

Board of Education Regular Meeting  
Monday, May 11, 2020 6:00 PM Mountain  
Dundy County Stratton High School  
400 9th Avenue West  
Benkelman, Nebraska 69021

**1. Opening Procedures**

**Join Zoom Meeting**

**<https://zoom.us/j/92048122402>**

Procedural Item

A. Call to order

Action Item

B. Roll Call

Action Item

C. Pledge of Allegiance

Procedural Item

**2. Open meetings law**

Action Item

1. The Board of Education reserves the right to enter into Closed/Executive Session for 1) the protection of public interest or 2) the prevention of needless injury to the reputation of an individual, and the individual has not requested a public meeting. When making a motion to enter into Closed/Executive Session, the member making such a request should be as specific as possible keeping the previously listed stipulation in consideration.
  2. If the Board is in agreement, a motion maybe to enter into Closed/Executive Session to 1) discuss a personnel matter, or 2) for the prevention of needless injury to the reputation of the individual, or 3) to discuss litigation and for the protection of the public interest.
  3. Action concerning matters discussed in Closed/Executive Session will be acted upon in open session
- 3.

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**NEBRASKA OPEN MEETINGS ACT**

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**84-1407. Act, how cited.**

Sections 84-1407 to 84-1414 shall be known and may be cited as the Open Meetings Act.

**Source:** Laws 2004, LB 821, § 34.

**84-1408. Declaration of intent; meetings open to public.**

It is hereby declared to be the policy of this state that the formation of public policy is public business and may not be conducted in secret.

Every meeting of a public body shall be open to the public in order that citizens may exercise their democratic privilege of attending and speaking at meetings of public bodies, except as otherwise provided by the Constitution of Nebraska, federal statutes, and the Open Meetings Act.

**Source:** Laws 1975, LB 325, § 1; Laws 1996, LB 900, § 1071; Laws 2004, LB 821, § 35.

**Annotations**

- Nebraska's public meetings laws do not apply to school board deliberations pertaining solely to disputed adjudicative facts. *McQuinn v. Douglas Cty. Sch. Dist. No. 66*, 259 Neb. 720, 612 N.W.2d 198 (2000).
- The primary purpose of the public meetings law is to ensure that public policy is formulated at open meetings. *Marks v. Judicial Nominating Comm.*, 236 Neb. 429, 461 N.W.2d 551 (1990).
- The public meetings law is broadly interpreted and liberally construed to obtain the objective of openness in favor of the public, and provisions permitting closed sessions must be narrowly and strictly construed. *Grein v. Board of Education of Fremont*, 216 Neb. 158, 343 N.W.2d 718 (1984).
- A county board of equalization is a public body whose meetings shall be open to the public. *Wolf v. Grubbs*, 17 Neb. App. 292, 759 N.W.2d 499 (2009).

**84-1409. Terms, defined.**

For purposes of the Open Meetings Act, unless the context otherwise requires:

(1)(a) Public body means (i) governing bodies of all political subdivisions of the State of Nebraska, (ii) governing bodies of all agencies, created by the Constitution of Nebraska, statute, or otherwise pursuant to law, of the executive department of the State of Nebraska, (iii) all independent boards, commissions, bureaus, committees, councils, subunits, or any other bodies created by the Constitution of Nebraska, statute, or otherwise pursuant to law, (iv) all study or

advisory committees of the executive department of the State of Nebraska whether having continuing existence or appointed as special committees with limited existence, (v) advisory committees of the bodies referred to in subdivisions (i), (ii), and (iii) of this subdivision, and (vi) instrumentalities exercising essentially public functions; and

(b) Public body does not include (i) subcommittees of such bodies unless a quorum of the public body attends a subcommittee meeting or unless such subcommittees are holding hearings, making policy, or taking formal action on behalf of their parent body, except that all meetings of any subcommittee established under section 81-15,175 are subject to the Open Meetings Act, and (ii) entities conducting judicial proceedings unless a court or other judicial body is exercising rulemaking authority, deliberating, or deciding upon the issuance of administrative orders;

(2) Meeting means all regular, special, or called meetings, formal or informal, of any public body for the purposes of briefing, discussion of public business, formation of tentative policy, or the taking of any action of the public body; and

(3) Videoconferencing means conducting a meeting involving participants at two or more locations through the use of audio-video equipment which allows participants at each location to hear and see each meeting participant at each other location, including public input. Interaction between meeting participants shall be possible at all meeting locations.

**Source:** Laws 1975, LB 325, § 2; Laws 1983, LB 43, § 1; Laws 1989, LB 429, § 42; Laws 1989, LB 311, § 14; Laws 1992, LB 1019, § 124; Laws 1993, LB 635, § 1; Laws 1996, LB 1044, § 978; Laws 1997, LB 798, § 37; Laws 2004, LB 821, § 36; Laws 2007, LB296, § 810; Laws 2011, LB366, § 2.

#### **Annotations**

- A township is a political subdivision, and as such, a township board is subject to the provisions of the public meetings laws. *Steenblock v. Elkhorn Township Bd.*, 245 Neb. 722, 515 N.W.2d 128 (1994).
- A county agricultural society is a public body to which the provisions of the Nebraska public meetings law are applicable. *Nixon v. Madison Co. Ag. Soc'y*, 217 Neb. 37, 348 N.W.2d 119 (1984).
- Failure by a public governing body, as defined under section 84-1409, R.R.S.1943, to take and record a roll call vote on an action, as required by section 84-1413(2), R.S.Supp.,1980, grants any citizen the right to sue for the purpose of having the action declared void. In this case such failure could not be later corrected by a nunc pro tunc order because there was no showing that a roll call vote on the disputed action was actually taken, and even if it was the record showed it was not recorded until over a year later. Sections 23-1301, R.R.S.1943, and 23-1302, R.R.S.1943, make it the duty of the county clerk to record proceedings of the board of county commissioners. *State ex rel. Schuler v. Dunbar*, 208 Neb. 69, 302 N.W.2d 674 (1981).

- As an administrative agency of the county, a county board of equalization is a public body. *Wolf v. Grubbs*, 17 Neb. App. 292, 759 N.W.2d 499 (2009).
- The electors of a township at their annual meeting are a public body under the Open Meetings Act. *State ex rel. Newman v. Columbus Township Bd.*, 15 Neb. App. 656, 735 N.W.2d 399 (2007).
- The meeting at issue in this case was a "meeting" within the parameters of subsection (2) of this section because it involved the discussion of public business, the formation of tentative policy, or the taking of any action of the public power district. *Hansmeyer v. Nebraska Pub. Power Dist.*, 6 Neb. App. 889, 578 N.W.2d 476 (1998).
- Informational sessions in which the governmental body hears reports are briefings. *Johnson v. Nebraska Environmental Control Council*, 2 Neb. App. 263, 509 N.W.2d 21 (1993).

**84-1410. Closed session; when; purpose; reasons listed; procedure; right to challenge; prohibited acts; chance meetings, conventions, or workshops.**

(1) Any public body may hold a closed session by the affirmative vote of a majority of its voting members if a closed session is clearly necessary for the protection of the public interest or for the prevention of needless injury to the reputation of an individual and if such individual has not requested a public meeting. The subject matter and the reason necessitating the closed session shall be identified in the motion to close. Closed sessions may be held for, but shall not be limited to, such reasons as:

- (a) Strategy sessions with respect to collective bargaining, real estate purchases, pending litigation, or litigation which is imminent as evidenced by communication of a claim or threat of litigation to or by the public body;
- (b) Discussion regarding deployment of security personnel or devices;
- (c) Investigative proceedings regarding allegations of criminal misconduct;
- (d) Evaluation of the job performance of a person when necessary to prevent needless injury to the reputation of a person and if such person has not requested a public meeting;
- (e) For the Community Trust created under section 81-1801.02, discussion regarding the amounts to be paid to individuals who have suffered from a tragedy of violence or natural disaster; or
- (f) For public hospitals, governing board peer review activities, professional review activities, review and discussion of medical staff investigations or disciplinary actions, and any strategy session concerning transactional negotiations with any referral source that is required by federal law to be conducted at arms length.

Nothing in this section shall permit a closed meeting for discussion of the appointment or election of a new member to any public body.

(2) The vote to hold a closed session shall be taken in open session. The entire motion, the vote of each member on the question of holding a closed session, and the time when the closed session commenced and concluded shall be recorded in the minutes. If the motion to close passes, then the presiding officer immediately prior to the closed session shall restate on the record the limitation of the subject matter of the closed session. The public body holding such a closed session shall restrict its consideration of matters during the closed portions to only those purposes set forth in the motion to close as the reason for the closed session. The meeting shall be reconvened in open session before any formal action may be taken. For purposes of this section, formal action shall mean a collective decision or a collective commitment or promise to make a decision on any question, motion, proposal, resolution, order, or ordinance or formation of a position or policy but shall not include negotiating guidance given by members of the public body to legal counsel or other negotiators in closed sessions authorized under subdivision (1)(a) of this section.

(3) Any member of any public body shall have the right to challenge the continuation of a closed session if the member determines that the session has exceeded the reason stated in the original motion to hold a closed session or if the member contends that the closed session is neither clearly necessary for (a) the protection of the public interest or (b) the prevention of needless injury to the reputation of an individual. Such challenge shall be overruled only by a majority vote of the members of the public body. Such challenge and its disposition shall be recorded in the minutes.

(4) Nothing in this section shall be construed to require that any meeting be closed to the public. No person or public body shall fail to invite a portion of its members to a meeting, and no public body shall designate itself a subcommittee of the whole body for the purpose of circumventing the Open Meetings Act. No closed session, informal meeting, chance meeting, social gathering, email, fax, or other electronic communication shall be used for the purpose of circumventing the requirements of the act.

(5) The act does not apply to chance meetings or to attendance at or travel to conventions or workshops of members of a public body at which there is no meeting of the body then intentionally convened, if there is no vote or other action taken regarding any matter over which the public body has supervision, control, jurisdiction, or advisory power.

**Source:** Laws 1975, LB 325, § 3; Laws 1983, LB 43, § 2; Laws 1985, LB 117, § 1; Laws 1992, LB 1019, § 125; Laws 1994, LB 621, § 1; Laws 1996, LB 900, § 1072; Laws 2004, LB 821, § 37; Laws 2004, LB 1179, § 1; Laws 2006, LB 898, § 1; Laws 2011, LB390, § 29; Laws 2012, LB995, § 17.

**Annotations**

- There is no absolute discovery privilege for communications that occur during a closed session. *State ex rel. Upper Republican NRD v. District Judges*, 273 Neb. 148, 728 N.W.2d 275 (2007).
- If a person present at a meeting observes a public meetings law violation in the form of an improper closed session and fails to object, that person waives his or her right to object at a later date. *Wasikowski v. Nebraska Quality Jobs Bd.*, 264 Neb. 403, 648 N.W.2d 756 (2002).
- The public interest mentioned in this section is that shared by citizens in general and by the community at large concerning pecuniary or legal rights and liabilities. *Grein v. Board of Education*, 216 Neb. 158, 343 N.W.2d 718 (1984).
- Hearing in closed executive session was contrary to this section since there was no showing of necessity or reason under subdivision (1)(a), (b), or (c), but did not result in reversal of board decision. *Simonds v. Board of Examiners*, 213 Neb. 259, 329 N.W.2d 92 (1983).
- Negotiations for the purchase of land need not be conducted at an open meeting but the deliberations of a city council as to whether an offer to purchase real estate should be made should take place in an open meeting. *Pokorny v. City of Schuyler*, 202 Neb. 334, 275 N.W.2d 281 (1979).
- Public meeting law was not violated where the Board of Regents of the University of Nebraska voted to hold a closed session to consider the university president's resignation, and also discussed the appointment of an interim president during such session. *Meyer v. Board of Regents*, 1 Neb. App. 893, 510 N.W.2d 450 (1993).

**84-1411. Meetings of public body; notice; contents; when available; right to modify; duties concerning notice; videoconferencing or telephone conferencing authorized; emergency meeting without notice; appearance before public body.**

(1) Each public body shall give reasonable advance publicized notice of the time and place of each meeting by a method designated by each public body and recorded in its minutes. Such notice shall be transmitted to all members of the public body and to the public. Such notice shall contain an agenda of subjects known at the time of the publicized notice or a statement that the agenda, which shall be kept continually current, shall be readily available for public inspection at the principal office of the public body during normal business hours. Agenda items shall be sufficiently descriptive to give the public reasonable notice of the matters to be considered at the meeting. Except for items of an emergency nature, the agenda shall not be altered later than (a) twenty-four hours before the scheduled commencement of the meeting or (b) forty-eight hours before the scheduled commencement of a meeting of a city council or village board scheduled outside the corporate limits of the municipality. The public body shall have the right to modify the agenda to include items of an emergency nature only at such public meeting.

(2) A meeting of a state agency, state board, state commission, state council, or state committee, of an advisory committee of any such state entity, of an organization created under the Interlocal

Cooperation Act, the Joint Public Agency Act, or the Municipal Cooperative Financing Act, of the governing body of a public power district having a chartered territory of more than one county in this state, of the governing body of a public power and irrigation district having a chartered territory of more than one county in this state, of a board of an educational service unit, of the Educational Service Unit Coordinating Council, of the governing body of a risk management pool or its advisory committees organized in accordance with the Intergovernmental Risk Management Act, or of a community college board of governors may be held by means of videoconferencing or, in the case of the Judicial Resources Commission in those cases specified in section 24-1204, by telephone conference, if:

- (a) Reasonable advance publicized notice is given;
- (b) Reasonable arrangements are made to accommodate the public's right to attend, hear, and speak at the meeting, including seating, recordation by audio or visual recording devices, and a reasonable opportunity for input such as public comment or questions to at least the same extent as would be provided if videoconferencing or telephone conferencing was not used;
- (c) At least one copy of all documents being considered is available to the public at each site of the videoconference or telephone conference;
- (d) At least one member of the state entity, advisory committee, board, council, or governing body is present at each site of the videoconference or telephone conference, except that a member of an organization created under the Interlocal Cooperation Act that sells electricity or natural gas at wholesale on a multistate basis, an organization created under the Municipal Cooperative Financing Act, or a governing body of a risk management pool or an advisory committee of such organization or pool may designate a nonvoting designee, who shall not be included as part of the quorum, to be present at any site; and
- (e)(i) Except as provided in subdivision (2)(e)(ii) of this section, no more than one-half of the state entity's, advisory committee's, board's, council's, or governing body's meetings in a calendar year are held by videoconference or telephone conference; or
- (ii) In the case of an organization created under the Interlocal Cooperation Act that sells electricity or natural gas at wholesale on a multistate basis or an organization created under the Municipal Cooperative Financing Act, such organization holds at least one meeting each calendar year that is not by videoconferencing or telephone conferencing.

Videoconferencing, telephone conferencing, or conferencing by other electronic communication shall not be used to circumvent any of the public government purposes established in the Open Meetings Act.

(3) A meeting of a board of an educational service unit, of the Educational Service Unit Coordinating Council, of the governing body of an entity formed under the Interlocal Cooperation Act, the Joint Public Agency Act, or the Municipal Cooperative Financing Act, of the governing body of a risk management pool or its advisory committees organized in accordance with the Intergovernmental Risk Management Act, of a community college board of governors, of the governing body of a public power district, of the governing body of a public

power and irrigation district, or of the Nebraska Brand Committee may be held by telephone conference call if:

- (a) The territory represented by the educational service unit, member educational service units, community college board of governors, public power district, public power and irrigation district, Nebraska Brand Committee, or member public agencies of the entity or pool covers more than one county;
- (b) Reasonable advance publicized notice is given which identifies each telephone conference location at which there will be present: (i) A member of the educational service unit board, council, community college board of governors, governing body of a public power district, governing body of a public power and irrigation district, Nebraska Brand Committee, or entity's or pool's governing body; or (ii) A nonvoting designee designated under subdivision (3)(f) of this section;
- (c) All telephone conference meeting sites identified in the notice are located within public buildings used by members of the educational service unit board, council, community college board of governors, governing body of the public power district, governing body of the public power and irrigation district, Nebraska Brand Committee, or entity or pool or at a place which will accommodate the anticipated audience;
- (d) Reasonable arrangements are made to accommodate the public's right to attend, hear, and speak at the meeting, including seating, recordation by audio recording devices, and a reasonable opportunity for input such as public comment or questions to at least the same extent as would be provided if a telephone conference call was not used;
- (e) At least one copy of all documents being considered is available to the public at each site of the telephone conference call;
- (f) At least one member of the educational service unit board, council, community college board of governors, governing body of the public power district, governing body of the public power and irrigation district, Nebraska Brand Committee, or governing body of the entity or pool is present at each site of the telephone conference call identified in the public notice, except that a member of an organization created under the Interlocal Cooperation Act that sells electricity or natural gas at wholesale on a multistate basis, an organization created under the Municipal Cooperative Financing Act, or a governing body of a risk management pool or an advisory committee of such organization or pool may designate a nonvoting designee, who shall not be included as part of the quorum, to be present at any site;
- (g) The telephone conference call lasts no more than five hours; and
- (h) No more than one-half of the board's, council's, governing body's, committee's, entity's, or pool's meetings in a calendar year are held by telephone conference call, except that:
- (i) The governing body of a risk management pool that meets at least quarterly and the advisory committees of the governing body may each hold more than one-half of its meetings by

telephone conference call if the governing body's quarterly meetings are not held by telephone conference call or videoconferencing; and

(ii) An organization created under the Interlocal Cooperation Act that sells electricity or natural gas at wholesale on a multistate basis or an organization created under the Municipal Cooperative Financing Act may hold more than one-half of its meetings by telephone conference call if the organization holds at least one meeting each calendar year that is not by videoconferencing or telephone conference call.

