOL BALANCE - March 31, 2020		\$139,994.86
BALANCE PER BANK STATEMENT - March 31, 2020		\$141,105.77
Deposits In Transit		\$0.00
LESS : Outstanding Checks		\$1,110.91
RECONCILED BANK BALANCE - March 31, 2020		\$139,994.86
(Balance - March 31, 2019 = \$189,747.84)		
GENERAL FUND INVESTMENTS		\$2,213,520.94
Money Market Minden Exchange	\$932,508.82	0.65% demand
Money Market First Bank	\$1,281,012.12	0.71% demand
(Balance March 31, 2019 = \$2,051,389.70)		
DEPRECIATION FUND INVESTED		\$686,114.03
Money Market Minden Exchange Bank	\$4,408.94	0.65% demand
Money Market First Bank	\$118,509.98	0.71% demand
NE Liquid Asset Fund - Depreciation Fund	\$563,189.92	1.03% demand
Checking Minden Exchange Bank	\$5.19	
(Balance March 31, 2019 = \$747,175.28)		
BUILDING FUND		\$2,221,642.02
Money Market Minden Exchange Bank	\$362,161.85	0.65% demand
Money Market First Bank	\$58,126.59	0.51% demand
NE Liquid Asset Fund - Building Fund	\$1,801,349.08	1.03% demand
Checking Minden Exchange Bank	\$4.50	
(Balance March 31, 2019 = \$2,595,331.94)		
BOND FUND		\$1,183,760.98
Money Market Minden Exchange Bank	\$385,034.14	0.65% demand
NE Liquid Asset Fund - Bond Fund	\$798,726.84	1.03% demand
(Balance March 31, 2019 = \$1,717,905.06)		
LUNCH FUND		\$10,446.36
Money Market First Bank	\$3,899.32	0.21% demand
Checking First Bank	\$6,547.04	
(Balance March 31, 2019 = \$29,117.62)		
FUNDS PLEDGED FOR DEPOSITS		
Minden Exchange Bank	\$3,089,540.56	Plus 250M FDIC
First Bank	\$2,250,000.00	Plus 250M FDIC

Scott W. Johnson, Treasurer

MINDEN PUBLIC SCHOOLS  
 TREASURER'S REPORT SUPPLEMENT  
 ACCOUNT RECONCILIATIONS  
 March 31, 2020

Bank	Account #	Beginning Balance	Plus: Receipts	Plus/(Minus) Transfers	Minus: Expenditures	Ending/ Reconciled Balance	Previous Year Ending Balance
<b>General Fund</b>							
MEB	401505	\$858,223.94	\$653,307.00	(\$500,000.00)	\$871,536.08	\$139,994.86	\$154,228.24
MEB	601096	\$432,057.81	\$451.01	\$500,000.00	\$0.00	\$932,508.82	\$1,029,006.88
FB&T	801472	\$1,280,240.12	\$772.00	\$0.00	\$0.00	\$1,281,012.12	\$1,271,160.56
	<b>Subtotal</b>	<b>\$2,570,521.87</b>	<b>\$654,530.01</b>	<b>\$0.00</b>	<b>\$871,536.08</b>	<b>\$2,353,515.80</b>	<b>\$2,454,395.68</b>
<b>Depreciation Fund</b>							
MEB	401919	\$5.19	\$0.00	\$0.00	\$0.00	\$5.19	\$94.95
MEB	613109	\$4,406.43	\$2.51	\$0.00	\$0.00	\$4,408.94	\$4,377.87
FB&T	807982	\$118,438.56	\$71.42	\$0.00	\$0.00	\$118,509.98	\$195,487.96
NLAF	9300656	\$562,911.68	\$278.24	\$0.00	\$0.00	\$563,189.92	\$546,948.06
	<b>Subtotal</b>	<b>\$685,761.86</b>	<b>\$352.17</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$686,114.03</b>	<b>\$746,908.84</b>
<b>Building Fund</b>							
MEB	106690	\$4.50	\$0.00	\$14,082.00	\$14,082.00	\$4.50	\$1.47
MEB	603209	\$364,777.05	\$11,466.80	(\$14,082.00)	\$0.00	\$362,161.85	\$985,345.33
FB&T	801407	\$58,101.42	\$25.17	\$0.00	\$0.00	\$58,126.59	\$57,805.13
NLAF	9300655	\$1,796,010.23	\$5,338.85	\$0.00	\$0.00	\$1,801,349.08	\$1,737,389.97
	<b>Subtotal</b>	<b>\$2,218,893.20</b>	<b>\$16,830.82</b>	<b>\$0.00</b>	<b>\$14,082.00</b>	<b>\$2,221,642.02</b>	<b>\$2,780,541.90</b>
<b>Bond Fund</b>							
MEB	620112	\$296,155.87	\$88,878.27	\$0.00	\$0.00	\$385,034.14	\$265,445.54
NLAF	9300692	\$798,671.46	\$55.38	\$0.00	\$0.00	\$798,726.84	\$1,248,649.76
	<b>Subtotal</b>	<b>\$1,094,827.33</b>	<b>\$88,933.65</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,183,760.98</b>	<b>\$1,514,095.30</b>
<b>Lunch Fund</b>							
FB&T	990119	\$35,068.08	\$16,173.20	\$350.00	\$45,044.24	\$6,547.04	\$33,955.55
FB&T	801399	\$4,248.60	\$0.72	(\$350.00)	\$0.00	\$3,899.32	\$4,239.65
	<b>Subtotal</b>	<b>\$39,316.68</b>	<b>\$16,173.92</b>	<b>\$0.00</b>	<b>\$45,044.24</b>	<b>\$10,446.36</b>	<b>\$38,195.20</b>
<b>Grand Total</b>		<b>\$6,609,320.94</b>	<b>\$776,820.57</b>	<b>\$0.00</b>	<b>\$930,662.32</b>	<b>\$6,455,479.19</b>	<b>\$7,534,136.92</b>

## 2019/20 Projections vs. Actuals for General Fund As of March 31, 2020

### Income

2019/20 Budgeted Income = \$10,507,481.32

Month	Projected Income	Actual Income	Over/(Under) Projection	Running Balance Over/(Under) Projection
September	\$2,017,436.41	\$1,941,671.95	(\$75,764.46)	(\$75,764.46)
October	\$577,911.47	\$654,085.97	\$76,174.50	\$410.04
November	\$145,003.24	\$200,345.19	\$55,341.95	\$55,751.99
December	\$142,901.75	\$161,606.78	\$18,705.03	\$74,457.02
January	\$1,731,632.92	\$1,427,819.14	(\$303,813.78)	(\$229,356.76)
February	\$838,497.01	\$968,515.03	\$130,018.02	(\$99,338.74)
March	\$551,642.77	\$653,872.18	\$102,229.41	\$2,890.67
April	\$501,206.86			
May	\$2,718,285.42			
June	\$971,942.02			
July	\$113,480.80			
August	\$197,540.67			

### Cash Flow

Month	Projected Cash Flow	Actual Cash Flow	Over/(Under) Projection	Running Balance Over/(Under) Projection
September	\$958,716.40	\$928,709.07	(\$30,007.33)	(\$30,007.33)
October	(\$335,560.78)	(\$192,226.11)	\$143,334.67	\$113,327.34
November	(\$784,355.48)	(\$669,489.61)	\$114,865.87	\$228,193.21
December	(\$768,301.00)	(\$715,504.14)	\$52,796.86	\$280,990.07
January	\$831,777.65	\$506,370.84	(\$325,406.81)	(\$44,416.74)
February	(\$74,975.24)	\$152,640.39	\$227,615.63	\$183,198.89
March	(\$357,290.48)	(\$217,006.07)	\$140,284.41	\$323,483.30
April	(\$415,669.63)			
May	\$1,752,614.76			
June	(\$2,806.63)			
July	(\$807,934.68)			
August	(\$836,214.89)			

### Expenses

2019/20 Budgeted Expenses = \$11,347,481.32

Month	Projected Expenses	Actual Expenses	Over/(Under) Projection	Running Balance Over/(Under) Projection
September	\$1,058,720.01	\$1,012,962.88	(\$45,757.13)	(\$45,757.13)
October	\$913,472.25	\$846,312.08	(\$67,160.17)	(\$112,917.30)
November	\$929,358.72	\$869,834.80	(\$59,523.92)	(\$172,441.22)
December	\$911,202.75	\$877,110.92	(\$34,091.83)	(\$206,533.05)
January	\$899,855.27	\$921,448.30	\$21,593.03	(\$184,940.02)
February	\$913,472.25	\$815,874.64	(\$97,597.61)	(\$282,537.63)
March	\$908,933.25	\$870,878.25	(\$38,055.00)	(\$320,592.63)
April	\$916,876.49			
May	\$965,670.66			
June	\$974,748.65			
July	\$921,415.48			
August	\$1,033,755.56			

### General Fund Balance

Beginning Reconciled GF Balance = \$2,560,021.43

Month	Projected GF Balance	Actual Reconciled GF Balance	Over/(Under) Projection
September	\$3,518,737.83	\$3,488,730.50	(\$30,007.33)
October	\$3,183,177.05	\$3,296,504.39	\$113,327.34
November	\$2,398,821.57	\$2,627,014.78	\$228,193.21
December	\$1,630,520.57	\$1,911,510.64	\$280,990.07
January	\$2,462,298.22	\$2,417,881.48	(\$44,416.74)
February	\$2,387,322.98	\$2,570,521.87	\$183,198.89
March	\$2,030,032.50	\$2,353,515.80	\$323,483.30
April	\$1,614,362.87		
May	\$3,366,977.63		
June	\$3,364,171.00		
July	\$2,556,236.32		
August	\$1,720,021.43		

# General Fund Expenditures

Account Description	Adopted Budget	Disbursed	Remaining Balance	Percent Spent
01100 - Regular Instruction	\$5,267,100.58	\$3,393,427.64	\$1,873,672.94	64.43%
01125 - Academic Intervention (Flex Funding)	\$82,902.56	\$59,271.19	\$23,631.37	71.50%
01200 - School Age SPED	\$1,067,059.47	\$675,051.12	\$392,008.35	63.26%
01291 - Preschool Age 3-5	\$30,252.82	\$4,734.18	\$25,518.64	15.65%
01292 - Preschool Age 0-2	\$3,111.63	\$70.00	\$3,041.63	2.25%
01300 - Summer School	\$15,039.18	\$0.00	\$15,039.18	0.00%
02120 - Guidance Counselor	\$313,604.76	\$207,780.64	\$105,824.12	66.26%
02130 - Health Services	\$62,413.74	\$42,847.81	\$19,565.93	68.65%
02140 - School Psychologist	\$66,279.44	\$45,889.23	\$20,390.21	69.24%
02151 - Speech Path & Deaf Ed	\$141,268.09	\$93,676.66	\$47,591.43	66.31%
02152 - Speech Path & Deaf Ed	\$5,118.40	\$3,056.95	\$2,061.45	59.72%
02161 - Occupational Therapy	\$20,500.00	\$19,735.99	\$764.01	96.27%
02171 - Physical Therapy	\$13,500.00	\$4,117.50	\$9,382.50	30.50%
02172 - Physical Therapy	\$100.00	\$0.00	\$100.00	0.00%
02173 - Physical Therapy	\$750.00	\$335.50	\$414.50	44.73%
02190 - Student Activities	\$212,890.52	\$131,535.84	\$81,354.68	61.79%
02213 - Instructional Staff Training	\$2,500.00	\$8,541.98	(\$6,041.98)	341.68%
02220 - Media Center	\$275,079.37	\$182,013.49	\$93,065.88	66.17%
02240 - Assessment Coordinator	\$10,016.95	\$6,112.16	\$3,904.79	61.02%
02310 - Board of Education	\$47,500.00	\$33,255.74	\$14,244.26	70.01%
02320 - Superintendent	\$268,648.86	\$178,558.68	\$90,090.18	66.47%
02330 - District Legal Services	\$100,000.00	\$29,449.49	\$70,550.51	29.45%
02410 - Principal	\$614,883.19	\$406,283.27	\$208,599.92	66.07%
02510 - Business Office	\$194,225.50	\$117,900.83	\$76,324.67	60.70%
02610 - Custodial	\$758,586.37	\$530,282.36	\$228,304.01	69.90%
02620 - Building Maintenance	\$514,663.21	\$156,378.99	\$358,284.22	30.38%
02630 - Grounds Maintenance	\$193,844.69	\$72,141.41	\$121,703.28	37.22%
02640 - Equipment Repair & Maintenance	\$48,298.70	\$31,837.38	\$16,461.32	65.92%
02650 - Non-Pupil Vehicle	\$49,500.00	\$29,978.52	\$19,521.48	60.56%
02660 - Security	\$11,000.00	\$5,723.00	\$5,277.00	52.03%
02670 - Safety	\$12,560.00	\$8,224.48	\$4,335.52	65.48%
02710 - School Bus Driving	\$278,443.53	\$185,520.34	\$92,923.19	66.63%
02712 - School Age SPED Driving	\$2,198.83	\$1,264.78	\$934.05	57.52%
02713 - Below Age 5 SPED Driving	\$10,493.10	\$3,694.43	\$6,798.67	35.21%
02730 - School Bus Driving Vehicle Maintenance	\$199,230.69	\$60,136.91	\$139,093.78	30.18%
02732 - School Age SPED Vehicle Maintenance	\$2,000.00	\$162.64	\$1,837.36	8.13%
03535 - High Ability Learners	\$62,897.14	\$27,319.18	\$35,577.96	43.43%
06200 - Title IA	\$126,002.00	\$71,949.33	\$54,052.67	57.10%
06310 - Title IIA	\$41,804.00	\$46,795.52	(\$4,991.52)	111.94%
06406 - IDEA Preschool (619) Base Allocation	\$2,124.00	\$1,098.00	\$1,026.00	51.69%
06408 - IDEA Part B (611)	\$164,810.00	\$146,702.08	\$18,107.92	89.01%
06412 - IDEA Non-Public	\$4,280.00	\$4,280.00	\$0.00	100.00%
06700 - Carl Perkins	\$0.00	\$420.00	(\$420.00)	0.00%
08000 - Transfers (Outgoing)	\$50,000.00	\$50,000.00	\$0.00	100.00%
09000 - Reimbursed by Other Funds/Entities	\$0.00	\$3,082.32	(\$3,082.32)	0.00%
<b>Total</b>	<b>\$11,347,481.32</b>	<b>\$ 7,080,637.56</b>	<b>\$ 4,266,843.76</b>	<b>62.40%</b>

