

Agenda

1. Call to Order/Opening the Meeting
 - 1.1. Public Meeting Announcement
 - 1.2. Open Meetings Act posted on South wall of Media Center
 - 1.3. Board Member Attendance Roll Call/Sign Acknowledgment of Receipt Notice
 - 1.4. Organization of the Board
 - 1.4.1. If necessary, consider action to approve the removal of Brent Samuelson as an authorized signer for the General Fund, Building Fund, and Depreciation Fund signature cards and authorize new board president _____ as the authorized signature card signer for the General Fund, Building Fund, and Deprecation Fund.
 - 1.4.2. If necessary, consider action to approve the removal of Jonny Sand as an authorized signer for the General Fund, Building Fund, and Depreciation Fund signature cards and authorize new board treasurer _____ as the authorized signature card signer for the General Fund, Building Fund, and Deprecation Fund.
 - 1.4.3. Designate and approve First State Bank as the depository for BCS school funds.
 - 1.4.4. Designate and approve KSB and Perry Law as the law firms authorized to provide legal counsel to the school district.
 - 1.4.5. Designate and approve the superintendent as the representative of the Board of Education to administer all matters of state and federal programs.
 - 1.5. Review, discuss, and consider Board of Education Committee Assignments for 2024.
 - 1.6. Consent Agenda
 - 1.6.1. Consider Minutes of Previous Meeting(s) and Their Approval (Appendix A)
 - 1.6.2. Consider Current Bills and Their Approval (Appendix B)
 - 1.6.3. Consider Financial Statements/Treasurer's Report (Appendix C)
 - 1.7. Community Input
2. Discussion/Information Items
 - 2.1. Administrator Reports
 - 2.2. Principal (Appendix D)
 - 2.3. Athletic Director (appendix E)
 - 2.4. Superintendent (appendix F)
 - 2.5. Review and discuss the 2023-2024 re-opening plans.
 - 2.5.1. Public Comment on Re-opening Plans
3. Action Items
 - 3.1. Review, discuss, and take all necessary action in approving the resignation of Mrs. Mackenna Miner.

- 3.2. Review, discuss, and take all necessary action on approving a resignation from Mrs. Sara Scholz.
- 3.3. Review, discuss, and take all necessary action to approve the calendar for 2024-2025 school year.
- 3.4. Review, discuss, and take all necessary action in approving a stipend for student teaching for the spring semester of 2024.
- 3.5. Review, discuss, and take all necessary action in approving the negotiated agreement for the 2024-2025 school year for the certificated staff at Bertrand Community School.
4. Adjourn

2020 Board of Education Committee Membership

Facility	Ross	Stacie	Mark
Transportation	Christy	Stacie	Linda
Negotiations	Mike	Linda	Christy
American Civics	Ross	Mark	Mike

2021 Board of Education Committee Membership

Facility	Ross	Stacie	Jonny
Transportation	Brent	Shawn	Jonny
Negotiations	Brent	Shawn	Christy
American Civics	Ross	Christy	Stacie

2022 Board of Education Committee Membership

Facility	Ross	Stacie	Jonny
Transportation	Brent	Shawn	Jonny
Negotiations	Ross	Shawn	Christy
American Civics	Brent	Christy	Stacie

2023 Board of Education Committee Membership

Facility	Ross	Chris	Jonny
Transportation	Brent	Shawn	Jonny
Negotiations	Ross	Shawn	Christy
American Civics	Brent	Christy	Chris

Board of Education Regular Meeting
Monday, December 11, 2023 7:00 AM

Bertrand Community School Media Center
503 School Street
Bertrand, NE 68927

Ross Boggs: Present
Mike Dannehl: Present
Chris Davison: Present
Christy Pelton: Present
Brent Samuelson: Present
Jonathan Sand: Present

Present: 6.

Also present: Jason Brown, Aaron McCoy, Craig Newcomb, and Steph Edgren

1. Call Meeting to Order

1.1. Public Meeting Announcement

1.2. Open Meetings Act posted on South wall of Media Center

1.3. Board Member Attendance Roll Call/Sign Acknowledgement of Receipt Notice

1.4. Consent Agenda

Motion to approve consent agenda, passed with a motion by Christy Pelton and a second by Jonathan Sand.