Nothing in this subsection shall prevent the participation of consultants, members of the press, and other nonmembers of the governing body at sites not identified in the public notice. Telephone conference calls, emails, faxes, or other electronic communication shall not be used to circumvent any of the public government purposes established in the Open Meetings Act.

(4) The secretary or other designee of each public body shall maintain a list of the news media requesting notification of meetings and shall make reasonable efforts to provide advance notification to them of the time and place of each meeting and the subjects to be discussed at that meeting.

(5) When it is necessary to hold an emergency meeting without reasonable advance public notice, the nature of the emergency shall be stated in the minutes and any formal action taken in such meeting shall pertain only to the emergency. Such emergency meetings may be held by means of electronic or telecommunication equipment. The provisions of subsection (4) of this section shall be complied with in conducting emergency meetings. Complete minutes of such emergency meetings specifying the nature of the emergency and any formal action taken at the meeting shall be made available to the public by no later than the end of the next regular business day.

(6) A public body may allow a member of the public or any other witness other than a member of the public body to appear before the public body by means of video or telecommunications equipment.

**Source:**Laws 1975, LB 325, § 4; Laws 1983, LB 43, § 3; Laws 1987, LB 663, § 25; Laws 1993, LB 635, § 2; Laws 1996, LB 469, § 6; Laws 1996, LB 1161, § 1; Laws 1999, LB 47, § 2; Laws 1999, LB 87, § 100; Laws 1999, LB 461, § 1; Laws 2000, LB 968, § 85; Laws 2004, LB 821, § 38; Laws 2004, LB 1179, § 2; Laws 2006, LB 898, § 2; Laws 2007, LB199, § 9; Laws 2009, LB361, § 2; Laws 2012, LB735, § 1; Laws 2013, LB510, § 1; Laws 2017, LB318, § 1; Laws 2019, LB212, § 5.

**Effective Date: September 1, 2019**

#### **Cross References**

- **Intergovernmental Risk Management Act**, see section 44-4301.
- **Interlocal Cooperation Act**, see section 13-801.
- **Joint Public Agency Act**, see section 13-2501.
- **Municipal Cooperative Financing Act**, see section 18-2401.

#### **Annotations**

- Under subsection (1) of this section, the Legislature has imposed only two conditions on the public body's notification method of a public meeting: (1) It must give reasonable advance publicized notice of the time and place of each meeting and (2) it must be recorded in the public body's minutes. *City of Elkhorn v. City of Omaha*, 272 Neb. 867, 725 N.W.2d 792 (2007).
- An emergency is "(a)ny event or occasional combination of circumstances which calls for immediate action or remedy; pressing necessity; exigency; a sudden or unexpected happening; an unforeseen occurrence or condition." *Steenblock v. Elkhorn Township Bd.*, 245 Neb. 722, 515 N.W.2d 128 (1994).
- An agenda which gives reasonable notice of the matters to be considered at a meeting of a city council complies with the requirements of this section. *Pokorny v. City of Schuyler*, 202 Neb. 334, 275 N.W.2d 281 (1979).
- When notice is required, a notice of a special meeting of a city council posted in three public places at 10:00 p.m. on the day preceding the meeting is not reasonable advance publicized notice of a meeting as is required by this section. *Pokorny v. City of Schuyler*, 202 Neb. 334, 275 N.W.2d 281 (1979).
- Teacher waived right to object to lack of public notice in board of education employment hearing by voluntary participation in the hearing without objection. *Alexander v. School Dist. No. 17*, 197 Neb. 251, 248 N.W.2d 335 (1976).
- A county board of commissioners and a county board of equalization are not required to give separate notices when the notice states only the time and place that the boards meet and directs a citizen to where the agendas for each board can be found. *Wolf v. Grubbs*, 17 Neb. App. 292, 759 N.W.2d 499 (2009).
- A county board of equalization is a public body which is required to give advanced publicized notice of its meetings. *Wolf v. Grubbs*, 17 Neb. App. 292, 759 N.W.2d 499 (2009).
- Notice of recessed and reconvened meetings must be given in the same fashion as the original meeting. *Wolf v. Grubbs*, 17 Neb. App. 292, 759 N.W.2d 499 (2009).
- True notice of a meeting is not given by burying such in the minutes of a prior board proceeding. *Wolf v. Grubbs*, 17 Neb. App. 292, 759 N.W.2d 499 (2009).
- An agenda notice which merely stated "work order reports" was an inadequate notice under this section because it did not give interested persons knowledge that plans for a 345 kv transmission line through the district was going to be discussed and voted upon at the meeting. Inadequate agenda notice under this section meant there was a substantial violation of the public meeting laws; however, later actions by the board of directors cured the defects in notice, and such actions were in substantial compliance with the statute. *Hansmeyer v. Nebraska Pub. Power Dist.*, 6 Neb. App. 889, 578 N.W.2d 476 (1998).

**84-1412. Meetings of public body; rights of public; public body; powers and duties.**

(1) Subject to the Open Meetings Act, the public has the right to attend and the right to speak at meetings of public bodies, and all or any part of a meeting of a public body, except for closed sessions called pursuant to section 84-1410, may be videotaped, televised, photographed, broadcast, or recorded by any person in attendance by means of a tape recorder, camera, video equipment, or any other means of pictorial or sonic reproduction or in writing.

(2) It shall not be a violation of subsection (1) of this section for any public body to make and enforce reasonable rules and regulations regarding the conduct of persons attending, speaking at, videotaping, televising, photographing, broadcasting, or recording its meetings. A body may not be required to allow citizens to speak at each meeting, but it may not forbid public participation at all meetings.

(3) No public body shall require members of the public to identify themselves as a condition for admission to the meeting nor shall such body require that the name of any member of the public be placed on the agenda prior to such meeting in order to speak about items on the agenda. The body may require any member of the public desiring to address the body to identify himself or herself.

(4) No public body shall, for the purpose of circumventing the Open Meetings Act, hold a meeting in a place known by the body to be too small to accommodate the anticipated audience.

(5) No public body shall be deemed in violation of this section if it holds its meeting in its traditional meeting place which is located in this state.

(6) No public body shall be deemed in violation of this section if it holds a meeting outside of this state if, but only if:

(a) A member entity of the public body is located outside of this state and the meeting is in that member's jurisdiction;

(b) All out-of-state locations identified in the notice are located within public buildings used by members of the entity or at a place which will accommodate the anticipated audience;

(c) Reasonable arrangements are made to accommodate the public's right to attend, hear, and speak at the meeting, including making a telephone conference call available at an in-state location to members, the public, or the press, if requested twenty-four hours in advance;

(d) No more than twenty-five percent of the public body's meetings in a calendar year are held out-of-state;

(e) Out-of-state meetings are not used to circumvent any of the public government purposes established in the Open Meetings Act;

(f) Reasonable arrangements are made to provide viewing at other instate locations for a videoconference meeting if requested fourteen days in advance and if economically and reasonably available in the area; and

(g) The public body publishes notice of the out-of-state meeting at least twenty-one days before the date of the meeting in a legal newspaper of statewide circulation.

(7) The public body shall, upon request, make a reasonable effort to accommodate the public's right to hear the discussion and testimony presented at the meeting.

(8) Public bodies shall make available at the meeting or the instate location for a telephone conference call or videoconference, for examination and copying by members of the public, at least one copy of all reproducible written material to be discussed at an open meeting. Public bodies shall make available at least one current copy of the Open Meetings Act posted in the meeting room at a location accessible to members of the public. At the beginning of the meeting, the public shall be informed about the location of the posted information.

**Source:** Laws 1975, LB 325, § 5; Laws 1983, LB 43, § 4; Laws 1985, LB 117, § 2; Laws 1987, LB 324, § 5; Laws 1996, LB 900, § 1073; Laws 2001, LB 250, § 2; Laws 2004, LB 821, § 39; Laws 2006, LB 898, § 3; Laws 2008, LB962, § 1.

**Annotations**

- To preserve an objection that a public body failed to make documents available at a public meeting as required by subsection (8) of this section, a person who attends a public meeting must not only object to the violation, but must make that objection to the public body or to a member of the public body. *Stoetzel & Sons v. City of Hastings*, 265 Neb. 637, 658 N.W.2d 636 (2003).

**84-1413. Meetings; minutes; roll call vote; secret ballot; when.**

(1) Each public body shall keep minutes of all meetings showing the time, place, members present and absent, and the substance of all matters discussed.

(2) Any action taken on any question or motion duly moved and seconded shall be by roll call vote of the public body in open session, and the record shall state how each member voted or if the member was absent or not voting. The requirements of a roll call or viva voce vote shall be satisfied by a public body which utilizes an electronic voting device which allows the yeas and nays of each member of such public body to be readily seen by the public.

(3) The vote to elect leadership within a public body may be taken by secret ballot, but the total number of votes for each candidate shall be recorded in the minutes.

(4) The minutes of all meetings and evidence and documentation received or disclosed in open session shall be public records and open to public inspection during normal business hours.

(5) Minutes shall be written, except as provided in subsection (6) of this section, and available for inspection within ten working days or prior to the next convened meeting, whichever occurs earlier, except that cities of the second class and villages may have an additional ten working days if the employee responsible for writing the minutes is absent due to a serious illness or emergency.

(6) Minutes of the meetings of the board of a school district or educational service unit may be kept as an electronic record.

**Source:** Laws 1975, LB 325, § 6; Laws 1978, LB 609, § 3; Laws 1979, LB 86, § 9; Laws 1987, LB 663, § 26; Laws 2005, LB 501, § 1; Laws 2009, LB361, § 3; Laws 2015, LB365, § 2; Laws 2016, LB876, § 1.

**Annotations**

- If a person present at a meeting observes and fails to object to an alleged public meetings laws violation in the form of a failure to conduct rollcall votes before taking actions on questions or motions pending, that person waives his or her right to object at a later date. *Hauser v. Nebraska Police Stds. Adv. Council*, 264 Neb. 944, 653 N.W.2d 240 (2002).
- Subsection (2) of this section does not require the record to state that the vote was by roll call, but requires only that the record show if and how each member voted. Neither does the statute set a time limit for recording the results of a vote, after which no corrections of the record can be made. If no intervening rights of third persons have arisen, a board of county commissioners has power to correct the record of the proceedings had at a previous meeting so as to make them speak the truth, particularly where the correction supplies some omitted fact or action and is done not to contradict or change the original record but to have the record show that a certain action was taken or thing done, which the original record fails to show. *State ex rel. Schuler v. Dunbar*, 214 Neb. 85, 333 N.W.2d 652 (1983).
- Failure by a public governing body, as defined under section 84-1409, R.R.S.1943, to take and record a roll call vote on an action, as required by section 84-1413(2), R.S.Supp.,1980, grants any citizen the right to sue for the purpose of having the action declared void. In this case such failure could not be later corrected by a nunc pro tunc order because there was no showing that a roll call vote on the disputed action was actually taken, and even if it was the record showed it was not recorded until over a year later. Sections 23-1301, R.R.S.1943, and 23-1302, R.R.S.1943, make it the duty of the county clerk to record proceedings of the board of county commissioners. *State ex rel. Schuler v. Dunbar*, 208 Neb. 69, 302 N.W.2d 674 (1981).
- There is no requirement that a public body make a record of where notice was published or posted. *Wolf v. Grubbs*, 17 Neb. App. 292, 759 N.W.2d 499 (2009).

**84-1414. Unlawful action by public body; declared void or voidable by district court; when; duty to enforce open meeting laws; citizen's suit; procedure; violations; penalties.**

(1) Any motion, resolution, rule, regulation, ordinance, or formal action of a public body made or taken in violation of the Open Meetings Act shall be declared void by the district court if the suit is commenced within one hundred twenty days of the meeting of the public body at which the alleged violation occurred. Any motion, resolution, rule, regulation, ordinance, or formal action of a public body made or taken in substantial violation of the Open Meetings Act shall be voidable by the district court if the suit is commenced more than one hundred twenty days after but within one year of the meeting of the public body in which the alleged violation occurred. A suit to void any final action shall be commenced within one year of the action.

(2) The Attorney General and the county attorney of the county in which the public body ordinarily meets shall enforce the Open Meetings Act.

(3) Any citizen of this state may commence a suit in the district court of the county in which the public body ordinarily meets or in which the plaintiff resides for the purpose of requiring compliance with or preventing violations of the Open Meetings Act, for the purpose of declaring an action of a public body void, or for the purpose of determining the applicability of the act to discussions or decisions of the public body. It shall not be a defense that the citizen attended the meeting and failed to object at such time. The court may order payment of reasonable attorney's fees and court costs to a successful plaintiff in a suit brought under this section.

(4) Any member of a public body who knowingly violates or conspires to violate or who attends or remains at a meeting knowing that the public body is in violation of any provision of the Open Meetings Act shall be guilty of a Class IV misdemeanor for a first offense and a Class III misdemeanor for a second or subsequent offense.

**Source:** Laws 1975, LB 325, § 9; Laws 1977, LB 39, § 318; Laws 1983, LB 43, § 5; Laws 1992, LB 1019, § 126; Laws 1994, LB 621, § 2; Laws 1996, LB 900, § 1074; Laws 2004, LB 821, § 40; Laws 2006, LB 898, § 4.

**Annotations**

- The Legislature has granted standing to a broad scope of its citizens for the very limited purpose of challenging meetings allegedly in violation of the Open Meetings Act, so that they may help police the public policy embodied by the act. *Schauer v. Grooms*, 280 Neb. 426, 786 N.W.2d 909 (2010).
- Any citizen of the state may commence an action to declare a public body's action void. *City of Elkhorn v. City of Omaha*, 272 Neb. 867, 725 N.W.2d 792 (2007).
- The reading of ordinances constitutes a formal action under subsection (1) of this section. *City of Elkhorn v. City of Omaha*, 272 Neb. 867, 725 N.W.2d 792 (2007).

- If a person present at a meeting observes a public meetings law violation in the form of an improper closed session and fails to object, that person waives his or her right to object at a later date. *Wasikowski v. Nebraska Quality Jobs Bd.*, 264 Neb. 403, 648 N.W.2d 756 (2002).
- Under the Public Meetings Act, a county lacks capacity to maintain an action to declare its official conduct "void" for noncompliance with the act. *County of York v. Johnson*, 230 Neb. 403, 432 N.W.2d 215 (1988).
- When a petitioner under this section is successful in the district court, that court may allow attorney fees. *Tracy Corp. II v. Nebraska Pub. Serv. Comm.*, 218 Neb. 900, 360 N.W.2d 485 (1984).
- Informal discussions between the Tax Commissioner and the State Board of Equalization in which instructions were clarified, with such clarification leading to the amendment of hearing notices, did not constitute a public meeting subject to the provisions of this section. *Box Butte County v. State Board of Equalization and Assessment*, 206 Neb. 696, 295 N.W.2d 670 (1980).
- The right to collaterally attack an order made in contravention of the Public Meeting Act must occur within a period of one year as is specifically provided by this section. *Witt v. School District No. 70*, 202 Neb. 63, 273 N.W.2d 669 (1979).
- Statutory change, requiring "publicized notice" for board of education employment hearings, occurring between dates meeting scheduled and conducted, held not to void proceedings. *Alexander v. School Dist. No. 17*, 197 Neb. 251, 248 N.W.2d 335 (1976).
- Voiding an entire meeting is a proper remedy for violations of the Open Meetings Act. Once a meeting has been declared void pursuant to Nebraska's public meetings law, board members are prohibited from considering any information obtained at the illegal meeting. *Wolf v. Grubbs*, 17 Neb. App. 292, 759 N.W.2d 499 (2009).
- Actions by the board of directors were merely voidable under this section, and not void. Pursuant to subsection (3) of this section, the plaintiffs were awarded partial attorney fees because they were successful in having the court declare that the board of directors was in substantial violation of the statute, even though the plaintiffs did not get the relief requested of having the board's actions declared void. *Hansmeyer v. Nebraska Pub. Power Dist.*, 6 Neb. App. 889, 578 N.W.2d 476 (1998).

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Source: [http://nebraskalegislature.gov/laws/display\\_html.php?begin\\_section=84-1407&end\\_section=84-1414](http://nebraskalegislature.gov/laws/display_html.php?begin_section=84-1407&end_section=84-1414)

Date: July 2019

#### 4. Awards and Recognitions

Action Item

#### 5. Consent Agenda

Consent Agenda

6. Motion to approve the consent agenda as presented. Passed with a motion by Shad Stamm and a second by Kent Lorens.

7. Brad Baney: 8. Yea

9. Craig Kerchal: 10. Yea

11. Nick Ladenburger: 12. Yea

13. Kent Lorens: 14. Yea

15. Toby Marlin: 16. Yea

17. Sandy Noffsinger: 18. Yea

19. Shad Stamm: 20. Yea

21.

#### A. Verification of publication and notice

Consent Item

To verify that notice of the meeting was given by publication in the Benkelman Post, a legal newspaper for Dundy County Stratton and by written notice to each member of the board, the designated method of giving notice

#### B. Approval of the minutes

Consent Item

Board of Education Regular Meeting  
Dundy County Stratton Public School  
Benkelman NE 69021

The Dundy County Stratton Board of Education met on Monday, April 13, 2020 at Dundy County Stratton High School.

