

Board of Education Regular Meeting  
Monday, September 13, 2021 6:00 PM  
Mountain  
Dundy County Stratton High School  
400 9th Avenue West  
Benkelman, Nebraska 69021

1. **Opening Procedures**

Procedural Item

1.A. Call to order

Action Item

1.B. Roll Call

Action Item

1.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. **Awards and Recognitions**

Action Item

4. **Public comment**

Information Item

Welcome to the Dundy County Stratton Public Schools Board of Education Meeting. The Board welcomes citizens to attend board meetings to become acquainted with the programs and operations of the district. Members of the public are also encouraged to share their ideas and opinions with the Board during the agenda item labeled "Public Items". Comments or questions from the audience at any other time during the meeting except for the agenda item "Public Items" will out of necessity be declared out of order.

The Nebraska Open Meetings Act prevents the board from speaking to a matter that is not on the agenda. Please understand that the board may be unable to address your issue during the meeting. It is not permissible for the board to comment on items not listed for the protection of the public's right to know and participate in the discussion of items that do come before the board and stated appropriately in the meeting agenda.

During this agenda item "Public Items" we ask that you abide by the following rules:

**Public Comment Protocol and Procedures**

4. Anyone wishing to speak to the board on specific agenda items or on other topics relevant to board business must complete a Public Comment Request Card and submit it to the Board President prior to the opening of the meeting. The public will only be recognized and their comments heard at Item "Public Items" on the board agenda. The total time allotted for the public comment will not exceed thirty minutes and each member of the public will be allotted not more than five minutes to address the Board. If a group wishes to speak, please designate one spokesperson for the group.
5. Please state your name and the topic you are addressing before you begin.
6. Speakers are asked to direct their questions and comments to the chair. A member of the Board of Education or the Superintendent may direct clarifying questions to the chair, but the board will not under any circumstance enter into a debate with any the member of the public.
7. Speakers may offer objective criticism of district operations and programs, but the Board would encourage members of the public to address complaints concerning individual district personnel through the proper chain of command. The chair may direct the member of the public to the appropriate means to address concerns brought before the Board; however, the board will not respond with action but will take comments under advisement and direct the comments to the appropriate staff member to address outside of the board meeting.
8. Please remember that is a public meeting for the conduct of business of the Dundy County Stratton Public School District. Offensive language, personal attacks and hostile conduct will not be tolerated. You should further be advised that there is no legal protection for any comments that are made.
9. As stated in **NEB. REV. STAT. § 79-570 Class I, II, III, IV, or VI school district; president; meetings; maintenance of order.**

If any district meeting of a Class I, II, III, IV, or VI school district any person conducts himself or herself in a disorderly manner and persists in such conduct after notice by the president or person presiding, the president or person presiding may order such person to withdraw from the meeting and, if the person refuses, may order any person or persons to take such person into custody until the meeting is adjourned.

10. As stated in **NEB. REV. STAT. § 79-571 Class I, II, III, IV, or VI school district; meetings; disorderly conduct; penalty.**

Any person who refuses to withdraw from such meeting on being so ordered as provided in section 79-570 or who willfully disturbs such meeting shall be guilty of a Class V misdemeanor.

5. **Consent Agenda**  
Consent Agenda

**Dundy County Stratton  
Public School  
Activities Handbook**

**Rules and Regulations  
2021- 2022**

## Table of Contents

### Introduction

### SECTION ONE: GENERAL INFORMATION ABOUT THE ACTIVITIES PROGRAM

**Academic Eligibility**  
**Attendance at Practices and Contests**  
**Closings**  
**Complaint Procedure**  
**Concussion Awareness**  
**Dances**  
**Junior High/Middle School Dances**  
**High School Dances**  
**Homecoming and Prom**  
**Electronic Communication**  
**Equipment**  
**Fundraising**  
**Individual Training Rules and Rules of Conduct**  
**Initiations and Hazing**  
**Injuries**  
**Insurance**  
**Lettering Requirements**  
**Mascot**  
**Practices**  
**Secret Organizations**  
**Student Manager, Helpers, or Activity Aids**  
**Sunday and Wednesday Night Activities**  
**Transportation**  
**Weight Room**

### SECTION TWO: AVAILABLE ACTIVITIES

**Academic Bowl**  
**Art Club**  
**Athletic Teams**  
**Band**  
**Cheer Squad**  
**Family Career and Community Leader of America (FCCLA)**  
**Future Business Leaders of America (FBLA)**  
**Future Farmers of America (FFA)**  
**Letter Club**

**Mock Trial**  
**National Honor Society**  
**Play Production (One Act)**  
**School Play/Musical**  
**Student Government (Council)**  
**Spanish Club**  
**Speech Team**  
**Student Publications**

### **SECTION THREE: NEBRASKA STATE ACTIVITY ASSOCIATION RULES**

**Eligibility**  
**NSAA Sportsmanship Rules**

### **SECTION FOUR: CODE OF CONDUCT**

**Standard of Conduct.**  
**Coach and Sponsor Rules.**  
**Prohibited Conduct.**  
**Discipline.**  
**Drugs and Alcohol**  
**When Suspensions Begin.**  
**Letters and Post-Season Honors.**  
**Evaluation, Counseling, and Treatment.**  
**Reporting of Incident.**  
**Discipline Procedures.**  
**Review of Administrative Decision.**  
**Misrepresentations.**  
**Questions.**  
**Assistance.**  
**A Parent's Guide to Concussions**

### **AUTHORIZATION AND ACKNOWLEDGEMENT**

**ACKNOWLEDGEMENT OF CONDUCT CODE**  
**Acknowledgement of Drug Policy**

## Introduction

Student participation in extracurricular activities has been linked to improved attendance, higher academic achievement, and greater student self confidence and self-esteem. Dundy County Stratton Public Schools provides students with the opportunity to participate in a comprehensive activities program that includes athletics, fine arts, and select clubs or organizations associated with academic areas.

Although the school district believes strongly in the value of student activities, participation in the activities program is a privilege, not a right. Students must obey the rules set out in this handbook and any additional rules created by their coach or activity sponsor. This handbook is advisory and does not create a "contract" with parents, students, or staff. The administration reserves the right to make decisions and make rule revisions at any time to implement the educational program and to assure the well-being of all students. The administration is responsible for interpreting the rules contained in the handbook. If a situation or circumstance arises that is not specifically covered in this handbook, the administration will make a decision based upon all applicable school district policies, and state and federal statutes and regulations.

**Please read this handbook carefully. Students and their parents are responsible for complying with all of the rules and procedures detailed in this booklet.**

**Parents must sign the acknowledgement and permission to participate form at the end of this handbook before their student will be permitted to participate in the activity programs of the district.**

The provisions in this handbook are subject to change at the sole discretion of the Board of Education. From time to time, you may receive updated information concerning changes in the handbook. These updates should be kept within the handbook so that it is up to date. If you have any questions regarding this handbook, please contact the Superintendent for assistance.

## **NONDISCRIMINATION IN EDUCATION PROGRAMS AND ACTIVITIES**

The school district does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the nondiscrimination policies:

Name: Jackie Anderson

Title: Superintendent

Address: 400 9<sup>th</sup> Avenue West, Benkelman, NE 69021

Telephone: (308) 423-2738

E-mail: jackie@dcstigers.org

For further information on notice of nondiscrimination, visit <http://wdcrobcolp01.ed.gov/CFAPPS/OCR/contactus.cfm> for the address and phone number of the office that serves your area or call 1-800-421-3481.

For additional prohibited discrimination and related information, please review school district Policy 3053 – Nondiscrimination

## **SECTION ONE: GENERAL INFORMATION ABOUT THE ACTIVITIES PROGRAM**

### **Academic Eligibility**

To be eligible to participate in the school's activity programs, each student must (1) meet Nebraska State Activities Association (NSAA) requirements concerning scholastic eligibility (see Section Three of this Handbook), (2) be registered for 10 credit hours per semester and be in regular attendance, and (3) have not less than a 70% grade in two or more classes for a period of one week to remain eligible to participate in any portion of the activities program. Participants must attend practices and participate in all conditioning during any period of ineligibility.

The school district will notify a participant and his or her parents whenever the participant is declared academically ineligible.

Students may not participate in any activity, performance or practice while serving a short-term suspension, long-term suspension, or expulsion from school.

### **Attendance at Practices and Contests**

Participants in the activities program are expected to attend and be on time at all practices and meetings scheduled by the coach or sponsor. Participants may be excused for absences resulting from a participant's illness, a death in the family, a doctor's appointment, a court appearance, or other absences that are arranged in advance. The coach, sponsor, or director of an activity may require a participant who has an excused absence to complete an alternate assignment for missing a practice, meeting, event, performance, or contest. A participant who is unable to attend a scheduled practice, meeting, or game must contact the coach or sponsor in advance. Students who are absent from school due to illness are not required to provide the coach or sponsor with additional notification of the student's absence from practice.

Students who are absent from school for any part of the day will not be permitted to practice or participate in an athletic contest or activity performance unless the student has the building principal's prior permission to participate despite the absence.

If a participant misses a scheduled contest or performance, the coach or sponsor may impose discipline up to and including suspension of the participant from the activity for the remainder of the season or length of the activity.

## **Closings**

Unless the administration determines that it is permissible for the activity to continue as scheduled, all activities will be cancelled or postponed in the event that school has been called off for inclement weather or any other reason as determined by the administration. Unless the administration determines that it is permissible for the activity to continue as scheduled.

## **Colors**

The Dundy County Stratton Public School colors are Maroon, Blue, White, and Gold.

## **Complaint Procedure**

To reduce conflicts in the school's activities program, students and/or their parents should use district's formal complaint procedure to manage conflicts about the program. The complaint procedure is printed in the school's student handbook and may be found on the district's web site: [www.dcstigers.org](http://www.dcstigers.org).

## **Concussion Awareness**

The Nebraska Unicameral has found that concussions are one of the "most commonly reported injuries in children and adolescents who participate in sports and recreational activities and that the risk of catastrophic injury or death is significant when a concussion or brain injury is not properly evaluated and managed."

The School District will:

- a. Require all coaches and trainers to complete one of the following on-line courses on how to recognize the symptoms of a concussion or brain injury and how to seek proper medical treatment for a concussion or brain injury:
  - Heads UP Concussions in Youth Sports
  - Concussion in Sports—What You Need to Know
  - Sports Safety International
  - ConcussionWise
  - ACTive™ Athletic Concussion Training for Coaches; and
- b. On an annual basis provide concussion and brain injury information to students and their parents or guardians prior to such students initiating practice or competition. This information will include:
  - 1 The signs and symptoms of a concussion;
  - 2 The risks posed by sustaining a concussion; and
  - 3 The actions a student should take in response to sustaining a concussion, including the notification of his or her coaches.

A student who participates on a school athletic team must be removed from a practice or game when he/she is reasonably suspected of having sustained a concussion or brain injury in such practice or game after observation by a

coach or a licensed health care professional who is professionally affiliated with or contracted by the school. The student will not be permitted to participate in any school supervised team athletic activities involving physical exertion, including practices or games, until the student:

- a. has been evaluated by a licensed health care professional;
- b. has received written and signed clearance to resume participation in athletic activities from the licensed health care professional; and
- c. has submitted the written and signed clearance to resume participation in athletic activities to the school accompanied by written permission to resume participation from the student's parent or guardian.

If a student is reasonably suspected after observation of having sustained a concussion or brain injury and is removed from an athletic activity, the parent or guardian of the student will be notified by the school of:

- a. the date and approximate time of the injury suffered by the student,
- b. the signs and symptoms of a concussion or brain injury that were observed, and
- c. any actions taken to treat the student.

The school district will not provide for the presence of a licensed health care professional at any practice or game.

School officials shall deem the signature of an individual who represents that he/she is a licensed health care professional on a written clearance to resume participation that is provided to the school to be conclusive and reliable evidence that the individual who signed the clearance is a licensed health care professional. The school will not take any additional or independent steps to verify the individual's qualifications.

### **Dances**

School dances are part of the district's extracurricular activity program. Students who wish to participate in school dances must comply with the activity code. Students may be prohibited from participating in school dances as a consequence for violating school rules or these activity rules.

### **Junior High/Middle School Dances**

Junior high/middle school (6-8) dances are restricted to students currently enrolled in the junior high school and will be sponsored by junior high teachers and parents. Any organization wishing to sponsor a junior high dance must obtain permission from the principal regarding date and times. Each dance must be sponsored by at least two faculty members and one additional adult couple. Once admitted to the dance, students must remain until the close of the dance. Students who leave the dance will not be readmitted.

### **High School Dances**

All high school dances are restricted to Dundy County Stratton High School students and their guests. Any organization wishing to sponsor a dance must obtain permission from the principal regarding date and times. Each dance must be sponsored by at least two faculty members and one additional adult couple. Once admitted to the dance, students must remain until the close of the dance. Students who leave the dance will not be readmitted.

### **Homecoming and Prom**

The Homecoming dance is open to students and guests of Dundy County Stratton High School.

The Junior/Senior Prom is open to students and guests of the Dundy County Stratton High School junior and senior classes. Guests must follow all rules that the students must follow. Each student is responsible for his/her guest's conduct. Appropriate attire is required for these dances. No blue jeans, shorts, or T-shirts will be allowed at the banquet or dance for Prom. Black dress jeans will be acceptable.

### **Electronic Communication**

The school board supports the use of technology by coaches, extracurricular sponsors, and other staff members to communicate with students for legitimate educational, extracurricular, and other school-related purposes. However, electronic communication between students and teachers, sponsors, and coaches shall be appropriate at all times and shall not violate any law, district policies, or the Regulations and Standards for Professional Practices Criteria, commonly known as Rule 27 of the Nebraska Department of Education ("Rule 27"). Please see the Social Media Policy For School District Employees for further explanation.

### **Equipment**

Each participant in the athletic portion of the activities program will be issued a locker to store his/her personal belongings and school equipment that has been checked out. Students should secure their athletic lockers with combination locks.

School-owned clothing or equipment that is checked out to individual students remains the property of the school. The clothing or equipment is not to be used or worn by the student except for the intended use. Each piece of equipment or clothing is to be returned to the instructor or coach when the season or the use for such clothing or equipment is over. Each participant is responsible for all equipment checked out to him/her. Students will be assessed the replacement cost for school equipment that has been checked out to him/her and is lost or stolen.

### **Fundraising**

All school-sponsored fundraising activities must be approved by a member of the school district administration. Fundraising for any activity must comply with the district's policies, including applicable provisions specifically pertaining to Booster Clubs and PTOs for non-school-sponsored fundraising. Use of the school mascot shall not be permitted unless approved by the superintendent.

### **Individual Training Rules and Rules of Conduct**

Head coaches or sponsors may develop additional training rules or rules of conduct for their activity. Students are responsible for knowing these rules and complying with them.

### **Initiations and Hazing**

Initiations and hazing by members of classes, clubs, athletic teams, or any other organization affiliated with the district are prohibited except as otherwise permitted by this policy. Any student engaging in hazing or non approved initiations is subject to discipline as permitted by policy and law.

Initiations are defined as any ritualistic expectations, requirements, or activities placed upon new members of a school organization for the purpose of admission into the organization, even if those activities do not rise to the level of "hazing" as defined below. Initiations are prohibited except by permission of the superintendent.

Hazing is defined as any activity by which a person intentionally or recklessly endangers the physical or mental health or safety of an individual for the purpose of initiation into, admission into, affiliation with, or continued membership in any school organization. Hazing activities include, but are not limited to, whipping, beating, branding, an act of sexual penetration, an exposure of the genitals of the body done with the intent to affront or alarm any person, a lewd fondling or caressing of the body of another person, forced and prolonged calisthenics, prolonged exposure to the elements, forced consumption of any food, liquor, beverage, drug, or harmful substance not generally intended for human consumption, prolonged sleep deprivation, or any brutal treatment or the performance of any unlawful act that endangers the physical or mental health or safety of any person.

## **Injuries**

Participants who suffer any type of injury while involved in extracurricular activities must notify the coach or sponsor immediately. The coach or sponsor will then evaluate the injury and, if necessary, notify the participant's parents or seek immediate medical treatment.

If at any time during participation a doctor removes an athlete from participation because of an illness or injury, the athlete must have a written release from a doctor before participating again. The written release must be given to the coach or sponsor of the activity.

Note: The release requirement will be satisfied if the initial doctor's order specifies the duration of the student's restriction from participation and/or competition. Also see Concussion Awareness above.

## **Insurance**

The school district does not provide medical or other insurance coverage for students who participate in athletic contests or other activities. It is the parents' responsibility to provide adequate insurance to cover any medical expenses that may be incurred while the student is participating in athletics or other activities.

The school district makes an accident insurance plan available for purchase by participants and their families through an authorized insurance agent. Information about policies which families may purchase will be available prior to each sports season and at fall registration.

## **Lettering Requirements**

Are determined by individual coaches prior to the season and defined in their sport handbooks.

## **Mascot**

The official emblem for boys' and girls' athletic teams is the Tiger. The mascot cannot be used for non-school-sponsored purposes unless approved by the superintendent.

## **Practices**

The individual head coach or sponsor, in cooperation with the high school principal, will schedule all starting times of practices. All participants are expected to be ready at the time set by the coach or sponsor.

To be eligible to practice, a participant must satisfy the following requirements:

1. Submit to the coach or sponsor a signed physical form and Activities Code that verifies that a physical examination has been completed and that the student and parent(s) understand the school's position regarding the use or possession of alcohol, tobacco, and other related drugs.
2. Furnish the high school principal with proof of insurance.

### **Secret Organizations**

Secret organizations are prohibited. School officials shall not allow any person or representative of any such organization to enter upon school grounds or school buildings for the purpose of rushing or soliciting students to participate in any secret fraternity, society, or association.

### **Student Manager, Helpers, or Activity Aids**

Students wishing to serve as student volunteers for extracurricular activities must gain the permission of the activity coach or sponsor. Student volunteers must comply with all of the rules and procedures contained in this handbook.

### **Sunday and Wednesday Night Activities**

In order to provide students sufficient time away from school for family related activities, the school will endeavor not to schedule activities on Wednesday evenings or on Sundays. Practices will be organized so that all participants are showered, dressed, and/or leave the facilities by 6:00 p.m. on Wednesday nights. An exception to this guideline would be when a team, group of students, or an individual may be required to participate in an activity sponsored by the conference, district, or state on a Wednesday night.

The school does not allow Sunday practice sessions, except when a varsity team, group of students, or individual is scheduled to compete or perform on a Monday. Practices scheduled for a Sunday must have the prior approval of the activities director or building principal.

### **Transportation**

All participants are expected to ride to and from away activities by means of approved school transportation.

A participant may ride home with his or her parent/guardian only if the parent/guardian personally contacts the sponsor at the activity. A participant may ride home with an adult if the participant's parent/guardian has personally contacted the principal prior to the activity and the adult personally contacts the sponsor at the activity prior to leaving with the student. Parents are discouraged from requesting to take their children home after an away contest or performance. Travel to and from an event provides time for the students to further develop a strong team concept.

## **Weight Room**

The weight room has been developed to help each athlete, student, or adult in the community maintain a level of physical fitness. No one may use the weight room or equipment without proper supervision. The school will develop a schedule for use of the weight room by athletes during the school year and during the summer months.

The weight room is a high demand area within the school facilities. The following guidelines will help determine the priorities in reference to use if more than one group desires to use the facility at the same time:

1. Physical education instruction
2. By the team sports, which are in season
3. Conditioning programs for athletes not currently out for a sport 4. Summer conditioning programs
5. Adult education

## **SECTION TWO: AVAILABLE ACTIVITIES**

### **Academic Bowl**

Academic Bowl is an all-subject buzzer-based academic quiz competition. We offer teams for high school (9-12), junior high (7-8) and elementary (K-6) school quiz bowl teams.

### **Art Club**

Membership is open to those students who wish to work on out of class projects such as painting windows in classrooms and painting pictures and designs on the art room walls.

### **Athletic Teams**

Basketball (boys and girls)  
Cross County (boys and girls)  
Football  
Golf  
Track (boys and girls)  
Volleyball  
Wrestling

### **Band**

The school district sponsors pep band in addition to concert band. Participants must be enrolled in band class in order to be eligible to participate in these groups.

### **Cheer Squad**

Participants are selected by the sponsor(s) or judges appointed by the sponsor. Members of the cheer squad will attend all home and selected away athletic contests.

**Family Career and Community Leadership of America (FCCLA)** FCCLA is an integral part of the Family and Consumer Sciences department. Members should have taken or presently be taking a family and consumer sciences class. Program emphasis for FCCLA is on leadership development, family cooperation and communication, community service and peer education.

### **Future Business Leaders of America (FBLA)**

FBLA is an integral part of the vocational business department and membership is limited to those students with at least one semester of work in the business education field. One of the primary objectives of FBLA is developing leadership and responsibility.

### **Future Farmers of America (FFA)**

FFA is an integral part of the agricultural education department and all students of that department are urged to belong. The activities include training in leadership, opportunities for travel and recreation, and safety and community service activities. Students may participate in field trips, conventions, judging contests, and hands-on experience.

### **Letter Club**

Any student who has lettered in any sport is eligible for membership. The purpose of the Club is to stimulate and encourage sportsmanship and to assist in bringing about a closer bond between students in all sports.

### **Mock Trial**

Students participate in rehearsed *trials* to learn about the legal system in a competitive manner.

### **National Honor Society**

The National Honor Society is a national organization that recognizes student character, scholarship, leadership, and service to the school.

Student members shall be selected from the sophomores, junior and senior classes by the Selection Committee. The results of the selection will be announced at an honors convocation.

### **Play Production (One Act)**

The Play Production team participates in competitions performing a rehearsed short play. Team and cast members work with lighting, costumes stage changes and all aspects of putting on the production.

### **School Play/Musical**

The school play and musical are offered in alternating years. This is a more involved and longer time frame than the one act troupe. Cast members work with sound, lighting, costumes stage changes and all aspects of putting on the production.

### **Student Government (Council)**

The purpose of student government is to arouse the spirit of loyalty toward the school, to promote good citizenship, to sponsor school activities, to extend the spirit of good fellowship throughout the student body, to foster a spirit of cooperation between the students and faculty, and to seek to develop a spirit of cooperation, good will, and better understanding with other schools. The organization, operation, and scope of the student government shall be administered by the Superintendent or designee.

### **Spanish Club**

The Spanish Club is designed to give students an opportunity to develop their knowledge of different Spanish speaking cultures. Members of the club are also interested in becoming involved with the Spanish speaking community in the area.

### **Speech Team**

Students compete in several different categories of competition. These include current events speaking, and several theatre-type acting events.

### **Student Publications**

The yearbook is published by the Journalism class along with the help of its teacher. The annual is financed partially by funds raised from the sale of the books.

## **SECTION THREE: NEBRASKA STATE ACTIVITY ASSOCIATION RULES**

### **Eligibility**

In order to represent a high school in interscholastic athletic competition, a student must abide by eligibility rules of the Nebraska School Activities Association. Eligibility requirements are established by the NSAA in its Constitution and its Bylaws and Approved Rulings. These documents can be found online at <https://nsaahome.org/constitution-bylaws/>. A summary of the major rules is given below. Contact the principal, activities director or the activity sponsor or coach for an explanation of the complete rule.

1. Student must be a *bona fide* student of their member school and have not graduated from any high school.
2. After a student's initial enrollment in grade nine, he/she shall be ineligible after eight semesters of school membership beginning with his/her enrollment in grade nine.
3. Student is ineligible if nineteen years of age before August 1 of current school year. (Student in grades 7 or 8 may participate on a high school team if he/she was 15 years of age prior to August 1 of current school year.)
4. Student must be enrolled in some high school on or before the eleventh school day of the current semester.
5. Student must be continually enrolled in at least twenty credit hours per semester and regular in attendance, in accordance with the school's attendance policy at the school he/she wishes to represent in interscholastic competition.
6. Student must have been enrolled and received twenty hours of credit in school the immediate preceding semester.
7. **Guardianship does not fulfill the definition of a legal parent.** If a guardian has been appointed for a student, the student is eligible in the school district where his/her legal parent(s) have their domicile. Individual situations involving guardianship may be submitted to the Executive Director for review and a ruling.
8. A student entering grade nine for the first time after being promoted from grade eight of a two-year junior high, or a three-year middle school, or entering a high school for the first time after being promoted to grade ten from a three-year junior high school is eligible. After a student makes an initial choice of high schools, any subsequent transfer, unless there has been a change of domicile by his/her parents, shall render the student ineligible for ninety school days. If a student has participated on a high school team at any level as a seventh, eighth, or ninth grade student, he/she has established his/her eligibility at the high school where he/she participated. If the student elects to attend another high school upon entering ninth or tenth grade, he/she shall be

ineligible for ninety school days.

**9. Student eligibility related to domicile can be attained in the following manners:**

- a. If the change in domicile by the parents occurs during a school year, the student may remain at the school he/she is attending and be eligible until the end of the school year or transfer to a high school located in the school district where the parents established their domicile and be eligible.
  - b. If the domicile is changed during the summer months and the student is in grade twelve and the student has attended the high school for two or more years, the student may remain at the high school he/she has been attending and retain eligibility.
  - c. If a student elects to remain at the same high school initially enrolled after being promoted from grade eight of a middle or junior high school, or grade nine of a junior high school, he/she is eligible at that school, or is eligible at a high school located within the school district in which the parents established their domicile.
  - d. If the legal parents of a student change their domicile from one school district that has a high school to another school district that has a high school, the student shall be eligible immediately in the school district where the parents established their domicile.**
10. Nebraska transfer students whose name appears on the NSAA transfer list prior to May 1 shall be eligible immediately in the fall at the transfer high school. Those students whose name does not appear on the NSAA transfer list prior to May 1 shall be ineligible for ninety school days, with such transfers being subject to hardship waiver guidelines.
11. Nebraska transfer students must have signed and delivered all forms necessary to make such transfer to the school in which he/she intends to enroll for the 2020-21 school year prior to May 1, 2020; for the student to be eligible, the school to which the transfer is being made must have notified the NSAA office via an NSAA online transfer form, no later than May 1, 2020. The student would become ineligible for ninety school days the next fall if the student were to change his/her mind and decide not to transfer. If such student were to transfer to the new school, but later decides to return to his/her former district before 90 school days have elapsed, such student will be ineligible in the former district for 90 school days, with the ineligibility period commencing at the start of the fall semester. Those students who did not have their enrollment forms signed, delivered, and accepted prior to May 1, 2020, shall be ineligible for ninety school days, with such transfers being subject to hardship waiver guidelines.
12. Once the season of a sport begins, a student shall participate in practices and compete only in athletic contests/meets in that sport, which are

scheduled by his/her school. Any other competition will render the student ineligible for a portion of, or all of, the season in that sport. The season of a sport begins with the first date of practice as permitted by NSAA rules.

13. During the season of a particular sport, athletes participating in that sport for a high school may attend, but may not physically take part, either as an individual or as a member of a team, in the sport activity in which instruction is being offered in the clinic, camp, or school. (\*Refer to NSAA Bylaw 3.5.1.1 for exception in Swimming and Diving.)
14. A student shall not participate on an all-star team while a high school undergraduate.
15. A student must maintain his/her amateur status.

### **NSAA Sportsmanship Rules**

Students must abide by the Nebraska School Activities Association Sportsmanship Rules. A complete copy of these rules can be found at <http://www.nsaahome.org/nsaaforms/pdf/manualsp.pdf>. Unsportsmanlike conduct shall include physical or verbal assault upon any participant, game official, or spectator, or any acts that may endanger the personal safety of individuals involved, or acts which hinder the normal progress of a contest or lead to the restriction or discontinuance of a contest.

If a student, participant, patron, and/or staff member representing a member school acts in a manner constituting unsportsmanlike behavior during competition the member school and/ or individuals shall be subject to penalties. A student, participant, patron, and/or staff member may not be permitted to attend activities if involved in unsportsmanlike conduct.

## **SECTION FOUR: CODE OF CONDUCT**

All students associated with Dundy County Stratton Public Schools and participating in extracurricular or school sponsored activities (including all NSAA activities) are required to avoid conduct that is detrimental to the integrity of, and public confidence in, the school. Rules promoting lawful, ethical, and responsible conduct serve the interests of all people associated with the school. Illegal and irresponsible conduct puts people at risk, tarnishes the reputation of the offender and everyone else associated with the school, and undermines the public support and respect of the school district.

**Standard of Conduct.** Participation in school-sponsored or extracurricular activities is a privilege and not a right. Participants must follow board policy, this code, and all the training rules and rules of conduct of the coaches and/or activity sponsors. Students participating in school-sponsored or extracurricular activities are held to a high standard. Students are expected to conduct themselves in a way that is lawful, responsible, promotes the values upon which the school is based, and that brings credit to themselves and the school. Students who fail to live up to the required standard of conduct are guilty of detrimental conduct and subject to discipline under all school policies, the general student code of conduct, and these Activity Participation Rules.

**Coach and Sponsor Rules.** Coaches and/or activity sponsors shall establish training rules or rules of conduct for participation in or attendance at the activity or event. General training rules or rules of conduct shall be established prior to the activity or event. This Code shall control in the event that there is a conflict with coach or sponsor rules.

**Prohibited Conduct.** Students in school-sponsored and/or extracurricular activities may not engage in the following conduct:

1. Receipt of a criminal citation by law enforcement for any reason. 2. Conviction of a crime in adult court or the adjudication of a criminal charge in juvenile court.
3. Any behavior that is illegal under the laws of Nebraska or the United States of America regardless of whether it results in a criminal charge or conviction.
4. Any conduct that substantially interferes with the educational process or disrupts the activity or event.
5. Possession, consumption, use, distribution, or being under the influence of alcohol, illicit drugs, tobacco, controlled substances, or any lookalike or imitations thereof; or being in the presence of alcohol, illicit drugs, controlled substances, or any lookalike or imitations thereof that are being possessed, consumed, used, or distributed by any person under

twenty-one (21) years of age without parental supervision. "Lookalike or imitations" means substances such as K2 and products like electronic nicotine delivery systems, vapor pens, etc. (Note: the term "under the influence" for school purposes has a less strict meaning than it does under criminal law; for school purposes, the term means any level of impairment and includes even the odor of alcohol on the breath or person of a student; also, it includes being impaired by reason of the use or abuse of any substance for the purpose of inducing a condition of intoxication, stupefaction, depression, giddiness, paralysis, inebriation, excitement, or irrational behavior, or in any manner changing, distorting, or disturbing the auditory, visual, mental, or nervous processes).

6. Engaging in initiations, defined as any ritualistic expectations, requirements, or activities placed upon new members of a school organization for the purpose of admission into the organization, even if those activities do not rise to the level of "hazing" as defined below. Initiations are prohibited except by permission of the superintendent.
7. Engaging in hazing as defined by state law and this policy. Hazing is defined as any activity by which a person intentionally or recklessly endangers the physical or mental health or safety of an individual for the purpose of initiation into, admission into, affiliation with, or continued membership in any school organization. Under state criminal law, hazing activities include, but are not limited to, whipping, beating, branding, an act of sexual penetration, an exposure of the genitals of the body done with the intent to affront or alarm any person, a lewd fondling or caressing of the body of another person, forced and prolonged calisthenics, prolonged exposure to the elements, forced consumption of any food, liquor, beverage, drug, or harmful substance not generally intended for human consumption, prolonged sleep deprivation, or any brutal treatment or the performance of any unlawful act that endangers the physical or mental health or safety of any person. For purposes of school rules, hazing also includes any activity expected of someone joining a group, team, or activity that humiliates, degrades or risks emotional and/or physical harm, regardless of the person's willingness to participate; personal servitude; restrictions on personal hygiene; yelling, swearing and insulting new members/rookies; being forced to wear embarrassing or humiliating attire in public; consumption of vile substances or smearing of such on one's skin; binge drinking and drinking games; sexual simulation and sexual assault.
8. Bullying which shall include cyber-bullying, defined as the use of the internet, including but not limited to social networking sites such as Facebook, cell phones or other devices to send, post, or text message images and material intended to hurt or embarrass another person. This may include, but is not limited to; continuing to send e-mail to someone who has said they want no further contact with the sender; sending or posting threats, sexual remarks, or pejorative labels (i.e., hate speech);

ganging up on victims by making them the subject of ridicule in forums; posting false statements as fact intended to humiliate the victim; disclosure of personal data, such as the victim's real name, address, or school at websites or forums; posing as the identity of the victim for the purpose of publishing material in their name that defames or ridicules them; sending threatening and harassing text, instant messages, or emails to the victims; and posting or sending rumors or gossip to instigate others to dislike and gang up on the target.

9. Using any Internet or social networking websites to make statements, post pictures, or take any other actions that are indecent, vulgar, lewd, slanderous, abusive, threatening, harassing, or terrorizing.
10. Violating any school policy, handbook provision, or a coach's or activity sponsor's training rules or rules of conduct.
11. Dressing or grooming in a manner which is (A) dangerous to the student's health and safety or a danger to the health and safety of others, (B) lewd, indecent, vulgar, or plainly offensive, (C) materially and substantially disruptive to the work and discipline of the school or an extracurricular activity, (D) interpreted to advocate the use of illegal drugs or other substances by a reasonable observer.
12. Failing to report for an activity at the beginning of a season unless excused by the coach or activity sponsor.
13. Failing to attend scheduled practices and meetings unless excused by the coach or activity sponsor.

Such conduct is prohibited year-round regardless of whether it occurs on-campus or off-campus. Punishment for violations that occur during the summer break shall be administered by the administration.

**Discipline.** Students who violate any provision of these Activity Participation Rules may be subject to discipline up to and including expulsion from extracurricular activities and school sponsored events. (including but not limited to graduation ceremony and related activities). These disciplinary consequences and this Activity Code of Conduct are in addition to and do not prejudice, diminish, impede, or reduce any discipline that is authorized by the Nebraska Student Discipline Act, NEB. REV. STAT. §§ 79-254 to 79-294, Board Policy, or the Student Handbook. Disciplinary action may include a probationary period and conditions that must be satisfied prior to or following reinstatement. Administrators and coaches will take the following into consideration when making disciplinary decisions:

1. Any prior or additional misconduct;
2. The nature and seriousness of the offense;
3. The motivation for the offense;
4. The amount of violence involved;
5. The student's demeanor and attitude regarding the violation;
6. The actual, threatened, or potential risk to the student and

- others due to the student's behavior;
7. Whether the student has compensated or will compensate the victim in the event of property damage or personal injury;
  8. Whether the circumstances of the violation are likely to recur;
  9. The student's willingness to participate in evaluations, counseling, or other programs;
  10. Any mitigating factors;
  11. Any other relevant factors.

If suspended, the student must continue to participate in practices and conditioning during the suspension if required by the coach or activity sponsor. The failure to comply with the practice and conditioning requirement will make the student ineligible for reinstatement to the activity.

### **Drugs and Alcohol.**

This policy is enforced in two levels:

Junior High Level - 7<sup>th</sup> & 8<sup>th</sup> Grade

Senior High Level - 9<sup>th</sup> through 12<sup>th</sup> Grade

When students exit the Junior High level and the Senior High level, the number of violations will reset to zero. Example – A student with three violations that is moving from Junior High to Senior high would have their violations reset to zero.

An activity participant who violates the drug or alcohol rules (including steroids) shall be prohibited from participating in any extracurricular activity for the following minimum periods:

1. First Violation: 45 days.
2. Second Violation: One (1) calendar year.
3. Third Violation: No longer eligible for extracurricular activities for the remainder of the student's level they are in.
4. Reduction for Self-Reporting: If the student has self-reported, the first violation shall be reduced to 22 days for the first violation. A commensurate reduction (approximately one-half, as determined by the administration) for a second violation shall be given for self-reporting.
5. Reduction for Participation in Chemical Dependency Program: If the student and parents agree to participate in a school-approved program for chemical dependency, the consequence will be reduced by 1/2 (including at least one contest) in the case of a first violation, and to a commensurate reduction (approximately 75%, as determined by the administration, for a second violation).

The program must be administered by a certified alcohol and drug abuse counselor and be approved by the school authorities. The student will need to successfully complete the approved chemical dependency program. Proof of successful completion of the program must be submitted in writing to the Activities Director. Failure to participate and successfully complete the approved chemical dependency program may cause the participating student to be suspended from extracurricular activities for one (1) calendar year. All costs associated with the program are to be borne by the student/parent or guardian.

6. More Serious Violations: In the event of more serious drug or alcohol violations, such as students engaging in use of especially serious drug offenses (cocaine, meth, etc.) or procuring alcohol for minors, the consequence of the violation is not restricted by the foregoing, and may be established in the good discretion of the administration.

**When Suspensions Begin.** All suspensions begin with the next scheduled activity in which the student is a participant, after the determination by school officials of the sanction to be imposed; provided that the school officials shall have the discretion to establish a time period for the suspension that makes the suspension have a real consequence for the student. During a suspension, participants may be required or permitted to practice at the sole discretion of the coach or activity sponsor. Suspensions in the Spring will be carried over to the Fall when the suspension has not been fully served or when determined appropriate for the suspension to have a real consequence for the student.

**Letters and Post-Season Honors.** A student who commits a Code of Conduct violation is:

1. Eligible to letter, provided the student meets the criteria of the coach or sponsor.
2. Not eligible to receive honors during the sport or activity in which they are participating at the time of the offense and/or in sports or activities in which they have been suspended due to a code violation. The coach/sponsor, with the Athletic Director's approval, may make an exception where the student has self-reported or otherwise demonstrated excellence in character allowing for such honors.

**Evaluation, Counseling, and Treatment.** Apart from any other disciplinary procedures, students who violate any provision of these rules may be required to undergo a formal clinical evaluation at the administration's discretion. Based upon the results of that evaluation, the student may be encouraged or required to participate in an education program, counseling, or other treatment deemed appropriate by the evaluating professional.

**Reporting of Incident.** Students shall report any violation of these rules to the coach, principal, or superintendent no later than 30 minutes after the beginning of the next school day after the violation has occurred. Failure to report an incident will constitute a violation of these rules and will be taken into consideration in making disciplinary determinations under this policy.

**Discipline Procedures.** Prior to any disciplinary action under this activities code, the following procedures shall be followed:

As used in this "Discipline Procedures" section, "Investigator" means the coach or activity sponsor of the team or activity in which the student is participating, or any teacher, school official, or school representative whom the Principal or the Superintendent has authorized to perform the duties and responsibilities of "Investigator" as described below.

1. The Investigator shall make an investigation of alleged violation and provide an opportunity for the student to present his or her version of the facts surrounding the alleged violation.
2. The Investigator shall consider all information obtained as a result of the investigation, including information obtained from the student, and shall render a decision regarding disciplinary action. Within a reasonable period of time of the Investigator's decision, the student and his/her parent or guardian shall be given written notice of the disciplinary action taken by the Investigator.

**Review of Investigator's Decision.** A student or the student's parents may, within five (5) school days of the notice of disciplinary action from the Investigator, notify the superintendent in writing of their request for a review of the coach or activity sponsor's determination. The superintendent or his or her designee shall review the situation and render a decision within three (3) school days from the date of the request for review. The superintendent's decision shall be in writing and shall be final.

**Misrepresentations.** Any misrepresentation of fact by a student regarding any alleged violation of these rules shall be considered a separate violation of these rules, and the student shall be subject to additional disciplinary action.

**Questions.** Any parent or student who has questions about board policy, this code, training rules, or rules of conduct of coaches or activity sponsors, or their interpretation or application shall consult with the activities director and/or the superintendent.

**Assistance.** Students are encouraged to consult with their coach, an administrator, a counselor, or a teacher to obtain access to educational, counseling, and other programs and resources that may be available to help avoid misconduct that may result in discipline under this policy.

## **WHAT IS A CONCUSSION?**

A concussion is a brain injury that results in a temporary disruption of normal brain function. A concussion occurs when the brain is violently rocked back and forth or twisted inside the skull as a result of a blow to the head or body. An athlete does not have to lose consciousness ("knocked-out") to suffer a concussion.

## **CONCUSSION FACTS**

- It is estimated that more than 140,000 high school athletes across the United States suffer a concussion each year. (Data from NFHS Injury Surveillance System).
- Concussions occur most frequently in football, but girl's lacrosse, girls' soccer, boy's lacrosse, wrestling, and girls' basketball follow closely behind. All athletes are at risk.
- A concussion is a traumatic injury to the brain.
- Concussion symptoms may last from a few days to several months. • Concussions can cause symptoms that interfere with school, work, and social life.
- Athletes who have symptoms from a concussion should not return to sports because they are still at risk for prolonging symptoms and further injury.
- A concussion may cause multiple symptoms. Many symptoms appear immediately after the injury, while others may develop over the next several days or weeks. The symptoms may be subtle and are often difficult to fully recognize.

## **WHAT ARE THE SIGNS AND SYMPTOMS OF A CONCUSSION? •**

Can't recall events after hit or fall

### Signs Observed by Parents or Guardians

- Appears dazed or stunned
- Is confused about assignment or position
- Forgets an instruction
- Is unsure of game, score, or opponent
- Moves clumsily
- Answers questions slowly
- Loses consciousness (even briefly)
- Shows behavior or personality changes
- Can't recall events prior to hit or fall

Page 27 of 37

### Symptoms Reported by Athlete

- Headache or “pressure” in head
- Nausea or vomiting
- Balance problems or dizziness
- Double or blurry vision
- Sensitivity to light or noise
- Feeling sluggish, hazy, foggy, or groggy
- Concentration or memory problems
- Confusion
- Does not “feel right”

## **WHAT SHOULD I DO IF I THINK MY CHILD HAS HAD A CONCUSSION?**

An athlete who is suspected of having a concussion must be removed from play immediately, whether it is in a game or practice. Continuing to participate in physical activity after a concussion can lead to worsening concussion symptoms, increased risk of further injury, and even death. Parents and coaches are not expected to be able to “diagnose” a concussion, as that is the job of a medical professional. However, they must be aware of the signs and symptoms of a concussion and if they are suspicious, the child must stop playing:

### **WHEN IN DOUBT – SIT THEM OUT!**

Every athlete who sustains a concussion needs to be evaluated by a health care professional who is familiar with sports concussions. Parents should call their child’s physician, explain what has happened, and follow the physician’s instructions. A child who is vomiting, has a severe headache, or has difficulty staying awake or answering simple questions should be taken to the parent’s doctor or emergency room immediately.

## **WHEN MAY AN ATHLETE RETURN TO PLAY FOLLOWING A CONCUSSION?**

No athlete who has suffered a concussion should return to play or practice the same day. Previously, athletes were allowed to return to play if their symptoms resolved within 15 minutes of the injury. Studies have shown that the young brain does not recover quickly enough for an athlete to return to activity in such a short time.

Concerns about athletes who return to play too quickly have led state lawmakers in Oregon and Washington to pass laws stating that **no athlete shall return to play on the day he or she suffered a concussion and the athlete must be cleared by an appropriate health care professional before he or she are allowed to return to play in games or practices.** The laws also mandate that coaches receive education on recognizing the signs and symptoms of concussion.

Once an athlete is free of symptoms of a concussion and is cleared to return to play by a health care professional knowledgeable in the care of sports concussions, he or she should proceed with activity in a step-wise fashion to allow the brain to readjust to exertion. On average, the athlete will complete a new step each day. The return-to-play schedule should proceed as below following medical clearance:

Page 32 of 46

*Step 1:* Light exercise, including walking or riding an exercise bike. No

weight lifting.

*Step 2:* Running in the gym or on the field. No helmet or other equipment.

*Step 3:* Non-contact training drills in full equipment. Weight training can begin.

*Step 4:* Full contact practice or training.

*Step 5:* Game play.

If symptoms occur at any step, the athlete should cease activity and be re-evaluated by a health care provider.

## **HOW CAN A CONCUSSION AFFECT SCHOOLWORK?**

Following a concussion, many athletes will have difficulty in school. These problems may last from days to months and often involve difficulties with short and long-term memory, concentration, and organization.

In many cases, it is best to reduce the athlete's class load after the injury. This may include staying home from school for a few days, followed by a lightened schedule for a few days or perhaps a longer period of time if needed. Decreasing the stress on the brain soon after a concussion may reduce symptoms and shorten the recovery period.

## **WHAT CAN YOU DO?**

- Both you and your child should learn to recognize the "Signs and Symptoms" of a concussion as listed above.
- Emphasize to administrators, coaches, teachers, and other parents your concerns and expectations about concussion and safe play.
- Teach your child to tell the coaching staff if he or she experiences such symptoms.
- Teach your child to tell the coaching staff if he or she suspects that a teammate has a concussion.
- Monitor sports equipment for safety, fit, and maintenance.
- Ask teachers to monitor any decrease in grades or changes in behavior that could indicate concussion.
- Report concussions that occurred during the school year to appropriate school staff. This will help in monitoring injured athletes as they move to the next season's sports.

## **OTHER FREQUENTLY ASKED QUESTIONS:**

**Why is it so important that an athlete not return to play until they have completely recovered from a concussion?**

Page 33 of 46

An athlete who has not fully recovered from an initial concussion is very vulnerable to recurrent, cumulative, and even catastrophic consequences of a

second concussive injury. Such difficulties are prevented if the athlete is allowed time to recover from the concussion and return-to-play decisions are carefully made. No athlete should return to sport or other at-risk participation when symptoms of a concussion are present and recovery is ongoing.

### **Is a “CT scan” or MRI needed to diagnose a concussion?**

Diagnostic testing which includes CT (“CAT”) and MRI scans are rarely needed following a concussion. While these are helpful in identifying life-threatening brain injuries (e.g., skull fracture, bleeding, swelling), they are not normally used, even by athletes who have sustained severe concussions. A concussion is diagnosed based upon the athlete’s story of the injury and the health care provider’s physical examination.

### **What is the best treatment to help my child recover more quickly from a concussion?**

The best treatment for a concussion is rest. There are no medications that can speed the recovery from a concussion. Exposure to loud noises, bright lights, computers, video games, television, and phones (including text messaging) may exacerbate the symptoms of a concussion. You should allow your child to rest as much as possible in the days following a concussion. As the symptoms decrease, you may allow increased use of computers, phone, video games, etc., but the access must be reduced if symptoms worsen.

### **How long do the symptoms of a concussion usually last?**

The symptoms of a concussion will usually go away within one week of the initial injury. You should anticipate that your child will likely be out of sports for about two weeks following a concussion. However, in some cases, symptoms may last for several weeks or even months. Symptoms such as headache, memory problems, poor concentration, and mood changes can interfere with school, work, and social interactions. The potential for such long-term symptoms indicates the need for careful management of all concussions.

### **How many concussions can an athlete have before he or she should stop playing sports?**

There is no “magic number” of concussions that determine when an athlete should give up playing contact or collision sports. The circumstances surrounding each individual injury, such as the way the injury happened and

length of symptoms following the concussion are very important and must be considered when assessing the athlete’s risk for further and potentially more

serious concussions. The decision to “retire” from sports is a decision best reached following a complete evaluation by your child’s primary care provider and consultation with a physician or neuropsychologist who specializes in treating sports concussion.

**I’ve read recently that concussions may cause long-term brain damage in professional football players. Is this a risk for high school athletes who have had a concussion?**

The issue of “chronic encephalopathy” in several former NFL players has received a great deal of media attention lately. Very little is known about what may be causing dramatic abnormalities in the brains of these unfortunate retired football players. At this time, we have very little knowledge of the long-term effects of concussions that happen during high school athletics.

In the cases of the retired NFL players, it appears that most had long careers in the NFL after playing in high school and college. In most cases, they played football for over 20 years and suffered multiple concussions in addition to hundreds of other blows to their heads. Alcohol and steroid use may also be contributing factors in some cases. Obviously, the average high school athlete does not come close to suffering the total number or sheer force of head trauma seen by professional football players. However, the fact that we know very little about the long-term effects of concussions in young athletes is further reason to carefully manage each concussion.

Adapted from A Parent’s Guide to Concussion in Sports, National Federation of High School Associations.

Some of this information has been adapted from the CDC’s “Heads Up: Concussion in High School Sports” materials by the NFHS’s Sports Medicine Advisory Committee. Please go to [www.cdc.gov/ncipc/tbi/Coaches Tool Kit.htm](http://www.cdc.gov/ncipc/tbi/Coaches_Tool_Kit.htm) for more information.

## **AUTHORIZATION AND ACKNOWLEDGEMENT**

### **WARNING: SERIOUS CATASTROPHIC AND PERHAPS FATAL INJURY MAY RESULT FROM ATHLETIC PARTICIPATION**

Many forms of athletic competition result in violent physical contact among players, the use of equipment that may result in accidents, strenuous physical exertion, and numerous other exposures to risk of injury. Students and parents must assess the risks involved in such participation and make their choice to participate in spite of those risks. No amount of instruction, precaution, or supervision will eliminate these risks. Students have suffered accidents resulting in death, paraplegia, quadriplegia, and other very serious permanent physical impairment while playing sports. By granting permission for your student to participate in athletic competition, you, the parent or guardian, acknowledge that such risk exists. Students will be instructed in proper techniques to be used in athletic competition and in the proper utilization of all equipment worn or used in practice and competition. Students must adhere to that instruction and utilization and must refrain from improper uses and techniques.

I understand the statement above and I understand that by allowing my student to participate in athletic events, I assume the risk that he/she may be injured, perhaps severely.

\_\_\_\_\_  
Signature of Parent

\_\_\_\_\_  
Name of Parent

\_\_\_\_\_  
Date

Printed



## **5504**

### **Extracurricular Drug Testing Program**

The school district supports and values student participation in extracurricular activities, but such participation in school district extracurricular activities is a privilege and not a right. Students in all extracurricular activities in grades 7-12 shall be subject to mandatory and random testing for the presence of alcohol, tobacco or illegal drugs.

#### **1. Purpose of Random Drug Testing**

- a. The school district has recognized that observed and suspected drug, tobacco and alcohol use and abuse has increased among the student population, including students participating in extracurricular activities.
- b. The school district seeks to provide safe, drug-free schools.
- c. The school district seeks to deter the use of illegal and prohibited drugs, tobacco and alcohol among students.
- d. The school district recognizes that students who use illegal and prohibited drugs pose a threat to the health and safety of themselves, other students, teachers, administrators, and other persons.
- e. The school district finds that the drug and alcohol problem among the student body will be effectively addressed by making sure that the large number of students participating in extracurricular activities do not use drugs, tobacco and alcohol.

**2. Notice.** Each student who participates or seeks to participate in extracurricular activities shall be given a copy of this policy. This policy may also be included in the student handbook.

**3. Drug Testing Coordinator.** The Drug Testing Coordinator shall be the Superintendent or his or her designee unless otherwise indicated.

**4. Extracurricular Activities.** This policy applies to any activity that meets the guidelines of an extracurricular activity at the school district which includes but is not necessarily limited to the following:

Academic  
(Quiz) Bowl  
Art Club  
Athletic &  
Academic  
Banquets

Band/Choir  
Basketball  
Cheerleading  
Cross Country  
Dances  
(Homecoming,  
Prom, etc.)  
Drill Team  
FBLA  
FCCLA  
FFA  
Football  
Golf  
Letter Club  
Mock Trial  
Musicals  
National Honor  
Society  
One Act Plays  
School Plays  
Show Choir  
Spanish Club  
Speech/Debate  
Student Senate (Council)  
Track  
Volleyball  
Wrestling  
Yearbook/  
Journalism

## **5. Students Who Are Required to Submit to Drug Testing**

- a. Grades.** All students in grades 7-12 who participate in any extracurricular activity or competition are part of the pool subject to random drug testing.
- b. Consent.** A student and his or her parent(s)/guardian(s) must sign a consent form before the student shall be eligible to try out for, practice with, or participate in the extracurricular activity. The consent form is attached to this policy.
- c. Selection Pool Eligibility.** Students are required to complete the consent form within 5 days of the start of the school year or prior to the first day of practice, whichever comes first. Students shall remain in the selection pool for an entire calendar year (365 days) from the date the consent form is received by the school district except that students who quit during the season or activity (prior to being selected for testing) may withdraw from the pool. Students who enroll in school during the school year will be required to complete the form within 5 days or prior to practicing, whichever comes first. They will remain in the pool until the beginning of the

next school year.

**d. Withdrawal.** Students who have a consent form on file remain eligible for drug tests from the date the consent form is received by the school district and throughout the remainder of the school year or until the student files a Withdrawal of Student from Activity form signed by the student and his or her parent(s)/guardian(s). Upon withdrawal, the student shall not be eligible to participate in any activity that is subject to drug testing for the remainder of the school year. A student who files a Withdrawal of Student from Activity form after selected for a random drug test but before submitting to the test or after testing positive shall be ineligible to participate in any extracurricular activities for one calendar year from the date the Withdrawal of Student from Activity form is received by the Drug Testing Coordinator.

**6. Drugs.** Students participating in extracurricular activities are prohibited from using, possessing, distributing, manufacturing, or having drugs present in their system. "Drugs" means:

- a. Any substance considered illegal by the Uniform Controlled Substances Act, Neb. Rev. Stat. § 28-401 *et seq.*
- b. Any substance which is controlled by the Food and Drug Administration unless prescribed to the student by any licensed medical practitioner authorized to prescribe controlled substances or other prescription drugs;
- c. Alcohol for any student under the age of 21. Alcohol shall have the meaning as provided in NEB. REV. STAT. § 48-1902(1).
- d. Tobacco

## **7. Testing Procedures**

**a. Student Selection.** All students who participate in extracurricular activities and submit a consent form will be included in a master list and will be subject to random drug screening. The master list shall be submitted to the company employed by the district to conduct the testing.

**b. Reasonable Suspicion Testing.** In addition to random drug testing, a student is subject to drug testing at any time when the Drug Testing Coordinator determines there is individualized reasonable suspicion based upon articulable facts to believe that the student has used a drug. The Drug Testing Coordinator will notify the student and take the necessary steps to schedule a test as soon as practicable.

**c. Parental Request.** Students who do not participate in extracurricular activities may be added to the random drug screening master list upon

parental request. Parent(s)/guardians may also request that their student be subject to non-random drug screening. The school will arrange for the test as soon as practicable. The parent(s)/guardian(s) making a request under this subparagraph must submit a signed consent form and indicate which type of test is being requested. Any cost associated with tests administered as a result of parental request must be paid by the parent(s)/guardian(s) in advance of the test.

- d. Type of Test.** The school district reserves the right to utilize breath, saliva, hair or urinalysis testing procedures. Urine and oral fluid samples which screen positive will be confirmed by GC/MS (Gas Chromatography/Mass Spectrometry). Positive saliva or breath alcohol tests will be confirmed by EBT (Evidential Breath Tester).
- e. Collection Site.** The Drug Testing Coordinator will designate the collection site at which student will provide specimens. The collection site may be off the premises of the school district.
- f. Collection Procedures.** The school board will select a Drug Program Administrator (DPA). The DPA shall randomly select the students subject to drug testing from the master list. The DPA will maintain and follow generally accepted industry standards for collecting, maintaining, shipping, and accessing all specimens. The DPA will seek to obtain the sample in a manner designed to insure accurate testing protocols while minimizing intrusion into a student's privacy. The DPA and the school district will provide a copy of the collection procedures upon request.
- g. Drugs.** Students may be randomly tested for any drugs, including but not limited to alcohol, amphetamines, marijuana or cannabinoids, cocaine, methadone, methaqualone, propoxyphene, hallucinogens, opiates, phencyclidine, synthetic opiates and PCP, steroids, barbiturates, benzodiazepines, and any prescription drug that was obtained without proper authorization.
- h. Results.** The DPA shall notify the student and the Drug Testing Coordinator of any positive test after the initial screening. The school representative shall notify the student's parents. The DPA will use a secure method to transmit all positive test results to the DPA's Medical Review Officer (MRO). The MRO will be certified by an MRO accreditation body. The MRO will be responsible for reviewing test results and determining whether the use of a substance identified by the sample analysis is from illicit use or a legitimate medical use. Prior to making a final decision, the MRO or his or her assistant shall contact the student and his or parent(s)/guardian(s) to discuss the result either face-to-face or over the telephone. If the MRO determines the test results are negative, no further action shall be taken against the student. The MRO

will report results of verified positives to the DPA. The DPA shall then notify the Drug Testing Coordinator of the positive test result. The Drug Testing Coordinator shall notify the student and his or her parent(s)/guardian(s) and any staff members responsible for implementing the consequences of this policy.

**i. Request for a Retest.** A split specimen will be collected for all testing methods, with the exception of alcohol testing. A positive alcohol test will be confirmed with an EBT device. A student's parent(s)/guardian(s) may request that the split specimen be tested at a second nationally certified laboratory from a list provided by the MRO. The request for the test must be submitted in writing to the MRO (with a copy sent to the Drug Testing Coordinator) within 72 hours of being notified of the final testing result. The student and his or her parent(s)/guardian(s) must pay the associated costs for an additional test in advance. The costs will be reimbursed if the result of the split sample test is negative. The student will remain subject to the consequences of this policy during the retesting procedure.

**8. Negative Tests.** Students and their parents will receive verbal or written notice when the student's test result is negative.

**9. Consequences for Testing Positive.** Whenever the test results indicate the presence of drugs, Drug Testing Coordinator shall schedule and hold a confidential meeting with the student, parent/guardian, and sponsor/coach. Other members of the school's administration may also attend the meeting. At the meeting, the Drug Testing Coordinator shall explain the drug testing procedures and the policy of the district. The consequences for testing positive can be found in Board Policy 5503 which is attached to this policy as Appendix A. **All offenses are cumulative in grades 7-12** :

## **10. Refusal to Test**

A student who refuses to submit to a drug test authorized under this policy, or fails or refuses to comply with any other provision of this policy, shall be deemed to have submitted a positive test.

## **11. Tampering**

Tampering is the use of any agent or technique which is designed to avoid detection of a drug and/or compromise the integrity of a drug test and is prohibited. This includes providing false urine samples (for example, urine substitution), contaminating the urine sample with chemicals or chemical products, the use of diuretics to dilute urine samples, and the use of masking. If the Drug Testing Coordinator

determines that a student tampered with a drug test, the student shall be deemed to have submitted a positive test.

The use of any such agent or technique shall be treated as a positive test for drugs prohibited by this Policy and shall be subject to the penalties set forth in Section 9 of this Policy.

## **12. Maintenance of Records**

All results of drug testing shall be confidential. Procedures for maintaining confidentiality will be developed by the school district and the testing organization. The Drug Testing Coordinator shall maintain records of positive tests in a secure location. This information will not be available to anyone other than appropriate school personnel and parents. This information will be destroyed upon the student's graduation or one year after the student's class graduates. Under no circumstances will this information become a part of the student's permanent file, nor will it be sent to another school when the student moves to another district or transfers to another school. The school district will not share drug testing results with any law enforcement agencies.

## **13. Appeal.**

The school district will rely solely upon the opinion of the MRO to determine whether the positive test result was the result of the consumption of a drug. There shall be no appeal of the test result to any school administrator or the board of education.

## **14. Severability**

If any portion of this policy is deemed to be contrary to the law of the state of Nebraska or the United States by judicial decision or an act of Congress, then only such portion or provision directly deemed to be unconstitutional shall be stricken, and the remainder of the policy shall remain in full force.

## Appendix A

### 5503 Drugs and Alcohol

This policy is enforced in two levels:

Junior High Level - 7<sup>th</sup> & 8<sup>th</sup> Grade

Senior High Level - 9<sup>th</sup> through 12<sup>th</sup> Grade

When students exit the Junior High level and the Senior High level, the number of violations will reset to zero. Example – A student with three violations that is moving from Junior High to Senior high would have their violations reset to zero.

An activity participant who violates the drug or alcohol rules (including steroids) shall be prohibited from participating in any extracurricular activity for the following minimum periods:

1. First Violation: 45 days.
2. Second Violation: One (1) calendar year.
3. Third Violation: No longer eligible for extracurricular activities for the remainder of the student's level they are in.
4. Reduction for Self-Reporting: If the student has self-reported, the first violation shall be reduced to 22 days for the first violation. A commensurate reduction (approximately one-half, as determined by the administration) for a second violation shall be given for self-reporting.
5. Reduction for Participation in Chemical Dependency Program: If the student and parents agree to participate in a school-approved program for chemical dependency, the consequence will be reduced by 1/2 (including at least one contest) in the case of a first violation, and to a commensurate reduction (approximately 75%, as determined by the administration, for a second violation).

\*For further explanation see the flowchart at the end of the policy\*

The program must be administered by a certified alcohol and drug abuse counselor and be approved by the school authorities. The student will need to successfully complete the approved chemical dependency program. Proof of successful completion of the program must be submitted in writing to the Activities Director. Failure to participate and successfully complete the approved chemical dependency program may cause the participating student to be suspended from extracurricular activities for one (1) calendar year. All costs associated with the program are to be borne by the student/parent or guardian.