Ross Boggs: Yea, Mike Dannehl: Yea, Chris Davison: Yea, Christy Pelton: Yea, Brent Samuelson: Yea, Jonathan Sand: Yea

Yea: 6, Nay: 0

1.4.1. Consider Minutes of Previous Meeting(s) and Their Approval (Appendix A)

1.4.2. Consider Current Bills and Their Approval (Appendix B)

1.4.3. Consider Financial Statements/Treasurer's Report (Appendix C)

1.5. Community Input – Ten patrons shared comments.

2. Discussion/Action Items

2.1. Administrator Reports

2.2. Principal, Aaron McCoy, reported on attendance, staff-in-service, state patrol presentation, upcoming music programs, and secondary student finals

2.3. Athletic Director, Craig Newcomb, reported on placings, awards, and recognition for the One Act Play, football and volleyball all district and conference awards, and winter sports participation numbers, and upcoming 2023 and 2024 NSAA football classifications, district assignments coming out soon and upcoming activities.

2.4. Superintendent, Jason Brown, reported on teacher in-service, negotiation committee update, upcoming music programs, updated security system installed, and reported on the NDE certified TEESO data components.

2.5. AQuESTT Classifications and Designations

2.6. Reminder of Superintendent Contract Renewal – The board discussed the superintendent’s evaluation process and contract renewal process.

2.7. Review, discuss, and take all necessary action on approving football uniforms.

A motion to approve football uniforms from BSN Sports in the amount of \$12,433.34, passed with a motion by Christy Pelton and a second by Mike Dannehl.

Ross Boggs: Yea, Mike Dannehl: Yea, Chris Davison: Yea, Christy Pelton: Yea, Brent Samuelson: Yea, Jonathan Sand: Yea

Yea: 6, Nay: 0

3. Executive Session

A motion to enter executive session for the discussion of the superintendent evaluation at 7:54 a.m., passed with a motion by Jonathan Sand and a second by Chris Davison.

Ross Boggs: Yea, Mike Dannehl: Yea, Chris Davison: Yea, Christy Pelton: Yea, Brent Samuelson: Yea, Jonathan Sand: Yea

Yea: 6, Nay: 0

A motion to enter back into the regular Board of Education meeting at 9:23 a.m., passed with a motion by Mike Dannehl and a second by Jonny Sand.

Ross Boggs: Yea, Mike Dannehl: Yea, Chris Davison: Yea, Christy Pelton: Yea, Brent Samuelson: Yea, Jonathan Sand: Yea

Yea: 6, Nay: 0

4. Adjourn

Motion to adjourn the regular Board of Education meeting at 9:27 a.m. and set the next regular Board of Education meeting for January 11, 2024 at 7:00 p.m., passed with a motion by Jonny Sand and a second by Christy Pelton.

Ross Boggs: Yea, Mike Dannehl: Yea, Chris Davison: Yea, Christy Pelton: Yea, Brent Samuelson: Yea, Jonathan Sand: Yea