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

Attendance Taken at 6:00 PM. Brad Baney: Present, Jason Frederick: Present via Zoom, Steve Guernsey: Present via Zoom, Craig Kerchal: Present, Nick Ladenburger: Present via Zoom, Kent Lorens: Present via Zoom, Toby Marlin: Present via Zoom, Sandy Noffsinger: Present via Zoom, Shad Stamm: Present via Zoom. Present: 9.

Others present:

Jim Kent, Superintendent  
Adam Fette, Secondary Principal  
Mike Rotherham, Elementary Principal (via Zoom)  
Stacey Waters, Business Manager

**Pledge of Allegiance.** The Pledge of Allegiance was recited.

President Baney stated that the board follows the Open Meetings Act Guidelines which are located in the meeting room and attached to the meeting agenda. The Board of Education may enter closed session during the meeting when it determines that doing so is appropriate and is authorized by the provisions of the Open Meeting Act.

**Awards and Recognitions**

Principal Rotherham recognized teachers and parents for doing an outstanding job.

Principal Fette thanked BWTelcom for being great in getting kids internet service. He also commented that kids, parents, and teachers are doing awesome despite not ideal conditions.

Superintendent Kent thanked the kitchen staff in both buildings.

**Consent Agenda**

Motion to approve the consent agenda as presented passed with a motion by Ladenburger and a second by Noffsinger. Baney: Yea, Frederick: Yea, Guernsey: Yea, Kerchal: Yea, Ladenburger: Yea, Lorens: Yea, Marlin: Yea, Noffsinger: Yea, Stamm: Yea. Yea: 9, Nay: 0. The consent agenda includes the verification of notice of the meeting by publication in the Benkelman Post & News Chronicle, a legal newspaper for Dundy County and to each member of the board, the approval of the minutes from the March 9, March 10 and March 24 meetings, the approval of the bills as presented in the amount of \$473,672.31 from the general fund; \$7,508.69 from the activity fund; and \$14,467.66 from the nutrition fund; to approve a 0.78 FTE math teaching contract for Jennifer Loker for the 2020-2021 school year; and to approve a 0.56 FTE foreign language teaching contract for Nic Leiting for the 2020-2021 school year pending approval for a teaching certificate.

**Financial Report**

Superintendent Kent reported that income exceeded expenses which allowed a transfer back to the MMSA account. He also reported expenses were down slightly and that the nutrition budget may need to be amended for increased serving days.

Motion to approve the financial report as presented passed with a motion by Frederick and a second by Lorens. Baney: Yea, Frederick: Yea, Guernsey: Yea, Kerchal: Yea, Ladenburger: Yea, Lorens: Yea, Marlin: Yea, Noffsinger: Yea, Stamm: Yea. Yea: 9, Nay: 0.

### **NASB information**

Noffsinger reported she has attended many meetings. She verified the district had a continuity of education plan. She applauded schools for being on the forefront for keeping things running. Superintendent Kent reported that the governor said today schools would probably be the last entity to reopen since they are densely populated.

### **Legislation**

The board discussed Senator Groene's letter and that everything is currently on hold.

### **Activity Assignments**

Recommendations from the activities committee and administration were presented in written form and discussed.

### **Benkelman Elementary Gym roof replacement**

Motion authorize Weathercraft Companies to install a new roof on the gym section at Benkelman Elementary at a cost of \$36,020 and the pay for the project from the Special Building Fund passed with a motion by Kerchal and a second by Noffsinger. Baney: Yea, Frederick: Yea, Guernsey: Yea, Kerchal: Yea, Ladenburger: Yea, Lorens: Yea, Marlin: Yea, Noffsinger: Yea, Stamm: Yea. Yea: 9, Nay: 0.

### **Stratton Elementary gutter replacement**

Weathercraft initially bid 9" gutters but changed their mind to 6" gutters. Superintendent Kent will get bids for 6" gutters and present at the next meeting.

### **Policy 3034 Disbursements**

Motion to approve revised policy #3034 on second reading and to approve the president and treasurer as those having stamps passed with a motion by Noffsinger and a second by Frederick. Baney: Yea, Frederick: Yea, Guernsey: Yea, Kerchal: Yea, Ladenburger: Yea, Lorens: Yea, Marlin: Yea, Noffsinger: Yea, Stamm: Yea. Yea: 9, Nay: 0.

### **Annual review of the Wellness Policy #5052**

Motion to acknowledge the annual review of the wellness policy passed with a motion by Stamm and a second by Guernsey. Baney: Yea, Frederick: Yea, Guernsey: Yea, Kerchal: Yea, Ladenburger: Yea, Lorens: Yea, Marlin: Yea, Noffsinger: Yea, Stamm: Yea. Yea: 9, Nay: 0.

### **Discuss consider and take all necessary action regarding the Coronavirus outbreak and the effects of the virus and the declarations by government officials on the school system.**

Superintendent Kent noted this is a wide-open topic. Principal Rotherham commented getting kids ready for the next grade is his biggest concern. Frederick mentioned he would like a letter sent out to teachers and staff recognizing their efforts. He will write the letter.

Motion to cancel prom for 19-20 school year passed with a motion by Stamm and a second by Ladenburger. Baney: Yea, Frederick: Yea, Guernsey: Yea, Kerchal: Yea, Ladenburger: Yea, Lorens: Yea, Marlin: Yea, Noffsinger: Yea, Stamm: Yea. Yea: 9, Nay: 0.

Motion to postpone graduation and review possible dates at the June board meeting passed with a motion by Stamm and a second by Guernsey. Baney: Yea, Frederick: Yea, Guernsey: Yea, Kerchal:

Yea, Ladenburger: Yea, Lorens: Yea, Marlin: Yea, Noffsinger: Yea, Stamm: Yea. Yea: 9, Nay: 0.

Motion to end instruction for students on May 8 and use the remainder of the teacher contract days for individual instruction passed with a motion by Frederick and a second by Lorens. Baney: Yea, Frederick: Yea, Guernsey: Yea, Kerchal: Yea, Ladenburger: Yea, Lorens: Yea, Marlin: Yea, Noffsinger: Yea, Stamm: Yea. Yea: 9, Nay: 0.

Motion to acknowledge that all temporary waivers of NDE regulations shall also apply to respective district policies for the 2019-2020 school year passed with a motion by Frederick and a second by Stamm. Baney: Yea, Frederick: Yea, Guernsey: Yea, Kerchal: Yea, Ladenburger: Yea, Lorens: Yea, Marlin: Yea, Noffsinger: Yea, Stamm: Yea. Yea: 9, Nay: 0.

Motion to direct teachers and administration to develop a fourth quarter plan for grading and credits passed with a motion by Stamm and a second by Frederick. Baney: Yea, Frederick: Yea, Guernsey: Yea, Kerchal: Yea, Ladenburger: Yea, Lorens: Yea, Marlin: Yea, Noffsinger: Yea, Stamm: Yea. Yea: 9, Nay: 0.

### **Reports**

The following reports were presented in written form: elementary principal report, secondary principal report, transportation report, superintendent report, and board information report. Principal Fette mentioned ACT testing was brought up and the possibly of deferring it for juniors to take it for free. The state is working out the details. Superintendent Kent pointed out that last year's physicals will be good for two school years except for incoming 7<sup>th</sup> graders and freshmen who will be required to get one annually due to various state laws and insurance requirements.

### **Adjourn**

Motion to adjourn at 7:27 PM passed with a motion by Lorens and a second by Noffsinger. Baney: Yea, Frederick: Yea, Guernsey: Yea, Kerchal: Yea, Ladenburger: Yea, Lorens: Yea, Marlin: Yea, Noffsinger: Yea, Stamm: Yea. Yea: 9, Nay: 0.



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Toby Marlin, Secretary

C. Payment of the bills.

Consent Item

Vendor Name	Invoice Description	Amount
Checking Account ID    ACTIVITY    Fund Number    05    ACTIVITY FUND		
Freeland, Sherri	Refund State BB Ticket	41.00
Music Theatre International	Rental Fee	568.92
Nebraska FFA State Association	Jacket	61.00
North Lincoln Comfort Suites (NE403)	Student Rooms-State GBB	1,710.00
Pepsi Co	Purchases for resale	171.05
Susies Creative Stitches	FCCLA T-Shirts	132.00
US Bank	Track Supplies, State Tees, Supplies	561.07
Fund Number    05		<hr/> 3,245.04
Checking Account ID    ACTIVITY		<hr/> 3,245.04

Vendor Name	Invoice Description	Amount
Checking Account ID NUTRITION Fund Number 06	NUTRITION FUND	
Bimbo Bakeries USA	Food	272.09
Cash Wa Distributing	Food, Supplies	12,323.54
Mullen Public Schools	Stove	100.00
Stratton Country Market	Food	17.88
US Bank	Membership	54.00
US Foods-Grand Island	Food, Supplies	508.51
Fund Number 06		<hr/> 13,276.02
Checking Account ID NUTRITION		<hr/> 13,276.02

## *General Fund Authorization May 2020*

Accelerated Receivables Solutions	Payroll	445.93
AFLAC	Payroll	2,267.18
Colonial Life	Payroll	341.94
Dundy County School Cafe Plan	Payroll	897.33
Dundy County Stratton Schools	Payroll	30.00
EFTPS	Payroll	65,494.13
Healthplan Services, Inc	Payroll	588.90
LegalShield	Payroll	117.55
MG Trust Company	Payroll	5,620.00
Nebraska Dept of Revenue	Payroll	9,274.25
Nebraska School Retirement System	Payroll	56,742.76
Principal Life Insurance Co	Payroll	1,082.09
Blue Cross-Blue Shield	Payroll	57,895.48
Net Payroll	Payroll	209,453.55
Pinnacle Bank	Stamp	50.59
Black Hills Energy	Gas	3,143.15
BWTELCOM	Phone	575.28
City Of Benkelman	Utilities	5,322.66
CMS Communications, Inc	Computer Supplies	887.15
D & L Pest Control LLC	Monthly Treatment	132.00
Dundy County Hospital	Bus Physical, PT	234.04
Eakes Office Products	Custodial Supplies	281.60
Esu #15	Contracted Sped Services	18,650.10
Frenchman Valley Coop	Fuel, Tire Repair	694.12
Frenchman Valley McCook	Propane-SE	1,515.00
Great Plains Communications	Phone, Internet	233.61
Helena Agri-Enterprises, LLC	Repairs	9.53
HireRight LLC	DOT Random Testing	30.40
Hometown Leasing	Copier Lease	972.05
Imperial NAPA	Supplies	773.87
Jaymar Business Forms, Inc.	Checks	138.70
KSB School Law	Legal Services	517.50
League Builders Supply Inc	Supplies	18.99
MCI	Phone	47.90
Messersmith Water Treatment	Rent, Salt	26.38
Mid-American Research Chemical	Custodial Supplies	1,419.61
NCSA	NASBO Conference	150.00
Nebraska Assn of School Boards	Search Fee Travel Expenses	1,038.99
Owens Implement & Supply	Supplies	1,991.29
PAPER101	Colored Paper	692.38
Protex Central Incorporated	Panel Repairs-BE	884.45
Rocky Mountain Low Voltage	Monthly Monitoring	25.00
Schorzman Refrigeration	Repairs	415.00
Scoop Media LLC	Advertising	346.90
SHI International Corportion	Computers	7,747.00
SWPPD	Bus Radio	41.00
Time Clock Plus, LLC	Time Clock Subscription	33.00

Unifirst Corporation	Custodial Supplies	216.46
US Bank	Hard Drives, Computer Repairs, I	3,715.09
Van Diest Supply Company	Supplies	1,207.03
Verizon Wireless	Cell Phones	104.23
Viaero	Cell Phones	86.34
Village of Stratton	Utilities	761.12
Waters, Stacey	Expense Reimbursement	41.40
Total		<u>\$ 465,422.00</u>

#### D. Approval of Principal resignation

Consent Item

Adam Fette has resigned as principal.

#### E. Approval of Guidance Counselor resignation

Consent Item

Lisa Fette has resigned her position as Guidance Counselor

### 22. **Business Meeting**

Action Item

#### A. Financial Report

Action Item

Presentation of the financial status of the district, balances in various funds, recent/impending activity therein, anticipated expenses and planning for future considerations.

We are 69.2% receipted and 55% expended, which is about average for May. We are 75% of the way through the years expenses and 67% of the way through the year for income. Income reporting lags by a month.

The areas of the budget that we pad for transfers to depreciation are in good shape. Regular instruction (computers), building maintenance and operations, vehicle operation and maintenance all have balances remaining for transfer. Those funds, when transferred, are saved for future building/facility repair needs, transportation replacements and computer replacements.

Receipts for the month were \$1,498,579

Receipts for the year are \$4,133,478

Expenses for the month were \$449,144

Expenditures for the year are \$4,465,107

B. Motion to approve the financial report as presented. Passed with a motion by Sandy Noffsinger and a second by Toby Marlin.

- |                      |        |
|----------------------|--------|
| C. Brad Baney:       | D. Yea |
| E. Craig Kerchal:    | F. Yea |
| G. Nick Ladenburger: | H. Yea |
| I. Kent Lorens:      | J. Yea |
| K. Toby Marlin:      | L. Yea |
| M. Sandy Noffsinger: | N. Yea |
| O. Shad Stamm:       | P. Yea |
| Q.                   |        |

Financial Report May				
	Income		Expense	
	MTD	YTD	MTD	YTD
2020	\$1,498,578	\$4,133,477	\$449,144	\$4,465,107
2019	\$1,685,973	\$3,872,841	\$470,898	\$4,338,434
2018	\$1,753,169	\$4,544,166	\$473,405	\$4,226,952
2017	\$977,165	\$3,663,091	\$460,397	\$4,203,152
2016	\$155,117	\$3,129,890	\$463,279	\$4,197,508
2015	\$135,303	\$3,137,292	\$480,332	\$4,155,736
Average	\$1,034,218	\$3,746,793	\$466,243	\$4,264,482

Fund Balances							
	Unemp	GF	Depreciation	QCPUF	Sp Bld	Dep/SpBd/Q	Total
2020	\$13,230	\$1,822,553	\$537,689	\$148,073	\$594,847	\$1,280,609	\$3,116,392
2019	\$13,228	\$1,614,448	\$353,481	\$86,340	\$435,941	\$875,762	\$2,503,438
2018	\$13,190	\$1,604,018	\$163,067	\$56,727	\$290,108	\$509,902	\$2,127,110
2017	\$14,230	\$1,266,630	\$142,497	\$55,537	\$265,774	\$463,808	\$1,744,668
2016	\$13,906	\$377,092	\$144,648	\$53,420	\$256,147	\$454,215	\$845,213
2015	\$13,900	\$508,093	\$225,083	\$66,447	\$444,751	\$736,281	\$1,258,274
Average	\$13,614	\$1,198,806	\$261,078	\$77,757	\$381,261	\$720,096	\$1,932,516