6. More Serious Violations: In the event of more serious drug or alcohol violations, such as students engaging in use of especially serious drug offenses (cocaine, meth, etc.) or procuring alcohol for minors, the consequence of the violation is not restricted by the foregoing, and may be established in the good discretion of the administration.

**When Suspensions Begin.** All suspensions begin with the next scheduled activity in which the student is a participant, after the determination by school officials of the sanction to be imposed; provided that the school officials shall have the discretion to establish a time period for the suspension that makes the suspension have a real consequence for the student. During a suspension, participants may be required or permitted to practice at the sole discretion of the coach or activity sponsor. Suspensions in the Spring will be carried over to the Fall when the suspension has not been fully served or when determined appropriate for the suspension to have a real consequence for the student.

**Letters and Post-Season Honors.** A student who commits a Code of Conduct violation is:

1. Eligible to letter, provided the student meets the criteria of the coach or sponsor.
2. Not eligible to receive honors during the sport or activity in which they are participating at the time of the offense and/or in sports or activities in which they have been suspended due to a code violation. The coach/sponsor, with the Athletic Director's approval, may make an exception where the student has self-reported or otherwise demonstrated excellence in character allowing for such honors.

**Self-Reporting.** A student who violates the Code of Conduct must self-report. A failure to self-report will lead to a longer suspension or other discipline. The self-report must be made to: the principal, athletic director, or the head coach or sponsor of an activity in which the student participates. The student's parent or guardian may initiate the self-reporting process, but the student will be later required to give a written statement of the self-report. The self-report must be made the earlier of: (1) before the end of the next school day after the conduct occurred and (2) before participation in an extracurricular or co-curricular activity.

In making a self-report, the student must identify the events that took place, what conduct the student engaged in, and any witnesses to the student's conduct, and will be required to put this information in a written statement. In the event the student has received a criminal citation, charge, or ticket, and proclaims innocence of a violation, the student will be required to self-report such offense and provide information as to why they should be found innocent, not as it relates to the criminal offense, but as it relates to the Code of Conduct. All students are expected to be honest and forthright with school officials. In the event the coach or activity sponsor or any school administrator asks a student participant for information pertaining to compliance (or lack of compliance) by the student or other student participants with the Code of Conduct or eligibility conditions for participation in activities, the student is expected to fully, completely, and honestly provide the information. Students may be disciplined for a failure to be honest and forthright.

**Determining a Violation Has Occurred.** A violation of the Code of Conduct will be determined to have occurred based on any of the following criteria:

1. When a student is cited by law enforcement and school officials have a reasonable basis for determining that grounds for the issuance of the citation exist.

2. When a student is convicted of a criminal offense. Conviction includes, without limitation, a conviction, a plea of no contest and an adjudication of delinquency by a juvenile court.
3. When a student admits to violating one of the standards of the Code of Conduct.
4. When a student is accused by another person of violating one of the standards of the Code of Conduct and school officials determine that such information is reliable.
5. When school officials otherwise find sufficient evidence to support a determination that a violation has occurred.

**Procedures for Extracurricular Discipline.** The following procedures are established for suspensions from participation in extracurricular activities:

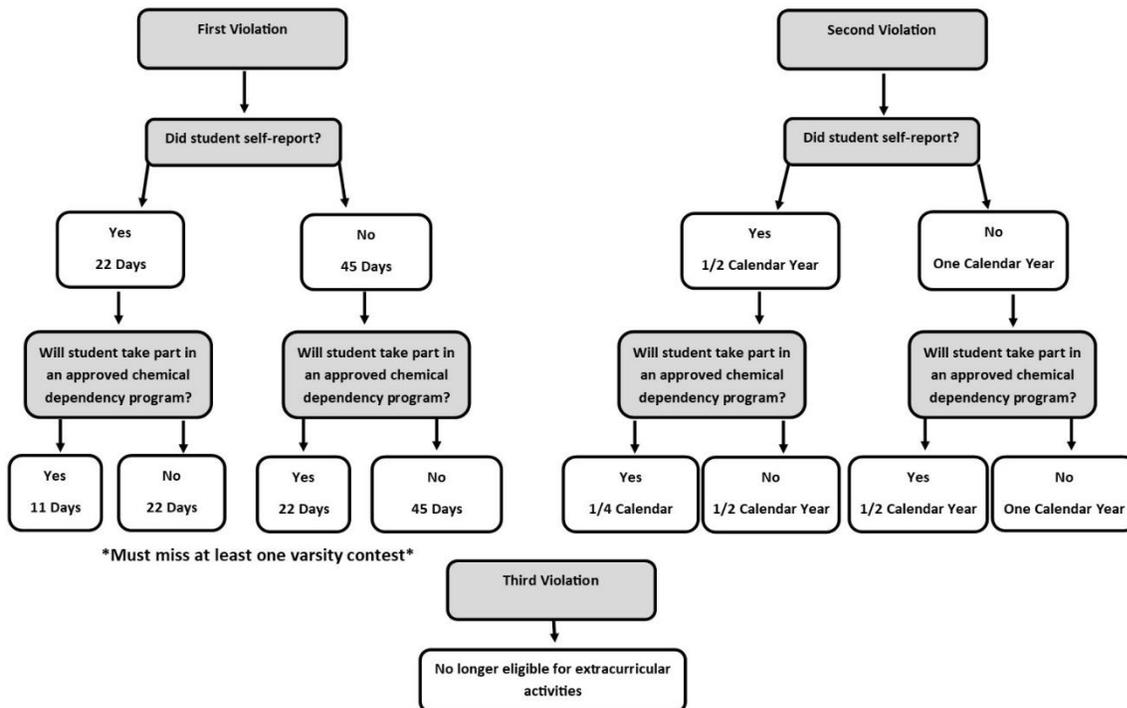
1. Investigation. The school official(s) considering the suspension will conduct a reasonable investigation of the facts and circumstances and determine whether the suspension will help the student or other students, further school purposes, or prevent an interference with a school purpose.
2. Meeting. Prior to commencement of the suspension, the school official considering the suspension or their designee will provide the student an opportunity to give the student's side of the story. The meeting for this purpose may be held in person or via a telephone conference.
  - a. The student will be given oral or written notice of what the student is accused of having done, an explanation of the evidence the school has, and the opportunity to explain the student's version. Detail is not required where the activity participant has made a self-report or otherwise admits the conduct. Names of informants may be kept confidential where determined to be appropriate.
  - b. The suspension may be imposed prior to the meeting if the meeting can not reasonably be held before the suspension is to begin. In that case the meeting will occur as soon as reasonably practicable. The student is responsible for cooperating in the scheduling of the meeting.
3. Notice Letter. Within two (2) school days (two (2) business days if school is not in session), or such additional time as is reasonably necessary following the suspension, the Athletic Director or the Athletic Director's designee will send a written statement to the student and the student's parents or guardian. The statement will describe the student's conduct violation and the discipline imposed. The student and parents or guardian will be informed of the opportunity to request a hearing.
4. Informal Hearing Before Superintendent. The student or student's parent/guardian may request an informal hearing before the Superintendent. The Superintendent may designate the Athletic Director or another administrator not responsible for the

suspension decision as the Superintendent's designee to conduct the hearing and make a decision.

- a. A form to request such a hearing must be signed by the parent or guardian. A form will be provided with the notice letter or otherwise be made available by request from the Principal's office.
  - b. The request for a hearing must be received by the Superintendent's office within five (5) days of receipt of the notice letter.
  - c. If a hearing is requested:
    - i. The hearing will be held within ten (10) calendar days of receipt of the request; subject to extension for good cause as determined by the Superintendent or the Superintendent's designee.
    - ii. The Superintendent or the Superintendent's designee will notify the participants of the time and place of the hearing a reasonable time in advance to allow preparation for the hearing.
    - iii. Upon conclusion of the hearing, a written decision will be rendered within five (5) school days (ten (10) calendar days if school is not in session). The written decision will be mailed or otherwise delivered to the participant, parents or guardian.
    - iv. A record of the hearing (copies of documents provided at the hearing and a tape recording or other recordation of the informal hearing) will be kept by the school if requested sufficiently in advance of the hearing by the parent/guardian.
5. No Stay of Penalty. There will be no stay of the penalty imposed pending completion of the due process procedures.
6. Opportunity for Informal Resolution. These due process procedures do not prevent the student or parent/guardian from discussing and settling the matter with the appropriate school officials at any stage.

Suspensions require no performance, but the continued participation in practice. It is also important to point out that an extracurricular activity coach has the right to lengthen or include other penalties *in addition* to the consequences listed in the above policy. However, if a coach intends to do so, it must be listed in his/her specific sport handbook, and communicated to parents/athletes at the beginning of the season.

# Drug and Alcohol Consequences



**Appendix B**

**CONSENT TO PERFORM RANDOM DRUG TESTING  
2020-2021**

Student Name \_\_\_\_\_ Grade \_\_\_\_\_

As a student and parent:

1. We understand and agree that participation in extracurricular activities is a privilege that may be withdrawn for violations of the Extracurricular Drug Testing Policy.
2. We have read the Extracurricular Drug Testing Policy and understand the responsibilities and consequences as an activity participant if the student violates the policy.
3. We understand that when students participate in any extracurricular activity, they will be subjected to random drug testing, and if they refuse, will not be allowed to practice or participate in any extracurricular activity. We have read this consent statement and agree to its terms.
4. We understand this is binding while a student is enrolled in Dundy County Stratton School District.

**CONSENT TO PERFORM DRUG TESTING**

We hereby consent to allow the student named on this form to undergo drug testing for the presence of drugs and alcohol in accordance with the Extracurricular Drug Testing Program adopted by the Board of Education. We understand that any samples will be sent only to a qualified laboratory for actual testing. We hereby give our consent to the medical vendor selected by the school board, their Medical Review Office (MRO), laboratory, doctors, employees, or agents, together with any clinic, hospital, or laboratory designated by the selected medical vendor to perform testing for the detection of drugs and to release the results of those tests as provided in the policy. We understand these results will be forwarded to school district officials and will also be made available to us. We agree to sign any necessary releases if requested to do so.

We understand that consent pursuant to this Consent to Perform Random Drug Testing will be effective for all extracurricular activities in which this student might participate during the current school year.

We hereby release the Dundy County Stratton Board of Education and its employees from any legal responsibility or liability for the release of such information and records, pursuant to the policy.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

Appendix C

**WITHDRAWAL OF STUDENT FROM ACTIVITY**

**2020-2021 SCHOOL YEAR**

I understand that by signing this form I am rescinding my permission for random drug screening and no longer wish to participate in any extracurricular activity. I further understand that I am forfeiting my privilege to participate in athletics and/or extracurricular activities for the remainder of this school year.

I hereby rescind my consent to the administration of the drug screening and forfeit all participation in extracurricular activities for the remainder of the school year at the school district.

Student's Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian's Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



HOME OF THE TIGERS

# DUNDY COUNTY STRATTON SCHOOLS NEW CLASSROOM ADDITION

400 9th AVENUE W, BENKELMAN, NE 69021

## SHEET INDEX

- ADA-1 ADA ACCESSIBILITIES
- D-1 DEMOLITION PLAN
- C-1 SITE PLAN
- C-2 STAIR / HANDRAIL PLAN & DETAILS
- U-1 UTILITIES SITE PLAN
- A-1 FLOOR PLAN
- A-2 BUILDING ELEVATIONS
- A-3 BUILDING SECTIONS
- A-4 WALL SECTIONS & DETAILS
- A-5 ROOF DRAINAGE PLAN
- S-1 FOOTING / FOUNDATION PLAN
- S-2 FOOTING DETAILS
- S-3 STRUCTURAL PLAN
- M-1 PLUMBING PLAN
- M-2 MECHANICAL PLAN
- E-1 ELECTRICAL OUTLET PLAN
- E-2 ELECTRICAL LIGHTING PLAN

CODE DATA	
-APPLICABLE CODES	IBC 2012 STATE OF NEBRASKA ACCESSIBILITY GUIDELINE NFPA 101
-CONSTRUCTION TYPE	TYPE II-B
-OCCUPANCY CLASSIFICATION	E. EDUCATION
-ALLOWABLE AREA -ACTUAL BUILDING AREA	14,500 SQ. FT. ADDITION = 5,600 SQ. FT.
-NUMBER OF OCCUPANTS	20 GSF / OCCUPANT
-NUMBER OF EXITS REQUIRED -NUMBER OF EXITS PROVIDED	2 2
-AUTOMATIC FIRE EXTINGUISHING SYSTEM	NONE PRESENT
-AUTOMATIC FIRE DETECTION ALARM SYSTEM	PROVIDED

KNOW WHATS BELOW, CALL BEFORE YOU DIG.

Calling 811 - What can I expect?

- Call 811 from anywhere in the country a few days prior to digging and your call will automatically be routed to your local one call center. Interested in contacting the 811 center online? <http://call811.com> Local one call center accepts online requests.
- You'll give the operator information about how to contact you, where you are planning to dig and what type of work you will be doing. Your quick conversation with the operator will last a few minutes.
- Utility companies who have potential facilities in the area of your dig site will be notified about your intent to dig.
- Each affected utility company will send a locator to mark the approximate location of your underground utility lines. This typically occurs within 2-3 working days. To access specific information about your state, visit <http://call811.com>



Remember the 811 process

- Notify your local one call center by calling 811 or making an online request 2-3 days before work begins. Be sure to check our <http://call811.com> to find out how far in advance you need to call.
- Wait the required amount of time for affected utility operators to respond to your request.
- Confirm that all affected utility operators have responded to your request and marked underground utilities.
- Respect the marks.
- Dig Carefully around the marks with care.

## PROJECT DIRECTORY

OWNER:  
DUNDY CO. / STRATTON SCHOOLS  
400 9th AVENUE W  
BENKELMAN, NE 69021  
P: 308-423-2738  
CONTACT: RICK HANEY  
EMAIL: [rhaney@dcstigers.com](mailto:rhaney@dcstigers.com)

ARCHITECT:  
W DESIGN ASSOCIATES  
214 EAST 1ST  
McCOOK, NE 69001  
P: 308-345-2370  
CONTACT: STEPHEN GRANGER  
EMAIL: [stephen@wdesignea.com](mailto:stephen@wdesignea.com)

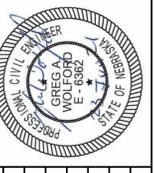
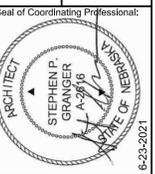
ENGINEER:  
W DESIGN ASSOCIATES  
214 EAST 1ST  
McCOOK, NE 69001  
P: 308-345-2370  
CONTACT: GREG WOLFORD  
EMAIL: [greg@wdesignea.com](mailto:greg@wdesignea.com)

## VICINITY MAPS



**CLASSROOM BUILDING ADDITION**  
**DUNDY COUNTY / STRATTON SCHOOLS**  
 BENKELMAN, NEBRASKA

**DESIGN ASSOCIATES**  
 214 E. 1ST ST. - McCOOK, NE 69001 | 308.345.2370 | ENGINEERS ARCHITECTS  
 2020 W. 7th ST. - HASTINGS, NE 68901 | 402.452.3271 | WWW.WDESIGNEA.COM



DWG:	725-21 COVER
DRAWN:	JEREMY SHAW
CHECKED:	
REVISIONS:	

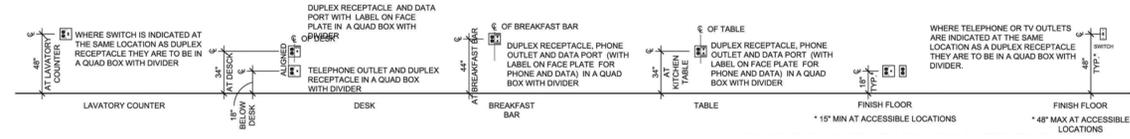
**CVR**

DATE: JUNE, 2021

I, Stephen Granger, am the  
Coordinate Professional on the  
Dundy County Schools project.  
This bar is one inch long on original drawing.  
If not one inch on #84 sheet, adjust scales accordingly.

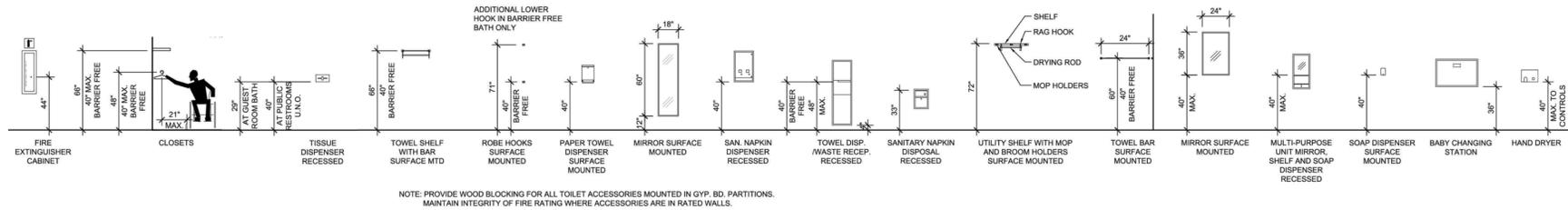
NOTE: ALL LOW RECEPTACLES SHALL BE 18" A.F.F. AT NON-ACCESSIBLE ROOMS UNLESS NOTED OTHERWISE

NOTE: THESE HEIGHTS ARE TYPICAL. REFER TO PLANS FOR ANY CONDITIONS WHICH MAY APPLY.



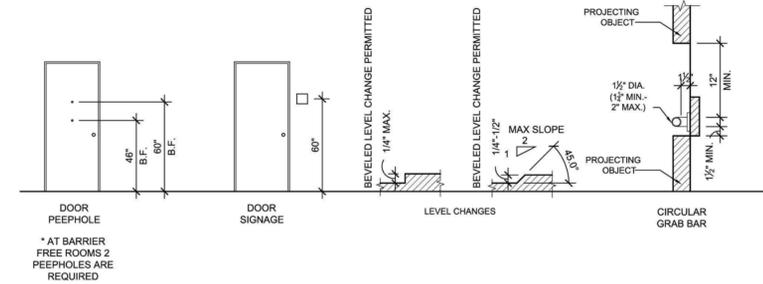
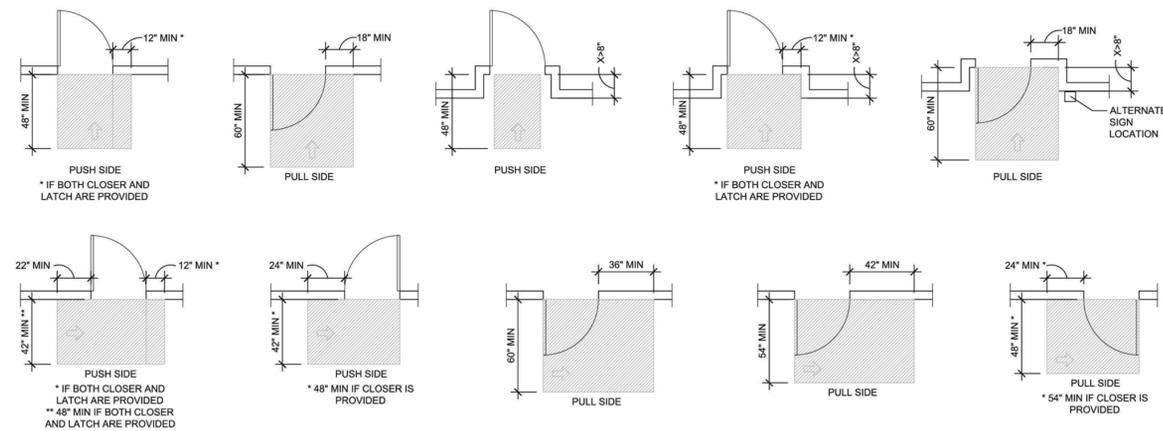
# 1 ELECTRICAL OUTLET & SWITCH HEIGHTS

Scale: 1/16" = 1'-0"



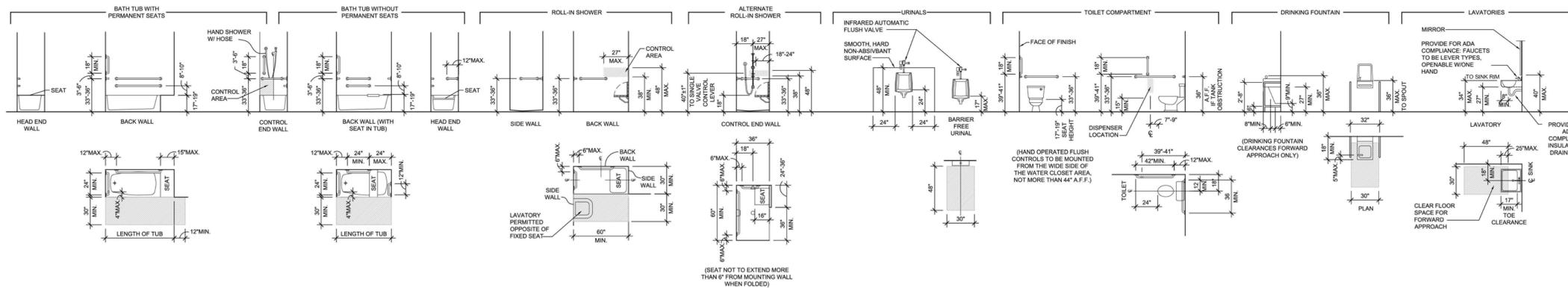
# 2 ADA ACCESSORY MOUNTING GUIDELINES

NO SCALE



# 3 ADA STANDARD GUIDELINES @ DOORWAYS

NO SCALE



# 4 ADA STANDARD FIXTURE MOUNTING GUIDELINES

NO SCALE

- ACCESSIBILITY NOTES:**
1. SHOWER HOSES MUST BE AT LEAST 5'9" LONG.
  2. OPERABLE PARTS SHALL BE OPERABLE WITH ONE HAND AND SHALL NOT REQUIRE TIGHT GRASPING OF THE WRIST.
  3. THE FORCE REQUIRED TO ACTIVATE WATER CLOSET, URINAL, AND LAVATORY CONTROLS SHALL BE NO GREATER THAN 5 LB.
  4. ENSURE 18" STRIKE SIDE x 60" DEEP CLEARANCE ON INT. DOORS.
  5. ENSURE 24" STRIKE SIDE x 60" DEEP CLEARANCE ON EXT. DOORS.
  6. AT VESTIBULE, 48" MINIMUM CLEAR DEPTH IN ADDITION TO DOOR SWING.
  7. PROVIDE 18 GA METAL BACKING PLATE ACCESS FACE OF FRAMING FOR ATTACHMENT OF WOOD BLOCKING FOR ALL TOILET ACCESSORIES MOUNTED IN G.W.B. PARTITIONS. MAINTAIN INTEGRITY OF FIRE RATING WHERE ACCESSORIES ARE IN RATED WALLS. SEE FURTHER NOTES, ST G005.
  8. GRAB BARS MUST BE ABLE TO SUPPORT 250 LBS. MIN.
  9. TOILET ROOM FLOORS SHALL HAVE A SMOOTH, HARD, NONABSORBENT SURFACE OF CONCRETE, CERAMIC TILE OR OTHER APPROVED MATERIAL EXTENDING UP THE WALL AT LEAST 5" (127 MM). WALLS OF WATER CLOSET COMPARTMENTS AND WITHIN 24" (610 MM) OF THE FRONT AND SIDES OF URINALS SHALL BE SIMILARLY FINISHED TO A HEIGHT OF 48" (1219 MM), EXCEPT FOR STRUCTURAL ELEMENTS. MATERIALS USED IN SUCH WALLS SHALL NOT BE ADVERSELY AFFECTED BY MOISTURE.
  10. THE MAXIMUM SLOPE OF THE SHOWER FLOOR SHALL BE 1/4" PER FOOT (2% SLOPE) IN ANY DIRECTION. WHERE DRAINS ARE PROVIDED, GRATE OPENINGS SHALL BE A MINIMUM OF 1/4" (6.4 MM) AND LOCATED FLUSH WITH THE FLOOR SURFACE.
  11. ADJACENT TO THE LATCH OUTSIDE THE SANITARY FACILITIES DOOR, PROVIDE RAISED LETTERS AND BRAILLE CONFORMING ICC/ANSI A117.1-2003 SECTION 703 IF THERE IS NO WALL SPACE ON THE LATCH SIDE. SIGNS SHALL BE ON THE NEAREST ADJACENT WALL, PREFERABLE ON THE RIGHT. THE CENTER OF THE SIGN SHALL BE 60" (1524 MM) HIGH, MOUNTED SO A PERSON MAY APPROACH WITHIN 3" (76 MM) WITHOUT ENCOUNTERING PROTRUDING OBJECTS OR DOOR SWING.
  12. THE FLOOR OR LANDING SHALL NOT BE MORE THAN 1/2" (12.7 MM) LOWER THAN THE THRESHOLD OF THE DOORWAY.
  13. VERTICAL DIMENSIONS TO GRAB BARS ARE TO TOP OF BAR.
  14. COMPLY WITH ACCESSIBILITY REGULATIONS OF THE AUTHORITY HAVING JURISDICTION.

**CLASSROOM BUILDING ADDITION**  
**DUNDY COUNTY / STRATTON SCHOOLS**  
 BENKELMAN, NEBRASKA

**DESIGN ASSOCIATES**  
 214 E. 13<sup>TH</sup> ST. - BACOK, NE 68001 | 308.342.2371 | ENGINEERS ARCHITECTS  
 202 W. 7<sup>TH</sup> ST. - HASTINGS, NE 68021 | 402.452.2371 | WWW.DESIGNASSOCIATES.COM

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Seal of Coordinating Professional:  
 ARCHITECT  
 STEPHEN P. GRANGER  
 LICENSE NO. 10-0118  
 STATE OF NEBRASKA  
 6-23-2021

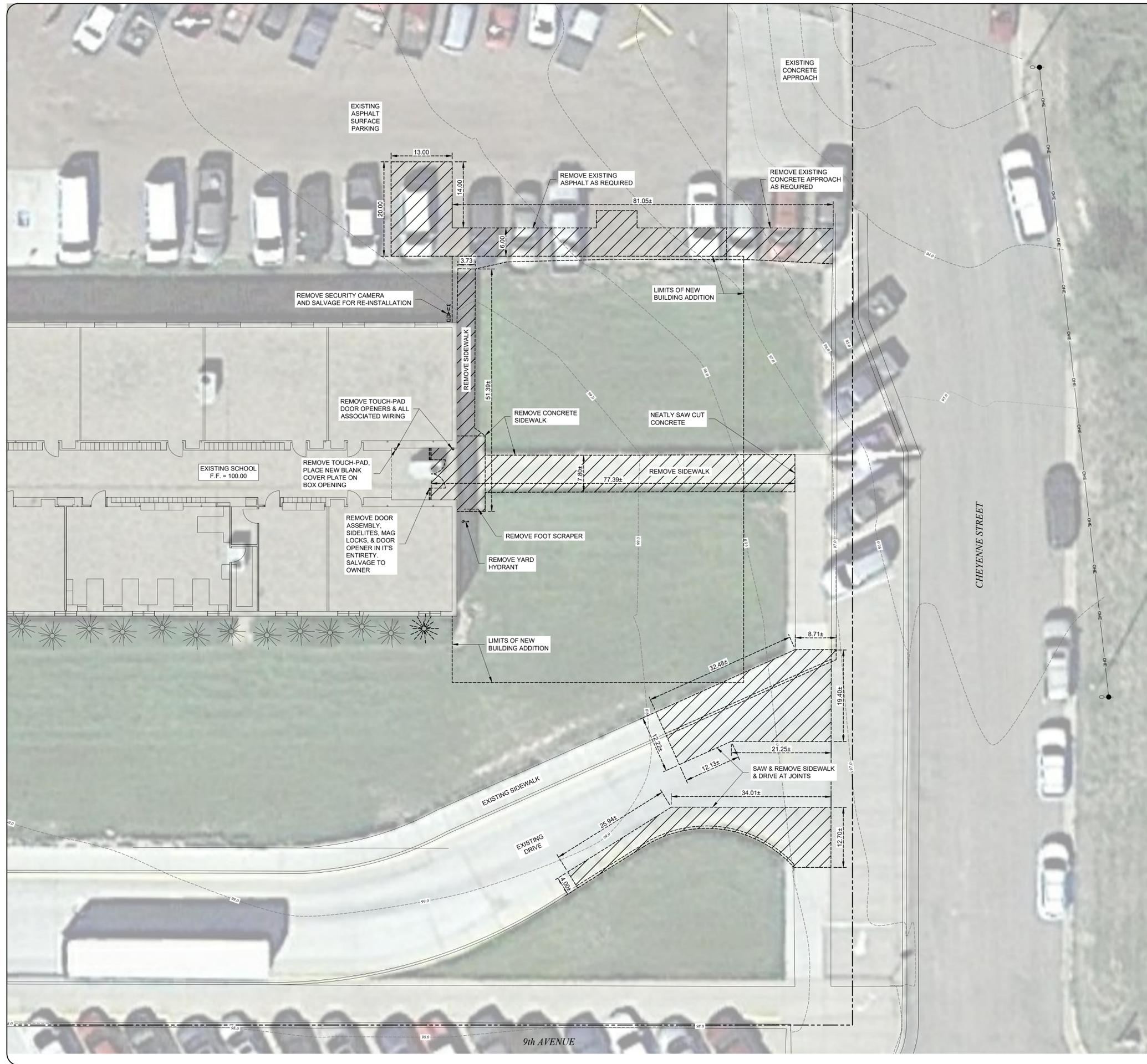
DWG: 725-21 ADA-01  
 DRAWN: JEREMY SHAW  
 CHECKED:  
 REVISIONS

**ADA-1**

I, Stephen Granger, am the  
 Coordinating Professional on the  
 Dundy County Schools project.

This bar is one inch long on original drawing.  
 If not one inch on this sheet, adjust scales accordingly.

DATE: JUNE, 2021



WALL LEGEND	
ITEMS TO BE REMOVED	

- | DEMOLITION NOTES |  |
|------------------|--|
| 1.               | REMOVE DOORS AS SHOWN AND SALVAGE TO OWNER AT OWNER'S DISCRETION.  |
| 2.               | REMOVE EXISTING EXTERIOR CONCRETE AS SHOWN.  |
| 3.               | REMOVE EXISTING EXTERIOR ASPHALT AS REQUIRED.  |
| 4.               | COORDINATE WITH SCHOOL AND UNDERGROUND SPRINKLER CONTRACTOR BEFORE DIRT WORK BEGINS. REMOVE & CAP SPRINKLER SYSTEM IN AREA OF NEW BUILDING ADDITION IN COORDINATION WITH SPRINKLER CONTRACTOR. |

**CLASSROOM BUILDING ADDITION**  
**DUNDY COUNTY / STRATTON SCHOOLS**  
 BENKELMAN, NEBRASKA

**DESIGN ASSOCIATES**  
 214 E. 1ST ST. HASTINGS, NE 68801 | 402.462.2270 | WWW.DA-NE.COM  
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Seal of Coordinating Professional:



DWG:	725-21 C-01
DRAWN:	JEREMY SHAW
CHECKED:	
REVISIONS:	

**D-1**

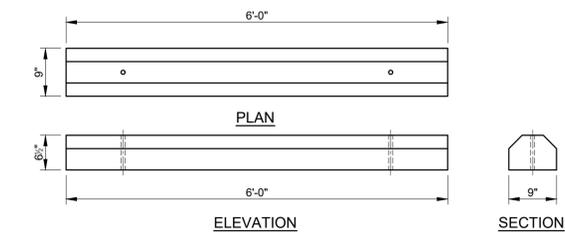
DATE: JUNE, 2021

**DEMOLITION PLAN**  
 SCALE: 1" = 10'-0"



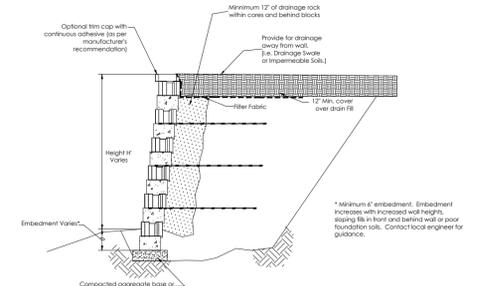
I, Stephen Granger, am the  
 Coordinating Professional on the  
 Dundy County Schools project.

This bar is one inch long on original drawing.  
 If not one inch on this sheet, adjust scales accordingly.



**CONCRETE PARKING BLOCK DETAIL**

SCALE: 3/4" = 1'-0"  
 NOTE:  
 CONTRACTORS OPTION TO PROVIDE AND INSTALL PREFABRICATED RUBBER OR PLASTIC PARKING BLOCKS BY TRAFFIC SAFETY STORE OR SPEED BUMPS & HUMPS, COLOR BLUE.



**RETAINING WALL DETAIL**

NO SCALE

**BENCHMARK DATA**

- BM1 LOCATED INSIDE EXISTING BUILDING. EXISTING FINISH FLOOR IN HALLWAY. ELEVATION = 100.00
- BM2 LOCATED ON THE SOUTHEAST CORNER OF PROPERTY. AN EXISTING LIGHT POLE WITH NAIL IN POLE. ELEVATION = 96.287

**SITE NOTES**

1. CONTRACTOR TO LOCATE & PROTECT ALL UNDERGROUND UTILITIES.
2. ALL UNDERGROUND UTILITIES SHOWN ARE APPROXIMATE LOCATION.
3. CONTRACTOR SHALL RIP THE TOP 6" OF THE EXISTING SUBGRADE AND COMPACT TO 95% OF STANDARD PROCTOR DENSITY.
4. ALL FILL REQUIRED SHALL BE A LEAN CLAY OR LOW PI SILT AND COMPACTED TO 95% OF STANDARD PROCTOR DENSITY.

**LEGEND**

	BENCHMARK POINT W/NUMBER
	EXISTING OVERHEAD ELECTRICAL
	EXISTING CONTOUR LINE
	NEW CONTOUR LINE
	EXISTING CONCRETE
	NEW CONCRETE
	NEW ROCK SURFACING
	EXISTING PROPERTY LINE
	EXISTING LIGHT POLE

**SITE PLAN**  
 SCALE: 1" = 10'-0"



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**CLASSROOM BUILDING ADDITION**  
**DUNDY COUNTY / STRATTON SCHOOLS**  
 BENKELMAN, NEBRASKA

**DESIGN ASSOCIATES**  
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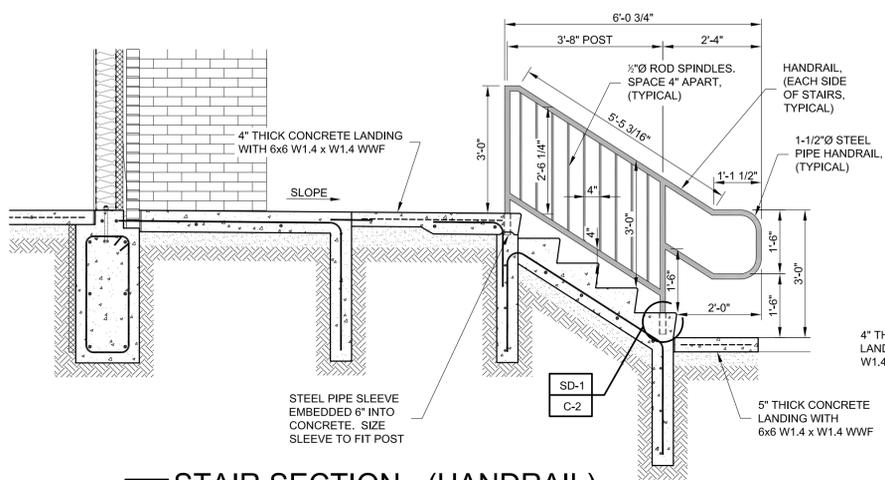
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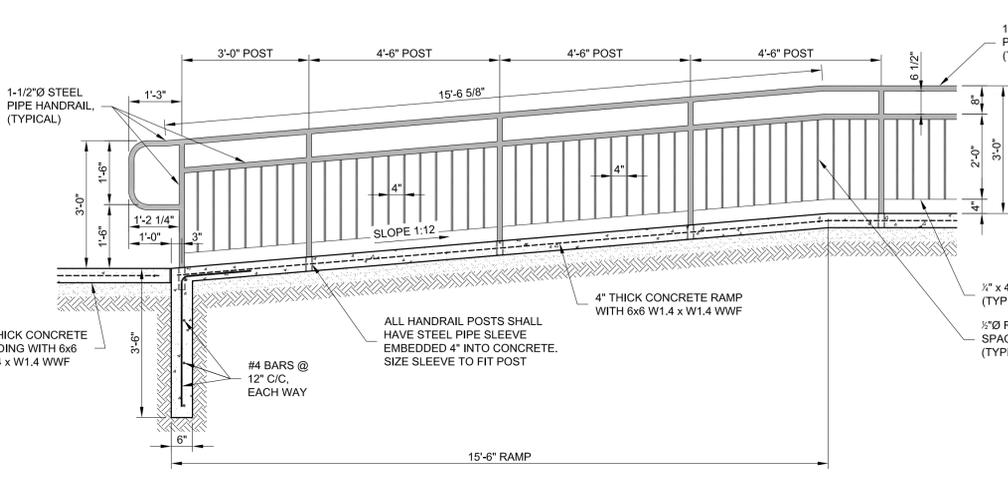
DWG:	725-21 C-01
DRAWN:	JEREMY SHAW
CHECKED:	
REVISIONS:	

**C-1**

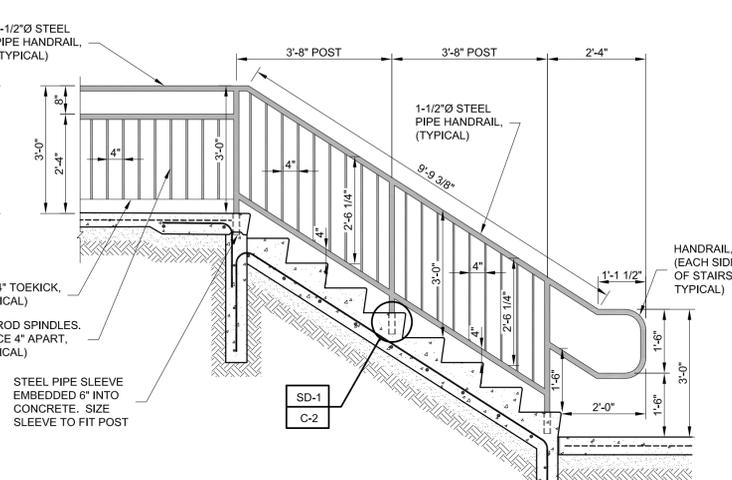
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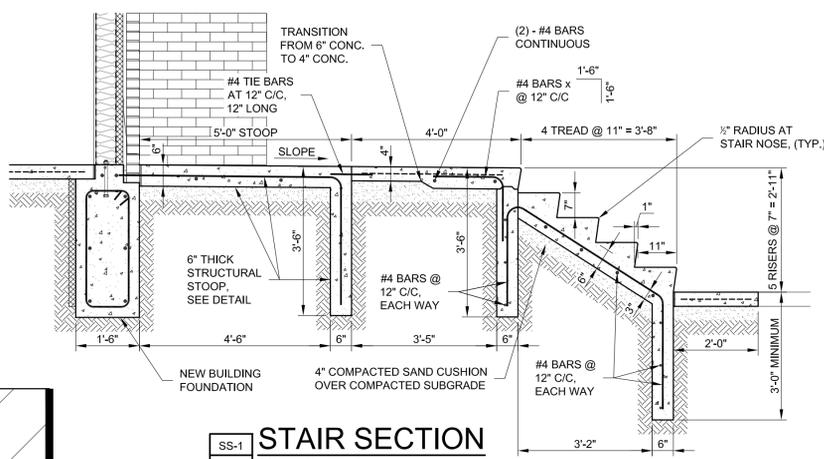
**SS-1 STAIR SECTION - (HANDRAIL)**  
 SCALE: 1/2" = 1'-0"



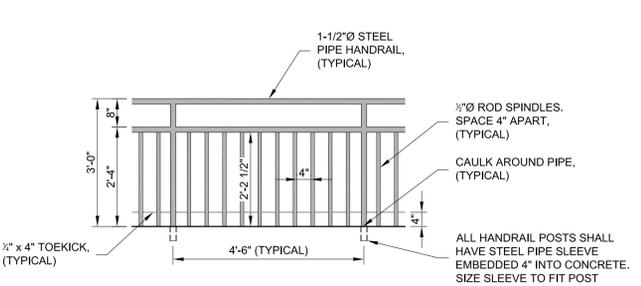
**RS-1 RAMP SECTION**  
 SCALE: 1/2" = 1'-0"



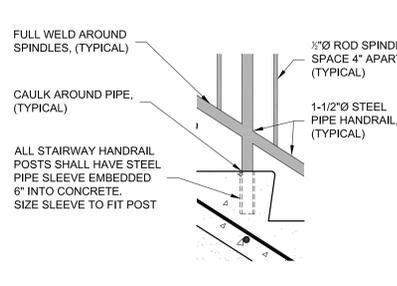
**SS-2 STAIR SECTION - (HANDRAIL)**  
 SCALE: 1/2" = 1'-0"



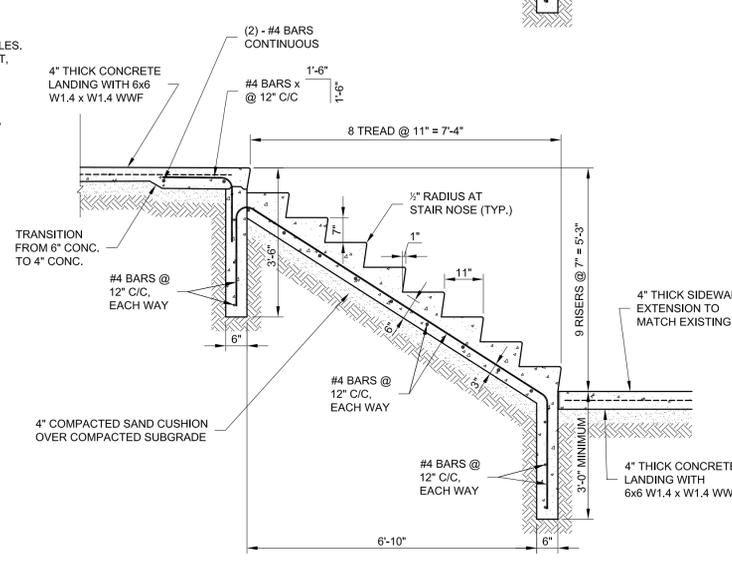
**SS-1 STAIR SECTION**  
 SCALE: 1/2" = 1'-0"



**RD-1 TYPICAL RAILING DETAIL**  
 SCALE: 1/2" = 1'-0"



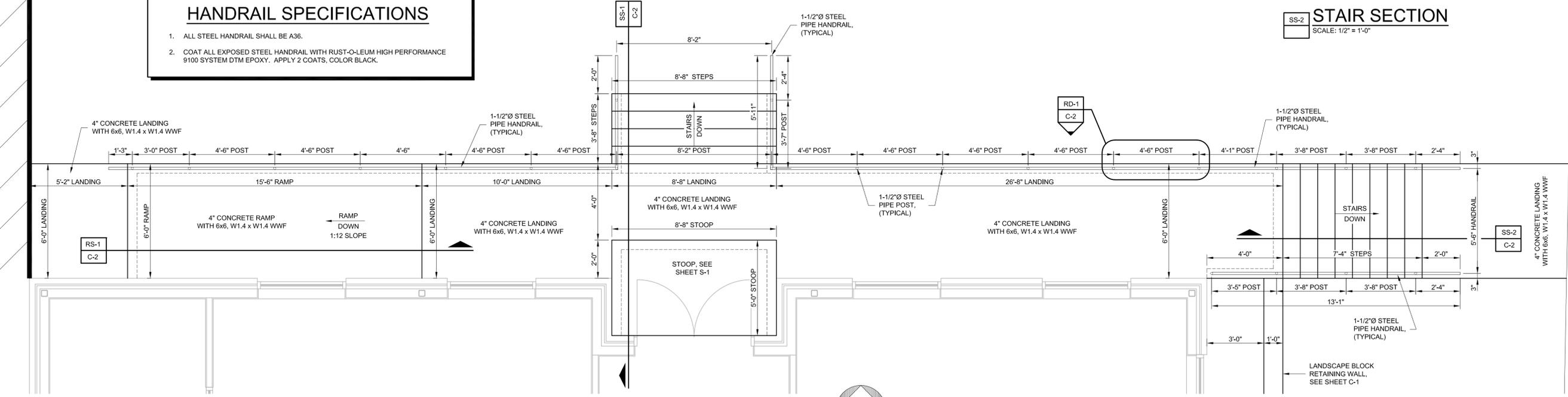
**SD-1 SLEEVE DETAIL**  
 SCALE: 1" = 1'-0"



**SS-2 STAIR SECTION**  
 SCALE: 1/2" = 1'-0"

**HANDRAIL SPECIFICATIONS**

- ALL STEEL HANDRAIL SHALL BE A36.
- COAT ALL EXPOSED STEEL HANDRAIL WITH RUST-O-LEUM HIGH PERFORMANCE 9100 SYSTEM DTM EPOXY. APPLY 2 COATS, COLOR BLACK.



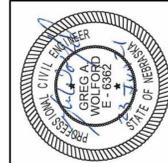
**STAIR / HANDRAIL PLAN**  
 SCALE: 3/8" = 1'-0"



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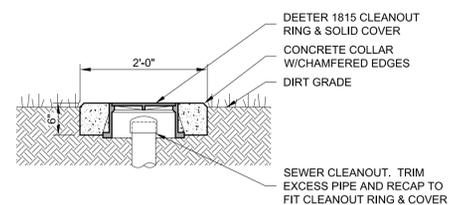
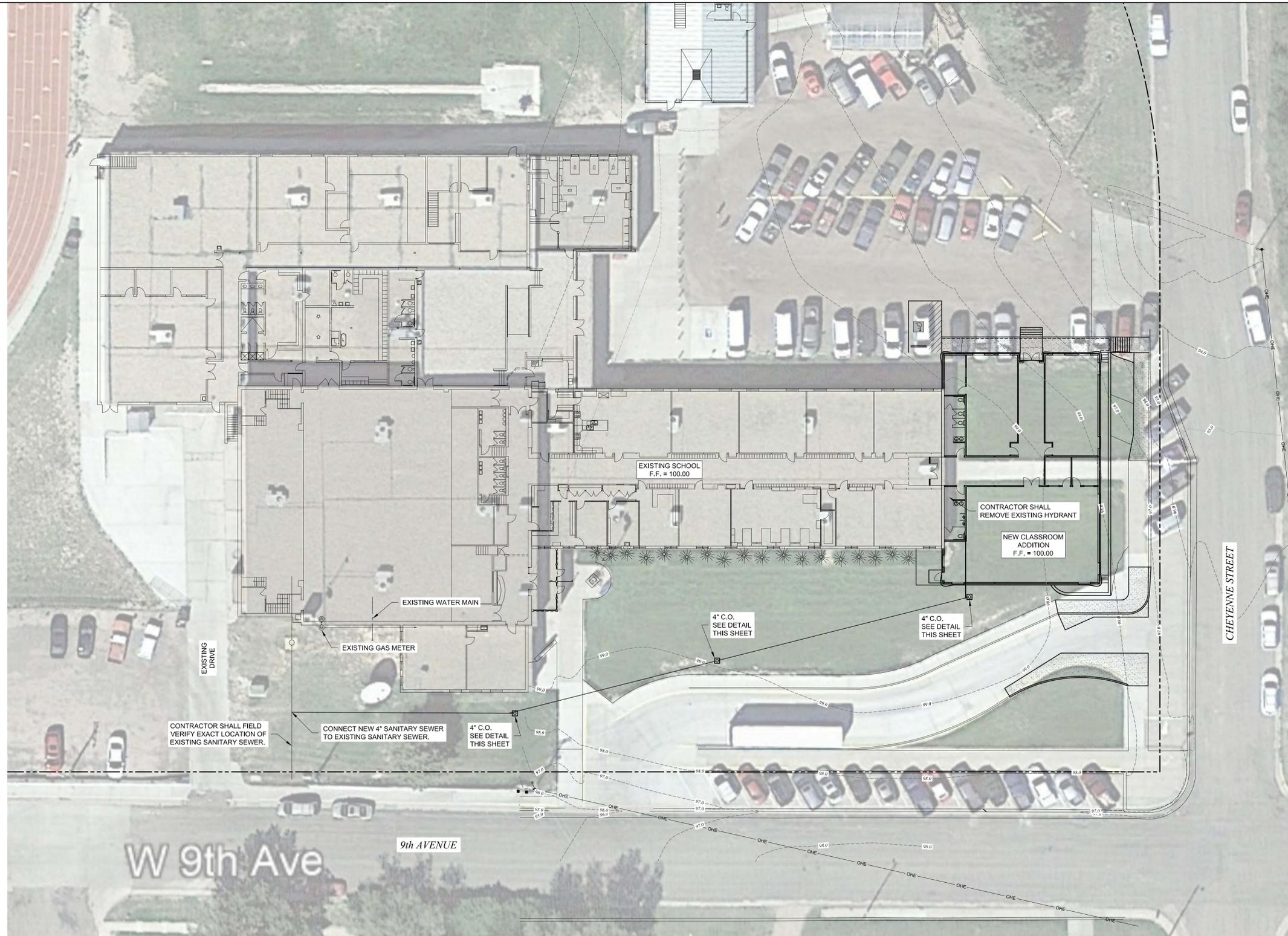


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**CLEANOUT DETAIL**

SCALE: 3/4" = 1'-0"

**UTILITY SITE PLAN**

SCALE: 1" = 20'-0"

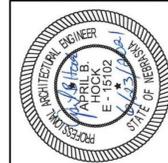


**CLASSROOM BUILDING ADDITION**  
**DUNDY COUNTY / STRATTON SCHOOLS**  
 BENKELMAN, NEBRASKA

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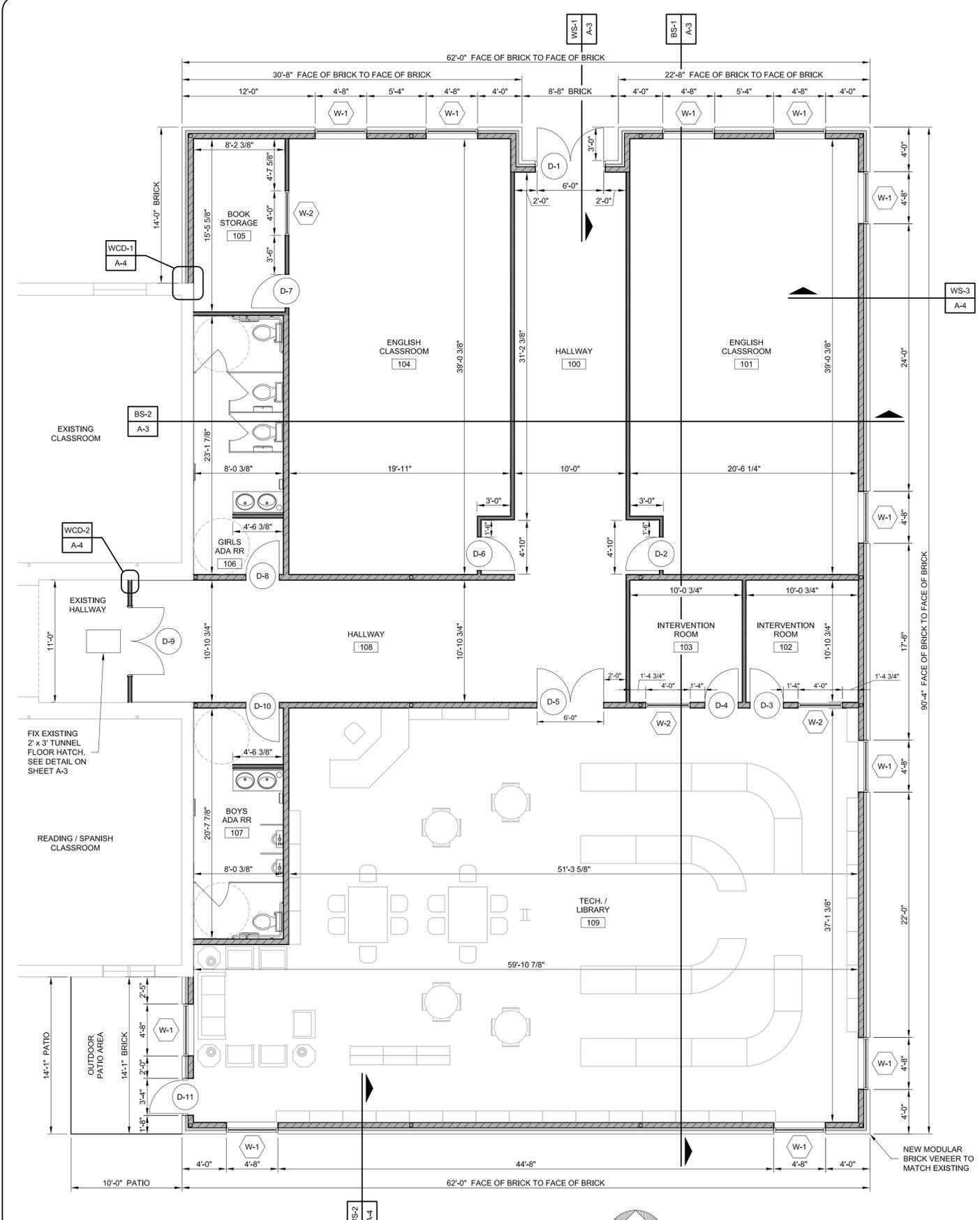


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REVISIONS:	

**U-1**

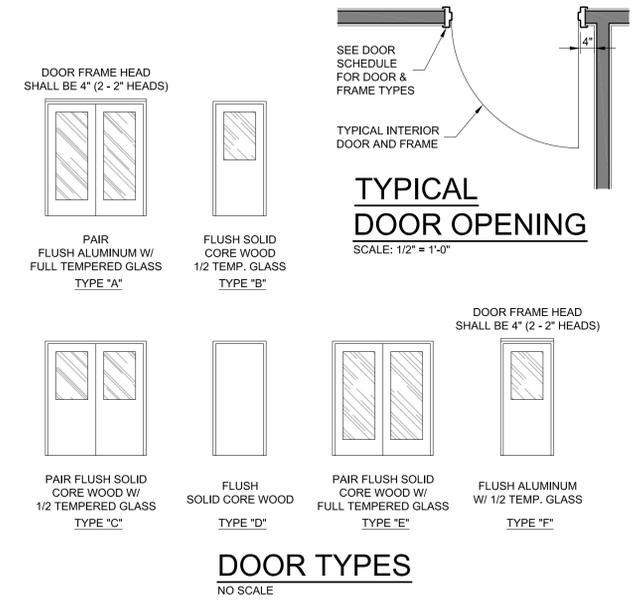
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**FLOOR PLAN**  
SCALE: 3/16" = 1'-0"  
NORTH

NOTE: FIELD VERIFY ALL ROOM DIMENSIONS.



**ROOM FINISH SCHEDULE**

ROOM NO.	ROOM NAME	FLOORS	BASE	CEILING		WALLS			
				MATERIAL	HEIGHT	NORTH	EAST	SOUTH	WEST
100	HALLWAY	A	CT	E	9'-0"	F, H	F, H	F, H	F, H
101	ENGLISH CLASSROOM	C	VINYL	E	9'-0"	F	F	F	F
102	INTERVENTION ROOM	C	VINYL	E	9'-0"	F	F	F	F
103	INTERVENTION ROOM	C	VINYL	E	9'-0"	F	F	F	F
104	ENGLISH CLASSROOM	C	VINYL	E	9'-0"	F	F	F	F
105	BOOK STORAGE	C	VINYL	E	9'-0"	F	F	F	F
106	GIRLS ADA RESTROOM	B	CT	E	9'-0"	F, H	F, H	F, H	F, H
107	BOYS ADA RESTROOM	B	CT	E	9'-0"	F, H	F, H	F, H	F, H
108	HALLWAY	A	CT	E	9'-0"	F, H	F, H	F, H	F, H
109	TECH. / LIBRARY	D	VINYL	E	9'-6"	F	F	F	F

- FLOOR FINISHES**
- A TERRAZZO TILE (MATCH EXISTING IN HALLWAY)
  - B CERAMIC TILE
  - C VINYL TILE (VCT)
  - D CARPET TILE
- CEILING FINISHES**
- D SUSPENDED DRYWALL SYSTEM
  - E SAT CEILING SYSTEM
- WALL FINISHES**
- F SHEETROCK, LIGHT SPRAY TEXTURE, LEVEL 4 FINISH
  - G EXISTING EXPOSED BRICK
  - H CERAMIC TILE @ 4'-6"

**DOOR SCHEDULE**

MARK	WIDTH	HEAD HEIGHT	DOOR DESCRIPTION	TYPE	LABEL	FRAME TYPE	DETAILS SHEET	REMARKS
D-1	6'-0"	7'-0"	ALUMINUM FRAME W/ FULL TEMPERED GLASS	A		ALUMINUM		FULL WEATHERSTRIP W/ CLOSER & INSULATED GLASS
D-2	3'-0"	7'-0"	SOLID CORE WOOD DOOR W/ 1/2 TEMPERED GLASS	B		HOLLOW METAL		PROVIDE WITH CLOSER & TEMPERED GLASS
D-3	3'-0"	7'-0"	SOLID CORE WOOD DOOR W/ 1/2 TEMPERED GLASS	B		HOLLOW METAL		PROVIDE WITH CLOSER & TEMPERED GLASS
D-4	3'-0"	7'-0"	SOLID CORE WOOD DOOR W/ 1/2 TEMPERED GLASS	B		HOLLOW METAL		PROVIDE WITH CLOSER & TEMPERED GLASS
D-5	6'-0"	7'-0"	PAIR SOLID CORE WOOD DOORS W/ 1/2 TEMPERED GLASS	C		HOLLOW METAL		PROVIDE WITH CLOSER & TEMPERED GLASS
D-6	3'-0"	7'-0"	SOLID CORE WOOD DOOR W/ 1/2 TEMPERED GLASS	B		HOLLOW METAL		PROVIDE WITH CLOSER & TEMPERED GLASS
D-7	3'-0"	7'-0"	SOLID CORE WOOD DOOR W/ 1/2 TEMPERED GLASS	B		HOLLOW METAL		PROVIDE WITH CLOSER & TEMPERED GLASS
D-8	3'-0"	7'-0"	SOLID CORE WOOD DOOR	D		HOLLOW METAL		PROVIDE WITH CLOSER
D-9	6'-0"	7'-0"	SOLID CORE WOOD DOOR W/ FULL TEMPERED GLASS	E		HOLLOW METAL		PROVIDE WITH CLOSER & TEMPERED GLASS
D-10	3'-0"	7'-0"	SOLID CORE WOOD DOOR	D		HOLLOW METAL		PROVIDE WITH CLOSER
D-11	3'-0"	7'-0"	ALUMINUM FRAME W/ HALF TEMPERED GLASS	F		ALUMINUM		FULL WEATHERSTRIP W/ CLOSER & INSULATED GLASS

NOTE: DOOR D-1 & D-11 DOOR FRAME HEADS SHALL BE 4" TO MATCH EXISTING. (DOUBLE 2" ALUMINUM HEADS TO EQUAL 4")

**WINDOW SCHEDULE**

MARK	WIDTH	HEIGHT	HEAD HEIGHT	WINDOW DESCRIPTION	DETAILS	REMARKS
W-1	4'-8"	4'-0"	7'-4"	ALUMINUM WINDOW FRAME ASSEMBLY		PROVIDE WITH 1/2" INSULATING GLASS. GLASS TO BE TEMPERED
W-2	4'-0"	4'-0"	7'-0"	ALUMINUM WINDOW FRAME ASSEMBLY		GLASS TO BE TEMPERED

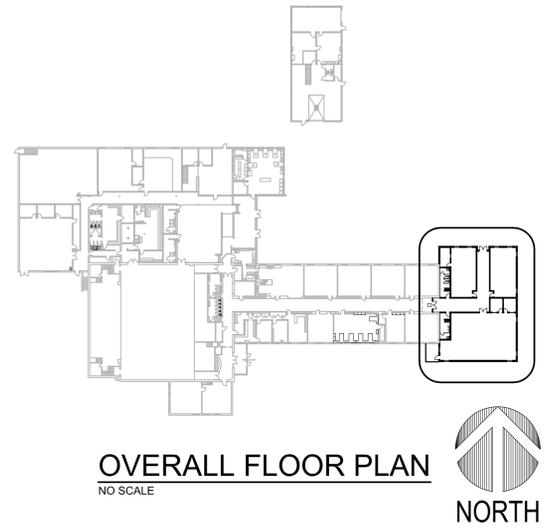
**WALL LEGEND**

2" x 4" STEEL STUD WALL w/ 1/2" SHEETROCK & BATTING INSULATION	
2" x 6" STEEL STUD WALL w/ 1/2" SHEETROCK & BATTING INSULATION	

**CONSTRUCTION NOTES**

ALL NEW CONSTRUCTION DIMENSIONS SHOWN ARE TO THE FACE OF SHEETROCK TO FACE OF SHEETROCK UNLESS NOTED OTHERWISE.