# Bank Statement Reconciliation

Description

Adjustment Date

Adjustment Amount

Minden High School

03/01/2020 through 03/31/2020

## Bank Statement Reconciliation Summary

Statement Balance	\$ 332,574.20
- Outstanding checks	\$ 14,567.39
+ Outstanding Deposits	\$ 0.00
+ Outstanding Adjustments	\$ 0.00
- Outstanding Investment Transfers	\$ 0.00
Total	\$ 318,006.81
+ Investments	\$ 37,000.00
Book Balance	\$ 355,006.81

# Checks For Payment Listing

Date	Check Number	Payee	Reason	Amount
04/14/2020	788	Ameritas Life Insurance Corp.	Ameritas Tsa	\$ 500.00
04/14/2020	789	Ameritas Life Insurance Corp..	Vision Insurance	\$ 1,016.47
04/14/2020	790	Blue Cross Blue Shield	Dental Insurance	\$ 682.56
04/14/2020	790	Blue Cross Blue Shield	District Dental Insurance	\$ 134.36
04/14/2020	790	Blue Cross Blue Shield	District HDHP Health Ins 2PT	\$ 3,316.38
04/14/2020	790	Blue Cross Blue Shield	District HDHP Health Ins 9 Mo	\$ 1,137.10
04/14/2020	790	Blue Cross Blue Shield	District HDHP Health Ins FAM	\$ 2,948.84
04/14/2020	790	Blue Cross Blue Shield	District HDHP Health Ins SNG	\$ 1,691.27
04/14/2020	790	Blue Cross Blue Shield	District HDHP Health Ins SPD	\$ 977.32
04/14/2020	790	Blue Cross Blue Shield	District Health Ins 2PT	\$ 26,097.00
04/14/2020	790	Blue Cross Blue Shield	District Health Ins 9 Mo	\$ 14,038.50
04/14/2020	790	Blue Cross Blue Shield	District Health Ins FAM	\$ 83,623.20
04/14/2020	790	Blue Cross Blue Shield	District Health Ins SNG	\$ 6,365.20
04/14/2020	790	Blue Cross Blue Shield	District Health Ins SPD	\$ 5,764.80
04/14/2020	790	Blue Cross Blue Shield	District Health Ins Split	\$ 1,742.15
04/14/2020	790	Blue Cross Blue Shield	Feba Bcbs Dental 2PT	\$ 694.47
04/14/2020	790	Blue Cross Blue Shield	Feba Bcbs Dental FAM	\$ 1,159.40
04/14/2020	790	Blue Cross Blue Shield	Feba Bcbs Dental SPD	\$ 147.48
04/14/2020	790	Blue Cross Blue Shield	Health Insurance	\$ 580.35
04/14/2020	791	Credit Management Services, Inc.	Credit Mgmt Services, Inc	\$ 173.50
04/14/2020	792	Horace Mann Life Insurance Company	Horace Mann Life Insurance	\$ 1,975.00
04/14/2020	793	Madison National Life Insurance Co., Inc.	Feba Life Insurance	\$ 389.01
04/14/2020	793	Madison National Life Insurance Co., Inc.	Long-Term Disability	\$ 1,180.71
04/14/2020	793	Madison National Life Insurance Co., Inc.	Term Life Policy	\$ 384.72
04/14/2020	794	Merchant Credit Adjusters, Inc.	Merchants Credit Adjusters, Inc.	\$ 52.78
04/14/2020	795	Minden Exchange Bank & Trust Co.	HSA Contribution	\$ 2,415.62
04/14/2020	796	Minden Public Schools	District Court	\$ 1,261.00
04/14/2020	796	Minden Public Schools	F/b Dependent Care	\$ 1,307.77
04/14/2020	796	Minden Public Schools	F/b Medical Dental	\$ 3,621.70
04/14/2020	796	Minden Public Schools	Increased Retirement Percent	\$ 12,485.27
04/14/2020	796	Minden Public Schools	NE Retirement	\$ 84,715.65
04/14/2020	796	Minden Public Schools	NE Retirement Repayment	\$ 288.50
04/14/2020	797	Mps Payroll	Federal Withholding	\$ 39,302.21
04/14/2020	797	Mps Payroll	FICA	\$ 61,514.46
04/14/2020	797	Mps Payroll	Medicare	\$ 14,386.44
04/14/2020	798	Mps Payroll NE Income Tax	State Withholding - NE	\$ 17,160.28
04/14/2020	799	New York Life	Ny Life Tsa	\$ 200.00
04/14/2020	800	Alpha Rehabilitation, P.C.	Speech & OT Services	\$ 355.24
04/14/2020	801	Amazon Capital Services, Inc.	MS Life Skills Supplies	\$ 40.35
04/14/2020	802	American Electric Kearney	East Lighting Upgrade	\$ 5,156.25
04/14/2020	803	Aurora Cooperative	Fuel & Ground Chemicals	\$ 1,927.17
04/14/2020	804	Axtell Community Schools	HS SPED Contracted Services	\$ 1,652.04
04/14/2020	805	Benson Tree Service	Tree Trimming	\$ 2,250.00
04/14/2020	806	Black Hills Energy	Bus Barn Natural Gas	\$ 455.42
04/14/2020	806	Black Hills Energy	East Natural Gas	\$ 791.80
04/14/2020	806	Black Hills Energy	MS Natural Gas	\$ 1,298.81
04/14/2020	806	Black Hills Energy	MS/HS Natural Gas	\$ 3,391.41
04/14/2020	807	Business Telecommunication Systems	HS Phone Repair/Warranty	\$ 28.01
04/14/2020	808	Cardmember Service	HS Industrial Tech Air Dryer Repair	\$ 74.15
04/14/2020	808	Cardmember Service	HS Software	\$ 5.00
04/14/2020	808	Cardmember Service	Lodging Reimbursement	\$ (34.68)
04/14/2020	809	Carter Electric	PS Electrical Repair	\$ 160.45
04/14/2020	810	Centra Chemical Service, Inc.	Grounds Chemicals	\$ 2,172.50
04/14/2020	811	Century Link Long Distance	Long Distance Telephone	\$ 17.89
04/14/2020	812	CenturyLink - Regular Telephone	Telephone Services	\$ 541.23
04/14/2020	813	City Of Minden	Utilities	\$ 19,450.22

# Checks For Payment Listing

Date	Check Number	Payee	Reason	Amount
04/14/2020	814	Clearly Communications	Telephone Services	\$ 240.57
04/14/2020	815	Coach Masters, Inc.	Coach Bus Maintenance & Repair	\$ 5,489.88
04/14/2020	816	Communications Engineering, Inc.	MS Repairs	\$ 223.00
04/14/2020	817	Computer Hardware, Inc.	HS Software Licenses	\$ 1,439.40
04/14/2020	818	D & M Security, Inc.	East Fire Alarm Monitoring	\$ 75.00
04/14/2020	819	DAS State Accounting - Central Finance	Network Nebraska Fees	\$ 438.08
04/14/2020	820	Dollar General	HS FCS Supplies	\$ 9.00
04/14/2020	821	Educational Service Unit #10	SPED Services & Conference	\$ 1,267.74
04/14/2020	822	Educational Service Unit #11	Tech Consult Fees, Testing, & Training	\$ 1,355.25
04/14/2020	823	Egan Supply Co.	East Floor Scrubber Repair	\$ 562.01
04/14/2020	823	Egan Supply Co.	MS Floor Scrubber Repair	\$ 358.26
04/14/2020	824	Engineered Controls, Inc.	MS HVAC Repair	\$ 383.50
04/14/2020	825	Family Physical Therapy & Sports Center, P.C.	PT & OT Services	\$ 4,346.25
04/14/2020	826	Fifth Street Printing	CO Printing Supplies	\$ 103.85
04/14/2020	827	Gary Braun Electric, Inc.	East Lighting Upgrade	\$ 1,235.75
04/14/2020	827	Gary Braun Electric, Inc.	MS Lighting Upgrade	\$ 6,772.75
04/14/2020	828	Harris School Solutions	Accounting Software Licenses	\$ 13,226.74
04/14/2020	829	Hometown Leasing	Copier Lease & Printing Charges	\$ 3,900.00
04/14/2020	830	Jim's OK Tire Minden, LLC	Bus 02A Tire Replacement	\$ 767.12
04/14/2020	831	Joy's Floral & Gifts	Flowers	\$ 60.00
04/14/2020	832	JW Pepper & Son, Inc.	HS Band Supplies	\$ 154.99
04/14/2020	833	Kearney County Treasurer	Real Estate Taxes - 433 N Park	\$ 1,485.48
04/14/2020	833	Kearney County Treasurer	Real Estate Taxes - 509 W 5th	\$ 893.10
04/14/2020	834	Kearney Hub	Employment Advertising	\$ 510.23
04/14/2020	835	Kearney Winnelson Co.	MS Plumbing Supplies	\$ 1,051.97
04/14/2020	836	Landmark Implement Carquest	05P Pickup Repair	\$ 1.57
04/14/2020	836	Landmark Implement Carquest	Bus 02A Repair	\$ 673.81
04/14/2020	836	Landmark Implement Carquest	Bus 2021 Repair	\$ 16.79
04/14/2020	836	Landmark Implement Carquest	Bus 20C Repair	\$ 39.84
04/14/2020	836	Landmark Implement Carquest	East Floor Scrubber Repair	\$ 6.54
04/14/2020	836	Landmark Implement Carquest	Grounds Supplies	\$ 10.69
04/14/2020	836	Landmark Implement Carquest	Van 7v1 Repair	\$ 115.71
04/14/2020	837	Mason's Market	Building & Central Office Supplies	\$ 511.35
04/14/2020	837	Mason's Market	FCS Cooking Supplies	\$ 21.50
04/14/2020	837	Mason's Market	Kindergarten Supplies	\$ 5.94
04/14/2020	837	Mason's Market	MS Science Supplies	\$ 19.00
04/14/2020	838	Matheson Tri-Gas, Inc.	HS Metals Shop Supplies	\$ 22.23
04/14/2020	839	Minden Chamber Of Commerce	Chamber Bucks - Education Appreciation	\$ 1,330.00
04/14/2020	840	Minden Courier	Board Postings	\$ 75.22
04/14/2020	841	Minden Hardware	Supplies & Repairs	\$ 292.79
04/14/2020	842	Minden Lumber & Concrete	East Repair	\$ 28.07
04/14/2020	842	Minden Lumber & Concrete	HS Repair	\$ 16.77
04/14/2020	842	Minden Lumber & Concrete	MS Repairs	\$ 14.27
04/14/2020	843	Minden Office Supply	Central Office Supplies	\$ 20.95
04/14/2020	844	Mps Lunch Fund M.s.	Transfer to Lunch Fund	\$ 20,000.00
04/14/2020	845	Napa Auto Parts	Grounds Supplies	\$ 49.98
04/14/2020	845	Napa Auto Parts	MS Floor Scrubber Repair	\$ 12.84
04/14/2020	846	Nebraska State Fire Marshal Agency	East Boiler Inspection/Certificate	\$ 55.00
04/14/2020	847	Omaha World Herald	Employment Advertising	\$ 4,495.00
04/14/2020	848	One Source	March Background Checks	\$ 114.00
04/14/2020	849	Perry, Guthery, Haase & Gessford, P.C., L.L.O	HS Construction Legal Fees - Water Damage	\$ 5,666.50
04/14/2020	849	Perry, Guthery, Haase & Gessford, P.C., L.L.O	Legal Fees	\$ 813.00
04/14/2020	850	Presto-X Company	East Pest Control Services	\$ 42.00
04/14/2020	850	Presto-X Company	HS Pest Control Services	\$ 39.00
04/14/2020	850	Presto-X Company	MS Pest Control Services	\$ 46.00
04/14/2020	851	Protex Central, Inc.	MS/HS Fire Alarm Monitoring Fee	\$ 360.00