Yea: 6, Nay: 0

Bertrand Community School

JANUARY 2024 BOARD AUTHORIZATION REPORT

Check # Vendor Name Amount Vendor Description
 Checking 1 Fund: 01 GENERAL FUND

42952 4N6 FANATICS	200.00	SUBSCRIPTION
42953 ACE HARDWARE	412.60	BUILDING/GROUNDS
42954 AG ED COOP ACCOUNT	11,535.92	AG ED SALARY REIMB.
42955 AMAZON CAPITAL SERVICES	23.89	AMAZON SUPPLY PURCHASES
42956 BERTRAND HOT LUNCH (PS REIMB)	215.60	PRESCHOOL BREAKFAST
42957 BLACK HILLS ENERGY	2,805.12	NATURAL GAS
42958 BREINIG DIESEL LLC	1,399.92	BUS REPAIR
42959 BROWN, JASON	56.03	EXPENSE REIMB
42960 BUSINESS CARD	131.69	CREDIT CARD CHARGES
42961 CDL, INC.	2,477.61	MONTHLY SERVICE
42962 CDW-G GOVERNMENT, INC.	321.53	COMPUTER SUPPLIES
42963 CROSS COUNTRY MARKET	958.07	SUPPLIES
42964 DEMCO	54.12	LIBRARY SUPPLIES
42965 EAKES OFFICE SOLUTIONS	728.24	COPIES/SUPPLIES/FURNITURE
42966 EDUCATIONAL SERVICE UNIT #9	875.00	MEETING EXPENSE
42967 ESU #10	500.00	TECH SUPPORT/DEAF SERVICES
42968 ESU #11	1,668.23	MONTHLY/QUARTERLY SERVICES
FIRST STATE BANK	35.00	ACH FEE
42969 FRONTIER COMMUNICATIONS	219.68	TELEPHONE
42970 GENERAL FUND CLEARING	846.26	REIMBURSEMENT
42971 GREEN LANDSCAPES INC.	484.59	GROUNDS
42972 HIRERIGHT SOLUTIONS INC.	187.20	DRUG AND ALCOHOL TESTING
42973 HOLDREGE DAILY CITIZEN	72.14	LEGAL NOTICES
42974 HOMETOWN LEASING	1,634.85	COPIER PAYMENT
42975 HUEFTLE, SHANNON	209.60	SPED MILEAGE TO PARENTS
42976 INSPIRE REHABILITATION, LLC	343.80	SPED PT
42977 INTEGRATED SECURITY SOLUTIONS	1,920.00	BUILDING SYSTEMS MAINT.
42978 JAYMAR BUSINESS FORMS, INC.	197.72	DISTRICT SUPPLIES
42979 JW PEPPER	121.39	MUSIC SUPPLIES
42980 K&D MOTOR & ELECTRIC	160.00	REPAIR
42981 KSB SCHOOL LAW	1,815.00	LEGAL EXPENSE
42982 LEXINGTON REGIONAL HEALTH CENTER	912.88	PHYSICAL/COUNSELING
42983 MCCOY, AARON	314.58	TELEPHONE EXP.
42984 MID AMERICAN RESEARCH CHEMICAL,	1,845.31	CLEANING & MAINTENANCE
42985 NCS PEARSON INC.,	217.00	PSYCH/SPED/SPEECH MATERIALS
42986 PERMA-BOUND	31.18	LIBRARY SUPPLIES
42987 PRO BUILDING SUPPLY INC.	275.69	INSTRUCTION EXP.
42988 QUADIENT FINANCE USA, INC.	283.30	POSTAGE FUNDING
42989 QUADIENT, INC.	86.51	POSTAGE & METER
42990 SCHUTZ, JENNIFER	1,035.72	SCHOOL AGE O.T.
42991 SPARQDATA SOLUTIONS	3,920.00	NEGOTIATIONS
42992 STATE OF NEBRASKA	534.65	NETWORK SERVICE
42993 SUMMERS, CAYTLYNN	158.51	MILEAGE
42994 THOSE BLASTED SIGNS	646.00	SIGNS/BANNERS
42995 TIME MANAGEMENT SYSTEMS	389.25	TIME CARD SYSTEM
42996 TRANE	7,246.53	MAINTENANCE
42997 VERIZON WIRELESS	148.35	CELL PHONE
42998 VILLAGE OF BERTRAND	776.57	WATER/SEWER/TRASH/
42999 WINDSTREAM	75.81	DISTANCE LEARNING

JANUARY BILLS	51,508.64
JANUARY PAYROLL	315,075.50
JANUARY TOTALS	<u>368,584.14</u>

GENERAL FUND CLEARING

December 31, 2023

GFC

\$	DATE	CK#	TO	ACCT #	DESCRIPTION
75.00	12/07/23	4243	Edgar Estrada	11100890002000	Translating
169.60	12/14/23	4244	Aaron McCoy	11100610001000	NHI Day Snacks
398.00	12/20/23	4245	Common Ground Coffee	12310890000000	Staff App.
50.00	12/21/23	4246	Edgar Estrada	11100890002000	Translating
153.66	12/29/23	4247	US Postmaster	12510531000000	Newsletter