CONTRACTOR SHALL PATCH ALL SHEETROCK CEILING HOLES MADE FROM EQUIPMENT REMOVAL AND INSTALLATION OF NEW EQUIPMENT. PATCH, TEXTURE, & PAINT TO MATCH EXISTING.



**CLASSROOM BUILDING ADDITION**  
**DUNDY COUNTY / STRATTON SCHOOLS**  
BENKELMAN, NEBRASKA

**DESIGN ASSOCIATES**  
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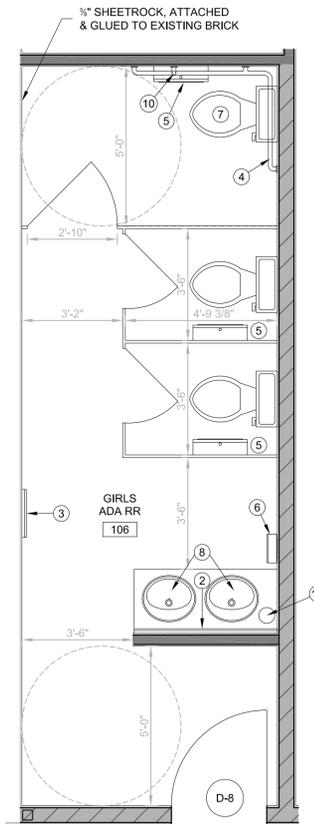
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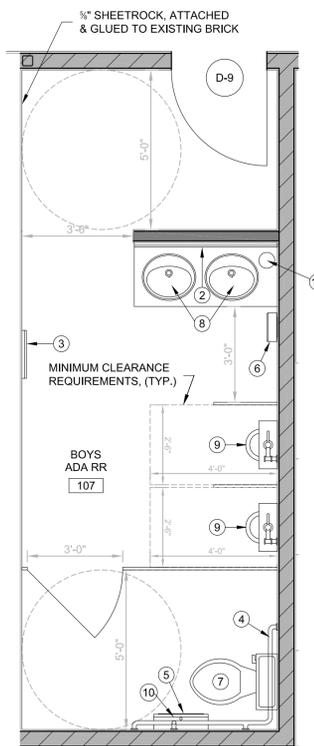
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**RESTROOM 106 PLAN**  
SCALE: 3/8" = 1'-0"

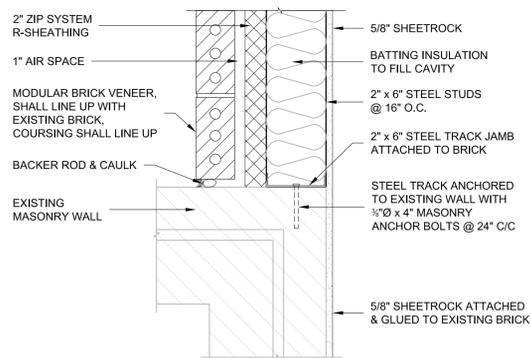


**RESTROOM 107 PLAN**  
SCALE: 3/8" = 1'-0"

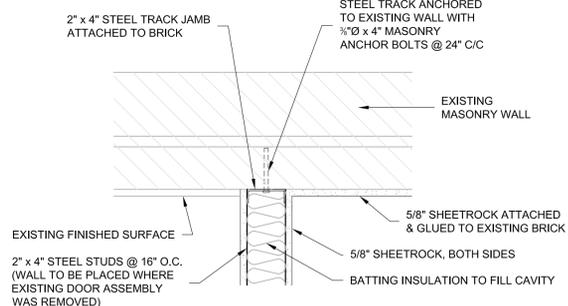
- RESTROOM ACCESSORIES LEGEND NOTES:**
- FOR DETAILED DESCRIPTION OF ACCESSORIES - SEE SPECIFICATIONS.
  - ALL RESTROOM ACCESSORIES, SUCH AS GRAB BARS, SOAP DISPENSERS, ETC., SHALL BE SEALED AGAINST MOISTURE ALL AROUND.
  - PROVIDE BACKING AS REQUIRED FOR ALL RESTROOM ACCESSORIES.
  - ALL FINISH AND FIXTURES SHALL BE APPROVED BY OWNER.

MARK	DESCRIPTION	MOUNTING
1	SOAP DISPENSER	CENTER BETWEEN MIRROR & SINK
2	LAVATORY MIRROR	4'-6" WIDE x 4'-0" TALL MIRROR
3	WALL MIRROR	18" x 72" MIRROR, MOUNT +6" TO BOTTOM
4	GRAB BAR	+33" - +36" TO CENTER LINE OF BAR
5	TOILET PAPER DISPENSER	MINIMUM OF 15" ABOVE FLOOR, 48" MAX
6	PAPER TOWEL DISPENSER	+40" TO BOTTOM
7	ADA TOILET	+17" - +19" TO TOP OF TOILET SEAT
8	ADA SINK	+34" MAXIMUM TO RIM W/ INSULATED PIPES
9	ADA URINAL	+17" MAXIMUM TO RIM
10	18" VERTICAL GRAB BAR	+39" TO BOTTOM ANCHOR
11	ADA DRINKING FOUNTAIN	+36" MAXIMUM TO DRINKING SPOUT
12	6"Ø COUNTERTOP HOLE FOR TRASH	

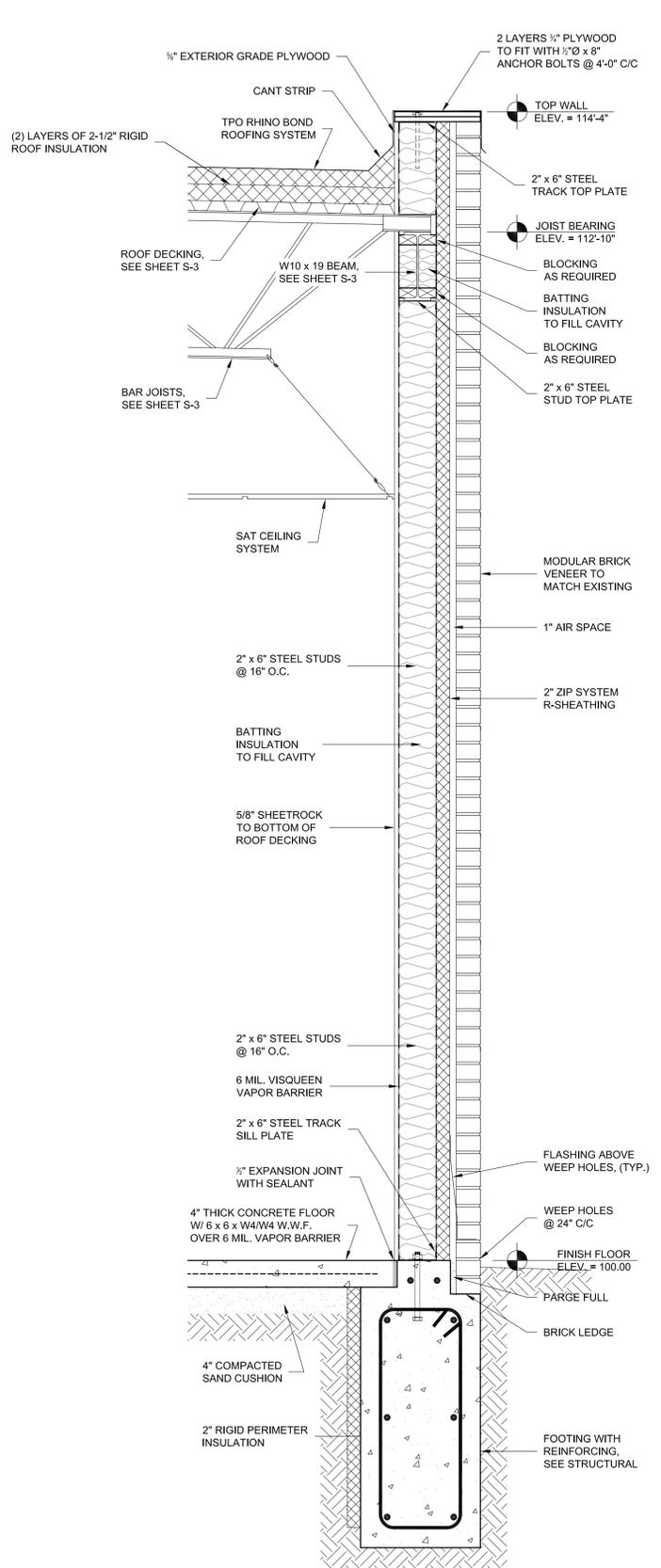
NOTE: FOR DETAILED DESCRIPTION OF ACCESSORIES - SEE SPECIFICATIONS



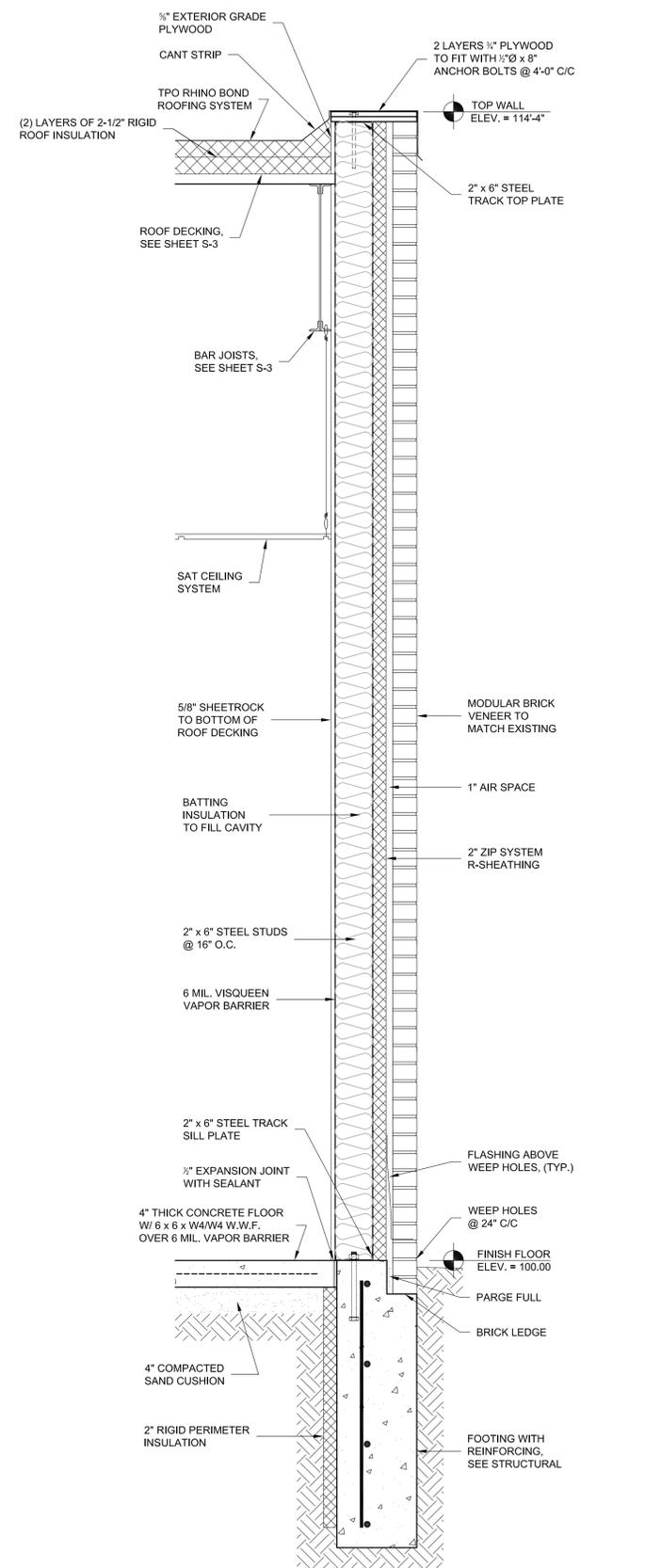
**WCD-1 WALL CONNECTION DETAIL**  
SCALE: 1-1/2" = 1'-0"



**WCD-2 WALL CONNECTION DETAIL**  
SCALE: 1-1/2" = 1'-0"



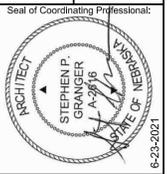
**WS-2 WALL SECTION**  
SCALE: 1" = 1'-0"



**WS-3 WALL SECTION**  
SCALE: 1" = 1'-0"

**CLASSROOM BUILDING ADDITION**  
**DUNDY COUNTY / STRATTON SCHOOLS**  
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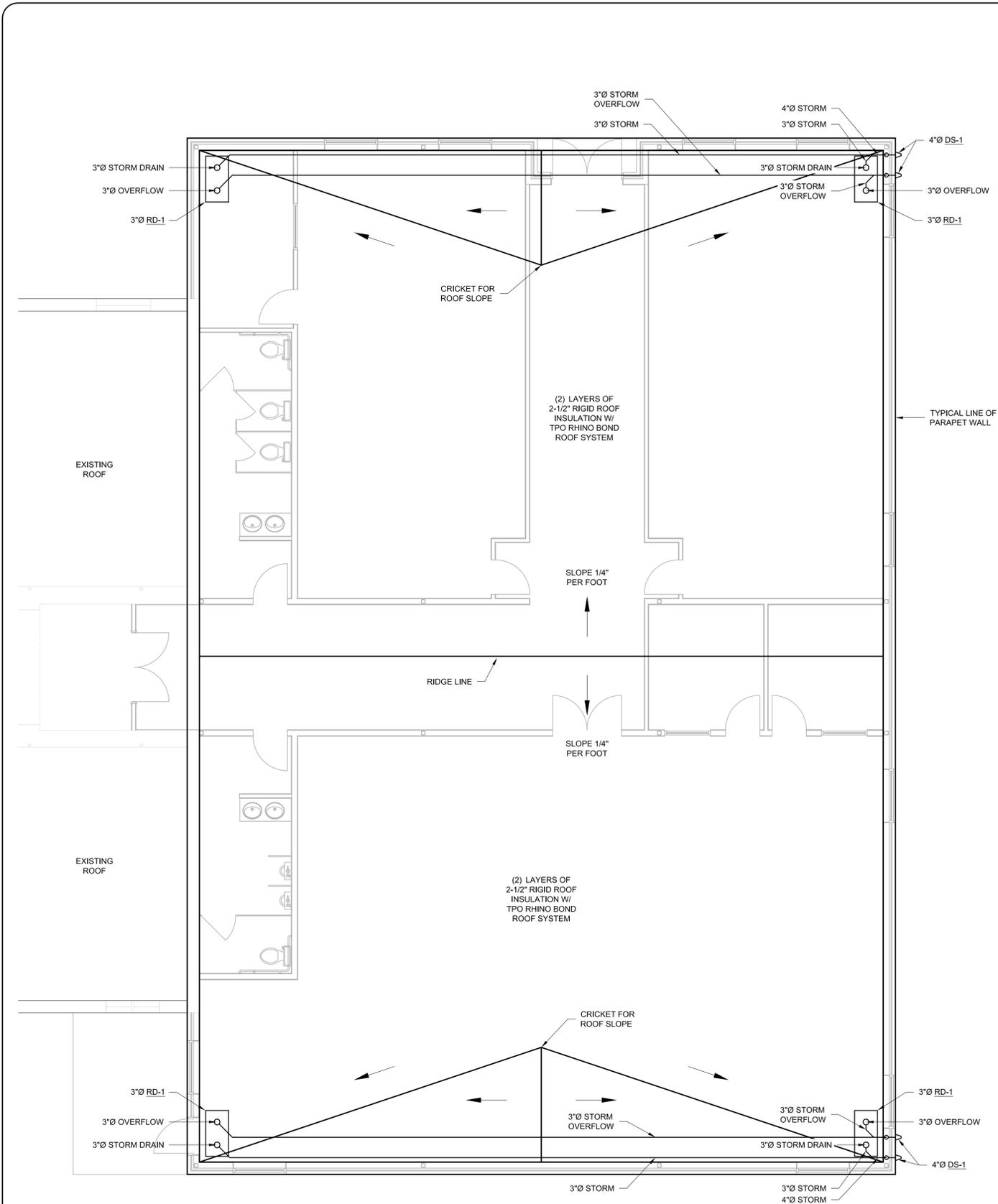


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REVISIONS:	

**A-4**

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**ROOF DRAIN SCHEDULE**

RD-1: JAY R. SMITH MODEL 1850 ROOF DRAIN AND OVERFLOW DRAIN. PROVIDE WITH CAST IRON DOME. SEE PLAN FOR SIZE.  
 DS-1: JAY R. SMITH MODEL 1770 DOWNSPOUT NOZZLE. NICKEL BRONZE MATERIAL. SEE PLAN FOR SIZE.

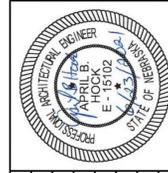
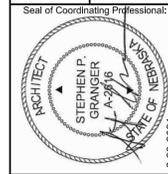
NOTE:  
 1. STORM DRAIN AND OVERFLOW PIPING SHALL BE SLOPED 1/8" PER FOOT IN THE CEILING SPACE OF THE NEW ADDITION. COORDINATE ROUTING WITH ALL TRADES  
 2. INSULATE STORM DRAIN AND OVERFLOW PIPING. SEE SPECIFICATIONS FOR MORE INFORMATION.

**ROOF DRAINAGE PLAN**

SCALE: 3/16" = 1'-0"



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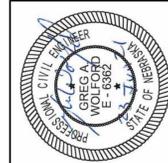
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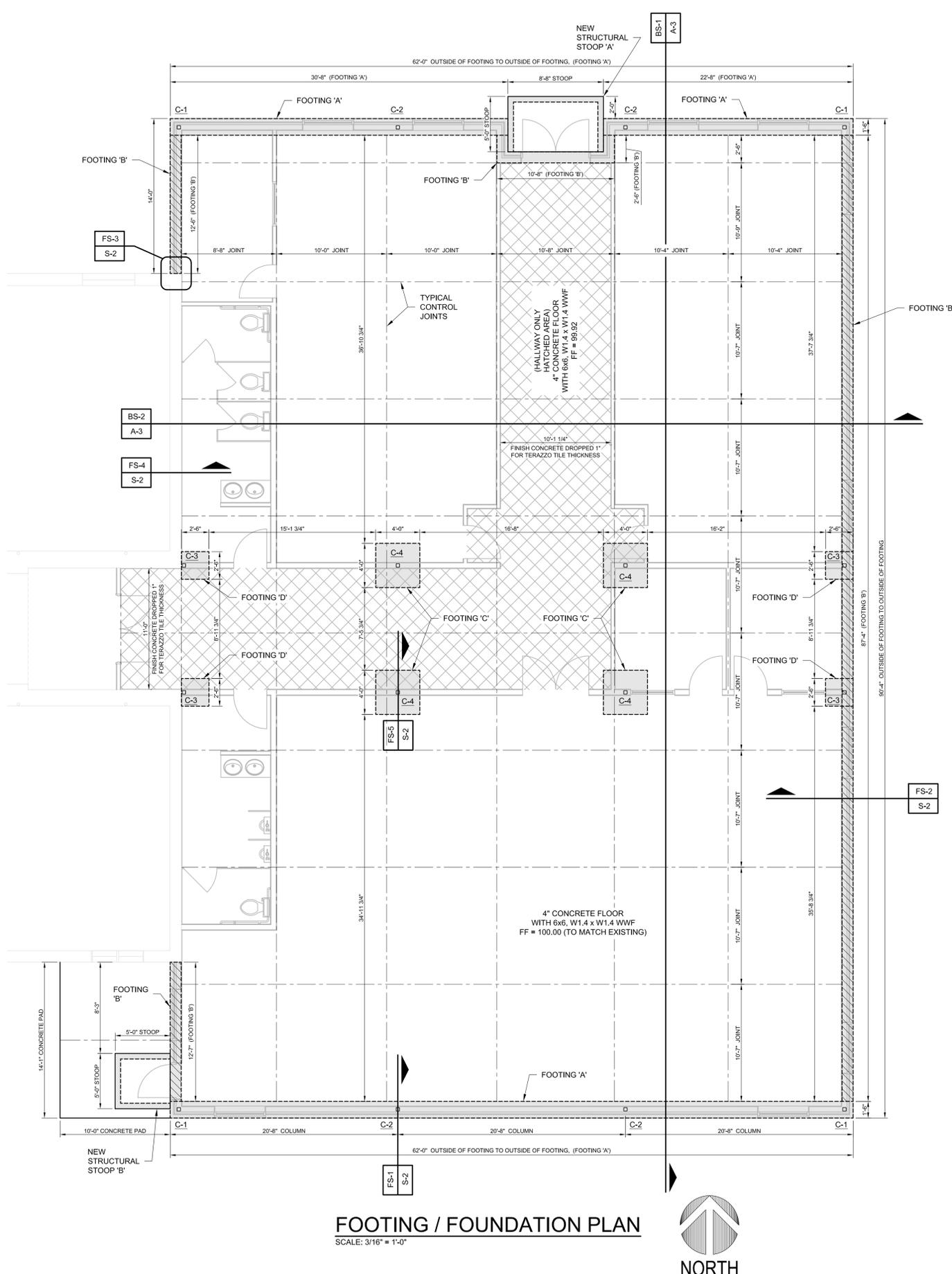
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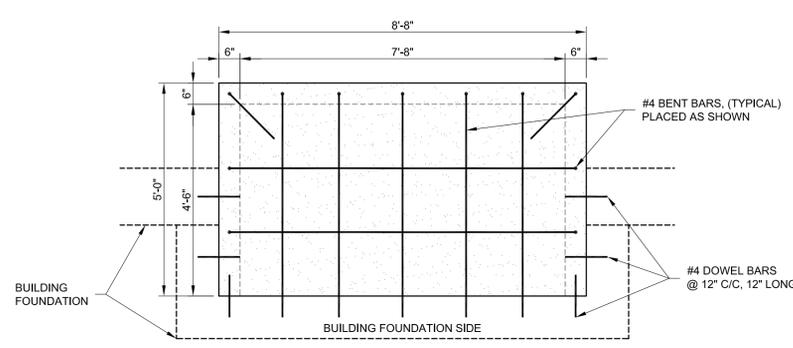
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REVISIONS:	

**S-1**

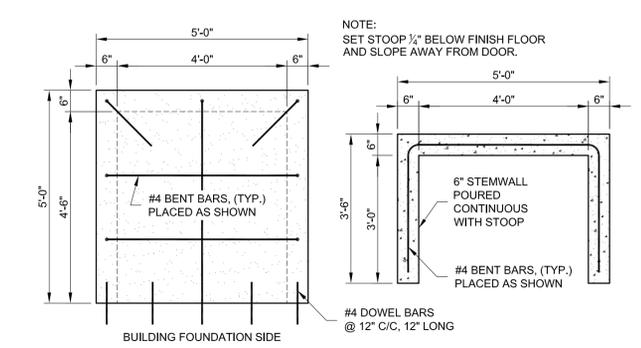
DATE: JUNE, 2021



**FOOTING / FOUNDATION PLAN**  
 SCALE: 3/16" = 1'-0"



**STRUCTURAL STOOPTOP 'A' DETAIL**  
 SCALE: 1/2" = 1'-0"



**STRUCTURAL STOOPTOP 'B' TYPICAL DETAIL**  
 SCALE: 1/2" = 1'-0"

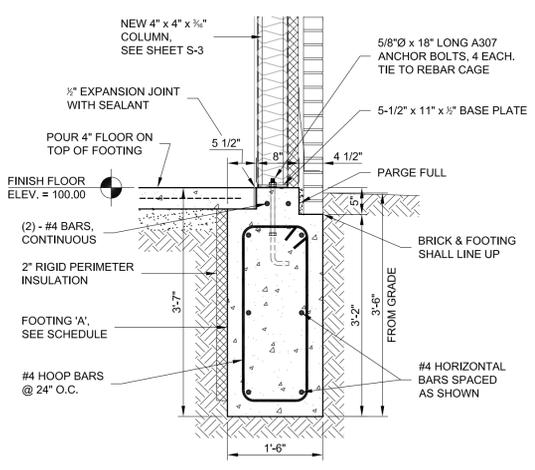
FOOTING	SIZE	REINFORCING	CAGE
'A'	18"W x 3'-7"D	#4 HORIZ. BARS, CONTINUOUS	#4 HOOP BAR @ 24" C/C
'B'	12"W x 3'-7"D	#4 BARS, EACH WAY	NONE
'C'	48" x 48" x 12"D	(4) - #4 BARS, EACH WAY	NONE
'D'	30" x 30" x 12"D	(3) - #4 BARS, EACH WAY	NONE

**CONCRETE NOTES**

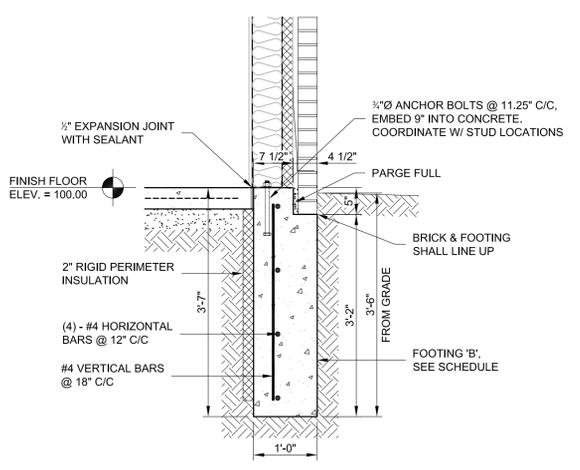
- ALL FINISH FLOOR CONCRETE SHALL BE 4" THICK PLATTE RIVER, SAND GRAVEL WITH 3500 PSI CONCRETE WITH 6 x 6 x W4 / W4 W.W.F. SEE SPECIFICATIONS SECTION 03300.
- ALL INTERIOR FINISH FLOOR CONCRETE SHALL HAVE A POWER TROWEL FINISH.
- ALL CONCRETE FOR FOOTINGS AND STEMWALLS SHALL BE CLASS A, REINFORCED AS SHOWN.
- ALL CONCRETE FOR THE EXTERIOR SIDEWALKS SHALL BE CLASS A WITH FIBERMESH.
- ALL CONCRETE TO HAVE 4" COMPACTED SAND CUSHION.
- ALL SUBGRADE UNDER CONCRETE SHALL BE COMPACTED TO 95% OF STANDARD PROCTOR DENSITY AT ±2% FROM OPTIMUM MOISTURE.
- MINIMUM COVER OVER REINFORCEMENT SHALL BE 3" AGAINST EARTH AND 2" WHERE EXPOSED TO AIR.
- MINIMUM LAP SPLICE SHALL BE AS FOLLOWS:  
 #4 BARS = 18"  
 #5 BARS = 24"  
 #6 BARS = 30"
- REBAR SHALL BE SET ON CONCRETE BLOCKS OR CHAIRS. DO NOT SET ANY REBAR IN THE GROUND.
- SEE SHEET C-1 & C-2 SITE PLAN FOR CONCRETE SIDEWALK AND CONCRETE PARKING.

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 Dundy County Schools project.

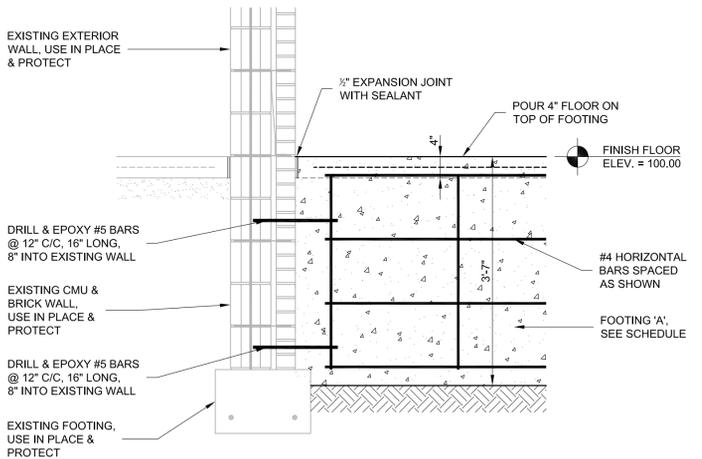
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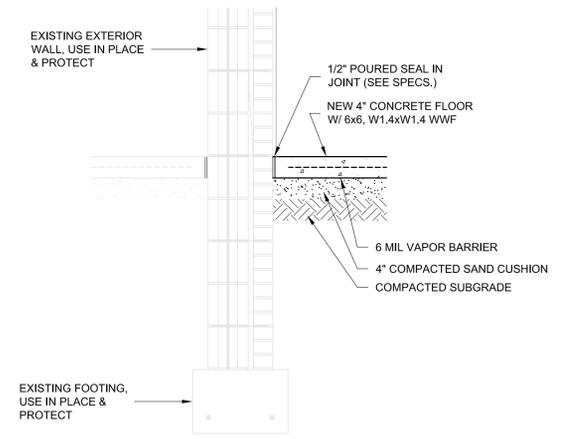
**FS-1 FOOTING SECTION**  
 SCALE: 3/4" = 1'-0"



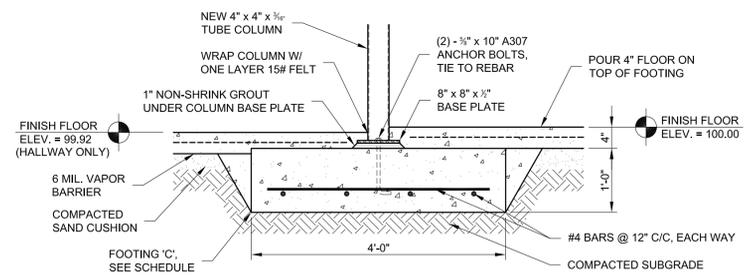
**FS-2 FOOTING SECTION**  
 SCALE: 3/4" = 1'-0"



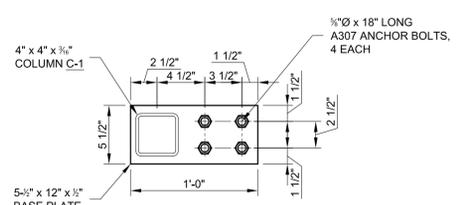
**FS-3 FOOTING SECTION**  
 SCALE: 3/4" = 1'-0"



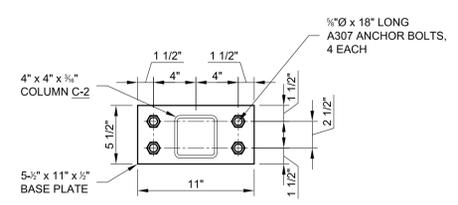
**FS-4 FLOOR CONNECTION SECTION**  
 SCALE: 3/4" = 1'-0"



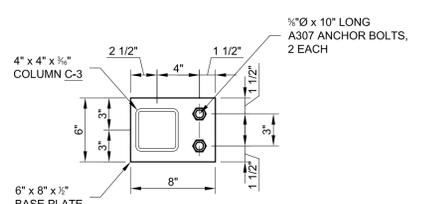
**FS-5 FLOOR FOOTING SECTION**  
 SCALE: 3/4" = 1'-0"



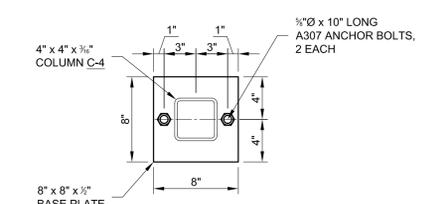
**C-1 BASE PLATE DETAIL**  
 SCALE: 1-1/2" = 1'-0"



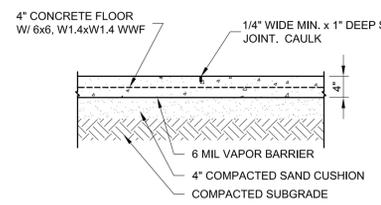
**C-2 BASE PLATE DETAIL**  
 SCALE: 1-1/2" = 1'-0"



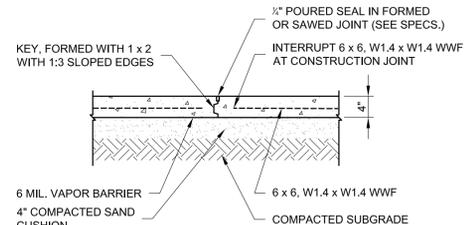
**C-3 BASE PLATE DETAIL**  
 SCALE: 1-1/2" = 1'-0"  
 BASE PLATE SHALL BE SET 4" BELOW FINISH FLOOR.



**C-4 BASE PLATE DETAIL**  
 SCALE: 1-1/2" = 1'-0"  
 BASE PLATE SHALL BE SET 4" BELOW FINISH FLOOR.



**FLOOR CONTROL JOINT SECTION**  
 SCALE: 3/4" = 1'-0"



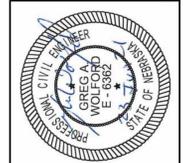
**CONSTRUCTION JOINT**  
 SCALE: 3/4" = 1'-0"

- NOTES:**
- SEE SHEET S-3 FOR ALL COLUMN & BASE PLATE LOCATIONS.
  - SEE SHEET S-3 FOR COLUMN SCHEDULE.

**DESIGN ASSOCIATES**  
 214 E. 13<sup>TH</sup> ST. - MACDONALD, NE 68001 | 308.342.2070 | ENGINEERS ARCHITECTS  
 202 W. 7<sup>TH</sup> ST. - HASTINGS, NE 68011 | 402.452.2371 | WWW.DAENGINE.COM

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Seal of Coordinating Professional:



DWG:	725-21 S-01
DRAWN:	JEREMY SHAW
CHECKED:	
REVISIONS:	

**S-2**

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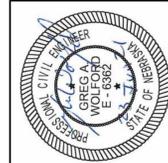
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**CLASSROOM BUILDING ADDITION**  
**DUNDY COUNTY / STRATTON SCHOOLS**  
 BENKELMAN, NEBRASKA

**DESIGN ASSOCIATES**  
 214 E. 13<sup>TH</sup> ST., HASTINGS, NE 68901 | 308.462.2070 | WWW.DA-NE.COM  
 2021 W. 76<sup>TH</sup> ST., HASTINGS, NE 68901 | 402.452.3271 | WWW.WEBER.COM

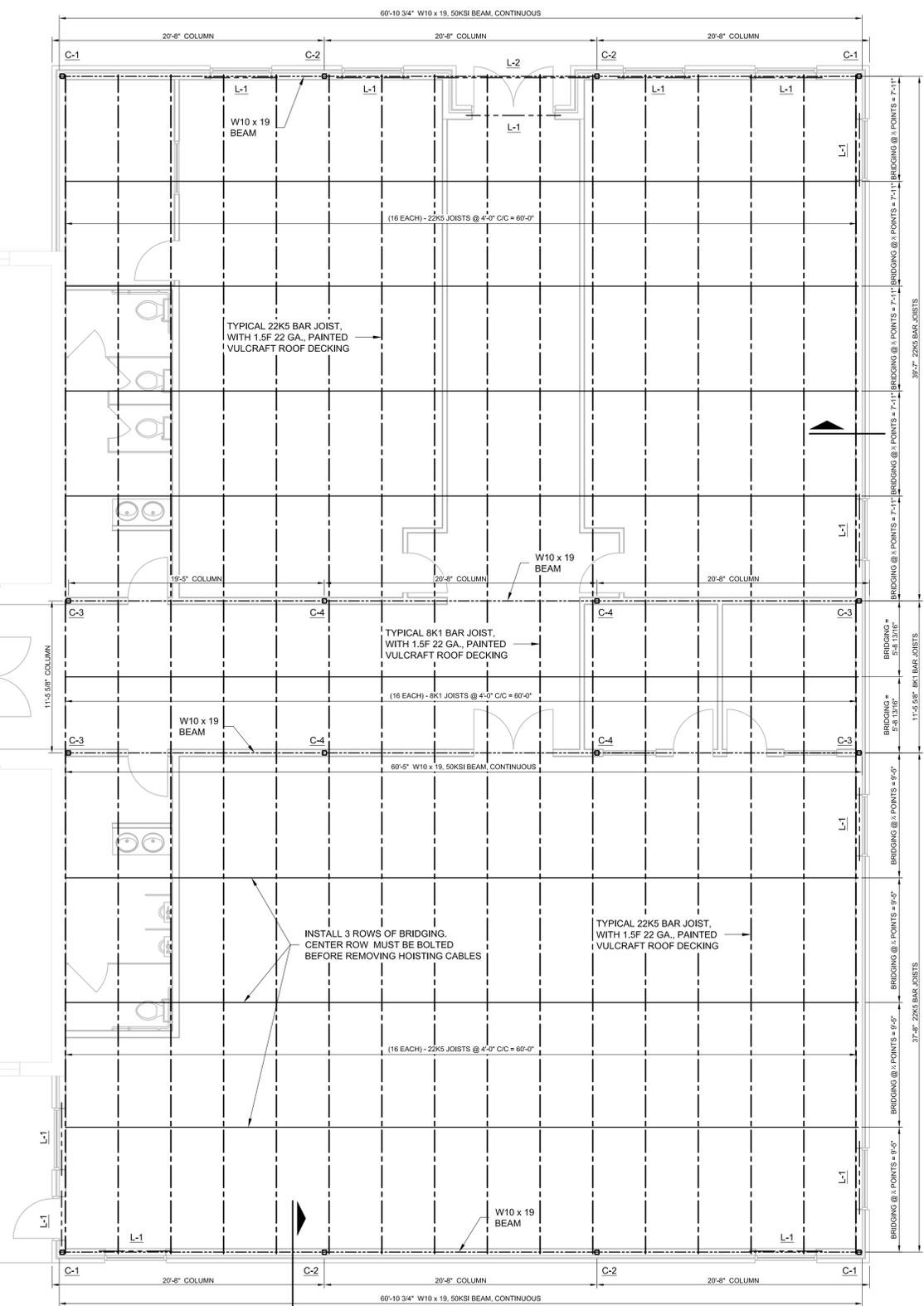
Seal of Coordinating Professional:



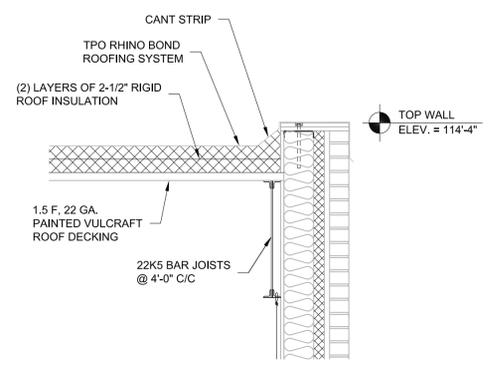
DWG:	725-21 S-03
DRAWN:	JEREMY SHAW
CHECKED:	
REVISIONS:	

**S-3**

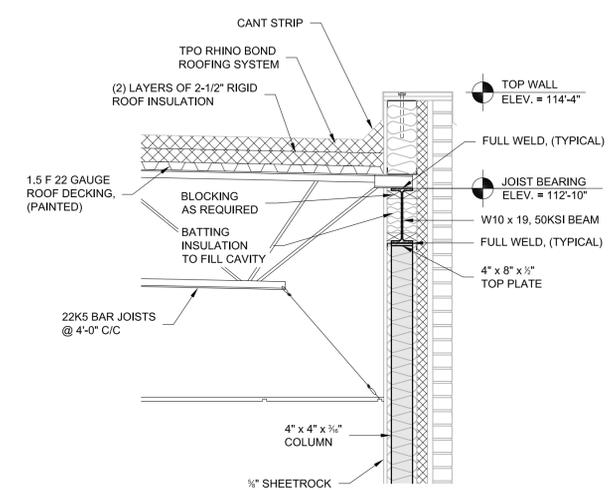
DATE: JUNE, 2021



**STRUCTURAL PLAN**  
 SCALE: 3/16" = 1'-0"



**JCD-1 JOIST CONNECTION DETAIL**  
 SCALE: 3/4" = 1'-0"



**JCD-2 JOIST CONNECTION DETAIL**  
 SCALE: 3/4" = 1'-0"

LINTEL SCHEDULE		
MARK	DESCRIPTION	BEARING
L-1	3" x 2-1/2" x 1/2" ANGLE, LLH	BEAR 5" ON EACH SIDE
L-2	3" x 3" x 3/8" ANGLE, LLV	BEAR 5" ON EACH SIDE

**CONTRACTOR NOTE**

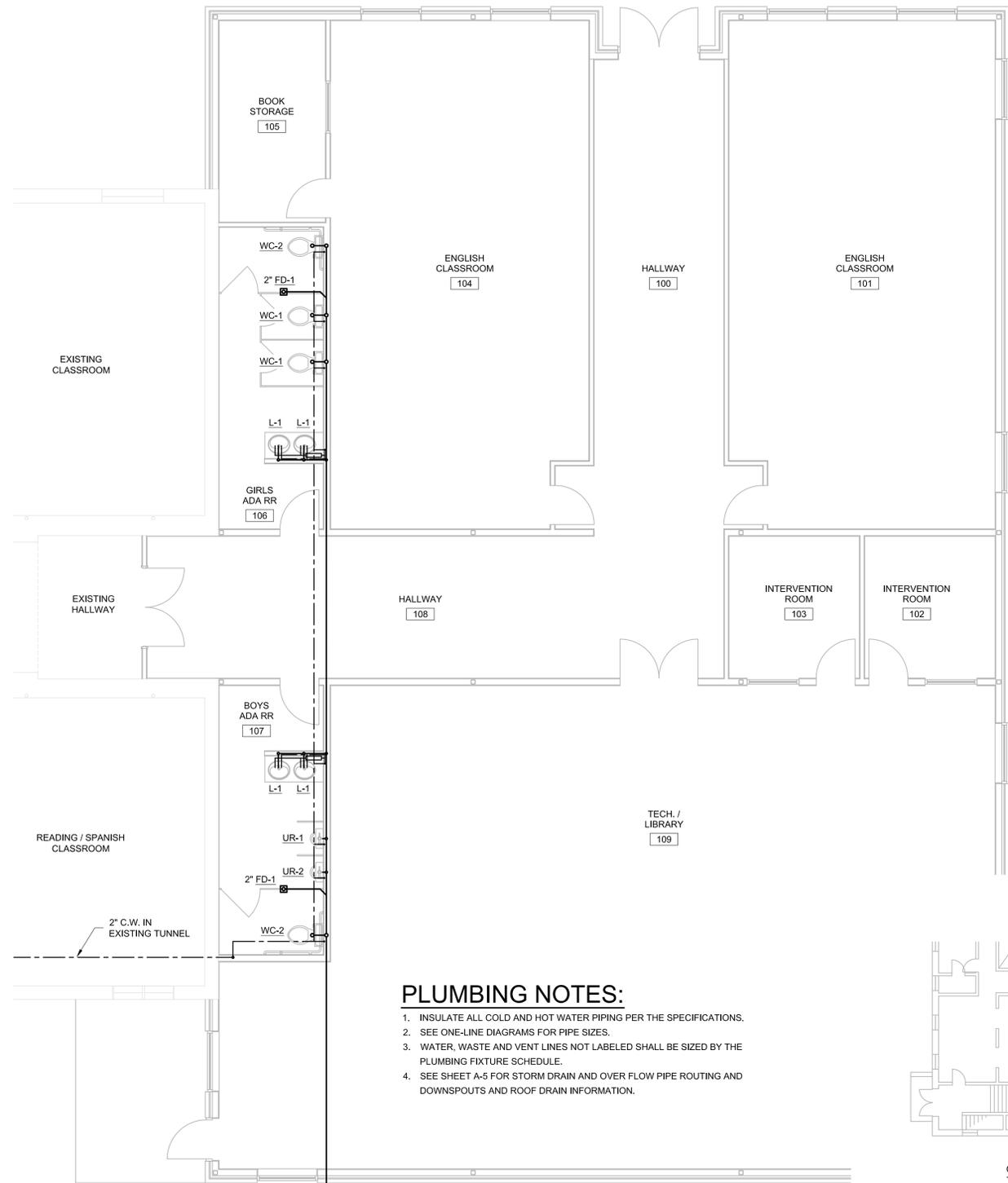
- CONTRACTOR TO PROVIDE TEMPORARY BRACING OF STEEL STRUCTURE UNTIL STEEL STUDS & ZIP SYSTEM SHEATHING ARE INSTALLED FOR SHEER SUPPORT.

COLUMN SCHEDULE					
MARK	DESCRIPTION	BASE PLATE	*TOP PLATE	BASE ELEVATION	TOP ELEVATION
C-1	4" x 4" x 3/8" STEEL COLUMN	5-1/2" x 12" x 1/2"	4" x 6" x 1/2"	100.00	NORTH = 111.93 SOUTH = 111.97
C-2	4" x 4" x 3/8" STEEL COLUMN	5-1/2" x 11" x 1/2"	4" x 8" x 1/2"	100.00	NORTH = 111.93 SOUTH = 111.97
C-3	4" x 4" x 3/8" STEEL COLUMN	8" x 6" x 1/2"	4" x 6" x 1/2"	99.67	112.76
C-4	4" x 4" x 3/8" STEEL COLUMN	8" x 8" x 1/2"	4" x 8" x 1/2"	99.67	112.76

\*NOTE: CONTINUOUS WELD ALL TOP PLATES.

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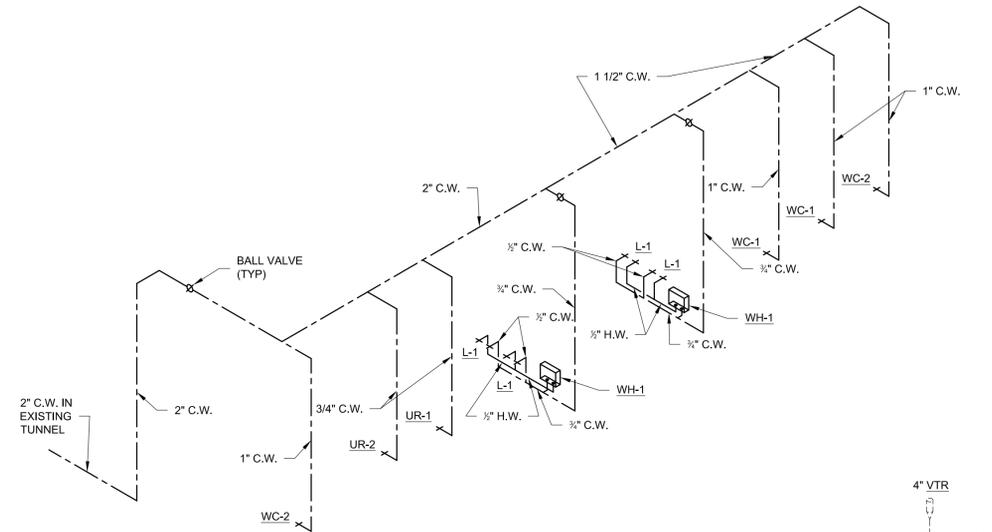


**PLUMBING NOTES:**

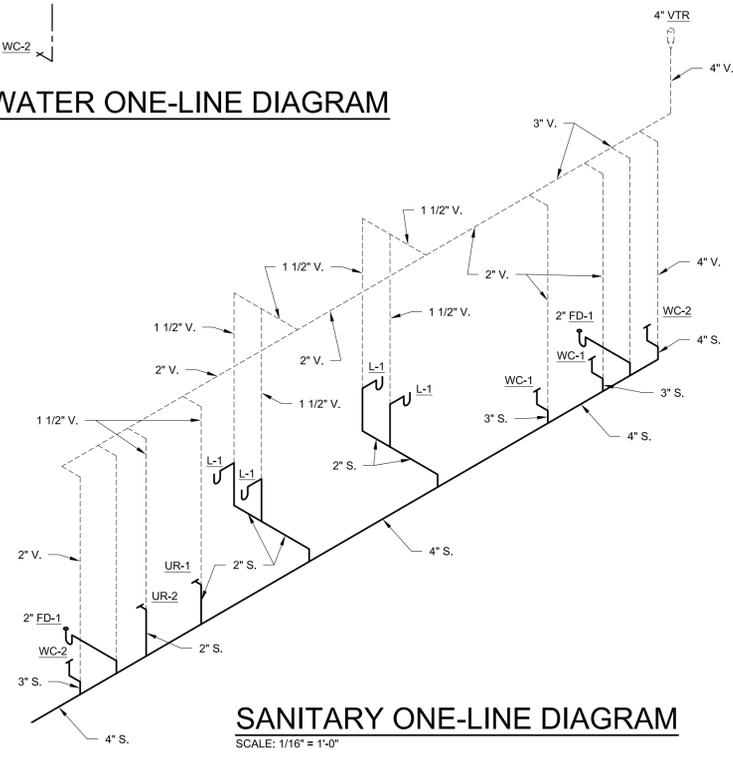
1. INSULATE ALL COLD AND HOT WATER PIPING PER THE SPECIFICATIONS.
2. SEE ONE-LINE DIAGRAMS FOR PIPE SIZES.
3. WATER, WASTE AND VENT LINES NOT LABELED SHALL BE SIZED BY THE PLUMBING FIXTURE SCHEDULE.
4. SEE SHEET A-5 FOR STORM DRAIN AND OVER FLOW PIPE ROUTING AND DOWNSPOUTS AND ROOF DRAIN INFORMATION.

SEE UTILITY SITE PLAN FOR CONTINUATION

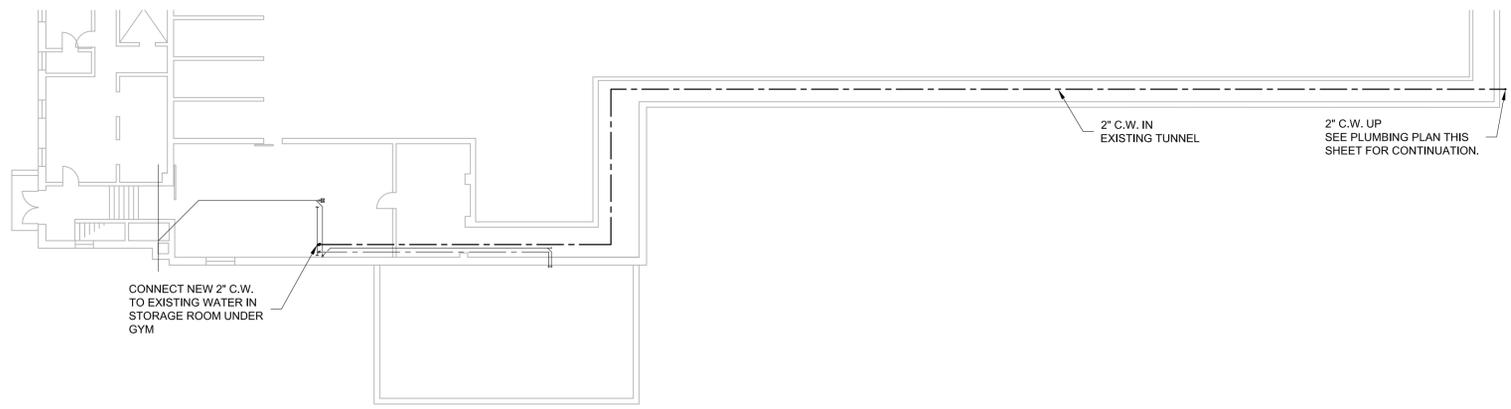
**PLUMBING PLAN**  
SCALE: 3/16" = 1'-0"



**DOMESTIC WATER ONE-LINE DIAGRAM**  
SCALE: 1/16" = 1'-0"



**SANITARY ONE-LINE DIAGRAM**  
SCALE: 1/16" = 1'-0"



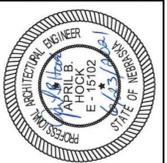
**TUNNEL PLUMBING PLAN**  
SCALE: 1/16" = 1'-0"



**CLASSROOM BUILDING ADDITION**  
**DUNDY COUNTY / STRATTON SCHOOLS**  
BENKELMAN, NEBRASKA

**DESIGN ASSOCIATES**  
214 E. 13<sup>TH</sup> ST., HASTINGS, NE 68901 | 308.342.2270 | ENGINEERS AND ARCHITECTS  
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Seal of Coordinating Professional:



DWG:	725-21 M-01
DRAWN:	JEREMY SHAW
CHECKED:	
REVISIONS:	

**M-1**

DATE: JUNE, 2021

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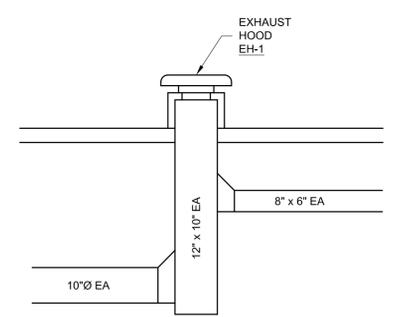
DIFFUSER REGISTERS & GRILLE SCHEDULE	
D-1	LIMA MODEL 1520 24"x24" STEP DOWN CEILING DIFFUSER, THREE CONE DESIGN, FIXED CORE, PROVIDED WITH R-42 RADIAL BLADE DAMPER, ALL STEEL CONSTRUCTION, BRIGHT WHITE FINISH. SEE MECHANICAL PLANS FOR NECK SIZES.
D-2	LIMA MODEL 1121 9"x9" STEP DOWN CEILING DIFFUSER, FIXED CORE AND PANEL FOR 24"x24" LAY-IN T-BAR CEILING, PROVIDED WITH R-42 RADIAL BLADE DAMPER, ALL STEEL CONSTRUCTION, BRIGHT WHITE FINISH.
G-1	LIMA MODEL 1274 24"x24" PERFORATED CEILING RETURN, ALL STEEL CONSTRUCTION, BRIGHT WHITE FINISH.
G-2	LIMA MODEL 1230 24"x24" PERFORATED CEILING RETURN WITH ROUND NECK, ALL STEEL CONSTRUCTION. SEE PLANS FOR NECK SIZES, BRIGHT WHITE FINISH.
G-3	LIMA MODEL S90H STATIONARY-BAR RETURN GRILLE, ALL STEEL CONSTRUCTION, 8"x6" NECK SIZE, BRIGHT WHITE FINISH, PROVIDE WITH OPPOSED BLADE DAMPER.
R-1	LIMA MODEL S90H STATIONARY-BAR RETURN GRILLE, ALL STEEL CONSTRUCTION, 6"x6" NECK SIZE, BRIGHT WHITE FINISH, PROVIDE WITH OPPOSED BLADE DAMPER.

MECHANICAL SCHEDULE	
MARK	DESCRIPTION
RTU-1	YORK MODEL ZYG06D2B1AQB313A SUN CORE PACKAGED ROOFTOP UNIT, 12.0 EER, COOLING, TOTAL CAPACITY: 71.4 MBH, SENSIBLE CAPACITY: 49.35, REFRIGERANT - R410A, 105 F/80 F/57 F, NATURAL GAS HEAT, OUTPUT - 56 MBH, INPUT 70 MBH, 80.0%, 1950 CFM, 0.8 INWG, BLOWER SPEED 1144, SIDE DUCT LOCATIONS, MOTOR RATING: 2.4 HP, ELECTRICAL: 208V, 3 PHASE, MCA:30.6 MCA, PROVIDE WITH HALL GUARD, 14" HIGH ROOF CURB, DISPOSABLE FILTERS, ECONOMIZER, DISCONNECT SWITCH, AND POWERED CONVENIENCE OUTLET (110V), PROVIDE WITH HONEYWELL VISION PRO 8000 7-DAY PROGRAMMABLE THERMOSTAT WITH LOCKABLE COVER.
EF-1	GREENHECK MODEL SP-B150 CEILING EXHAUST FAN, 150 CFM, 0.26 SP, ELECTRICAL DATA: 1.8 AMPS, 128 WATTS, 115 V, 1 PHASE, 60 HZ, PROVIDE WITH BACKDRAFT DAMPER, DESIGNER GRILLE.
EF-2	GREENHECK MODEL SQ-70-D DIRECT DRIVE CENTRIFUGAL IN-LINE FAN, 100 CFM, 0.30 SP, ELECTRICAL DATA: 1/30 HP, 115 V, 1 PHASE, 60 HZ, PROVIDE WITH BACKDRAFT DAMPER, VIBRATION SPRINGS.
EH-1	GREENHECK MODEL GRSR-8 EXHAUST HOOD, 400 CFM, 0.1 S.P., PROVIDE WITH INSULATED ROOF CURB, AND BIRDSCREEN.

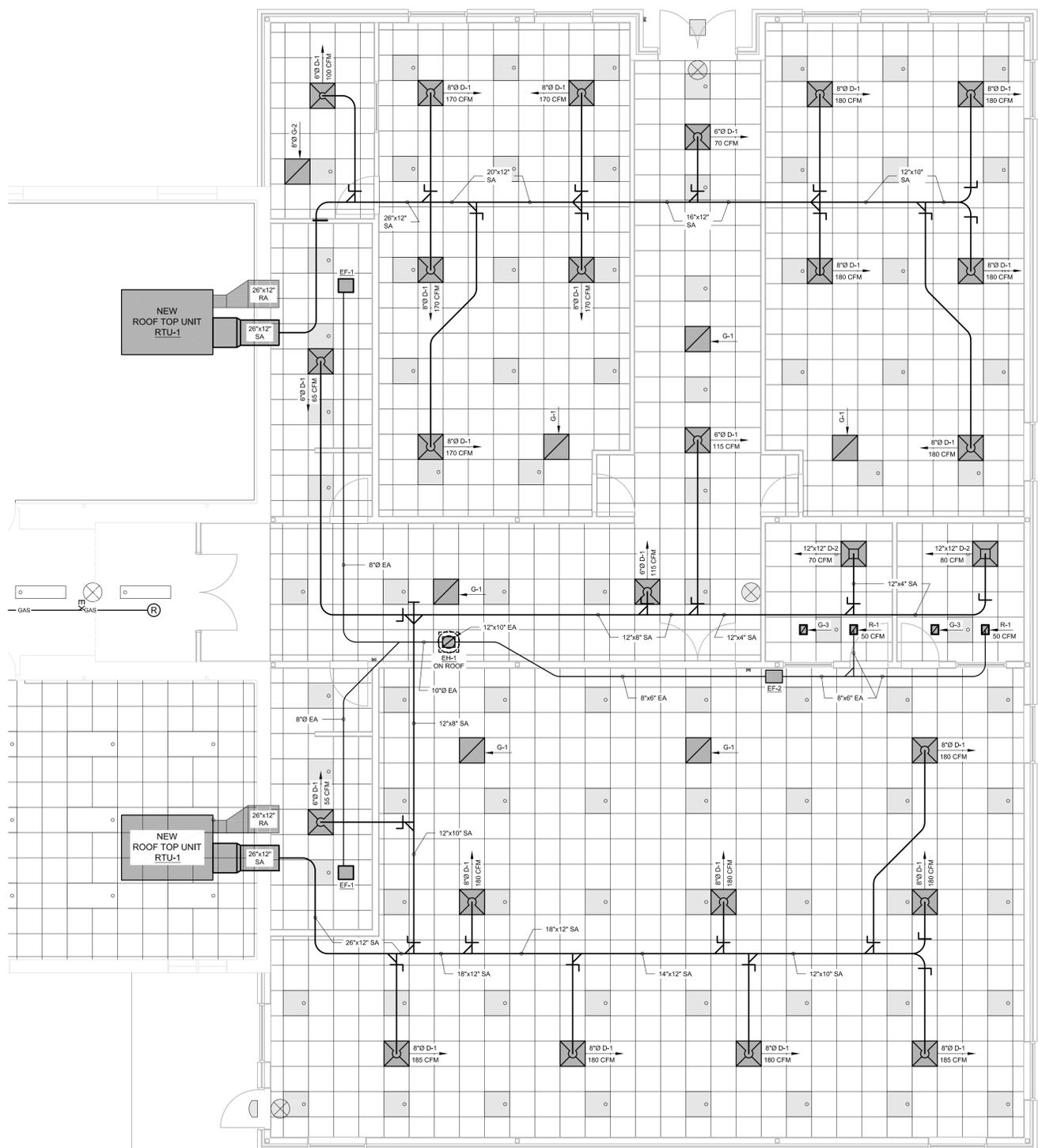
**MECHANICAL HVAC NOTES**

- DUCTWORK SIZES ARE NOMINAL. DUCTWORK MAY BE CHANGED SO LONG AS EQUIVALENT AREA IS MAINTAINED. MAXIMUM VELOCITY IN BRANCH DUCT SHALL BE 750 FPM AND 1000 FPM IN TRUNK RUNS.
- INSULATE ALL DUCTWORK PER SPECIFICATIONS.
- COORDINATE DUCTWORK ROUTING WITH ALL TRADES.
- BRANCH DUCTWORK NOT LABELED SHALL BE SAME SIZE AS DIFFUSER OR GRILLE NECK SIZE.
- ALL DUCT SHALL MEET SMACNA STANDARDS.
- CONTRACTOR SHALL INSULATE EXHAUST AIR, RETURN AIR, AND SUPPLY AIR DUCTWORK PER SPECIFICATIONS.
- EXTERIOR DUCTWORK SHALL BE INSULATED WITH 2" OF INSULATION AND ALUMAGUARD ALL-WEATHER FLEXIBLE WEATHER-PROOFING JACKET.
- ROOF IS A SINGLE PLY MEMBRANE ROOF WITH BALLAST. CONTACT ROOF MANUFACTURER FOR INSTALLATION OF NEW ROOF CURB; IF THERE IS WARRANTY ON THE ROOF, CONTRACTOR SHALL NOT VOID THE ROOF WARRANTY.
- BALANCE MANUAL DAMPER TO CFM'S SHOWN ON THE DIFFUSERS.
- DAMPER ON DIFFUSERS SHALL BE USED FOR FINE ADJUSTMENTS.