# Checks For Payment Listing

Date	Check Number	Payee	Reason	Amount
04/14/2020	852	REK Enterprises,	Concrete Buggy Rental	\$ 145.00
04/14/2020	853	Schindler Elevator Corporation	Elevator Maintenance Agreement	\$ 216.06
04/14/2020	854	The Home Depot Pro	Custodial Supplies	\$ 1,034.02
04/14/2020	855	Tom's Music House	HS Instrument Supplies	\$ 270.00
04/14/2020	855	Tom's Music House	MS Instrument Music Book	\$ 9.95
04/14/2020	856	Trade Well Pallet, Inc.	East Playground Woodchips	\$ 675.00
04/14/2020	857	Village Uniform	East Building Supplies	\$ 91.56
04/14/2020	857	Village Uniform	East Mat & Mop Delivery	\$ 114.40
04/14/2020	857	Village Uniform	HS Mat & Mop Delivery	\$ 333.00
04/14/2020	857	Village Uniform	MS Mat & Mop Delivery	\$ 260.00
04/14/2020	858	Widdifield, James T	March Reimbursement	\$ 129.99
04/14/2020	859	Woodward's Disposal Service, Inc.	Shredding Services	\$ 52.00
04/14/2020	860	Wright Express Fleet Services	Fuel Purchases	\$ 221.17
04/14/2020	EFT	Minden Exchange Bank - EFT	Direct Deposit Fees	\$ 34.45
<b>Subtotal</b>				<b>\$ 520,017.61</b>
<b>Net Payroll - April 2020</b>				<b>\$ 346,198.08</b>
<b>Total General Fund Disbursements - April 2020</b>				<b>\$ 866,215.69</b>

**Secretary** Kenneth Carpenter

## Lunch Fund Checks and Liabilities

Check Number	Date	Payee	Reason	Amount
EFT	3/9/2020	Sysco - EFT	Commodities	\$ 5,767.01
EFT	3/9/2020	US Foods	Commodities	\$ 4,613.55
5554	3/9/2020	Dollar General	Kitchen Supplies	\$ 16.75
5555	3/9/2020	Chesterman Company	Beverages	\$ 330.30
5556	3/9/2020	Cash-wa Distributing Co.	Commodities	\$ 7,795.31
5557	3/9/2020	Village Uniform	Kitchen Apron & Rag Service	\$ 215.44
5558	3/9/2020	Hiland Dairy	Milk Products	\$ 3,344.20
5559	3/9/2020	Amazon Capital Services, Inc.	Breakfast Cart Supplies	\$ 433.91
5560	3/9/2020	Minden Office Supply	Lunch Room Supplies	\$ 24.29
5561	3/9/2020	Wordware, Inc.	Lunch Room Software	\$ 1,956.00
151	4/14/2020	Ameritas Life Insurance Corp..	EE Vision Insurance Premiums	\$ 48.05
152	4/14/2020	Blue Cross Blue Shield	Health & Dental Insurance Premiums	\$ 4,997.21
153	4/14/2020	Madison National Life Insurance Co., Inc.	EE FEBA Life Insurance Premiums	\$ 17.66
153	4/14/2020	Madison National Life Insurance Co., Inc.	EE Life Insurance Premiums	\$ 10.38
153	4/14/2020	Madison National Life Insurance Co., Inc.	Long Term Disability	\$ 10.35
154	4/14/2020	Minden Exchange Bank & Trust Co.	EE & ER HSA Contributions	\$ 183.23
155	4/14/2020	Minden Public Schools	EE & ER Retirement Contributions	\$ 2,382.23
155	4/14/2020	Minden Public Schools	Employee FEBA - Medical/Dental	\$ 100.00
156	4/14/2020	Mps Payroll	EE & ER FICA, Medicare, & Federal Income Tax	\$ 2,315.73
157	4/14/2020	Mps Payroll NE Income Tax	EE Nebraska Income Tax Withholding	\$ 177.52
<b>Subtotal</b>				<b>\$ 34,739.12</b>
<b>Net Payroll - April 2020</b>				<b>\$ 10,276.16</b>
<b>Total Lunch Fund Disbursements</b>				<b>\$ 45,015.28</b>

## Building Fund Liabilities

Check Number	Date	Payee	Reason	Amount
541	4/14/2020	Ayr Construction & Remodeling, LLC	Concrete - 12% Complete	\$2,000.00
541	4/14/2020	Ayr Construction & Remodeling, LLC	Construction/Remodeling - 13% Complete	\$6,000.00
541	4/14/2020	Ayr Construction & Remodeling, LLC	Electrical - 24% Complete	\$3,000.00
541	4/14/2020	Ayr Construction & Remodeling, LLC	Less: Retainage	(\$1,100.00)
542	4/14/2020	Great Plains Asbestos Control, Inc.	Rental House Asbestos Abatement	\$5,600.00
543	4/14/2020	Sam Donley	Trip Charge	\$50.00
543	4/14/2020	Sam Donley	Utility Abandonment & Driveway Removal	\$560.00
<b>Total Building Fund Disbursements - April 2020</b>				<b>\$16,110.00</b>



**MINDEN PUBLIC SCHOOLS**  
**ACTIVITIES/ATHLETIC DEPARTMENT**  
Ed Rowse, Asst. Prin./Act. Dir.

622 W. 3rd Street  
Minden, NE 68959-1598  
308-832-2254 School  
308-832-1892 Fax

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**April 2020 BOARD MEETING**  
**ACTIVITIES DIRECTOR REPORT**

I am very sad about the loss of the spring sports and fine arts seasons. Our students and coaches had put in a lot of time preparing and were very excited for their season. For several of these students it was their last opportunity to compete for the Whippets and that made it sting a little more. With that being said I am proud of the way our students and coaches/sponsors have handled the disappointment.

**Winter sports season awards:**

**SWC Girls Basketball**-Second Team-Sarah Hultquist, Third Team-Jensen Rowse

**Kearney Hub**-3rd Team-Jensen Rowse, Honorable mention-Sarah Hultquist and Jaden Donley

**Omaha World Herald/ Lincoln Journal Star**

Honorable Mention-Jensen Rowse, Sarah Hultquist, Jaden Donley

**Lincoln Journal Star All-State** - Honorable Mention-Jensen Rowse, Sarah Hultquist, Jaden Donley

**SWC Boys Basketball**-Second Team-Ethan Riley

**Kearney Hub**- Honorable Mention-Ethan Riley,

**Omaha World Herald All-State** - Honorable Mention-Ethan Riley

**Lincoln Journal Star All-State** - Honorable Mention-Ethan Riley

**Hastings Tribune** - Honorable Mention-Ethan Riley, Ben Edgecombe, Dawson Lockhorn

**Wrestling All State**-Evan Smith, Hunter Heath, Alex Banuelos, Eddie Gonzalez, Daulton Kuehn

**NSAA Academic All-State Honors for Winter Activities:**

Wrestling- Jaron Brown, Eduardo Gonzalez

Boys Basketball - Ethan Riley and Carter Harsin

Girls Basketball - Jensen Rowse and Sarah Hultquist

Speech – Alaina Suchsland and Peyton Schoone

The Minden Speech team finished 3rd at SWC in Valentine and competed very well. The rest of their season was cut short due to the COVID.

With the pandemic our activities have been either postponed or cancelled the past month. At this time we are looking at alternate ways of having prom, honors night, and graduation. Moving forward will do our best for our students with the lack of predictability of the calendar.

I am spending my time working on present needs at the high school filling open positions, staff meetings, and working from my office preparing for the upcoming school year. There were several extra duty positions open and most of them have been filled so far. I will keep working to get them filled in the next month. The 2020-2021 school calendar has been sent out to staff asking them to update their activities for the upcoming school year. It's exciting to see all the events, activities, contests our students have to look forward to during the next school year. We are very fortunate to be able to offer so many opportunities for our students and have such a nice place to practice and host them in.

**I would like to thank our staff and the community members who have helped at our winter sports/activities. None of what we host would be possible without their help to make it great! We hosted wrestling meets, a speech meet, play production contests, basketball games, and we were planning on hosting a quiz bowl invite as well as district speech and the SWC Arts Festival before they were cancelled. These events take a lot of planning and a very large number of people to work the event. I am very thankful for the help I have received and know it takes a toll throughout the school year.**

**We will continue to move forward finishing off a terrific school year and preparing for the next one.**

**Ed Rowse**

**Minden Public Schools**  
**East Elementary/Minden Public Preschool**  
**April 2020 Report to the Board of Education**  
**Mrs. Sandy Pohl, Administrator**

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**The following is information shared with the Minden Courier.**

**How the extended closure has changed the school's approach to teaching**

Concerning Minden Public Preschool and East Elementary, the extended closure situation has most changed the setting of the classroom learning environment. Prior to the school closure, obviously the setting for learning was taking place in classrooms, at students' desks, and having face to face interaction with teachers. Now the learning is taking place in students' homes, at kitchen tables, guided by the collaboration between teachers and parents. We understand that families are doing their best to adjust to this setting change just as are we as teachers. Instead of having face to face planning time, teachers are meeting every day via Zoom meetings in order to strategize and collaborate. Teachers were accustomed to giving immediate feedback to their students in the classroom setting, but now teachers are spending their day giving feedback and direction through technology. Delivery of lessons are not in real time in front of smiling kiddos, but teachers are now spending much time creating engaging video lessons to send to them.

Although many changes have occurred with this extended school closure, the foundation of teachers' priorities remains the same. Our mindset is always focused on how we as teachers can best reach and support each student (and family) along their learning journey.

**What the schools are doing to support and encourage learning**

East Elementary and the Public Preschool teachers are communicating with all parents via individual student accounts accessed under Classroom Dojo. Teachers are sharing instructional videos of themselves teaching lessons, reading books, and sharing upcoming information. Then the teacher guides assignments and activities using choice boards that parents and students can complete at the time that works best for their family. It works the same way as a bingo card so families can identify the order and pace of their completion during the week. Throughout the completion of assignments and activities, students are encouraged to ask questions, have dialogue back and forth, and submit pictures of final products to teachers. This does not stop at classroom teacher instruction. We understand it's still very important to grow the whole child which includes the fine arts area, physical fitness, and social-emotional learning. Therefore, students are able to have instruction from extra-curricular teachers. For example, Mrs. Olson can be seen reading books from the school library collection, Mrs. Woodward has been sharing various artistic skills such as origami, and Mrs. Stott has been continuing weekly guidance lessons focusing on positive thinking and emotional well being. Mr. McCarthy has been sharing videos of his own family completing physical education challenges, and Mrs. Rowley can be found teaching and singing new songs for students to join in.