846.26

**BERTRAND COMMUNITY SCHOOL
FINANCIAL REPORT
AS OF DECEMBER 31, 2023**

	RECEIPTS	DISBURSEMENT	BALANCE
GENERAL FUND			
(Checking & Money Market)			
Balance NOVEMBER 30, 2023			\$1,982,584.97
Receipts	\$152,649.45		
Disbursements			
Bills & Payroll		\$415,414.11	
Balance DECEMBER 31, 2023			<u>\$1,719,820.31</u>
ACTIVITY FUND			
Balance NOVEMBER 30, 2023			\$113,905.22
Receipts	\$6,769.95		
Disbursements		\$2,582.28	
Balance DECEMBER 31, 2023			<u>\$118,092.89</u>
ATHLETIC FUND			
Balance NOVEMBER 30, 2023			\$25,790.19
Receipts	\$3,803.41		
Disbursements		\$6,074.36	
Balance DECEMBER 31, 2023			<u>\$23,519.24</u>
DEPRECIATION FUND			
(Bus Replacement)			
Balance NOVEMBER 30, 2023			\$546,492.81
Interest	\$278.51		
Disbursements			
None			
Balance DECEMBER 31, 2023			<u>\$546,771.32</u>
BUILDING FUND (Regular)			
Balance NOVEMBER 30, 2023			\$1,027,922.53
Receipts			
Gosper Co.	\$661.61		
Phelps Co.	\$744.35		
Interest	\$655.27		
Disbursements			
None			
Balance DECEMBER 31, 2023			<u>\$1,029,983.76</u>
BOND FUND			
Receipts	\$817.19		\$205,973.06
Disbursements-None			
Balance DECEMBER 31, 2023			<u>\$206,790.25</u>
QCPF-2			
Receipts	\$548.08		\$108,254.69
Disbursements - None			
Balance DECEMBER 31, 2023			<u>\$108,802.77</u>

HISTORICAL INFORMATION	<u>2020</u>	<u>2021</u>	<u>2022</u>
General	\$763,164	\$928,221	1,121,943
Depreciation/Bus Replacement	\$277,551	\$330,577	462,689
Building	\$553,080	\$91,752	614,130
Bond	\$151,191	\$169,354	180,554
QCPF #2	\$92,684	\$110,491	131,508

Cash Receipt Listing by Received From

<u>Receipt Number</u>	<u>Received From</u>	<u>Receipt Date</u>	<u>Cash Receipt Description</u>	<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Amount</u>
1830		12/11/2023	Preschool Tuition	01 1370	PS Tuition	350.00
1830		12/11/2023	Ins. Reimb.	01 453	Ins. Reimb. M Anderson	5,228.40
1213-01		12/13/2023	EFT St of NE - SPED S/A	01 3120	SPED S/A	68,395.00
1832		12/19/2023	Salary Reimb.	01 101	Hot Lunch Salary Reimb.	14,669.99
1832		12/19/2023	Ins. Reimb.	01 453	Boggs Ins. Reimb.	83.29
1833		12/21/2023	Reimb. Exp	01 5690	Reimb. from Elwood	137.15
1228-01		12/28/2023	EFT ST of NE -MAC	01 4709	MAC	396.63
1229-01		12/29/2023	EFT ST of NE	01 3110	St Aid	38,574.00
12292023		12/29/2023	Interest on Acct	01 1510	Interest	886.29
Total:						128,720.75

1829	GOSPTREAS GOSPER CO TREASURER	12/11/2023	County Taxes	01 1100	Taxes	5,502.71
1829	GOSPTREAS GOSPER CO TREASURER	12/11/2023	County Taxes	01 1125	Motor Vehicle	3,331.30
1829	GOSPTREAS GOSPER CO TREASURER	12/11/2023	County Taxes	01 2110	Fines	594.95
GOSPTREAS GOSPER CO TREASURER Total:						9,428.96

1831	PHELPTREAS PHELPS CO. TREASURER	12/18/2023	County Taxes	01 1100	Taxes	6,190.63
1831	PHELPTREAS PHELPS CO. TREASURER	12/18/2023	County Taxes	01 1125	Motor Vehicle	7,561.90
1831	PHELPTREAS PHELPS CO. TREASURER	12/18/2023	County Taxes	01 2110	Fines	747.21
PHELPTREAS PHELPS CO. TREASURER Total:						14,499.74

Summary Totals

<u>Account Type</u>	<u>Cash Accounts</u>	<u>Receivable Accounts</u>
Subtotal Revenue	132,667.77	152,649.45
Subtotal Expense		152,649.45
Subtotal General Ledger	19,981.68	
Account Total	152,649.45	
Total:		152,649.45