MECHANICAL LEGEND	
SUPPLY AIR DIFFUSER	
RETURN AIR DIFFUSER	



**EXHAUST HOOD EH-1 DETAIL**  
 SCALE: 1/2" = 1'-0"

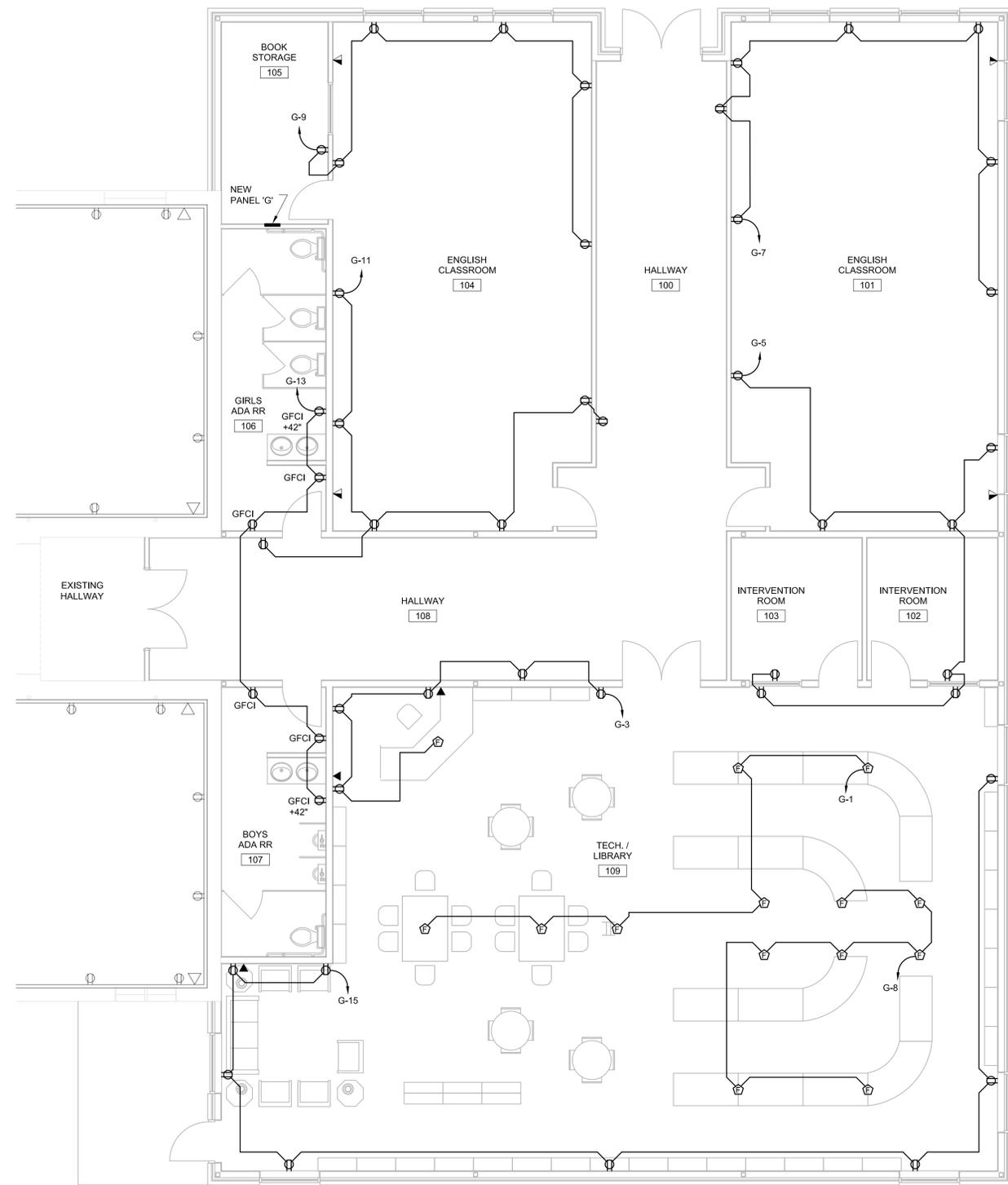


**MECHANICAL PLAN**  
 SCALE: 3/16" = 1'-0"



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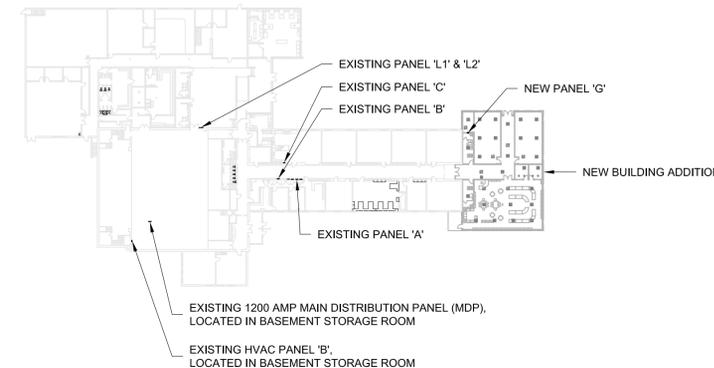


**ELECTRICAL OUTLET PLAN**  
 SCALE: 3/16" = 1'-0"

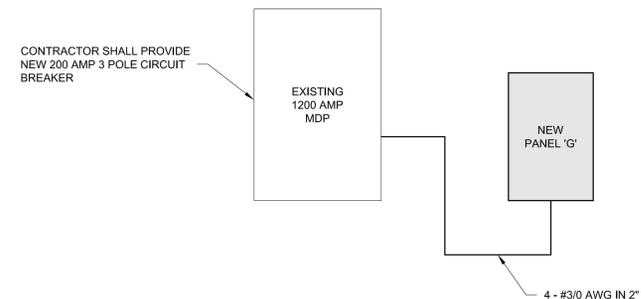


**SPECIAL SYSTEMS NOTES**

1. CONTRACTOR SHALL FIELD VERIFY MAKE AND MODEL OF THE EXISTING FIRE ALARM CONTROL PANEL, DETECTORS, HORNS / STROBES, PULL STATIONS, ECT.
2. ALL SPECIAL SYSTEMS WORK SHALL BE DESIGNED AND COMPLETED BY A SPECIAL SYSTEMS CONTRACTOR. SEE SPECIFICATION FOR MORE INFORMATION.



**ELECTRICAL PANEL LOCATIONS**  
 SCALE: 3/16" = 1'-0"



**ELECTRICAL ONE-LINE DIAGRAM**  
 NO SCALE

**ELECTRICAL SYMBOL LEGEND**

- ⊕ DUPLEX CONVENIENCE OUTLET
- ⊙ THERMOSTAT @ +5'-6"
- ⊕ CONNECT TO EQUIPMENT
- ⊕ INDICATES HOME RUN TO CIRCUITS 1 AND 3
- ⊕ SINGLE POLE SWITCH
- ⊕ THREE AND FOUR WAY SWITCHES
- ▶ DATA & TELEPHONE OUTLET
- ▶ DATA OUTLET
- ⊕ DISCONNECT SWITCH, SIZED TO LOAD
- ⊕ FLOOR OUTLET RECEPTACLE

**ELECTRICAL NOTES**

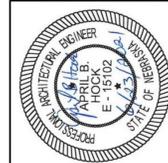
1. ALL EXTERIOR OUTLETS AND RESTROOM OUTLETS SHALL BE GFCI & WP.
2. ALL HARDWARE AND MISC. SUPPORTS REQUIRED TO HANG / MOUNT FIXTURES SHALL BE INCLUDED AS PART OF THE FIXTURE.
3. ALL WIRING SHALL BE IN ACCORDANCE LATEST ADDITION OF THE NEC.
4. INCLUDE RECEPTACLES, & CONDUIT FROM RECEPTACLES TO CEILING SPACE AND COVER PLATE. LABEL ALL TELEPHONE AND DATA.

**ELECTRICAL FIXTURES**

- ⊕ FLUSH MOUNTED FLOOR BOX. (1) DUPLEX RECEPTACLE & (1) DATA PORT.
- WIREMOLD 880 SERIES FLOOR BOX FOR CONCRETE FLOOR INSTALLATION, 1 GANG BOX (STEEL CONSTRUCTION), CATALOG # 885B, PROVIDE WITH DUPLEX COVER PLATE WITH FLIP LID, OWNER SHALL SELECT COVER MATERIAL.

**DESIGN ASSOCIATES**  
 214 E. 13<sup>TH</sup> ST. - HASTINGS, NE 68021 | 308.442.2270 | WWW.DAENGINEERS.COM  
 2020 W. 7<sup>TH</sup> ST. - HASTINGS, NE 68021 | 402.452.2371 | WWW.DAENGINEERS.COM

Seal of Coordinating Professional:



DWG:	725-21 E-01
DRAWN:	JEREMY SHAW
CHECKED:	
REVISIONS:	

**E-1**

DATE: JUNE, 2021

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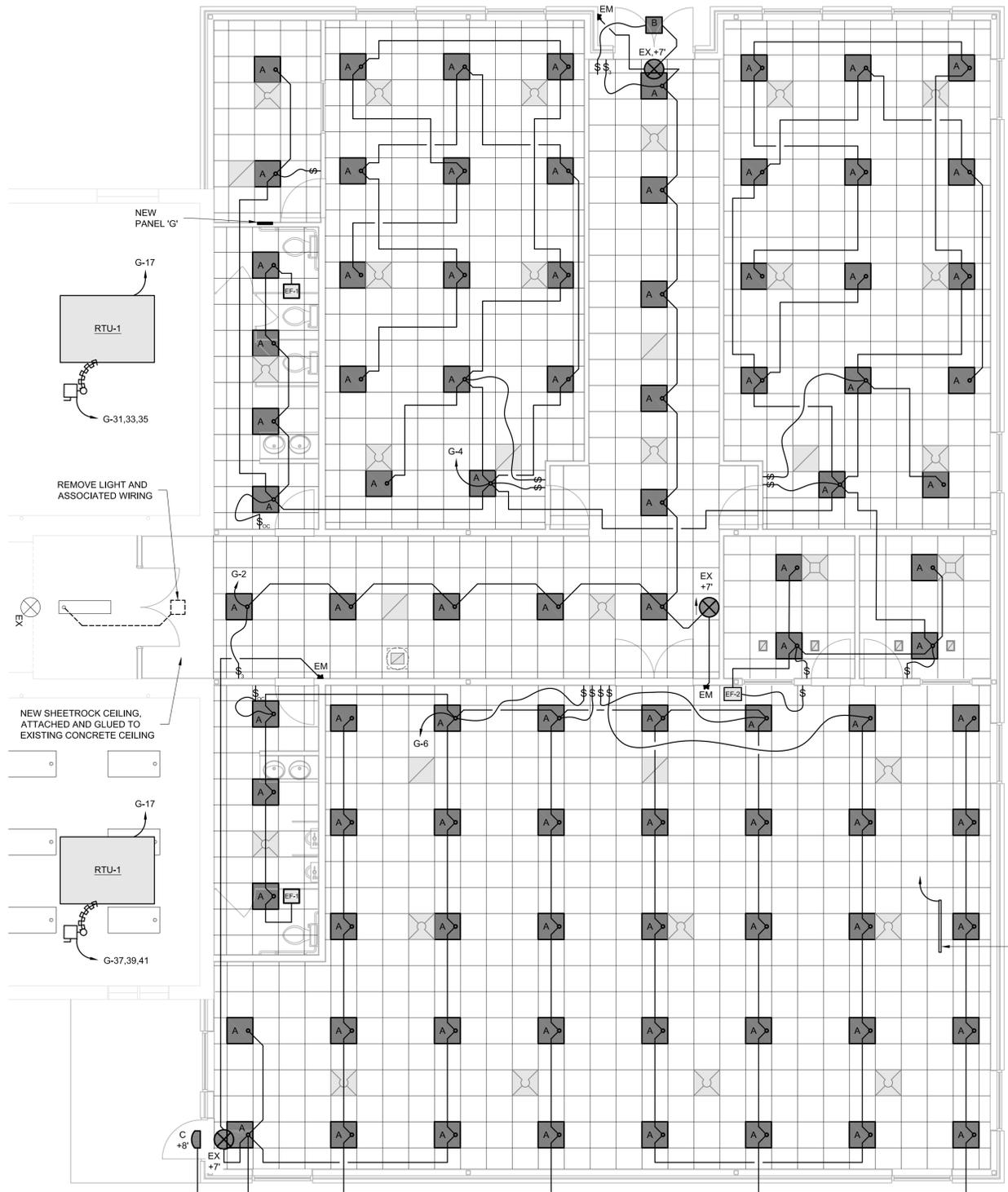
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### ELECTRICAL FIXTURE SCHEDULE

MARK	MANUFACTURER & CATALOG NO.	VOLTAGE	LAMP TYPE	NO.	FINISH	MOUNTING
A	COOPER 22FP3240C	120	LED	-	STD.	SURFACE
B	COOPER LRC B 32 3 LED E1 WST	120	LED	-	STD.	SURFACE
C	COOPER ENV SA1B 735 U T4FT BZ CEB BPC	120	LED	-	STD.	WALL
EX	COOPER H 7 R CONNECT TO EM	120	LED	-	STD.	CEILING
EM	COOPER	120	LED	-	STD.	WALL

### NEW PANEL G

CIR. NO.	LOAD V.A.	LT'S	REC	LOAD DESCRIPTION	AMP SIZE	AMP SIZE	LOAD DESCRIPTION	REC	LT'S	LOAD V.A.	CIR. NO.
1	1,080	6		Library Floor outlets	20	1	20	Hall	12	696	2
3	1,260	7		Library / Hall Rec.	20	2	20	North Lights	39	1,123	4
5	1,440	8		Interv. Rooms/ Classroom Rec.	20	3	20	S. Lights	41	1,439	6
7	1,260	7		E. Classroom Rec.	20	1	20	Library Floor outlets	7	1,260	8
9	1,080	6		W. Classroom Rec.	20	2					10
11	1,260	7		W. Classroom / Hall Rec.	20	3					12
13	1,080	6		Restroom GFCI	20	1					14
15	1,440	8		W. Library Rec.	20	2					16
17	360	2		Rooftop Unit Rec.	20	3					18
19						1					20
21						3					22
23						1					24
25						1					26
27						2					28
29						3					30
31						1					32
33	8,996			Rooftop Unit North	35	2					34
35						3					36
37						1					38
39	8,996			Rooftop Unit South	35	2					40
41						3					42
<b>TOTAL PANEL LOAD</b>										32,770	
<b>Amps</b>										91	



POWER PROJECTOR SCREEN

### ELECTRICAL SYMBOL LEGEND

- LED LIGHT FIXTURE
- LED LIGHT FIXTURE - WALL
- EXIT FIXTURE
- DUPLEX CONVENIENCE OUTLET
- THERMOSTAT @ +5'-6"
- CONNECT TO EQUIPMENT
- INDICATES HOME RUN TO CIRCUITS 1 AND 3
- SINGLE POLE SWITCH
- THREE AND FOUR WAY SWITCHES
- DISCONNECT SWITCH, SIZED TO LOAD
- OCCUPANCY SWITCH

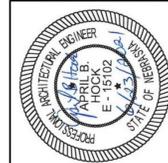
### ELECTRICAL LIGHTING PLAN

SCALE: 3/16" = 1'-0"



**DESIGN ASSOCIATES**  
 214 E. 13<sup>TH</sup> ST. - BACOK, NE 68001 | 308.342.2070 (ENGINEERS) ARCHITECTS  
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Seal of Coordinating Professional:



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DRAWN:	JEREMY SHAW
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REVISIONS:	

# E-2

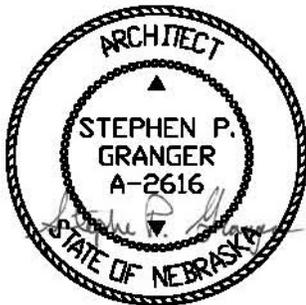
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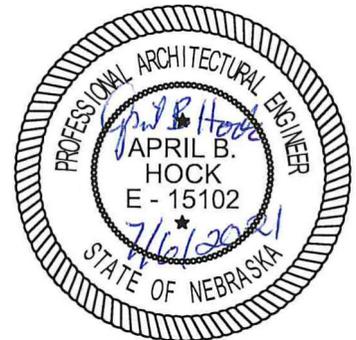
DATE: JUNE, 2021

**SPECIFICATIONS**  
**FOR THE**  
**CLASSROOM BUILDING ADDITION**  
**FOR**  
**DUNDY COUNTY - STRATTON PUBLIC SCHOOLS**  
**IN**  
**BENKELMAN, NEBRASKA**

**JUNE 2021**



7/6/2021



**W DESIGN ASSOCIATES**  
**CONSULTING ARCHITECTS & ENGINEERS**  
**McCOOK/HASTINGS, NEBRASKA**

# **TABLE OF CONTENTS**

## **DIVISION 1 - GENERAL REQUIREMENTS**

- 00020 ADVERTISEMENT FOR BID
- 00100 INSTRUCTIONS TO BIDDERS
- 00310 PROPOSAL FORM  
GENERAL CONDITIONS\*  
AIA A201, 2017 Edition
- 00800 SUPPLEMENTAL GENERAL CONDITIONS
- 01010 SUMMARY OF THE WORK
- 01045 CUTTING AND PATCHING
- 01700 ALTERNATE MATERIALS OR METHODS
- 01800 EXISTING FACILITIES

\*These AIA Documents shall be considered a part of these written Contract Documents as if attached hereto and herein written.

## **DIVISION III - CONCRETE**

- 03100 CONCRETE FORMWORK
- 03200 CONCRETE REINFORCEMENT
- 03300 CAST-IN-PLACE CONCRETE

## **DIVISION V - METALS**

- 05500 METAL FABRICATIONS

## **DIVISION VI - WOOD & PLASTICS**

- 06100 ROUGH CARPENTRY
- 06200 FINISH CARPENTRY
- 06240 LAMINATED PLASTIC
- 06610 PLASTIC LAMINATE CASEWORK &  
COUNTERTOPS
- 06650 SOLID SURFACING

## **DIVISION VII-THERMAL & MOISTURE PROTECTION**

- 07900 CAULKING & SEALANTS

## **DIVISION VIII - DOORS & WINDOWS**

- 08121 ALUMINUM DOORS AND FRAMES
- 08200 WOOD DOORS
- 08710 FINISH HARDWARE
- 08850 GLASS AND GLAZING

## **DIVISION IX - FINISHES**

- 09210 GYPSUM PLASTER
- 09260 GYPSUM DRYWALL
- 09510 ACOUSTICAL CEILINGS
- 09650 RESILIENT FLOOR
- 09690 MODULAR CARPET TILE
- 09900 PAINTING
- 09910 CONCRETE FLOOR COLORING

## **DIVISION IX - SPECIALTIES**

- 10100 CHALKBOARD, BULLETIN BOARD AND  
MARKER BOARD

## **DIVISION XV - MECHANICAL CONSTRUCTION**

- 15010 MECHANICAL

## **DIVISION XVI - ELECTRICAL CONSTRUCTION**

- 16010 ELECTRICAL
- 16721 SPECIAL SYSTEMS

## ADVERTISEMENT FOR BIDS

The School Board for the Dundy County – Stratton Public Schools, Benkelman, Nebraska, will receive bids for the Classroom Building Addition in Benkelman, Nebraska.

Sealed bids will be received until 10:00 A.M. MST at the Office of the Superintendent, Dundy County - Stratton Public Schools, 400 9<sup>th</sup> Ave. W, Benkelman, Nebraska on July 28, 2021 at which time and place all bids will be publicly opened and read aloud.

All bids must be on the forms provided with the Specifications as prepared by W Design Associates, Architects and Engineers, Box 99, McCook, Nebraska, and bids received after closing will be returned unopened and shall not be considered.

For the purposes of preparing and submitting a bid, Contractors may obtain Plans and Specifications from W Design Associates, 214 East 1st Street, McCook, Nebraska 69001 upon payment of \$75.00 for each set requested. One half of the deposit will be refunded for each set returned in good condition within 10 days after the bid. Electronic copies of plans and specifications are available via a web address at NO COST to the Contractor by contacting Breanna Spitz at 402-463-2377.

Each proposal shall be accompanied by a Certified Check or Bid Bond in an amount of not less than 5 percent of the total bid amount, and shall be made payable to Dundy County - Stratton Public Schools as security that the bidder to whom the contract may be awarded will enter into contract to construct the project and give bond in the sum as herein stated for the construction of the project. Checks accompanying proposals not accepted shall be returned to the bidders.

No proposal shall be withdrawn after opening without the consent of the School Board for a period of 30 days after the scheduled time of closing.

The successful bidder will be required to furnish a satisfactory Performance and Labor and Material Payment Bond in the sum of the full amount of the contract.

The School Board reserves the right to accept, reject or negotiate any or all bids and to waive any informalities in the bidding.

Dated at Benkelman, Nebraska this 14th day of June 2021.

School Board  
Dundy County – Stratton Public Schools

By: Rick Haney, Superintendent

Publish: July 7, 14, 21, 2021

## INSTRUCTIONS TO BIDDERS

### PART 1 - PROJECT DESCRIPTION

A The School Board for the Dundy County – Stratton Public Schools, Benkelman, Nebraska, will receive bids for the Classroom Building Addition in Benkelman, Nebraska.

#### B. PROPOSALS

1. Proposals will be received until 10:00 A.M. on July 28th, 2021, at which time all bids will be publicly opened and read aloud at the Office of the Superintendent, Dundy County Public Schools, 400 9<sup>th</sup> Ave. W, Benkelman, Nebraska.
2. Bids received after closing time will not be considered.

#### C. METHOD OF BIDDING

1. One combined proposal shall be submitted for all work, including general construction work, mechanical work and electrical work.

#### D. EXAMINATION OF PREMISES AND CONTRACT DOCUMENTS

1. Before submitting his bid, each bidder must (a) examine the contract documents thoroughly, (b) visit the premises to familiarize himself with local conditions that may in any manner affect performance of the work, (c) familiarize himself with Federal, State and local laws, ordinances, rules and regulations affecting performance of the work, and (d) carefully correlate his observations with the requirements of the contract documents.
2. The submission of a bid will constitute an incontrovertible representation by the bidder that he has complied with every requirement of this Paragraph D.

#### E. PREPARATION OF PROPOSAL

1. Each bidder must obtain a blank form of proposal from the office of the architect or as attached herewith and prepare and submit his proposal thereon. Proposals from parties who are not known to be regularly and practically engaged in the class of work called for by the bidding documents will not be considered.
2. Each proposal must be submitted in a sealed envelope bearing on the outside the name of the bidder, his address, and the name of the project for which the bid is submitted.
3. If forwarded by mail, the sealed envelope containing the bid must be enclosed in another envelope addressed as indicated in the Proposal Form.

4. Each bidder shall provide a list of subcontractors intended to be used for the project with the bid.

F. BOND

1. The successful bidder awarded the contract will be required to furnish performance and payment bonds in the full amount of the contract.

G. BIDDING DOCUMENTS

1. Bidding documents may be examined at the following locations.
  - 1.1. Office of the Architect, W Design Associates, 214 East First St., P. O. Box 99, McCook, NE 69001.
  - 1.2. Dundy County- Stratton Public Schools, 400 9<sup>th</sup> Ave W, Benkelman, NE 69021.

H. DEPOSIT ON BIDDING DOCUMENTS

1. For the purposes of preparing and submitting a bid, Contractors may obtain Plans and Specifications from W Design Associates, 214 East 1st Street, McCook, Nebraska 69001 upon payment of \$75.00 for each set requested. One half of the deposit shall be refunded if the Plans and Specifications are returned within ten days after the bid opening. Electronic copies of plans and specifications are available via a web address at NO COST to the Contractor by contacting Breanna Spitz at 402-463-2377.

I. BID SECURITY

1. A certified check, cashier's check or an acceptable bidder's bond (AIA A-310) payable to the Owner in an amount not less than 5 percent of the largest possible total amount for the bid submitted, including the consideration of additive alternates, if any, must accompany each proposal. Such checks or bid bonds will be returned to all except the three lowest bidders within five (5) days after the opening of bids, and the remaining checks or bid bonds will be returned promptly after the Owner and the accepted bidder have executed the contract, or, if no award has been made within thirty (30) days after the bid opening date, upon demand of the bidder for his bid. The successful bidder, upon his failure or refusal to execute and deliver the contract and bonds required within ten (10) calendar days after he has received notice of the acceptance of his bid, shall forfeit to the Owner, as damages for such failure or refusal, the security deposited with his bid.

J. RIGHT OF OWNER

1. The Owner reserves the right to reject any or all bids or to waive irregularities in the bidding.
2. No bid may be withdrawn for a period of thirty (30) days subsequent to the opening of the bids without the consent of the Owner.

K. SALES AND USE TAX

1. The bidder shall not include Sales and Use Tax in his proposal. The Owner is exempt from State Sales and Use Taxes. Obtain Sales Tax exemption number from the Owner.

L. AWARD OF CONTRACT

1. Award of this contract shall be made on the basis of the lowest lump sum base bid from a single General Contractor acceptable to the Owner.

M. DEFINED TERMS

1. Terms used in these Instructions to Bidders which are defined in the General Conditions of the Contract for Construction, Document A201, 2017 Edition, shall have the meanings assigned to them in the General Conditions.
2. All questions about the meaning or intent of the Contract Documents shall be submitted to the Architect in writing. Replies will be issued by Addenda mailed or delivered to all parties recorded by the Architect as having received the bidding documents. Questions received less than seven calendar days prior to the date for opening of bids will not be answered. Only questions answered by formal written addenda will be binding. Oral and other interpretations or clarifications will be without legal effect.
3. Substitution of materials or quality from that which is specified herein shall not be allowed unless approved by the Architect 7 days prior to bid date. Proposals shall be based on the materials and/or quality as specified herein.
4. Requests for substitutions shall be accompanied by complete manufacturer's catalog information with the specific item clearly indicated. Proposals NOT DONE in this manner will be rejected.

**PROPOSAL**

To:

Dundy County - Stratton Public School Board  
P.O. Box 586  
Benkelman, NE 69021  
Herein Called "OWNER"

\_\_\_\_\_, 2021

Gentlemen:

Pursuant to and in compliance with the Advertisement to Bid and the proposed Contract Documents relating to the Classroom Building Addition:

1. The undersigned, having become thoroughly familiar with the terms and conditions of the proposed Contract Documents and with local conditions affecting the performance and costs of the Work at the place where the Work is to be completed, and having fully inspected the site in all particulars, hereby proposes and agrees to fully perform the Work within the time stated and in strict accordance with the proposed Contract Documents, including furnishing any and all labor and materials, and to do all of the work required to construct and complete said Work in accordance with the Contract Documents, for the following sum of money:

2. Lump Sum Base Bid: All labor, materials, services and equipment necessary for completion of the work shown on the Drawings and in the Specifications:

Lump Sum Base Proposal on the total work as described above for the sum of:

\_\_\_\_\_ Dollars (\$\_\_\_\_\_).

3. Receipt of Addenda is hereby acknowledged:

No. \_\_\_ Date \_\_\_\_\_                      No. \_\_\_                      Date \_\_\_\_\_

No. \_\_\_ Date \_\_\_\_\_                      No. \_\_\_                      Date \_\_\_\_\_

4. I (we) acknowledge that the Owner reserves the right to reject any or all bids, but that this bid shall remain open and not be withdrawn for a period of thirty days from the date prescribed for its opening.

5. If written notice of the acceptance of this bid is mailed or delivered to the undersigned within Thirty (30) days after the date set for the opening of this bid, or at any other time thereafter before it is withdrawn, the undersigned will execute and deliver the Contract Documents to the Owner in accordance with this bid as accepted, and will also furnish and deliver to the Owner the Performance Bond, Labor and Material Payment Bond, and proof of insurance coverage, all within fifteen days after personal delivery or after deposit in the mails of the notification of acceptance of this bid.

6. The bidder agrees to commence work under this contract within ten (10) days of a date to be specified in a written "Notice to Proceed" of the Owner and to complete the work within \_\_\_\_\_ calendar days.

The Bidder shall restrict jobsite activities until after the School closing date.

Bidder further agrees to pay as liquidated damages, the sum of Two Hundred Fifty Dollars (\$250.00) per calendar day required to complete the work after specified calendar days.

7. Notice of acceptance, or request for additional information, may be addressed to the undersigned at the address set forth below.

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

City and State: \_\_\_\_\_

Typed Signature Name: \_\_\_\_\_

Signature of Bidder: \_\_\_\_\_

**NOTE:** If bidder is a corporation, set forth the legal name of the corporation together with the signature of the officer or officers authorized to sign contracts on behalf of the corporation. If bidder is a partnership, set forth the name of the firm together with the signature of the partner or partners authorized to sign contracts on behalf of the partnership.

SEAL (If Corporation)

## SECTION 00800 - SUPPLEMENTARY CONDITIONS

### INTRODUCTION

The following supplements modify, change, delete from or add to the "General Conditions of the Contract for construction", AIA Document A201, 2017 Edition. Where any Article of the General Conditions is modified or any Paragraph, Subparagraph or Clause thereof is modified or deleted by these Supplementary Conditions, the unaltered provisions of that Article, Paragraph, Subparagraph or Clause shall remain in effect.

1. After Subparagraph 3.10.1. add:

3.10.1. In planning his construction schedule within the agreed Contract time, it shall be assumed that the Contractor has anticipated the amount of adverse weather conditions normal to the site of the Work for the season or seasons of the year involved.

Only those weather delays attributable to other than normal weather conditions will be considered by the Architect/Engineer.

2. Reference is made to subparagraph 3.11.1. of the 'General Conditions'.

1.1. As the work proceeds, the contractor shall keep a careful record of mechanical, electrical, underground and other concealed work whose final in-place locations vary from those shown on the contract drawings, whether because of Change Orders or actual job conditions.

1.2. All such variations shall be shown on the field documents which shall be delivered to the Architect/Engineer before final payment is made.

3. In addition to the clean-up during construction required by Sub-paragraph 3.15.1. of the 'General Conditions', the Contractor shall, after the work has been completed, complete the following cleanup:

1.1. Clean all glass and mirrors.

1.2. Vacuum clean interior of building, including HVAC ducts.

1.3. Hand dust, clean and polish shelving and cabinets.

1.4. Wax and polish finish any new tile floors.

1.5. Clean all hardware.

1.6. Clean all fixtures.

1.7. Comply with all special cleaning instructions contained in the Specifications.

1.8. Leave the entire construction and site clean and ready for occupancy.

4. At the end of subparagraph 4.6.1., add:

4.6.1. After appointment of the arbitrator or arbitrators, the parties to the arbitration shall have the right to take depositions and to obtain discovery regarding the subject matter of the arbitration and, to that end, to use and exercise

all of the same rights, remedies, and procedures, and be subject to all of the same duties, liabilities, and obligations in the arbitration with respect to the subject matter thereof, as if the matter of the arbitration were pending in a civil action before a Superior Court of the State.

5. Add the following under this Paragraph 8.3.:

8.3.4. When the Contract time has been extended, as provided under this Paragraph 8.3., such extension of time shall not be considered as justifying extra compensation to the Contractor for administrative costs or other such reasons.

6. At the end of Subparagraph 9.3.1. add:

The form of Application for Payment shall be AIA Document G702, "Application and Certificate for Payment", supported by continuation sheet or sheets approved by the Architect/Engineer.

The Contractor shall submit his "Application for Payment" on or before the first day of each month. The "Application for Payment" shall be based on the value of materials properly stored at the site and/or work in place on that day and in accordance with the approved "Schedule of Values".

A retainage of ten percent (10%) of the first fifty percent (50%) of each Contractor's contract amount, shall be withheld until the final completion of the contract and final acceptance by the Owner, unless adjusted as shown below.

- At the end of subparagraph 9.4.1. add:

The Certificates of Payment shall be issued at the rate of ninety percent (90%), up to the first fifty percent (50%) of the contract amount, and shall then increase to one hundred percent (100%) for the remainder of the contract amount, and shall be based on the value of material properly stored at the site and work in place if in full compliance with the contract during the preceding calendar month. However, if the Architect/Engineer does not feel that the progress made is such to indicate the compliance with all work done under that contract, the Certificate of Payment shall revert back to ninety percent (90%) of the completed value of work in place until such progress is satisfactory to the Architect.

- Add the following clause 9.6.1.1. to 9.6.1.:

9.6.1.1. The Owner shall make progress payments on account of the Contract to the Contractor for the period ending the last day of the month not later than forty-five days following the end of the period covered by the Application for Payment.

7. The insurance referred to in Subparagraph 11.1.1. of the 'General Conditions' shall be of the following types and in amounts not less than the following:

- A. Worker's Compensation:
- (a) State: Statutory
  - (b) Applicable Federal: Statutory
  - (c) Employer's Liability \$1,000,000.00
- B. Comprehensive General Liability (including Premises-Operations; Independent Contractors' Protective; Products and Completed Operations; Broad Form Property Damage):
- (a) Bodily Injury:
    - \$1,000,000.00 Each Occurrence
    - \$1,000,000.00/\$1,000,000 Annual Aggregate
  - (b) Property Damage:
    - \$1,000,000.00 Each Occurrence
    - \$1,000,000.00 Annual Aggregate
  - (c) Products and Completed Operations to be maintained for one year after final payment.
  - (d) Property Damage Liability Insurance will provide X, C or U coverage, as applicable.
- C. Contractual Liability:
- (a) Bodily Injury:
    - \$1,000,000.00/\$1,000,000 Each Occurrence
  - (b) Property Damage:
    - \$1,000,000.00 Each Occurrence
    - \$1,000,000.00 Annual Aggregate
- D. Personal Injury, with Employment Exclusion deleted:
- \$1,000,000.00 Annual Aggregate
- E. Comprehensive Automobile Liability:
- (a) Bodily Injury:
    - \$1,000,000.00 Each Person
    - \$1,000,000.00/\$1,000,000 Each Occurrence
  - (b) Property Damage:
    - \$1,000,000.00 Each Occurrence
- F. Umbrella Liability Coverage
- (a) \$1,000,000.00

This umbrella coverage shall be over and above the stated coverages and amounts.

- G. Additional insurance required. Contractor shall carry in addition to that specifically named by the 'General Conditions', as follows:
- (a) Completed Operations and Products Liability. Maintained for one (1) year, commencing with issuance of Final Certificate for Payment.

- H. Property Insurance. Builder's Risk Insurance will be provided by the Owner, as required in AIA Document A201.
- I. Furnish one copy of certificates herein required for each copy of the Agreement, specifically setting forth evidence of all coverage required by Article 11.1.1. of the 'General Conditions'. The form of the Certificate shall be the American Institute of Architects Document G705 or equivalent.

8. Revise Subparagraph 13.4.1. as follows:

If the Contract Documents, laws, ordinances, rules, regulations or orders of any public authority having jurisdiction require any portion of the Work to be inspected, tested or approved, the Contractor shall give the Architect/Engineer timely notice of its readiness so the Architect/Engineer may observe such inspection, testing or approval. The Contractor shall bear all costs of such inspections, tests or approvals.

#### FORM OF AGREEMENT

- 9. The form of agreement to be used for this project is the AIA Document A101, 2017 Edition, 'Standard Form of Agreement Between Owner and Contractor'. A copy of this document is on file for reference at the office of the Architect/Engineer.

#### WATER AND ELECTRICITY

- 10. The Contractor shall furnish such amounts of water and electricity as may be needed for the prosecution of his work and that of all other contractors and subcontractors. The contractor will be responsible for arranging for delivery of all of the service whether they be temporary services or the permanent service called for in the plan.

#### SANITARY CONVENIENCES

- 11. Sanitary conveniences for use of all persons employed on the work shall be provided by the contractor.

#### TEMPORARY HEAT

- 12. In order to maintain normal progress of the work, the contractor shall erect temporary enclosures and provide temporary heat as required for wall, floor, roof or other construction.

1.1. Required temperatures of the enclosures shall be as specified in the various technical sections of the specifications.

## OWNER-FURNISHED ITEMS

13. Certain items as shown and/or scheduled on the Drawings will be either existing or furnished by the Owner and shall be installed by the contractor. If not existing, the Owner will deliver these items to the site, unload same and stack materials where directed by the contractor and approved by the Architect/Engineer. The contractor will be responsible for unwrapping, uncrating, counting, verifying sizes and lengths and providing all labor, equipment and services necessary for the erection of all materials detailed or specified herein.
  - A. The Owner will provide the contractor with adequate shop drawings to cover the complete installation of all owner-furnished items, except when items are existing, relocated or reused.
  - B. This contractor shall be required to perform all field cuttings, fitting and adjustments as might be required to complete the work. He shall carefully coordinate his work with the Owner to preclude omission or double supply. The contractor shall submit a delivery date request to the Architect/Engineer for all Owner-supplied materials to insure the availability of these materials as they become needed.

## SHOP DRAWINGS, PRODUCT DATA AND SAMPLE SUBMITTALS

14. The contractor shall furnish the following: One (1) electronic copy of product data, and two (2) samples of materials, unless otherwise directed or specified.
  - A. The contractor shall reproduce as many copies of the shop drawings as required for distribution for proper execution of the work.
  - B. Shop drawings are not required and will not be reviewed on stock manufactured items.
  - C. All shop drawings will be submitted to the Architect/Engineer within thirty (30) days of the Notice to Proceed.

## DRAWINGS

15. The Drawings are made a part of this Manual.

## SCHEDULING OF WORK

16. Insofar as is practicable, the contractor shall confine his operations to those parts of the site in which the construction work is located.

## SECTION 01010 - SUMMARY OF THE WORK

### 1. LOCATION

This project is located at 400 9<sup>th</sup> Avenue W in Benkelman, Nebraska. The site is currently occupied as a high school.

### 2. GENERAL

The project is a Classroom Building Addition to an existing building. The work includes but is not limited to:

- Demolition.
- Construction of the Classroom Building Addition
- Interior Finishes.
- Doors and Hardware.
- Extend domestic water line from water main entrance to the Addition.
- Electrical Service to and within the Building.

### 3. BUILDING RENOVATION

This work includes all labor and materials for the renovation of the building. It includes doors, materials and labor required to renovate the building. The renovations are to be finished per plans and specifications and ready for inhabitation by the owner.

### 4. PROJECT TIMING AND COMPLETION DATE

The Contractor will have full access to the building site at the award of bid, approximately August 23rd, 2021. Upon award of the contract, the Contractor may start processing shop drawings and ordering materials in preparation for the summer construction period. School begins August 18, 2021. All work shall be substantially complete by August 1, 2022.

## SECTION 01045 - CUTTING AND PATCHING

### PART 1 - GENERAL

#### 1.01 RELATED DOCUMENTS

Drawings and general provisions of Contract, including General and Supplementary Conditions and other Division-1 Specification Sections, apply to this Section.

#### 1.02 SUMMARY

A. This Section specifies administrative and procedural requirements for cutting and patching. Refer to other Sections for specific requirements and limitations applicable to cutting and patching individual parts of the Work.

1. Requirements of this Section apply to mechanical and electrical installations. Refer to Division-15 and Division-16 Sections for other requirements and limitations applicable to cutting and patching mechanical and electrical installations.

#### 1.03 SUBMITTALS

A. Cutting and Patching Proposal: Where approval of procedures for cutting and patching is required before proceeding, submit a proposal describing procedures well in advance of the time cutting and patching will be performed and request approval to proceed. Include the following information, as applicable, in the proposal:

1. Describe the extent of cutting and patching required and how it is to be performed; indicate why it cannot be avoided.
2. Describe anticipated results in terms of changes to existing construction; include changes to structural elements and operating components as well as changes in the building's appearance and other significant visual elements.
3. List products to be used and firms or entities that will perform Work.
4. Indicate dates when cutting and patching is to be performed.
5. List utilities that will be disturbed or affected, including those that will be relocated and those that will be temporarily out-of-service. Indicate how long service will be disrupted.
6. Approval by the Engineer to proceed with cutting and patching does not waive the Engineer's right to later require complete removal and replacement of a part of the Work found to be unsatisfactory.

#### 1.04 QUALITY ASSURANCE

A. Requirements for Structural Work: Do not cut and patch structural elements in a manner that would reduce their load-carrying capacity or load-deflection ratio.

1. Obtain approval of the cutting and patching proposal before cutting and patching the following structural elements:
  - a. Foundation construction.
  - b. Bearing and retaining walls.
  - c. Structural concrete.
  - d. Structural steel.
  - e. Lintels.
  - f. Structural decking.
  - g. Stair systems.
  - h. Miscellaneous structural metals.
  - i. Equipment supports.
  - j. Piping, ductwork, vessels and equipment.
  
- B. Operational and Safety Limitations: Do not cut and patch operating elements or safety related components in a manner that would result in reducing their capacity to perform as intended, or result in increased maintenance, or decreased operational life or safety.
  1. Obtain approval of the cutting and patching proposal before cutting and patching the following operating elements or safety related systems:
    - a. Primary operational systems and equipment.
    - b. Air or smoke barriers.
    - c. Water, moisture, or vapor barriers.
    - d. Membranes and flashings.
    - e. Fire protection systems.
    - f. Noise and vibration control elements and systems.
    - g. Control systems.
    - h. Communication systems.
    - i. Electrical wiring systems.
  
- C. Visual Requirements: Do not cut and patch construction exposed on the exterior or in occupied spaces, in a manner that would, in the Engineer's opinion, reduce the building's aesthetic qualities, or result in visual evidence of cutting and patching. Contractor will remove and replace work completed in a visually unsatisfactory manner.
  1. If possible retain the original installer or fabricator to cut and patch the following categories of exposed Work, or if it is not possible to engage the original installer or fabricator, engage another recognized experienced and specialized firm:
    - a. Processed concrete finishes.
    - b. Acoustical ceilings.
    - c. Carpeting.

## PART 2 - PRODUCTS

### 2.01 MATERIALS

Use materials that are identical to existing materials. If identical materials are not available or cannot be used where exposed surfaces are involved, use materials that match existing adjacent surfaces to the fullest extent possible with regard to visual effect. Use materials whose installed performance will equal or surpass that of existing materials.

## PART 3 - EXECUTION

### 3.01 INSPECTION

Before cutting existing surfaces, examine surfaces to be cut and patched and conditions under which cutting and patching is to be performed. Take corrective action before proceeding, if unsafe or unsatisfactory conditions are encountered.

Before proceeding, meet at the site with parties involved in cutting and patching, including mechanical and electrical trades. Review areas of potential interference and conflict. Coordinate procedures and resolve potential conflicts before proceeding.

### 3.02 PREPARATION

- A. Temporary support: Provide temporary support of Work to be cut.
- B. Protection: Protect existing construction during cutting and patching to prevent damage. Provide protection from adverse weather conditions for portions of the Project that might be exposed during cutting and patching operations.

### 3.03 PERFORMANCE

- A. General: Employ skilled workmen to perform cutting and patching. Proceed with cutting and patching at the earliest feasible time and complete without delay.
  - 1. Cut existing construction to provide for installation of other components or performance of other construction activities and the subsequent fitting and patching required to restore surfaces to their original condition.
- B. Cutting: Cut existing construction using methods least likely to damage elements to be retained or adjoining construction. Where possible review proposed procedures with the original installer; comply with the original installer's recommendations.
  - 1. In general, where cutting is required use hand or small power tools designed for sawing or grinding, not hammering and chopping. Cut holes and slots neatly to size required with minimum disturbance of adjacent surfaces. Temporarily cover openings when not in use.

2. To avoid marring existing finished surfaces, cut or drill from the exposed or finished side into concealed surfaces.
  3. Cut through concrete and masonry using a cutting machine such as a carborundum saw or diamond core drill.
  4. Comply with requirements of applicable Sections of Division-2 where cutting and patching requires excavating and backfilling.
  5. By-pass utility services such as pipe or conduit, before cutting, where services are shown or required to be removed, relocated or abandoned. Cap, valve or plug and seal the remaining portion of pipe or conduit to prevent entrance of moisture or other foreign matter after by-passing and cutting.
- C. Patching: Patch with durable seams that are as invisible as possible. Comply with specified tolerances.
1. Where feasible, inspect and test patched areas to demonstrate integrity of the installation.
  2. Restore exposed finishes of patched areas and extend finish restoration into retained adjoining construction in a manner that will eliminate evidence of patching and refinishing.
    - a. Where patching occurs in a smooth painted surface, extend final paint coat over entire unbroken surface containing the patch, after the patched area has received primer and second coat.

### 3.04 CLEANING

Thoroughly clean areas and spaces where cutting and patching is performed or used as access. Remove completely paint, mortar, oils, putty and items of similar nature. Thoroughly clean piping, conduit and similar features before painting or other finishing is applied. Restore damaged pipe covering to its original condition.

## SECTION 01700 - ALTERNATE MATERIALS OR METHODS

### 1. ALTERNATE MATERIALS

#### A. Standard Manufacturer

Wherever the terms "Standard", "Recognized" or "Reputable" manufacturer are used, they shall be construed as meaning manufacturers who have been engaged in the business of fabricating materials, equipment or supplies for a period of over twelve months prior to the date fixed for opening bids.

#### B. "Or Equal" Clause

Whenever, in any section of the contract documents, plans or specifications, any article, material, or equipment is defined by describing a proprietary product, or by using the name of a manufacturer or vendor, the term "or approved equal", if not inserted, shall be implied. The specific article, material or equipment mentioned shall be understood as indicating the type, function, minimum standard of design, efficiency and quality desired and shall not be construed in such a manner as to exclude manufacturers of comparable quality, design and efficiency.

A bidder wishing to substitute a material or product in lieu of an item specified shall submit all appropriate information as called out in the Instructions to Bidders. No changes shall be accepted after submission of proposals unless they result in an improvement to the project and are accepted in writing by the Architect or result in an acceptable credit to the owner without prejudice to the project and then only if accepted in writing by the Architect.

## **SECTION 01800 - EXISTING FACILITIES**

### **1. GENERAL**

Attention is called to the existence of buried water lines, gas lines, sewer lines and telephone lines within the project limits. The Contractor assumes full responsibility for the location and protection of all utilities, buried or overhead, during the construction operations.

## SECTION 03100 CONCRETE FORMWORK

### PART 1 - GENERAL

#### 1.1. DESCRIPTION OF THE WORK

- A. This section covers the furnishing and placing of all concrete formwork, complete. Conform rigidly to the provisions of this section
- B. Where methods and procedures are not specifically covered in this specification, conform to "Recommended Practice for Concrete Formwork", ACI 347.

#### 1.2. MATERIALS

- A. Wall form ties. Use a working strength of not less than 3,000 lbs. with no washers or cones to act as spreaders within the forms, and a type that will, upon removal, leave no metal closer than 1-1/2 inches to the exposed surface. Provide adequate external holding devices to support form loads.
- B. Form coating. Use 'Nox-Crete Form Coating' manufactured by the Nox-Crete Company, Omaha, Nebraska, 'Formshield' manufactured by W.R. Grace Company, or 'B/C Form Release' manufactured by Admixtures, Inc., Shillington, Penn. The coating shall be a chemical type nonstaining releasing agent which will not affect the bonding of plaster, paint, waterproofing, or other materials to the concrete. Apply in accordance with the manufacturer's instructions. Treat a sample vertical form consisting of 100 sq.ft. with the form coating, cast concrete against the form, cure, and dry, for review by the Engineer prior to concreting. These samples may be used for the sample finishing work when called for in Paragraph 'Concrete Surface Finish', specified in Section 0330, 'Cast-in-Place Concrete'.
- C. Form removal and reshoring. Conform to 'Specifications for Structural Concrete for Buildings', ACI 301.

#### 1.3. WORKMANSHIP

- A. Form material
  - 1. Sheathing. Use new 3/4-inch 5-ply plywood of exterior type, Grade B-B (Concrete form) Class I, conforming to U.S. Product Standard PS-1. The plywood may be reused only when acceptable to the Architect. Run the plywood grain against the concrete in the same direction for all surfaces unless otherwise indicated on the drawings.
- B. Joints
  - 1. Back solidly with the edges of abutting sheets firmly anchored to the same backing members. Fill joints that are not absolutely tight with water putty,

molding clay, or other nonstaining approved material. Place joints at the same location and in a symmetrical manner in all similar members.

C. Design of wall and spandrel forms

1. Construct wall and spandrel forms sufficiently rigid to maintain alignment and plumb within a tolerance of 1/4 inch in 10 feet. Use built-in-place type except that prefabricated panel type may be used where a single panel without joints extends over an entire area from reveal to reveal. Run plywood outer grain in the same direction for all surfaces unless otherwise indicated on the drawings.

D. Design of column forms

1. Support yokes for large columns at intervals between the corners sufficiently to prevent deflecting the sheathing more than 1/32 inch per foot in any direction.

E. Design of forms for other members

1. Use centering and all supporting and alignment members of sufficient strength to maintain a tolerance of 1/4 inch in 20 feet. Support forming such that deflection does not exceed 1/16 inch per foot in any direction.

F. Form removal

1. Leave forms for vertical surfaces in place until four days after placing the concrete, except where curing conditions and the hardness of the concrete or structural strength dictates a shorter or longer time, to be decided by the Engineer. Do not remove recessed moldings with the sheathing. Pull nails protruding through the sheathing to release the moldings, permitting them to remain in the concrete for later careful removal. Do not use metal tools to pry against the concrete when removing the sheathing.

1.4. CONCRETE NOT EXPOSED TO VIEW

A. Form material

1. Use wood or metal sufficiently tight to prevent leakage. For pan-type joist use wood, metal, waterproof cardboard, fiberglass or plastic. Conform to shape, lines, and dimensions of the members shown or called for on the drawings. Properly brace and tie so as to maintain position and shape. Submit shop drawings showing type and location in accordance with 'General Conditions'.

B. Form removal

1. Where the concrete as a whole is supported on shores, the forms of vertical surfaces such as column, girders, beam sides and walls, may be removed after 24 hours, provided the concrete is sufficiently hard not to be injured thereby.

## SECTION 03200 CONCRETE REINFORCEMENT

### PART 1 - GENERAL

#### 1.1 DESCRIPTION OF THE WORK

- A. This section covers the furnishing and placing of all reinforcing steel and accessories, complete.

#### 1.2 MATERIALS

- A. Reinforcing bars. Use deformed bars of the sizes indicated on the drawings conforming to 'Standard Specification for Deformed and Plain Billet-Steel Bars for Concrete Reinforcement', ASTM A-615, Grade 60.
- B. Welded reinforcing bars. Welding of reinforcing bars will not be allowed except where specifically shown on the Drawings. For reinforcing bars which are to be welded supplement the ASTM specification to assure weldability in conformance with 'Reinforcing Steel Welding Code', AWS D12.1.
- C. Welded wire fabric. Conform to the requirements of the 'Standard Specifications for Welded Wire Fabric for Concrete Reinforcement' ASTM A-185, or 'Standard Specifications for Welded Deformed Steel Wire Fabric for Concrete Reinforcement', ASTM A-497.
- D. Bar supports. Furnish in accordance with 'Manual of Standard Practice for Detailing Reinforced Concrete Structure', ACI-315. Use galvanized stainless steel or plastic coated supports to prevent surface staining where supports are in contact with an exposed concrete surface.

#### 1.3 WORKMANSHIP

- A. Accurately place all reinforcing and adequately secure it against displacement within the tolerances permitted by 'Manual of Standard Practice', Concrete Reinforcing Steel Institute.

#### 1.4 STORAGE

- A. Store reinforcing bars and accessories above the surface of the ground upon platforms, skids or other supports.

#### 1.5 CLEANING

- A. Insure that all reinforcing, at the time concrete is placed, is free from dirt, scale, rust, paint, oil, or other foreign material that will destroy or reduce the bond.

## 1.6. TESTS

- A. Furnish two certified copies of all mill test reports covering the chemical and physical properties of the reinforcing steel.

## 1.7. FABRICATION

- A. Bar Bends. Conform with ACI-315.
- B. Continuous bars. Furnish in the longest lengths practical and splice in conformance with 'Building Code Requirements for Reinforced Concrete', ACI-318. Make all splices at points of minimum stress. Show all splices on shop drawings.

## 1.8. INSTALLATION

- A. Support and wire together all reinforcing bars to prevent displacement by construction loads or the placing of concrete. Install bar supports in accordance with ACI-315.
- B. Accurately place all reinforcing and adequately secure it against displacement within the tolerances permitted by 'Manual of Standard Practice', Concrete Reinforcing Steel Institute.
- C. Where reinforcement in beams or girders is placed in two or more layers, use a clear distance between layers of not less than 1 inch and place the bars in the upper layers directly above those in the bottom layer.
- D. Concrete protection for reinforcement. Conform with ACI-318 unless otherwise noted on the drawings.
- E. Welded wire fabric. Lap at least 1-1/2 meshes plus end extension of the wires, but not less than 12 inches in structural slabs. Lap at least 1/2 mesh plus end extension of the wires, but not less than 6 inches in slabs-on-grade.

## 1.9. SHOP DRAWINGS

- A. Within 30 calendar days after award of the contract, submit complete shop drawings of all material proposed to be furnished and installed under this section. Show:
  - 1. Bar Schedules, diagrams of bent bars, and arrangement and assemblies.
  - 2. Make shop drawings in accordance with ACI-315.

## SECTION 03300 - CAST IN PLACE CONCRETE

### 1. GENERAL

Furnish all labor and materials to complete all items of plain and reinforced concrete work indicated on the drawings and/or specified herein. Contractor shall provide all items, articles, materials, operations or methods, listed, mentioned, or scheduled on the drawings and/or these specifications including all labor, materials, equipment, and incidentals necessary and required for their completion. Coordinate work of all trades regarding installation of embedded items.

### 2. SHOP DRAWINGS

Submit four (4) copies each of bar schedules, bending diagrams, and placing drawings to the engineer for approval prior to fabricating any reinforcing steel.

### 3. CONCRETE TESTS

All 6" x 12" cylinders shall be taken at point of placing in forms, cured, and tested in accordance with ASTM standards by a recognized testing laboratory. The laboratory shall be approved by the engineer and tests paid for by the contractor and the contractor shall cooperate at all times and shall provide any labor and materials necessary to make concrete tests. The engineer shall order all tests. For each strength of concrete used take one set of two (2) cylinders for each day's pour but not less than one (1) set of cylinders for each 100 cubic yards poured. Test one (1) cylinder at seven (7) days and one (1) cylinder at twenty-eight days. In addition, when, in the opinion of the engineer, there is a possibility of the surrounding air temperature falling below 40 Degrees F., additional specimens to be cured under job conditions may be required.

If the average strength of the laboratory control cylinders for any portion of the structure falls below the compressive strengths called for in the specifications, the engineer shall have the right to order a change in the mix proportions or the water content for the remainder of the job. If the average strength of the job cured cylinders falls below the required strength, the engineer shall have the right to require conditions of temperature and moisture necessary to secure the required strength.

If either control cylinders or job-cured cylinders indicate that any portion of the structure contains concrete of less than the specified strength, the engineer shall have the right to order additional curing and/or core tests in accordance with "Standard Methods of Securing, Preparing and Testing Specimens of Hardened Concrete for compressive and Flexural Strength," ASTM Designation C42-62. He shall also have the right to order load tests in accordance with provisions of the local building code. Any portions of the structure found to be inadequate may be ordered strengthened or replaced and the costs of the remedial work and of the tests shall be borne by the contractor. Mail copies of all test reports to the owner, engineer, contractor and the local building department.

4. RECORD OF WORK

Keep record of time, date and location of each concrete pour and submit these records monthly to the engineer.

5. CEMENT

Portland Cement Type I conforming to "Standard Specifications for Portland Cement" ASTM Designation C150-62. Use same brand, well aged, throughout the project. Furnish mill test sheets on all cement used on the project. The amount used shall be six (6) sacks per cubic yard for Class "A" Concrete and six (6) sacks per cubic yard for class "B" Concrete.

6. CLASSES OF CONCRETE

All concrete shall be either Class "A" sand-gravel or Class "B" combined aggregate concrete as shown in the Plans and Specifications.

A. Class "A" Sand-Gravel Concrete

Sand-gravel for concrete shall be Platte River aggregate consisting of a mixture of sand and gravel composed of clean, hard, durable, unweathered, uncoated pebbles free from injurious amounts of soft or flaky particles, shale, alkali, organic matter or other deleterious material.

The gradation of sand-gravel for class "A" concrete shall meet the requirements that are prescribed in the following table:

Gradation, Total %	Target	Tolerance
Passing on 1" sieve	100	0
Passing on No. 4 sieve	66	±22
Passing on No. 10 sieve	37	±13
Passing on No. 30 sieve	12	±8
Passing No. 200 sieve, removed by washing	1.5	±1.5
Clay lumps, % by weight		0.5

The gradation shown for sand-gravel aggregate represents the extreme limits which shall determine suitability for use from all sources of supply. The gradation from any one source shall be reasonably uniform and not subject to the extreme percentages of gradation as specified above.

For the purpose of determining the degree of uniformity, a fineness modulus determination shall be made upon representative samples submitted by the contractor. Sand-gravel from different sources of supply shall not be mixed or stored in the same pile or used alternately in the same class of construction or mix without permission from the engineer.

Organic Impurities: Sand-gravel subjected to the colorimetric test for organic impurities shall not show a color darker than the standard color specified in A.A.S.H.O. Designation T 21-42.

Soundness: Sand-gravel shall not have a loss greater than 15 percent of the weight average loss at 5 cycles when tested in magnesium sulfate. The soundness shall be determined by the Standard Method Of Test, A.A.S.H.O. Designation T 104-57.

The total weight of aggregate used shall be 2880 lbs. per cubic yard of concrete.

B. Class "B" Combined Aggregate Concrete - State of Nebraska "47B".

Class "B" Concrete shall consist of a mixture of fine and coarse aggregates. The fine aggregate shall consist of Platte River gravel composed of clean, hard, durable, unweathered, uncoated pebbles free from injurious amounts of soft or flaky particles, shale, alkali, organic matter or other deleterious material.

The gradation of fine aggregate for Class "B" concrete shall meet the requirements that are prescribed in the following table:

Gradation %	Target	Tolerance
Passing on 1" Sieve	100	0
Passing on No. 4 Sieve	87	±10
Passing on No. 10 Sieve	60	±10
Passing on No. 30 Sieve	28	±12
Passing No. 200 Sieve, removed by washing	1.5	±1.5
Clay lumps, % by weight		0.5

The coarse aggregate for Class "B" concrete shall consist of crushed limestone and shall meet the gradation requirements shown in the following tables:

Gradation %	Target	Tolerance
Passing on 1-1/2" Sieve	100	0
Passing on 1" Sieve	100	-8
Passing on 3/4" Sieve	78	±12
Passing on 3/8" Sieve	30	±15
Passing on No. 4 Sieve	6	±6
Passing on No. 20 Sieve	2	±2
Passing No. 200 Sieve	1.5	±1.5

The gradation for fine and coarse aggregates represents the extreme limits which shall determine suitability for use from all sources of supply. The gradation from any one source shall be reasonably uniform and not subject to the extreme percentages of gradation as specified above. For the purpose of determining the degree of uniformity, a fineness modulus determination shall be made upon representative samples submitted by the contractor. Aggregates from different sources of supply shall not be mixed or stored in the same pile nor used alternately in the same class of construction or mix without permission from the engineer.