Another way we've been connecting with families is through our Minden Public Preschool Facebook page and the Minden East Elementary Facebook page. In this way, it's our hope to continue the positive relationships we have with families and students. We encourage everyone to "like" our page as you won't want to miss fun videos like Nurse Julie re-teaching students the correct way to wash their hands, our special education crew sharing different ways to communicate, or Mrs. Petersen sharing her chants on specific academic strategies.

### **Any other information you would like passed onto the public**

We're all in this together. We promise to continue giving our support and appreciate every effort to collaborate with us during these unforeseen times. Each students' health, academics, and connection to us is still our steadfast priority. \*\*Each student was given a #pupstrong purple heart page to hang in their window. You can see these in windows all around town now which unites us and reminds each of us that we're in this together!

### **Permanent Closure Video Announcement from East/Preschool**

**In less than 24 hours, this video announcement had over 2,800 views and 39 "shares". Please follow our Minden East Elementary Facebook page for more communication.**

Due to the current public health concern, Governor Ricketts has ordered that there be no students in school buildings for the rest of this school year. This order includes every school in the state of Nebraska from the panhandle to the sandhills to the metro area.

Although it's important that we be like every other school and follow this rule to ensure we're doing our part to help with this pandemic, the one word I continually get hung up on is "every" as it seems so general, broad, and mass encompassing.

We're not like every school. We're unique. What makes us, us is unlike every other school.

We're Whippets. We follow the Whippet way. Our foundation is rooted in immeasurable integrity, pride, and love and that means something very special to me as a principal and mom of this school district.

I'd like to take this chance to talk to all of our amazing kiddos and how they fit into this whippet way. From August to March, you have been in classrooms in our school building learning about and practicing integrity. Each Friday we celebrate capital I integrity and award the good cookie award. Now just because we're not going to be listening to the exciting integrity cheers and celebrations over the loudspeaker at school, you can still choose to use integrity every day no matter where you are. Remember that using integrity means doing the right thing. By staying home and keeping you and others healthy, you are already doing one right thing. When it comes to learning, it's important now that you do the right thing and work really hard and practice at home...that's really important capital I integrity. Another way you can use integrity now kiddos is by making good choices with your family like being a really good listener to mom and dad. And even though you're not at school, I still want you to be safe, respectful, and responsible.

Parents, I'd like to thank you for all you are doing to collaborate and communicate with us during this time as we all work to navigate the way during these uncharted times. As teachers we are not promising perfection because all of this is new to us too. However, we do promise to guide, support, and connect with your child with just as much effort as we gave on day one of this school year as they were sitting in front of us in our classrooms.

Parents have their own unique roles during this time. As a mom of a whippet, I can say with all honesty that in the last few weeks my "whippet way" has been sometimes "whippet wayward". It hasn't been all pretty. Our routines, structure, and ways of doing things have all changed. However, as we work as a family to find our new balance, what I realized shouldn't change for each parent is the amount of pride you have in your own child. Find your new way, take care of your family, and lean on us as your school family, but all the while hold strong to all the good you see in your child. Because as a fellow mom, the pride in your kid is what will bring your whippet wayward always back to your whippet way.

To the school staff, the last word that makes being a whippet indescribably unique is love, and that's you. On August 14th 2019, you added your last name to the name of every child on your class roster. Without letting children in on your mindset, they became students named Macy Jorgensen-Pratt, Camdon Schmidt-Harsin, and Racy Rhynalds-Norgaard. By doing so you promised to teach them, guide them, and support them with just as much energy and enthusiasm as you would your very own child. You could not have predicted how the ending of the school year story would be written and for 130ish days you poured into the names on that class roster. Unpredictable changes came our way, and you have never stopped pouring. Instead, you as teachers have adapted with grace, rose up with innovation and creativity, and continued to connect with students with all the love you promised them on August 14th. Teachers as your principal I say thank you, that is your whippet way. Teachers as a mom, I say a bigger thank you to you.

We as school staff promise to continue to love what we do and who we get to do it for. The building may be closed, but teaching, learning, and investing in children has not stopped.

To recap, as we close out our school year using our alternate education plan through May, please keep using integrity, feeling pride, and showing love. I hope you know just how much each whippet means to me. If you feel especially proud of the whippet way during this time, I encourage you to share this post and comment what you are most proud of or thankful for as a whippet. Because there is so much to be proud of the whippet way.

### **Sampling of comments shared on our Facebook page**

"We love our East Elementary school and staff!! We miss you all!! Proud to be a Whippet!!!"-Sandy Long, parent

"My grandchildren attend Minden East Elementary. I have been so impressed with the videos the teachers and staff have put out keeping in touch with the students and families. You are to

be commended for your dedication. I pray you and your families stay safe and healthy.”-Sandra Eacker, grandparent

“Thank you Minden Public Schools-you shine bright!”-Joyce Will

“Thank you for all your hard work East Elementary!!!”-Christa Gotsch, parent

“Thank you for sharing your family with us & for the upbeat, positive messages you send us here at home.”-Lindy Hartman, parent

“Thank you so much, Mrs. Pohl and all the East Elementary staff!!! We are blessed with the best!”-Kayla Zerr, parent

“Thank you for all you are doing! All your efforts to do as much as you can for our kiddos while still caring for your own. However long it takes, Julia wants you to know she’s happy to come back and is sending lots of hugs in the meantime.”-Erin Grant, parent

“Thank you for loving your students!”-Mary Smith

# Minden High School

## April 2020

### Board of Education Report



#### **1. Historic Times at Minden Public Schools:**

We are in the midst of one of the most historic times of our lives. Our parents and grandparents have experienced world wars and great depressions; future generations will look back at the Pandemic of 2020 the same way we view those monumental and life-changing events that our parents and grandparents lived through decades ago.

I am extremely proud to be an educator at Minden Public Schools. As a district, our leadership, staff, and students have done a great job of coming together to make the best of a very difficult situation. Words can not express how much I appreciate the hard work, flexibility, and dedication shown by our entire staff. I recently read a quote by the American author, Parker Palmer that said “Even when life challenges us, it’s a gift beyond all measure,” At the high school our new found “gifts” and have far outweighed those challenges, we will continue to work hard to support for our students and their families during this difficult time.

#### **2. Extended Learning Plans:**

The high school used an Extended Learning Plan to communicate with parents, students, and teachers how the high school would serve their students. Those essential documents are attached below:

[Minden High School Extended Learning Plan](#)

[Minden High School Extended Learning Plan Tech Tools](#)

[Minden High School-10 Guidelines for Teachers](#)

#### **3. Minden High School adds new staff members:**

It is my pleasure to announce the addition of five outstanding new staff members to our district. As a district we are so fortunate to be able to add such a wonderful group of educators to our faculty. I would like to thank Mr. Rowse, Mrs. Pohl and the other members of our interview teams for their assistance during this process.

##### **Miranda Aschoff-Language Arts**

Hometown: Hastings, Nebraska

College Attended: Hastings College

Teaching Experience: Currently teaching at Blue Hill High School; Blue Hill, Nebraska

Years of Experience: 2 yrs.

##### **Erica Chancellor-Tech. Coordinator \***

Hometown: Curtis, Nebraska

College Attended: University of Nebraska-Kearney

Teaching Experience: Currently teaching at Minden High School; Minden, Nebraska

Years of Experience: 6 yrs.

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**Luke Gossnicklaus-Business Education**

Hometown: Aurora, Nebraska

College Attended: University of Nebraska-Kearney

Teaching Experience: Currently teaching at Gretna High School; Gretna, Nebraska

Years of Experience: 2 yrs.

**Angela Soelberg-Science Education**

Hometown: Osseo, Minnesota

College Attended: Minnesota State University

Teaching Experience: Currently teaching at Adams Middle School; North Platte, Nebraska

Years of Experience: 18 yrs.

**Taylor Turecek-Lifeskills**

Hometown: Strasburg, Colorado

College Attended: University of Nebraska-Kearney

Teaching Experience: Currently teaching at Franklin Public Schools; Franklin, Nebraska

Years of Experience: 4 yrs.

**Tiffany Widdifield-Tech Integration Specialist**

Hometown: Fullerton, Nebraska

College Attended: Midland Lutheran College and Wayne State College

Teaching Experience: Currently teaching at Franklin Public School; Franklin, Nebraska

Years of Experience: 16 yrs.

\* Mrs. Chancellor will be transitioning to a new position within the district. Mrs. Chancellor and Mrs. Widdifield will both fulfill vital roles in our Tech Department.

# C. L. Jones Middle School

## MPS Board of Education Report

### April 2020

There is a lot of work going on! Teachers and support staff are working to make online instruction work. They are emailing, Zooming, making phone calls, and collaborating in any way they can think of, to make a connection with every student. The dedication of the staff has paid off as the vast majority of our students are on board.

Everyday is a new experience in this new educational environment. We are continually learning, modifying, and adjusting plans to best serve our students. I am very proud of the effort taking place at CLJMS.

Everyone involved; teachers, support staff, parents, and students, are discovering new approaches and learning new formats daily with our online school. As a result, there is frustration and stress for all parties. In addition, homelife for everyone has been dramatically changed by an international event which we do not control. We all need to be reminded we are not alone. We are all in the same boat and paddling as fast as we can.

It remains our mission to educate the students of CLJMS. We will keep trying to resolve each concern and eliminate all roadblocks that prevent anyone from succeeding in our mission. We will adjust and address each problem with innovation and creativity.

We have had many successes over the last two weeks, unfortunately, the setbacks tend to absorb one's focus. We must keep our focus on the successes and find ways to address the setbacks. We have the staff with the positive mindset and talent to make online schooling work. I am confident in the ability and resolve of the CLJMS staff.

#### **Report to the Board**

Some links in the information below are live. Some have been removed or blacked out as they may not be publicly shared.

### **CLJMS Staff Meeting**

Friday, April 3, 2020

YOU ARE NOWHERE

2:00 PM Zoom Meeting

#### **Professional Learning**

- [CLJMS Online Learning Master Plan](#)
- [Rough Plan Formation](#) - This was where we had previously placed our information in preparation for serving our students during the closure.

- **Parent/Student Phone/Email 2019/20**
- **Student Issues with Online Learning** - This is the portion of the staff meeting notes that we have been using to list students at home we have not had success getting involved in CLJMS Online School. It has become a [separate document](#).
- **Zoom Bombing Guidance:**
  - don't allow participants to join before the host
  - have waiting rooms
  - mute participants upon entry
  - for classes you could also enable the password feature. (this may complicate things)
  - don't use your personal meeting ID for public meetings
  - **don't post Zoom URL or ID on a Publicly viewed page. Secure it in Schoology for students. For staff, put the link on a google document that limits access to specific people.**
  - Know how to delete a person from a meeting.

Security Guideline from Jason Everett, ESU 10

### **Security and Meeting Privacy**

- Enable Waiting Room feature and admit participants only when you're ready (pre-meet setting)
  - ◆ Zoom Preferences > General > View More Settings > In Meeting (Advanced) > Waiting Room
- Lock your meeting when you know everyone is there (during meeting setting)
  - ◆ Zoom > Manage Participants > More > Lock meeting
- Limit screen sharing to Host only (default setting - set either before or during meeting)
  - ◆ Zoom > Screen Share ^ > Advanced Sharing Options
- Limit screen sharing to content from a specific application rather than your entire desktop, so participants can't see something they shouldn't (choose when sharing screen)

### **Zoom Security: Password Protection**

Email from Jade Olson

I was unable to eliminate the required password feature. I did figure out how to change the passwords in the settings menu of [zoom.us](https://zoom.us)

Here are the steps to change your meeting password.

- 1) log into your Zoom account on the browser
- 2) Under Personal, choose settings
- 3) Under the meetings section, scroll down to the area about passwords
- 4) Look for Require Password for Personal Meeting ID- settings are locked so this can't be changed
- 5) Find the password that is created for you
- 6) Click the pencil
- 7) change password to your preference.

When I asked my kids if they were required to use a password, some said yes and some said no. I think this has to do with how they are accessing the meeting, whether it is from the link in schoology or going directly to Zoom. All of my students who used the link in schoology did not have to enter a password because of the setting Embed password in the meeting link for one-click join. Those that went in through the zoom app were required to add a password.

All of my kids except 1 joined my morning meeting today and none of them complained about not being able to log in.