Account Groups; Processing Month 04/2020; Account Group ID GFREVENUE

**Account Group: GFREVENUE Monthly Board Report Accounts**

**Fund: 01 GENERAL FUND**

<u>Account Number</u>	<u>Description</u>	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
01 1100	Taxes Levied/Assessed by the School Dist	5,096,610.00	1,435,696.09	2,862,810.10	56.17	2,233,799.90
01 1115	Carline Taxes	0.00	0.00	0.00	0.00	0.00
01 1120	Public Power Dist Sales Tax	0.00	3,232.89	3,232.89	0.00	(3,232.89)
01 1125	Motor Vehicle Tax	260,000.00	15,433.63	169,214.42	65.08	90,785.58
01 1140	Penalties & Interest on Taxes	0.00	428.71	14,873.24	0.00	(14,873.24)
01 1311	Tuition From Individuals-Reg Ed	0.00	0.00	35.00	0.00	(35.00)
01 1315	Tuition-Education Entities-Distance Ed	2,000.00	0.00	2,200.00	110.00	(200.00)
01 1370	Preschool Tuition & Fees	5,959.00	266.00	7,141.75	119.85	(1,182.75)
01 1510	Interest on Investments	18,750.00	748.06	12,894.09	68.77	5,855.91
01 1910	Rental Of Sch Equip/Facility	0.00	0.00	0.00	0.00	0.00
01 1911	Local License Fees	2,500.00	0.00	2,015.00	80.60	485.00
01 1920	Contributions-Donations	0.00	0.00	0.00	0.00	0.00
01 1990	Other Local Receipts	5,865.00	20.00	23,556.25	401.64	(17,691.25)
Subtotal: LOCAL RECIEPTS		5,391,684.00	1,455,825.38	3,097,972.74	57.46	2,293,711.26
01 2110	County Fines And License	20,000.00	0.00	12,161.30	60.81	7,838.70
01 2130	Other County Receipts	0.00	0.00	0.00	0.00	0.00
01 2210	Educational Service Unit Receipts	0.00	700.00	1,200.00	0.00	(1,200.00)
Subtotal: COUNTY AND ESU RECEIPTS		20,000.00	700.00	13,361.30	66.81	6,638.70
01 3110	State Aid	31,651.00	3,165.00	25,320.00	80.00	6,331.00
01 3120	Special Education-School Age	235,284.00	22,861.00	116,503.00	49.52	118,781.00
01 3125	Special Ed. Transportation-Sch Age	13,082.00	0.00	14,476.00	110.66	(1,394.00)
01 3130	Homestead Exemption	0.00	2,180.93	6,542.79	0.00	(6,542.79)
01 3131	Property Tax Credit	0.00	0.00	570,031.18	0.00	(570,031.18)
01 3132	Personal Property Tax Credit	0.00	0.00	7,976.00	0.00	(7,976.00)
01 3134	Railroad & Public Property Tax Credit	0.00	0.00	14,925.98	0.00	(14,925.98)
01 3180	Pro-Rate Motor Vehicle	16,875.00	5,837.94	15,058.59	89.24	1,816.41
01 3400	State Apportionment	53,458.00	0.00	48,611.72	90.93	4,846.28
01 3512	Distance Education Incentive Pymts	0.00	0.00	0.00	0.00	0.00
01 3535	Payments For High Ability Learners	4,604.00	0.00	2,992.00	64.99	1,612.00
01 3990	Other State Receipts	0.00	0.00	0.00	0.00	0.00
Subtotal: STATE RECEIPTS		354,954.00	34,044.87	822,437.26	231.70	(467,483.26)
01 4105	Universal Service Fund-E-Rate	0.00	0.00	0.00	0.00	0.00
01 4310	REAP: SRSA Grants	0.00	0.00	0.00	0.00	0.00
01 4505	Title I, Part A ESSA Improving Basic Pro	109,812.00	0.00	64,397.00	58.64	45,415.00
01 4506	Title I, Part A Accountability ESSA Impr	0.00	0.00	9,170.00	0.00	(9,170.00)
01 4509	Title II Part A ESSA Supporting Eff Inst	0.00	0.00	13,381.00	0.00	(13,381.00)
01 4512	IDEA Part B (611) Base Allocation	39,007.00	0.00	39,007.00	100.00	0.00
01 4516	IDEA PreK(619) Base Allocation	526.00	0.00	529.00	100.57	(3.00)
01 4519	IDEA Enrollment/Poverty	44,584.00	0.00	46,267.00	103.77	(1,683.00)
01 4525	Federal Vocational Ed & Tech (Perki	2,692.00	0.00	0.00	0.00	2,692.00
01 4708	Medicaid In Public Schools	8,017.00	641.16	9,588.36	119.60	(1,571.36)
01 4709	Medicaid Administrative Activities	0.00	0.00	0.00	0.00	0.00
01 4969	TITLE IV-A: Student Support & Academic G	0.00	0.00	10,000.00	0.00	(10,000.00)
Subtotal: FEDERAL RECEIPTS		204,638.00	641.16	192,339.36	93.99	12,298.64
01 5301	Insurance Adjustments	0.00	7,367.30	7,367.30	0.00	(7,367.30)
01 5400	Loan Proceeds	0.00	0.00	0.00	0.00	0.00
01 5500	Capital Lease Proceeds	0.00	0.00	0.00	0.00	0.00
01 5600	Other L-T Debt Proceeds	0.00	0.00	0.00	0.00	0.00
Subtotal: NON-REVENUE RECEIPTS		0.00	7,367.30	7,367.30	0.00	(7,367.30)
		<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
Grand Total:		5,971,276.00	1,498,578.71	4,133,477.96	69.22	1,837,798.04

05/07/2020 11:49 AM

Regular; Processing Month 05/2020; Function Number 50 Records Selected; Fund Number 01

User ID: SRW

Function Number		Revised Budget	Expended During Month	Expenditures to Date	% of Budget	Balance at EOM
01	GENERAL FUND					
1100	Regular Instructional Programs	3,567,878.00	215,348.36	2,014,431.45	56.60	1,553,446.55
1150	Limited English Proficiency Programs	46,882.00	1,916.56	33,190.56	70.80	13,691.44
1160	Poverty Programs	380,480.00	17,389.06	171,605.01	45.10	208,874.99
1200	Special Education Instructional Programs	440,999.00	20,169.74	293,363.88	66.58	147,635.12
1291	Early Childhood SpEd Ages 3-5	128,967.00	6,600.66	72,345.28	56.10	56,621.72
1292	Early Childhood SpEd Ages 0-2	8,061.00	890.63	7,194.41	89.25	866.59
2110	Attendance & Social Work Services	0.00	0.00	0.00	0.00	0.00
2120	Guidance Services	58,654.00	3,708.09	33,494.58	57.11	25,159.42
2130	Health Services	15,901.00	1,238.09	10,549.98	66.35	5,351.02
2141	Psychological Services-SPED-School Age	73,525.00	5,993.75	49,876.25	67.84	23,648.75
2151	Speech Path/Audiology Svcs SPED SA	48,828.00	5,050.00	41,077.50	84.13	7,750.50
2152	Speech Path/Audiology SPED Age 3-5	6,234.00	543.75	3,806.25	61.06	2,427.75
2153	Speech Path/Audiology Svcs SPED 0-2	6,234.00	543.75	4,483.75	71.92	1,750.25
2161	Occupational Therapy SPED SA	18,900.00	1,818.75	13,396.25	70.88	5,503.75
2171	Physical Therapy Services-SA	9,234.00	41.04	3,859.86	41.80	5,374.14
2210	Improvement of Instruction	1,876.00	0.00	0.00	0.00	1,876.00
2211	School Improvement	0.00	0.00	0.00	0.00	0.00
2212	Instruction & Curriculum Development	17,218.00	0.00	7,741.21	49.75	9,476.79
2213	Instructional Staff Training	6,208.00	0.00	5,534.80	89.16	673.20
2214	Implementation of Standards	0.00	0.00	0.00	0.00	0.00
2220	Library/Media Services	71,184.00	5,089.94	42,712.74	60.00	28,471.26
2230	Instruction-Related Technology	161,663.00	13,053.53	95,487.51	59.07	66,175.49
2240	Academic Student Assessment	496.00	0.00	2,430.00	489.92	(1,934.00)
2310	Board of Education	41,399.00	804.06	28,551.01	71.99	12,847.99
2320	Executive Administration	193,870.00	16,013.28	139,531.23	72.21	54,338.77
2330	District Legal Services	50,000.00	517.50	23,947.47	48.01	26,052.53
2410	Principal	521,866.00	37,776.33	331,381.85	63.74	190,484.15
2510	Fiscal Services	154,729.00	11,141.23	95,174.87	63.63	59,554.13
2570	Personnel Services	0.00	0.00	0.00	0.00	0.00
2610	Operation of Buildings	468,454.00	19,763.75	228,888.16	48.86	239,565.84
2620	Maintenance of Buildings	311,527.00	12,791.57	117,391.96	37.68	194,135.04
2630	Care and Upkeep of Grounds	8,355.00	1,227.65	8,553.91	102.38	(198.91)
2640	Care and Upkeep of Equipment	2,806.00	452.72	949.82	33.85	1,856.18
2650	Vehicle Operation & Maint (non student t	60,000.00	0.00	277.38	0.46	59,722.62
2660	Security	18,830.00	884.45	4,685.02	24.88	14,144.98
2670	Safety	4,081.00	0.00	2,079.00	50.94	2,002.00
2710	Vehicle Operation	494,278.00	19,869.85	240,382.52	48.63	253,895.48
2712	Vehicle Operation-School Age Sped	47,458.00	182.72	23,019.87	48.51	24,438.13
2713	Vehicle Operation-Below Age 5 Sped	14,042.00	0.00	3,399.89	24.21	10,642.11
2730	Vehicle Servicing & Maintenance-Reg Ed	204,636.00	9,018.77	109,067.76	53.30	95,568.24
5000	Debt Service	0.00	0.00	0.00	0.00	0.00
6200	Federal Services-Title I, Part A ESSA Im	255,488.00	15,739.54	149,324.43	58.69	106,163.57
6210	Federal Services-Title I, Part A Account	14,127.00	0.00	314.57	6.01	13,812.43
6310	Federal Services-Title II, Part A ESSA S	51,506.00	3,565.78	32,183.26	62.48	19,322.74
6404	Federal Services-IDEA Part B Birth-4	30,000.00	0.00	2.77	0.01	29,997.23
6406	Federal Services-IDEA PK (619) Sped 3-4	0.00	0.00	0.00	0.00	0.00
6410	Federal Services-IDEA Enroll/Pov. Sped21	0.00	0.00	0.00	0.00	0.00
6700	Federal Services-Fed Voc&App Tech(Perkin	2,795.00	0.00	0.00	0.00	2,795.00
6992	Federal Services--REAP-SRSA Grants	0.00	0.00	0.00	0.00	0.00
8000	Transfers (Outgoing)	120,000.00	0.00	19,419.60	16.18	100,580.40
01	GENERAL FUND	<u>8,139,669.00</u>	<u>449,144.90</u>	<u>4,465,107.62</u>	<u>55.02</u>	<u>3,674,561.38</u>
Grand Total:		8,139,669.00	449,144.90	4,465,107.62	55.02	3,674,561.38

## TOTAL SUMMARY OF BANK BALANCES

	JANUARY	FEBRUARY	MARCH	APRIL
<i>Pinnacle Bank-Unemployment</i>	\$13,304.05	\$13,311.70	\$13,317.79	\$13,320.53
<b>General Fund</b>				
Pinnacle Bank-MMSA	\$1,879,145.35	\$1,825,559.76	\$1,726,754.86	\$1,762,472.64
Pinnacle Bank Benkelman-General Fund	\$45,118.38	\$41,095.30	\$49,810.84	\$47,531.05
Pinnacle Bank Benkelman-Clearing A/C	\$12,600.76	\$12,175.55	\$12,196.76	\$12,550.17
<b>Total General Fund Balances</b>	\$1,936,864.49	\$1,878,830.61	\$1,788,762.46	\$1,822,553.86
<i>Pinnacle Bank Depreciation Fund Balance</i>	\$536,769.77	\$537,140.36	\$537,478.83	\$537,689.76
<b>QCPUF</b>				
Pinnacle Bank Benkelman-Checking A/C	\$130,549.27	\$135,417.54	\$140,249.73	\$146,708.93
NE Liquid Asset Fund	\$1,360.87	\$1,362.32	\$1,363.50	\$1,364.07
<b>Total Qualified Capital Purpose Undertaking Fund</b>	\$131,910.14	\$136,779.86	\$141,613.23	\$148,073.00
<i>Pinnacle Bank Special Building Fund</i>	\$519,703.32	\$542,185.12	\$564,745.96	\$594,847.43
<b>Total Cash in Bank</b>	<b>\$3,138,551.77</b>	<b>\$3,108,247.65</b>	<b>\$3,045,918.27</b>	<b>\$3,116,484.58</b>

**CASH FLOW STATEMENT**

**Beginning Balance General Fund Checking**

**\$ 47,531.05**

MMSA-Amfirst Bank 1,762,472.64

**Total General Fund Money**

**\$ 1,810,003.69**

**ESTIMATED DISBURSEMENTS**

Bills 55,170.91  
Payroll 410,251.09

465,422.00 2018-2019 2017-2018  
485,987.11 488,419.67

**COUNTY RECEIPTS**

Dundy County Treasurer 1,080,142.11  
Hitchcock County Treasurer 382,668.08  
No Hayes County Yet 1,462,810.19

2018-2019 2017-2018  
1,648,582.93 1,717,458.04

Estimated Over(Under)age - GF Checking

\$ 1,044,919.24

Miscellaneous Receipts

\$ -

Lunch Payroll

\$ -

NDE Money

\$ -

Transfer TO/FROM MMSA

\$ (1,035,000.00)

\$ 9,919.24

Regular; Beginning Month 09/2019; Processing Month 04/2020; Fund Number 02, 03, 08,  
09

**Fund: 02 DEPRECIATION**

		<u>Beginning Balance</u>	<u>Debits</u>	<u>Credits</u>	<u>Ending Balance</u>
<b>Current Assets</b>					
02 101	CASH	543,338.50	2,996.21	8,644.95	537,689.76
Total:	Current Assets	543,338.50	2,996.21	8,644.95	537,689.76
<b>Fund Balance</b>					
02 704	FUND BALANCE	543,338.50	8,644.95	2,996.21	537,689.76
Total:	Fund Balance	543,338.50	8,644.95	2,996.21	537,689.76
<b>Revenue</b>					
02 1510	Interest Earned	0.00	0.00	2,996.21	2,996.21
Total:	Revenue	0.00	0.00	2,996.21	2,996.21
<b>Expenditure</b>					
02 2900 610 001	General Supplies	0.00	3.32	0.00	3.32
02 2900 610 002	General Supplies	0.00	3.32	0.00	3.32
02 2900 610 004	General Supplies	0.00	3.31	0.00	3.31
02 2900 733 001	Furniture & Fixtures	0.00	8,635.00	0.00	8,635.00
Total:	Expenditure	0.00	8,644.95	0.00	8,644.95
Total:	02	1,086,677.00	20,286.11	14,637.37	1,087,020.68

**Fund: 03 EMPLOYEE BENEFIT FUND**

		<u>Beginning Balance</u>	<u>Debits</u>	<u>Credits</u>	<u>Ending Balance</u>
<b>Current Assets</b>					
03 101	CASH	13,262.03	58.50	0.00	13,320.53
03 106	Cafeteria Checking	0.00	18,633.24	14,987.66	3,645.58
Total:	Current Assets	13,262.03	18,691.74	14,987.66	16,966.11
<b>Fund Balance</b>					
03 704	FUND BALANCE	13,262.03	14,987.66	18,691.74	16,966.11
Total:	Fund Balance	13,262.03	14,987.66	18,691.74	16,966.11
<b>Revenue</b>					
03 1510	Interest Earned	0.00	0.00	58.50	58.50
03 5200	Fund Transfers In	0.00	0.00	3,671.09	3,671.09
03 5690	OTHER NON-REVENUE RECEIPTS	0.00	291.63	14,378.89	14,087.26
Total:	Revenue	0.00	291.63	18,108.48	17,816.85
<b>Expenditure</b>					
03 2900 260 001	Employee Benefits	0.00	13,463.49	0.00	13,463.49
03 2900 290 002	Other Employee Benefits-Non Instructiona	0.00	291.63	583.26	(291.63)
03 2900 291 001	Other Benefits-Teachers/Professional Sta	0.00	608.91	0.00	608.91
03 2900 292 001	Other Employee Benefits-Aides	0.00	332.00	0.00	332.00
Total:	Expenditure	0.00	14,696.03	583.26	14,112.77
Total:	03	26,524.06	48,667.06	52,371.14	65,861.84

**Fund: 08 SPECIAL BUILDING FUND**

		<u>Beginning Balance</u>	<u>Debits</u>	<u>Credits</u>	<u>Ending Balance</u>
<b>Current Assets</b>					
08 101	CASH	416,795.09	178,062.29	9.95	594,847.43
08 131	Receivable Account	50,648.12	224,058.21	175,459.52	99,246.81
Total:	Current Assets	467,443.21	402,120.50	175,469.47	694,094.24
<b>Fund Balance</b>					
08 704	FUND BALANCE	467,443.21	9.95	226,660.98	694,094.24
Total:	Fund Balance	467,443.21	9.95	226,660.98	694,094.24
<b>Revenue</b>					
08 1100	Taxes Levied	0.00	0.00	180,411.46	180,411.46
08 1120	Public Power District Sales Tax	0.00	0.00	222.01	222.01

Regular; Beginning Month 09/2019; Processing Month 04/2020; Fund Number 02, 03, 08,  
09

**Fund: 08 SPECIAL BUILDING FUND**

		<u>Beginning Balance</u>	<u>Debits</u>	<u>Credits</u>	<u>Ending Balance</u>
08 1140	Penalties & Interest on Taxes	0.00	0.00	620.88	620.88
08 1510	Interest Earned	0.00	0.00	2,602.77	2,602.77
08 1990	Other Local Receipts	0.00	0.00	734.31	734.31
08 3130	Homestead Exemption	0.00	0.00	668.06	668.06
08 3131	Property Tax Credit	0.00	0.00	39,146.28	39,146.28
08 3132	Personal Property Tax Credit	0.00	0.00	547.75	547.75
08 3134	Railroad & Public Property Tax Credit	0.00	0.00	1,025.00	1,025.00
08 3180	Pro-Rate Motor Vehicle	0.00	0.00	682.46	682.46
	<b>Total: Revenue</b>	<b>0.00</b>	<b>0.00</b>	<b>226,660.98</b>	<b>226,660.98</b>
<b>Expenditure</b>					
08 2515 610 001	General Supplies	0.00	3.32	0.00	3.32
08 2515 610 002	General Supplies	0.00	3.32	0.00	3.32
08 2515 610 004	General Supplies	0.00	3.31	0.00	3.31
	<b>Total: Expenditure</b>	<b>0.00</b>	<b>9.95</b>	<b>0.00</b>	<b>9.95</b>
	<b>Total: 08</b>	<b>934,886.42</b>	<b>402,140.40</b>	<b>628,791.43</b>	<b>1,614,859.41</b>