The total weight of the combined aggregate shall be 3,000 pounds per cubic yard of which 70 percent shall be fine aggregate and 30 percent shall be coarse aggregate.

7. WATER

Potable water, clean and free from deleterious amounts of oil, acids, alkalis, and organic matter, not to exceed six (6) gallons per sack of cement.

8. REINFORCING STEEL

Reinforcing steel shall be high strength deformed bars conforming to the requirements of ASTM A615 or ASTM A617 Grade 60.

9. WELDED WIRE FABRIC

Welded wire fabric shall be of gauge and mesh size shown on the drawings and shall conform to the requirements of ASTM A185.

10. ADMIXTURES

"Protex" air-entraining agent as manufactured by Protex Industries, Inc. Other admixtures for retarding or accelerating concrete may be used in strict accord with manufacturer's recommendation, upon approval of the engineer and provided strength tests have been performed on mixes containing the admixtures in the proportions to be used.

11. MEASUREMENTS

Measurements of solid materials to be by weight only, in pounds, with all ingredients weighed separately. Water to be by weight in pounds, or volume in U.S. gallons in such a manner as can be closely controlled for each batch of concrete. Total water content shall include moisture in the aggregates.

12. STORAGE OF MATERIALS

Cement and aggregates shall be stored in such a manner as to prevent deterioration or intrusion of foreign matter. Any material which has deteriorated or which has been damaged shall not be used for concrete.

13. CONCRETE MIX PROPORTIONS

Concrete to be proportioned according to laboratory designed mixes and producing minimum twenty-eight (28) day ultimate compressive strength of 3,500 psi for Class "A" concrete and 4,000 psi for Class "B" concrete.

A designated laboratory shall design the mixes and test the materials to be used for concrete. Laboratory mixes shall be of the same consistency and contain the same proportions of materials as the actual job mixes. Test specimens shall be made in accordance with "Standard Method of Making and Curing Concrete compression and Flexure Test Specimens in the Laboratory", ASTM Designation C192 and tested in accordance with "Standard Methods of Test for

Compressive Strength of Molded Concrete Cylinders, Tentative", ASTM Designation C39. Contractor shall submit materials to the designated laboratory in ample time for testing. Copy of design to be submitted to the engineer and no substitutions shall be made without additional tests to show the quality of concrete is in accordance with these specifications. Cost of the design mix shall be borne by the general contractor. The maximum water-cement ratio allowable shall be 0.53.

14. CONCRETE CONSISTENCY

Slump shall be minimum consistent with placing requirements. Slump tests shall be made in accordance with "Slump Test for consistency of Portland Cement Concrete", ASTM Designation C143. The maximum slump and maximum size aggregate shall conform to the following limits.:

<u>Structural Component</u>	<u>Slump</u>	<u>Maximum Size Aggregates</u>
Footings	3"	3/4"
Walls	4"	3/4"
Slabs	4"	3/4"
Beams	3"	3/4"

15. AIR-ENTRAINMENT

Air-entraining agent shall be added to all concrete so as to entrain 6.0 percent plus or minus 1 percent entrained air by volume. Use air-entraining agents in strict accordance with recommendations of the manufacturer and testing laboratory for the design mix so as to assure strength requirements being fully met or exceeded.

16. MIXING

The concrete shall be mixed until there is a uniform distribution of the materials and shall be discharged completely before the mixer is recharged. For job-mixed concrete, the mixer shall be rotated at speed recommended by the manufacturer. Ready-mixed concrete shall be mixed and delivered in accordance with "Specifications for Ready-Mixed Concrete", ASTM Designation C94.

Sufficient time shall be allowed for proper mixing of the concrete to provide uniformity throughout the batch. Long delays in mixing or long waiting periods before the concrete is placed, shall be avoided. Overwet mixes shall be rejected and shall not be corrected by the addition of either aggregate or cement to the mixer. Mix no less than ten minutes in transit mix trucks after addition of the mixing water. If an extra charge of water is required at the job site because of too low a slump, the drum shall be turned a minimum of thirty (30) revolutions after addition of such water.

17. CONCRETE FORMS

Forms shall be of wood or metal conforming to shapes, lines, grades, and dimensions of concrete as shown on the drawings, suitable and adequate for intended use, and sufficiently tight to prevent leakage of mortar. Forms shall be properly braced and tied so as to maintain position during and after pouring of concrete and designed for removal without injury to the concrete. Undressed lumber, free from excessive knots is permitted for form-work for unexposed concrete. For exposed concrete work use plywood forms or form liners in large sheets with smooth, even edges, installed with close joints. Form tightening, arranged so that no metal is within 3/4" of surface after removal of forms. Set forms for all required anchors bolt inserts, slots, sleeves, supports, etc., furnished under other portions of this specification and installed under this section. All exposed edges shall be chamfered.

All forms shall be constructed so that all joints and edges conform to true lines and grades. If, in the opinion of the engineer, the forms do not satisfactorily comply with these requirements, he may required the contractor to take remedial action to produce the desired product.

Coat forms with approved sealers or non-staining oils prior to setting reinforcing.

18. REMOVAL OF FORMS

Forms shall be removed only when permitted by the engineer and then in such a manner as to insure the complete safety of the structure. Under normal conditions the following table shall be used as the minimum time in which forms may be removed, but its use shall not relieve the contractor of responsibility for safety of the structure.

<u>Temperature</u>	<u>Above 60 D.</u>	<u>50 to 60 D.</u>	<u>40 to 50 D.</u>
Walls	3 days	5 days	10 days
Side Forms of Beams	4 days	6 days	10 days
Bottom Forms of Slabs	10 days	14 days	18 days
Bottom Forms of Beams	14 days	18 days	21 days

Forms may be removed earlier if adequate shores or approved reshores are left in place. When temperatures below 40 Degrees F. occur, the shores shall remain in place for an additional time equal to the time the structure has been exposed to the lower temperature.

19. CONSTRUCTION JOINT

Construction joints are to be avoided in exposed concrete. Where necessary, joints and finish are to match adjacent concrete. Make construction joints in slabs and beams near the middle of the span in a manner to assure straight level joint. Provide additional web reinforcing as directed by the Engineer at points of heavy shear.

The contractor shall saw cut control joints in all exposed concrete slabs at minimum intervals of 15'. The joints shall be 2" deep on 8" thick slabs and 1-1/2" deep on 6" thick slabs.

Additional control joints shall be cut as shown on the plans or as directed by the engineer around floor penetrations or irregular sections.

## 20. PLACING REINFORCING STEEL

Reinforcing steel, at the time concrete is placed, shall be free from loose rust, scale, or other coatings that will destroy or reduce bond. Reinforcing shall be accurately placed as shown on the drawings and shall be adequately secured in position by metal chairs and spacers. Splicing of bars shall be made as close as practicable to points of minimum stress. Splice lengths shall be indicated on the drawings or in accord with ACI Code requirements.

Place Wire Mesh. Extend fabric to within two inches (2") of the edges of the slab and lap splices at least one and one-half (1-1/2) courses of the fabric and a minimum of six inches (6"). Tielaps and splices securely at ends and at least every 24 inches with 16-gauge black soft-annealed steel wire. Pull the fabric into position as the concrete is placed by means of hooks and work concrete under the steel to insure that it is placed at the proper distance above the bottom of the slab.

## 21. CONCRETE PROTECTION FOR REINFORCEMENT

Where not otherwise indicated on the Plans, the minimum thickness of concrete over the reinforcement shall be as follows:

- A. Where concrete is deposited against ground without forms - 3".
- B. Where concrete is exposed to the weather, or exposed to the ground but placed in forms - 2" for bars not larger than #5, 1-1/2" for #5 bars or smaller.
- C. Slabs and walls not exposed to the ground or weather - 3/4".
- D. Beams not exposed to ground or weather - 1-1/2".

## 22. PLACING CONCRETE

- A. Before placing concrete, all equipment for mixing and transporting concrete shall be cleaned, all debris and ice shall be removed from places to be occupied by concrete, forms shall be thoroughly oiled and all reinforcement cleaned of ice or other coatings. Water shall be removed from place of deposit before concrete is placed.
- B. Concrete shall be conveyed from the mixer to the place of final deposit by methods which will prevent the separation or loss of the materials. Equipment for chuting, pumping or pneumatically conveying concrete shall be of such size and design as to insure a practically continuous flow of concrete at the delivery and without separation of the materials.
- C. Concrete shall be deposited as nearly as practicable in its final position to avoid segregation due to rehandling or flowing. The concreting shall be carried on at such a

rate that the concrete is at all times plastic and flows readily into the space between the bars. No concrete that has partially hardened or been contaminated by foreign matter shall be deposited on the work nor shall retempered concrete be used.

When concreting is once started, it shall be carried on as a continuous operation until the placing of the panel or section is completed. The top surface shall be generally level. Place concrete in approximately horizontal layers, avoiding displacement of reinforcement above fresh concrete and formation of seams and planes of weakness in sections.

- D. Place concrete in layers not over 30" deep; compact each layer by mechanical internal vibrating equipment supplemented by handspading, rodding, tamping, as directed. Do not use vibrators to transport concrete inside forms. Use of form vibrators is not permitted.

Limit vibration to time necessary to produce satisfactory consolidation without causing objectionable segregation. Do not insert vibrator into lower courses that have begun to set.

- E. Adequate equipment shall be provided for heating the concrete materials and protecting the concrete during freezing or near-freezing weather. No frozen materials or materials containing ice shall be used.

All concrete materials and all reinforcement, forms, fillers and earth with which the concrete is to come in contact shall be free from frost.

Whenever the temperature of the surrounding air is below 40 Degrees F. all concrete placed in the forms shall have a temperature of between 50 Degrees F. and 70 Degrees F., and adequate means shall be provided for maintaining a temperature of not less than 70 Degrees F. for three (3) days or 50 Degrees F. for five (5) days. The housing covering or other protection used in connection with curing shall remain in place and intact for at least 24 hours after the artificial heating is discontinued. No dependence shall be placed on salt or other chemical for the prevention of freezing.

- F. Before concrete is placed, contractor must obtain Engineer's approval of forms, position and securing of reinforcement.
- G. Immediately after placing or finishing, protect concrete surfaces not covered by forms from loss of surface moisture. Keep all concrete in a moist condition for at least five (5) days after placement. Curing compounds may be used upon approval of the Engineer.

## 23. CONCRETE PATCHING

Immediately after stripping form work, patch minor defective, honeycombed areas; fill holes before concrete is thoroughly dry. Chip areas away to a minimum one inch (1") depth in solid

concrete with edges regular, perpendicular to surface. Thoroughly wet the areas to be patched including areas at least six inches (6") wide entirely surrounding it just prior to placing patching mortar.

Fill tie holes left by withdrawal of rods or holes left by removal of ends of ties solidly with mortar. For holes passing entirely through walls, use plunger type grease gun or other device to force mortar through wall starting at back face. Hold cloth over hole on outside; when hole is filled completely, strike off excess mortar with cloth flush with surface. Fill holes not passing entirely through walls with tool that will permit filling holes solidly with mortar. Strike off with cloth, any excess mortar at wall surface.

#### 24. SURFACE FINISH

Exposed concrete surfaces: Obtain smooth finish on exposed surfaces with plywood forms or form linings; use larger sheets with smooth, even edges; install with close joints. Smooth all joint marks, remove blemishes; leave finished surfaces smooth, unmarred. Conform to tolerances; no fins or offsets in surfaces exceeding 1/16"; variations in level, not to exceed 3/8" in 10'-0".

Floor finish shall be as specified on Sheet S-1 - comply with ACI 301.

#### 25. TOLERANCES FOR CONCRETE CONSTRUCTION

A. General.-- The intent of this paragraph is to establish tolerances that are consistent with modern construction practice, yet are governed by the effect that permissible deviations will have upon the structural action or operational function of the structure. Deviations from the established lines, grades, and dimensions will be permitted to the extent set forth herein: Provided, that the Engineer reserves the right to diminish the tolerances set forth herein if such tolerances impair the structural action or operational function of a structure or portion thereof.

Where specific tolerances are not stated in these specifications or shown on the drawings for a structure, portion of a structure, or other feature of the work, permissible deviations will be interpreted conformably to the tolerances stated in this paragraph for similar work. Specific maximum or minimum tolerances shown on the drawings in connection with any dimension shall be considered as supplemental to the tolerances specified in this paragraph, and shall govern. The contractor shall be responsible for setting and maintaining concrete forms within the tolerance limits necessary to insure that the completed work will be within the tolerances specified. Concrete work that exceeds the tolerance limits specified in these specifications or shown on the drawings shall be remedied or removed and replaced at the expense of and by the Contractor.

#### B. TOLERANCES FOR STRUCTURES

(1) Checks, drops, inlets, Parshall flumes, and similar structures:

- (a) Departure from established alignment .....1 inch
- (b) Departure from established grade .....1 inch

- (c) Variation from plumb or specified batter for lines and surfaces of columns, piers, walls, and for arrises.
  - Exposed, in any length of 10 feet .... 1/2 inch
  - Backfilled, in any length of 10 feet .....1 inch
- (d) Variation from level or from grades indicated on the drawings for slabs, beams, horizontal grooves, and railing offsets
  - Exposed, in any length of 10 feet .....1/2 inch
  - Backfilled, in any length of 10 feet .....1 inch
- (2) Variation in cross-sectional dimensions of slabs, walls, beams and similar parts of the structures in (1) above
  - Minus .....1/4 inch
  - Plus .....1/2 inch
- (3) Footings:
  - (a) Variation of dimensions in plan
    - Minus .....1/2 inch
    - Plus ..... 2 inches
  - (b) Misplacement or eccentricity
    - 2 percent of the footing width in the direction of misplacement but not more than .....2 inches
  - (c) Reduction in thickness .....5 percent of specified thickness
- (4) Variation in sizes and locations of slab and wall openings .....1/2 inch
- (5) Variation from plumb of pipe erected vertically.
  - In any length of 10 feet .....1/2 inch

C. TOLERANCES FOR PLACING REINFORCING STEEL.

- (1) Reinforcing steel, all structures:
  - (a) Variation of protective covering
    - With cover of 2-1/2 inches or less .....1/4 inch
  - (b) Variation from indicated spacing .....1 inch

26. PROTECTION

The contractor shall protect all concrete against injury until final acceptance by the Engineer.

Fresh concrete shall be protected from damage due to rain, hail, sleet, or snow. The contractor shall provide such protection while the concrete is still plastic and whenever such precipitation, either periodic or sustaining, is imminent or occurring, as determined by the Engineer.

Immediately following the first frost in the fall, the contractor shall be prepared to protect all concrete against freezing. After the first frost, and until the mean daily temperature in the vicinity of the worksite falls below 40 Degrees F. for more than one day, the concrete shall be protected against freezing temperatures for not less than 48 hours after it is placed. After the mean daily temperature in the vicinity of the worksite falls below 40 Degrees F. for more than one day, the concrete shall be maintained at a temperature not lower than 50 Degrees F. for at least 72 hours after it is placed.

Concrete cured with curing compound will require no additional protection from freezing if the protection at 50 Degrees F. for 72 hours is obtained by means of approved insulation in contact with the forms or concrete surfaces; otherwise, the concrete shall be protected against freezing temperatures for 72 hours immediately following 72 hours protection at 50 Degrees F. Concrete cured by water curing shall be protected against freezing temperatures for three days immediately following the 72 hours of protection at 50 Degrees F.

Discontinuance of protection against freezing temperatures shall be such that the drop in temperature of any portion of the concrete will be gradual and will not exceed 40 Degrees F. in 24 hours. After March 15, when the mean daily temperature rises above 40 Degrees F. for more than three successive days, the specified 72-hour protection at a temperature not lower than 50 Degrees F. may be discontinued for as long as the mean daily temperature remains above 40 Degrees F.; provided that the concrete shall be protected against freezing temperatures for not less than 48 hours after placement.

Where artificial heat is employed, special care shall be taken to prevent the concrete from drying. Use of unvented heaters will be permitted only when unformed surfaces of concrete adjacent to the heaters are protected for the first 24 hours from an excessive carbon dioxide atmosphere by application of curing compound.

## 27. CURING

- A. General. Concrete shall be cured as hereinafter specified. The contractor shall furnish all materials for curing concrete.

Concrete shall be cured either by water curing in accordance with Subparagraph b. or by application of a cure and seal compound in accordance with Subparagraph c., except as otherwise hereinafter provided.

Construction joints shall be cured by either water in accordance with Subparagraph b. or by application of a curing compound in accordance with Subparagraph c.; provided, that if curing compound is used, the compound shall be sandblasted prior to placement of concrete on the joints.

- B. Water curing. Concrete cured with water shall be kept wet for at least 14 days from the time the concrete is placed, except that such curing shall be discontinued shortly before covering with fresh concrete when the 14-day period has not been completed, allowing only sufficient time to prepare the surfaces of the previously placed concrete and bring them to a surface-dry condition, as specified; provided, that water curing of concrete may be reduced to six days during periods when the mean daily temperature in the vicinity of the worksite is less than 40 Degrees F.; provided further, that during the prescribed period of water curing, when temperatures are such that concrete surfaces may freeze, water curing shall be temporarily discontinued. The concrete surfaces shall be kept wet by covering them with water-saturated material; by using a system of perforated pipes, mechanical sprinklers, or porous hose; or by any other approved method which will keep

all surfaces to be cured continuously (not periodically) wet. Water used for curing shall meet the requirements of these specifications for water used for mixing concrete.

- C. Curing compound. Curing by this method shall be by application of a compound on concrete surfaces to form a water-retaining film on the surfaces. The curing compound shall be Kure-N-Seal by Sonneborne or equal.

The curing compound shall be mixed thoroughly and applied to the concrete surfaces by spraying on one coat to provide a continuous, uniform film over all areas, allowing the area to dry and applying a second coat. The coverage rate shall be in accordance with the manufacturer's instructions. Forms on surfaces to be cured by application of curing compound shall be removed as soon as the concrete has hardened sufficiently to prevent damage by careful form removal.

Mortar encrustations and fins on surfaces designated to receive rubbed finishes shall be removed prior to application of curing compound. The repair of all other surface imperfections shall not be made until after application of the curing compound. When curing compound is used on formed concrete surfaces, application of the curing compound shall commence immediately after the finished surface has attained a dull appearance, free from bleeding or "shine". When curing compound is to be used on formed concrete surfaces, the surfaces shall be moistened with a light spray of water immediately after the forms are removed and shall be kept wet until the surfaces will not absorb more moisture. As soon as the surface film of moisture disappears but while the surface still has a damp appearance, the curing compound shall be applied. Special care shall be taken to insure ample coverage with the compound at edges, corners, and rough spots of formed surfaces. After application of the curing compound has been completed and the coating is dry to touch, any required repair of concrete defects or gross surface imperfections shall be performed without delay. Each repair, after being finished, shall be moistened and coated with curing compound in accordance with the foregoing requirements.

Equipment for applying curing compound and the method of application shall be in accordance with manufacturer's recommendations.

- D. Cost. The cost of furnishing and applying all materials for curing concrete shall be included in the price bid in the schedule for the concrete to which the particular curing methods apply and are used.

## 28. FIBER REINFORCED CONCRETE

- A. Fiber reinforced concrete shall be supplied at all locations specified on the plans.
- B. All fiber reinforced concrete shall be Class "A" Concrete and shall be reinforced with synthetic fibers as manufactured by Fibermesh Co. of Chattanooga, TN at a rate of 1.5 lbs. per cubic yard.

## SECTION 05500 - METAL FABRICATIONS

### PART 1 - GENERAL

#### 1.1. DESCRIPTION

- A. Work included: provide miscellaneous metal work shown on the Drawings, as specified herein, and as needed for a complete and proper installation.
- B. Related work:
  - 1. Documents affecting work of this section include, but are not necessarily limited to, General Conditions, Supplementary Conditions, and Sections in Division 1 of these Specifications.

#### 1.2. QUALITY ASSURANCE

- A. Use adequate numbers of skilled workmen who are thoroughly trained and experienced in the necessary crafts and who are completely familiar with the specified requirements and the methods needed for proper performance of the work of this Section.
- B. Perform shop and/or field welding required in connection with the work of this Section in strict accordance with pertinent recommendations of the American Welding Society.

#### 1.3. SUBMITTALS

- A. Product data: Within 35 calendar days after the Contractor has received the Owner's Notice to Proceed, submit:
  - 1. Materials list of items proposed to be provided under this Section;
  - 2. Manufacturer's specifications and other data needed to prove compliance with the specified requirements;
  - 3. Shop Drawings in sufficient detail to show fabrication, installation, anchorage, and interface of the work of this Section with the work of adjacent trades;
  - 4. Manufacturer's recommended installation procedures which, when approved by the Architect, will become the basis for accepting or rejecting actual installation procedures used on the Work.

### PART 2 - PRODUCTS

#### 2.1. MATERIALS

- A. In fabricating items which will be exposed to view, limit materials to those which are free from surface blemishes, pitting, rolled trade names, and roughness.
- B. Comply with following standards, as pertinent.
  - 1. Steel plates, shapes, and bars: ASTM A36.
  - 2. Steel tubing: cold-formed, ASTM A500; or hot rolled, ASTM A501.

3. Structural steel sheet: hot rolled, ASTM A570; or cold rolled ASTM A611, Class 1; of grade required for design loading.
4. Steel pipe: ASTM A53, Type and grade (if applicable) as selected by fabricator and as required for design loading; black finish unless galvanizing is indicated; standard weight (Schedule 40), unless otherwise indicated.
5. Brackets, Flanges and Anchors: Cast or formed metal of the same type material and finish as supported rails, unless otherwise indicated.
6. Concrete inserts:
  - a. Threaded or wedge type galvanized ferrous castings of either of malleable iron, ASTM A47; or cast steel, ASTM A27.
  - b. Provide required bolts, shims, and washers, hot-dip galvanized in accordance with ASTM A153.
7. Loose lintels. Furnish all required loose lintels which are supported on masonry and carrying masonry over openings under this section for installation under Section 0420, 'Unit Masonry'. Provide a minimum 8-inches of bearing at each end of all steel lintels. All lintels shall be painted as specified.

## 2.2. FASTENERS

### A. General:

1. For exterior use and where built into exterior walls, provide zinc-coated fasteners.
2. Provide fasteners of type, grade, and class required for the particular use.

### B. Comply with following standards as pertinent.

1. Bolts and nuts: Provide hexagon-head regular type complying with ASTM A307, grade A;
2. Lag bolts: Provide square-head type complying with Fed Spec FF-B-561;
3. Machine screws: Provide cadmium plated steel type complying with Fed Spec FF-S-111;
4. Washers:
  - a. Plain washers: Comply with Fed Spec FF-W-92, round, carbon steel;
  - b. Lock washers: Comply with Fed Spec FF-W-84, helical spring type carbon steel;
5. Toggle bolts: Provide type, class, and style needed but complying with Fed Spec FF-B-588;
6. Anchorage devices: Provide expansion shield complying with Fed Spec FF-S-325.

## 2.3. OTHER MATERIALS

- A. Provide other materials, not specifically described but required for a complete and proper installation, as selected by the Contractor subject to the approval of the Architect.

## 2.4. SHOP PAINT

- A. Refer to Section 09900 for all metal painting.

## 2.5. FABRICATION

- A. Except as otherwise shown on the Drawings or the approved Shop Drawings, use materials of size, thickness, and type required to produce reasonable strength and durability in the work of this Section.
- B. Fabricate with accurate angles and surfaces which are true to the required lines and levels, grinding exposed welds smooth and flush, forming exposed connections with hairline joints, and using concealed fasteners wherever possible.
- C. Prior to shop painting or priming, properly clean metal surfaces as required for the applied finish and for the proposed use of the item.
- D. On surfaces inaccessible after assembly or erection, apply two coats of the specified primer. Change color of second coat to distinguish it from the first.

## PART 3 - EXECUTION

### 3.1. SURFACE CONDITIONS

- A. Examine the areas and conditions under which work of this Section will be performed. Correct conditions detrimental to timely and proper completion of the Work. Do not proceed until unsatisfactory conditions are corrected.

### 3.2. COORDINATION

- A. Coordinate as required with other trades to assure proper and adequate provision in the work of those trades for interface with the work of this Section.

### 3.3. INSTALLATION

- A. General:
  - 1. Set work accurately into position, plumb, level, true, and free from rack.
  - 2. Anchor firmly into position.
  - 3. Where field welding is required, comply with AWS recommended procedures of manual-shielded metal-arc welding for appearance and quality of weld and for methods to be used in correcting welding work.
  - 4. Grind exposed welds smooth, and touchup shop prime coats.
  - 5. Do not cut, weld, or abrade surfaces which have been hot-dip galvanized after fabrication and which are intended for bolted or screwed field connections.
- B. Immediately after erection, clean the field welds, bolted connections, and abraded areas of shop priming. Paint the exposed areas with same material used for shop priming.

## SECTION 06100 - ROUGH CARPENTRY

### PART 1 - GENERAL

#### 1.1. DESCRIPTION

- A. Work included: Provide wood, nails, bolts, screws, framing anchors and other rough hardware, and other items needed, and perform rough carpentry for the construction shown on the Drawings, as specified herein, and as needed for a complete and proper installation.
- B. Related work: Documents affecting work of this Section include, but are not necessarily limited to, General Conditions, Supplementary Conditions, and Sections in Division 1 of these Specifications.

#### 1.2. QUALITY ASSURANCE

- A. Use adequate numbers of skilled workmen who are thoroughly trained and experienced in the necessary crafts and who are completely familiar with the specified requirements and the methods needed for proper performance of the work of this Section.
- B. Codes and standards:
  - 1. In addition to complying with the pertinent codes and regulations of governmental agencies having jurisdiction, unless otherwise specifically directed or permitted by the Architect comply with:
    - a. "Product Use Manual" of the Western Wood Products Association for selection and use of products included in that manual;
    - b. "Plywood Specification and Grade Guide" of the American Plywood Association.
    - c. "Standard Specifications for Grades of California Redwood Lumber" of the Redwood Inspection Bureau for Redwood, when used.

#### 1.3. PRODUCT HANDLING

- A. Protection:
  - 1. Deliver the materials to the job site and store in a safe area, out of the way of traffic, and shored up off the ground surface.
  - 2. Identify framing lumber as to grades, and store each grade separately from other grades.
  - 3. Protect metals with adequate waterproof outer wrapping.
  - 4. Use extreme care in off loading of lumber to prevent damage, splitting, and breaking of materials.

### PART 2 - PRODUCTS

#### 2.1. GRADE STAMPS

- A. Identify framing lumber by the grade stamp of the West Coast Lumber Inspection Bureau, or such other grade stamp as is approved in advance by the Architect.

- B. Identify plywood as to species, grade, and glue type by the stamp of the American Plywood Association.
- C. Identify other materials of this Section by the appropriate stamp of the agency approved in advance by the Architect.

## 2.2. MATERIALS

- A. Provide materials in the quantities needed for the Work shown on the Drawings, and meeting or exceeding the following standards of quality:
  - 1. Horizontal framing members: Douglas Fir-Hemlock, Table 1, Construction Grade.
  - 2. Vertical framing members: Douglas Fir-Hemlock, Table 1, Standard Grade.
  - 3. Plywood:
    - a. Telephone backboard: 3/4" thick, A-D group 1, interior.
  - 4. Rough hardware:
    - a. Steel items:
      - (1) Comply with ASTM A7 or ASTM A36.
      - (2) Use galvanized at exterior locations.
    - b. Machine bolts: Comply with ASTM A307.
    - c. Lag bolts: Comply with Fed. Spec. FF-B-561.
    - d. Nails:
      - (1) Use common except as otherwise noted.
      - (2) Comply with Fed. Spec. FF-N-1.
      - (3) Use galvanized at exterior locations.

## 2.3. OTHER MATERIALS

- A. Provide other materials, not specifically described but required for a complete and proper installation, as selected by the Contractor subject to the approval of the Architect.

## PART 3 - EXECUTION

### 3.1. SURFACE CONDITIONS

- A. Examine the areas and conditions under which work of this Section will be performed. Correct conditions detrimental to timely and proper completion of the Work. Do not proceed until unsatisfactory conditions are corrected.

### 3.2. DELIVERIES

- A. Stockpile materials sufficiently in advance of need to assure their availability in a timely manner for this Work.
- B. Make as many trips to the job site as are needed to deliver materials of this Section in a timely manner to ensure orderly progress of the Work.

### 3.3. COMPLIANCE

- A. Do not permit materials not complying with the provisions of this Section to be brought onto or to be stored at the job site.
- B. Promptly remove non-complying materials from the job site and replace with materials meeting the requirements of this Section.

### 3.4. WORKMANSHIP

- A. Produce joints which are tight, true, and well nailed, with members assembled in accordance with the Drawings and with pertinent codes and regulations.
- B. Selection of lumber pieces:
  - 1. Carefully select the members.
  - 2. Select individual pieces so that knots and obvious defects will not interfere with placing bolts or proper nailing, and will allow making of proper connections.
  - 3. Cut out and discard defects which render a piece unable to serve its intended function.
  - 4. Lumber may be rejected by the Architect, whether or not it has been installed, for excessive warp, twist, bow, crook, mildew, fungus, or mold, as well as for improper cutting and fitting.
- C. Do not shim any framing component.

### 3.5. GENERAL FRAMING

- A. General:
  - 1. In addition to framing operations normal to the fabrication and erection indicated on the Drawings, install wood blocking and backing required for the work of other trades.
  - 2. Set horizontal and sloped members with crown up.
  - 3. Do not notch, cut, or bore members for pipes, ducts, or conduits, or for other reasons except as shown on the Drawings or as specifically approved in advance by the Architect.

### 3.6. ALIGNMENT

- A. On framing members to receive a finished surface, align the finish subsurface to vary not more than 1/8" from the plane of surfaces of adjacent furring and framing members.

### 3.7. FASTENING

- A. Nailing:
  - 1. Use only common wire nails or spikes of the dimension shown on the Nailing Schedule, except where otherwise specifically noted on the Drawings.
  - 2. For conditions not covered in the Nailing Schedule provide penetration into the piece receiving the point of not less than 1/2 the length of the nail or spike, provided, however, that 16d nails may be used to connect two pieces of 2" (nominal) thickness.

3. Nail without splitting wood.
4. Prebore as required.
5. Remove split members and replace with members complying with the specified requirements.

B. Bolting:

1. Drill holes 1/16" larger in diameter than the bolts being used.
2. Drill straight and true from one side only.
3. Do not bear bolt threads on wood, but use washers under head and nut where both bear on wood, and use washers under all nuts.

C. Screws:

1. For lag screws and wood screws, prebore holes same diameter as root of threads, enlarging holes to shank diameter for length of shank.

## SECTION 06200 - FINISH CARPENTRY

### PART 1 - GENERAL

#### 1.1. DESCRIPTION

- A. This section includes the manufacture and fabrication of finish carpentry items. Job installation of these items is specified in Section 06100, 'Rough Carpentry'.
- B. Finish carpentry shall conform to the applicable portion of 'Quality Standards of the Architectural Woodwork Industry' published by the Architectural Woodwork Institute unless specified or detailed otherwise. References are made to these standards hereinafter referred to as 'Quality Standards of the AWI'.
- C. Hardware for cabinetwork and casework is included as a part of this specification and is shown on the drawings.
- D. Back-prime all millwork with hidden surfaces prior to installation as specified in Section 09900, 'Painting'.
- E. Wood doors are specified in Section 08200, 'Wood Doors' and hardware for same is specified in Section 08710, 'Finish Hardware'.

#### 1.2. MATERIALS

- A. Hardwood lumber: Hardwood for transparent finish shall be Red Oak.
- B. Softwood lumber: At the contractor's option, use Ponderosa pine, Idaho white pine, sugar pine, or northern white pine.
- C. Softwood plywood shall conform to the requirements of Product Standard PS 1. Plywood shall bear the grade-trademark of the American Plywood Association, showing the species, glue type, grade and compliance with the applicable commercial standards.
  - 1. Use exterior-glue type plywood where plywood is to be pressure-preservative treated, or fire-retardant treated.
- D. Hardwood plywood shall conform to the requirements of Product Standard PS 51 and bear the grade-trademark of the Hardwood Plywood Manufacturer's Association. Hardwood face veneer shall be as specified under 'Hardwood for Transparent Finish' hereinbefore.
  - 1. Face veneer shall be **PLAIN SLICED**.
- E. Particle board shall conform to the requirements of interim standard for mat-formed wood particle board by the National Particle Board Association, Type 2, Density A (high density) and Class 2.

- F. Plastic laminate. High-pressure decorative laminate surfacing material shall meet the minimum standards set for decorative laminate by National Electric Manufacturers' Association 'Publication No. LD3', as well as all applicable U.S. Government specifications for resistance to wear, burns, stains, light fastness and dimensional change. Use laminates of the thickness and type required by the drawings.
- G. Hardboard shall be tempered and shall conform to the requirements of Product Standard PS 58 and shall be smooth on both sides unless one side is concealed from view, in which case the concealed side need not be smooth.
- H. Glue shall be a nationally recognized brand of glue, of the types recommended by the glue manufacturer as the best for the particular uses.

### 1.3. DELIVERY AND STORAGE

- A. Do not deliver millwork until gypsum board work has been done and the building has been properly enclosed.
- B. Protect all millwork and finish against dampness, store in dry and well ventilated areas, and do not subject to extreme changes of temperature or humidity.

### 1.4. MOISTURE CONTENT

- A. Moisture content for exterior millwork shall be between 7 and 14 percent.
- B. Moisture content for interior millwork shall be between 5 and 10 percent.

### 1.5. GRADING

- A. Millwork for painted finish. Use clear finish wood, with no visible defects which must be filled before painting. May be unselected for color and grain.

### 1.6. STANDING AND RUNNING TRIM

- A. Standing and running trim includes cut-to-length and lineal type wood trim.
- B. Interior trim. Cleanly machine and then mill-sand interior trim to remove all imperfections and tool marks. Back-out all trim.

### 1.7. CLOSET AND STORAGE SHELVING

- A. Furnish closet and storage shelving as shown and/or required by the Drawings. Visible edges of plywood shall be banded with lumber edging, glued under pressure, with no nails allowed. Edging shall match the face veneer.

## SECTION 06240 - LAMINATED PLASTIC

### PART 1 - GENERAL

#### 1.1. DESCRIPTION

- A. Work included: Provide laminated plastic where shown on the Drawings, specified herein, and needed for a complete and proper installation.
- B. Related work:
  - 1. Documents affecting work of this Section include, but are not necessarily limited to, General Conditions, Supplementary Conditions, and Sections in Division 1 of these Specifications.
  - 2. Section 06400: Architectural woodwork.

#### 1.2. QUALITY ASSURANCE

- A. Use adequate numbers of skilled workmen who are thoroughly trained and experienced in the necessary crafts and who are completely familiar with the specified requirements and the methods needed for proper performance of the work of this Section.

#### 1.3. SUBMITTALS

- A. Comply with pertinent provisions of Section 01340.
- B. Product data: Within 60 calendar days after the Contractor has received the Owner's Notice to Proceed, submit:
  - 1. Materials list of items proposed to be provided under this Section.
  - 2. Manufacturers' specifications and other data needed to demonstrate compliance with the specified requirements.
  - 3. Samples of the full range of colors and patterns available in each of the specified grades from the proposed manufacturer.
  - 4. Manufacturer's recommended methods of installation which, when approved by the Architect, will become the basis for acceptance or rejection of actual installation procedures used on the Work.

#### 1.4. PRODUCT HANDLING

- A. Comply with pertinent provisions of Section 01640.

## PART 2 - PRODUCTS

### 2.1. LAMINATED PLASTICS

#### A. Acceptable manufacturers:

1. Wilsonart Division of Ralph Wilson Plastics, 600 Bruce Drive, Temple Texas 76501 (817) 778-2711.
2. Nevamar Corporation, 8339 Telegraph Road, Odenton, MD 21113 (301) 569-5000.
3. Formica Corporation, a subsidiary of American Cyanamid Co., Wayne, New Jersey 07470.

#### B. Colors and patterns: Provide "solid colors, textured finish" selected by the Architect from standard colors and finishes of the approved manufacturer.

#### C. Qualities and types: Provide general purpose type for horizontal or vertical application and liner grade light-duty standard for cabinets.

### 2.2. ADHESIVES

#### A. For installation of laminated plastic, use only Urea, PVA or specific adhesives approved by the manufacturer.

## PART 3 - EXECUTION

### 3.1. SURFACE CONDITIONS

#### A. Examine the areas and conditions under which work of this Section will be performed. Correct conditions detrimental to timely and proper completion of the Work. Do not proceed until unsatisfactory conditions are corrected.

### 3.2. INSTALLATION

#### A. Install the approved laminated plastic in strict accordance with the manufacturer's recommendations as approved by the Architect.

## SECTION 06610 - PLASTIC LAMINATE CASEWORK AND COUNTERTOPS

### PART 1 - GENERAL

- A. Scope: Furnish, deliver and install items of plastic laminate casework as shown on the drawings and specified herein. This specification provided minimum requirements for materials, workmanship, construction and finish. In general, all equipment shall be constructed as specified or as called for by specific details or drawings.
- B. Following work is included under this section: All flush overlay plastic laminate casework and countertops shall be delivered to building, uncrated, placed in its proper locations, assembled, leveled, secured to floors and walls (if required) neatly scribed and fitted and made ready for use as shown on the drawings.

All plastic laminated casework and countertops shall be installed with necessary fillers, hardware, scribe molding, finished backs, finished ends, and leg shoes to provide a complete and satisfactory installation.

- C. Work by Others:

- 3.1. General Contractor: Provide blocking within wall, floor or ceiling required for reinforcement to give support for cabinets and equipment.
- 3.2. Mechanical Contractor: Connect into building mechanical systems items of plumbing and mechanical equipment furnished and set in place by plastic laminated casework contractor. To include drain lines, traps, vents, supply lines, including shut-off valves at floor or wall.
- 3.3. Electrical Contractor: Connect into building electrical system items of electrical equipment.

### PART 2 - MATERIALS

- A. Vertical Surface High Pressure Plastic Laminate: High pressure plastic laminate for exterior cabinet surfaces shall meet NEMA standards for vertical grade.

Colors and textures shall be selected by architect in manufacturer's standard wood grain and solid colors. Direction of wood grain to be vertical on door, end panels, and exposed backs; horizontal on drawer faces, aprons, and top rails.

- B. High Pressure Plastic Laminate Balancing Sheet: Putty color, heavy gauge, high pressure plastic laminate backing sheet shall be textured surface and meet NEMA standards.

- C. Countertop High Pressure Plastic Laminate: See Section 06650 – Solid Surfacing.

- D. Polyester Laminated Particle Board: Thermosetting polyester resin impregnated decorative overlay, bonded to 45 lbs. density particleboard.  
Particleboard shall be of balanced construction with moisture content not to exceed eight percent (8.0%). All particleboard shall meet or exceed requirements for its type and classification under Commercial Standard CS-236-66 or Federal Specification LLL-B-800A.

Polyester laminate shall be 9 to 11 mils in thickness, 62 percent resin content, colorfast and shall meet or exceed ASTM D-L-300 and NEMA Test LSI-2.06. Color shall be putty.

Standards and Tests		
Heat Resistance	NEMA	LD-1-2.03
Boiling Water	NEMA	LD-1-2.02
Solvents	NEMA	LD-1-2.02
Solvents	NEMA	LD-1-2.05
Impact	NEMA	LD-1-2.15
Wear	NEMA	LD-1-2.01
Stains	NEMA	LD-1300-53T

E. Hardware:

- 5.1. Drawer Pulls: 3-1/2" wire pulls (finish to be selected).
- 5.2. Hinges: For flush overlay door construction, provide Blum or Stanley self-closing concealed casework hinges.
  - a. One pair per 4 to 48 inch height. One and one-half pair over 48 inches in height. Hinge to accommodate 13/16 inch thick laminated door and allow 270 degree swing.
  - b. Finish to be selected by Architect.
- 5.3. Drawer Glides: Standard drawers, National Lock Co. with positive instop. Nylon bearing rollers, both front and rear. Minimum 100 lb. load rating.
  - a. Shallow Drawers: Grant No. 328 full extension.
- 5.4. Catches: LH-340 magnetic catch for base and wall cabinets. Minimum 6 lb. pull.
- 5.5. Adjustable Shelf Clips: LH-352 heavy duty shelf support clip with positive locking pin for back two supports on adjustable open shelves only. Molded of natural nylon.
- 5.6. Door & Drawer Locks: 8053 Cam Type, National Lock Co. Locate as shown on the drawings.
- 5.7. Standard Duty Cabinet Standards and Shelf Clip.
  - a. Provide K & V 255 Series Steel Standards mounted in mortise in cabinet wall.
  - b. Provide 239 Shelf Support in the number required for shelving as shown.

F. Detailed Requirements for Cabinet Construction:

- 6.1. Cabinet Countertops: See Section 06650 – Solid Surfacing.
- 6.2. Base cabinet bottoms to be putty colored polyester laminated particleboard interior side, 3/4" thick with phenolic neutral colored backer sheet on concealed side. Wall cabinet bottoms and tops are 3/4" thick.

Exterior exposed wall cabinet bottoms shall be plastic laminate. Screws and fastening devices shall be concealed on bottom side of wall cabinets.

Exposed edges shall be plastic laminate. Color to be selected by Architect.

- 6.3. Cabinet Ends: Putty colored polyester laminated particle board interior side, 3/4" thick with phenolic neutral colored backer sheet on concealed side. Provide for adjustable flush shelf standards.

Exposed edges shall be plastic laminate, color to be selected by architect.

Exposed exterior cabinet ends to be high pressure plastic laminate.

- 6.4. Fixed and Adjustable Shelves: Putty colored polyester laminated particleboard two sides. Leading edge of shelves to be edges with plastic laminate, putty in color, or vinyl "T" edge.

3/4" thick standard shelving to be 36" wide. One inch thick shelving to be 36" wide and over.

- 6.5. Cabinet Backs: Standard back to be 1/4" thick putty colored prefinished hardboard. For use on all cabinets with or without doors. Rear, unexposed side of back to receive continuous hot melt glue at joint between back and sides/to/bottom for sealing against moisture and vermin and further contribute to case rigidity.

Exposed exterior back shall be 3/4" particleboard faced with high pressure plastic laminate.

- 6.6. Doors and Drawer Fronts: Plastic laminate doors and drawer fronts to be 13/16" thick for all hinged doors. Core material to be 3/4" thick, 45 lb. density particleboard bonded on exterior with high pressure laminate and with putty colored heavy gauge balancing sheet on interior face.

Exposed door and drawer fronts shall be edged with plastic laminate.

- 6.7. Drawers: Drawer fronts shall be 3/4" particle board with plastic laminate front and edges on exterior faces and heavy gauge putty colored backing sheet on interior face.

Side and back of drawers to be 1/2" thick, putty colored polyester laminated fiberboard.

## SECTION 06650 - SOLID SURFACING

### PART 1 - GENERAL

#### 1.1. DESCRIPTION

- A. Work included: Provide solid surfacing where shown on the Drawings, specified herein, and needed for a complete and proper installation.
- B. Related work:
  - 1. Documents affecting work of this Section include, but are not necessarily limited to, General Conditions, Supplementary Conditions, and Sections in Division 1 of these Specifications.
  - 2. Section 06400: Architectural woodwork.

#### 1.2. QUALITY ASSURANCE

- A. Use adequate numbers of skilled workmen who are thoroughly trained and experienced in the necessary crafts and who are completely familiar with the specified requirements and the methods needed for proper performance of the work of this Section.

#### 1.3. SUBMITTALS

- A. Comply with pertinent provisions of Section 01340.
- B. Product data: Within 60 calendar days after the Contractor has received the Owner's Notice to Proceed, submit:
  - 1. Materials list of items proposed to be provided under this Section.
  - 2. Manufacturers' specifications and other data needed to demonstrate compliance with the specified requirements.
  - 3. Samples of the full range of colors and patterns available in each of the specified grades from the proposed manufacturer.
  - 4. Manufacturer's recommended methods of installation which, when approved by the Architect, will become the basis for acceptance or rejection of actual installation procedures used on the Work.

#### 1.4. PRODUCT HANDLING

- A. Comply with pertinent provisions of Section 01640.

## PART 2 - PRODUCTS

### 2.1. SOLID SURFACING

- A. Acceptable manufacturers:
  - 1. Wilsonart Division of Ralph Wilson Plastics, 600 Bruce Drive, Temple Texas 76501 (817) 778-2711 – Gibraltar.
  - 2. Formica Corporation, a subsidiary of American Cyanamid Co., Wayne, New Jersey 07470 – Classic Series.
- B. Colors and patterns: Provide samples from series as called out.

### 2.2. ADHESIVES

- A. For installation of solid surfacing, use only specific adhesives approved by the manufacturer.

## PART 3 - EXECUTION

### 3.1. SURFACE CONDITIONS

- A. Examine the areas and conditions under which work of this Section will be performed. Correct conditions detrimental to timely and proper completion of the Work. Do not proceed until unsatisfactory conditions are corrected.

### 3.2. INSTALLATION

- A. Install the approved solid surfacing in strict accordance with the manufacturer's recommendations as approved by the Architect.

## SECTION 07900 - CAULKING AND SEALANTS

### PART 1 - GENERAL

- A. Caulking as specified herein is for use on the interior of the building unless sealant is indicated on the drawings.
- B. Sealant as specified herein shall be used on the exterior of the building, around all framed openings, and elsewhere where 'sealant' is indicated on the drawings.

### PART 2 - MATERIALS

- A. Deliver materials to the project in the original package with seals unbroken and with the manufacturer's name and brand stamped clearly thereon. Do not use seconds or remnants.
  - 1.1. Color shall be as follows:
    - 1.1.1. Joints separating two similar materials - match finish surface color.
    - 1.1.2. Joints separating dissimilar materials, such as perimeter joints around louvers, door frames, window frames etc., match wall surface color.
    - 1.1.3. Joints located in brick walls - match mortar color.
- B. Caulking shall be one of the following.
  - 2.1. Vulcatex manufactured by W.R. Grace Co.
  - 2.2. Architectural Caulking Compound 200-R2 manufactured by Pecora Chemical Corporation.
  - 2.3. Kaukit manufactured by Sonneborn - Contech.
- C. Sealant. Use a two-component polysulfide base sealant bearing the Thiokol Chemical Corporation's 'Tested and Approved' seal. Use material of the proper type for the intended use. Sealant shall be one of the following.
  - 3.1. Lasto-meric, manufactured by Tremco, Cleveland, Ohio.
  - 3.2. Synthacalk GC-5, manufactured by Pecora Chemical Corp.
  - 3.3. DAP Flexiseal two parts, manufactured by DAP Inc., Dayton, Ohio.
- D. Primer shall be as manufactured by the caulking or sealant manufacturer.
- E. Filler material shall be as recommended by the caulking or sealant manufacturer.

### PART 3 - WORKMANSHIP

- A. Joint preparation. After all cleaning operations on the exterior of the building are completed, rake out all joints between the frames and the masonry walls to remove all loose mortar materials and thoroughly brush-clean to remove all dust and dirt. Where no backstop occurs to receive the caulking or sealant compound, fill joints with filler material as recommended by the caulking or sealant manufacturer.
- B. Application. Apply caulking or sealant, and primer, in strict accordance with the printed instructions of the caulking or sealant manufacturer. Apply primer when and where recommended by the manufacturer.
- C. Cleaning. Clean and free from stains surfaces of all materials adjoining caulked or sealed joints. Remove excess of caulking or sealant on adjoining surfaces in accordance with the caulking or sealant manufacturer's instructions.

## SECTION 08121 - ALUMINUM DOORS, FRAMES AND WINDOWS

### PART 1 - GENERAL

#### 1.1. DESCRIPTION

- A. Fabricated and manufactured metal specialty items shall be furnished complete with all parts and fastenings required for installation, operation and securing in place. Furnish shop drawings in accordance with Article 4.12 – General Conditions.

#### 1.2. MATERIALS

##### A. Doors:

- 1. Aluminum: All aluminum doors shall be Manko tubular aluminum medium stile doors as manufactured by Manko Window Systems, Inc. Color shall be Dark Bronze.

See Drawings for sizes, quantity, installation details, etc.

Hardware shall be as called out in Section 08710 – Finish Hardware.

##### B. Windows and Entrance Frames:

- 1. Shall be Manko tubular aluminum frames type 2450 Thermally Broken System, complete with all trim, anchors and miscellaneous items necessary for a complete installation. Color shall be Dark Bronze.

See Drawings for sizes, quantity, installation details, etc.

##### C. Glass:

- 1. All exterior windows and entrances: tinted Solargray 1” insulating, per Drawings. Tempered for exterior door assembly.
- 2. Mapes Panels – Mapes –R insulated composite panels:
  - Skins – Standard – 032 Kynar
  - Substrate – Cement Board 4mm
  - Core – 2# Density Polystyrene
- 3. Installation: Install glass in sash as indicated. Provide setting blocks, centering shims, etc., as required. Where applicable, set glass with an elastic compound and secure with molding, as indicated. Remove excess putty.

## SECTION 08200 - WOOD DOORS

### PART 1 - GENERAL

- A. This section covers wood doors, complete, unless otherwise specified.
- B. Installation of wood doors is covered in Section 06100, 'Rough Carpentry'.
- C. Wood door hardware is covered in Section 08710, 'Finish Hardware'.
- D. Metal door frames are covered in Section 08110, 'Hollow Metal Doors and Frames'.
- E. Furnish wood doors with the National Woodwork Manufacturers' Association Standard Door Guarantee.
- F. Door finish is specified in Section 09900, 'Painting'.
- G. Provide vision panels as indicated on floor plans.

### PART 2 - MATERIALS

- A. Wood doors shall be in accordance with the Architectural Woodwork Institute Brochure 'Architectural Woodwork Quality Standard, Guide Specifications for Architectural Flush Doors, 1300, July 1, 1978'. Face veneer of doors shall be red oak, rotary cut. Doors shall be manufactured by American Door, Eggers Hardwood Products Corp., General Plywood Corp./Paine Lumber Company, Georgia-Pacific, or Weyerhaeuser Company. All of the doors furnished on this project shall be by one manufacturer.
  - 1.1. Doors shall be of premium grade.
- B. Doors shall have matching hardwood edge strips laminated to the stiles.
  - 2.1. Where glazing panels or louvers are indicated, openings shall be edged with matching hardwood.
- C. Solid core flush doors. All doors (other than fire-rated doors) shall be solid core flush doors, 1-3/4 inches thick as follows:
  - 3.1. Core shall be Type C - labeled and classified by Underwriter's Laboratories Inc., as minimum 20 minute fire barriers unless otherwise labeled and classified as scheduled on the drawings.
  - 3.2. Face shall be Type 1.
  - 3.3. Pairs of doors shall have matched grain face veneers.

### PART 3 - PROTECTION

- A. Doors shall not be delivered until the entire building has been free from dampness due to plastering or other work for at least 10 days. Heat shall be required in cold or humid weather. Protect all doors against dampness, store in dry and well ventilated area, and do not subject to extreme changes of temperature or humidity. Comply with the 'on-site care' recommendations of NWMA Pamphlet, 'Care and Finishing of Wood Doors', and manufacturers instructions.

## SECTION 08710 - FINISH HARDWARE

### PART 1 - GENERAL

- A. The work required under this division shall include all material and services necessary for the proper furnishing of all finish hardware. It is the intention of these specifications to provide complete finish hardware to equip all doors for perfect operation.

### PART 2 - GENERAL REQUIREMENTS

- A. The firm supplying the hardware shall employ a member of the American Society of Architectural Hardware Consultants or a consultant approved by the architect for this project. He shall be available during all phases of construction for consultation and technical assistance.
- B. The finish hardware supplier must furnish through the general contractor, within thirty days after the awarding of the contract a complete detailed schedule of all hardware requirements. This schedule must show the architect's hardware heading numbers and must show all door and frame types, materials, size, hand, and hardware manufacturer. Review of the finish hardware schedule and of the materials supplied will be subject to review by the architect's consultant for architectural hardware for the project.
- C. If requested by the architect, physical samples shall be submitted for each item. Such samples shall remain with the Architect until hardware installation is substantially completed. The samples may be installed on this project.
- D. The supplier shall furnish schedules, templates, or any other pertinent information required to the door and frame manufacturer(s) within ten days of receipt of the approved Finish Hardware Schedule. Any hardware to be supplied by the door manufacturer shall be shipped prepaid by the hardware supplier to the manufacturer's plant. One copy of the door supplier's shop drawings should be available to the hardware supplier.
- E. No hardware shall be ordered or sent to the job until the architect has approved the schedule. Approval of the schedule by the architect does not relieve the hardware supplier of the meeting of all terms of the specifications.
- F. Each item of hardware delivered to the job must be new, in the manufacturer's original package, and free from defects. It must be properly marked in accordance with the approved schedule.

### PART 3 - PRODUCT AND PERFORMANCE REQUIREMENTS

- A. The architect will require the following guarantees and performance:

1. A meeting with the owner and the hardware supplier to resolve keying requirements: This may be waived by the architect if such planning is not required.
2. The hardware supplier shall, on or accompanying his letterhead, transmit through the General Contractor to the Architect/Owner:
  - 2.1. Certification that he has inspected the hardware installation and that all hardware is in perfect operation. This shall be done after all hardware is installed and prior to the architect's final inspection.
  - 2.2. A written guarantee of five years on all door closers and of one year on all other finish hardware.
  - 2.3. A binder which contains a finish hardware schedule, catalog cuts and maintenance and adjustment manuals for all hardware items supplied. The binder should also give graphic analysis of the keying of the project and should clearly identify the hardware supplier.

#### B. Keying and Key Control

1. All cylinders shall be keyed in accordance with the owner's requirements. All cylinders must be factory keyed. Master keys, grandmaster keys, or great-grandmaster keys will be supplied in quantities required by the owner and shall be stamped "Do Not Duplicate". Furnish three keys per keyed lock.
2. All keys must be machine stamped with their DHI key group designation.
3. All locks to be construction master keyed.

#### C. Hardware for the items listed below will be supplied under other sections:

Windows	Toilet partitions and accessories
Cabinets	Shelving
Wire mesh partitions	Fence gates
Folding doors	Handrails
Overhead doors	Garment poles and hooks

#### D. Approved Products

Brands and models designated in this section are intended to define the exact standards of quality and design required. No substitutions will be allowed unless approved by addendum prior to the bid date.

BUTTS: \*STANLEY, McKENNEY, LAURENCE, HAGER  
 LOCKS: \*SCHLAGE, SARGENT, YALE (ORBIT DESIGN)  
 CLOSERS: \*L.C.N., SARGENT, YALE, NORTON  
 EXITS: \*VON DUPRIN, SARGENT, (99 DESIGN)  
 FLAT GOODS: \*QUALITY, ROCKWOOD, HIAWATHA, CIPCO,  
 BROOKLINE  
 MISC. ITEMS: \*IVES, QUALITY, ROCKWOOD, TUBULAR SPEC.  
 W/STRIP THRES: \*PEMKO, REESE, NATIONAL GUARD, STANLEY

All hardware shall be finished US 10, Satin Bronze.

HARDWARE GROUP #1

Pair of Wood Doors and Wood Frames

Door D-1

Pair of Full Glass Aluminum Doors

Hardware Per Door

Salvage existing Power Door Operator and reinstall on new door

1½ Pair Butts – By Aluminum Door Manufacturer

1 Rim Panic Device – By Aluminum Door Manufacturer

1 Closer – By Aluminum Door Manufacturer

1 Set Weather-stripping – By Aluminum Door Manufacturer

1 Threshold – By Aluminum Door Manufacturer

1 Fixed Center Astragal – By Aluminum Door Manufacturer

Security Devices – Match all Existing Devices. Contact Ray Beck, Electronic Security Solution, 877-592-2973.

HARDWARE GROUP #2

Doors D-2, D-6

1½ Pair Butts	FBB179	Stanley
1 Closer	4111H	LCN
1 Classroom Lock	AL70PD SAT	Schlage
1 Each Wall Bumper	409	Rockwell

HARDWARE GROUP #3

Door D-3, D-4

1½ Pair Butts	FBB179	Stanley
1 Classroom Lock	AL70PD SAT	
	Schlage	
1 Each Wall Bumper	409	
	Rockwell	

HARDWARE GROUP #4

Door D-5

Pair of 1/2 Glass Wood Doors

Hardware Per Door

1 1/2 Pair Butts	FBB179	Stanley
1 Classroom Lock	AL70PD SAT	Schlage
1 Rim Panic Device	24R-L Narrow Stile Rim Exit	Falcon
1 Removable Mullion	4023 689 Aluminum	Falcon (One
Only)		
1 Closer	4111H	LCN

HARDWARE GROUP #5

Doors D-7

1 1/2 Pair Butts	FBB179	Stanley
1 Closer	4111H	LCN
1 Storeroom Lock	AL80PD	Schlage
1 Wall Stop Bumber	409	Rockwell

HARDWARE GROUP #6

Doors D-8, D-10

1 1/2 Pair Butts	FBB179	Stanley
1 Closer	4111H	LCN
1 Push Plate	70B	Rockwood
1 Pull Handle	106 70B	Rockwood

HARDWARE GROUP #7

Doors D-9,

Pair of Aluminum – Full Glass Door

Hardware Per Door\*

1 1/2 Pair Butts – By Aluminum Door Manufacturer

\*1 Closer (One Only) Install on non-powered door – By Aluminum Door

Manufacturer

1 Threshold – By Aluminum Door Manufacturer

1 Removable Center Astragal – By Aluminum Door Manufacturer

1 Rim Panic Device – Match Rim Devices on existing aluminum doors

Security Devices – Match all Existing Devices. Contact Ray Beck, Electronic Security Solution, 877-592-2973.

Inactive Leaf (prep inactive leaf as strike for active leaf)

1 Top Bout SB453 Surface Bout

Ives

1 1/2 Pair Butts FBB179

Stanley

1 Dummy Trim	AL170	Schlage
Active Leaf		
1½ Pair Butts	FBB179	Stanley
1 Lockset	AL70PD	Schlage

HARDWARE GROUP #8

Door D-11

Half Glass Aluminum Door

1½ Pair Butts	By Aluminum Door Manufacturer
1 Rim Exit Lock	By Aluminum Door Manufacturer
1 Closer	By Aluminum Door Manufacturer
1Set Weather Seals	By Aluminum Door Manufacturer
1 Threshold	By Aluminum Door Manufacturer

## SECTION 08850 - GLASS AND GLAZING

### PART 1 - GENERAL

- A. Sizes for glass shall be measured from the actual frames, doors, and sash. All glass, unless otherwise indicated, is to be set in place by this contractor who shall assume all responsibility in regard to correct sizes. Sizes noted on the Drawings are approximate only.

### PART 2 - MATERIALS

- A. Except where otherwise specified, each piece of glass shall bear the manufacturer's label to identify type, thickness and quality. Glass shall be as manufactured by PPG Industries or Libbey-Owens-Ford Glass Company, unless specified otherwise.

- 1.1. Glass shall be as herein specified and in conformance with Fed. Spec. DD-G-451C.

- a. Heat-tempered glass shall be of glazing quality, shall meet Fed. Spec. DD-G-1403 and ANSI-Z97.1 and unless otherwise indicated on the Drawings, shall be as follows:
  - 1. 1/4" thick.
  - 2. Type I, Clear.

- B. Glazing compound shall be as follows:

- 1.1. For metal frames, a suitable type as approved by the Architect for the application, and except as otherwise specified. In accordance with Section 'Glazing Materials' of the FGMA Glazing Manual. The use of non-skinning compounds, non-resilient type preformed sealers and preformed impregnated type gaskets will not be permitted. Metal sash putty will not be permitted. When flexible vinyl gasket channels are used the material shall conform to ASTM D2287.

- 1.2. Glazing accessories. As required to supplement the accessories provided with the items to be glazed and to provide a complete installation, including glazing points, clips, shims, angles, beads, setting blocks and spacer strips.

### PART 3 - JOB CONDITIONS

- A. The glazier must examine the framing and glazing channel surfaces, backing, removable stop design, and the conditions under which the glazing is to be performed, and notify the contractor in writing of any conditions detrimental to the proper and timely completion of the work. Do not proceed with the glazing until unsatisfactory conditions have been corrected in a manner acceptable to the glazier.