Activity Fund Balance Report - Summary - Include AP Only
 12/2023 - 12/2023

<u>Chart of Account Number</u>	<u>Chart of Account Description</u>	<u>Beginning Balance</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Outstanding AP</u>	<u>Balance Change</u>	<u>Balance</u>
05 704 8101	FUND BALANCE/GENERAL	8,599.15	0.00	0.00	0.00	0.00	8,599.15
05 704 8102	FUND BALANCE/LIBRARY	946.84	0.00	0.00	0.00	0.00	946.84
05 704 8103	FUND BALANCE/POP MACHINE	0.00	202.50	0.00	0.00	0.00	(202.50)
05 704 8104	FUND BALANCE/AG EDUCATION	3,550.00	0.00	0.00	0.00	0.00	3,550.00
05 704 8105	FUND BALANCE/SHOP - WOODS	(1,519.04)	0.00	390.00	0.00	0.00	(1,129.04)
05 704 8107	FUND BALANCE/CLASS OF 2021	1,458.55	0.00	0.00	0.00	0.00	1,458.55
05 704 8108	FUND BALANCE/CLASS OF 2023	47.60	0.00	0.00	0.00	0.00	47.60
05 704 8109	FUND BALANCE/CLASS OF 2024	1,877.76	0.00	0.00	0.00	0.00	1,877.76
05 704 8110	FUND BALANCE/CLASS OF 2025	3,822.21	0.00	0.00	0.00	0.00	3,822.21
05 704 8111	FUND BALANCE/CLASS OF 2026	3,213.15	0.00	0.00	0.00	0.00	3,213.15
05 704 8113	FUND BALANCE/CLASS OF 2032	340.00	0.00	0.00	0.00	0.00	340.00
05 704 8114	FUND BALANCE/B CLUB	4,155.33	0.00	0.00	0.00	0.00	4,155.33
05 704 8116	FUND BALANCE/NHS	7,889.53	71.54	0.00	0.00	0.00	7,817.99
05 704 8117	FUND BALANCE/STUDENT COUNCIL	1,296.51	55.24	0.00	0.00	0.00	1,241.27
05 704 8120	FUND BALANCE/BAND	2,637.16	0.00	0.00	0.00	0.00	2,637.16
05 704 8121	FUND BALANCE/CONCESSIONS	3,953.92	2,122.85	6,235.52	0.00	0.00	8,066.59
05 704 8122	FUND BALANCE/BCSVSO	1,883.85	0.00	0.00	0.00	0.00	1,883.85
05 704 8126	FUND BALANCE/PLAY	(559.78)	24.19	0.00	0.00	0.00	(583.97)
05 704 8130	FUND BALANCE/READING ENRICH	5,123.78	36.96	0.00	0.00	0.00	5,086.82
05 704 8135	FUND BALANCE/SPEECH	110.41	0.00	0.00	0.00	0.00	110.41
05 704 8136	FUND BALANCE/INST. RENTAL	75.00	0.00	0.00	0.00	0.00	75.00
05 704 8137	FUND BALANCE-STUDENT FEES	180.00	0.00	0.00	0.00	0.00	180.00
05 704 8143	FUND BALANCE - YEARBOOK 2021-2022	0.00	0.00	0.00	0.00	0.00	0.00
05 704 8144	FUND BALANCE-YEARBOOK 2022-2023	(160.07)	0.00	0.00	0.00	0.00	(160.07)
05 704 8145	FUND BALANCE YEARBOOK 2023-2024	1,847.24	0.00	144.43	0.00	0.00	1,991.67
05 704 8148	FUND BALANCE/ELEM GRANT	1,310.06	0.00	0.00	0.00	0.00	1,310.06
05 704 8149	FUND BALANCE - JEANS FUND	4,112.10	0.00	0.00	0.00	0.00	4,112.10
05 704 8150	FUND BALANCE-GREENHOUSE DONATIONS	139.29	0.00	0.00	0.00	0.00	139.29
05 704 8151	FUND BALANCE BEEF BOOSTERS FTF	880.80	0.00	0.00	0.00	0.00	880.80
05 704 8152	FUND BALANCE - ART PROJECTS	1,035.58	0.00	0.00	0.00	0.00	1,035.58
05 704 8154	FUND BALANCE - DIABETES SUPPLIES	1,268.18	0.00	0.00	0.00	0.00	1,268.18
05 704 8155	FUND BALANCE-IPAD INSURANCE	48,772.58	69.00	0.00	0.00	0.00	48,703.58
05 704 8158	FUND BALANCE SCHOOL SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
05 704 8175	FUND BALANCE/CONCESSIONS HOLDING	5,617.53	0.00	0.00	0.00	0.00	5,617.53
Fund Total: 05		113,905.22	2,582.28	6,769.95	0.00	0.00	118,092.89