**Fund: 09 QCPUF**

		<u>Beginning Balance</u>	<u>Debits</u>	<u>Credits</u>	<u>Ending Balance</u>
<b>Current Assets</b>					
09 101	CASH	108,211.35	39,874.60	12.95	148,073.00
09 131	Receivable Account	12,058.52	48,543.25	39,329.76	21,272.01
	<b>Total: Current Assets</b>	<b>120,269.87</b>	<b>88,417.85</b>	<b>39,342.71</b>	<b>169,345.01</b>
<b>Fund Balance</b>					
09 704	FUND BALANCE	120,269.87	12.95	49,088.09	169,345.01
	<b>Total: Fund Balance</b>	<b>120,269.87</b>	<b>12.95</b>	<b>49,088.09</b>	<b>169,345.01</b>
<b>Revenue</b>					
09 1100	Taxes Levied	0.00	0.00	39,166.04	39,166.04
09 1120	Public Power District Sales Tax	0.00	0.00	47.58	47.58
09 1140	Penalties & Interest on Taxes	0.00	0.00	138.57	138.57
09 1510	Interest Earned	0.00	3.00	544.84	541.84
09 1990	Other Local Receipts	0.00	0.00	174.85	174.85
09 3130	Homestead Exemption	0.00	0.00	96.27	96.27
09 3131	Property Tax Credit	0.00	0.00	8,388.30	8,388.30
09 3132	Personal Property Tax Credit	0.00	0.00	117.38	117.38
09 3134	Railroad & Public Property Tax Credit	0.00	0.00	219.65	219.65
09 3180	Pro-Rate Motor Vehicle	0.00	0.00	194.61	194.61
	<b>Total: Revenue</b>	<b>0.00</b>	<b>3.00</b>	<b>49,088.09</b>	<b>49,085.09</b>
<b>Expenditure</b>					
09 2515 610 001	General Supplies	0.00	3.32	0.00	3.32
09 2515 610 002	General Supplies	0.00	3.32	0.00	3.32
09 2515 610 004	General Supplies	0.00	3.31	0.00	3.31
	<b>Total: Expenditure</b>	<b>0.00</b>	<b>9.95</b>	<b>0.00</b>	<b>9.95</b>
	<b>Total: 09</b>	<b>240,539.74</b>	<b>88,443.75</b>	<b>137,518.89</b>	<b>387,785.06</b>

**Activity Fund Balance Report - Summary - Exclude Encumbrances**

09/2019 - 04/2020

Regular; Beginning Month 09/2019; Processing Month 04/2020; Accounts to Include Accounts with Activity; Fund Number 05

**Fund: 05      ACTIVITY FUND**

<u>Chart of Account Number</u>	<u>Chart of Account Description</u>	<u>Beginning Balance</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Balance Change</u>	<u>Balance</u>
05 704	FUND BALANCE	33,000.00	0.00	(33,000.00)	0.00	0.00
05 704 0100	Cheerleaders	3,225.76	420.12	96.00	0.00	2,901.64
05 704 0105	Cheerleading Fundraising	3,276.81	3,507.30	1,520.25	0.00	1,289.76
05 704 0110	Cross Country	(1,407.86)	2,302.45	70.00	1,407.86	(2,232.45)
05 704 0120	Football	(1,410.12)	14,810.68	10,506.75	1,410.12	(4,303.93)
05 704 0125	Football Fundraising	274.95	3,976.63	3,565.00	0.00	(136.68)
05 704 0130	Volleyball	0.00	4,881.50	2,690.89	0.00	(2,190.61)
05 704 0135	Volleyball Fundraising	241.30	792.49	5,268.00	0.00	4,716.81
05 704 0140	Basketball	(5,358.28)	10,487.30	5,776.14	5,358.28	(4,711.16)
05 704 0145	Boys Basketball Fundraising	64.12	0.00	0.00	0.00	64.12
05 704 0147	Girls Basketball Fundraising	7,181.29	4,215.53	1,821.05	0.00	4,786.81
05 704 0150	Wrestling	(1,480.29)	3,133.81	1,447.91	1,480.29	(1,685.90)
05 704 0155	Wrestling Fundraising	1,969.53	0.00	382.00	0.00	2,351.53
05 704 0160	Track	(884.93)	2,875.88	0.00	884.93	(2,875.88)
05 704 0165	Track Fundraising	938.00	0.00	0.00	0.00	938.00
05 704 0170	Girls Golf	(669.16)	672.35	160.00	669.16	(512.35)
05 704 0175	Girls Golf Fundraising	694.36	0.00	0.00	0.00	694.36
05 704 0180	Boys Golf	(473.42)	588.25	0.00	473.42	(588.25)
05 704 0185	Boys Golf Fundraising	1,022.34	0.00	0.00	0.00	1,022.34
05 704 0300	Class of 2020	140.96	7.18	57.00	0.00	190.78
05 704 0310	Class of 2021	3,583.07	842.61	0.00	0.00	2,740.46
05 704 0320	Class of 2022	0.00	1,146.30	2,073.19	0.00	926.89
05 704 0330	Class of 2023	44.12	0.00	0.00	0.00	44.12
05 704 0340	FBLA	7,928.55	7,705.30	8,662.50	0.00	8,885.75
05 704 0350	FBLA Summer Reading	678.75	0.00	0.00	0.00	678.75
05 704 0360	FCCLA	(5,246.67)	3,694.80	4,230.00	0.00	(4,711.47)
05 704 0370	FFA	13,765.32	10,038.13	8,904.27	0.00	12,631.46
05 704 0380	NHS	(175.06)	385.00	0.00	175.06	(385.00)
05 704 0390	Speech	(1,110.20)	447.00	0.00	1,110.20	(447.00)
05 704 0400	Student Council	(656.49)	720.00	0.00	656.49	(720.00)
05 704 0410	Letterclub	250.00	0.00	0.00	0.00	250.00
05 704 0420	Play/Musical	1,433.60	1,608.92	0.00	0.00	(175.32)
05 704 0430	7-12 Vocal	(230.00)	1,972.63	180.00	230.00	(1,792.63)
05 704 0440	Band	(457.60)	185.00	0.00	457.60	(185.00)
05 704 0445	Music Fundraising	435.00	2,958.00	3,640.25	0.00	1,117.25
05 704 0450	Spanish Club	11,821.07	13,139.47	7,300.25	0.00	5,981.85

**Activity Fund Balance Report - Summary - Exclude Encumbrances**

09/2019 - 04/2020

Regular; Beginning Month 09/2019; Processing Month 04/2020; Accounts to Include Accounts with Activity; Fund Number 05

**Fund: 05      ACTIVITY FUND**

<u>Chart of Account Number</u>	<u>Chart of Account Description</u>	<u>Beginning Balance</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Balance Change</u>	<u>Balance</u>
05 704 0460	Play Production	(310.60)	620.50	0.00	310.60	(620.50)
05 704 0470	Mock Trial	(80.00)	1,518.14	225.00	80.00	(1,293.14)
05 704 0490	Art Club	1,632.22	1,906.08	2,616.00	0.00	2,342.14
05 704 0600	Shop Projects	66.11	0.00	0.00	0.00	66.11
05 704 0610	Pop Account	476.95	792.24	881.00	0.00	565.71
05 704 0620	Sp Ed Activity A/C	703.60	0.00	0.00	0.00	703.60
05 704 0630	Revolving	(5,769.72)	4,090.85	3,258.22	8,989.80	2,387.45
05 704 0640	Special Purchasing	3,682.08	175.00	197.40	0.00	3,704.48
05 704 0650	Box Tops for Education	6,517.41	405.25	405.00	0.00	6,517.16
05 704 0660	Annual	(9,164.19)	0.00	3,050.00	9,164.19	3,050.00
05 704 0665	DCS News	200.00	0.00	0.00	0.00	200.00
05 704 0670	Computer Technology	773.84	0.00	0.00	0.00	773.84
05 704 0680	Entrepreneurship	675.99	170.00	515.00	0.00	1,020.99
05 704 0690	Concessions	0.00	12,953.01	20,475.21	0.00	7,522.20
05 704 0800	Grade Activity	6,774.81	0.00	249.00	0.00	7,023.81
05 704 0810	Stuco-Grade School	959.57	3,023.14	2,763.73	0.00	700.16
05 704 0830	Stratton	301.88	524.89	685.00	0.00	461.99
05 704 0840	K-8 Music	(142.00)	0.00	0.00	142.00	0.00
Fund Total: 05		<u>79,706.77</u>	<u>123,693.73</u>	<u>70,672.01</u>	<u>33,000.00</u>	<u>59,685.05</u>

Regular; Beginning Month 09/2019; Processing Month 04/2020; Fund Number 06

**Fund: 06 NUTRITION FUND**

		<u>Beginning Balance</u>	<u>Debits</u>	<u>Credits</u>	<u>Ending Balance</u>
<b>Current Assets</b>					
06 101	CASH	19,277.60	165,890.37	137,537.59	47,630.38
06 103	Payroll Cash	0.00	48,679.27	99,342.45	(50,663.18)
	Total: Current Assets	19,277.60	214,569.64	236,880.04	(3,032.80)
<b>Current Liabilities</b>					
06 450	PAYROLL DEDUCTION PAYABLE	0.00	1,074.82	1,074.82	0.00
06 451	FICA PAYABLE	0.00	12,338.02	12,338.02	0.00
06 452	FIT PAYABLE	0.00	3,249.38	3,249.38	0.00
06 453	INSURANCE PAYABLE	0.00	3,444.33	4,254.81	810.48
06 454	RETIREMENT PAYABLE	0.00	15,059.23	15,059.23	0.00
06 455	SIT PAYABLE	0.00	1,617.82	1,617.82	0.00
	Total: Current Liabilities	0.00	36,783.60	37,594.08	810.48
<b>Fund Balance</b>					
06 704	FUND BALANCE	19,277.60	189,129.42	166,008.54	(3,843.28)
	Total: Fund Balance	19,277.60	189,129.42	166,008.54	(3,843.28)
<b>Revenue</b>					
06 1510	Interest Earned	0.00	0.00	122.45	122.45
06 1611	Daily Sales-School Lunch Program	0.00	14.70	40,484.77	40,470.07
06 1650	Daily Sales-Summer Food Program	0.00	0.00	5.00	5.00
06 1990	Other Local Receipts	0.00	0.00	3.00	3.00
06 4210	Federal Reimbursement	0.00	0.00	101,267.80	101,267.80
06 4530	Other Federal Categorical Receipts	0.00	0.00	4,400.00	4,400.00
06 5200	Transfers from General Fund	0.00	0.00	19,607.35	19,607.35
	Total: Revenue	0.00	14.70	165,890.37	165,875.67
<b>Expenditure</b>					
06 3100 110 001	Salaries of Regular Employees-Non-Instru	0.00	29,268.00	0.00	29,268.00
06 3100 110 002	Salaries of Regular Employees-Non-Instru	0.00	30,097.95	0.00	30,097.95
06 3100 110 004	Salaries of Regular Employees-Non-Instru	0.00	19,819.22	0.00	19,819.22
06 3100 120 002	Salaries of Temporary Employees-Non-inst	0.00	704.00	0.00	704.00
06 3100 140 001	Salaries Sabbatical Leave-Non Instructio	0.00	227.96	0.00	227.96
06 3100 140 002	Salaries Sabbatical Leave-Non Instructio	0.00	254.24	0.00	254.24
06 3100 140 004	Salaries Sabbatical Leave-Non Instructio	0.00	268.49	0.00	268.49
06 3100 210 001	Group Insurance-Non Instructional	0.00	1,592.05	0.00	1,592.05
06 3100 210 002	Group Insurance-Non Instructional	0.00	1,592.04	0.00	1,592.04
06 3100 220 001	Social Security-Non Instructional	0.00	2,256.46	47.86	2,208.60
06 3100 220 002	Social Security-Non Instructional	0.00	2,375.76	47.84	2,327.92
06 3100 220 004	Social Security-Non Instructional	0.00	1,536.79	22.47	1,514.32
06 3100 230 001	Retirement-Non Instructional	0.00	2,782.55	0.00	2,782.55
06 3100 230 002	Retirement-Non Instructional	0.00	2,800.28	0.00	2,800.28
06 3100 230 004	Retirement-Non Instructional	0.00	1,984.25	0.00	1,984.25
06 3100 270 001	Worker's Comp-Non-Instructional Staff	0.00	1,479.64	0.00	1,479.64
06 3100 270 002	Worker's Comp-Non-Instructional Staff	0.00	1,614.15	0.00	1,614.15
06 3100 270 004	Worker's Comp-Non-Instructional Staff	0.00	269.03	0.00	269.03
06 3100 580 001	Travel: Transportation, Meals, Hotel	0.00	72.54	0.00	72.54
06 3100 580 002	Travel: Transportation, Meals, Hotel	0.00	0.00	0.00	0.00
06 3100 580 004	Travel: Transportation, Meals, Hotel	0.00	19.50	0.00	19.50
06 3100 610 001	General Supplies	0.00	3,003.26	0.00	3,003.26
06 3100 610 001 019	General Supplies-Covid 19	0.00	0.00	0.00	0.00
06 3100 610 002	General Supplies	0.00	6,588.46	0.00	6,588.46
06 3100 610 002 019	General Supplies-Covid 19	0.00	0.00	0.00	0.00

Regular; Beginning Month 09/2019; Processing Month 04/2020; Fund Number 06

**Fund: 06      NUTRITION FUND**

		<u>Beginning Balance</u>	<u>Debits</u>	<u>Credits</u>	<u>Ending Balance</u>
06 3100 610 004	General Supplies	0.00	1,681.73	0.00	1,681.73
06 3100 610 004 019	General Supplies-Covid 19	0.00	0.00	0.00	0.00
06 3100 630 001	Food: School Food Service Program	0.00	31,923.81	0.00	31,923.81
06 3100 630 002	Food: School Food Service Program	0.00	36,045.22	0.00	36,045.22
06 3100 630 004	Food: School Food Service Program	0.00	8,850.93	0.00	8,850.93
06 3100 733 002	Furniture & Fixtures	0.00	0.00	0.00	0.00
06 3100 810 001	Dues & Fees: Memberships, Student Fees	0.00	6.41	0.00	6.41
	Total: Expenditure	0.00	189,114.72	118.17	188,996.55
	Total: 06	38,555.20	629,612.08	606,491.20	348,806.62

*US BANK Credit Card April 2020*

3/25/2020	Skyline	Meal	62.50
3/28/2020	Amazon	Membershp	127.33
3/30/2020	Fluency Matters	Books	162.00
3/31/2020	Sams Club	Membershp	48.37
4/1/2020	Lincoln Journal Star	Subscription	13.00
4/2/2020	Pureland Supply	Supplies	84.50
4/2/2020	Jostens	Supplies	66.34
4/7/2020	Amazon	Computer Repairs	191.97
4/8/2020	Amazon	Toner	130.10
4/9/2020	Nebraska State Patrol	Background Checks	15.50
4/9/2020	APW Distributing	Pressure Washer Repairs	55.00
4/9/2020	Apple	Apps	26.91
4/10/2020	Trophies 2 Go	Spelling Bee Plaques	109.50
4/14/2020	Omaha World Herald	Subscription	25.00
4/16/2020	Storage Parts Direct	Hard Drives	2195.00
4/24/2020	Amazon	#20 Repairs	74.62
4/25/2020	Auto Parts Warehouse	Repairs	327.45

**\$ 3,715.09**

## R. NASB information

### Action Item

## NASB Monthly Update for Board Meetings - Agenda Item: MAY 2020

### “NASB Update”

As a board, some items you would usually be focused on during May include:

- Monitor progress of district goals, link goals to discussion and action items
- Strategic Plan Progress Report
- State Aid Certification and Distribution (May 1, 2020/LB 79-1022)
- Board/Administrators Budget Work Session
- Review board adopted student conduct policies and protocols (79-262) and review administrative procedures and responsibility for reporting to law enforcement (79-293)
- COVID-19 Update
  - Ratify decisions/action of the Superintendent under the Emergency Authority Resolution
  - Review District Continuity Plan
  - Review Rule 10 Affidavit
- Superintendent update from NDE regarding AQuESTT EBA/Classification for 2020-21 school year

### COVID-19 LINKS

Remember, NASB’s COVID-19 resource page is regularly updated at [www.NASBonline.org](http://www.NASBonline.org) ... Items include:

- A letter from Commissioner Blomstedt to sbm’s
- Executive Order: Coronavirus - Educational Assessment Waivers
- Resources on Public Meetings During COVID-19
- Topics, Discussion Points & Questions Boards Should Be Asking Their Superintendent
- YouTube Videos with NASB Region Director Dr. Bob Rauner & Dr. Josue Gutierrez in English & Spanish
- A SafeSchools Update and Workers Comp Q&A from ALICAP
- A Policy Update During COVID-19
- The Federal Families First Coronavirus Response Act
- NDE Resources ... including Graduation Requirements, Continuity of Learning, etc.
- Using Gallup Strengths During Coronavirus
- Mental Wellness - Tips for Families during COVID-19
- School Leaders Risk Management Association Checklist for Boards -- NPERS Information -- EHA Links & Updates -- Legal Resources -- NSAA Statement -- And more ...

### Networking, Events & Weekly Call Info:

- <http://members.nasbonline.org/index.php/events>
- *NASB will not be conducting our June events. Look for more information on all in the coming weeks.*
- *NASB has hosted networking calls amongst school board members throughout March and April, and plan to continue these in May. We appreciate those of you have been able to participate. Check your email for Region specific times and login/call information, or contact Matt Belka for access.*

**Advocacy/2020 Legislative Session:**

The 2020 legislative session is currently adjourned until the speaker calls. We are on Day 44 of 60. Session will remain adjourned until the situation has stabilized, and the Speaker of the Legislature deems it safe to reconvene. During this pause in the legislative session, senators and their offices continue their work.

A priority for the reconvening session will be budget adjustments and bills that deal with the pandemic. Most other bills will likely be tabled. LB 1106, formerly LB 974, (the education funding reform/property tax bill) is still a priority for Sens. Linehan and the Revenue committee. LB 1106, formerly LB 974, (the education funding reform/property tax bill) is still a priority for Sens. Linehan and the Revenue committee. We have shared our concerns with the committee.

Stay engaged during the Session and follow along with the bills NASB is tracking at:  
<https://nasb.envisiams.com/legislative-bills> and through NASB's **Legislative Notes** e-updates.