- **School Ordering for Next Year**

Just a few reminders for the next couple of weeks:

1. Coop Orders due on March 26th to building principals

2. Certified Contracts due on March 27th to the district office
3. School Speciality Orders due April 24th
  - Mr. Widdifield

## Upcoming Calendar Events

- **Common Plan Time -- Online Learning** - Regularly scheduled common planning times will begin on Monday, April 6th. In addition to those assigned to a CP time, all the Zoom links are active and anyone can join any CP they wish through the links. The CP notes have restricted viewing. If you need to have access to certain CP notes, let me know and I will add you.
- **No Online School Friday, April 10th or Monday, April 13th.**

## Agenda

### **1. Communication General Guidelines**

#### Internal Communication

##### Checking email

Unlike when school was operating, email must be checked, at a minimum 5 times each day; 8AM, 10AM, 12PM, 2PM, and 4PM, Monday - Friday.

##### Responding

There are two types of group emails. The first is a group email notifying one of a meeting, closer, thank you in mass. These generally go to large groups say cljms.staff or cljms.teachers, or mps.staff, etc. Second, are emails to a specific small group which may ask about a student, procedure, etc. and require a response.

With the first example responding to the individual not to the entire group may be appropriate, or if not requested, no response at all.

In the second example where a question is asked of the smaller group, please **respond to the entire group**, **unless** you feel your response is **only intended for the person** who initially sent the email. By responding to the entire group about the subject, everyone in the email knows how you have addressed the question. This will help in a situation where we are unable to see and speak to each other, face to face, each day.

##### Public Contact

**Packets, books, iPads, backpack food, etc.** It is best not to deliver things directly to homes if possible. The first step needs to be arranging a time for the parent or student to come to CLJMS and collect these items. I am here. I prefer the time for picking up and returning packets, returning iPads, picking up a book needed, etc. be done between 8 AM and 1 PM. Materials the person is picking up need to be placed on the table in the front lobby with the person's name on it..

**Backpack Foods** will be picked up in front of CLJMS, each Friday, between 11:30 Am and 1:00 PM. Claire and I contacted all the families from the list Barb prepared. We had six families that would need

delivery. Dave and the transportation crew will do the deliveries. In those cases they will sit the food by the mailbox. This may end soon as well.

## 2. Student Internet Issues and Solutions

Collin has been doing research on acquiring hotspots which may be placed in specific areas to allow student access where needed. Once the hotspot is purchased the school owns it and can use it as seen fit once the current closer is over.

Glenwood has provided internet service to the [REDACTED] family in Upland. I do not believe there are any other students there who do not have access.

Update: Mr Widdifield was able to secure Mobile Hotspots from Verizon. They have been placed at the Post Office in Heartwell and the Community Center in Upland - JO 4/8/2020

## 3. Schoology and iPad Issues - Shawn Wheelock

We have had some issue with Schoology keeping up with demand. I receive email notifications from them when things are down. Monday through Wednesday this week was difficult. At the time of writing this, Thursday, I have not received any messages of Schoology being down.

[Schoology Demand Increase](#)

### Schoology - Instructor Tutorials

- a. [Teachers - Help Guides](#)
  - i. [How do I use the Calendar?](#)
- b. [Students - IOS View](#)
  - i. [Student Calendar - Update](#)

Shawn has been troubleshooting Schoology and iPad issues. Thank you, Shawn for your tireless effort in addressing the various tech problems blocking our students from being able to participate in our online school!

### Email Requests and Update:

I have stressed to all of the teachers to give out my phone number and it is not a problem. I will contact the student/parent and troubleshoot the issue. I just checked and [REDACTED] needs to update his ipad which is another issue that I am sure is part of the problem he is having.

[REDACTED] has been moved to Packets - JO)

When they are 50% or less - update that I push out will not take place

When there is not enough room for the update due to storage - update will not take place (reason I am asking teachers to limit apps they don't need, remind to delete pics, etc)

## 4. Plan for Assignments in Grades 6-8

*Trim Down-(Starting Monday, April 6) This is from 8th CP on Wednesday AM. It is a good summary of the new plan for Core subject areas. This modifies what was stated in CP 6 and 7. I have placed what is in there CP notes below the 8th grade summary.*

-No more than two assignments per week.

-Give assignments on Monday and Wednesday. (or offer wider expectations)

-Workdays on Tuesday and Thursday.

-Clean-up day on Friday. (grade papers, contact kids, etc.)

#### CP 6 Notes

- Reduce homework. At the max only two assignments per week. Have a workday, catchup day every Friday.
- Continue to contact students who are not handing things in or attending class. Use email, discussion, and phone calls to get students producing.

#### CP 7 Notes

New assignments on Mondays and Wednesdays. Allow 2 zoom meetings between assignments and due dates. Allow a "work day" once per week, possibly on Fridays. That could be a day for teachers to catch up on grading, make contact with students and/or parents.

## 5. Common Planning

### April 6th-10th

Friday, April 10th, we do not have School. When would you like to have 5th grade CP?

April 8th, Wednesday@ 10?

### April 13th-17th

Monday, April 13th, we do not have school. When would you like to have 4th grade CP?

April 15th at 9AM, Grade 4

## 6. Staff Comments/Needs/Etc.

These are items you want me to look into that may need to be addressed. Please sign all so I know who to talk to if I am not clear on the topic.

For 4th grade Social Studies - no luck finding Nebraska History textbooks. Would it be possible to get supplemental materials from sites like Teacher Pay Teacher? I think a school account can be set up or a purchase order would be needed. CT I like this idea too. KS

## CLJMS Staff Meeting

Friday, March 27, 2020

YOU ARE NOWHERE

2:15 PM Zoom Meeting

Please skip this meeting if you have a class schedule during the time.

## Professional Learning

- [CLJMS Online Learning Master Plan](#)
- [Rough Plan Formation](#) - This was where we had previously placed our information in preparation for serving our students during the closure.
- [Parent/Student Phone/Email 2019/20](#)
- Zoom (Under Construction)

## Upcoming Calendar Events

- **Common Plan Time -- Online Learning** Will begin on Monday, March 30, 2020. I will put the zoom meeting links in this document. We will see how that works.

## Agenda

### **1. Day 2 of the Full Schedule**

Changes in the Schedule that need to be considered:

- Grades 6-8 having all students coming to one period with 40 minutes of contact time
- Office Hours as opposed to Scheduled Class time
  - Honestly, office hours have kind of been all day. I've been answering questions on text message, phone calls, emails, Schoology, and the kids have responded well. But the office hours in the morning have worked very well for the majority of questions! It seems to have given most kids some structure. -Whitney
- Updating the [CLJMS Grade Level Plans Online](#)

### **2. Technology Updates**

**Comments by Mr. Wheelock:**

- Please update your APP NEEDS - please ONLY what you are going to use the rest of the year. Need to clear up some space on the ipads. I am going to REMOVE all other apps on the student ipads.
  - <<<HERE>>>

## Student Issues with Online Learning:

Click and continue filling out the Table from the meeting of March

### **3. Zoom Random Calls:**

Students randomly Zoom calling teachers. Aaron Martin got a call from a group of 5th grade students today. Then they randomly called me outside of scheduled Zoom time. Not a big deal but we all need to reinforce proper use guidelines with all students to be sure they know this is a "tool" and not a "toy".  
-Collin

Our issue is the management side. With the free license and the app being on their iPads they now have Zoom and can create their own meetings. I know Shawn is looking into how to pump out settings, but as everything else, it is a work in progress. - JO

I did not phrase this properly. For all East and MHS teachers who are receiving random Zoom calls from middle school students, and it is an annoyance, email me their names and I will address it.

For middle school staff, they should be Zoom messaging you and If they are messing with you, correct them.  
- JO

**Email to East and MHS teachers from Mr. Osgood:**

If you are receiving random zoom calls from CLJMS students and it is an annoyance, email me. I will address it with them.

## CLJMS Staff Meeting

Thursday, March 26, 2020

YOU ARE NOWHERE

3:00 PM Zoom Meeting

### Professional Learning

- [CLJMS Online Learning Master Plan](#)
- [Rough Plan Formation](#) - This was where we had previously placed our information in preparation for serving our students during the closure.
- **Schoology Groups**

The "groups" feature in Schoology is different from the "grading groups" covered in another video. You use "grading groups" inside a course when you want to group students for grading or assignment purposes. For example, you have four reading groups, and each of them has a different homework assignment. You can set up "grading groups" to handle all that. Again, see that video (inside the Advanced folder) for information on that.

But the "groups" feature is more for informal groups that might even be outside a particular class. For example, you can set up a group for the men's varsity basketball team, or one for the Fine Arts Guild, or one for the second grade teachers. In these groups, you can have calendars of events, or post announcements, or post pictures, or create resources - just for the group.

There are also public Schoology groups - teachers across the Schoology world. You can search for public groups on various topics and share ideas and resources with other teachers this way.

Go to the website below for instructions on setting up and using groups.

Web Link

[Groups](#)

### Parent/Visitor Settings

Please let us know if the Schoology Parent/Visitor Settings will be unlocked by a "system administrator" so that parents may view what is in Schoology for their kids. That might help my 4th graders stay on track in addition to the checklist. - Thatcher

### Upcoming Calendar Events

#### Agenda

##### **1) Day 1 full-day Online School**

Celebrations:

By 10:30 am, 85% of our students have checked in and already completed their assignments for today in Language Arts. VERY promising! It seems like they are using the schedule as a guide even though they don't HAVE to do their work at that time. So far, so good. It's those few kids that don't check in after these first two days that we need to get into contact with to see what the problem is.

-Whitney

This isn't a problem, but it surprised me that students could continue to chat and ask questions with me over Zoom after our face to face Zoom meeting ended. - Karen

**Problems:**

A student had a low internet connection this morning and wasn't able to load the video. I told her to move to a different room closer to her router. It was also hard to know and keep track of who was on zoom with three periods all at once. I had 39 out of 58, but I don't know who all of the 39 were. -Karen  
(You may want to have Schoology, Share your Desktop, and have Discussion open. The students will see all the remarks. I do not know if Chat on Zoom allows that.-JO)

-Students were a bit anxious this morning and did not read directions carefully. As I started to get several questions, I quickly uploaded a video to Schoology about how and where to find today's materials. It seemed to limit questions and concerns and took less than a minute! -Whitney

Good thinking Whit! I also noticed kids are not reading instructions well. I'm sure this will come with time, but having a video to EXPLAIN things aloud is a good idea also.

-A parent just contacted me with concerns about grades. They say we have not confirmed to parents that grades will continue as usual. They've "heard" other schools are freezing grades. I know that is not the case with us. Have we sent out any info explaining that grades will continue as usual? They were already unhappy with a grade entered today. -WM

When did we say that grades were going to stop??? I have also heard other schools were doing that, but we never said we weren't. --Robin

[Calendar of Virtual Field Trips](#) -Thanks Whitney

There are also links to [national parks and virtual field](#) trips on the [CLJMS library website](#) if you want to point students there to use it as an enrichment activity or incorporate something into a lesson. -Collin

**Student Issues with Online learning (The following info has been moved to its own document on 4-3-20, please make all future changes there)**

Name	Grade	Location	Problem
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]



			<p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>
<p>[REDACTED]</p>	<p>[REDACTED]</p>		<p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>



Amanda Stonerook	174	?	Computer, mouse, keyboard, and headphones
Camille Collins	234	?	Computer, mouse, keyboard, and headphones
Donnie Miller	no #	109	Computer,mouse,keyboard
Kylee Stepp	322	209	Computer, Mouse Keyboard

### 3) Zoom - Colleen Thatcher

[Keep the Party Crashers from Crashing your Zoom Event](#)

Shawn is researching Zoom.

### 4) Special Education PWN current email from Mrs. Pohl

Z@What time would you like to schedule a CLJMS Special Education Zoom meeting to address the PWN as described in Mrs. Pohl's email? Megan, Connie, Michelle

### 5) iPad/Email/ Tech Notes - Shawn Wheelock

- [firstname.lastname@mindenwhippets.org](mailto:firstname.lastname@mindenwhippets.org)

fila2027. (5th grade). fila = first two letters of first name and first two letters of last name + graduation year.

fila2028. (4thgrade)

- Let me know when you have this done and I will lock it back up.
- Please remind them to NOT mess with any other settings.
- Privacy - Locations Settings MUST BE ON.