#### PART 4 - WORKMANSHIP

- A. Workmanship shall be in accordance with the standards of the Flat Glass Marketing Association Glazing Manual.
  - a. Glass shall be installed in locations indicated on the Drawings in conformance with the type of glass designated by the following schedule.
    - 1. Type 'A' - 1/4" clear plate-heat tempered.
- B. Labels. Do not remove labels until the installed glass is given final cleaning and polishing.
- C. In conformance with the nomenclature and procedures of the Flat Glass Marketing Association Glazing Manual, glazing installation shall be as follows:
  - a. Wood and metal doors. Glaze with stop beads.
  - b. Interior glazed openings. Glaze as noted for sash with beads of same material as frame. Glazing tape may be used in lieu of compound at the Contractor's option only after review by the Architect.
- D. Glass units shall be handled and stored in accordance with manufacturer's instructions.

#### PART 5 - REPLACEMENT AND CLEANING

- A. Upon completion of the work, all glass surfaces shall be thoroughly cleaned, with all labels, paint spots, putty and other defacements removed. Cracked, broken and imperfect glass shall be replaced at no additional cost to the Owner.

## SECTION 09210 – GYPSUM PLASTER

### PART 1 - GENERAL

#### 1.1. DESCRIPTION

- A. Work included: Provide gypsum plaster where shown on the Drawings, as specified herein, and as needed for a complete and proper installation.
- B. Related work:
  - 1. Documents affecting work of this Section include, but are not necessarily limited to, General Conditions, Supplementary Conditions, and Sections in Division 1 of these Specifications.

#### 1.2. QUALITY ASSURANCE

- A. Use adequate numbers of skilled workmen who are thoroughly trained and experienced in the necessary crafts and who are completely familiar with the specified requirements and the methods needed for proper performance of the work of this Section.

#### 1.3. SUBMITTALS

- A. Mock-ups:
  - 1. At an area on the site where approved by the Architect, provide a mock-up plaster panel.
    - a. Make the mock-up panel approximately 4'-0" square.
    - b. Provide one mock-up panel for each gypsum plaster finish used on the Work.
    - c. The mock-ups may be part of the Work, and may be incorporated into the finished Work when so approved by the Architect.
    - d. Revise as necessary to secure the Architect's approval.
  - 2. The mock-up panels, when approved by the Architect, will be used as datum points for comparison with the remainder of the gypsum plaster installation for the purpose of acceptance or rejection.
  - 3. If the mock-up panels are not permitted to be part of the finished Work, completely demolish and remove them from the job site upon completion and acceptance of the work of this Section.

### PART 2 - PLASTER

#### 2.1. MATERIALS

- A. Scratch Coat – USG Structo Base Gypsum Plaster
- B. Brown Coat – USG Structo Base Gypsum Plaster
- C. Finish Coat – USG Red Top® Plaster Finish – Regular Set Formulation.

## PART 3 - EXECUTION

### 3.1. SURFACE CONDITIONS

- A. Examine the areas and conditions under which work of this Section will be performed. Correct conditions detrimental to timely and proper completion of the Work. Do not proceed until satisfactory conditions are corrected.
- B. Verify that grounds have been set in a manner to achieve the required plaster thicknesses.

### 3.2. APPLICATION

- A. General:
  - 1. Schedule application of plaster to precede application of other finishes which could be damaged by accidents incidental to plastering.
  - 2. Achieve the following thickness as pertinent:
    - a. Over metal lath:
      - (1) Minimum of  $\frac{3}{4}$ " measured from the back of the metal lath.
- B. Three-coat applications:
  - 1. Apply the first coat with sufficient material and force to cover the substrate and to form a good bond, or key, as appropriate.
  - 2. Cross rake or scratch to provide a rough surface to receive second coat, and allow to dry.
  - 3. Set screeds prior to application of brown coat.
  - 4. Apply the brown coat, bring the surface to grounds, and straighten to a true surface with darby and rod but without applying water.
  - 5. Lightly cross rake or scratch, leaving sufficient texture to promote good bond with the finish coat.
- C. Finish coat applications:
  - 1. General:
    - a. Apply finish coat to base coat which is set and is partially dry.
    - b. Where base coat is more than partially dry, dampen the base coat by applying water in an appropriate amount.
    - c. At intersection of finish coat with plastered walls and plastered ceilings, cut through the finish coat full depth with a trowel or other sharp edged tool.

2. Trowel finishes:
  - a. Apply the finish coat with sufficient material and force to secure a good bond.
  - b. Double back and fill out to a true, even surface.
  - c. When the finish coat has firmed up, steel trowel with clean water to a smooth finish free from surface blemishes and irregularities.

### 3.3. TOUCHUP

- A. Upon completion of the other work of this Section, inspect all gypsum plaster surfaces and correct conditions which do not meet specified requirements.
- B. Remove protective materials and plaster materials from adjacent surfaces, and remove stains which would adversely affect finishes.

## SECTION 09260 - GYPSUM DRYWALL

### PART 1 - GENERAL

- A. This section covers all labor, materials, accessories, scaffolding and appliances necessary for the complete installation of gypsum drywall. Items not mentioned specifically herein, which are necessary to make a complete installation shall also be included.
- B. The following items are included herein.
  - 2.1. Adhesives for nail-on method and/or direct applications to substrate.
  - 2.2. Texture finish applied to drywall ceilings and walls.
- C. Wood stud framing and furring are included in Section 06100.
- D. Steel stud framing and furring are included in Section 09110.

### PART 2 - MATERIALS

- A. Nonfire-rated gypsum wallboard shall conform to ASTM C-36. Provide sheets in 48-inch widths by a length sufficient to eliminate end joints up to 12 feet long, maximum. Wallboard sheets shall have paper-faced surface suitable to receive decorated finish and long edges shall be tapered, rounded.
  - 1.1. Thickness shall be 5/8" unless otherwise indicated.
- B. Fire-rated gypsum wallboard shall conform to ASTM C-36 and ASTM E-119, 5/8" thick, unless otherwise indicated, by 48" wide by a length sufficient to eliminate end joints up to 12 feet long, maximum. Long edges shall be tapered. Deliver wallboard to job bundled with end tapes bearing Underwriters' Laboratories label with the correct 'Design Number' corresponding to the drawings and specifications.
- C. Water-resistant gypsum board panels are required on the inside surface in toilet rooms and kitchen.
- D. Fasteners for gypsum wallboard to metal supporting members shall be of the screw type recommended by the manufacturer except where other types of fasteners are specifically recommended.
- E. Nails for wood supporting members shall be as recommended by the gypsum board manufacturer.
- F. Hanger wire for ceilings shall be 8-gage wire secured to the structure above using methods which develop the full strength of the hanger.
- G. Tie wire shall be of galvanized, soft annealed steel. Use 16-gage wire to attach furring channel to runner channel.

- H. Joint reinforcing tape. Use joint reinforcing tape, regular or metal-backed, of the same manufacturer as the gypsum wallboard or approved by the manufacturer of the gypsum wallboard.
- I. Joint cement. Use prefinishing bedding cement and finishing cement of the same manufacturer as the reinforcing tape.
- J. Water shall be potable.
- K. Adhesive for direct application to substrate to be as recommended by the manufacturer of wallboard.
- L. Metal corner beads shall be electro-galvanized steel with 1-inch flange for 1/2 inch board and 1-1/4 inch flange for 5/8 inch board.
- M. Metal trim and casings shall be electro-galvanized steel produced specifically for use with drywall construction.
- N. Metal control joint shall be National Gypsum Co. E-Z Strip or United States Gypsum Company No. 093.
- O. Miscellaneous fittings, clips, attachments, etc., shall be of the same quality and design as established by the above specified items.
- P. Textured ceiling finish shall be United States Gypsum 'Imperial QT Texture' with stippled finish.
- Q. Textured wall finish: Light Spatter.

### PART 3 - STORAGE AND HANDLING

- A. Deliver all material in the original packages, containers or bundles bearing the name brand, type and grade of material of the manufacturer or the supplier for whom the product is manufactured.
- B. Keep all materials dry, preferably by being stored inside the building, under the roof.
- C. Neatly stack gypsum wallboard, flat, with care taken to avoid damage to edges, ends and surfaces.

### PART 4 - DRYWALL CEILINGS

- A. Fastening of gypsum wallboard to metal supporting members shall be with screw type fasteners. Main runner channels are to be spaced at 4'-0" o.c. and metal furring channels are to be spaced at 2'-0" o.c. Space 8-gage hanger wires at 4'-0" o.c. maximum.

- B. Metal trim and casings shall be used where called for, where textured ceiling finish drywall ceilings or walls abut masonry and elsewhere as required to stop finished surfaces against a dissimilar material to form a neat and definite joint. Use casing bead with attached vinyl gasket where drywall abuts metal in an exterior wall. Metal trim or casings shall be of correct dimension and installed to correct level.

## PART 5 - GYPSUM WALLBOARD

- A. Preparation for work. Examine and inspect materials to which gypsum board is to be applied. Remedy all defects prior to installation of drywall. Any defects in the finish installation due to misaligned framing or other cause shall be remedied under this section of the specifications.
- B. Cutting wallboard. Cut gypsum wallboard by scoring and breaking, or by sawing, working from the face side. Where board meets projecting surfaces, it shall be scribed neatly.
- C. Placing wallboard.
  - 3.1. Apply gypsum wallboard first to ceiling, then to walls.
  - 3.2. Apply boards to framing members as recommended by the gypsum board manufacturer. Use boards of maximum practical length so that an absolute minimum number of end joints occur. Bring board into contact with adjacent board, but do not force it into place.
  - 3.3. Make joint layout at openings so that no end joint will align with edges of opening.
- D. Fastening.
  - 4.1. Space fasteners not less than 3/8" from edges and ends of wallboard.
  - 4.2. Hold board in firm contact with the supporting member while the fasteners are being driven. Fasteners shall proceed from central portion of board toward ends and edges.
  - 4.3. Fastenings of gypsum wallboard to wood supporting members shall be with nails as specified under materials. For vertical application of wallboard screw fasteners shall be spaced a maximum of 12 inches o.c. in the field of the base and 8 inches o.c. staggered along the vertical abutting edges. For horizontal application, nails shall be spaced a maximum of 12 inches o.c. along the abutting end joints. Nails should provide a slight depression below the surface of the board without tearing through the face paper.
- E. Joint treatment.
  - 5.1. Apply field joints and corners in strict accordance with the directions of the wallboard manufacturer. Joints shall receive tape and a minimum of three coats of cement. Mix cement in accordance with recommendations of manufacturer and allow to dry thoroughly between coats, a minimum of 24 hours. Finish coat shall be finished smooth to a plane surface. Protect external corners with metal corner beads. Treat nail head dimples as outlined above for joints, but without tape.

5.2. Where board is used as 1-hour fire-rated back-up material, the taping and cementing of joints and fasteners shall be in strict accordance with the applicable requirements of the Underwriters' Laboratories.

- F. Control joints shall be provided in partition runs at a spacing not to exceed 30 feet o.c. Provide control joints from both corners of all door frames to the ceiling.

#### PART 6 - TEXTURED CEILINGS AND WALLS

- A. Apply texture to surfaces in accordance with the manufacturer's recommendations.

#### PART 7 - CLEAN-UP

- A. Remove all excess material, debris, cartons, containers, etc., from the premises immediately upon completion of the work.

#### PART 8 - GUARANTEE

- A. Entire wallboard installation shall be guaranteed against 'nail popping' or 'ridging'. Any evidence of same shall be remedied at no cost to the Owner.

## SECTION 09510 - ACOUSTICAL CEILINGS

### PART 1 - GENERAL

- A. The general provisions of the Contract, including General and Supplementary Conditions and General Requirements (if any), apply to the work specified in this Section.

### PART 2 - DESCRIPTION OF WORK

- A. The extent of each type of acoustical ceiling is shown on the drawings and in the schedules.
- B. The types of acoustical ceilings specified in this section include the following.
  - 2.1. Acoustical Panel ceilings, exposed suspension system.

### PART 3 - QUALITY ASSURANCE

- A. Subcontract the installation of acoustical ceilings to an experienced installation firm which is acceptable to the manufacturer of the acoustical units, as shown by current written statement from the manufacturer.
- B. Standards for terminology and performance. Applicable publications by the Acoustical and Insulating Materials Association (AIMA), including "Performance Data, Architectural Acoustical Materials".
- C. FM compliance. Class I.
- D. Fire hazard classification. U.L. tested, listed and labeled as "Class 0-25".
- E. Fire resistance rating. U.L. tested, listed and labeled for the U.L. design providing 1 hour fire resistance.

### PART 4 - SUBMITTALS

- A. Manufacturer's Data, Acoustical Ceilings. For information only, submit 2 copies of manufacturer's product specifications and installation instruction for each acoustical ceiling material required, and for each suspension system, including certified laboratory test reports and other data as required to show compliance with these specifications. Distribute an additional copy of each installation instruction to the installer.
- B. Include manufacturer's recommendations for cleaning and refinishing acoustical units, including precautions against materials and methods which may be detrimental to finishes and acoustical performances.
- C. Samples, acoustical ceilings. Submit 3 sets of 12" square samples for each acoustical unit required. In each set of samples show the full range of exposed color and texture to be

expected in the completed work. Sample submittal and Architect's review will be for color and texture only.

- D. Compliance with other requirements is the exclusive responsibility of the Contractor.
- E. Submit three 12" long samples of each exposed runner and molding. Architect's review for color and texture only. Compliance with other requirements is the exclusive responsibility of the contractor.
- F. Maintenance stock-acoustical ceilings. At the time of completing the installation, deliver stock of maintenance material to the Owner. Furnish full size units matching the units installed, packaged with protective covering for storage, and identified with appropriate labels.
  - 1. Acoustical units. Furnish an amount equal to 5.0% of the amount installed.

#### PART 5 - JOB CONDITIONS

- A. Space enclosure. Do not install interior acoustical ceiling liner panels until space has been enclosed and is weather-tight, and until wet-work in the space has been completed and nominally dry, and until work above ceilings has been completed, and until ambient conditions of temperature and humidity will be continuously maintained at values near those indicated for final occupancy.
- B. Acoustical panel ceilings shall consist of the following:
  - 2.1. Certain Teed 24x24x3/4 #CM454 Cashmere Reveal Edge System  
Grid; Chicago Metallic Corp #1200/211 Main Tee Grid System

#### PART 6 - CEILING SUSPENSION MATERIALS

- A. General: Comply with ASTM C635, as applicable to the type of suspension system required for the type of ceiling units indicated. Coordinate with other work supported or penetrating through the ceilings, including light fixtures, and HVAC equipment.
- B. Structural Class. intermediate-duty system.
- C. Attachment devices. Size for five times the design load indicated in ASTM C-635, Table 1 Direct Hung.
  - 3.1. Hanger Wires. Galvanized carbon steel, ASTM A641, soft temper, pre-stretched yield-stress load of at least three times design load, but not less than 12 gauge (0.106'0).
- D. Type of system. Either direct-hung or indirect-hung suspension system, at Contractor's option.
  - 4.1. Carrying channels. 1-1/2" steel channels, hot-rolled or cold-rolled, not less than 0.475 lbs. per lin.ft.
- E. System manufacturer. Same as acoustical unit manufacturer.

- F. Edge Moldings. Manufacturer's standard channel mold for edges and penetrations of ceilings with single flange of molding exposed, finish to match adjoining grid.
- G. Exposed T-grid suspension system for acoustic board ceilings shall be the products of Chicago Metallic Corp., Donn Products, Inc., Eastern Products Corp., or as approved. Space main runners at 48" o.c. Components shall be formed from commercial quality cold rolled steel, electro-zinc coated and prepainted. Exposed surfaces shall have a baked enamel finish. The suspension system shall support the ceiling assembly and lighting fixtures with a maximum deflection of 1/360 of the span. Color selection by Architect.
- H. Miscellaneous materials.
  - 8.1. Acoustical sealant. A heavy-bodied, non-shrinking, non-drying, non-sag grade mastic compound intended for interior sealing of concealed construction joints.
  - 8.2. Concrete inserts. Type recommended by suspension system manufacturer, sized for pull-out resistance of not less than 5 times the hanger design load for structural classification indicated (ASTM C635, Table 1, Direct Hung). For wire-type inserts, provide units of not less than 8-gauge galvanized wire construction.

## PART 7 - EXECUTION

- A. Inspection and preparation work.
  - 1.1. Concrete inserts. Deliver inserts to carpentry trade well in advance of time formwork is completed. Furnish layouts for insert locations and spacings. Refer to 3A-Series sections for installation.
  - 1.2. Supports in metal decking. Furnish layout of required clips or slots to decking installer well in advance of decking installation.

Installer must examine the conditions under which the acoustical ceiling work is to be performed and notify the Contractor in writing of unsatisfactory conditions. Do not proceed with the work until unsatisfactory conditions have been corrected in a manner acceptable to the installer.
  - 1.3. Measure each ceiling area and establish layout of acoustical units to balance border widths at opposite edges of each ceiling. Avoid the use of less-than-half width unless at borders and comply with reflected ceiling plans wherever possible.

## PART 8 - INSTALLATION

- A. General. Install materials in accordance with manufacturers' printed instructions to comply with governing regulations, fire resistance rating requirements as indicated, and industry standards applicable to the work.

- B. Install suspension systems to comply with ASTM C636, with hangers supported only for building structural members as indicated. Locate hangers near each end and spaced along each carrying channel or direct-hung runners, unless otherwise indicated.
  - 2.1. Secure wire hangers by looping and wire-typing, either directly to structures or inserts, eye-screws or other devices which are secure and appropriate and which will not deteriorate or fail with age or elevated temperatures.
- C. Install edge moldings of the type indicated at edges of each acoustical ceiling area at locations where edge of units would otherwise be exposed after completion of the:
  - 3.1. Sealant bed. Apply continuous ribbon of acoustical sealant, concealed on back of vertical leg before fastening to vertical surface.
  - 3.2. Secure moldings to building construction by fastening with screw-anchors into the substrate, through holes drilled in vertical leg. Space holes not more than 3" from each end and not more than 16" o.c. along each molding.
  - 3.3. Level moldings with ceiling suspension system, to a level tolerance of 1/8" in 12'.
  - 3.4. Miter corners of moldings accurately to provide hair-line joints, securely connect to prevent dislocation.
- D. Cope exposed flanges of intersecting suspension system members, so that flange faces be flush (cope flange of member supported by other member).

## SECTION 09650 - RESILIENT FLOOR

### PART 1 - GENERAL

#### 1.1. DESCRIPTION

- A. This section covers the furnishing and installation of resilient flooring complete, including base. The extent of resilient flooring and accessories is shown on the Drawings.
- B. Colors and patterns to be selected by Owner and Architect in price range of \$1.60 per square foot, installed.
- C. Properly coordinate work with the schedules of the other trades.
- D. Deliver to the Owner, 80 tiles of each color and kind used, at the completion of installation.
- E. Submit to the Owner two current copies of manufacturers printed instructions for recommended maintenance practices for each type of accessory and resilient flooring.

### PART 2 - MATERIALS

- A. Only perfect materials will be permitted. No seconds, off-goods or remnants will be allowed.
- B. Resilient flooring shall be manufactured by one of the following:
  - 1. Armstrong Cork Company, Floor Division.
  - 2. Azrock Floor Products Division.
  - 3. Flintkote Co.
  - 4. Kentile Floors, Inc.
  - 5. GAF Corp.

Size shall be 12-inch x 12-inch by 1/8-inch. Vinyl Tile (VT) shall conform to Federal Specification SS-T-312.

- C. Vinyl base shall be manufactured by the following:
  - 1. Armstrong Cork Company, Floor Division.
  - 2. Azrock Floor Products Division.
  - 3. Burke Rubber Company.
  - 4. Johns-Manville.
  - 5. Johnson Rubber Company.
  - 6. Kentile Floors, Inc.

Base shall be top set with cove bottom except where used with carpet floor straight type shall be used. Height shall be four inches unless otherwise shown. Use interior and exterior molded corners.

- D. Adhesives and primers shall be as recommended by the manufacturer of the material to be applied, for the particular use and location.

### PART 3 - WORKMANSHIP

- A. All surfaces to receive resilient flooring shall meet the requirements of the tile manufacturer. Where surfaces do not meet these requirements, no resilient flooring shall be installed without written permission.
- B. Install all materials in accordance with tile manufacturer's requirements.
  - 1. Edge strips shall be installed where resilient flooring edges are exposed, unless shown otherwise.
    - a. Vinyl or rubber edge strips shall be installed as recommended by manufacturer.
    - b. Install metal edge strips after flooring has been completed. Secure units to substrate with countersunk stainless steel anchors, complying with manufacturer's recommendations.
  - 2. Apply resilient base to walls and other permanent fixtures in rooms or areas where base is shown or indicated on Drawings. Install base in as long lengths as practicable, with pre-formed corner units. Tightly bond base to backing throughout the length of each piece with continuous contact at horizontal and vertical.
    - a. On masonry surfaces, or other similar irregular surfaces, fill voids along top edge of resilient wall base with manufacturer's recommended adhesive filler.
  - 3. Protection: During the installation, protect the work of other trades from injury, promptly remove any adhesive adhering to such other work. Take proper precautions to prevent injury to installations.

### PART 4 - CLEANING AND PROTECTION

- A. Cleaning: Clean all flooring base, and other accessories in accordance with the manufacturer's recommendations. In addition to any factory-applied floor coatings, apply two (2) coats of wax finish, recommended by the flooring manufacturer, to resilient flooring and base. Each application shall be polished with a mechanical buffer. Apply and buff the first coating following cleanup of the floor.
- B. Protection: Provide 36-inch wide rosin-sized building paper, running from door to door and to windows. Maintain the paper until such time as the Architect approves its removal, follow by the final waxing and buffing.

## SECTION 09690 - MODULAR CARPET TILE

### PART 1 - GENERAL

#### 1.1. DESCRIPTION

- A. Work included: Provide modular carpet tile installation and modular carpet tile accessories where shown on the Drawings, as specified herein, and as needed for a complete and proper installation.
- B. Related Work: Documents affecting work of this Section include, but are not necessarily limited to, General Conditions, Supplementary Conditions, and Sections in Division 1 of these Specifications.

#### 1.2. QUALITY ASSURANCE

- A. Use adequate numbers of skilled workmen who are thoroughly trained and experienced in the necessary crafts and who are completely familiar with the specified requirements and the methods needed for proper performance of the work of this Section.

#### 1.3. SUBMITTALS

- A. Comply with pertinent provisions of Section 01340.
- B. Product data: Within 60 calendar days after the contractor has received the Owner's Notice to Proceed, submit:
  - 1. Materials list of items proposed to be provided under this Section;
  - 2. Manufacturer's specifications and other data needed to prove compliance with the specified requirements;
  - 3. Shop Drawings showing location of seams and locations and types of carpet metal and accessories;
  - 4. Manufacturer's recommended installation procedures which, when approved by the Architect, will become the basis for accepting or rejecting actual installation procedures used on the Work.

#### 1.4. PRODUCT HANDLING

- A. Comply with pertinent provisions of Section 01640.

### PART 2 - PRODUCTS

#### 2.1. CARPET

- A. Carpet shall be manufactured by one of the following, or approved equal.
  - 1. Carpet to match the following:
    - Bigelow Variegated Grid BT 237
    - Bigelow Fluid Form BT 236
    - Bigelow Botanical Origin BT 235

Modular carpet tile shall provide Class B or better interior finish ratings under the latest edition of A.S.T.M. E84 testing procedures.

Flame Spread - 75 or less

Smoke Density - 450 or less

B. Modular carpet tile shall be tufted texture loop.

Pile Weight 18 oz. per sq. yd., minimum

Backing Synthetic unitary with minimum 20 lb. tuft bind.

Stitches

per inch 8.5 minimum

Gauge 1/12" minimum

Size Standard manufacture's modular units. Minimum size 18" x 18".

## 2.2. OTHER MATERIALS

A. Adhesives:

1. Provide adhesive such as approved by the manufacturer of the selected modular carpet system.
2. Provide seam adhesive such as recommended for the purpose by the manufacturer of the selected carpet.

B. At intersection of carpet and floor tile, provide Mercer Plastics Co., Inc., "Custom Edge Carpet Bar No. 90", vinyl, or equal, in color selected by the Architect.

C. Provide other materials, not specifically described but required for a complete and proper installation, as selected by the Contractor subject to the approval of the Architect.

## PART 3 - EXECUTION

### 3.1. SURFACE CONDITIONS

A. Examine the areas and conditions under which work of this Section will be performed. Correct conditions detrimental to timely and proper completion of the Work. Do not proceed until unsatisfactory conditions are corrected.

### 3.2. SURFACE PREPARATION

A. Immediately prior to installation of the work of this Section, thoroughly clean substrata and remove oil, grease, paint, varnish, hardeners, and other items which would adversely affect the bond of adhesive.

B. Make substrata level and free from irregularities. Assure one constant floor height after carpet is installed, filling low spots and grinding high spots as required.

### 3.3. INSTALLATION

#### A. GENERAL:

1. Glue directly to the floor, using no pads and no foam.
2. Scribe the modular carpet tile accurately to vertical surfaces.
3. Align the lines as determined by the style of modular carpet tile.

B. In addition to the cleaning requirements stated elsewhere, thoroughly clean carpet and adjacent surfaces prior to final acceptance of the carpeted areas by the Owner.

### 3.4. PROTECTION

A. Provide a heavy non-staining paper or plastic walkway as required over carpeting in direction of traffic, maintaining intact until carpet space is accepted by the Owner.

### 3.5. SURPLUS MATERIAL

A. Provide modular carpet tile of each color in the amount of 10% of the installed product.

## SECTION 09900 - PAINTING

### A. GENERAL

1. The term 'paint', as used herein, means the entire coating system and includes emulsions, enamel, paints, stains, varnish, sealers, cement-emulsion fillers, and other coatings, whether used as prime, intermediate, or finish coat.
2. This section covers painting of all surfaces exposed to view, except as otherwise specified herein. Also included is the preparation of surfaces to be painted, and 'back priming' of trim and millwork.
  - 2.1. Top, bottom and edges of doors shall be finished as specified for the faces of the doors after they have been properly fitted.
  - 2.2. Refer to other sections of the specifications for provisions therein relating to or affecting the work under this section.
3. Washing and polishing of glass or plastic surfaces is not included except as noted in paragraph 'Cleaning and Protection' of this section of the specifications.
4. Furnish the Owner one gallon of paint of each color used on this building with applicable instructions.
5. Manufacturer's and other data: following the award of the contract, submit the following information to the Architect for review. Submittal shall be made as required for shop drawings in accordance with 'General Conditions'.
  - 5.1. Name of painting subcontractor.
  - 5.2. Name of manufacturer whose products he proposes to use. Use only one manufacturer's materials throughout the job except for special finishes as specified and specialty items such as shellac, oils, waxes, polishes and cleaners.
  - 5.3. Manufacturer's complete and detailed specifications for the materials and methods to be employed for each type of application or finishing herein specified.
  - 5.4. Statement by the paint supplier certifying that the materials are the best grade of their type in his line.
6. Samples:
  - 6.1. Prepare samples in accordance with the requirements listed in 'Color Schedule'. No painting shall begin until samples are reviewed by the Architect.

- 6.2. When the building is ready for painting, the Architect will designate an area to be finished according to the specifications, using materials and applied according to the manufacturer's directions. The designated area, when accepted, together with samples submitted and reviewed, shall serve as a standard for the remainder of the work as to material quality, appearance, color matching and workmanship. Commence no other interior painting and finishing until the pilot area has been accepted by the Architect.

## B. MATERIALS

1. Manufacturers. Materials shall be manufactured by Pratt and Lambert, Glidden, Diamond Vogel, Pittsburgh or Sherwin Williams.
2. Painting materials such as thinners, oils, shellac, driers, etc., shall be of the highest quality and have identifying labels on the containers.
3. All paint shall be delivered to the site in the manufacturer's sealed containers with manufacturer's labels intact. Labels shall bear the manufacturer's name, brand, type of paint, color of paint and instructions for use.

## C. WORKMANSHIP

1. All workmanship shall be of high quality, and all materials evenly spread and smoothly flowed on without runs or sags.
2. Exterior painting. No exterior paint shall be applied while the surface is damp or during cold or frosty weather or when the temperature is likely to drop below freezing during the complete curing cycle of the applied finish.
3. No painting shall be done in rooms or areas where gypsum board or concrete is to be applied or cured, until such materials are thoroughly dry.
4. Manufacturer's recommendations. Adhere strictly to all manufacturers' recommendations with respect to temperature and surface conditions set forth for a particular product. Nothing in these specifications shall be deemed to reduce the requirements of these recommendations.
5. Do not thin, adulterate or otherwise change material except as recommended by the manufacturer.
6. All coats shall be thoroughly dry before applying succeeding coats.
7. Spray application of paints except as herein specified will not be permitted unless specific permission has been secured in writing from the Architect and unless the surfaces and materials are entirely suitable to this type of application as proven by on-the-job demonstration.

8. The materials for stipple finish shall be of proper consistency to produce a moderate textured stippled surface when applied and textured with a suitable roller.

#### D. STORAGE AND PROTECTION

1. Store all paint and other related materials used on the job in a single place. Keep such storage place clean and orderly. Any damages to such storage space or to its surroundings shall be made good under this section. Oily or solvent soaked rags and all waste shall be removed every night and all necessary precautions shall be taken to reduce fire hazard to a minimum. Upon completion of the work, the storage space shall be left clean and in as good condition as any other area on the job.

#### E. CLEANING AND PROTECTION

1. Protect not only the work under this section at all times, but also all adjacent work and materials by suitable covering or other method during the progress of this work. Any damage resulting from inadequate protection shall be repaired at the contractor's expense.
2. Upon completion of the work, remove all paint and varnish spots from the floors, glass and other surfaces. Remove from the premises all rubbish and accumulated materials of whatever nature caused by the work under this section and leave the work in clean, orderly and acceptable condition.

#### F. INSPECTION AND PREPARATION OF SURFACES

1. The contractor shall inform the Architect in regard to his painting schedule in advance, to coordinate the required inspections.
2. Inspect all surfaces to be painted and perform such surface preparation as is normally required by good painting practice.
  - 2.1. If acids have been used for cleaning thoroughly neutralize, rinse and dry all traces of acid before any paint is applied.
  - 2.2. All surfaces to be finished shall be clean and free of dirt, dust, grease, oil or other surface contaminants.
3. Wood: sandpaper to a smooth and even surface and wipe with a tack rag before first coat, and between coats.
  - 3.1. Touchup sap spots and knots with sealer recommended by the paint manufacturer. Fill voids and nail holes after primer or first coat is dry, using a filling compatible with the finishing system specified and tinted to camouflage repairs.
4. Iron and steel: remove all loose scale and rust from iron and steel to produce a satisfactory surface for painting.

- 4.1. Thoroughly wash all metal surfaces with mineral spirits to remove any dirt or grease before painting.
- 4.2. Touchup chipped or abraded spots on items that have been shop coated with a suitable primer before proceeding.
5. Galvanized metal to be painted shall be wiped clean with a cleaning compound such as Pratt and Lambert's "Duosol" or with mineral spirits.
6. Concrete and masonry units
  - 6.1. Prepare surfaces to be painted by removing all dirt, dust, oil, grease and surplus concrete.
  - 6.2. Spot-coat filled areas, suction spots and any other defects with one coat of wall primer and sealer.
7. Concrete floors to be painted: etch with an aqueous muriatic solution. When reaction ceases, flush thoroughly with fresh water. Dry thoroughly before coating.
8. Gypsum Board drywall surfaces
  - 8.1. Inspect surfaces and fill all cracks, gouges, holes and abrasions with plaster patching compound or spackle.
  - 8.2. No paint or sealer shall be applied on gypsum board walls until they are thoroughly dry.

#### G. PAINTING SCHEDULE

1. Number of coats. The number of coats of finishes specified hereinafter are minimum which shall be used for the various surfaces. However, apply materials with an absolutely uniform film thickness, with opaque finishes providing such complete hiding that an additional coat would not improve the hiding.
2. Surfaces to be painted shall be all surfaces exposed to view unless otherwise specified.
3. In general, the type of paint specified herein is referred to by general terms, without reference to any particular manufacturer. The paint to be used shall be the best grade of the paint manufacturer, conforming to the terminology used herein and suitable to the type of surface to which the paint is to be applied.
4. Exterior galvanized metal surfaces.
  - 4.1. One coat. Zinc dust coating for galvanized metal.
  - 4.2. Two Coats. Exterior alkyd enamel.

5. Exterior iron and steel.
  - 5.1. One Coat. Red oxide metal primer.
  - 5.2. Two coats. Exterior oil-alkyd enamel.
  
6. Concrete Masonry Units.  
  
Exterior
  - 6.1. One Coat. Block filler - acrylic resin.
  - 6.2. Two Coats. Gloss Latex  
Interior
  - 6.3. One Coat. Heavy Duty Block Filler - acrylic resin.
  - 6.4. Two Coats. Alkyd Semi-gloss Enamel.
  
7. Interior gypsum wallboard
  - 7.1. One Coat. Latex primer, tinted
  - 7.2. Two Coats. Satin Acrylic Latex Enamel.
  
8. All other interior hardwood, stain finish.
  - 8.1. One Coat. Oil Stain
  - 8.2. Two Coats. Alkyd varnish (gloss).
  - 8.3. One Coat. Alkyd varnish (satin).
  - 8.4. Sand lightly between coats.
  
9. Interior of wood cabinets and drawers.
  - 9.1. Two Coats. Clear sealer.
  
10. Interior exposed ferrous surfaces, unless otherwise specified.
  - 10.1. One Coat. Rust-inhibiting metal primer.
  - 10.2. Two Coats. Alkyd Enamel.
  
11. Interior galvanized surfaces, unless otherwise specified.
  - 11.1 One Coat. Zinc dust-type primer for galvanized metal.
  - 11.2. Two Coats. Alkyd enamel.
  
12. Interior Concrete Floors
  - 12.1 Refer to Section 09910
  
13. Interior OSB board
  - 13.1. One Coat Latex primer, tinted.
  - 13.2. Two Coats. Alkyd gloss enamel.

## SECTION 09910 - CONCRETE FLOOR COLORING

### A. GENERAL

1. This section covers concrete coloring for floors as called out in the Room Finish Schedule.
2. This section covers preparation of surfaces to receive floor coloring, complete.

### B. MATERIALS

1. Concrete floor color shall be H & C Infusion Reactive Concrete Stain.
2. Concrete floor sealer shall be H & C Infusion Water Based Floor Sealer.

### C. SURFACE PREPARATION

1. All joint sealants shall be applied and cured prior to sealing the floor.
2. Concrete floor surfaces to receive floor sealers shall be broom cleaned with all excess loose material removed. The floor shall then be ground and leveled and made ready for stain and sealer.

### D. APPLICATION

1. Concrete floors shall get two coats with brush, roller or spray.
  - 1.1 Apply coats as called out in the manufacturer's product recommendations.
2. All traffic shall be prohibited on floor until the floor sealer is dry.

## **SECTION 10100 - CHALKBOARD, BULLETIN BOARD AND MARKER BOARD**

### **PART 1 - GENERAL**

- A. This section covers chalkboard, bulletin board and marker board as shown on the drawings and as specified herein, complete.
- B. Chalkboard and bulletin board colors shall be as selected by Owner and Architect.
- C. Submit shop drawings in accordance with the "General Conditions".

### **PART 2 - MATERIALS**

- A. Chalkboard, bulletin board and marker board.
  - 1. Manufacturer. Chalkboard, bulletin board and marker board shall be manufactured by Claridge Products and Equipment, Inc. Chalkboard, bulletin board and marker board manufactured by Gotham Division-Hauserman Co., and Greensteel, Inc., are acceptable based on products of equal quality, performance and similar appearance.
- B. MATERIALS
  - 1. Bulletin boards (BB) shall be 1/4-inch thick, vinyl impregnated cork with color throughout entire thickness and backing shall be burlap, laminated to 1/4-inch hardboard.                      Size: 4'-0" x 4'-0"
  - 2. Marker board shall be porcelain enameled steel not lighter than 24 gauge, laminated to 3/8" plywood or particle board core.                      Size: 4'-0" x 12'-0"
  - 3. See the Drawings for locations and special details.
- C. INSTALLATION
  - 1. Install boards only in locations shown on the drawings and with washable surface when the building is free from excessive moisture.
  - 2. Installation shall be accomplished by concealed, interlocked, galvanized hanging bars on the wall and on the back of the boards in accordance with manufacturer's directions.
  - 3. Furnish adjustable clips as required for positioning chalkboards along the bottom.
  - 4. Furnish wood strip and spotting cement to use across horizontal center of chalkboard.

## SECTION 15010 – MECHANICAL

### GENERAL

#### 1. Scope

The General Conditions and Special Conditions shall be considered a part of this Section. The work covered by this section of the specifications consists in furnishing all labor, equipment, supplies and materials (except as otherwise specified herein or noted on the drawings) and in performing all operations necessary for the installation of complete systems in strict accordance with this section of the specifications and the applicable drawings, and subject to the terms and conditions of the Contract.

#### 2. Materials and Workmanship

Unless otherwise approved in writing, all materials furnished under this specification shall be new and shall be a standard product of manufacturers regularly engaged in the production of such equipment and shall be the manufacturer's latest standard design. All work shall be done by experienced mechanics in accordance with first class standard practice and shall be complete to perform the intended function and shall be neat in appearance.

#### 3. Coordination of Work

The Contractor shall coordinate his work with all other Contractors and trades involved in order to prevent conflicts causing unnecessary expense or delay in the installation of work under other contracts. Where conflicts arise due to negligence on the part of the Contractor, he shall remove and relocate any piping, ductwork, equipment, etc., causing such conflict, including all costs in connection therewith.

#### 4. Responsibility

Any reference to work to be done under this Contract means that this Contractor is responsible for getting the work done, in a first class condition by competent craftsmen, and all costs in connection therewith.

#### 5. "As-Built" Drawings

The Contractor shall furnish the Architect-Engineer, upon completion of the job, two (2) copies of "As-Built" Drawings. These drawings shall show the correct location of equipment, piping, ductwork, etc.

#### 6. Rough-In

All piping and rough-in is to be concealed, except where otherwise shown. Provide steel pipe sleeves for all pipes passing through floors and walls. Sleeves through floors shall extend 2" above floor except where pipe is exposed and in a finished area. Pipe sleeves shall be furnished

and set by this Contractor and he shall be responsible for their proper and permanent location. Pipes through the roof shall be flashed.

#### 7. Plates

In finished areas pipes passing through the floors or walls, shall be provided with chrome plated hinged escutcheon plates, unless otherwise specified.

#### 8. Access Doors

Access doors shall be furnished and installed by General Contractor.

#### 9. Operating Instructions

Two (2) sets of printed instructions covering the operation and maintenance of each item of equipment shall be supplied to the Owner, or his representative. The Owner or his representative shall be instructed in procedures of operation by this Contractor.

#### 10. Cleaning

The Contractor shall keep the premises broom clean at all times from foreign materials created under this Contract and provide tarpaulins to protect all finished surfaces and equipment. Extreme caution shall be exercised to prevent damage to existing equipment, furniture, etc. during construction.

#### 11. Scaffolding and Hoisting

All scaffolding and hoisting required shall be furnished and set by this Contractor.

#### 12. Cutting and Patching

All cutting and patching for work covered by this division shall be done by this Contractor. Work to be done by craftsmen skilled in their respective trades. When cutting is required, it shall be done in such a manner as not to weaken walls, partitions, or floors and holes required to be cut in floors must be drilled without breaking out around the holes. No openings shall be cut before approval of Architect-Engineer.

#### 13. Curbs

Curbs for roof openings shall be constructed by the General Contractor in accordance with the requirements of the fans, ducts, etc. This Contractor shall be responsible to the General Contractor as to locations, size, etc., of openings required for this Contractor's work. (This Contractor shall furnish and install pre-fab curb when specified.)

#### 14. Concrete Pads

Concrete pads for equipment shall be furnished by the General Contractor in accordance with the requirements of the equipment. This Contractor shall provide necessary information, foundation bolts, inserts, and sole plates as required. Exact location and size of all equipment concrete pads shall be determined by Mechanical Contractor.

#### 15. Electrical Equipment Connections

A. The Mechanical Contractor shall furnish all equipment pertaining to his work, including motors, relays, temperature and pressure control devices, electrically operated valves and dampers and other control and protective devices. Motor starters, except in prewired units, starting devices and disconnect switches shall be furnished and installed by the Electrical Contractor.

B. The Mechanical Contractor shall install all mechanical equipment. The Electrical Contractor will wire all equipment except for low voltage control circuits required for the mechanical equipment (e.g. thermostats). The Electrical Contractor will supply and install all conduit required.

C. The Mechanical Contractor shall set all motors pertaining to his work.

D. Wiring shall be in accordance with the drawings and specifications and per approved wiring diagrams, which will be submitted by the Mechanical Contractor.

#### 16. Inspection and Tests

The Contractor shall make the necessary tests at his own expense in the presence of the Architect-Engineer or his representative, and any other agencies as required by local ordinances, regulations, codes, etc.

Such inspections, tests, etc. shall not relieve the Contractor of the responsibility of furnishing equipment and materials that meet the performance and requirements of this specification.

#### 17. Guaranty

The Contractor shall guarantee the installation against defects in materials, workmanship and proper system balance for a period of one year from the date of final acceptance.

The Contractor shall repair or replace immediately any part that may become defective during the above period without additional cost to the Owner.

## PLUMBING

### 1. Applicable Standards and Specifications

All plumbing work, equipment and apparatus shall be in conformity with the applicable provisions of the local and state plumbing codes, municipal and statutory requirements and other codes or laboratory reports hereafter specified.

### 2. Pipes and Fittings

#### A. Interior Soil, Waste and Downspouts Above Ground

All lines shall be standard galvanized steel pipe and standard cast iron drainage fittings. At Contractor's option, (if local Code permits) Schedule 40 PVC pipe and fittings may be used.

#### B. Interior Soil Waste, Downspouts and Vents Underground

All lines shall be standard weight cast iron soil pipe and fittings. At Contractor's option, (if local Code permits) Schedule 40 PVC pipe and fittings may be used.

#### C. Vent Piping Above Ground

All lines shall be standard galvanized steel pipe and standard pattern cast iron fittings. At Contractor's option, (if local Code permits) Schedule 40 PVC pipe and fittings may be used.

#### D. Sanitary and Storm Sewers Outside Building

Polyvinyl Chloride pipe (PVC) and drainage fittings, except as otherwise noted on the drawings. Pipe shall conform to ASTM D 3034 SDR-35 Specifications.

#### E. Hot and Cold Water lines Above Ground

Type "L" copper, hard temper, with wrought copper fittings and brass unions. At Contractor's option, (if local Code permits) an approved polyethylene pipe and fittings system may be used. Approved manufacturers are AQUAPEX or Vanguard.

#### F. Hot and Cold Water Lines Underground

Type "K" copper, soft temper, with wrought copper fittings. At Contractor's option, (if local Code permits) an approved polyethylene pipe and fittings system may be used. Approved manufacturers are AQUAPEX or Vanguard.

G. Gas and Air Piping Above Ground

Schedule 40 steel pipe with malleable iron fittings. Gas piping 2" and larger shall utilize welded fittings. At Contractor's option, (if local Code permits) an approved alternate as piping system such as Gastite may be used.

H. Water Service Entrance - 3" and smaller shall be Polyethylene, PW Pipe Pure-Core or Centennial Plastics CenCore, 160 psi. 4" and larger shall be Polyvinyl Chloride pipe (PVC) with cast iron fittings. Pipe shall conform to AWWA C900 Specifications.

I. Water to Hydrants – 3" and smaller shall be Polyethylene PW Pipe Pure-Core or Centennial Plastics CenCore, 160 psi. 4" and large shall be Polyvinyl Chloride pipe (PVC) with cast iron fittings. Pipe shall conform to AWWA C900 Specifications.

3. Pipe Installation

A. General. Ends of pipe shall be reamed and all burs removed before installation. Vertical risers shall be plumb and straight. Horizontal lines shall be parallel to walls and partitions. Piping shall be concealed where possible. Pipe openings shall be closed with caps or plugs when work is not in progress.

Hangers shall be adjustable pipe hanger rings Fee & Mason Fig. 215, or approved equal. Horizontal runs of cast iron bell and spigot pipe shall be supported at approximately 8 foot centers and in no case at greater than 10 foot centers. Vertical runs of pipe shall be supported at every floor, or at intervals not to exceed 20 foot with Fee & Mason Fig. 241 riser clamps or collars.

Provide steel headers between concrete or steel construction where required for hanging pipe. On copper pipe use Fig. 361, copper-plated adjustable hangers.

B. Soil Waste and Storm Drain Piping. All horizontal piping shall be installed with a uniform grade (free from sag) of 1/4" per foot where possible and in no case less than 1/8" per foot, unless specifically called out to the contrary on the drawings. Pipe shall be laid with hub end upstream and supported on firm ground on masonry supports. Install storm drain outside building with grades and slope as indicated on drawings. Insulate per paragraph 10.

C. Vent Piping. Vent lines shall be as indicated on the drawings and/or as required by the local Plumbing Code.

D. Hot and Cold Water Piping

1. All lines shall be installed in such a way as to drain completely without traps or pockets.

2. Suitable provisions shall be made to allow for expansion and contraction of pipes.

3. Air chambers shall be provided on all hot and cold water supplies near each faucet, flush valve or control valves and shall consist of a 12 inch length of pipe with cap of the same diameter as the branch supply.
4. All unions shall be of the ground joint type.
5. Provide "EPCO" Dielectric fittings, or approved equal, between dissimilar metals such as copper or brass and steel or iron.
6. Insulate per paragraph 10.

#### E. Joints

1. Cast Iron Pipe. Neoprene gasket compression-type joints shall be used.
2. Threaded Pipe. Teflon joint wrapping tape shall be applied to all male threads on steel pipe.
3. Black Steel Pipe (Gas and Air). "Rector Seal" shall be used at all joints or as recommended by the gas company.
4. Copper Pipe. All joints shall be made by soldering with 95-5 solder.
5. Polyvinyl Chloride Pipe. All joints shall be solvent welded per pipe and fitting manufacturers recommendations.
6. Gas Piping. Install shut-off cock and 6" dirt leg (line size) at each appliance. Gas piping shall be installed in accordance with requirements of NFPA Pamphlet #54 and local gas company.

#### F. Valves

1. Valves shall be provided on all supplies to fixtures as specified under Fixtures. The contractor shall furnish and install valves for water, air and gas lines as indicated on the drawings or as specified. All valves shall be the product of one manufacturer unless otherwise noted, and shall be suitable for the service intended. All valves shall be installed with their stems not lower than horizontal. The valves listed are those manufactured by the Mueller Valve Company, Crane Company, and the Nordstrom Company. Equivalent products of Ohio Brass, Walworth, Jenkins or Lunkenheimer are acceptable.
2. Plug Valves For Gas, Air And Water Lines Up To And Including 3". Shall have a working pressure of 200 lbs. on W.O.G., use Nordstrom #114 screwed with adapters to sweated fittings. Provide insulating type bushings or fiber or plastic on both sides of valve when used in copper lines.

#### 4. Cleanouts

Shall be installed where indicated on the drawings and at the foot of each waste or vent stack using "Wye and Eighth Bend Base Stack Fitting with Integral Cleanouts" wherever practicable. Cleanouts shall be installed in horizontal lines at any change in direction greater than 45 degrees and at intervals of not more than 45 feet. Cleanouts shall be full size of the pipe up to 4". The following numbers are Wade. Equivalent - Zurn, Josam, Jay R. Smith are acceptable.

Cleanouts in unfinished floor shall be Wade W-8000 cast iron with cover.

Cleanouts in floors with ceramic tile, terrazzo or concrete finish shall be Wade W-8000-L nickel bronze.

Cleanouts with a resilient tile shall be Wade W-8000-T nickel bronze.

Cleanouts in finished walls shall be Wade W-8480S with nickel bronze frame and 18 gauge stainless steel cover.

All fixtures shall be supplied with traps. Exposed traps to all equipment shall be chromium plated "P" traps with cleanouts except as otherwise specified.

#### 5. Tests for Plumbing System:

- A. All soil, waste, vent, gas, air, storm drain and water piping shall be tested by the Contractor to the Architect-Engineers satisfaction before concealing. All equipment required for tests shall be furnished by the Contractor without additional cost to the owner. The contractor shall notify the Architect-Engineer two days in advance of test. Test shall be made with water or air as indicated by the type of system and the weather conditions and/or as directed by the Architect/Engineer. Potable water shall be used for all water tests.
- B. Drainage System (Including Soil, Vent, Storm Drain and Waste).
  1. Water Test. The entire system shall be filled with water to the level of the highest vent stack above the roof or highest roof drain. The pressure shall remain constant for 20 minutes without any further addition of water. Portions of the system shall be tested in the same manner except that a vertical stack 10 feet above the highest horizontal line to be tested shall be installed and filled with water to maintain pressure.
  2. Air Test. Close all inlets and outlets and fill system with air pressure of 10 psig and maintain pressure for 20 minutes. Apply soapy water to joints to determine leaks.

- C. Water System (Including Hot and Cold Water).
  - 1. Water Test. Test all water lines with twice the City water pressure and make tight.
  - 2. Air Test. Fill system with air at 125 psig and maintain pressure for 20 minutes.
- D. Gas and Air System. Test all lines with 30 psig air pressure and make tight. No drop in the gauge shall occur for a period of not less than 20 minutes. Test all gas appliances after connection as required by City and Local Gas Company, and make tight. Apply soapy water to joints to determine leaks.

6. Excavation and Backfill:

- A. The Contractor shall perform all excavation necessary for the installation of the work included in this Section of the specifications, regardless of the type of material encountered.
- B. Trenches shall be uniformly graded and the bottom shall be free of stones and soft spots.
- C. The piping system shall be tested and accepted before backfilling.
- D. Install waste line in cushion of sand with a minimum of six (6) inches of sand over the line. Backfill in layers not exceeding 12" and fill shall be well tamped before additional backfill material is placed. Backfill shall consist of moist earth, loam, sandy clay, sand and gravel or other acceptable materials free of larger clods of earth and stone. Top 12" shall be earth except under walks or paving.
- E. Excess excavated material shall be removed from the premises or disposed of as directed by the Architect/Engineer.
- F. Paved areas shall be repaired with materials to match surrounding areas.
- G. Streets shall be repaired in a manner approved by the local street department.

7. Flashing:

- A. Openings in roofs for vent pipes shall be fitted with roof jacks compatible with the roof system and shall be approved by the Architect/Engineer prior to installation.

8. Cleaning of System:

- A. All equipment and piping shall be thoroughly cleaned of iron cuttings and other refuse during assembly and installation.
- B. When installation is complete, all lines shall be thoroughly flushed.

9. Adjustment:

- A. Automatic control devices shall be adjusted for proper operation.
- B. Defective work shall be replaced with new material.
- C. Water lines shall have free circulation of water without noise or hammer.

10. Insulation:

- A. Insulate all hot water lines with 1" thick Owens-Corning Snap-On Fiberglass, sectional pipe covering with an all purpose jacket. The joints shall be butted together tightly. Insulate all fittings, valves, etc., in covered lines to the same diameter as pipe covering with a compatible material and finish with rigid plastic jacket. Surfaces shall be clean and dry before insulating.
- B. Insulate all cold water lines and interior storm drain with same as (A) above, except the insulation shall be installed with factory applied vapor barrier.

11. Plumbing Fixtures:

See Schedule on Drawings.

12. HEATING, VENTILATING & AIR CONDITIONING

1. Description of System, Applicable Standards and Specifications:

A. The system consists of complete forced air heating and cooling systems. This Contractor shall provide rooftop units, exhaust fans, louvers, vents, caps, controls and all labor and materials incidental to a complete heating, ventilating and air conditioning system as described and/or shown on the Plans.

All heating, ventilating and air conditioning work, equipment and apparatus shall be in conformity with the applicable provisions of the National Board of Fire Underwriters, Underwriters Laboratories, Inc., Municipal and Statutory requirements and other standard codes or laboratory reports hereafter specified. (All work shall be in accordance with state and local codes.)

When outdoor equipment is supplied with exposed fins on coils they shall be protected with a suitable hail guard provided by the equipment manufacturer.

When mechanical specifications and drawings do not agree with local building ordinances, the Architect-Engineer shall be notified.

## 2. Low Pressure Ductwork:

### A. General

1. The Contractor shall furnish and install a complete ductwork system as shown on Plans and hereinafter specified.

2. All ductwork shall be neat, accurate, mechanically tight and rigidly constructed. All uninsulated panels wider than 12 inches shall be crossbroken. Turning vanes shall be supplied for all abrupt changes in ductwork. Horizontal runs shall be supported by strap type hangers so ducts are without sag or sway, maximum of 8'-0" on centers. Ductwork shall be constructed according to latest edition of Duct Manual and Sheet Metal Construction for Ventilating and Air Conditioning Systems.

3. Sizes of ductwork shown on the Plans are sheet metal duct dimensions and where ductwork is acoustically lined or insulated with inside duct liner, the ductwork shall be oversized accordingly.

### B. Quality and Gauges of Metal

1. Ductwork shall be constructed of new sheets of galvanized steel. Longitudinal seams of rectangular ductwork shall be either Pittsburgh Lock, double or grooved. Longitudinal seams of round duct shall be grooved.

2. Gauges shall be not less than those shown on Table below:

<u>Rectangular Minimum Dimension</u>	<u>Steel U.S. Standard Gauge</u>	<u>Gal. Iron Bracing</u>
0" - 12"	26	
12" - 18"	24	
19" - 30"	24	1 x 1 x 1/8 angle 4'-0"
31" - 40"	22	1 x 1 x 1/8 angle 4'-0"
41" - 54"	22	1-1/2 x 1-1/2 x 1/8 angle 4'-0"
55" - 84"	20	1-1/2 x 1-1/2 x 1/8 angle 4'-0"

<u>Round Minimum Diameter</u>	<u>Steel U.S. Standard Gauge</u>
0" - 8"	26
9" - 22"	24
23" - 36"	22
37" - 48"	20

C. Dampers. Manual volume and splitter dampers shall be furnished and installed where indicated on the drawings and/or as required to provide a complete balancing of all duct mains, zones, branches, etc., to guarantee the design CFM specified. Manual volume dampers shall be a manufactured product, Minneapolis-Honeywell, or approved equal, opposed action type, unless otherwise noted. Splitter dampers may be made by the sheet metal Contractor of not less than 16 gauge galvanized iron and/or two gauges heavier than the duct in which they are installed. Provide Young Levertype Valcolex #403 on exposed ductwork or above lift-out ceiling panels and Young concealed regular #314 with adjustable cover for use in acoustical or plastered ceilings.

D. Registers, Diffusers and Grilles. Registers, diffusers and grilles shall be installed where shown on the drawings and shall be of the air conditioning type. They shall have a net free area in excess of 60 percent and shall be complete with volume control. See Register, Diffuser and Grille Schedule on the Drawings. Coordinate all work with other Contractors.

E. Weather Louvers. Exterior weather louvers shall be furnished where shown on the drawings. Louvers shall be constructed of not less than 18 gauge galvanized steel and fastened in a steel frame, and shall have 1/2" mesh galvanized bird screen installed behind the louver. The Contractor shall deliver framing boxes for weather louvers in due time and be responsible for the exact location.

F. Insulation. Supply, Return and Outside Air Ducts shall be insulated with 2" thick 1-1/2 lb. per cu. ft. density fiberglass insulation with vapor barrier. All joints in the insulation shall be firmly butted and tightly sealed with adhesive. For forced air heating and cooling systems less than 5 ton (i.e. residential type split systems) interior above grade supply and return ducts may be insulated with a 1/2" duct liner system. All duct sizes must be adjusted to maintain 0.1" wg friction loss per 100' on the supplies and 0.08" wg friction loss on the returns.

G. Cleaning of System.

1. All equipment, ductwork and piping shall be thoroughly cleaned of refuse during assembly and installation.
2. When installation is complete, system shall be thoroughly cleaned and new filters provided for equipment upon acceptance of the job.

H. Tests.

1. Duct System. Contractor shall operate the various fans and blower systems and balance and adjust to required air quantities. Adjust units for the least noise and vibration consistent with its duty.

I. Adjustments.

1. Adjust all thermostats, limit switches and other controls to operate as intended.

2. Adjust all supply air quantities to conform to amounts indicated on the Drawings and record on Drawings along with outlet temperature. Contractor shall turn over certified copies to the Architect-Engineer.
3. Certify to Owner that all adjustments have been made and equipment is operating properly.

J. Mechanical Equipment Schedule.

See Schedule on Drawings.

K. Operating Instructions.

Upon completion, the Contractor shall make up a set of operating instructions covering all mechanical equipment with moving or moveable parts including general operating of heating, plumbing and cooling systems and shall give the Architect three (3) copies of these instructions; one copy to be retained in the Architect's files and the other two to be transmitted to the Owner. Instructions shall be typewritten for particular job and bound. Manufacturer's printed operation and maintenance instructions shall also be provided for each piece of equipment.

- (a) Name, address, and telephone number or party to be contacted for 24 hour service for each item of equipment.
- (b) Starting, stopping, lubrication, and adjustment shall be clearly indicated for each piece of equipment.
- (c) The Owner shall be thoroughly instructed by a factory representative on each piece of equipment.

## SECTION 16010 - ELECTRICAL

### 1. GENERAL CONDITIONS:

The General Conditions and the Special Conditions apply to all work included under the above heading.

### 2. SCOPE:

The work included under this Section consists of furnishing all labor, material, services and skilled supervision necessary for the installation and extension of the electrical systems specified herein or shown on the drawings, and its delivery to the Owner upon completion in all respects ready for use.

Each bidder shall visit the job site to fully acquaint and familiarize themselves with the location where the work will proceed.

### 3. RULES AND REGULATIONS:

Electrical work and materials shall conform to such sections of the American Standards Associations (ASA), National Electric Manufacturers Associations (NEMA), American Institute of Electrical Engineers (AIEE), National Board of Fire Underwriters "National Electric Code" (NEC), Insulated Power Cable Engineers Association (IPCEA), and American Society for Testing Materials (ASTM), standards and specifications as are applicable. The latest edition of all standards and specifications listed above shall apply.

All electrical work shall be in accordance with State and Local Codes. When Electrical Specifications and/or Drawings do not agree with Local Building Ordinances, the Ordinances shall take precedence and the Architect/Engineer will be notified.

This Contractor shall pay for all permits or fees required for the work.

### 4. COOPERATION WITH OTHER CONTRACTORS:

Perform this work in conformity with the construction called for by other trades and afford other Contractors reasonable opportunity for the execution of their work; properly connect and coordinate this work with the work of other Contractors at such time and in such a manner as not to delay or interfere with their work.

Examine the Drawings and Specifications for the General and Mechanical work and the work of other similar trades; coordinate this work accordingly.

Promptly report to the Architect/Engineer any delay or difficulties encountered in the installation of this work, which might prevent prompt and proper installation, or make it unsuitable to connect with or receive the work of others. Failure to so report shall constitute an acceptance of the work of other trades as being fit and proper for the execution of this work.

5. MATERIALS FURNISHED BY OTHERS:

Certain materials and equipment will be furnished by other Contractors. These materials and equipment, shown on the plans, will be installed by the Electrical Contractor and it shall be incumbent upon this Contractor to familiarize himself with all of the materials and equipment that will be furnished by others, but which he shall install under this contract.

6. MATERIALS AND WORKMANSHIP:

All materials shall be new and of the quality specified. Materials shall be standard products of manufacturers regularly engaged in the production of such equipment and shall be the manufacturer's latest standard design. In all cases, material and equipment shall conform and bear the Underwriters' Laboratories, Inc., label, the fitness for use in the class of work in which it is to be used. All workmanship shall be thoroughly first-class and complete in both effectiveness and appearance, whether finally concealed or exposed, and shall be executed by experienced mechanics for all work installed under this division of the specification.

7. CUTTING FLOORS, WALLS OR CEILING:

Cutting, fitting, repairing, and finishing of carpentry work, metal work, or concrete work, etc., which may be required for this work shall be done by craftsmen skilled in their respective trades. When cutting is required, it shall be done in such a manner as not to weaken walls, partitions, or floors; and holes required to be cut in floors must be drilled without breaking out around the holes.

8. POSITION OF OUTLET:

Center all outlets with regard to paneling, furring, trim, etc. Where several outlets occur in a room, they shall be symmetrically arranged. Outlets improperly located or installed shall be satisfactorily corrected. Damaged finishes shall be repaired or replaced at the Contractor's expense. Outlets shall be set plumb or horizontal and shall extend to the finished surface of the walls, ceiling or floor as the case may be without projecting beyond same.

Receptacles, switches, etc. shown on wood trim, cases or other fixtures shall be installed symmetrically; and, where necessary, shall be set with the long dimension of the plate horizontal, or ganged in tandem.