Follow NASB on twitter at [www.twitter.com/NASBOnline](http://www.twitter.com/NASBOnline) using the hashtag #liveNASB  
and on facebook at [www.facebook.com/NASBOnline](http://www.facebook.com/NASBOnline)

To see a quick glimpse at the various items the NASB is involved in, check out pages 10 & 11 each month in the **Board Notes newsletter** for "This Month In ..." To access the latest newsletter, click here:

<http://members.nasbonline.org/index.php/news-resources/board-notes>



S. Legislation

Action Item

T. Vehicle fuel bids

Action Item

We should have some bids for propane, gas and diesel for your consideration. Paperwork was sent to Southwest Fertilizer (Bosselman), Farmers Coop and Frenchman Valley for all three.

We own the propane storage in Stratton and the vehicle fuel tanks in Benkelman. Frenchman Valley provides the vehicle fuel tanks in Stratton as part of the last contract. Southwest will bid but it will not include tanks.

SW Propane:\$1.07

FV Propane: \$1.01

Coop Propane:

SW Gasoline:

FV Gasoline: \$0.99

Coop Gasoline:

SW Diesel:

FV Diesel: \$1.27

Coop Diesel:

U. Motion to approve the low bid from Frenchman Valley on propane, gas and diesel.

Passed with a motion by Shad Stamm and a second by Sandy Noffsinger.

V. Brad Baney: W. Yea

X. Craig Kerchal: Y. Yea

Z. Nick Ladenburger: AA. Yea

BB. Kent Lorens: CC. Yea

DD. Toby Marlin: EE. Yea

FF. Sandy Noffsinger: GG. Yea

HH. Shad Stamm: II. Yea

JJ.

KK. Guidance counselor contract approval

Action Item

We have an offer on the table for a new guidance counselor for your approval. This contract is the standard 186 day teacher contract with 10 additional contract days (5 before school commences in August and 5 after school dismisses in May). Salary Schedule placement will be MA step 1 (1.16)

LL. Motion to approve the contract for Kylee Forch as guidance counselor for the 2020-2021 contract year. The contract will include a 10 day extended contract. Passed with a motion by Nick Ladenburger and a second by Kent Lorens.

MM. Brad Baney:	NN. Yea
OO. Craig Kerchal:	PP. Yea
QQ. Nick Ladenburger:	RR. Yea
SS. Kent Lorens:	TT. Yea
UU. Toby Marlin:	VV. Yea
WW. Sandy Noffsinger:	XX. Yea
YY. Shad Stamm:	ZZ. Yea

AAA.

BBB. New principal contract approval

Action Item

We have an offer for your approval for this position. Rick Haney was highly involved in the hiring process.

CCC. Motion to approve the principal contract for Ethan Sullivan for the 2020-2021 contract. Passed with a motion by Shad Stamm and a second by Sandy Noffsinger.

DDD. Craig Kerchal:	EEE. Nay
FFF. Brad Baney:	GGG. Yea
HHH. Nick Ladenburger:	III. Yea
JJJ. Kent Lorens:	KKK. Yea
LLL. Toby Marlin:	MMM. Yea
NNN. Sandy Noffsinger:	OOO. Yea
PPP. Shad Stamm:	QQQ. Yea

RRR.

SSS. COVID impact

Action Item

Discuss consider and take all necessary action regarding the COVID-19 impact on schools and make decisions regarding future planning for the school.

At this point we are planning summer school, planning to continue the food service as is all summer, possibly bus some students to summer school, make the changes to normal summer work schedules and starting school on August 17. Summer school may be larger than normal and we may pay more of our aides to help. We will have a better idea on that after the 20th when we know how much students have accomplished.

This afternoon after the press conference I received the Governor's Youth Sports Reopening Guidelines for softball and baseball this summer. I think the document lays out a basic framework for how all reopenings will be structured. Listening to the press conference I also think it lays a lot at the feet of the adults and parents. How well they follow the guidelines will impact other openings. Honestly, if they can't handle it they will hurt other potential openings.

Also attached are the facility guidelines that UNMC sent out this afternoon. They lay out in great detail safety measures that higher education is considering as they decide what to do this fall. As UNMC has had great influence on what has happened so far in this situation, they will continue to dominate the efforts here in Nebraska.

TTT. Motion to make a senior tribute video to air on this Sunday and decide on a formal graduation date at the June meeting. Passed with a motion by Craig Kerchal and a second by Nick Ladenburger.

UUU. Brad Baney:	VVV. Yea
WWW. Craig Kerchal:	XXX. Yea
YYY. Nick Ladenburger:	ZZZ. Yea
AAAA. Kent Lorens:	BBBB. Yea
CCCC. Toby Marlin:	DDDD. Yea
EEEE. Sandy Noffsinger:	FFFF. Yea
GGGG. Shad Stamm:	HHHH. Yea

III.



## ***Higher Education COVID-19 Pandemic Recovery Guide***

### **General Considerations**

This document outlines a proposed checklist as a tool to guide higher education campuses COVID-19 recovery management strategies and facilitate readiness during three different steps that are based on disease prevalence and stability of available campus and community resources. The check list is intended to be used during each of the three steps, which will be a minimum of 14 days apart and possibly longer as the campus specific and community specific impacts of each step need to be fully understood before proceeding forward. The three steps which are suggested below, are based upon the ability to maintain full campus pandemic control with the levels of community pandemic control averaged for a minimum of 14 consecutive days for implementation of each step:

- Step I: Campus & Regional Disease Prevalence & Resource Availability Stable for >14 Days
- Step II: Campus & Regional Disease Prevalence & Resource Availability Stable for >28 Days
- Step III: Campus & Regional Disease Prevalence & Resource Availability Stable for >42 Days

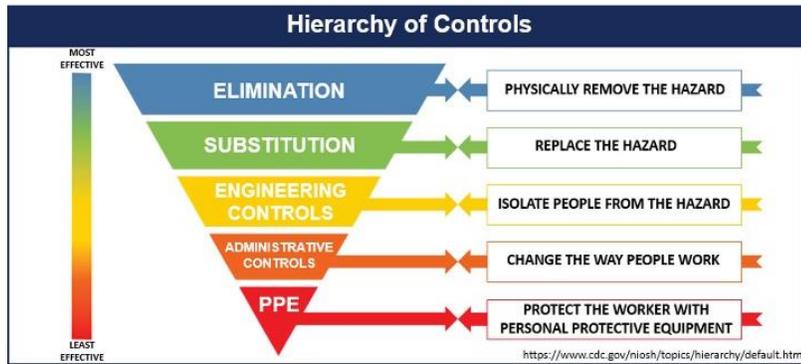
The implementation of guidance provided through the checklist will depend upon routine availability of COVID-19 clinical screening, access to health status evaluation for individuals, and availability and use of nasopharyngeal swab (PCR) and antibody (serologic) testing, as well as, availability of public health measures, including timely case contact tracing. Recommended measures to be implemented are based on the hierarchy of different controls, policies and considerations. This checklist provides preliminary guidance for the following sets of controls, policies and procedures, which in combination will enable institutions to assess their readiness to move between Steps 1-3 and beyond. It is anticipated that numerous aspects of these three steps will endure far longer than the initial set of fourteen day intervals.

#### Higher Education COVID-19 Pandemic Recovery Checklist Contents

1. Engineering Facility Controls
2. Administrative Campus Controls, Policy & Procedures
  - i. Administration, Coordination & Logistics
  - ii. Universal Mask Use Policy and Procedures
  - iii. Communication & Educational Programs
  - iv. Guidance for Protection at Home & in the Community
  - v. Environmental Safety and Cleaning Policies
  - vi. Active Screening of Learners, Faculty, Staff & Guests
  - vii. Campus Physical Distancing Policy & Practice
  - viii. Cohorting and Personnel Workflow & Movement Policy
  - ix. Teaching and Learning Environment Policies & Practice
  - x. Research, Studio & Rehearsal Space Policies & Practice
  - xi. Business & Personal Travel Policy & Practice
3. PCR Swab & Serologic Antibody Testing
4. Personal Protective Equipment Policy & Practice
5. Residence Hall & Campus Living Policy & Practice
6. Large Group Campus & Community Gatherings Policy
7. Off Campus Experiential Learning Experiences

- i. Clinical Experiential Learning
  - ii. Non-Clinical Experiential Learning
8. Co-Curricular Programs & Campus Activities

The measures recommended in the checklist must be placed into the context of the prevalence of active and recovered COVID-19 in the broader campus regional community and the ready availability of comprehensive community specific out-patient and inpatient clinical diagnostic and treatment services as



well as timely and accurate data monitoring the pandemic impacts broadly on the campus and the surrounding community. It is understood that the broader community prevalence and the availability of comprehensive health care resources will fluctuate over time and hopefully continue to improve. As such, the progression forward and/or backward from one recovery step to another will occur in

this broader context.

Clearly, there is no known or well established “play-book” for COVID-19 recovery planning, let alone for organizations as complex as higher education systems. This is a guide only and should be adapted to the context of each university, college, campus, facility and gathering space. All recommendations should be built upon current CDC higher education recommendations at <https://www.cdc.gov/coronavirus/2019-ncov/community/colleges-universities/index.html>; [https://www.cdc.gov/coronavirus/2019-ncov/community/reopen-guidance.html?deliveryName=USCDC\\_2067-DM26911](https://www.cdc.gov/coronavirus/2019-ncov/community/reopen-guidance.html?deliveryName=USCDC_2067-DM26911)

## 1-Engineering Facility Controls

Engineering Controls are controls that either change the environmental conditions or place a barrier between the individual and the virus. These engineering controls are also directed to remove and/or reduce the droplet/aerosol spread of viral particles. They are not dependent on a person’s knowledge, practice, or compliance; therefore, they reduce the opportunity for error. These recommended controls represent best practices; the more of them that can be implemented based on available resources, the lower the risk. However, it is recognized that every institution may not be able to institute each control for every building or situation.

STEPS			RECOMMENDATIONS
1	2	3	<b>ENGINEERING FACILITY CONTROLS POLICY &amp; PRACTICE</b>
<input type="checkbox"/>	<input type="checkbox"/>		Convert positive pressure to negative pressure HVAC systems, particularly in areas where aerosol is present.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Create dedicated facility entry and exit points. There may be several depending upon the building traffic patterns and the number of individuals entering and exiting.

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Secure all facility entry and exit points, preferably with proximity ID cards, etc.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Maximize fresh make-up air in all facilities, exhaust room air and deliver clean air; where re-circulation is required, this should be done in concert with appropriate filtering (HEPA) or sterilization measures (e.g., UV)
<input type="checkbox"/>	<input type="checkbox"/>		Increase air flow and open windows if negative pressure is not in present. If fans are used in the facility, ensure fans blow clean air toward individual' breathing zone
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Increase air flow exchange rates in buildings bringing clean outside air into the building. This is particularly important for higher learner, faculty and staff areas and less important for relatively lesser used building areas, such as storage, closets, etc.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Place physical barrier between individuals on production or service line such as in food preparation and cafeteria services (e.g., plexiglass)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Identify opportunities to implement non-touch controls starting with door handles, faucets, elevators, carts, vehicles, etc.
<input type="checkbox"/>	<input type="checkbox"/>		Place tape, arrows and/or physical barriers (e.g., plastic sheeting, tape) in hallways to guide learner, faculty and staff traffic to/from production and limit crossover
<input type="checkbox"/>	<input type="checkbox"/>		Place physical barrier at cafeteria lunch tables for tables with built-in seating (e.g., cardboard, plexiglass) where possible.

## **2-Administrative Campus Controls, Policy & Procedures**

Administrative controls are considered less effective than engineering controls but are the primary control measures available for COVID-19. These include policies, procedures, training, and campus practices. Ineffective policies or practices or inconsistent compliance may heighten exposure risks.

### **2i-Administration Structures, Coordination and Logistics**

STEPS			RECOMMENDATIONS
<b>1</b>	<b>2</b>	<b>3</b>	<b>ADMINISTRATION STRUCTURES, COORDINATION &amp; LOGISTICS</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Identify campus and facility leadership in the critical areas, such as engineering, instruction, student services, event planning, environmental services, public safety and health care. This group should convene very frequently in a standing schedule and be available to deal with challenges and opportunities.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Establish a “Public Health Campus Center” resource for learners, faculty and staff. This center will provide timely information, offer counseling and manage access to key public health resources. This needs to be widely communicated and accessible by multiple modalities.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Work closely with the campus clinical health center/ clinic and community referral centers with expertise in the diagnosis and treatment of COVID-19 patients. Ensure confidential and ready access for all learners, faculty and staff for clinical matters related to pandemic spread and recovery.

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Develop and widely distribute standard operating procedures (SOPs) that detail actions to be taken if a learner, faculty, staff or visitor is symptomatic for COVID-19 and/or tests positive for COVID-19 or is exposed to an individual positive for COVID-19. This should include:
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Processes to trace and contact relevant third parties who may have been exposed
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Communication with environmental services to facilitate rapid cleaning and disinfecting surfaces to immediately limit learners, faculty and staff exposure
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Working with families and local authorities to take appropriate steps to prevent, diagnose and if necessary, quarantine/isolate or refer for treatment.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Working with local public health authorities to make emerging antiviral therapy and/or vaccines available in a timely way as they become available.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Develop and implement a return to campus policy in coordination with local public health department for all recovering individuals, those returning from caring for an infected individual and those returning to the community from international and high-risk national locations.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Widely share the “Higher Education Check-List” and maintain updated status reports in all categories. Create a dashboard for preparedness and execution of each of the eight sections of the checklist.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Limit off campus visitors and guests as much as possible. All visitors and guests are to be screened (preferably using a mobile device application) or confirmed to be serologically immune and have an accessible profile either on the mobile device or a hard copy that is updated by the individual within the past 24 hours.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Maintain an updated incident command structure with current contact information of campus leadership and outside resources for campus safety, health care, public health organizations and others.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Learners, faculty and staff who are unable or unwilling to comply with the implemented guidelines will be advised to refrain from all presence on campus. If they choose to violate campus or system policy, they will be referred to the campus safety department and the Public Health Campus Center.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All learner, faculty and staff “Code of Conduct” policies and procedures as well as community/state level requirements will apply and should provide guidance in event of intentional noncompliance.

## 2ii-Universal Mask Use Policy and Practice

STEPS			RECOMMENDATIONS
1	2	3	<b>UNIVERSAL MASK USE POLICY &amp; PRACTICE</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Policy in place for all learners, faculty, staff and visitors to wear face masks at all times while on the campus unless eating, in dorms, etc. This policy will be specific to the type

			of mask, frequency of mask replacement, use of mask recycling as well as specific recommendations for activity , location, day and times of mask use.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Provide learners, faculty and staff with information on proper face mask selection, use and disposal.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Provide learners, faculty and staff with information on proper face mask instructions on proper donning and doffing.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Provide learners an assessment of their face mask donning and doffing technique. Restrict access to campus facilities and programs until assessment is completed.

### 2iii-Communication and Educational Programs

STEPS			RECOMMENDATIONS
<b>1</b>	<b>2</b>	<b>3</b>	<b>COMMUNICATIONS AND EDUCATIONAL PROGRAMS</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Provide frequent updates from leadership to learners, faculty and staff, alumni and community partners using multiple communication modalities (social media, e-mail, video, virtual town hall's, open letters, FAQ's etc.)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Provide easily translated and understandable posters/infographics, web materials and social media in multiple languages
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Post signage throughout facility directing risk-minimizing behavior for learners, faculty and staff: Examples Include
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hand-washing and surface sanitizing procedures
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	COVID-19 symptoms and how to stop the spread
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Screening & testing access, process and requirements
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Implement a self-screening and reporting policy for learners, faculty and staff, preferably using mobile or web based technology.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Provide information and resources to learners, faculty and staff on social distancing outside of workplace (e.g., in homes, places of worship, carpooling)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Refresh learners, faculty and staff on proper hand hygiene and refraining from touching their face
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Share information and training via onsite televisions, mobile devices, web pages, etc. Demonstrations with campus learners, faculty and staff of best practices are useful.

### 2iv-Guidance for Protection at Home and in the Community

STEPS	RECOMMENDATIONS
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1	2	3	<b>GUIDANCE FOR PROTECTION AT HOME &amp; IN THE COMMUNITY</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Provide information to learners, faculty and staff on self-monitoring of COVID-19 symptoms, preferably with mobile or web based technology on a fixed schedule.
<input type="checkbox"/>	<input type="checkbox"/>		Discourage all off campus gatherings, including any social, business, religious or other gatherings of more than ten individuals.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Provide information to learners, faculty and staff on safe physical distancing practices when off campus, particularly at any social, business, religious or other gatherings.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Provide information to learners, faculty and staff on necessary protective measures against COVID-19. Examples include:
<input type="checkbox"/>	<input type="checkbox"/>		Handwashing and surface sanitizing procedures
<input type="checkbox"/>	<input type="checkbox"/>		Staying home when sick or caring for family members if they are sick
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Avoiding contact with people who are sick
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Following guidance of local and state public health officials on staying home and avoiding unnecessary trips outside of the home such as shopping or travel.
<input type="checkbox"/>	<input type="checkbox"/>		Encourage learners, faculty and staff to wear their masks home after their classes to protect themselves and those they reside with.
<input type="checkbox"/>	<input type="checkbox"/>		Encourage learners, faculty and staff to wear a face covering during transportation to and from campus to protect themselves and others.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Encourage learners, faculty and staff to exchange used masks for new masks at frequent intervals and at fixed locations.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Provide educational materials for home cleaning. Recommendations for approved equipment and materials by environmental safety professionals.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Provide Carpooling, Campus Bus Service and Group Travel
<input type="checkbox"/>	<input type="checkbox"/>		Encourage learners, faculty and staff to minimize carpooling when possible
<input type="checkbox"/>	<input type="checkbox"/>		As able, limit the number of people per vehicle and space out
<input type="checkbox"/>	<input type="checkbox"/>		Remind carpoolers of basic protective measures, cleanse contact surfaces frequently, masking, etc.