I would prefer to get this info to my students' parents on ClassDojo and ask the **parents** to add email addresses in Settings and then message me when they are done. Some of my kids already mess in Settings and change things. - Thatcher

## CLJMS Staff Meeting

Wednesday, March 25, 2020

YOU ARE NOWHERE

# 1:30 PM Zoom Meeting

### Professional Learning

- [CLJMS Online Learning Master Plan](#)
- Not sure if this helps, but there is a RECORD feature on Zoom. If you want to go back and review anything you discuss, forget, etc... with the students. - Shawn Wheelock
- [Zoom Cheat Sheet](#)
- OUTSTANDING job done by teachers with the iPad/Books/Packets/Band Instrument pick up for grades 4 & 5 on Monday, and with the 6th through 8th grade locker pick up on Tuesday. I

believe it went very well. I thank you for all the work that was done preparing and completing these projects.

- **I thought you might find this interesting. It is updated a few times a day.-Robin**  
<https://www.kcrg.com/covid19map/>
- **Rough Plan Formation** - This was where we had previously placed our information in preparation for serving our students during the closure.

## **Upcoming Calendar Events**

- May 1, 2020, School Building Open - School closed to student and patrons until May 1, 2020
- March 26, 2020, Breakfast/Lunch packaging tomorrow at 9am. Breakfast/Lunch Pick up 11:30 - 12:30, MHS and East
- March 26, 2020, Full CLJMS Online School

## **Agenda**

### **1) First Class Meeting via Zoom**

Email to Staff, 7:23AM, Wednesday, March 25, 2020

First, good luck.

Please take attendance. Call any student who is absent to find out why. This is to be done after the meeting.

I will have a document ready for teachers to record attendance and document the reason. This way the issues can be addressed.

-Thank you - John Osgood

We used the [Parent/Student Phone/emails 2019.2020](#) to record attendance, contacts, and comments.

Please share how things went during the first meeting

- **Mine was very good! Had 17 out of 20 students and contacted the missing 3--they are supposed to attend tomorrow's meeting. It was good to see everyone. Most were happy to see one another and to know there is finally a plan for going forward with school. --Robin**
- **So good to see everyone! Kids were waiting way ahead of time! Really enjoyed it! -WM**
- **We had a blast! It was so good to see my class :) Some students were already in Zoom chatting with each other before I was even logged in. Lots of questions were answered and we even had time for a quick scavenger hunt. Most of my students joined and I got positive feedback from several parents.- Jade Olson-**
- **I had a majority of my students attend the Zoom. They loved being able to see each other and see me. They were excited to get started. A lot of them were confused with how everything would work, but I just told them we will work through them as we get going. - Katie Gilson**
- **Students were excited and we all enjoyed being together again! Students that were absent it seems just had trouble navigating zoom. I think we worked everything out and will see how it goes tomorrow. -Nicole Miller**
- **All but 6 of my 6th-8th grade talent pool students have joined my Schoology group. I have contacted those six once again. They have already commented on sites they have explored and participated in brain teasers. -Steph Emery-**

- I had all but 3 of my kids in our Morning Meeting. I was able to connect with one later and have been messaging moms for the other two. The kids were so excited to see and talk to one another. Sure wish I had a “mute all” button in the classroom! LOL! Parents and students are sending me pictures of the kids working on assignments, which I love seeing! - Thatcher

## 2) Issue with the CLJMS OLP

Please type in concerns that you have as we move forward with serving students online. With the concerns list, teachers can offer solutions to consider.

- Today I tried having an “open” zoom meeting for both 6th and 7th grade science. I posted the meeting code on the Assignments page and some kids checked in with me just to say Hi--even one of Lisa’s students! I think I will do this during my science times, even though kids can do the work on their own, I am actually THERE to answer questions immediately. I found it hard to watch the multiple Schoology chats and my email earlier this morning and think this might be helpful to implement, at least for me. --Robin

## 3) School Officially Closed Until May 1

### Staff.

With the recommendations of Two Rivers Health and the Commissioner of Education, we will be keeping the building closed to the public until May 1st. If this pandemic is over by that time, we will have staff report on April 30th and students on May 1st. You will see a document coming from Mr. Knajdl on DocuSign, for staff work at home expectations, that is due by March 31st. At this time, I still have more questions than answers. If you have a question, there might be a chance that I will not be able to give you an answer until later in April.

I am proud of all of you and how you have stepped up in this situation. I had comments from the School Board, community, and parents that know we are doing our best, and they could not be more proud to have a fantastic staff working to give our students every opportunity possible. Thank You for all you do for our community, district, and most importantly, our kids.

Remember to continue to communicate with your building principal or supervisor on needs or issues that could be addressed. I will be getting this information out to parents and the community today.

I miss seeing everyone and our students, know that the School Board, administration, and I are working out potential problems or issues the best we can. Now and always, it is all about the kids and how we can still serve them.

Take care, be safe, make sure to continue the protocol for staying healthy, and have fun.  
Mr. Widdifield

### NSAA Activities

All NSAA activity practices and competitions are suspended through May 1st. These suspensions may be extended should the conditions warrant.

Member schools and student-participants are expected to adhere to the NSAA Constitution & Bylaws and activity manuals during this time.

The NSAA encourages all member schools to follow CDC, local, state and federal health department recommendations.

As more information becomes available, official updates will be posted on the [NSAA website](#) and the NSAA social media platforms.

[NSAA Facebook](#)

[NSAA Twitter \(@nsaahome\)](#)

#### 4) Staff Expectation Docusign

I will review this document with my guidance. (I hope I am correct)

Hourly Employees:

I spoke with Mr. Widdifield about the meaning of item 5, Staff Expectations;

5. **Hourly staff members must keep track of their work time.** Hourly staff members must receive prior approval from their immediate supervisor before working overtime. Hourly staff members will be paid through the remainder of the school year, like you would if we had students in the buildings.

You will not be expected to keep a log. What one will do is **Clock-in and Clock-out** as you do now.

- This will be for those who come directly to the building to do copying, meet with a teacher, or things necessary to be done in the building.
- This also includes the time you are working on school work, making packets, covering books, delivering packets, food, conducting Zoom intervention meetings during office hours, Corrective Reading, or attending Zoom Staff meetings all of which may be done from home.

Clock-in and Clock out may be done on your cell phone as one is not actually in the building.

You will be paid your weekly hours as contracted, no more no less, regardless of your Clock-in Clock-out record.

#### 5) Things to Consider

Here is where we will keep notes which do not relate to a particular agenda item:

- Give out Shawn's number for tech support - 308-830-0922
- Here is a zoom link that I will always use for tech support - <https://zoom.us/j/5624880535> but, I will need a phone Call to know how to get on.
  - Soft Reset - home button + power button until powers off and back on when you see the Apple  
[REDACTED]
  - [REDACTED]  
[REDACTED] have them call Shawn.
- Band, how is this being done? Hugo said Jack is on Zoom and he is typing something up for Monday. I will contact Jack and get the plan.
- Schoology Discussion Boards are a great resource. Everyone should be giving it a try.

## CLJMS Online Learning Master Plan

This is a summation of the initial [CLJMS Rough Plan](#) and has been designed as a central access point to all pertinent information for the CLJMS Online Learning Plan.

Please continue to check the working documents linked here as directed by Mr.

Osgood for meeting notes and updates. If a doc or link is missing, let me know so I can update as needed.

-Collin

\*\*i indicates new addition to this document

1. **\*\*CLJMS Rough Plan Document** [\(direct link\)](#)
2. [District Information/Phone List](#)
3. [CLJMS Online Learning Resources](#)
4. [CLJMS Staff Meeting 19-20](#)
5. [Master Schedule -- CLJ Online Learning](#) [\(link to the live document\)](#)
6. [Grade Level Plans \(Outline\)](#)
7. [Common Plan Time -- Online Learning](#)
8. [Student Issues w/ online learning](#) [\(updated to Gsheet 4/7/2020\)](#)
9. **\*\*Zoom and Schoology Training/Tutorials**
10. [Food for Students](#)
11. [iPad and Band instrument pickup info](#)

### District Information/Phone List

- Minden Public Schools [Covid Website page](#)
- [Parent/Student Phone/Email 2019/20](#)

### CLJMS Online Learning Resources

Online Learning [tips and resources](#) (Nichols' curation)

- Please check this out, there are some very useful resources, edtech tools, videos, tweets, legal advice, and infographics.
- [CLJMS Reading Resources](#) (online books)
- Museums and national parks [virtual field trips](#)
- [Calendar of Virtual Field Trips](#) (thanks Whitney)

- [Self Care Choice Board](#) (from Jenkins)

## CLJMS Staff Meeting 19-20

[CLJMS Staff mtg 19-20](#)

Master Schedule -- CLJ Online Learning (link to the live document)

[CLJMS OL Schedule](#)

## Grade Level Plans (Outline)

[CLJMS Grade Level Plans Outline](#)

## Common Plan Time -- Online Learning

CP Days:  
 -Monday: 4th  
 -Tuesday: 7th  
 -Wednesday: 8th  
 -Thursday: 6th  
 -Friday: 5th

Common Planning Times	Who	When	Link to Zoom meetings/notes
<b><u>4th</u></b>	Jacobsen, Nichols, Hansen, Olson, Stepp, Thatcher, Stonerook, Spady	<b>Mondays</b> 8:00am Week of April 13, 4th CP will be April 15th at 9AM	<b>4th CP Zoom Mtg</b>  <b>CP 4 Notes 19/20</b>
<b><u>5th</u></b>	Jacobsen, Hansen, Herrick, Aspegren, Christensen, Gilson, Hoyt	<b>Fridays</b> 8:00am April 8, 2020 @10AM	<b>Wednesday 10AM Zoom Mtg Link</b>  <b>5th CP Notes 19/20</b>
<b><u>6th</u></b>	Clapper, Jacobsen, Hollinger, Emery, Space, Schoone, Jenkins, Hansen, Osgood-Kring	<b>Thursday</b> 8:00am	<b>6th CP Zoom Mtg.</b>  <b>6th CP Notes 19/20</b>
<b><u>7th</u></b>	Wragge, Miller, Wheelock, Hollinger,	<b>Tuesdays</b> 8:00am	<b>7th CP Zoom Mtg</b>

	tenBensel, Jacobsen, Bloomfield, Nichols, Monter		<a href="#">7th CP Notes 19/20</a>
<b><u>8th</u></b>	Miller, Maulsby, Schmidt, Clapper, Wood, tenBensel, Jacobsen, Whitney	<b>Wednesdays 8:00am</b>	<a href="#">8th CP Zoom Mtg.</a>  <a href="#">8th CP Notes 19/20</a>
<b><u>Life Skills</u></b>	Spady, Collins, Rafferty	<b>Wednesdays 11:00am</b>	<a href="#">Life Skills Zoom Mtg</a>  <a href="#">Life Skills Notes 19/20</a>

### Student Issues w/ online learning

- [Student Issues with Online learning](#) (Gsheet updated 4/7/20)

### Zoom and Schoology Training/Tutorials

#### Zoom

- [Zoom Directions for Students on a Computer](#)
- [Zoom Directions for Students on an IPAD](#)
- [Zoom Tutorial video](#)
- [Keep the Party Crashers from Crashing your Zoom Event](#)

#### Schoology

- [Groups](#)
- [Teachers - Help Guides](#)
  - [How do I use the Calendar?](#)
- [Students - iOS View](#)
  - [Student Calendar - Update](#)
- [Schoology Demand Increase](#)

### Food for Students

- Starting on Monday, March 23rd, use the circle drive at East and High School. Distribute for three days breakfast and lunch. Time from 11:30-12:30

[Breakfast/Lunch program info](#)

iPad and Band instrument pickup info

[iPad 4 & 5 iPad/Band Instrument Pickup](#)

**Superintendent Report**

Meeting: April Board Meeting

Date: 4/13/2020

Mr. Widdifield

=====

**Topics:**

Track Project: We are starting early on a lot of projects, and we will continue to work with all the contractors on getting all phases done on time. The city is upgrading some of its electrical services in the area. It was approved at the last city council meeting.

Webinars: I have attended a lot of Zoom meetings over the last two weeks, and it does not look like it will slow down any time soon. I am meeting with the Governor and Commissioner weekly, along with the city, hospital, and other community groups to keep everyone informed on what is going on in the state and community.☒

Reporting: We have more questions than answers on state and federal reporting this year. This is not going to be an easy task for Jeremy and I since a lot of reporting is tied to finance.