Activity Fund Balance Report - Summary - Include AP Only
 12/2023 - 12/2023

Chart of Account Number	Chart of Account Description	Beginning Balance	Expenses	Revenues	Outstanding AP	Balance Change	Balance
04 704	FUND BALANCE	3,353.59	461.70	0.00	0.00	0.00	2,891.89
04 704 9101	ATH GATE FUND BALANCE	8,050.00	1,408.00	2,713.41	0.00	0.00	9,355.41
04 704 9102	ATH MISC. FUND BALANCE	(4,591.19)	190.66	0.00	0.00	0.00	(4,781.85)
04 704 9103	ATH OFFICIALS FUND BALANCE	(8,940.00)	2,325.00	0.00	0.00	0.00	(11,265.00)
04 704 9104	ATH MEET FUND BALANCE	(590.00)	570.00	0.00	0.00	0.00	(1,160.00)
04 704 9105	ATH EQUIPMENT FUND BALANCE	(16,636.57)	0.00	0.00	0.00	0.00	(16,636.57)
04 704 9120	ATH VOLLEYBALL FUND BALANCE	1,933.44	0.00	0.00	0.00	0.00	1,933.44
04 704 9121	ATH FOOTBALL FUND BALANCE	9,154.96	0.00	0.00	0.00	0.00	9,154.96
04 704 9122	ATH BOY BB FUND BALANCE	606.74	1,119.00	0.00	0.00	0.00	(512.26)
04 704 9123	ATH GIRLS BB FUND BALANCE	3,295.03	0.00	0.00	0.00	0.00	3,295.03
04 704 9124	ATH CC FUND BALANCE	865.24	0.00	0.00	0.00	0.00	865.24
04 704 9125	ATH CHEERLEADERS FUND BALANCE	4,788.97	0.00	1,090.00	0.00	0.00	5,878.97
04 704 9126	ATH TRACK FUND BALANCE	14,936.00	0.00	0.00	0.00	0.00	14,936.00
04 704 9140	ATH VIKING STORE FUND BALANCE	3,746.62	0.00	0.00	0.00	0.00	3,746.62
04 704 9141	ATH DONATED FUNDS BALANCE	5,816.96	0.00	0.00	0.00	0.00	5,816.96
04 704 9150	ATH VIKING BOOSTER CLUB FUND BALANCE	0.40	0.00	0.00	0.00	0.00	0.40
Fund Total: 04		25,790.19	6,074.36	3,803.41	0.00	0.00	23,519.24

**Bertrand Community School
Hot Lunch December
2023-2024**

Cash Balance 11/31/2023	\$49,394.25
Receipts	
Student Lunches	\$6,897.75
General Fund	\$0.00
Noon Duty	
State Reimb.	\$11,573.86
Adult	
Roll	\$50.00
Preschool	\$299.50
Rebate	
Reimbursement	
Total Receipts	\$18,821.11
Total Available	\$68,215.36
Expenditures	
Food	\$10,936.23
Salary	\$10,137.91
SS	\$437.91
Medicare	\$102.43
Retirement	\$997.41
Insurance	\$2,994.33
Equipment/Improvements/Supplies	\$0.00
Other	\$0.00
Total Expenditures	\$25,606.22
Cash Balance 12/31/2023	<u>\$42,609.14</u>

Principal's Report January 2024

1. Attendance - During the month of October, the attendance rate for the elementary was 95% and for the high school was 92%. Even with some sickness in both the HS and Elementary, attendance has been excellent.
2. Teacher Evaluations - All non-tenured staff have been evaluated for 1st semester and will be evaluated again 2nd semester. 11/18 tenured staff were evaluated 1st semester, while the remainder will be evaluated 2nd semester.
3. Final Grades from 1st Semester - Very few students failed classes from 1st Semester. This is a testament to the hard work of both the students and teachers. Mrs. Munter and I have established recovery plans for those students.
4. Special Education capacity - I want to reiterate the topic from earlier in the year about concern for our special education capacity. We added an additional 3 students over break that will require services. Our current capacity for service time may not be sufficient..