## 2v-Environmental Safety and Cleaning Policy and Procedures

<b>STEPS</b>			<b>RECOMMENDATIONS</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>ENVIRONMENTAL SAFETY &amp; CLEANING POLICY &amp; PRACTICE</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Develop and implement standard operating procedures (SOPs) for enhanced cleaning and disinfection of common contact areas.

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Maintain a well-trained and cross trained environmental services workforce with expertise in best practices, equipment use and approved materials.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Frequently assess the stock of personal protective equipment (PPE), cleaning supplies, sanitizers, and disinfectants.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Maintain a sufficient reserve stock of approved personal protective equipment (PPE), cleaning supplies and equipment.
<input type="checkbox"/>			Provide updated training for those providing environmental services, public safety and other “first responders” servicing the campus.
<input type="checkbox"/>	<input type="checkbox"/>		Identify common high-touch surfaces and develop a checklist to ensure frequent sanitization throughout each day. Common High Touch Surfaces Include: <ul style="list-style-type: none"> <li>• Door knobs and handles</li> <li>• Push plates and crash bars on doors</li> <li>• Automatic door openers</li> <li>• Overhead light and lamp switches</li> <li>• Stair doors and hand rails</li> <li>• Elevator call and interior buttons</li> <li>• Drinking fountains</li> <li>• Vending machines and ATM’s</li> <li>• Tables and chairs in break rooms</li> <li>• Fridge / microwave handles in lunch rooms</li> <li>• Faucet handles in kitchens and bathrooms</li> <li>• Rest room surfaces and fixtures</li> </ul>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	In the event a learner, faculty or staff tests positive for COVID-19, develop an SOP for immediate cleaning and disinfecting impacted areas (e.g., classrooms, labs, library, cafeteria, washrooms, study areas, pathways, etc.)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Make hand sanitizer dispensers available and functional throughout each facility, particularly at entrance, exits, cafeterias, student centers and high traffic transition areas
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Make sanitizing wipes and hand soap dispensers readily available in food service areas and breakroom areas.
<input type="checkbox"/>	<input type="checkbox"/>		Identify common shared technology and equipment. Develop and implement procedures to sanitize between users
<input type="checkbox"/>	<input type="checkbox"/>		Develop a process and route for routine deep cleaning of common areas, either daily/nightly or, at minimum, weekly in a systematic fashion.
<input type="checkbox"/>	<input type="checkbox"/>		Use no-touch handles, knobs, faucets, receptacles, etc. when possible

## 2vi-Active Screening of Learners, Faculty, Staff and Guests

STEPS	RECOMMENDATIONS
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1	2	3	<b>ACTIVE SCREENING OF LEARNERS, FACULTY, STAFF &amp; GUESTS</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Designate limited points of entry for each facility. If possible, identify a different point(s) of exit.
<input type="checkbox"/>	<input type="checkbox"/>		Develop and implement COVID-19 specific screening questions conducted daily for all individuals entering facility.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Use a web based or mobile device screening application to prepopulate a single secured database for learners, faculty and staff and for any visitors.
<input type="checkbox"/>	<input type="checkbox"/>		Learners, faculty and staff are subject to daily temperature screening prior to entering the campus and/or facility
<input type="checkbox"/>			The screener(s) is /are trained to administer, record and transmit the temperature checks.
<input type="checkbox"/>			The screener(s) are well versed in a campus wide policy and procedure in event an individual is found to be febrile on screening.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The screener(s) have adequate PPE and, as applicable, maintain social distancing as testing is performed
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	If using an infrared thermometer, ensure proper validation prior to use and periodically thereafter
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	If self screening for COVID-19 symptoms is positive, individuals will be referred for secondary screening/testing conducted by staff with medical training.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All who screen positive or have an immediate family member or ones residing in the same dwelling who has screened positive must be asymptomatic for 7 days and test PCR negative before returning to campus common areas (class, library, cafeteria, etc.)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Screening for loss of resiliency, stress, depression and suicidal ideations is particularly important and needs to be accessible and confidential using web based, mobile and other traditional modalities.

### **2vii-Campus Physical Distancing Policy and Practice**

<b>STEPS</b>			<b>RECOMMENDATIONS</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>CAMPUS PHYSICAL DISTANCING POLICY &amp; PRACTICE</b>
<input type="checkbox"/>	<input type="checkbox"/>		Develop and implement policy to limit visitors except for required essential services
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Maintain at least a 6 feet of physical distance whenever possible when there is no physical barrier between individuals.
<input type="checkbox"/>	<input type="checkbox"/>		Put strategies in place to ensure physical distancing during breaks. Examples Include:
<input type="checkbox"/>	<input type="checkbox"/>		Staggered break times between classes to avoid large groups of learners, faculty and staff

<input type="checkbox"/>	<input type="checkbox"/>		Additional rooms or tents outside designated for study and relaxation areas
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Classroom and conference/meeting room seating is reset to promote physical distancing
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Limit chairs per table for dining, desk and/or conference area
<input type="checkbox"/>	<input type="checkbox"/>		Use tape on floors, if necessary, to designate locations that are 6 feet apart
<input type="checkbox"/>	<input type="checkbox"/>		Ensure cleaning of tables between use (by self-cleaning or e.g., use of laminated card flipped to red when one finishes eating lunch to inform EVS worker table is in need of cleaning; once the user or EVS cleans, flips to green side indicating table ready for use)
<input type="checkbox"/>	<input type="checkbox"/>		If office staff required onsite, maintain 6 feet distancing practice when there is no physical barrier between individuals.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Create online options for traditionally walk-up window services.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Use protected window strategy for learners, faculty and staff needing assistance from any administration office-based service (registrar, registration, financial aid, etc.)

### 2viii-Cohorting, Personnel Workflow and Movement Policy

STEPS			RECOMMENDATIONS
<b>1</b>	<b>2</b>	<b>3</b>	<b>COHORTING, PERSONNEL WORKFLOW &amp; MOVEMENT POLICY</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Implement cohorting of small groups of students and faculty/staff learning teams and require small group guidelines for all co-curricular programs
<input type="checkbox"/>	<input type="checkbox"/>		Learning teams should be small and consistent, so that staff in close proximity to each other always work together, with classroom seating, cafeterias, lockers, breaks, and meals taken together
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Expand the use of evening and weekend instruction and laboratory workforce. This serves to both decrease number of potential exposures for each person and to simplify contact tracing of possible exposures if a case presents.
<input type="checkbox"/>	<input type="checkbox"/>		Limit crossover in entrances, hallways, and common spaces by adjusting personnel workflow and physical structure as needed. Encourage individuals to walk to the right in common hallways, corridors and paths.
<input type="checkbox"/>	<input type="checkbox"/>		Attempt to use dedicated separate entries and separate exits for each facility
<input type="checkbox"/>	<input type="checkbox"/>		Limit the number of persons in a hallway or entryway at one time
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Increase transition time between classes and scheduled events
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Limit contact with high-touch surfaces (e.g., keep doors open to allow movement without touching knobs when possible and when it doesn't impact fire and other safety zoning).

<input type="checkbox"/>	<input type="checkbox"/>		Promote unidirectional flow through hallways and meeting areas and when entering/exiting buildings, floor and gathering spaces.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Learners, faculty and staff should enter each area with clean hands with easy access to hand sanitizers.
<input type="checkbox"/>	<input type="checkbox"/>		Roving monitors guide best handwashing practices and cite learners, faculty and staff who fail to do so.

## 2ix-Teaching and Learning Environment Policies and Practice

STEPS			RECOMMENDATIONS
<b>1</b>	<b>2</b>	<b>3</b>	<b>TEACHING &amp; LEARNING ENVIRONMENT POLICY &amp; PRACTICE</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Identify coordinators for each campus facility or area, implementing COVID-19 guidelines, addressing issues and evaluating facility impact
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Ensure a six foot or more physical distancing in all classrooms and other instructional venues. For classes over 25, develop a hybrid remote/traditional model, prioritizing remote learning for the most “vulnerable” faculty, learners and staff when possible.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Maintain opportunities for all learners, faculty and staff who prefer the blended learning, fully remote or the traditional instructional and assessment combinations.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Ensure students and faculty work closely with accessibility services staffs to manage specific accommodations related to on campus or remote teaching and learning
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Implement ways to identify and support high risk “vulnerable” students, faculty and staff and maintain remote learning opportunities to enhance their safety during Step I and possibly beyond.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Transfer the majority of administrative, student service and academic assessment/evaluation to a remote and/or online setting. This would include registration, financial aid, academic advising, counseling and psychological services and if possible, didactic exams, etc.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Require that all learners, faculty and staff carry a valid campus specific ID on campus
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Develop plans to operate with a reduced instructional faculty and staff workforce if necessary.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Cross-train employees to perform essential functions to maintain campus safety and a full set of instructional operations
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Screening learners, faculty and staff for loss of resiliency, stress, depression and suicidal ideation is also important and needs to be accessible and confidential using web bases, mobile and other more traditional modalities.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Campus and/or community support for learners, faculty and staff with loss of resiliency, stress, depression and suicidal ideation needs to be accessible and confidential using web based, mobile and other more traditional modalities.

<input type="checkbox"/>			Institute flexible employee campus sick leave policies.
<input type="checkbox"/>			Implement flexible accommodations for learners taking sick leave for themselves or immediate family members.
<input type="checkbox"/>			Institute and widely communicate a no-penalty approach for faculty and staff taking sick leave
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Discourage policies that may incentivize learners, faculty and staff to come to campus when sick or caring for an ill individual at home (e.g., extra food at end of shift, bonus pay, required exams, registration and others).
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Reschedule or cancel ALL study abroad programs and limit and/or delay exchange programs in national areas deemed to be high risk for COVID-19.

## 2x-Research Laboratory, Studio & Rehearsal Space Policies and Practice

STEPS			RECOMMENDATIONS
<b>1</b>	<b>2</b>	<b>3</b>	<b>LABORATORY, STUDIO &amp; REHEARSAL SPACE POLICY &amp; PRACTICE</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Identify facility coordinators for implementing COVID-19 guidelines, addressing issues and evaluating facility impact
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Maintain opportunities for hybrid, fully remote and traditional research, discovery & creative activity combinations.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Ensure students and faculty work closely with accessibility services staff to manage specific accommodations related to on campus or remote research laboratory engagement.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Implement ways to support high risk “vulnerable” students, faculty and staff and maintain remote opportunities to enhance their safety related to their research programs.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Transfer the research, discovery and creative activity administrative services, student service and laboratory support to a remote and/or online setting. This includes grants and sponsored programs, grants accounting, and the host of regulatory required aspects of sponsored research programs.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Require that all learners, faculty and staff carry a valid campus specific ID in research laboratory facilities.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Develop plans to operate with a reduced research faculty and staff workforce on-site
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Cross-train employees to perform essential functions to maintain laboratory operations
<input type="checkbox"/>	<input type="checkbox"/>		Institute and widely communicate flexible campus and sick leave policies for learners, faculty and staff.

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Implement a plan for human subjects research programs that reflect best physical distancing practices, including considerations for the most “vulnerable” individuals.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Institute and widely communicate a no-penalty approach for those taking sick leave for learners, faculty and staff.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Discourage policies that may incentivize learners, faculty and staff to come to work sick (e.g., extra food at end of shift, bonus pay and others)
<input type="checkbox"/>	<input type="checkbox"/>		Reschedule or cancel ALL travel abroad research programs and limit and/or delay exchange programs in national areas deemed to be high risk for COVID-19.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Minimize all procedures that create aerosols unless they are performed in negative pressure hoods.
<input type="checkbox"/>	<input type="checkbox"/>		Maintain only essential research personnel in laboratory space at all times.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Protect all environmental services staff, particularly following all biosafety level (BSL) training and facility protocols where present.

## 2xi-Business & Personal Travel Policy and Practice

STEPS			RECOMMENDATIONS
<b>1</b>	<b>2</b>	<b>3</b>	<b>BUSINESS &amp; PERSONAL TRAVEL POLICY &amp; PRACTICE</b>
<input type="checkbox"/>	<input type="checkbox"/>		Learners, faculty and staff should eliminate all nonessential business statewide, national and international travel
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Learners, faculty and staff should limit all nonessential business statewide, national and international travel
<input type="checkbox"/>	<input type="checkbox"/>		Learners, faculty and staff should eliminate all nonessential personal statewide, national and international travel
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Learners, faculty and staff should limit all nonessential personal statewide, national and international travel
<input type="checkbox"/>			Learners, faculty and staff returning to campus from higher risk in state, higher risk national travel and all international travel should be screened with a mobile or web based protocol and if determined to be at elevated risk, are asked to be PCR tested prior to return to campus. Those individuals screened low risk, testing PCR negative with/without immunity will be able to return to campus academic facilities after three days of self quarantine.
	<input type="checkbox"/>		Learners, faculty and staff returning to campus from higher risk in state, higher risk national travel and higher risk international travel should be screened with a mobile or web based protocol and if determined to be at high risk, are asked to be PCR tested prior to return to campus. Those individuals screened low risk, testing PCR negative with/without immunity will be able to return to campus academic facilities.

<input type="checkbox"/>	<input type="checkbox"/>	Learners, faculty and staff returning from higher risk in state, all higher risk national travel and all international travel who screen at elevated risk, are positive on PCR testing or refuse to be PCR tested, will self-quarantine in their homes or residence halls for fourteen days prior to returning to campus facilities.
<input type="checkbox"/>	<input type="checkbox"/>	Learners, faculty and staff returning from higher risk in state, all higher risk national travel and all international travel will abide by all federal and local public health policy prior to returning to campus facilities.

### **3-Nasal Swab PCR and Serologic Antibody Testing**

Nasal swab PCR and antibody testing are critical to provide both pandemic surveillance and contact tracing. These testing protocols must be FDA EUA (Emergency Use Authorization) certified and validated. These recommendations apply to those with influenza like illness (ILI) and/or COVID-19 associated symptoms and other asymptomatic cohorts or individuals. Specimen collection and handling are also critical to protect those managing the specimens and optimizing the accuracy of the testing.

<b>STEPS</b>			<b>RECOMMENDATIONS</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>NASAL SWAB PCR &amp; ANTIBODY SEROLOGIC TESTING</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	A routine testing strategy should be developed in coordination with local public health officials based upon campus and home syndromic surveillance.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Develop and implement routine learner, faculty and staff screening, testing and retesting at strategic intervals that can be displayed real time on a mobile device or on a hard copy. This can be linked to individual real time access control at campus facilities. Consider broadening to include a routine ILI respiratory panel when typical ILI annual cycle occurs.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Use mobile device technology as much as possible for syndromic surveillance and pretesting and post-testing determinations
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	If a learner, faculty or staff member is suspected or confirmed to have COVID-19, quarantine, isolation and testing should be prioritized among close contacts of the confirmed case including all family members and domestic partners
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	If cohorting of instructional, research or athletic teams was implemented, this would include other individuals on the positive person's cohorted group of individuals.
<input type="checkbox"/>	<input type="checkbox"/>		Work with local and state public health officials to conduct testing of all priority cases. Provide on-site professional screening and testing whenever possible in locations convenient for learners, faculty and staff.
<input type="checkbox"/>	<input type="checkbox"/>		Initiate required testing for all suspected and/or confirmed learner, faculty and staff cases with testing confirmation provided by local health system or public health official. Require follow-up prior to access to campus facilities other than campus quarantine/isolation residential facilities.

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Utilize only testing protocols and technology that have been FDA EUA (Emergency Use Authorization) and validated.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Have protocols in place for referral to telehealth and traditional medical care in event that a learner, faculty or staff member needs a referral. Campus health and wellness centers as well as community health care organizations should coordinate these 24X7 services.

## **4-Personal Protective Equipment Policy and Procedures**

Personal Protective Equipment (PPE), other than masking, is considered among the least effective method to protect due to its reliance on the user; if the user wears improperly, or the PPE fails, the worker is exposed. However, in certain high-risk areas, particularly when screening/testing, high risk communicable disease research, and deep cleaning after exposure to a suspected or confirmed case, proper use of PPE is essential.

STEPS			RECOMMENDATIONS
<b>1</b>	<b>2</b>	<b>3</b>	<b>PERSONAL PROTECTIVE EQUIPMENT POLICY &amp; PRACTICE</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Provide adequate PPE to all employees on request, particularly those engaged in high risk communicable disease research, cleaning high use areas and all campus based isolation/quarantine residential facilities.
<input type="checkbox"/>	<input type="checkbox"/>		Institute measures to distribute and redistribute daily recycled PPE with ability to avoid unnecessary contamination due to handling.
<input type="checkbox"/>	<input type="checkbox"/>		Provide PPE donning and doffing instruction and assessment for each individual depending on type of PPE.
<input type="checkbox"/>	<input type="checkbox"/>		Emphasize that all PPE must be worn properly and correctly by all individuals when and where such use is deemed necessary
<input type="checkbox"/>	<input type="checkbox"/>		Emphasize proper hand hygiene after gloves or facial coverings are removed. Provide necessary hand hygiene instruction and materials.
<input type="checkbox"/>	<input type="checkbox"/>		Post checklist/instructions for donning/doffing PPE in multiple languages. Provide credentialing at frequent intervals for learners, faculty and staff
<input type="checkbox"/>	<input type="checkbox"/>		Offer ongoing incentives for continuous donning and doffing best practices. Recognize the PPE champions routinely.