Summer Projects: Some summer projects have started. We are working on a list of items to address this summer, but need to finish a few other projects before we start more. Thanks to the board for being proactive, we are addressing a lot of areas that will make us more efficient.

New Staff: The administration has been working hard to hire new staff for next year. I appreciate all the time and extra effort to get the best possible teachers for our district. This was a team effort to fill in these positions.☒

Thank You: A big “Thank You” to the kitchen staff and all the staff, teachers, and volunteers who help with all the meals that go out to all the kids in town, Heartwell, and Upland.



Bylaws of the Board - Meetings

Regular Meetings

The Board shall meet in regular session on the second Monday of each calendar month, unless otherwise designated by the president with the approval of the Board. All meetings shall be held in the boardroom at Minden Public Schools unless otherwise designated by the president with the approval of the Board.

Legal Reference:   Neb. Rev. Stat. § 79-554  
                          Neb. Rev. Stat. § 79-555  
                          Neb. Rev. Stat. § 84-  
                          1401

Date of Adoption:   \*\*\*

Bylaws of the Board – MeetingsOrder of Business

The following may be the order of business for the regular meetings, subject to the discretion of the Board President. This order of business may be changed when the Board President or Superintendent establish the Agenda, by consent of the Board or when the Board President believes it would be in the best interests of the District.

1. Call to Order
2. Public Comment
3. Consent Agenda
  - a. Minutes of prior meeting(s)
  - b. Financial reports
  - c. Expenditures and claims for payment
4. Reports
  - a. Board committees
  - b. Principals
  - c. Superintendent
5. Policy Review and Updates
6. Action Items
7. Next meeting
8. Adjournment

The Board President may, at any meeting, elect not to take up any business or act on any of the items of business. The Board reserves the right not to have any public forum or public comment for any meeting or for any meetings during a particular month. In the event that the Board President elects not to have any Public Forum or public comment, then the Board President may so elect without giving any reason.

The Board may enter into closed session for any lawful purpose, even if not specifically designated on the agenda.

Date of Adoption: \*\*\*

<p style="text-align: center;">NEBRASKA ACCOUNTABILITY AND DISCLOSURE COMMISSION 1225 L St., Suite 400 P.O. Box 95086 Lincoln, NE 68509 (402) 471-2522</p>	<h2 style="margin: 0;">POTENTIAL CONFLICT OF INTEREST STATEMENT</h2> <h3 style="margin: 0;">NADC FORM C-2A</h3> <p style="margin: 0;">(Village, City, School Officials Except Omaha and Lincoln Officials)</p>	<p>POSTMARK DATE</p> <hr/> <p>MICROFILM NUMBER</p> <hr/> <p style="text-align: center;">OFFICE USE ONLY</p>
<p>BEFORE COMPLETING THIS FORM READ THE FILING REQUIREMENTS ON PAGE 3</p>		

- An official of a village or city holding elective office or an official of a school district holding elective office must file this form if he or she has a potential conflict of interest.
- **Officials of the cities of Lincoln and Omaha** holding elective office with a potential conflict of interest **should not use this form.** Use Form C-2.
- This form should be filed with the person who normally keeps records for the school district, city or village. **There is no requirement to file this form with the Nebraska Accountability and Disclosure Commission.**
- Persons who fail to disclose a potential conflict of interest or who otherwise do not comply with the law are subject to penalties.

<b>ITEM 1</b>	<b>NAME, ADDRESS AND TELEPHONE NUMBER</b>
---------------	---

Name		Telephone No.	
	Last                      First                      Middle		
Address			
	STREET ADDRESS OR RURAL ROUTE	City	STATE              ZIP CODE

<b>ITEM 2</b>	<b>TITLE, AGENCY (City, Village, School), ADDRESS AND PHONE</b>
---------------	---

Your Title		Agency	
Agency Address			
Agency Phone			

<b>ITEM 3</b>	<b>DESCRIBE POTENTIAL CONFLICT OF INTEREST IN DETAIL (Use Item 6 Continuation, if necessary)</b>
---------------	--

Date action is to be taken or decision is to be made:	
Description of Potential Conflict:	

**ITEM 4 PERSONS WHO MAY RECEIVE FINANCIAL BENEFIT OR DETRIMENT**

You

Member of your Immediate Family: \_\_\_\_\_  
NAME

Business With Which You

Are Associated (See Definitions) \_\_\_\_\_  
NAME OF BUSINESS

**ITEM 5 NATURE OF FINANCIAL BENEFIT OR DETRIMENT**

**ITEM 6 CONTINUATION**

\_\_\_\_\_  
(SIGNATURE)

\_\_\_\_\_  
(DATE)

## General Information - Filing Requirements

**I. What is a Potential Conflict of Interest?** - A public official has a potential conflict of interest if he or she is faced with taking an official action or making an official decision which may result in a financial benefit or a financial detriment to the public official; a member of his or her immediate family; or a business with which he or she is associated. The financial effect of the action or decision must be distinguishable from the financial effect on the general public or a broad segment of it.

### II. Who Must File:

- A. An official of a city or village holding elective office who has a potential conflict of interest. An official of the cities of Lincoln or Omaha holding elective office who has a potential conflict of interest should not file this form, but instead should use Form C-2.
- B. An official of a school district holding elective office who has a potential conflict of interest.
- C. An elective office is a public office normally filled by an election. A person appointed to fill a vacancy in a public office normally filled by election holds an elective office.

### III. When and Where to File:

- A. This form should be filed as soon as the person holding elective office is aware that he or she may have a potential conflict of interest and prior to the time that the action is to be taken or the decision made.

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- C. The person filing the form should abstain from participating in or voting on the matter in which he or she has a potential conflict of interest. However, if the person wants an opinion from the Commission as to whether he or she has an actual conflict of interest requiring abstention or non-participation, he or she may send a copy of the form to the Commission along with request for an opinion.

**Disclosure of Contractual Interests by Local Officers.** If you are a local elected official disclosing an interest in a contract or an open account in which a local governing body on which you serve is a party, use NADC Form C-3, Contractual Interest Statement.

**Disclosure of the Employment of Immediate Family Members.** If you are disclosing the employment of an immediate family member, use NADC Form C-4, Employment of Immediate Family Members Disclosure Statement.

## Definitions

Immediate family shall mean a child residing in your household, your spouse or an individual claimed by you or your spouse as a dependent for federal income tax purposes.

Business shall mean any corporation, partnership, limited liability company, sole proprietorship, firm, enterprise, franchise, association, organization, self-employed individual, holding company, joint-stock company, receivership, trust, activity, or entity. NOTE: The definition includes for profit and non-profit entities.

Business with which you are associated shall mean a business: (1) of which you are the sole proprietor; (2) or in which you are a partner, director, or officer; (3) or in which you or a member of your immediate family is a stockholder of closed corporation stock worth \$1,000 or more at fair market value or which represents more than a 5 percent equity interest, or is a stockholder of publicly traded stock worth \$10,000 or more at fair market value or which represents more than a 10 percent equity interest.

Elective office shall mean a public office filled by an election, except for federal offices. A person who is appointed to fill a vacancy in a public office which is ordinarily elective holds an elective office.

Person means a business, individual, proprietorship, firm partnership, joint venture, syndicate, business trust, labor organization, company, corporation, association, committee, or any other organization or group of persons acting jointly.

Statutory Authority: Section 49-1499.03 Revised Statutes of Nebraska.

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(SIGNATURE)

(DATE)

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Statutory Authority: Section 49-1499.03 Revised Statutes of Nebraska.

### Appendix "I" to Option Enrollment Policy

The following is Appendix "I" to Policy 5006 for the 2020-2021 School Year. The Board of Education hereby sets forth the maximum number of option students for the 2020-2021 school year in any program, class, grade level or school building or in any special education programs operated by this school district, based upon available staff, facilities, projected enrollment of resident students, projected number of students with which this school district will contract based on existing contractual arrangements, and availability of appropriate special education programs. Any program, class, grade level, or school building that has "O" as the No. of Option Students is hereby declared unavailable to option students due to lack of capacity.

<b>PROGRAM</b>	<b>PROGRAM CAPACITY</b>	<b>PROJECTED ENROLLMENT</b>	<b>NO. OF OPTION STUDENTS</b>
Kindergarten	70	60	10
First	70	50	20
Second	70	70	0
Third	70	60	10
Building Capacity, Elementary	280	240	45
Elementary Special Education	25	40	0
Fourth	85	55	30
Fifth	85	75	10
Sixth	85	65	20
Seventh	85	60	25
Eighth	85	85	0
Building Capacity, Middle School Attendance Center	425	340	85
Middle School Special Education Program	30	50	0
Ninth	85	60	25
Tenth	85	70	15
Eleventh	85	80	5
Twelfth	85	50	35
Building Capacity, Sr. High School Attendance Center	340	260	80
Sr. High School Special Education Program	25	35	0
PreSchool	25	25	0

<b><u>Minden Coaches/Sponsors 2020-21</u></b>	
Art Club	Middle School: Liz Bloomfield/HS: Emily Christman
BB Boys Head Var	Carter Pratt
BB Boys Asst. Var	Riley Swedberg
BB Boys Asst. Var	Tyler Eggenberger
BB Boys 7th Head	Dan Wilson
BB Boys 7 Asst	Jake McCarthy
BB Boys 8th Head	Dale Blum
BB Boys 8th Asst	Carson Blum
BB Girls Head Var	Taylor Maulsby
BB Girls Asst Var	
BB Girls Asst Var	Lisa Wagner
BB Girls 7th Head	Dan Wilson
BB Girls 7th Asst	Steph Emery
BB Girls 8th Head	Don Miller
BB Girls 8th Asst	Katie Gilson
Cheerleaders	
Cross Country	Shawn Wheelock
Cross Country Asst	Dawn Moyer
Cross Country Asst. (24+	Roger Hansen
Dept. Head Social Studies	Donnie Miller
Dept. Head English	Angie Oberg/Keaton Gracey
Dept. Head Science	Lisa Clapper
Dept. Head Math	Dawn Moyer
Dept. Head SPED	Julie Ratka
FB Head Var	Jebb Hatch
FB Asst: Var	John Gumb
FB Asst. Var	Jacob McCarthy
FB Asst. Var	Aaron Martin
FB Asst. Var	Connor Brown
FB Head 8th	Rick Chramosta
FB Asst 8th	Tyler Egenberger
FB Head 7th	Don Miller
FB Asst 7th	Dan Wilson
FBLA	Luke Grossnicklaus
FCCLA	Pam Johnson
Dance Team	Emily Christman
Golf Boys	Taylor Maulsby
Golf Boys Asst	Numbers pending -12 or more
Golf Girls	Katie Jorgensen/Whitney Maulsby
Golf Girls Asst	Numbers pending -12 or more
Industrial Arts Club	Bob Carlson/Rick Chramosta
Jr. Class	Erica Chancellor
Marching Band	Jack Moore
MS Student Council	Collin Nichol/Claire Osgood-Kring
National Honor Society	Jayne Hoban
One Act Play	Jeffrey Horner
One Act Assistant	Jeremiah Holmes
Play/Musical	Angie Oberg/ Whitney Maulsby/Hugo Madera
Quiz Bowl	Pam Johnson MS: Steph Emery

<b><u>Minden Coaches/Sponsors 2020-21</u></b>	
Future Problem Solving	Lisa Clapper/Erica Jenkins
Softball Head	Ashton Dennis
Softball Asst	
Senior Class	Jeffery Horner
Sound System	Jeffery Horner
Spanish Club	Carlie Runge
Speech:	Jeffrey Horner
Speech Asst:	Taylor Majerus
Speech Asst:	Jeremiah Holmes
Student Council:	Angie Oberg
TR Head Boys/Girls:	Shawn Wheelock
TR Asst.:	Aaron Martin
TR Thrower's Coach	Dave Schoone
TR Asst	Keaton Gracey
TR Asst	Stephanie Crocker
TR Asst	Rick Chramosta
Added Track Asst. 2019	Connor Brown
TR Head Boys 7/8	Don Miller
TR Asst. Boys/Girls 7/8	Lisa Clapper
TR Head 7/8 Girls	Liz Bloomfield
TR Asst. Boys/Girls 7/8	Riley Swedberg
VB Head Coach	
VB Asst. Coach	
VB 9th	
VB 8th Head	Julie Ratka
VB Asst 8th	Melissa Klabunde
VB Head 7th	Steph Emery
VB Asst 7th	Carly Sitorius
Vocal Music	Hugo Madera
W- M Club	Angie Oberg
WR Head	Keaton Gracey
WR Asst	Heath Wragge/Austin Olson
WR Asst. 24 or more	Jhett Ostrom
WR Head 7/8	Heath Wragge
WR Asst 7/8	Lige Reed
Year Book:	Miranda Aschoff
STRIV TV	Shawn Wheelock/Whitney Maulsby

# Ayr Construction & Remodeling

12380 S. 3<sup>rd</sup> Street  
P. O. Box 25  
Ayr, NE. 68925  
402-984-4570  
blue.river72@hotmail.com

## Minden School Concession Stand Change Order

Materials and labor to upgrade locksets to match schools keying system.