9. SLEEVES:

All sleeves through floors and walls shall be black iron pipe, flush with walls, ceiling and finish floor of size to accommodate the raceway. Sleeves through outside walls above grade shall be caulked with approved caulking; below grade shall be caulked with oakum and lead wool.

10. ACCESS TO EQUIPMENT:

Starters, switches, receptacles, pull boxes, etc. shall be located to provide for easy access for operation, repair and maintenance; if concealed, access doors shall be provided.

11. "AS-BUILT" DRAWINGS:

The Contractor shall maintain at the construction site one complete set of drawings suitably marked to show all deviations from the original set of drawings. Supplementary sketches may be included if necessary to clearly indicate the work in place.

All work shall be shown to the satisfaction of the Architect/Engineer in order to insure that adequate information is indicated.

The Contractor shall, at the completion of the job, and before final payment is made, deliver to the Architect/Engineer a complete set of marked drawings showing the "As-Built" conditions.

12. CLEANING:

The Contractor shall maintain all areas free from hazardous or obstructive rubbish and debris, due to performance of the electrical work, during construction. When the electrical system has been installed, the Contractor shall remove all rubbish and debris from the building and site, remove all paint, plaster and accumulated dirt from all equipment and fixtures.

13. ELECTRICAL SERVICE:

The existing electric service is 208 volt, three phase, 4-wire, for lighting and power. The service enters the original building as shown on the plans. Some general notes can be found on the site plan, however the contractor is strongly advised to visit the site and become familiar with the requirements and existing site conditions.

The Contractor shall furnish and install lighting and power distribution equipment and wiring as shown on the plan.

14. GROUNDING:

All metallic conduits, supports, cabinets and equipment shall be grounded in accordance with the requirements of the National Electrical Code and Municipal Codes and Ordinances. Grounding conductors shall be so located as to permit as far as practicable, the shortest and most direct path to the ground clamp. Ground connections to equipment should be made as close to current carrying parts as practicable.

All ground connections shall have clean contact surfaces and shall be tinned and sweated while bolting. Unless otherwise specified, ground cables shall be installed in exposed conduit, and connections shall be made readily accessible for inspection. Connections shall not be made underground or concealed in floors or walls.

15. PANELBOARDS:

Panel G shall be Square D Type NQ with Type QO breakers, or approved equal.

Branch breakers shall employ quick-make and quick-break mechanisms for manual operation as well as automatic operation. Automatic tripping shall be indicated by the breaker handle

assuming a distinctive position from the manual "ON" and "OFF". All multi-pole breakers shall have a common trip. Tie handles will not be permitted.

Provide typed directories identifying load connected to each breaker.

Panel size, number of branch circuits, size of branch circuits and size of main breaker shall be as shown on the drawings.

The emergency circuits shall be enclosed in a general duty safety switch fused as shown on the drawings.

Provide enclosed, fusible or non-fusible safety switches where indicated and specified herein. Safety switches shall bear the Underwriters Label with each enclosure being of the NEMA type suitable for the surrounding area and conditions. Switches shall be normal duty, horsepower rated, and shall have a quick-make and quick-break mechanism. All switches used on motor circuits shall have adequate horsepower rating for the motor served and shall be of the fusible type only where two or more motors, or other loads, are connected to the same branch circuit.

Shop drawings shall be submitted as set forth in the General Conditions.

#### 16. MOTOR CONTROL:

The Contractor shall furnish, install and connect a no-fuse safety switch ahead of each motor control, of the size and where indicated on the drawings, or as required by the National Electrical Code. All motor sizes and types of control shall be verified from approved mechanical shop drawings.

It shall be the Contractor's responsibility that all motors are protected with the proper size heater or thermal element, and fuses where fusible switches are shown or indicated on the drawings for each respective motor or item of equipment.

#### 17. FUSES:

Fuses shall be furnished and installed in each fused safety switch rated as shown on the drawings. Fuses shall be Fusetrons, manufactured by the Bussman Mfg. Co.

#### 18. CONDUIT RACEWAYS:

Raceways embedded in concrete on earth, installed in earth below floor slabs, exposed to weather, installed in the mechanical equipment rooms for feeders and for exposed installations, where subject to damage shall be rigid conduit. All other raceways shall be electrical metallic tubing. Electrical metallic tubing shall not be used in basement floor slab and outside slabs, but may be installed in concrete floor slabs on other floors. Flexible conduit may be used where conditions warrant its use. Each length of raceway shall be stamped or labeled with the name or trademark of the manufacturer and shall bear the Underwriters' Laboratories Label.

All conduits buried or otherwise in contact with earth shall be painted one heavy continuous coat of asphalt varnish after assembly of conduit and fittings.

Conduits shall be 1/2" minimum and shall contain no more than the maximum allowable number of conductors for the conduit size and type of work;

A. Type Material – Conduit material shall meet current codes.

1) Steel Conduit. Rigid steel conduit and steel electrical metallic tubing shall be hot dipped, galvanized or sherardized as manufactured by Wheatland Electric Products Company, Allied Tube, National Electric, General Electric, or approved equal.

- a. Bending. Where hand benders are used, they shall be the type designed for use with steel EMT. Mechanical and hydraulic benders may be used.
- b. Joints. All joint threads shall be lubricated before assembly. Thread lubricant shall be a heavy grease lubricant to which is added not less than 25% granular graphite.
- c. Cutting. Cutting shall be done with hand or power hack saws. Particular attention shall be given to adequate reaming.

2) PVC Conduit. All conduit in areas where corrosion of emt conduit is likely shall be PVC. Rigid PVC conduit and PVC electrical tubing shall be as manufactured by Carlon or approved equal. All conduit shall be UL listed.

- a. Bending. Bends shall be neatly made through heating the conduit in accordance with the manufacturers recommendations.
- b. Joints. All joints shall be glued or threaded in accordance with manufacturers recommendations. All fittings shall be standard PVC fittings made for use with PVC conduit.
- c. Cutting. Cutting shall be done with hand or power hack saws. Particular attention shall be given to adequate reaming.

B. Installation. At the Contractor's option, concealed raceways may be embedded in concrete or installed in furred spaces above ceiling at walls.

Where conduits penetrate the roof seal, suitable waterproof shields or flashing shall be provided.

## 19. CONDUCTORS:

All 600 volt, or less, conductors shall be copper with insulation of the following types, unless otherwise noted on the drawings.

THHN/THWN OR RHW for dry locations  
THHN/THWN, RHW or THW for damp or wet locations  
THHN/THWN, RHW or THW as required for feeders  
THHN/THWN, RHW or THW for outdoor Underground circuits in conduit

No wire shall be smaller than No. 12, except that wiring for signal and pilot control circuits may be No. 14.

Conductors shall be continuous from outlet to outlet and no splices shall be made except within outlet or junction boxes. Junction boxes may be utilized where required.

Splices and taps for smaller than No. 6 wire shall be soldered and taped or pressure type set screw connectors shall be used, properly taped, except that splices in wire No. 10 or smaller at the Contractor's option may be made with twist-on uninsulated connectors similar and equal to Minnesota Mining & Manufacturing Company "Scotch-lock"; or pre-insulated twist-on connectors, "Scotch-lock"; or pre-insulated twist-on connectors, "Scotch-lock" Type R; or Ideal "Wing Nuts". All other twist-on connectors shall be specifically submitted for approval prior to use. Connectors of the porcelain cup type with or without metal inserts shall not be used, without exception, including all splices in fixtures which are made in advance by the fixture manufacturer. Splices in wire larger than No. 6 shall be made with approved solderless lugs. If any type of pressure indent type connector is proposed for use on any size conductor, it shall be specifically submitted for approval prior to use.

Taping of joints shall be done with rubber compound and friction tape, or with vinyl plastic as manufactured by Minnesota Mining & Manufacturing Company, or an approved equal.

Wire sizes shown are minimum based on code requirements, voltage drop and/or other considerations. Larger sizes may be installed at the Contractor's option to utilize stock sizes, provided conduit sizes are increased where necessary to conform to the National Electrical Code. Sizes of wires and cables indicated or specified are American wire gauge (Brown and Sharpe).

## 20. OUTLET BOXES, PULL BOXES AND CONDUIT FITTINGS:

Furnish and install outlet boxes, and conduit fittings as described below. PVC catalog numbers shown are Carlon Electric Company. Steel catalog numbers shown are Appleton Electric Company. Steel City, National Electric Products Company, and Rayco are equally acceptable.

### A. Outlet Boxes.

Lighting Boxes (concealed)	- No. E970D / No. 40-3/4
Lighting Boxes (concrete)	- E972K / OCR Series
Lighting Boxes (exposed)	- No. E970D / 4S-3/4 or 40-3/4
Switch, Receptacles, Telephone and Junction Boxes (flush)	- Where separate extension or plastering cannot be used.
Switch, Receptacle and Telephone Boxes (exposed)	- FS Series

Exterior boxes shall be FS Series with flat covers and Neoprene gaskets.

Where space is limited, No. 4CS-1/2 handy boxes may be used for switch, receptacle and telephone outlets with specific approval only.

Extension and plaster rings shall be installed where required.

Outlet boxes shall comply with the National Electrical Code in regard to the allowable fill.

B. Pull Boxes. Pull boxes shall be fabricated of code thickness PVC sized or of code gauge galvanized sheet metal as per National Electrical Code or as shown on the drawings. Provide removable cover on the largest access side of the box.

C. Conduit Fittings. Carlon Electric Company standard or as follows.

Couplings (EMT)	- Series 95T
Connectors (EMT)	- Series 96T
Insulating Bushings (1-1/4" rigid conduit and larger)	- Series BBU
Straight Box Connectors (flexible conduit)	- Series 728
Angle Box Connectors (Flexible conduit)	- Series 738

## 21. LIGHTING FIXTURES:

Furnish and install all lighting fixtures as shown on the drawings and specified herein. Lighting fixtures specified shall be used as a basis and standard of comparison in the consideration of fixtures of other manufacturers. The Architect/Engineer shall be the sole and final judge as to the suitability of substitutions.

All lighting fixtures and their electrical components shall bear the Underwriters' Laboratories label of approval.

Ballasts for fluorescent lamps shall be CBM certified, and ETL approved as manufactured by Advance, General Electric, Jefferson or Universal, or equal.

LED Light strips shall be rated at 120 volts and of size and type as shown on the drawings.

All fluorescent and LED lamps shall be manufactured by Sylvania, Westinghouse or General Electric. Lamps of other manufacturers may be installed only after written approval is obtained from the Architect/Engineer. Failure to obtain said approval will result in the rejection of all lamps, installed, and all costs herein shall be borne by this Contractor. Fluorescent lamps shall be cool-white except where indicated on schedule.

Standard plaster frames shall be provided for all recessed lighting fixtures installed in plaster finished walls or ceilings.

Within thirty (30) days after award of contract, furnish the Architect/Engineer four (4) shop drawing portfolios (bound copies) containing names of manufacturer, cuts, and curves of all lighting fixtures to be used on this project. The portfolios shall be made of standard manufacturer's specification sheets and each fixture shall be identified by number indicated on fixture schedule.

22. ELECTRICAL EQUIPMENT CONNECTIONS:

A. The Mechanical Contractor shall furnish all equipment pertaining to his work, including motors, relays, temperature and pressure control devices, electrically operated valves and dampers and other control and protective devices. Motor starters except in prewired units, starting devices and disconnect switches shall be furnished and installed by the Electrical Contractor.

B. The Mechanical Contractor will install all mechanical equipment. The Electrical Contractor will wire all equipment except those requiring only low voltage electrical connections, such as thermostats, etc. These low voltage items when furnished by the Mechanical Contractor shall be installed and wired by same. The Electrical Contractor shall provide necessary conduit and boxes as required to locations shown on the plans.

C. The Mechanical Contractor shall set motors pertaining to his work.

D. Wiring shall be in accordance with the drawings and specifications and per approved wiring diagrams, which will be submitted by the mechanical contractor.

23. WIRING DEVICES:

Where shown on the drawings, furnish and install wiring devices indicated by the symbols. Catalog numbers shown are those of Leviton unless otherwise indicated, color to be selected by Architect.

A. Switches. Branch circuit switches shall be quiet toggle type as follows:

Single Pole	- CS120 Series
Two Pole	- CS220 Series
Three-Way	- CS320 Series
Four-Way	- CS420 Series

B. Receptacles. All receptacles shall be of the type indicated as follows:

Duplex Convenience Receptacles (Grounding Type)	- CR20 Series
Weatherproof Duplex Receptacles (Ground Type)	- GFC1 6899 Series w/6196-V cover

C. Special Receptacles.

Floor Receptacles	- 2-gang PVC Box. Provide with 1- Duplex Receptacle and 1- 2 data port cover FBC2F (B or N) owner selected material
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D. Plates. Furnish and install wall plates for all wiring devices. Plates shall be brushed stainless steel in all areas except Nylon covers may be provided for hidden boxes above ceilings and in the janitor's closet and basement mechanical rooms. Plate shall be of a type designed to fit the box. Blank covers shall be installed on all boxes, without devices or fixtures, of same type as installed on devices in the room or area. Color shall be selected by the architect or owner.

24. MOUNTING HEIGHTS:

Mounting heights to center of box above finished floor for the below-named items shall be as follows, unless otherwise shown:

Switches	48"
Convenience outlets	12" in office, 48" in janitor closets and mechanical rooms, as indicated in kitchen and rest rooms.
Safety switches	54"
Motor controllers	54"
Panelboards, to top	72"
Telephone panels, to top	72"
Telephone outlets	12"
Bracket lights	as indicated

Note: verify exact mounting heights with Architect prior to installation.

25. TELEPHONE, TV AND COMPUTER CONDUIT SYSTEM:

Furnish and install the telephone and Cable TV service conduit. Coordinate work with the telephone company and cable TV company. Verify exact location of service connection in easement. Provide 2" rough in conduit to the building as shown on the site plan. The Special Systems contractor will provide all wiring and all service equipment in the building. Outlets shall be coordinated.

Recessed TV Box

- Legrand, TV2MW with Outlet

Terminate all conduits with insulated bushings.

## SECTION 16721- SPECIAL SYSTEMS

### PART I - GENERAL

#### 1.1. WORK INCLUDED

- A. Fire Detection and Alarm.  
Clock System  
Intercom System

These are three existing systems. The new systems shall be an extension of the existing and shall be provided by a firm regularly engaged in this type of work.

- B. Work shall include a new system of devices and relocation of existing devices as shown on the drawings. The new devices shall be integrated into the existing. This contractor shall prepare all design and installation drawings. W Design Associates can provide CAD backgrounds for these drawings.
- C. Obtain and pay for all permits, fees and charges required for this work, submit all drawings to the regulating authorities.
- D. System shall be in accordance NFPA, State Fire Marshal and local authorities.
- E. Furnish layout shop drawings showing interrelationships of all other overhead systems. Location of all devices shown by Sheet E-2 or as required by NFPA, State Fire Marshal and local authorities.
- F. These systems shall be designed to interact with the other Special Systems as required.

### PART 2 - PRODUCTS

#### 2.1. MATERIALS

- A. All materials shall comply with requirements of applicable standards.
- B. All devices shall be by a single manufacturer.

### PART 3 - EXECUTION

#### 3.1. INSTALLATION

- A. Provide coordination with automatic fire sprinkler as required.
- B. Provide coordination with electrical contractor.
- C. Furnish and install all electrical devices as required. Wiring, conduit and back boxes by this contractor unless shown otherwise.

D. Test system to be approved by proper authorities.

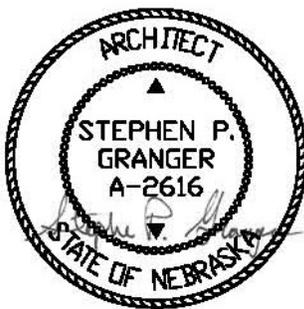
### 3.2. COORDINATION

This Contractor shall provide plans showing specific locations of this trade's devices. This contractor shall coordinate this work with all other trades. Changes from these locations shall be only by written change order.

**END OF...**

**SPECIFICATIONS  
FOR THE  
CLASSROOM BUILDING ADDITION  
FOR  
DUNDY COUNTY - STRATTON PUBLIC SCHOOLS  
IN  
BENKELMAN, NEBRASKA**

**JUNE 2021**



7/6/2021



**W DESIGN ASSOCIATES  
CONSULTING ARCHITECTS & ENGINEERS  
McCOOK/HASTINGS, NEBRASKA**



# Dundy County Stratton Public Schools

## Teacher Formal Evaluation Form

Name:  
Job Title:  
School:

Evaluator:  
Date

### PLANNING AND PREPARATION

#### ATTENTION TO ESTABLISHED CONTENT STANDARDS (Element 44)

INNOVATING (4)	APPLYING (3)	DEVELOPING (2)	BEGINNING (1)	NOT USING (0)	NOT APPLICABLE (0)
The teacher plans using district and state standards, district-supported curriculum, instructional materials, and strategies, evidence-based resources, data and community context to address the needs of each student in achieving rigorous learning goals.	The teacher ensures that lessons and units include the important content identified by the district and the manner in which content should be sequenced.	The teacher ensures that lessons and units include the important content identified by the district but does not address the appropriate sequencing of content.	The teacher attempts to perform this activity but does not actually complete or follow through with these attempts.	The teacher makes no attempt to perform this activity.	This principle of learning is not applicable in this employee's role within the district.

#### TEACHER EVIDENCE - CHECKED OBSERVED INDICATORS

	The teacher uses a curriculum that is aligned to the state and district standards.
	The teacher uses a curriculum that is vertically aligned to the other grades' curriculums in order to identify important content.
	The teacher utilizes a pacing guide to ensure the essential learnings are sequenced.

The lessons and units created by the teacher utilize the district curriculum.

Comments:

# THE LEARNING ENVIRONMENT

## USING ENGAGEMENT STRATEGIES (Elements 23, 24, 25, 26, 27, 28, 29, 30, 31, 32)

(i.e. Noticing and reacting when students aren't engaged, Increasing response rates, Using physical movement, Maintaining a lively pace, Demonstrating intensity and enthusiasm, Presenting unusual information, Using friendly controversy, Using academic games, Providing opportunities for students to talk about themselves, Motivating and inspiring students)

INNOVATING (4)	APPLYING (3)	DEVELOPING (2)	BEGINNING (1)	NOT USING (0)	NOT APPLICABLE (0)
The teacher provides adequate evidence (observational or otherwise) that he or she identifies students who do not exhibit the desired effects and adapts behaviors or creates new strategies for their unique needs and situations.	The majority of students exhibit adequate evidence (observational or otherwise) that they are paying attention, energized, intrigued, and personally motivated.	The teacher provides adequate evidence (observational or otherwise) that he or she is addressing all of the following observational categories: <ul style="list-style-type: none"> <li>xix. Attention</li> <li>xx. Energy</li> <li>xxi. Interest and Intrigue</li> <li>xxii. Personal Motivation</li> </ul>	The teacher provides adequate evidence (observational or otherwise) that he or she is addressing at least one of the observational categories listed at the developing level (2).	The teacher provides no evidence that he or she is addressing any of the observational categories listed at the developing level (2).	This principle of learning is not applicable in this employee's role within the district.

TEACHER EVIDENCE - CHECKED OBSERVED INDICATORS		STUDENT EVIDENCE - CHECKED OBSERVED INDICATORS	
	Teacher takes action to re-engage students.		When asked, students explain that the teacher expects high levels of engagement.
	Teacher uses wait time.		Multiple students or the entire class respond to questions the teacher poses.
	Teacher manages response rates (random names, hand signals, response cards, response chaining, paired response, choral response, elaborative interrogation, multiple types of questions)		Students engage in the physical activities the teacher designs.
	Teacher uses activities that require students to physically move.		Students quickly adapt to transitions and re-engage when a new activity begins.

	Teacher signals excitement or overtly adjusts the energy level.		Students' attention levels increase when the teacher demonstrates enthusiasm and intensity for the content.
	Teacher systematically provides interesting information about the content.		Students' attention increases when unusual information is presented about the content.
	Teacher has students examine multiple perspectives and opinions about the content.		When asked, students explain how a friendly controversy activity helped them better understand the content.
	Teacher uses academic games (structured or impromptu).		When asked, students can explain how the games keep their interest and help them learn or remember content.
	Teacher is aware of student interests and makes connections between these interests and class content.		Students engage in activities that require them to make connections between their personal interests and the content.
	Teacher helps student identify goals and encourages growth.		Students set goals and identify the steps needed to accomplish them .

Comments:

### **BUILDING RELATIONSHIPS (Elements 38, 39, 40)**

(i.e. Using verbal and nonverbal behaviors that indicate affection for students, Understanding students' backgrounds and interests, Displaying objectivity and control)

INNOVATING (4)	APPLYING (3)	DEVELOPING (2)	BEGINNING (1)	NOT USING (0)	NOT APPLICABLE (0)
The teacher provides adequate evidence (observational or otherwise) that he or she identifies students who do not exhibit the desired effects and adapts behaviors or creates new strategies for their unique needs and situations.	The majority of students exhibit adequate evidence (observational or otherwise) that they feel welcome, accepted, and valued.	The teacher provides adequate evidence (observational or otherwise) that he or she is addressing all of the following observational categories:  xxvii. Verbal and Nonverbal Cues  xxviii. Understanding  xxix. Objectivity	The teacher provides adequate evidence (observational or otherwise) that he or she is addressing at least one of the observational categories listed at the developing level (2).	The teacher provides no evidence that he or she is addressing any of the observational categories listed at the developing level (2).	This principle of learning is not applicable in this employee's role within the district.

<b>TEACHER EVIDENCE - CHECKED OBSERVED INDICATORS</b>		<b>STUDENT EVIDENCE - CHECKED OBSERVED INDICATORS</b>	
	Teacher uses verbal and nonverbal behavior that indicates caring for students.		When asked, students describe the teacher as someone who cares for them.
	Teacher uses students' interests and background to produce a climate of acceptance and community.		Students respond when the teacher demonstrates understanding of their interests and background.
	Teacher does not exhibit extremes in positive or negative emotions.		When asked, students say the the teacher does not hold grudges or take things personally.

Comments:

# INSTRUCTIONAL STRATEGIES

## CONDUCTING DIRECT INSTRUCTIONAL LESSONS (Elements 6, 7, 8) - Initial Focus

(i.e. Chunking content, Processing content, Recording and representing content planning)

INNOVATING (4)	APPLYING (3)	DEVELOPING (2)	BEGINNING (1)	NOT USING (0)	NOT APPLICABLE (0)
The teacher provides adequate evidence (observational or otherwise) that he or she identifies students who do not exhibit the desired effects and adapts behaviors or creates new strategies for their unique needs and situations.	The majority of students exhibit adequate evidence (observational or otherwise) that they understand which parts of the content they are working on are important and how the parts fit together.	The teacher provides adequate evidence (observational or otherwise) that he or she is addressing all of the following observational categories:  vi. Chunking vii. Processing viii. Recording and Representing	The teacher provides adequate evidence (observational or otherwise) that he or she is addressing at least one of the observational categories listed at the developing level (2).	The teacher provides no evidence that he or she is addressing any of the observational categories listed at the developing level (2).	This principle of learning is not applicable in this employee's role within the district.

TEACHER EVIDENCE - CHECKED OBSERVED INDICATORS		STUDENT EVIDENCE - CHECKED OBSERVED INDICATORS	
	Teacher stops at strategic points.		Students appear to know what is expected of them when the teacher stops at strategic points.
	Teacher employs formal group processing strategies.		Students voluntarily ask clarification questions.
	Teacher asks students to generate or create notes, non-linguistic representations, or mnemonics that identify critical content.		When asked, students can explain what they have just learned.
			When asked, students can explain the main points of the lesson.

Comments:

## CONDUCTING PRACTICING AND DEEPENING LESSONS (Elements 9, 10, 11) - Secondary Focus - TBD

(i.e. Using structured practice sessions, Examining similarities and differences, Examining errors in reasoning)

INNOVATING (4)	APPLYING (3)	DEVELOPING (2)	BEGINNING (1)	NOT USING (0)	NOT APPLICABLE (0)
The teacher provides adequate evidence (observational or otherwise) that he or she identifies students who do not exhibit the desired effects and adapts behaviors or creates new strategies for their unique needs and situations.	The majority of students exhibit adequate evidence (observational or otherwise) that they are deepening their understanding of information and developing fluency in skills and processes.	The teacher provides adequate evidence (observational or otherwise) that he or she is addressing all of the following observational categories: <ul style="list-style-type: none"> <li>ix. Structured Practice</li> <li>x. Similarities and Differences</li> <li>xi. Errors in Reasoning</li> </ul>	The teacher provides adequate evidence (observational or otherwise) that he or she is addressing at least one of the observational categories listed at the developing level (2).	The teacher provides no evidence that he or she is addressing any of the observational categories listed at the developing level (2).	This principle of learning is not applicable in this employee's role within the district.

TEACHER EVIDENCE - CHECKED OBSERVED INDICATORS		STUDENT EVIDENCE - CHECKED OBSERVED INDICATORS	
	Teachers engage students in modeling a skill, strategy, or process.		Students perform the skill, strategy, or process with increased confidence and/or competence.
	Teachers engage students in guided practice of a skill, strategy, or process.		When asked, students can explain similarities and differences.
	Teachers engage students in independent practice of a skill, strategy, or process.		Student artifacts indicate that they can identify errors in reasoning.
	Teachers engage students in activities that require students to examine similarities and differences between content.		
	Teacher asks students to examine information for errors or the strength of support presented for a claim.		

Comments:

## CONDUCTING KNOWLEDGE APPLICATION LESSONS (Elements 12, 13, 14) - Tertiary Focus - TBD

(i.e. Engaging students in cognitively complex tasks, Providing resources & guidance, Generating and defending claims)

INNOVATING (4)	APPLYING (3)	DEVELOPING (2)	BEGINNING (1)	NOT USING (0)	NOT APPLICABLE (0)
The teacher provides adequate evidence (observational or otherwise) that he or she identifies students who do not exhibit the desired effects and adapts behaviors or creates new strategies for their unique needs and situations.	The majority of students exhibit adequate evidence (observational or otherwise) that they are applying their knowledge through complex tasks and generating and defending claims about that knowledge.	The teacher provides adequate evidence (observational or otherwise) that he or she is addressing all of the following observational categories: <ul style="list-style-type: none"> <li>xii. Complex Tasks</li> <li>xiii. Resources and Guidance</li> <li>xiv. Claims</li> </ul>	The teacher provides adequate evidence (observational or otherwise) that he or she is addressing at least one of the observational categories listed at the developing level (2).	The teacher provides no evidence that he or she is addressing any of the observational categories listed at the developing level (2).	This principle of learning is not applicable in this employee's role within the district.

TEACHER EVIDENCE - CHECKED OBSERVED INDICATORS		STUDENT EVIDENCE - CHECKED OBSERVED INDICATORS	
	Providing students with a task to complete using the methods of problem solving.		Students are clearly working on complex tasks that require them to generate and test hypotheses and defend conclusions.
	Teacher interacts with students during the class to determine their needs for hypothesis generating and testing tasks.		Students seek out the teacher for advice and guidance regarding hypothesis generation and testing tasks.
	Teacher explains the relationship between claims, reasons, and evidence.		Students can use a wide range of evidence to identify grounds, backing, and qualifiers that support a claim.

Comments:

# ASSESSMENT

## PROVIDING AND COMMUNICATING CLEAR LEARNING GOALS (Element 1, 2, 3)

(i.e. Providing scales and rubrics, Tracking student progress, Celebrating success)

INNOVATING (4)	APPLYING (3)	DEVELOPING (2)	BEGINNING (1)	NOT USING (0)	NOT APPLICABLE (0)
The teacher provides adequate evidence (observational or otherwise) that he or she identifies students who do not exhibit the desired effects and adapts behaviors or creates new strategies for their unique needs and situations.	The majority of students exhibit adequate evidence (observational or otherwise) that they understand the progression of knowledge they are expected to master and where they are along with that progression.	The teacher provides adequate evidence (observational or otherwise) that he or she is addressing all of the following observational categories: <ul style="list-style-type: none"> <li>i. Scales and Rubrics</li> <li>ii. Progress Tracking</li> <li>iii. Celebrating</li> </ul>	The teacher provides adequate evidence (observational or otherwise) that he or she is addressing at least one of the observational categories listed at the developing level (2).	The teacher provides no evidence that he or she is addressing any of the observational categories listed at the developing level (2).	This principle of learning is not applicable in this employee's role within the district.

TEACHER EVIDENCE - CHECKED OBSERVED INDICATORS		STUDENT EVIDENCE - CHECKED OBSERVED INDICATORS	
	Teacher has a learning goal posted so that all students can see it.		When asked, students can explain the learning goal for the lesson.
	The learning goal is a clear statement of knowledge or information as opposed to an activity or assessment.		When asked, students can explain how their current activities relate to the learning goal.
	Teacher makes reference to the learning goal throughout the lesson.		When asked, students can describe their status relative to the learning goal using the scale or rubric.
	Teacher helps students track their individual progress on the learning goal.		Students show signs of pride regarding their accomplishments in the class.
	Teacher uses formal and informal means to assign scores to students.		
	Teacher uses a variety of ways to celebrate.		

Comments:

## USING ASSESSMENTS (4, 5)

(i.e. Using informal assessments of the whole class. Using formal assessments of individual students)

INNOVATING (4)	APPLYING (3)	DEVELOPING (2)	BEGINNING (1)	NOT USING (0)	NOT APPLICABLE (0)
The teacher provides adequate evidence (observational or otherwise) that he or she identifies students who do not exhibit the desired effects and adapts behaviors or creates new strategies for their unique needs and situations.	The majority of students exhibit adequate evidence (observational or otherwise) that they understand how test scores and grades relate to their status on the progression of knowledge they are expected to master.	The teacher provides adequate evidence (observational or otherwise) that he or she is addressing all of the following observational categories:  iv. Informal Assessments of the Whole Class  v. Formal Assessments of Individual Students	The teacher provides adequate evidence (observational or otherwise) that he or she is addressing at least one of the observational categories listed at the developing level (2).	The teacher provides no evidence that he or she is addressing any of the observational categories listed at the developing level (2).	This principle of learning is not applicable in this employee's role within the district.

TEACHER EVIDENCE - CHECKED OBSERVED INDICATORS		STUDENT EVIDENCE - CHECKED OBSERVED INDICATORS	
	Teacher uses a variety of ways to informally assess.		Students complete informal assessments of the whole class as assigned.
	Teacher uses quick and frequent in class informal assessments to gauge student understanding.		Students respond to informal assessments using the pre-established routines / signals.
	Teacher uses this information to determine the direction the instruction should go.		Students can describe the relationship between specific assessments and specific learning goals and proficiency scales.
	Teacher uses a variety of ways to formally assess.		

Comments:

## USING MULTIPLE SOURCES OF DATA

INNOVATING (4)	APPLYING (3)	DEVELOPING (2)	BEGINNING (1)	NOT USING (0)	NOT APPLICABLE (0)
The teacher provides adequate evidence of using multiple sources of data to tailor student learning with specific attention toward equitable opportunities and outcomes for all student groups. In addition they assist other teachers in analyzing data.	The teacher provides adequate evidence of multiple sources of data to tailor student learning with specific attention toward equitable opportunities and outcomes for all student groups.	The teacher provides adequate evidence of using one source of data to tailor student learning academic needs but does not meet the physical, social-emotional and mental health needs of students.	The teacher uses one source of relevant data to tailor responsive learning experiences that address some of the student's needs.	The teacher provides no evidence that he or she is using data to address students' needs.	This principle of learning is not applicable in this employee's role within the district.

TEACHER EVIDENCE - CHECKED OBSERVED INDICATORS		STUDENT EVIDENCE - CHECKED OBSERVED INDICATORS	
	The teacher tracks the students individual data on numerous sources of data.		The students in conjunction with the teacher sets individual goals on data such as NWEA MAP.
	The teacher shares the individual data information with the individual student.		The students track their own learning by what they know and what they still need to learn; for example by using the lesson proficiency scales.
	The teacher uses the student data to drive lessons.		
	The teacher uses the student data to differentiate student learning.		

Comments:

# PROFESSIONALISM

## ADHERING TO SCHOOL/DISTRICT POLICIES AND PROCEDURES (Elements 59, 60)

INNOVATING (4)	APPLYING (3)	DEVELOPING (2)	BEGINNING (1)	NOT USING (0)	NOT APPLICABLE (0)
The teacher is a recognized leader and helps others by sharing evidence of how to support school and district policies and procedures.	The teacher is aware of district and school rules and procedures and adheres to them.	The teacher is aware of district and school rules and procedures but does not adhere to all of these rules and procedures.	Inconsistently adheres to school and district policies and procedures.	The teacher makes no attempt to perform this activity.	This principle of learning is not applicable in this employee's role within the district.

### TEACHER EVIDENCE - CHECKED OBSERVED INDICATORS

	Performs assigned duties.
	Fulfills responsibilities in a timely manner.
	Maintains accurate records (e.g. student progress, attendance, parent conferences, etc.).
	Maintains confidentiality of colleagues, students, and families.
	Demonstrates personal integrity and ethics.
	Uses social media appropriately.

Comments:

## PROMOTING TEACHER LEADERSHIP AND COLLABORATION (Elements 55, 56, 57, 58)

INNOVATING (4)	APPLYING (3)	DEVELOPING (2)	BEGINNING (1)	NOT USING (0)	NOT APPLICABLE (0)
The teacher helps	The teacher promotes	The teacher	The teacher attempts	The teacher makes	This principle of learning

others by sharing evidence of how to promote teacher leadership and a culture of collaboration.	teacher leadership and a culture of collaboration and provides evidence of promoting leadership as a teacher and promoting a school-wide culture of professional learning.	promotes teacher leadership and a culture of collaboration.	to promote teacher leadership and a culture of collaboration.	no attempt to promote teacher leadership and a culture of collaboration.	is not applicable in this employee's role within the district.
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**TEACHER EVIDENCE - CHECKED OBSERVED INDICATORS**

	Contributes and shares expertise and new ideas with colleagues to enhance student learning in formal and informal ways.
	Serves as an appropriate role model (i.e. mentor, coach, presenter, researcher) regarding specific classroom strategies and behaviors.
	Serves as an appropriate role model (i.e. mentor, coach, presenter, researcher) regarding specific classroom strategies and behaviors.
	Accesses available expertise and resources to support students' learning needs.
	Promotes positive conversations and interactions with teachers and colleagues.
	Fosters collaborative partnerships with parents to enhance student success in a manner that demonstrates integrity, confidentiality, respect, flexibility, fairness, and trust.
	Demonstrates awareness and sensitivity to social, cultural, and diverse needs of families.
	Uses multiple means and modalities to communicate with families.
	Participates in school and community activities as appropriate to support students and families.

Comments:

District criterion is met when a staff member maintains a summative score of 2.0 or greater.

**SUMMATIVE AVERAGE:**

**SUMMATIVE SCORE:**

**EVALUATOR COMMENTS:**

**EVALUATOR SIGNATURE:**

**TEACHER'S COMMENTS:**

**TEACHER SIGNATURE:**



# Dundy County Stratton Public Schools

## Teacher Formal Evaluation Form

Name:  
Job Title:  
School:

Evaluator:  
Date

### PLANNING AND PREPARATION

#### ATTENTION TO ESTABLISHED CONTENT STANDARDS (Element 44)

INNOVATING (4)	APPLYING (3)	DEVELOPING (2)	BEGINNING (1)	NOT USING (0)	NOT APPLICABLE (0)
The teacher plans using district and state standards, district-supported curriculum, instructional materials, and strategies, evidence-based resources, data and community context to address the needs of each student in achieving rigorous learning goals.	The teacher ensures that lessons and units include the important content identified by the district and the manner in which content should be sequenced.	The teacher ensures that lessons and units include the important content identified by the district but does not address the appropriate sequencing of content.	The teacher attempts to perform this activity but does not actually complete or follow through with these attempts.	The teacher makes no attempt to perform this activity.	This principle of learning is not applicable in this employee's role within the district.

#### TEACHER EVIDENCE - CHECKED OBSERVED INDICATORS

	The teacher uses a curriculum that is aligned to the state and district standards.
	The teacher uses a curriculum that is vertically aligned to the other grades' curriculums in order to identify important content.

	The teacher utilizes a pacing guide to ensure the essential learnings are sequenced.
	The lessons and units created by the teacher utilize the district curriculum.

Comments:

## THE LEARNING ENVIRONMENT

## USING ENGAGEMENT STRATEGIES (Elements 23, 24, 25, 26, 27, 28, 29, 30, 31, 32)

(i.e. Noticing and reacting when students aren't engaged, Increasing response rates, Using physical movement, Maintaining a lively pace, Demonstrating intensity and enthusiasm, Presenting unusual information, Using friendly controversy, Using academic games, Providing opportunities for students to talk about themselves, Motivating and inspiring students)

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TEACHER EVIDENCE - CHECKED OBSERVED INDICATORS		STUDENT EVIDENCE - CHECKED OBSERVED INDICATORS	
	Teacher takes action to re-engage students.		When asked, students explain that the teacher expects high levels of engagement.
	Teacher uses wait time.		Multiple students or the entire class respond to questions the teacher poses.
	Teacher manages response rates (random names, hand signals, response cards, response chaining, paired response, choral response, elaborative interrogation, multiple types of questions)		Students engage in the physical activities the teacher designs.
	Teacher uses activities that require students to physically move.		Students quickly adapt to transitions and re-engage when a new activity begins.
	Teacher signals excitement or overtly adjust energy level.		Students' attention levels increase when the teacher demonstrates enthusiasm and intensity for the content.

	Teacher systematically provides interesting information about the content.		Students' attention increases when unusual information is presented about the content.
	Teacher has students examine multiple perspectives and opinions about the content.		When asked, students explain how a friendly controversy activity helped them better understand the content.
	Teacher uses academic games (structured or impromptu).		When asked, students can explain how the games keep their interest and help them learn or remember content.
	Teacher is aware of student interests and makes connections between these interests and class content.		Students engage in activities that require them to make connections between their personal interests and the content.
	Teacher helps student identify goals and encourages growth.		Students set goals and identify the steps needed to accomplish them .

Comments:

(i.e. Establishing rules and procedures, Organizing the physical layout of the classroom, Demonstrating withitness, Acknowledging adherence to rules and procedures, Acknowledging lack of adherence to rules and procedures)

INNOVATING (4)	APPLYING (3)	DEVELOPING (2)	BEGINNING (1)	NOT USING (0)	NOT APPLICABLE (0)
The teacher provides adequate evidence (observational or otherwise) that he or she identifies students who do not exhibit the desired effects and adapts behaviors or creates new strategies for their unique needs and situations.	The majority of students exhibit adequate evidence (observational or otherwise) that they understand and follow rules and procedures.	The teacher provides adequate evidence (observational or otherwise) that he or she is addressing all of the following observational categories: xxiii. Rules and Procedures xxiv. Physical Layout xxv. Withitness xxvi. Behavioral Feedback	The teacher provides adequate evidence (observational or otherwise) that he or she is addressing at least one of the observational categories listed at the developing level (2)	The teacher provides no evidence that he or she is addressing any of the observational categories listed at the developing level (2).	This principle of learning is not applicable in this employee's role within the district.

TEACHER EVIDENCE - CHECKED OBSERVED INDICATORS		STUDENT EVIDENCE - CHECKED OBSERVED INDICATORS	
	Teacher reminds students of rules and procedures.		When asked, students can describe established rules, procedures, and routines
	Rules are posted around the room.		Students can move easily about the classroom and make use of materials.
	Teacher physically occupies all quadrants of the room.		When asked, students describe the teacher as "aware of what is going on".
	Teacher recognizes potential sources of disruption and deals with them immediately.		When asked, students describe the teacher as appreciative of their good behavior.
	Teacher provides verbal and nonverbal cues that a rule or procedure has been followed.		Students cease inappropriate behavior when the teacher signals.
	Teacher provides verbal and nonverbal signals when students' behavior is not appropriate.		
	Teacher notifies the home for positive and negative behavior.		

Comments:

**BUILDING RELATIONSHIPS (Elements 38, 39, 40)**

(i.e. Using verbal and nonverbal behaviors that indicate affection for students, Understanding students' backgrounds and interests, Displaying objectivity and control)

INNOVATING (4)	APPLYING (3)	DEVELOPING (2)	BEGINNING (1)	NOT USING (0)	NOT APPLICABLE (0)
The teacher provides adequate evidence (observational or otherwise) that he or she identifies students who do not exhibit the desired effects and adapts behaviors or creates new strategies for their unique needs and situations.	The majority of students exhibit adequate evidence (observational or otherwise) that they feel welcome, accepted, and valued.	The teacher provides adequate evidence (observational or otherwise) that he or she is addressing all of the following observational categories:  xxvii. Verbal and Nonverbal Cues  xxviii. Understanding  xxix. Objectivity	The teacher provides adequate evidence (observational or otherwise) that he or she is addressing at least one of the observational categories listed at the developing level (2).	The teacher provides no evidence that he or she is addressing any of the observational categories listed at the developing level (2).	This principle of learning is not applicable in this employee's role within the district.

TEACHER EVIDENCE - CHECKED OBSERVED INDICATORS		STUDENT EVIDENCE - CHECKED OBSERVED INDICATORS	
	Teacher uses verbal and nonverbal behavior that indicates caring for students.		When asked, students describe the teacher as someone who cares for them.
	Teacher uses students' interests and background to produce a climate of acceptance and community.		Students respond when the teacher demonstrates understanding of their interests and background.
	Teacher does not exhibit extremes in positive or negative emotions.		When asked, students say the the teacher does not hold grudges or take things personally.

Comments:

## COMMUNICATING HIGH EXPECTATIONS (Elements 41, 42, 43)

(i.e. Demonstrating value and respect for reluctant learners, Asking in-depth questions of reluctant learners, Probing incorrect answers with reluctant learners)

INNOVATING (4)	APPLYING (3)	DEVELOPING (2)	BEGINNING (1)	NOT USING (0)	NOT APPLICABLE (0)
The teacher provides adequate evidence (observational or otherwise) that he or she identifies students who do not exhibit the desired effects and adapts behaviors or creates new strategies for their unique needs and situations.	The majority of students who are typically reluctant to engage in classroom activities exhibit adequate evidence (observational or otherwise) that they feel valued and comfortable interacting with the teacher and their peers.	The teacher provides adequate evidence (observational or otherwise) that he or she is addressing all of the following observational categories:  xxx. Value and Respect  xxxi. Reluctant Learner Interactions	The teacher provides adequate evidence (observational or otherwise) that he or she is addressing at least one of the observational categories listed at the developing level (2).	The teacher provides no evidence that he or she is addressing any of the observational categories listed at the developing level (2).	This principle of learning is not applicable in this employee's role within the district.

TEACHER EVIDENCE - CHECKED OBSERVED INDICATORS		STUDENT EVIDENCE - CHECKED OBSERVED INDICATORS	
	Teacher does not allow negative comments.		Students treat each other with respect.
	Teacher asks questions of reluctant learners with the same frequency and depth as high expectancy students.		When asked, students say the teacher expects everyone to participate.
			When asked, students say the teacher helps them answer questions successfully.
			Teacher rephrases or breaks a question into smaller and simpler parts when students provide an incorrect answer.

Comments:

## INSTRUCTIONAL STRATEGIES

### MAINTAINING EXPERTISE IN CONTENT AND PEDAGOGY (Elements 50, 51, 52, 53, 54)

INNOVATING (4)	APPLYING (3)	DEVELOPING (2)	BEGINNING (1)	NOT USING (0)	NOT APPLICABLE (0)
The teacher is a recognized leader in helping others with this activity.	The teacher identifies specific strategies and behaviors on which to improve from routine lesson segments, content lesson segments and segments that are enacted on the spot.	The teacher identifies specific strategies and behaviors on which to improve but does not select the strategies and behaviors that are most useful for his or her development.	The teacher attempts to perform this activity but does not actually complete or follow through with these attempts.	The teacher makes no attempt to perform this activity.	This principle of learning is not applicable in this employee's role within the district.

### TEACHER EVIDENCE - CHECKED OBSERVED INDICATORS

	Participates in professional development opportunities.
	Demonstrates content expertise and knowledge in the classroom.
	Actively seeks help and input from appropriate school personnel to address issues that impact instruction.
	Demonstrates a growth mindset and/or seeks feedback.
	Uses a reflection process for analysis of specific instructional strengths/weaknesses of themselves, lessons, and units.
	Uses formative and summative data to make instructional planning decisions.

Comments:

### USING STRATEGIES THAT APPEAR IN ALL TYPES OF LESSONS (Elements 15, 16, 17, 18, 19, 20, 21, 22)

(i.e. Previewing content, Highlighting critical information, Reviewing content, Revising knowledge, Reflecting on learning, Purposeful Homework, Elaborating on information, Organizing students to interact)

INNOVATING (4)	APPLYING (3)	DEVELOPING (2)	BEGINNING (1)	NOT USING (0)	NOT APPLICABLE (0)
The teacher provides adequate evidence (observational or otherwise) that he	The majority of students exhibit adequate evidence (observational or otherwise) that they	The teacher provides adequate evidence (observational or otherwise) that he or she is addressing all	The teacher provides adequate evidence (observational or otherwise) that he or she is addressing at	The teacher provides no evidence that he or she is addressing any of the	This principle of learning is not applicable in this employee's role within the district.

or she identifies students who do not exhibit the desired effects and adapts behaviors or creates new strategies for their unique needs and situations.	are continually integrating new knowledge with old knowledge and revising their understanding accordingly.	of the following observational categories: xv. Highlighting xvi. Reviewing and Revising xvii. Extending xviii. Organizing	least one of the observational categories listed at the developing level (2).	observational categories listed at the developing level (2).	
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<b>TEACHER EVIDENCE - CHECKED OBSERVED INDICATORS</b>		<b>STUDENT EVIDENCE - CHECKED OBSERVED INDICATORS</b>	
	Teacher engages students in activities that help them link what they already know to the new content about to be addressed (preview questions, K-W-L, graphic organizer, bell-ringer, informational hooks)		When asked, students explain linkage with prior knowledge.
	Teacher tells or cues the students about the importance of upcoming information.		When asked, students can provide a purpose for what they are about to learn.
	Teacher uses specific strategies to review information.		When asked, students can explain why the content is important to pay attention to.
	Teacher has students explain how their understanding has changed.		During class activities, students give responses indicating that they recall previous content.
	Teacher asks students to state or record how hard they tried.		When asked, students can explain previous errors or misconceptions they had about content.
	Teacher communicates a clear purpose for homework that allows students to practice and deepen their knowledge independently.		When asked, students can describe how hard they tried.
	Teacher presents situations or problems that require inferences		When asked, students describe how the homework assignment will deepen their understanding of informational content or help them practice a skill, strategy, or process.
	Teacher organizes students into groups with the expressed idea of practicing a skill, strategy, or process		Students provide explanations and "proofs" for inferences
			While in groups, students interact by asking each other questions and obtaining feedback from peers

Comments:

## CONDUCTING DIRECT INSTRUCTIONAL LESSONS (Elements 6, 7, 8)

(i.e. Chunking content, Processing content, Recording and representing content planning)

INNOVATING (4)	APPLYING (3)	DEVELOPING (2)	BEGINNING (1)	NOT USING (0)	NOT APPLICABLE (0)
The teacher provides adequate evidence (observational or otherwise) that he or she identifies students who do not exhibit the desired effects and adapts behaviors or creates new strategies for their unique needs and situations.	The majority of students exhibit adequate evidence (observational or otherwise) that they understand which parts of the content they are working on are important and how the parts fit together.	The teacher provides adequate evidence (observational or otherwise) that he or she is addressing all of the following observational categories: vi. Chunking vii. Processing viii. Recording and Representing	The teacher provides adequate evidence (observational or otherwise) that he or she is addressing at least one of the observational categories listed at the developing level (2).	The teacher provides no evidence that he or she is addressing any of the observational categories listed at the developing level (2).	This principle of learning is not applicable in this employee's role within the district.

TEACHER EVIDENCE - CHECKED OBSERVED INDICATORS		STUDENT EVIDENCE - CHECKED OBSERVED INDICATORS	
	Teacher stops at strategic points.		Students appear to know what is expected of them when the teacher stops at strategic points.
	Teacher employs formal group processing strategies.		Students voluntarily ask clarification questions.
	Teacher asks students to generate or create notes, non-linguistic representations, or mnemonics that identify critical content.		When asked, students can explain what they have just learned.
			When asked, students can explain the main points of the lesson.

Comments:

## CONDUCTING PRACTICING AND DEEPENING LESSONS (Elements 9, 10, 11)

(i.e. Using structured practice sessions, Examining similarities and differences, Examining errors in reasoning)

INNOVATING (4)	APPLYING (3)	DEVELOPING (2)	BEGINNING (1)	NOT USING (0)	NOT APPLICABLE (0)
The teacher provides adequate evidence (observational or otherwise) that he or she identifies students who do not exhibit the desired effects and adapts behaviors or creates new strategies for their unique needs and situations.	The majority of students exhibit adequate evidence (observational or otherwise) that they are deepening their understanding of information and developing fluency in skills and processes.	The teacher provides adequate evidence (observational or otherwise) that he or she is addressing all of the following observational categories:  ix. Structured Practice  x. Similarities and Differences  xi. Errors in Reasoning	The teacher provides adequate evidence (observational or otherwise) that he or she is addressing at least one of the observational categories listed at the developing level (2).	The teacher provides no evidence that he or she is addressing any of the observational categories listed at the developing level (2).	This principle of learning is not applicable in this employee's role within the district.

TEACHER EVIDENCE - CHECKED OBSERVED INDICATORS		STUDENT EVIDENCE - CHECKED OBSERVED INDICATORS	
	Teachers engage students in modeling a skill, strategy, or process.		Students perform the skill, strategy, or process with increased confidence and/or competence.
	Teacher engage students in guided practice of a skill, strategy, or process.		When asked, students can explain similarities and differences.
	Teacher engage students in independent practice of a skill, strategy, or process.		Student artifacts indicate that they can identify errors in reasoning.
	Teacher engage students in activities that require students to examine similarities and differences between content.		
	Teacher asks students to examine information for errors or the strength of support presented for a claim.		

Comments:

**CONDUCTING KNOWLEDGE APPLICATION LESSONS (Elements 12, 13, 14)**

(i.e. Engaging students in cognitively complex tasks, Providing resources & guidance, Generating and defending claims)

INNOVATING (4)	APPLYING (3)	DEVELOPING (2)	BEGINNING (1)	NOT USING (0)	NOT APPLICABLE (0)
The teacher provides adequate evidence (observational or otherwise) that he or she identifies students who do not exhibit the desired effects and adapts behaviors or creates new strategies for their unique needs and situations.	The majority of students exhibit adequate evidence (observational or otherwise) that they are applying their knowledge through complex tasks and generating and defending claims about that knowledge.	The teacher provides adequate evidence (observational or otherwise) that he or she is addressing all of the following observational categories: xii. Complex Tasks xiii. Resources and Guidance xiv. Claims	The teacher provides adequate evidence (observational or otherwise) that he or she is addressing at least one of the observational categories listed at the developing level (2).	The teacher provides no evidence that he or she is addressing any of the observational categories listed at the developing level (2).	This principle of learning is not applicable in this employee's role within the district.

TEACHER EVIDENCE - CHECKED OBSERVED INDICATORS		STUDENT EVIDENCE - CHECKED OBSERVED INDICATORS	
	Providing students with a task to complete using the methods of problem solving.		Students are clearly working on complex tasks that require them to generate and test hypotheses and defend conclusions.
	Teacher interacts with students during the class to determine their needs for hypothesis generating and testing tasks.		Students seek out the teacher for advice and guidance regarding hypothesis generation and testing tasks.
	Teacher explains the relationship between claims, reasons, and evidence.		Students can use a wide range of evidence to identify grounds, backing, and qualifiers that support a claim.

Comments:

## ASSESSMENT

**PROVIDING AND COMMUNICATING CLEAR LEARNING GOALS (Element 1, 2, 3)**

(i.e. Providing scales and rubrics, Tracking student progress, Celebrating success)

INNOVATING (4)	APPLYING (3)	DEVELOPING (2)	BEGINNING (1)	NOT USING (0)	NOT APPLICABLE (0)
The teacher provides adequate evidence (observational or otherwise) that he or she identifies students who do not exhibit the desired effects and adapts behaviors or creates new strategies for their unique needs and situations.	The majority of students exhibit adequate evidence (observational or otherwise) that they understand the progression of knowledge they are expected to master and where they are along with that progression.	The teacher provides adequate evidence (observational or otherwise) that he or she is addressing all of the following observational categories: <ul style="list-style-type: none"> <li>i. Scales and Rubrics</li> <li>ii. Progress Tracking</li> <li>iii. Celebrating</li> </ul>	The teacher provides adequate evidence (observational or otherwise) that he or she is addressing at least one of the observational categories listed at the developing level (2).	The teacher provides no evidence that he or she is addressing any of the observational categories listed at the developing level (2).	This principle of learning is not applicable in this employee's role within the district.

TEACHER EVIDENCE - CHECKED OBSERVED INDICATORS		STUDENT EVIDENCE - CHECKED OBSERVED INDICATORS	
	Teacher has a learning goal posted so that all students can see it.		When asked, students can explain the learning goal for the lesson.
	The learning goal is a clear statement of knowledge or information as opposed to an activity or assessment.		When asked, students can explain how their current activities relate to the learning goal.
	Teacher makes reference to the learning goal throughout the lesson.		When asked, students can describe their status relative to the learning goal using the scale or rubric.
	Teacher helps students track their individual progress on the learning goal.		Students show signs of pride regarding their accomplishments in the class.
	Teacher uses formal and informal means to assign scores to students.		
	Teacher uses a variety of ways to celebrate.		

Comments:



## USING ASSESSMENTS (4, 5)

(i.e. Using informal assessments of the whole class. Using formal assessments of individual students)

INNOVATING (4)	APPLYING (3)	DEVELOPING (2)	BEGINNING (1)	NOT USING (0)	NOT APPLICABLE (0)
The teacher provides adequate evidence (observational or otherwise) that he or she identifies students who do not exhibit the desired effects and adapts behaviors or creates new strategies for their unique needs and situations.	The majority of students exhibit adequate evidence (observational or otherwise) that they understand how test scores and grades relate to their status on the progression of knowledge they are expected to master.	The teacher provides adequate evidence (observational or otherwise) that he or she is addressing all of the following observational categories:  iv. Informal Assessments of the Whole Class  v. Formal Assessments of Individual Students	The teacher provides adequate evidence (observational or otherwise) that he or she is addressing at least one of the observational categories listed at the developing level (2).	The teacher provides no evidence that he or she is addressing any of the observational categories listed at the developing level (2).	This principle of learning is not applicable in this employee's role within the district.

TEACHER EVIDENCE - CHECKED OBSERVED INDICATORS		STUDENT EVIDENCE - CHECKED OBSERVED INDICATORS	
	Teacher uses a variety of ways to informally assess.		Students complete informal assessments of the whole class as assigned.
	Teacher uses quick and frequent in class informal assessments to gauge student understanding.		Students respond to informal assessments using the pre-established routines / signals.
	Teacher uses this information to determine the direction the instruction should go.		Students can describe the relationship between specific assessments and specific learning goals and proficiency scales.
	Teacher uses a variety of ways to formally assess.		

Comments:

## USING MULTIPLE SOURCES OF DATA

INNOVATING (4)	APPLYING (3)	DEVELOPING (2)	BEGINNING (1)	NOT USING (0)	NOT APPLICABLE (0)
The teacher provides adequate evidence of using multiple sources of data to tailor student learning with specific attention toward equitable opportunities and outcomes for all student groups. In addition they assist other teachers in analyzing data.	The teacher provides adequate evidence of multiple sources of data to tailor student learning with specific attention toward equitable opportunities and outcomes for all student groups.	The teacher provides adequate evidence of using one source of data to tailor student learning academic needs but does not meet the physical, social-emotional and mental health needs of students.	The teacher uses one source of relevant data to tailor responsive learning experiences that address some of the student's needs.	The teacher provides no evidence that he or she is using data to address students' needs.	This principle of learning is not applicable in this employee's role within the district.

TEACHER EVIDENCE - CHECKED OBSERVED INDICATORS		STUDENT EVIDENCE - CHECKED OBSERVED INDICATORS	
	The teacher tracks the students individual data on numerous sources of data.		The students in conjunction with the teacher sets individual goals on data such as NWEA MAP.
	The teacher shares the individual data information with the individual student.		The students track their own learning by what they know and what they still need to learn; for example by using the lesson proficiency scales.
	The teacher uses the student data to drive lessons.		
	The teacher uses the student data to differentiate student learning.		

Comments:

# PROFESSIONALISM

## ADHERING TO SCHOOL/DISTRICT POLICIES AND PROCEDURES (Elements 59, 60)

INNOVATING (4)	APPLYING (3)	DEVELOPING (2)	BEGINNING (1)	NOT USING (0)	NOT APPLICABLE (0)
The teacher is a recognized leader and helps others by sharing evidence of how to support school and district policies and procedures.	The teacher is aware of district and school rules and procedures and adheres to them.	The teacher is aware of district and school rules and procedures but does not adhere to all of these rules and procedures.	Inconsistently adheres to school and district policies and procedures.	The teacher makes no attempt to perform this activity.	This principle of learning is not applicable in this employee's role within the district.

### TEACHER EVIDENCE - CHECKED OBSERVED INDICATORS

	Performs assigned duties.
	Fulfills responsibilities in a timely manner.
	Maintains accurate records (e.g. student progress, attendance, parent conferences, etc.).
	Maintains confidentiality of colleagues, students, and families.
	Demonstrates personal integrity and ethics.
	Uses social media appropriately.

Comments:

## PROMOTING TEACHER LEADERSHIP AND COLLABORATION (Elements 55, 56, 57, 58)

INNOVATING (4)	APPLYING (3)	DEVELOPING (2)	BEGINNING (1)	NOT USING (0)	NOT APPLICABLE (0)
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The teacher helps others by sharing evidence of how to promote teacher leadership and a culture of collaboration.	The teacher promotes teacher leadership and a culture of collaboration and provides evidence of promoting leadership as a teacher and promoting a school-wide culture of professional learning.	The teacher promotes teacher leadership and a culture of collaboration.	The teacher attempts to promote teacher leadership and a culture of collaboration.	The teacher makes no attempt to promote teacher leadership and a culture of collaboration.	This principle of learning is not applicable in this employee's role within the district.
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<b>TEACHER EVIDENCE - CHECKED OBSERVED INDICATORS</b>	
	Contributes and shares expertise and new ideas with colleagues to enhance student learning in formal and informal ways.
	Serves as an appropriate role model (i.e. mentor, coach, presenter, researcher) regarding specific classroom strategies and behaviors.
	Serves as an appropriate role model (i.e. mentor, coach, presenter, researcher) regarding specific classroom strategies and behaviors.
	Accesses available expertise and resources to support students' learning needs.
	Promotes positive conversations and interactions with teachers and colleagues.
	Fosters collaborative partnerships with parents to enhance student success in a manner that demonstrates integrity, confidentiality, respect, flexibility, fairness, and trust.
	Demonstrates awareness and sensitivity to social, cultural, and diverse needs of families.
	Uses multiple means and modalities to communicate with families.
	Participates in school and community activities as appropriate to support students and families.

Comments:

District criterion is met when a staff member maintains a summative score of 2.0 or greater.

**SUMMATIVE AVERAGE:**

**SUMMATIVE SCORE:**

**EVALUATOR COMMENTS:**

**EVALUATOR SIGNATURE:**

**TEACHER'S COMMENTS:**

**TEACHER SIGNATURE:**

5.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

5.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, August 9, 2021 at Dundy County Stratton High School

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

Posting Location: Benkelman Post & News Chronicle  
Sparq Data Solutions

Posting Date: 8/04/2021

Attendance Taken at 6:00 PM. Brad Baney: Present, Jason Frederick: Present, Steve Guernsey: Present, Nick Ladenburger: Present, Kent Lorens: Present, Toby Marlin: Present, Sandy Noffsinger: Absent, Shad Stamm: Present, Jordan Stroup: Present. Present: 8, Absent: 1.

Others present:

Jackie Anderson, Superintendent  
Ethan Sullivan, Secondary Principal  
Mike Rotherham, Elementary Principal  
Ronda Sargent, Recording Secretary/Business Manager  
Keta Rinne

**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. 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**

Rotherham extended appreciation to the custodial staff over the summer and the extra projects completed. Anderson complimented the principal's availability beyond contract days.

**Public comment**

Keta Rinne addressed the discussion of girls wrestling program for the 2021-2022 school year.