## **5-Residence Halls and Campus Living Policy & Practice**

Campus residence halls and related living facilities will be available for learners returning to campus. The engineering and policy practices described earlier will all apply. In addition, several additional best practices will be implemented.

STEPS			RECOMMENDATIONS
1	2	3	<b>RESIDENCE HALLS &amp; CAMPUS LIVING POLICY &amp; PRACTICE</b>
<input type="checkbox"/>	<input type="checkbox"/>		Residence halls available to learners will be able to use all physical distancing best practices in all designated areas.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Residence halls, dining facilities and common areas on campus are not being currently shared for community public health quarantine, isolation or post-acute care needs.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	One or more residence halls on the campus will be maintained for learners who develop influenza like syndromes or COVID-19 related symptoms, require isolation and/or quarantine for medical reasons.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Policy will be developed and implemented to maintain physical distancing in all food service and campus dining facilities. Efforts to increase “take-out” services and spaced dining as well as responsibilities for surface cleansing and waste disposal will be addressed.
<input type="checkbox"/>	<input type="checkbox"/>		Increased surface and facility cleaning will be done with approved equipment and materials by learners, resident advisors and/or the environmental services personnel who are specifically trained and protected in all common areas and residential facilities.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Designated PPE and appropriate training in proper use will be required of all residential life staff working in campus housing facilities.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Mobile device screening will be done at routine intervals. Any learner screening positive or who develops symptoms will immediately self-isolate and contact the Public Health Office and/or their primary care provider/clinic. The residential life staff can facilitate this contact when needed.

## **6-Large Group Campus & Community Gatherings Policy**

Large group gatherings, such as high enrollment courses, athletic events, concerts, exhibitions typically occur in several categories. National athletic conferences and professional athletic organizations are developing sport and venue specific recommendations that will be specific to the type of venue and the limitations of access that are reasonable in a sequential number of steps as pandemic recovery occurs. Definition of large group will generally depend on the size of the space and the ability to maintain physical distancing, as well as the prevailing recommendation of state or federal authorities.

From a university campus perspective, the large group campus gatherings include the following category types:

A-On campus with university learners, faculty and staff only

B-On campus with university learners, faculty, staff and community guests

C-Off campus with university learners, faculty and staff only

D-Off campus with university learners, faculty, staff and community guests

Category types A-D will each need a specific gathering and facility post-COVID-19 safety plan.

STEPS			RECOMMENDATIONS
<b>1</b>	<b>2</b>	<b>3</b>	<b>LARGE GROUP CAMPUS &amp; COMMUNITY GATHERINGS</b>
<input type="checkbox"/>			Prohibit attendance at all four types of large group gatherings exceeding 25 individuals.
<input type="checkbox"/>			Prohibit attendance at all Type A large group on campus gatherings
		<input type="checkbox"/>	Implement a policy, reflecting best physical distancing practices to facilitate attendance at Type A large group on campus venues.
<input type="checkbox"/>	<input type="checkbox"/>		Prohibit attendance at all Type B large group on campus gatherings
		<input type="checkbox"/>	Implement a policy, reflecting best physical distancing practices to facilitate attendance at Type B large group on campus venues.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Prohibit attendance at all Type C large and small group community events
		<input type="checkbox"/>	Develop a time line to implement a policy, reflecting best physical distancing practices to facilitate attendance at Type C large group on campus venues.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Prohibit attendance at all Type D large group off campus community events
		<input type="checkbox"/>	Develop a time line to implement a policy, reflecting best physical distancing practices to facilitate attendance at Type C large group on campus venues.

## **7-Off Campus Experiential Learning Experiences**

Many learners, faculty and staff are based off campus in settings where experiential learning and teaching occurs. This includes the experiential time in educational, social work, counseling program internships, clerkships and other rotations that do not occur on the academic campus. These experiences are also required and specified by several accrediting and licensing bodies. for clinical learners, including the allied health professions, dentistry, medicine, nursing, pharmacy and many others.

### **7i-Off Campus Clinical Experiential Learning**

STEPS			RECOMMENDATIONS
<b>1</b>	<b>2</b>	<b>3</b>	<b>CLINICAL- EXPERIENTIAL LEARNING</b>

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Evaluate off campus and particularly out of state /international clinical learning clerkship experiences and restore such rotations when possible in the academic year when they meet student safety requirements.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Defer off campus clinical experiences that have not been fully evaluated by faculty using the guidance provided in this document to ensure student safety.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Defer international clinical experiences that have not been fully evaluated by faculty using the guidance provided in this document to ensure student safety. This will likely be significantly later in the academic year.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Develop and implement a Clinical Learning web site that provides best practices, learning modules, and frequently asked questions.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Provide information to learners, faculty and staff on self-monitoring of COVID-19 symptoms using a mobile or web based device.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Provide information to all learners, faculty and staff on safe social distancing practices
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All learners, faculty and essential staff who participate in clinical experiential learning will be designated as “essential health care workers”.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Provide information to learners, faculty and staff on protective measures against COVID-19 that is specific to the clinical rotation assignment. Examples include:
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	PPE, handwashing and contact surface cleaning procedures
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Staying home when sick or caring for family members if they are sick
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Avoiding contact with people who are sick without appropriate PPE
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Follow guidance of local and state public health officials on staying home and avoiding unnecessary trips outside of the home such as shopping or travel
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Ensure that the clinical health care facility is able to provide the necessary PPE to keep the learners safe. If not learners, faculty and staff cannot attend unless the school can provide the appropriate PPE for learners and supervising faculty and staff.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Ensure that the clinical site agrees to provide all necessary occupational health services related to the COVID-19 pandemic response, including 24X7 access to information.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Encourage learners to wear their masks at their residential site after their clinical rotation.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Encourage learners, faculty and staff to wear a face covering during transportation to and from the health care facility to protect themselves and others prior to exchanging a used mask for a new mask
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Encourage learners, faculty and staff to replace and/or exchange used masks for new masks at frequent intervals at designated sites.

## 7ii-Off Campus Non-Clinical Experiential Learning

STEPS			RECOMMENDATIONS
<b>1</b>	<b>2</b>	<b>3</b>	<b>NON-CLINICAL EXPERIENTIAL LEARNING</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Evaluate off campus and particularly out of state /international experiential learning clerkship experiences and restore such rotations when possible in the academic year when they meet student safety requirements.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Defer off campus learning experiences that have not been fully evaluated by faculty using the guidance provided in this document to ensure student safety.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Defer international learning experiences that have not been fully evaluated by faculty using the guidance provided in this document to ensure student safety. This will likely be significantly later in the academic year.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Develop and implement an Experiential Learning web site that provides best practices, learning modules, and frequently asked questions.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Provide information to learners, faculty and staff on self-monitoring of COVID-19 symptoms using a mobile or web based device.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Provide information to learners, faculty and staff on safe social distancing practices
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Provide information to learners, faculty and staff on protective measures against COVID-19 that is specific to the experiential rotation assignment. Examples include:
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	PPE, handwashing and contact surface cleaning procedures
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Staying home when sick or caring for family members if they are sick
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Avoiding contact with people who are sick without proper PPE
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Follow guidance of local and state public health officials on staying home and avoiding unnecessary trips outside of the home such as shopping or travel
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Ensure that the experiential learning organization and specific facility is able to provide the necessary PPE to keep the learners safe. If not learners, faculty and staff cannot attend unless the school can provide the appropriate PPE for learners and supervising faculty and staff.
<input type="checkbox"/>	<input type="checkbox"/>		Encourage learners to wear their masks home after their experiential rotation sessions.
<input type="checkbox"/>	<input type="checkbox"/>		Encourage learners, faculty and staff to wear a face covering during transportation to and from the experiential learning facility to protect themselves and others.
<input type="checkbox"/>	<input type="checkbox"/>		Encourage learners, faculty and staff to replace and/or exchange used masks for new masks at frequent intervals

## **8-Co-Curricular Programs and Campus Activities**

STEPS			RECOMMENDATIONS
<b>1</b>	<b>2</b>	<b>3</b>	<b>Co-Curricular Programs and Campus Activities</b>
<input type="checkbox"/>	<input type="checkbox"/>		All meetings and social gatherings should be limited to 10 people or less, have made accommodations for appropriate physical distancing, and should not involve any off-campus participants for on-campus events.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	To provide access for individuals not able to be physically present, all university-sponsored events and activities need to accommodate remote participation when activity is otherwise happening face-to-face.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	University-affiliated housing facilities, like fraternity and sorority houses, will be open so long as learners will be able to use all physical distancing best practices in all designated areas. Dining facilities inside the houses will permit learners to maintain appropriate physical distancing and best practices for food service facilities.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All student organization sponsored events and programs must be pre-approved at the Vice Chancellor/or designated senior officer level.
<input type="checkbox"/>	<input type="checkbox"/>		Student organization travel activities more than 25 miles away from the home campus are prohibited.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Provide student organizations with support to conduct organizational business online, leveraging technology
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Student organizations fundraisers distributing food are not permitted (e.g. bake sales, selling franchise food items).
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Fundraisers should leverage electronic money exchange (e.g. Vinmo) instead of collecting physical currency.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Student organization gatherings must follow adequate physical distancing for on and off campus meetings.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Campus recreation and fitness centers will be open so long as students and members will be able to use all physical distancing and cleaning best practices in all designated areas.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All fitness and recreational programming such as group exercise classes, club and intramural sports competitions should be limited based on campus physical distance guidelines and pre-approved by an identified senior staff member.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All campus sponsored student, faculty and staff events and programs must be pre-approved at the Vice Chancellor/or designated senior officer level.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All campus events and programs should avoid food service. Those with food service should avoid buffet style and instead leverage individually packaged meals.

<p><b>Global Center for Health Security</b>  986161 Nebraska Medical Center  Omaha, NE 68198-6161  402-559-0551 (phone)</p>	
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# Youth Sports Reopening Guidelines

5/11/2020

The below guidelines lay out the planned reopening of certain youth sports. Additional guidelines for other sports will be provided as it is determined participation in those sports meet health and safety measures. Violation of these rules may mean a team is prohibited from practicing or playing games for the entire summer.

The below guidelines apply only to team sports. Individual sports such as golf and tennis (including doubles tennis) are not prohibited under any Directed Health Measure, however, participants must practice social distancing.

## Month of May

- No Organized Team Sports games for youth and adults.
- No Team Organized Sports practices for youth and adults. This prohibition includes any practice, training or group exercise program organized by a coach of a sports team.
- Businesses and organizations that provide sports training AND that sell memberships to provide such training are allowed to offer sports training as long as they follow the same guidelines as fitness centers/clubs, gymnasiums, health clubs, and health spas. No team organized training is allowed.

## June 1

- Schools are permitted to open weight rooms for use by all student athletes as long as they follow the same guidelines as fitness centers/clubs, gymnasiums, health clubs, and health spas.
- Team Organized practices for baseball and softball may begin unless circumstances dictate a change in date.
- Dugout use will not be allowed. Players' items should be lined up against the fence at least six (6) feet apart.
- Parents must remain in their cars or drop off and pick players up afterwards.
- Players should use their own gloves, helmets, and bats as much as possible.
- Coaches are responsible for ensuring social distancing is maintained between players as much as possible. This means additional spacing between players while playing catch, changing drills so that players remain spaced out, no congregating of players while waiting to bat.
- Players must bring their own water/beverage to consume during and after practice. No shared drinking fountains or coolers.
- Players must bring their own snacks to consume during and after practice. No shared/communal snacks.
- Coaches must sanitize shared equipment before and after each practice
- Team organized practices for other sports may remain suspended

## June 18

- Baseball and softball games may begin unless circumstances dictate a change in date
- Same guidelines apply as above for baseball and softball practices
- Use of dugouts is permitted during games only. Bleachers located between the dugout and home plate should also be used to spread out players. Players should have designated spots to place their personal items. Coaches must designate an adult who is responsible for ensuring players are seated on the benches unless they are actively participating in the game.

- Players should use their own gloves, helmets, and bats as much as possible.
- Fan attendance is limited to household members of the players on the team. No use of bleachers for fans. Fans must bring their own chairs or stand. Fans should keep six (6) feet of social distancing between different household units. No fan seating or standing is allowed in the area from behind home plate to six (6) feet past the far end of each dugout.
- Teams to play next must be provided designated areas for player warm-ups that provide for necessary social distancing.
- Post game handshakes or interaction between teams are prohibited.
- When games end, the leaving team must sanitize the dugout area. No post-game talks at the field are permitted. Fans and players must leave the playing area and return to their cars immediately after the game.
- The team to play next must remain in their designated warm up area until the prior team has finished sanitizing and is completely out of the dugout.
- Fans for upcoming games must remain in their cars during player warm ups. They will be permitted to come to the field once the team they are there to watch enters the dugout area.
- Restrooms must be cleaned and sanitized regularly while players and fans are present. Markings should be placed on the ground to ensure individuals waiting to use the restroom are spaced six (6) feet apart.
- Players must bring their own water/beverage to consume during and after practices and games. No shared drinking fountains or coolers.
- Players must bring their own snacks to consume during and after practice/games. No shared/communal snacks.
- Coaches must sanitize shared equipment before and after each practice and game.
- Concessions stands are not allowed to be open.
- Team organized practices and games for other sports may remain suspended.

## 23. Reports

Action Item

A. Technology report

Information Item

B. Elementary principal report

Information Item

C. Secondary principal report

Information Item

D. Transportation report

Information Item

DUNDY COUNTY STRATTON SCHOOLS VEHICLE REPORT								April 2020
VEHICLE	CAP	VIN	ODOMETER BEG	ODOMETER END	MILES	GALS	MAINTENANCE	
1	2000 BLUEBIRD Bus (Coach)	50	6003	133385	133385	0.0	0.0	
2	2005 Van Hool Coach	58	4313	62582	62582	0.0	0.0	
3	2015 Blue Bird Yellow Bus	35	8212	58301	58301	0.0	0.0	
4	99 INTERNATIONAL	60	5599	206043	206043	0.0	0.0	
5	02 CHEVY	23	2233	160079	160079	0.0	0.0	Rpr, prep & paint hood; Rpr, prep & paint r/front fender; Rpr antenna for 2-way radio; Rpr exhaust manifold
6	14 Blue Bird Bus	47	7776	127646	127646	0.0	0.0	
7	99 GMC V8	21	7994			0.0		
8	2014 Blue Bird	77	1039	98511	98511	0.0	0.0	
9	02 CHEVY V8	23	7370	166848	166848	0.0	0.0	
10	12 Ford E-350 Van	10	8792	89292	89292	0.0	0.0	
11	19 International Bus	35	6442	45878	45878	0.0	0.0	install camera and DVR
12	2020 IC Bus	47	1961	17,110	17,110	0.0	0.0	
13	05 Taurus Gold	5	4124	123407	123407	0.0	0.0	
14	05 Taurus Grey	5	3776	127025	127026	1.0	0.0	
15	10 Chevy Impala	5	9642	117883	117920	37.0	0.0	
16	05 Suburban	8	9871	186000	186455	455.0	0.0	
17	06 Suburban - Maroon	8	2698	161201	161684	483.0	36.6	
18	06 Suburban - grey	8	6085	199763	200786	1023.0	62.0	
19	13 Ford Expedition	8	8563	169905	170006	101.0	0.0	
20	02 Taurus (Red)	5	6498	99779	100377	598.0	0.0	
21	01 Taurus	5	6788	149349	149350	1.0	0.0	
22	sold					0.0		
23	99 Chevy Mid Bus	22	0121	135083	135083	0.0	0.0	
24	97 Taurus	5	9015	190738	190738	0.0	0.0	
25	96 Taurus -Green	5	6462	170170	170171	1.0	0.0	
26	2010 Blue Bird	47	2236	175995	175995	0.0	0.0	
27	2012 Blue Bird	47	0004	152345	152345	0.0	0.0	
28	2001 Chevy Silverado		8211	140955	141377	422.0	25.4	
29	2018 Ford 350 Transit		9985	27781	27782	1.0	0.0	
30	09 Ford F-350 Van	12	3952	121081	121117	36.0	0.0	
31	07 Ford Expedition	8	9506	229114	229675	561.0	23.1	
32	sold					0.0		
33	10 Ford E-350	10	5937	110379	110379	0.0	0.0	
34	99 Suburban Blue	9	2627	153138	153138	0.0	0.0	
	ACTIVITY					3720.0		
	GAS CAN						17.0	
	Gas - Stratton							
	DIESEL CAN						4.5	
	Diesel - Stratton							
	Other - air compressor @ barn							
	F-935 John Deere							
	Besler Trailer							
	425 Mower (Benk)							
	345 Mower (Haigler)							
	345 Mower (Stratt)							
	Diesel Fuel Tank							
	Weedeaters - Stratton							

E. Superintendent report

Information Item

F. Board and committee reports

Information Item

1. Board information

Information Item

**24. Excuse absent member(s)**

Action Item

**25. Adjourn**

Information Item

26. Motion to adjourn at 7:26 PM Passed with a motion by Kent Lorens and a second by Sandy Noffsinger.

27. Brad Baney:	28. Yea
29. Craig Kerchal:	30. Yea
31. Nick Ladenburger:	32. Yea
33. Kent Lorens:	34. Yea
35. Toby Marlin:	36. Yea
37. Sandy Noffsinger:	38. Yea
39. Shad Stamm:	40. Yea