Total \$525.00

Ray Gangwish  
Owner



CHANGE  
ORDER  
WDA DOCUMENT CO1

OWNER  
ARCHITECT  
CONTRACTOR  
OTHER



**W DESIGN ASSOCIATES**  
214 E. 1ST ST. MC COOK, NE 68001 | 308.349.2370 | ENGINEERS | ARCHITECTS  
2026 W. 2ND ST. HASTINGS, NE 68001 | 402.403.2377 | WWW.WDESIGNEA.COM

PROJECT: Minden Public Schools Project - Football Field / Track Renovations  
name, address 520 W. 3rd Street  
Minden, NE 68959

TO CONTRACTOR: Ayr Construction and Remodeling, LLC  
name, address 12380 South 3rd Street  
Ayr, NE 68925

CHANGE ORDER NUMBER: 1

DATE: 24-Mar-20

ARCHITECT'S PROJECT NO: 826-19

CONTRACT FOR: Concassion / Restroom Building

The contract is changed as follows:

No.	ITEM DESCRIPTION	ADD	DEDUCT
1.	Lockset Upgrade, See Attached	\$525.00	\$0.00
2.		\$0.00	\$0.00
3.		\$0.00	\$0.00
4.		\$0.00	\$0.00
5.		\$0.00	\$0.00
SUBTOTAL		\$525.00	\$0.00
Profit and Overhead			
TOTAL		\$525.00	

Not valid until signed by the Owner, Architect and Contractor

	Increased	Decreased	Total
The original Contract Sum was			\$154,808.00
Net change by previously authorized Change Orders	\$0.00	\$0.00	\$0.00
The Contract Sum prior to this Change Order was			\$154,808.00
The Contract Sum will be increased or decreased			
by this Change Order in the amount of	\$525.00	\$0.00	\$525.00
The new Contract Sum including this Change Order will be			\$155,333.00
The Contract Time will be changed by:			( 0 ) DAYS
The date of Substantial Completion as of the date of this Change Order therefore is			NA

W Design Associates ARCHITECT	Ayr Construction and Remodeling, L CONTRACTOR	Minden Public Schools Project - Football Field / Track Renovations OWNER
P.O. BOX 99 address	12380 South 3rd Street address	520 W. 3rd Street address
McCook, NE 69001	Ayr, NE 68925	Minden, NE 68959

BY	BY	BY
DATE 3/24/2020	DATE 3-25-2020	DATE

W DESIGN ASSOCIATES

CO1

*RESOLUTION REGARDING CORONAVIRUS PLANS*

**EMERGENCY RESPONSE RESOLUTION OF THE BOARD OF EDUCATION OF  
KEARNEY COUNTY SCHOOL DISTRICT 50-0503, A/K/A MINDEN PUBLIC  
SCHOOL DISTRICT, REGARDING THE CORONAVIRUS**

**BE IT RESOLVED THAT:**

**WHEREAS**, the World Health Organization designated the COVID-19 (coronavirus) outbreak as a global pandemic; and

**WHEREAS**, on March 13, 2020, President Trump declared a national emergency over the COVID-19 pandemic; and

**WHEREAS**, on March 13, 2020, Governor Ricketts declared a state emergency over the COVID-19 pandemic; and

**WHEREAS**, the Board of Education of Kearney County School District 50-0503, a/k/a Minden Public School District (the “District”) in the interest of public health and safety hereby finds, determines and declares that, effective as of this date, that an epidemic sickness, disaster and emergency conditions prevail and exist within the boundaries of the District as defined in Neb. Rev. Stat. § 81-829.39 which is part of Neb. Rev. Stat. §§ 81-829.36 to 81-829.75, known as the Emergency Management Act (the “Act”) and other Nebraska laws; and

**WHEREAS**, these conditions are continually emerging and constitute a rapidly evolving situation which are a danger to the public health and safety, and to district students, staff, families and community partners; and

**WHEREAS**, as it is necessary for the District to react to the evolving situation and take significant actions that impact students, staff, community partners and programs operated out of District buildings and facilities or otherwise on little notice or in order to provide or implement a plans for continued operations, work and educational services when formal board meetings are unachievable; and

**WHEREAS**, in order to facilitate the ability to implement response actions plans and prompt reactions to the evolving situation, the Board of Education of the District hereby ratifies and approves all response actions to date and hereby finds and determines it is necessary and appropriate to suspend and waive existing all existing policies inconsistent with or that impede response implementation and further does hereby delegate the full power and authority to the Superintendent to close or limit access to buildings, schools or the District as needed or deemed appropriate by the Superintendent, implement a Pandemic Response Plan as it now or may exist or as amended by staff and other necessary, transportation or response action plans as developed, implement staff payment procedures as deemed appropriate, contract with or provide facilities maintenance and cleaning services as deemed appropriate, carry out nutrition services and food

***RESOLUTION REGARDING CORONAVIRUS PLANS***

programs as deemed appropriate, undertake and continue special education measures may be deemed appropriate and/or required by law, and undertake or carry out any other program that may be required by local, state or federal law, implement distance or e-learning as deemed appropriate, implement telework or “work from home” procedure, and take any and all other actions and sign all contracts or agreements in order to make emergency expenditures determined to be in the best interests of the District in this emergency situation and that this delegation of authority is to continue in effect until the emergency has been dealt with to the extent that the conditions no longer exist or the Board of Education ends this resolution; and

**WHEREAS**, the Kearney County Emergency Management Director may issue an emergency proclamation under the provisions of Neb. Rev. Stat. § 81-829.51; and

**WHEREAS**, pursuant to Neb. Rev. Stat. § 81-829.51, and other applicable laws, before any expenditure, contract, or obligation is undertaken will be in excess of or in violation of existing statutory limitations or requirements, such expenditure, contract or obligation must be approved by a vote of the Board of Education.

**NOW, THEREFORE**, the Board of Education hereby approves and adopts the above stated facts, findings and determinations and further approves the following actions:

- A.** The Superintendent or his designee, in order to facilitate the ability to implement response actions plans and prompt reactions the evolving coronavirus situation the Board of Education of the District hereby finds and determines it is necessary and appropriate to delegate authority and does hereby delegate the full power and authority to the Superintendent to close or limit access to buildings, schools or the District as needed or deemed appropriate by the Superintendent, implement a Pandemic Response Plan as it now or may exist or as amended by staff and other necessary, transportation or response action plans as developed, implement staff payment procedures as deemed appropriate, contract with or provide facilities maintenance and cleaning services as deemed appropriate, carry out nutrition services and food programs as deemed appropriate, undertake and continue special education measures may be deemed appropriate and/or required by law, and undertake or carry out any other program that may be required by local, state or federal law, implement distance or e-learning as deemed appropriate, implement telework or “work from home” procedure, and take any and all other actions and sign all contracts or agreements in order to make emergency expenditures determined to be in the best interests of the District in this emergency situation.
- B.** That this delegation of authority is to continue in effect until the emergency has been dealt with as determined by the Superintendent to the extent that the conditions no longer exist, or until modified or terminated by action of the Board of Education.
- C.** In exercising the above authority, the Superintendent or his designee shall maintain

**RESOLUTION REGARDING CORONAVIRUS PLANS**

close contact with the Board President and regularly inform the members of the Board of Education of actions taken pursuant to the foregoing authority.

The above Resolution having been read in its entirety, Member \_\_\_\_\_ moved for its passage and adoption, Member \_\_\_\_\_ seconded the same. After discussion and on roll call vote, the following members voted in favor of the 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 a majority of the quorum of the School Board of this School District 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 \_\_\_\_ day of March, 2020.

**KEARNEY COUNTY SCHOOL DISTRICT 50-0503, A/K/A MINDEN PUBLIC SCHOOL DISTRICT**

BY: \_\_\_\_\_  
President or Other Officer

ATTEST: \_\_\_\_\_  
Secretary

## RESOLUTION

**WHEREAS**, due to the COVID-19 pandemic, the Board of Education of Kearney County School District 50-0503, a/k/a Minden Public School District (the “District”) has shifted student learning from the physical classroom to a distance learning setting; and,

**WHEREAS**, as a result of this shift in student learning, the Board recognizes that certain aspects of student learning have been disrupted and that certain Board policies and procedures may need to be suspended or modified, including grading, credits and the like; and

**WHEREAS**, the Board desires to allow eligible students in their final year in the District (including seniors) to graduate and receive a diploma at the end of the 2019-2020 school year.

**NOW, THEREFORE, BE IT RESOLVED** that, notwithstanding any policy, regulation, protocol, practice or directive to the contrary, the Board hereby finds, determines, delegates and authorizes as follows:

1. For the remainder of the 2019-2020 school year, the Board suspends all graduation and curriculum-related policies, except for those policies that the Superintendent and Board President jointly determine need to remain in effect.
2. The Superintendent shall determine which students would have been eligible or on track for graduation immediately prior to the COVID-19 temporary shutdown.
3. The Superintendent shall implement requirements (such as the continued completion of coursework) to be in effect during the remainder of the 2020 spring semester for students who are eligible or on track to graduate. It is the Board’s intent to require students in their final year to continue learning during the remainder of the 2019-2020 school year. If said students satisfy such requirements during the remainder of the 2019-2020 school year, then the Board hereby authorizes the Superintendent and Board President to issue a diploma to said students, so that said students will graduate and receive a diploma at the end of the 2019-2020 school year.
4. The Superintendent is hereby directed to identify students in their final year in the District who are neither eligible nor on track to graduate at the end of the 2019-2020 school year, and determine what requirements, if any, or supports, if any, will be in place for those students to become eligible or on track for graduation at the end of the 2019-2020 school year. At the end of the 2019-2020 school year, the Superintendent shall then determine whether any of these students have satisfied said requirements and, if so, along with the Board President, issue a diploma for such students in order for them to graduate and receive a diploma at the end of the 2019-2020 school year.
5. For all students (including those not in their final year in the District), the Superintendent shall develop a grading procedure to be implemented for the spring 2020 semester. The Superintendent is encouraged to consult with key stakeholder groups to identify the grading procedures that will be fair, reasonable in light of the circumstances and in the best interests of the District. The Superintendent’s grading procedure shall be final, and the Board will not hear any appeals over the Superintendent’s grading procedure or any grades issued under the Superintendent’s grading procedure.

6. For those students who are not in their final year in the District, the Superintendent shall develop a plan to determine how students will progress (or not) to the next grade level or advanced courses next year, and what resources or supports may be made available for those students who are not or will not be prepared to progress to the next grade level or advanced courses next year. It is the Board's intention to advance students to the next grade level next year, but, at the same time, the Board does not want students unprepared for next year's curriculum.
  
7. The Board recognizes the fluid and unprecedented circumstances currently faced by students, parents and staff members, and hereby adopts this Resolution in order to be proactive and prepared to respond to the evolving events without further delay. As a result, by delegating various responsibilities and authority to the Superintendent and Board President, all actions (or inactions) taken by the Superintendent and Board President pursuant to this Resolution shall be final, ratified in full by the Board and need not be formally approved by the Board at a later date.
  
8. The Board hereby ratifies all curriculum-related decisions implemented or enacted to date.

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 a majority of a quorum of the Board, 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 \_\_\_ day of April, 2020.

**MINDEN PUBLIC SCHOOL DISTRICT**

**BY:** \_\_\_\_\_  
 President

**ATTEST:**

\_\_\_\_\_  
 Secretary