**Consent Agenda**

Motion to approve the consent agenda as presented passed with a motion by Guernsey and a second by Marlin. Baney: Yea, Frederick: Yea, Guernsey: Yea, Ladenburger: Yea, Lorens: Yea, Marlin: Yea, Stamm: Yea, Stroup: Yea. Yea: 8, Nay: 0. The consent agenda includes the verification of notice of the meeting by publication in the Benkelman Post & News Chronicle and Hitchcock County News, a legal newspaper for Dundy County, Hitchcock County, and to each member of the board, the approval of the minutes from the July 12, 2021 meeting, the approval of the bills as presented in the

amount of \$473,775.15 from the General Fund; \$72,500.00 from the depreciation fund; \$7,590.40 from the activity fund; and \$10,453.52 from the nutrition fund.

### **Financial Report**

Anderson present the financial report with reviewing the balance of the accounts. Tax money is less this month as expected. Motion to approve the financial report as presented passed with a motion by Stamm and a second by Ladenburger. Baney: Yea, Frederick: Yea, Guernsey: Yea, Ladenburger: Yea, Lorens: Yea, Marlin: Yea, Stamm: Yea, Stroup: Yea. Yea: 8, Nay: 0

### **Parent and Guardian Involvement in Education Practices Policy #5018**

Motion to approve and adopt Policy #5018 Parent and Guardian Involvement in Education Practices passed with a motion by Frederick and a second by Stroup. Baney: Yea, Frederick: Yea, Guernsey: Yea, Ladenburger: Yea, Lorens: Yea, Marlin: Yea, Stamm: Yea, Stroup: Yea. Yea: 8, Nay: 0

### **District Title I Parent and Family Engagement Policy #5057**

Motion to approve and adopt Policy #5057 District Title I Parent and Family Engagement passed with a motion by Stamm and a second by Ladenburger. Baney: Yea, Frederick: Yea, Guernsey: Yea, Ladenburger: Yea, Lorens: Yea, Marlin: Yea, Stamm: Yea, Stroup: Yea. Yea: 8, Nay: 0

### **Reimbursement and Miscellaneous Expenditures Policy #2007**

Motion to approve Policy #2007 Reimbursement and Miscellaneous Expenditures passed with a motion by Lorens and a second by Guernsey. Baney: Yea, Frederick: Yea, Guernsey: Yea, Ladenburger: Yea, Lorens: Yea, Marlin: Yea, Stamm: Yea, Stroup: Yea. Yea: 8, Nay: 0

### **Meetings Policy #2008**

Motion to approve and adopt Policy #2008 Meetings passed with a motion by Guernsey and a second by Lorens. Baney: Yea, Frederick: Yea, Guernsey: Yea, Ladenburger: Yea, Lorens: Yea, Marlin: Yea, Stamm: Yea, Stroup: Yea. Yea: 8, Nay: 0

### **Request to not add Girl's High School Wrestling as an NSAA sport**

Motion not to add girls' high school wrestling as a competitive, sanctioned sport for the 2021-2022 school year passed with a motion by Stroup and a second by Stamm. Baney: Yea, Frederick: Yea, Guernsey: Yea, Ladenburger: Yea, Lorens: Yea, Marlin: Yea, Stamm: Yea, Stroup: Yea. Yea: 8, Nay: 0

### **2021 Student Handbook**

Motion to approve and adopt the 2021 Student Handbook passed with a motion by Lorens and a second by Guernsey. Baney: Yea, Frederick: Yea, Guernsey: Yea, Ladenburger: Yea, Lorens: Yea, Marlin: Yea, Stamm: Yea, Stroup: Yea. Yea: 8, Nay: 0

## **2021 Staff Certificated Handbook**

Motion to approve and adopt the 2021 Certificated Staff Handbook passed with a motion by Marlin and a second by Lorens. Baney: Yea, Frederick: Yea, Guernsey: Yea, Ladenburger: Yea, Lorens: Yea, Marlin: Yea, Stamm: Yea, Stroup: Yea. Yea: 8, Nay: 0

## **2021 Classified Staff Handbook**

Motion to approve and adopt the 2021 Classified Staff Handbook passed with a motion by Guernsey and a second by Lorens. Baney: Yea, Frederick: Yea, Guernsey: Yea, Ladenburger: Yea, Lorens: Yea, Marlin: Yea, Stamm: Yea, Stroup: Yea. Yea: 8, Nay: 0

## **Review bids for addition project for Dundy County Stratton High School**

Motion to approve and accept bid for the addition project with One Point Construction for \$1,296,682.00 for completion of July 30, 2022 passed with a motion by Frederick and a second by Lorens. Baney: Yea, Frederick: Yea, Guernsey: Yea, Ladenburger: Yea, Lorens: Yea, Marlin: Yea, Stamm: Yea, Stroup: Yea. Yea: 8, Nay: 0

## **NASB Information**

NASB meeting August 25th in North Platte. Anderson will register those that can attend.

## **Legislation**

The 2nd draft of the Health Standards is now available.

## **Technology report**

Computers have been ordered. The web filter has been upgraded. The web-based clock has been upgraded. Single sign on is a project in progress now.

## **Elementary Principal Report**

Enrollment numbers for the new year. Summer school attendance was discussed and found that July was a success.

## **Secondary principal report**

A computer check-out has been set for August 11<sup>th</sup> and 12<sup>th</sup>. Importance of the Free and Reduced forms to be filled out for additional funding. A new employee orientation was held on August 3, 2021. Discussion on pre-ACT testing for sophomores. Nutrien Ag Solutions donated a hog to the FFA.

## **Transportation report**

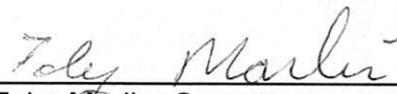
Anderson reported on the transportation report of the upkeep of the vehicles.

## **Superintendent report**

Anderson reported the window and HVAC units have been replaced. Administrators attended the Admin Days in Kearney. Discussed notices that will be posted. Discussion on surplus inventory. Discussed fuel bid contracts. Discussion of daycare needs. Discussion on COVID concerns for the school year.

## Adjourn

Motion to adjourn at 8:19 passed with a motion by Marlin and a second by Guernsey.  
Baney: Yea, Frederick: Yea, Guernsey: Yea, Ladenburger: Yea, Lorens: Yea, Marlin:  
Yea, Stamm: Yea, Stroup: Yea. Yea: 8, Nay: 0

  
\_\_\_\_\_  
Toby Marlin, Secretary

5.C. Payment of the bills  
Consent Item

5.D. Motion to approve the consent agenda. The consent agenda includes the verification of notice of the meeting by publication in the Benkelman Post & News Chronicle and Hitchcock County News, a legal newspaper for Dundy County, Hitchcock County, and to each member of the board, the approval of the minutes from the July 12, 2021 meeting, the approval of the bills as presented in the amount of \$677,904.12 from the General Fund; \$91,587.42 from the depreciation fund; \$78,000.78 from the Special Building Fund; \$10,59529 from the activity fund; and \$16,907.30 from the nutrition fund. Passed with a motion by Shad Stamm and a second by Kent Lorens.

5.E. Brad Baney: 5.F. Yea

5.G. Jason Frederick: 5.H. Yea

5.I. Steve Guernsey: 5.J. Yea

5.K. Nick Ladenburger: 5.L. Yea

5.M. Kent Lorens: 5.N. Yea

5.O. Toby Marlin: 5.P. Yea

5.Q. Sandy Noffsinger: 5.R. Yea

5.S. Shad Stamm: 5.T. Yea

5.U. Jordan Stroup: 5.V. Yea

5.W. Motion to approve the bills Passed with a motion by Shad Stamm and a second by Nick Ladenburger.

5.X. Brad Baney: 5.Y. Yea

5.Z. Jason Frederick: 5.AA. Yea

5.BB. Steve Guernsey: 5.CC. Yea

5.DD. Nick Ladenburger: 5.EE. Yea

5.FF. Kent Lorens: 5.GG. Yea

5.HH. Toby Marlin: 5.II. Yea

5.JJ. Sandy Noffsinger: 5.KK. Yea

5.LL. Shad Stamm: 5.MM.

ea

5.NN. Jordan Stroup: 5.OO. Yea

## General Fund Authorization September 2021

Accelerated Receivables Solutions	Payroll	86.58
AFLAC	Payroll	786.02
Colonial Life	Payroll	133.73
EFTPS	Payroll	78,043.86
Healthplan Services, Inc	Payroll	522.40
LegalShield	Payroll	108.60
MG Trust Company	Payroll	7,036.00
Nebraska Dept of Revenue	Payroll	12,246.84
Nebraska School Retirement System	Payroll	53,593.93
Principal Life Insurance Co	Payroll	895.61
American Fidelity Assurance Compan	Payroll	3,508.75
Blue Cross-Blue Shield	Payroll	63,439.24
LIFETEAM Critical Care Transport	Payroll	665.00
Net Payroll	Payroll	243,005.10
ACCO Brands USA LLC dbs GBC	Supplies	54.04
Anderson, Jacqueline	Reimbursement	644.00
Atco International	Suplies	239.00
Black Hills Energy	Gas	245.24
Blick Art Materials LLC	Supplies	329.88
BSN Sports LLC	Supplies	30.30
BWTELCOM-Internet Only Service	Internet Services	82.06
BWTELCOM	Communications:Phone, Dat	481.39
CDW Government Inc	1:1 Laptops	50,851.88
City Of Benkelman	Utilities	10,367.62
Cornhusker Internat'l Trucks	Repairs	267.90
Cummins Sales and Service	Repairs	543.08
D & L Pest Control LLC	Monthly Treatment	264.00
Dundy County Hospital	PT Services	201.88
Eakes Office Products	Custodial Supplies	5,767.17
Educational Service Unit 4	Workshop	25.00
Frenchman Valley Coop	Fuel	1,209.62
Geyer Instructional Products	Math Supplies	138.41
Gonzales Flooring Installation & Home	Carpet Installation	750.75
Grainger	Circ Pump	1,812.52
Great Plains Communications	Telephone Internet	253.08
Hometown Leasing	Copier Lease	972.05
Imperial NAPA	Repairs	1,078.24
Innovative Office Solutions, LLC	Supplies	3,381.22
IXL Learning	Subscription	5,188.00
Jerry's Super Shop	Metal	47.80
JourneyEd.com. Inc	Microsoft License Items	2,637.97
Junior Library Guild	Library Books	834.40
Lamp Post 613, The	Staff Meal	546.09
League Builders Supply Inc	Repairs	6,204.90
McGraw-Hill School Education Holdin	Kindergarten Reading Materi	909.30
MCI	Telephone	53.21
Messersmith Water Treatment	Rent	25.00

Microtel Inn & Suites	Admin Conference	317.00
NASB ALICAP	21-22 Premium	85,825.14
Nasco	Supplies	202.66
Ne Council Of School Admin	Business Manager Training L	100.00
NE Safety Center @ UNK	Pupil Transportation In-Servi	325.00
Nebraska Assn of School Boards	2021 Area Membership Meet	545.00
North Lincoln Comfort Suites	Travel/Mileage	774.00
NSASSP Region V	Region V Secondary Membe	60.00
Owens Implement & Supply	Supplies	1,315.72
Peterbilt of Garden City	Repairs	692.28
Protex Central Incorporated	Repairs	932.36
Pyramid School Products	Supplies	93.96
Renaissance Learning Inc	AR/Star Reading Subscriptio	6,495.00
Rocket Math	Subscriptions	430.00
Rocky Mountain Low Voltage	Monthly Monitoring	50.00
Rotherham, Michael	Expense Reimbursement	316.25
S & S Worldwide	Supplies	119.60
School Specialty	Supplies	636.54
Schorzman Refrigeration	Repairs	2,467.00
Scoop Media LLC	Advertising	1,783.06
Service Zone	Repairs	410.37
SHI International Corporation	computer	7,191.00
Southwest Schools	Fall Meeting mileage/meals	185.00
Sullivan, Ethan	Expense Reimbursement	157.55
SWPPD	Bus Radio	50.00
Teacher Innovations Inc	Supplies	391.50
Teacher Synergy, LLC	Reading Download	22.99
Teaching Strategies LLC	Gold Subscriptions	250.95
Time Clock Plus, LLC	Annual Licenses	169.00
Unifirst Corporation	Custodial Supplies	511.40
US Bank	Subscriptions/Supplies/Repa	2,690.07
Van Diest Supply Company	Insecticide	496.48
Verizon Wireless	Cell Service	185.18
Village of Stratton	Utilities	1,203.40

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**677,904.12**

***Depreciation Fund Authorization September 2021***

Facility Advocates	Payment 5 of 5	72,500.00
KVAC	Clear Touch Boards	19,087.42

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**91,587.42**

***Special Building Fund Authorization September 2021***

W Design Associates	Construction Doc/Bidding Phase	78,000.78
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**78,000.78**

Vendor Name	Invoice Description	Amount
Checking Account ID    ACTIVITY	Fund Number    05                    ACTIVITY FUND	
Awards Unlimited, Inc	CC Medals	355.31
Cambridge Public Schools	GGO 8-19-2021	80.00
Cash Wa Distributing	Supplies	569.50
Creek Valley Schools	GGo 9.2.21	40.00
Goodland High School	GGO Invite 9/7/21	16.00
ImPACT Applications Inc.	Annual Subscription	444.00
Johnson, Denise	VB Officiate	197.00
Kuper, Jamie	CR # 307	197.00
Loker, Jen	NE Coaches Assn clinic reg fee	110.00
Lou's Sporting Goods	FB Pants	2,926.43
McCook Public Schools	GGo 8-27-2021	40.00
Misko Sports	Field Paint	811.00
Owens Implement & Supply	Supplies	60.25
Pepsi Co	Food Booth	1,084.35
Pyramid School Products	Supplies	717.04
Republican Plains Activities Conference	Track Wrestling System	587.50
Rustic Redhead, The	FFA Shirts	224.00
Scottsbluff High School	Choir Fest	125.00
University of Nebraska Kearney	UNK Band Day Fee	45.00
US Bank	Fuel/Fair Booth/Subscription	1,965.91
Fund Number    05		<hr/> 10,595.29
Checking Account ID    ACTIVITY		<hr/> 10,595.29

**Board Report - Invoice Detail**

Vendor Name	Invoice Description	Amount
Checking Account ID NUTRITION Fund Number 06	NUTRITION FUND	
Cash Wa Distributing	Food/Supplies	9,963.99
EMS Linq Inc	Meal Planning Records	2,345.00
Heartland HVAC, Elictrical & Plumbing LLC	Repairs	178.69
Innovative Office Solutions, LLC	Supplies	215.53
NASB ALICAP	21-22 Premium	3,647.86
Owens Implement & Supply	Supplies	57.55
Stratton Country Market	FFVP	71.10
Sysco Lincoln	Supplies	427.58
Fund Number 06		<hr/> 16,907.30
Checking Account ID NUTRITION		<hr/> 16,907.30

6. **Business Meeting**  
**Budget proposal**  
**Tax Levy proposal**  
**Bids for school Busse**  
Procedural Item

7. Motion to accept the proposed budget for the 2021-2022 fiscal year. Passed with a motion by Steve Guernsey and a second by Shad Stamm.

- |                       |         |
|-----------------------|---------|
| 8. Brad Baney:        | 9. Yea  |
| 10. Jason Frederick:  | 11. Yea |
| 12. Steve Guernsey:   | 13. Yea |
| 14. Nick Ladenburger: | 15. Yea |
| 16. Kent Lorens:      | 17. Yea |
| 18. Toby Marlin:      | 19. Yea |
| 20. Sandy Noffsinger: | 21. Yea |
| 22. Shad Stamm:       | 23. Yea |
| 24. Jordan Stroup:    | 25. Yea |

26. Motion to set the tax levy as proposed for the 2021-2022 fiscal year. Passed with a motion by Kent Lorens and a second by Toby Marlin.

- |                       |         |
|-----------------------|---------|
| 27. Brad Baney:       | 28. Yea |
| 29. Jason Frederick:  | 30. Yea |
| 31. Steve Guernsey:   | 32. Yea |
| 33. Nick Ladenburger: | 34. Yea |
| 35. Kent Lorens:      | 36. Yea |
| 37. Toby Marlin:      | 38. Yea |
| 39. Sandy Noffsinger: | 40. Yea |
| 41. Shad Stamm:       | 42. Yea |
| 43. Jordan Stroup:    | 44. Yea |

45. Motion to accept the cornhusker proposal of \$88,480 for a 47 passenger bus. Passed with a motion by Steve Guernsey and a second by Nick Ladenburger.

- |                       |         |
|-----------------------|---------|
| 46. Brad Baney:       | 47. Yea |
| 48. Jason Frederick:  | 49. Yea |
| 50. Steve Guernsey:   | 51. Yea |
| 52. Nick Ladenburger: | 53. Yea |
| 54. Kent Lorens:      | 55. Yea |
| 56. Toby Marlin:      | 57. Yea |
| 58. Sandy Noffsinger: | 59. Yea |
| 60. Shad Stamm:       | 61. Yea |
| 62. Jordan Stroup:    | 63. Yea |

# NOTICE OF BUDGET HEARING AND BUDGET SUMMARY

Dundy County Stratton Schools (29-0117) in Dundy, Hays, Hitchcock County, Nebraska

PUBLIC NOTICE is hereby given, in compliance with the provisions of State Statute Sections 13-501 to 13-513, that the governing body will meet on the 13th day of September, 2021 at 5:30 o'clock, PM, at Dundy County Stratton Schools for the purpose of hearing support, opposition, criticism, suggestions or observations of taxpayers relating to the following proposed budget and to consider amendments relative thereto. The budget detail is available at the office of the Clerk/Secretary during regular business hours. For more information on statewide receipts and expenditures, and to compare cost per pupil and performance to other school districts, go to: <https://nep.education.ne.gov>

FUNDS	Actual Disbursements & Transfers	Actual/Estimated Disbursements & Transfers	Budgeted Disbursements & Transfers	Necessary Cash Reserve (4)	Total Available Resources Before Property Taxes (5)	Total Personal and Real Property Tax Requirement (7)
	2019-2020 (1)	2020-2021 (2)	2021-2022 (3)			
General	\$ 6,053,735.00	\$ 6,324,317.13	\$ 8,414,054.00	\$ 1,407,813.87	\$ 4,514,483.87	\$ 5,360,994.00
Depreciation	\$ 51,003.00	\$ 79,600.06	\$ 1,317,136.53		\$ 1,317,136.53	
Employee Benefit	\$ 18,743.00	\$ 15,155.00	\$ 39,118.00	\$ -	\$ 39,118.00	
Contingency	\$ -	\$ -	\$ -		\$ -	
Activities	\$ 167,083.00	\$ 184,526.00	\$ 275,532.00	\$ -	\$ 275,532.00	
School Nutrition	\$ 298,187.00	\$ 307,846.00	\$ 388,000.00	\$ -	\$ 388,000.00	
Bond	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Special Building	\$ 10.00	\$ 400,000.00	\$ 1,075,156.00		\$ 775,156.00	\$ 303,030.00
Qualified Capital Purpose Undertaking	\$ 10.00	\$ 10.00	\$ 232,318.00	\$ 50,000.00	\$ 282,318.00	\$ -
Cooperative	\$ -	\$ -	\$ -	\$ -	\$ -	
Student Fee	\$ -	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>TOTALS</b>	<b>\$ 6,588,771.00</b>	<b>\$ 7,311,454.19</b>	<b>\$ 11,741,314.53</b>	<b>\$ 1,457,813.87</b>	<b>\$ 7,591,744.40</b>	<b>\$ 5,664,024.00</b>

	Bond Purposes	Non-Bond Purposes	Total
Breakdown of Property Tax	\$ -	\$ 5,664,024.00	\$ 5,664,024.00

## Notice of Special Hearing To Set Final Tax Request

Dundy County Stratton Schools (29-0117) in Dundy, Hays, Hitchcock County, Nebraska

PUBLIC NOTICE is hereby given, in compliance with the provisions of State Statute Section 77-1601.02, that the governing body will meet on the 13th day of, September 2021 at Immediately following Budget Hearing (5:45) o'clock PM, at Dundy County Stratton Schools for the purpose of hearing support, opposition, criticism, suggestions or observations of taxpayers relating to setting the final tax request.

	2020-2021	2021-2022	Change
Property Valuations	953,651,031	956,012,280	0%

### 2020/21 Budget Information

### 2021/22 Budget Information

Fund	2020-2021 Budget Information				2021-2022 Budget Information				
	2020-2021 Operating Budget	2020-2021 Property Tax Request	2020 Tax Rate	Property Tax Rate (2020-2021 Request Divided By 2021 Valuation)	2021-2022 Operating Budget	2021-2022 Proposed Property Tax Request	Proposed 2021 Tax Rate	Change in Tax Rate	Change in Operating Budget
<b>General Fund</b>	8,277,770.00	5,229,681.00	0.548385	0.547031	8,414,054.00	5,360,994.00	0.560766	2%	2%
<b>Special Building Fund</b>	1,065,461.00	303,030.00	0.031776	0.031697	1,075,156.00	303,030.00	0.031697	0%	1%
<b>Qualified Capital Purpose Undertaking Fund K - 12</b>	269,818.00	75,758.00	0.007944	0.007924	232,318.00	-	0.000000	n/a	-14%
<b>Total</b>	9,613,049.00	5,608,469.00	0.588105	0.578728	9,721,528.00	5,664,024.00	0.592463	1%	1%

63.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.

63.B. Motion to approve financials as presented. Passed with a motion by Sandy Noffsinger and a second by Steve Guernsey.

63.C. Brad Baney:	63.D. Yea
63.E. Jason Frederick:	63.F. Yea
63.G. Steve Guernsey:	63.H. Yea
63.I. Nick Ladenburger:	63.J. Yea
63.K. Kent Lorens:	63.L. Yea
63.M. Toby Marlin:	63.N. Yea
63.O. Sandy Noffsinger:	63.P. Yea
63.Q. Shad Stamm:	63.R. Yea
63.S. Jordan Stroup:	63.T. Yea

Financial Report September				
	Income		Expense	
	MTD	YTD	MTD	YTD
2021	\$ 1,414,706	\$ 6,179,314	\$ 666,794	\$ 666,794
2020	\$ 1,362,272	\$ 6,179,670	\$ 586,724	\$ 586,784
2019	\$1,291,868	\$5,944,621	\$570,525	\$570,528
2018	\$1,342,456	\$6,600,164	\$532,142	\$532,142
2017	\$1,157,587	\$5,904,353	\$515,293	\$515,293
2016	\$64,919	\$5,432,382	\$558,907	\$558,907
2015	\$44,867	\$5,158,214	\$543,108	\$543,108
2014	\$158,027	\$5,097,035	\$515,939	\$515,939
Average	\$676,621	\$5,689,462	\$539,319	\$539,320

Fund Balances							
	Unemp	GF	Depreciation	QCPUF	Sp Bld	Dep/SpBd/Q	Total
2021	\$ 13,337	\$ 2,227,565	\$ 417,484	\$ 254,210	\$ 1,056,335	\$ 1,728,030	\$ 3,968,931
2020	\$ 13,325	\$ 2,005,791	\$ 795,831	\$ 177,519	\$ 732,431	\$ 1,705,781	\$3,724,897
2019	\$13,262	\$1,918,550	\$547,478	\$108,211	\$416,795	\$1,072,484	\$3,004,296
2018	\$13,201	\$1,961,962	\$463,129	\$66,989	\$345,483	\$875,601	\$2,850,764
2017	\$10,944	\$1,416,400	\$247,916	\$55,672	\$265,843	\$569,431	\$1,996,775
2016	\$13,909	\$1,039,453	\$142,469	\$71,147	\$263,951	\$477,567	\$1,530,929
2015	\$13,902	\$961,342	\$257,955	\$45,319	\$226,282	\$529,556	\$1,504,800
2014	\$14,584	\$1,048,126	\$311,862	\$91,935	\$339,457	\$743,254	\$1,805,964
Average	\$13,300	\$1,390,972	\$328,468	\$73,212	\$309,635	\$711,316	\$2,115,588

Account Groups; Processing Month 08/2021; 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	5,177,384.00	1,384,489.78	4,702,617.44	90.83	474,766.56
01 1115	Carline Taxes	7,000.00	2,826.47	9,902.37	141.46	(2,902.37)
01 1120	Public Power Dist Sales Tax	3,500.00	0.00	0.00	0.00	3,500.00
01 1125	Motor Vehicle Tax	275,000.00	22,963.78	262,809.16	95.57	12,190.84
01 1140	Penalties & Interest on Taxes	15,000.00	837.47	14,139.19	94.26	860.81
01 1311	Tuition From Individuals-Reg Ed	0.00	0.00	1,111.42	0.00	(1,111.42)
01 1315	Tuition-Education Entities-Distance Ed	3,000.00	0.00	1,344.00	44.80	1,656.00
01 1370	Preschool Tuition & Fees	5,500.00	0.00	6,491.80	118.03	(991.80)
01 1510	Interest on Investments	15,000.00	419.74	5,436.40	36.24	9,563.60
01 1910	Rental Of Sch Equip/Facility	0.00	0.00	0.00	0.00	0.00
01 1911	Local License Fees	3,000.00	180.00	2,750.00	91.67	250.00
01 1920	Contributions-Donations	0.00	0.00	0.00	0.00	0.00
01 1990	Other Local Receipts	16,000.00	67.00	10,245.52	64.03	5,754.48
	<b>Subtotal: LOCAL RECIEPTS</b>	<b>5,520,384.00</b>	<b>1,411,784.24</b>	<b>5,016,847.30</b>	<b>90.88</b>	<b>503,536.70</b>
01 2110	County Fines And License	18,000.00	0.00	6,011.12	33.40	11,988.88
01 2130	Other County Receipts	0.00	0.00	0.00	0.00	0.00
01 2210	Educational Service Unit Receipts	1,500.00	0.00	0.00	0.00	1,500.00
	<b>Subtotal: COUNTY AND ESU RECEIPTS</b>	<b>19,500.00</b>	<b>0.00</b>	<b>6,011.12</b>	<b>30.83</b>	<b>13,488.88</b>
01 3110	State Aid	37,126.00	0.00	37,126.00	100.00	0.00
01 3120	Special Education-School Age	216,313.00	0.00	131,549.00	60.81	84,764.00
01 3125	Special Ed. Transportation-Sch Age	17,500.00	0.00	0.00	0.00	17,500.00
01 3130	Homestead Exemption	0.00	0.00	16,150.09	0.00	(16,150.09)
01 3131	Property Tax Credit	0.00	0.00	538,896.75	0.00	(538,896.75)
01 3132	Personal Property Tax Credit	0.00	0.00	33,288.93	0.00	(33,288.93)
01 3134	Railroad & Public Property Tax Credit	0.00	0.00	2,918.10	0.00	(2,918.10)
01 3180	Pro-Rate Motor Vehicle	16,000.00	0.00	11,651.91	72.82	4,348.09
01 3400	State Apportionment	49,780.00	0.00	42,584.28	85.54	7,195.72
01 3512	Distance Education Incentive Pymts	0.00	0.00	0.00	0.00	0.00
01 3535	Payments For High Ability Learners	3,000.00	0.00	2,876.00	95.87	124.00
	<b>Subtotal: STATE RECEIPTS</b>	<b>339,719.00</b>	<b>0.00</b>	<b>817,041.06</b>	<b>240.50</b>	<b>(477,322.06)</b>
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	24,270.00	0.00	(24,270.00)
01 4505	Title I, Part A ESSA Improving Basic Pro	94,865.00	0.00	104,796.00	110.47	(9,931.00)
01 4506	Title I, Part A Accountability ESSA Impr	0.00	0.00	0.00	0.00	0.00
01 4509	Title II Part A ESSA Supporting Eff Inst	15,765.00	0.00	16,229.00	102.94	(464.00)
01 4512	IDEA Part B (611) Base Allocation	97,193.00	0.00	0.00	0.00	97,193.00
01 4516	IDEA PreK(619) Base Allocation	579.00	0.00	565.00	97.58	14.00
01 4518	IDEA Part B (611) Base & Enrollment Poverty Allocation	0.00	0.00	82,192.00	0.00	(82,192.00)
01 4519	IDEA Enrollment/Poverty	0.00	0.00	0.00	0.00	0.00
01 4525	Federal Vocational Ed & Tech (Perki	3,000.00	0.00	0.00	0.00	3,000.00
01 4708	Medicaid In Public Schools	15,000.00	2,921.50	19,037.25	126.92	(4,037.25)
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)
01 4996	CARES	0.00	0.00	82,325.00	0.00	(82,325.00)
	<b>Subtotal: FEDERAL RECEIPTS</b>	<b>226,402.00</b>	<b>2,921.50</b>	<b>339,414.25</b>	<b>149.92</b>	<b>(113,012.25)</b>
01 5301	Insurance Adjustments	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
	<b>Subtotal: NON-REVENUE RECEIPTS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
		<b>Revised Budget</b>	<b>During Month</b>	<b>To Date</b>	<b>% of Budget</b>	<b>Budget Balance</b>
	<b>Grand Total:</b>	<b>6,106,005.00</b>	<b>1,414,705.74</b>	<b>6,179,313.73</b>	<b>101.20</b>	<b>(73,308.73)</b>

09/10/2021 03:58 PM

Regular; Processing Month 09/2021; Function Number 53 Records Selected; Fund  
Number 01

User ID: RJS

Function Number		Revised Budget	Expended During Month	Expenditures to Date	% of Budget	Balance at EOM
01	GENERAL FUND					
1100	Regular Instructional Programs	0.00	361,518.00	361,518.00	0.00	(361,518.00)
1150	Limited English Proficiency Programs	0.00	3,115.79	3,115.79	0.00	(3,115.79)
1160	Poverty Programs	0.00	19,207.34	19,207.34	0.00	(19,207.34)
1200	Special Education Instructional Programs	0.00	29,819.35	29,819.35	0.00	(29,819.35)
1291	Early Childhood SpEd Ages 3-5	0.00	6,184.86	6,184.86	0.00	(6,184.86)
1292	Early Childhood SpEd Ages 0-2	0.00	0.00	0.00	0.00	0.00
2110	Attendance & Social Work Services	0.00	0.00	0.00	0.00	0.00
2120	Guidance Services	0.00	5,472.96	5,472.96	0.00	(5,472.96)
2130	Health Services	0.00	155.97	155.97	0.00	(155.97)
2141	Psychological Services-SPED-School Age	0.00	0.00	0.00	0.00	0.00
2142	Psychological Services Sped-Ages 3-5	0.00	0.00	0.00	0.00	0.00
2151	Speech Path/Audiology Svcs SPED SA	0.00	0.00	0.00	0.00	0.00
2152	Speech Path/Audiology SPED Age 3-5	0.00	0.00	0.00	0.00	0.00
2153	Speech Path/Audiology Svcs SPED 0-2	0.00	0.00	0.00	0.00	0.00
2161	Occupational Therapy SPED SA	0.00	0.00	0.00	0.00	0.00
2171	Physical Therapy Services-SA	0.00	153.88	153.88	0.00	(153.88)
2173	Physical Therapy-SPED Ages 0-2	0.00	48.00	48.00	0.00	(48.00)
2210	Improvement of Instruction	0.00	0.00	0.00	0.00	0.00
2211	School Improvement	0.00	0.00	0.00	0.00	0.00
2212	Instruction & Curriculum Development	0.00	0.00	0.00	0.00	0.00
2213	Instructional Staff Training	0.00	0.00	0.00	0.00	0.00
2214	Implementation of Standards	0.00	0.00	0.00	0.00	0.00
2220	Library/Media Services	0.00	3,903.46	3,903.46	0.00	(3,903.46)
2230	Instruction-Related Technology	0.00	7,847.74	7,847.74	0.00	(7,847.74)
2240	Academic Student Assessment	0.00	0.00	0.00	0.00	0.00
2310	Board of Education	0.00	13,016.64	13,016.64	0.00	(13,016.64)
2320	Executive Administration	0.00	15,991.32	15,991.32	0.00	(15,991.32)
2330	District Legal Services	0.00	0.00	0.00	0.00	0.00
2410	Principal	0.00	38,878.23	38,878.23	0.00	(38,878.23)
2510	Fiscal Services	0.00	9,042.65	9,042.65	0.00	(9,042.65)
2570	Personnel Services	0.00	0.00	0.00	0.00	0.00
2610	Operation of Buildings	0.00	67,587.82	67,587.82	0.00	(67,587.82)
2620	Maintenance of Buildings	0.00	25,920.93	25,920.93	0.00	(25,920.93)
2630	Care and Upkeep of Grounds	0.00	1,238.26	1,238.26	0.00	(1,238.26)
2640	Care and Upkeep of Equipment	0.00	139.99	139.99	0.00	(139.99)
2650	Vehicle Operation & Maint (non student t	0.00	0.00	0.00	0.00	0.00
2660	Security	0.00	9.64	9.64	0.00	(9.64)
2670	Safety	0.00	932.36	932.36	0.00	(932.36)
2710	Vehicle Operation	0.00	29,159.54	29,159.54	0.00	(29,159.54)
2712	Vehicle Operation-School Age Sped	0.00	1,923.20	1,923.20	0.00	(1,923.20)
2713	Vehicle Operation-Below Age 5 Sped	0.00	424.33	424.33	0.00	(424.33)
2730	Vehicle Servicing & Maintenance-Reg Ed	0.00	14,996.56	14,996.56	0.00	(14,996.56)
5000	Debt Service	0.00	0.00	0.00	0.00	0.00
6200	Federal Services-Title I, Part A ESSA Im	0.00	8,232.99	8,232.99	0.00	(8,232.99)
6210	Federal Services-Title I, Part A Account	0.00	0.00	0.00	0.00	0.00
6310	Federal Services-Title II, Part A ESSA S	0.00	1,872.51	1,872.51	0.00	(1,872.51)
6404	Federal Services-IDEA Part B Birth-4	0.00	0.00	0.00	0.00	0.00
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	0.00	0.00	0.00	0.00	0.00
6992	Federal Services--REAP-SRSA Grants	0.00	0.00	0.00	0.00	0.00
6996	ESSER Funds	0.00	0.00	0.00	0.00	0.00
8000	Transfers (Outgoing)	0.00	0.00	0.00	0.00	0.00
01	GENERAL FUND	0.00	666,794.32	666,794.32	0.00	(666,794.32)

**Expenditure Report by Function/Object -  
Summary Revised**

09/10/2021 03:58 PM

Regular; Processing Month 09/2021; Function Number 53 Records Selected; Fund  
Number 01

User ID: RJS

Function Number	Revised Budget	Expended During Month	Expenditures to Date	% of Budget	Balance at EOM
Grand Total:	0.00	666,794.32	666,794.32	0.00	(666,794.32)

**TOTAL SUMMARY OF BANK BALANCES**

	May	June	July	August
<i>Pinnacle Bank-Unemployment</i>	\$13,335.22	\$13,335.91	\$13,336.46	\$13,337.04
<b>General Fund</b>				
Pinnacle Bank-MMSA	\$2,533,574.39	\$2,924,088.99	\$2,624,540.07	\$2,149,943.00
Pinnacle Bank Benkelman-General Fund	\$29,638.38	\$50,329.01	\$15,099.35	\$60,926.88
Pinnacle Bank Benkelman-Clearing A/C	\$11,533.04	\$16,694.76	\$16,694.76	\$16,694.76
<b>Total General Fund Balances</b>	\$2,574,745.81	\$2,991,112.76	\$2,656,334.18	\$2,227,564.64
<i>Pinnacle Bank Depreciation Fund Balance</i>	\$644,327.20	\$562,343.79	\$489,923.41	\$417,484.26
<b>QCPUF</b>				
Pinnacle Bank Benkelman-Checking A/C	\$239,798.05	\$251,740.42	\$252,470.32	\$252,845.49
NE Liquid Asset Fund	\$1,364.57	\$1,364.58	\$1,364.58	\$1,364.61
<b>Total Qualified Capital Purpose Undertaking Fund</b>	\$241,162.62	\$253,105.00	\$253,834.90	\$254,210.10
<i>Pinnacle Bank Special Building Fund</i>	\$1,004,032.10	\$1,059,017.59	\$1,054,863.30	\$1,056,335.45
<b>Total Cash in Bank</b>	<b>\$4,477,602.95</b>	<b>\$4,878,915.05</b>	<b>\$4,468,292.25</b>	<b>\$3,968,931.49</b>

## CASH FLOW STATEMENT

**Beginning Balance General Fund Checking** \$ **60,926.88**

MMSA-Pinnacle Bank 2,149,943.00

**Total General Fund Money** \$ 2,210,869.88

### ESTIMATED DISBURSEMENTS

			<u>2019-2020</u>	<u>2018-2019</u>
Bills	213,832.46			
Payroll	<u>464,071.66</u>	677,904.12	600,295.35	582,062.32

### COUNTY RECEIPTS

Dundy County Treasurer	1,100,675.72			
Hitchcock County Treasurer	<u>310,441.78</u>		<u>2019-2020</u>	<u>2018-2019</u>
	1,411,117.50		40,397.21	201,774.54

Estimated Over(Under)age - GF Checking	\$ 794,140.26
Transfers Out	\$ -
Lunch Payroll	\$ 50,000.00
NDE Money	\$ -
Transfer TO/FROM MMSA	\$ (825,000.00)
	\$ 19,140.26

Regular; Beginning Month 09/2020; Processing Month 08/2021; 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	795,830.56	1,603.76	379,950.06	417,484.26
Total:	Current Assets	795,830.56	1,603.76	379,950.06	417,484.26
<b>Fund Balance</b>					
02 704	FUND BALANCE	795,830.56	379,950.06	1,603.76	417,484.26
Total:	Fund Balance	795,830.56	379,950.06	1,603.76	417,484.26
<b>Revenue</b>					
02 1510	Interest Earned	0.00	0.00	1,603.76	1,603.76
Total:	Revenue	0.00	0.00	1,603.76	1,603.76
<b>Expenditure</b>					
02 2900 450 001	Construction Services	0.00	304,050.00	0.00	304,050.00
02 2900 450 002	Construction Services	0.00	4,800.00	0.00	4,800.00
02 2900 450 004	Construction Services	0.00	17,714.00	0.00	17,714.00
02 2900 733 001	Furniture & Fixtures	0.00	1,109.00	0.00	1,109.00
02 2900 733 004	Furniture & Fixtures	0.00	4,083.80	0.00	4,083.80
02 2900 734 001	Technology Related Hardware	0.00	41,992.02	0.00	41,992.02
02 2900 734 002	Technology Related Hardware	0.00	3,525.75	0.00	3,525.75
02 2900 734 004	Technology Related Hardware	0.00	2,675.49	0.00	2,675.49
Total:	Expenditure	0.00	379,950.06	0.00	379,950.06
Total:	02	1,591,661.12	761,503.88	383,157.58	1,216,522.34

**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	13,325.35	12.75	1.02	13,337.08
03 106	Cafeteria Checking	2,185.01	13,489.83	11,880.70	3,794.14
Total:	Current Assets	15,510.36	13,502.58	11,881.72	17,131.22
<b>Fund Balance</b>					
03 704	FUND BALANCE	15,510.36	14,199.96	15,820.82	17,131.22
Total:	Fund Balance	15,510.36	14,199.96	15,820.82	17,131.22
<b>Revenue</b>					
03 1510	Interest Earned	0.00	0.00	11.69	11.69
03 5200	Fund Transfers In	0.00	2,321.34	2,321.34	0.00
03 5690	OTHER NON-REVENUE RECEIPTS	0.00	0.00	13,108.04	13,108.04
Total:	Revenue	0.00	2,321.34	15,441.07	13,119.73
<b>Expenditure</b>					
03 2900 260 000	Employee Benefits	0.00	11,878.62	379.75	11,498.87
Total:	Expenditure	0.00	11,878.62	379.75	11,498.87
Total:	03	31,020.72	41,902.50	43,523.36	58,881.04

**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	732,431.04	330,950.33	7,045.92	1,056,335.45
08 131	Receivable Account	89,899.68	312,316.64	321,646.69	80,569.63
Total:	Current Assets	822,330.72	643,266.97	328,692.61	1,136,905.08
<b>Fund Balance</b>					
08 704	FUND BALANCE	822,330.72	0.00	314,574.36	1,136,905.08
Total:	Fund Balance	822,330.72	0.00	314,574.36	1,136,905.08
<b>Revenue</b>					
08 1100	Taxes Levied	0.00	0.00	276,047.07	276,047.07
08 1115	Carline Taxes	0.00	0.00	604.89	604.89
08 1140	Penalties & Interest on Taxes	0.00	0.00	742.46	742.46

Regular; Beginning Month 09/2020; Processing Month 08/2021; 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 1510	Interest Earned	0.00	0.00	2,164.59	2,164.59
08 3130	Homestead Exemption	0.00	0.00	935.76	935.76
08 3131	Property Tax Credit	0.00	0.00	31,226.17	31,226.17
08 3132	Personal Property Tax Credit	0.00	0.00	1,928.92	1,928.92
08 3134	Railroad & Public Property Tax Credit	0.00	0.00	211.35	211.35
08 3180	Pro-Rate Motor Vehicle	0.00	0.00	713.15	713.15
	Total: Revenue	0.00	0.00	314,574.36	314,574.36
	Total: 08	1,644,661.44	643,266.97	957,841.33	2,588,384.52

**Fund: 09 QCPUF**

		<u>Beginning Balance</u>	<u>Debits</u>	<u>Credits</u>	<u>Ending Balance</u>
<b>Current Assets</b>					
09 101	CASH	177,518.94	94,190.82	17,499.66	254,210.10
09 131	Receivable Account	19,264.24	77,133.47	76,297.27	20,100.44
	Total: Current Assets	196,783.18	171,324.29	93,796.93	274,310.54
<b>Fund Balance</b>					
09 704	FUND BALANCE	196,783.18	0.00	77,527.36	274,310.54
	Total: Fund Balance	196,783.18	0.00	77,527.36	274,310.54
<b>Revenue</b>					
09 1100	Taxes Levied	0.00	0.00	68,165.81	68,165.81
09 1115	Carline Taxes	0.00	0.00	112.34	112.34
09 1140	Penalties & Interest on Taxes	0.00	0.00	186.30	186.30
09 1510	Interest Earned	0.00	0.00	370.61	370.61
09 3130	Homestead Exemption	0.00	0.00	212.50	212.50
09 3131	Property Tax Credit	0.00	0.00	7,839.66	7,839.66
09 3132	Personal Property Tax Credit	0.00	0.00	482.23	482.23
09 3180	Pro-Rate Motor Vehicle	0.00	0.00	157.91	157.91
	Total: Revenue	0.00	0.00	77,527.36	77,527.36
	Total: 09	393,566.36	171,324.29	248,851.65	626,148.44

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

09/2020 - 08/2021

Regular; Beginning Month 09/2020; Processing Month 08/2021; 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	0.00	0.00	845.00	0.00	845.00
05 704 0100	Cheerleaders	4,901.64	134.00	0.00	0.00	4,767.64
05 704 0105	Cheerleading Fundraising	1,289.76	0.00	0.00	0.00	1,289.76
05 704 0110	Cross Country	0.00	1,427.48	565.10	0.00	(862.38)
05 704 0120	Football	0.00	36,151.60	13,390.47	0.00	(22,761.13)
05 704 0125	Football Fundraising	5,973.32	21,675.15	24,413.78	0.00	8,711.95
05 704 0130	Volleyball	0.00	3,490.83	1,012.92	0.00	(2,477.91)
05 704 0135	Volleyball Fundraising	9,253.06	5,685.46	7,424.31	0.00	10,991.91
05 704 0140	Basketball	0.00	11,511.21	4,669.87	0.00	(6,841.34)
05 704 0145	Boys Basketball Fundraising	64.12	0.00	364.00	0.00	428.12
05 704 0147	Girls Basketball Fundraising	7,164.33	1,847.00	0.00	0.00	5,317.33
05 704 0150	Wrestling	0.00	6,417.28	925.00	0.00	(5,492.28)
05 704 0155	Wrestling Fundraising	2,351.53	0.00	0.00	0.00	2,351.53
05 704 0160	Track	0.00	4,863.11	2,927.90	0.00	(1,935.21)
05 704 0165	Track Fundraising	938.00	362.26	0.00	0.00	575.74
05 704 0170	Girls Golf	0.00	851.34	150.00	0.00	(701.34)
05 704 0175	Girls Golf Fundraising	694.36	0.00	0.00	0.00	694.36
05 704 0180	Boys Golf	0.00	1,293.50	480.00	0.00	(813.50)
05 704 0185	Boys Golf Fundraising	1,022.34	0.00	0.00	0.00	1,022.34
05 704 0190	Ticket Taking/Clock	0.00	0.00	350.00	0.00	350.00
05 704 0300	Class of 2024	40.78	570.00	416.00	0.00	(113.22)
05 704 0310	Class of 2021	2,740.46	1,097.00	0.00	0.00	1,643.46
05 704 0320	Class of 2022	3,469.09	2,847.25	406.00	0.00	1,027.84
05 704 0330	Class of 2023	44.12	742.20	1,838.10	0.00	1,140.02
05 704 0340	FBLA	7,670.40	9,054.62	10,094.71	0.00	8,710.49
05 704 0350	FBLA Summer Reading	2,298.65	2,298.65	0.00	0.00	0.00
05 704 0360	FCCLA	(4,711.47)	2,304.40	3,279.70	0.00	(3,736.17)
05 704 0370	FFA	14,849.31	19,874.79	21,674.58	0.00	16,649.10
05 704 0380	NHS	0.00	759.45	0.00	0.00	(759.45)
05 704 0390	Speech	0.00	877.62	0.00	0.00	(877.62)
05 704 0400	Student Council	0.00	402.44	1,209.55	0.00	807.11
05 704 0410	Letterclub	307.68	118.96	0.00	0.00	188.72
05 704 0420	Play/Musical	0.00	781.84	2,399.00	0.00	1,617.16
05 704 0430	7-12 Vocal	0.00	1,015.02	50.00	0.00	(965.02)
05 704 0440	Band	0.00	463.98	0.00	0.00	(463.98)
05 704 0445	Music Fundraising	1,117.25	0.00	0.00	0.00	1,117.25

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

09/2020 - 08/2021

Regular; Beginning Month 09/2020; Processing Month 08/2021; 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 0450	Spanish Club	6,325.35	6,325.35	0.00	0.00	0.00
05 704 0460	Play Production	0.00	414.72	0.00	0.00	(414.72)
05 704 0470	Mock Trial	0.00	100.00	0.00	0.00	(100.00)
05 704 0490	Art Club	2,192.14	109.89	8.00	0.00	2,090.25
05 704 0600	Shop Projects	66.11	0.00	0.00	0.00	66.11
05 704 0610	Pop Account	565.71	960.89	893.74	0.00	498.56
05 704 0620	Sp Ed Activity A/C	703.60	0.00	0.00	0.00	703.60
05 704 0630	Revolving	3,726.33	9,305.85	1,073.42	0.00	(4,506.10)
05 704 0640	Special Purchasing	4,254.48	0.00	1,316.85	0.00	5,571.33
05 704 0650	Box Tops for Education	6,560.26	1,257.09	381.10	0.00	5,684.27
05 704 0660	Annual	0.00	0.00	2,395.00	0.00	2,395.00
05 704 0665	DCS News	200.00	0.00	0.00	0.00	200.00
05 704 0670	Computer Technology	773.84	0.00	37.00	0.00	810.84
05 704 0680	Entrepreneurship	1,090.99	1,754.67	366.00	0.00	(297.68)
05 704 0690	Concessions	0.00	11,022.92	10,417.68	0.00	(605.24)
05 704 0800	Grade Activity	7,023.81	2,148.08	800.00	0.00	5,675.73
05 704 0810	Stuco-Grade School	1,000.16	0.00	378.00	0.00	1,378.16
05 704 0830	Stratton	811.99	350.00	0.00	0.00	461.99
Fund Total: 05		96,773.50	172,667.90	116,952.78	0.00	41,058.38

Regular; Beginning Month 09/2020; Processing Month 08/2021; 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	7,706.08	317,553.13	274,144.85	51,114.36
06 103	Payroll Cash	0.00	114,659.97	173,094.10	(58,434.13)
Total: Current Assets		7,706.08	432,213.10	447,238.95	(7,319.77)
<b>Current Liabilities</b>					
06 450	PAYROLL DEDUCTION PAYABLE	0.00	4,597.60	4,766.44	168.84
06 451	FICA PAYABLE	0.00	19,306.74	20,284.70	977.96
06 452	FIT PAYABLE	0.00	5,349.91	5,349.91	0.00
06 453	INSURANCE PAYABLE	0.00	5,979.20	6,246.68	267.48
06 454	RETIREMENT PAYABLE	0.00	23,121.64	24,403.32	1,281.68
06 455	SIT PAYABLE	0.00	2,512.36	2,554.99	42.63
Total: Current Liabilities		0.00	60,867.45	63,606.04	2,738.59
<b>Fund Balance</b>					
06 704	FUND BALANCE	7,706.08	320,919.96	303,155.52	(10,058.36)
Total: Fund Balance		7,706.08	320,919.96	303,155.52	(10,058.36)
<b>Revenue</b>					
06 1510	Interest Earned	0.00	0.00	34.76	34.76
06 1611	Daily Sales-School Lunch Program	0.00	170.21	10,175.07	10,004.86
06 1620	Daily Sales-Non-reimbursable Programs	0.00	0.00	350.00	350.00
06 3150	State Reimbursement	0.00	0.00	15,484.95	15,484.95
06 4210	Federal Reimbursement	0.00	0.00	220,358.46	220,358.46
06 4530	Other Federal Categorical Receipts	0.00	0.00	9,230.00	9,230.00
06 5200	Transfers from General Fund	0.00	0.00	46,641.55	46,641.55
Total: Revenue		0.00	170.21	302,274.79	302,104.58
<b>Expenditure</b>					
06 3100 110 001	Salaries of Regular Employees-Non-Instru	0.00	52,779.17	0.00	52,779.17
06 3100 110 002	Salaries of Regular Employees-Non-Instru	0.00	56,207.00	0.00	56,207.00
06 3100 110 004	Salaries of Regular Employees-Non-Instru	0.00	20,776.44	0.00	20,776.44
06 3100 130 001	Overtime-Non Instructional Staff	0.00	645.80	0.00	645.80
06 3100 130 002	Overtime-Non Instructional Staff	0.00	1,898.41	0.00	1,898.41
06 3100 130 004	Overtime-Non Instructional Staff	0.00	270.94	0.00	270.94
06 3100 210 001	Group Insurance-Non Instructional	0.00	3,008.19	0.00	3,008.19
06 3100 210 002	Group Insurance-Non Instructional	0.00	3,008.19	0.00	3,008.19
06 3100 220 001	Social Security-Non Instructional	0.00	4,087.03	72.80	4,014.23
06 3100 220 002	Social Security-Non Instructional	0.00	4,445.11	91.99	4,353.12
06 3100 220 004	Social Security-Non Instructional	0.00	1,610.21	1.37	1,608.84
06 3100 230 001	Retirement-Non Instructional	0.00	4,863.05	0.00	4,863.05
06 3100 230 002	Retirement-Non Instructional	0.00	5,320.34	0.00	5,320.34
06 3100 230 004	Retirement-Non Instructional	0.00	2,078.97	0.00	2,078.97
06 3100 270 001	Worker's Comp-Non-Instructional Staff	0.00	424.00	0.00	424.00
06 3100 270 002	Worker's Comp-Non-Instructional Staff	0.00	2,851.00	0.00	2,851.00
06 3100 270 004	Worker's Comp-Non-Instructional Staff	0.00	359.00	0.00	359.00
06 3100 580 001	Travel: Transportation, Meals, Hotel	0.00	82.98	0.00	82.98
06 3100 580 002	Travel: Transportation, Meals, Hotel	0.00	86.67	0.00	86.67
06 3100 580 004	Travel: Transportation, Meals, Hotel	0.00	129.75	0.00	129.75
06 3100 610 001	General Supplies	0.00	5,817.74	0.00	5,817.74
06 3100 610 002	General Supplies	0.00	9,037.01	139.17	8,897.84
06 3100 610 002 019	General Supplies-Covid 19	0.00	25.53	0.00	25.53
06 3100 610 004	General Supplies	0.00	88.49	0.00	88.49
06 3100 610 004 019	General Supplies-Covid 19	0.00	1,477.23	0.00	1,477.23
06 3100 630 001	Food: School Food Service Program	0.00	44,626.80	139.17	44,487.63

Regular; Beginning Month 09/2020; Processing Month 08/2021; Fund Number 06

**Fund: 06      NUTRITION FUND**

		<u>Beginning Balance</u>	<u>Debits</u>	<u>Credits</u>	<u>Ending Balance</u>
06 3100 630 002	Food: School Food Service Program	0.00	62,524.03	0.00	62,524.03
06 3100 630 004	Food: School Food Service Program	0.00	17,646.09	0.00	17,646.09
06 3100 733 001	Furniture & Fixtures	0.00	436.23	436.23	0.00
06 3100 733 002	Furniture & Fixtures	0.00	14,025.81	0.00	14,025.81
06 3100 810 001	Dues & Fees: Memberships, Student Fees	0.00	46.80	0.00	46.80
06 3100 810 002	Dues & Fees: Memberships, Student Fees	0.00	57.42	0.00	57.42
06 3100 810 004	Dues & Fees: Memberships, Student Fees	0.00	8.32	0.00	8.32
	Total: Expenditure	0.00	320,749.75	880.73	319,869.02
	Total: 06	15,412.16	1,134,920.47	1,117,156.03	607,334.06

## US BANK Credit Card August 2021

7/19/2021	Amazon	Supplies/Books	280.11
7/19/2021	Amazon	Supplies	126.60
7/28/2021	Angus Burger	Meals	58.36
7/28/2021	NE State Patrol	Background Check	15.50
8/1/2021	Rise Vision	Licenses	27.00
8/3/2021	Skyline	Meals Orientation	100.00
8/10/2021	Garbanzo	Subscription	149.00
8/10/2021	USPS	Envelopes	335.9
8/10/2021	Amazon	Supplies	28.61
8/10/2021	Amazon	Supplies	90.60
8/10/2021	Sprinkler Warehouse	Repairs	33.11
8/12/2021	Amazon	Supplies	21.70
8/12/2021	Amazon	Supplies	29.39
8/15/2021	Minards	Saw	336.28
8/17/2021	Amazon	Supplies	12.54
8/17/2021	Amazon	Supplies	3.44
8/18/2021	Skyline	Meals	45.00
8/19/2021	Amazon	Supplies	139.99
8/19/2021	Amazon	Supplies	109.59
8/23/2021	York Barbell	Supplies	747.35

2690.07

63.U. NASB information  
Action Item

63.V. Legislation  
Action Item

64. **Reports**  
Action Item

64.A. Technology report  
Information Item

64.B. Elementary principal report  
Information Item

64.C. Secondary principal report  
Information Item



## High School Principal Report

Date: 09/13/2021

### Business:

- Commons Doors will be replaced the week of The 20th
- New evaluation model has been given to the teacher's union for approval.
- MAP testing has begun.
- Have witnessed a lot of great growth in our students and staff.
  - Academically
  - Behaviorally
- New class structures have been effective thus far
  - Will continue to monitor test scores to determine overall effectiveness.
- MPCC has approached us about being a part of their Upward Bound Grant
- Jaci Wright , our mental health counselor, has been in the building and is starting to get a caseload of students

64.D. Transportation report  
Information Item

DUNDY COUNTY STRATTON SCHOOLS VEHICLE REPORT								August 2021
VEHICLE	CAP	VIN	ODOMETER	ODOMETER	MILES	GALS	MAINTENANCE	
			BEG	END				
1	2000 Bluebird Bus (Coach)	50	6003	137279	137821	542.0	0.0	rpl backup camera; rpl monitor; rpl cable from backup camera to monitor; chg oil and filter; chckd all fluids & lubed vehicle
2	2005 Van Hool Coach	58	4313	72984	73613	629.0	145.0	
3	2015 Blue Bird Yellow Bus	35	8212	65841	66447	606.0	44.0	
4	99 INTERNATIONAL	60	5599	206263	206263	0.0	0.0	
5	02 CHEVY	23	2233	163667	163668	1.0	0.0	
6	14 Blue Bird Bus	47	7776	145264	145424	160.0	36.6	rpl dosing injector for DEF system; rpl carrier bearing; rpl park brake shoe assy
7	99 GMC V8	21	7994					
8	2014 Blue Bird	77	1039	112605	113419	814.0	93.0	
9	02 CHEVY V8	23	7370	170034	170071	37.0	9.2	chged oil and filter; chckd all fluids & lubed vehicle
10	12 Ford E-350 Van	10	8792	93403	93766	363.0	0.0	
11	19 International Bus	35	6442	58811	59902	1091.0	116.0	rpl battery door latch; chged oil and filter; chckd all fluids and lubed
12	2020 IC Bus	47	1961	47,024	48,897	1873.0	184.6	rpr headlight assy r/side; rpl headlight bulb r/side
13	05 Taurus Gold	5	4124	130091	130969	878.0	11.5	chged oil & filter; chckd all fluids & lubed vehicle
14	05 Taurus Grey	5	3776	132020	132411	391.0	12.0	
15	10 Chevy Impala	5	9642	120917	122095	1178.0	30.0	chged oil and filter; chckd all fluids & lubed vehicle
16	05 Suburban	8	9871	192271	192383	112.0	10.0	
17	06 Suburban - Maroon	8	2698	169373	169675	302.0	37.0	
18	06 Suburban - grey	8	6085	206422	207637	1215.0	87.7	chged oil and filter; chckd all fluids & lubed vehicle
19	13 Ford Expedition	8	8563	197385.9	198487	1101.1	61.0	
20	02 Taurus (Red)	5	6498	106258	106644	386.0	15.8	
21	01 Taurus	5	6788	150321	150386	65.0	0.0	
22	sold					0.0		
23	99 Chevy Mid Bus	22	0121	144892	145514	622.0	53.9	
24	97 Taurus	5	9015	195071	195071	0.0	0.0	
25	96 Taurus -Green	5	6462	171529	172079	550.0	13.0	Rpl front main seal; rpr front gasket on oil pan; rpl serpentine belt; chged oil and filter; chckd all fluids & lubed vehicle
26	2010 Blue Bird	47	2236	192097	192136	39.0	0.0	
27	2012 Blue Bird	47	0004	156161	157521	1360.0	129.6	
28	2001 Chevy Silverado		8211	147924	148304	380.0	19.8	
29	2018 Ford 350 Transit		9985	39478	39679	201.0	22.0	
30	09 Ford F-350 Van	12	3952	122993	123063	70.0	20.0	
31	07 Ford Expedition	8	9506	241554.1	242386	831.9	31.0	chged oil and filter; chckd all fluids & lubed vehicle; rpl expansion valve for a/c unit
32	sold					0.0		
33	10 Ford E-350	10	5937	120046	120318	272.0	19.0	
34	99 Suburban Blue	9	2627	155119	155295	176.0	0.0	
	ACTIVITY					16246.0		
	GAS CAN						21.4	
	Gas - Stratton							
	DIESEL CAN						30.0	
	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							





64.E. Superintendent report  
Information Item

September report

Bids for tire machine are in, winning bid, Raichart Ranch, \$855

Seeking bids for Brick cleaning

**Student Count:** Sep 1, 2021

High School: 78

Jr High 46

Elementary: 143

Stratton: 17

Total = 284

82 of the 124 Jr. High / High School students are out for a sport - 66% WOW

FFA / FCLA / FBLA Picnic last week, lots of kids attended.

Greenhouse restoration is coming along. Students will attend Husker Harvest Days Sept. 15,  
National FFA: Will take 4 students

Stratton projected enrollment for 21-22 may be below 12.

Teacher welcome back gathering was a blast!

Purchasing YouScience. Will send you a link to complete the profile yourself.

64.F. Board and committee reports  
Information Item

64.F.1. Board information  
Information Item

64.F.2. Finance/Budget/Legislation committee  
Information Item

64.F.3. Transportation/Facilities/Grounds committee  
Information Item

64.F.4. Curriculum/Activities/Staff Development committee  
Information Item

64.F.5. Americanism committee  
Information Item

64.F.6. Negotiations committee  
Information Item

65. **Adjourn**  
Information Item

66. :Motion ot adjourn Passed with a motion by Toby Marlin and a second by Sandy Noffsinger.

67. Brad Baney:	68. Yea
69. Jason Frederick:	70. Yea
71. Steve Guernsey:	72. Yea
73. Nick Ladenburger:	74. Yea
75. Kent Lorens:	76. Yea
77. Toby Marlin:	78. Yea
79. Sandy Noffsinger:	80. Yea
81. Shad Stamm:	82. Yea
83. Jordan Stroup:	84. Yea