Aaron McCoy
Principal

Football Classification & District Assignment: Boy only enrollment of 34 put us in the top 1/3 of D2 (18 out of 53). We are in district D2-8: Bertrand, Cambridge, Hitchcock County, Loomis, Maywood-Hayes Center, and Overton. Two-year schedules will be released at 9:00 a.m. on Wednesday, Feb. 7th.

This month's activities

MON JAN. 8 — JH B&G BB vs. Loomis (Home): 2:00
— BJV BB @ Cambridge Tournament: 4:00 / 5:15 / 6:30 / 7:45

WED JAN. 10 — HS QB: RPAC @ Maywood - 1:00

FRI JAN. 12 — VWR @ SEM Invite-12:00
— BB @ Southwest: BJV - 4:30 (2 qtrs); GV-6:00; BV-7:30

SAT JAN. 13 — BB vs. Overton: BJV - 2:30; GV - 3:30; BV - 5:00

MON JAN. 15 — RVL Vocal Clinic @ Medicine Valley: 1:00 / 7:00

TUE JAN. 16 — JH B&G BB @ Cambridge: 2:30

THU JAN. 18 — JHBBB vs. Southwest-2:30
— BB @ Maywood: BJV - 4:00; GV - 5:30, BV - 7:00

FRI JAN. 19 — WR: RPAC @ Dundy County-Stratton - 1:00

SAT JAN. 20 — BB: RPAC 1st Round @ Medicine Valley (TBA)

MON JAN. 22 — GBB: RPAC 2nd Round @ BERTRAND (TBA)

TUE JAN. 23 — BBB: RPAC 2nd Round @ BERTRAND (TBA)

THU JAN. 25 — GBB: RPAC Consolation Bracket Games & Division Finals @ Arapahoe (TBA)

FRI JAN. 26 — VWR @ Medicine Valley Invite-10:00
— BBB: RPAC Consolation Bracket Games & Division Finals @ Arapahoe (TBA)

SAT JAN. 27 — VWR @ Doniphan-Trumbull Invite - 9:00
— BB: RPAC Consolation & Finals @ McCook (TBA)

TUE JAN. 30 — GBB @ Cambridge: V-7:00

FRI FEB. 2 — VWR @ Southwest Invite - 10:00
— BB @ Medicine Valley: BJV - 4:30; GV-6:00; BV-7:30

SAT FEB. 3 — JHBBB @ Southern Valley Tournament - 9:00
— SPEECH @ Gothenburg
— VBC Youth Basketball Tournament

MON FEB. 5 — F/S BBB @ Alma Tournament - 6:00

January 11th SUPERINTENDENT REPORT

1. In-service was held on January 3rd. We had a full day agenda with Jody Bauer presenting to our staff on Google tools and apps to use in the classroom. All committees met and discussed upcoming topics for the second semester. Those committees are Safety & Threat, Crisis Committee, MTSS, and Technology. Keri from NASB was here in the afternoon. She met with the certified staff and classified staff. She worked with them on finding strategies to improve the climate. Keri took the activity sheets she had the staff work on and make an executive report and go over that with Aaron and I in a few weeks.

Aaron and I had a meeting in the morning to go over all the upcoming activities and events. We discussed MAP, NSCAS, and ACT testing that is required to be done. We introduced our two student teachers. They are Abigail Meinke and Aidan Wiedner. They are student teaching in the elementary grades of 1st, 3rd, and 4th. I presented three options for the calendar to the staff at the in-service. Took input from them on what they would like to see on the calendar. I made some adjustments to the calendar. Aaron and I worked over break to find the best options to make sure we meet instructional hours and instructional units for the calendar and how that will impact the class schedule next year. The staff also had time to work in their rooms to get ready for the second semester.

2. CPR & Seizure training for all staff on January 3rd during in-service. This training is good for two years. We started this two years ago at our January in-service. Jess Ward from Phelps Co. Memorial Hospital comes out to the school and trains our staff in CPR and seizure training for child and adult. She also does training with the AEDS.
3. The ESU 11 master service agreement is due on February 16th. I met with the ESU 11 team leaders on January 4th on a zoom meeting about our needs for the upcoming school year. Our biggest needs will be in special education. I asked them if it was an option to get contracted services for 2 two to three days a week for sensory room students. Our number of special education students continues to rise. Our current special education teachers are maxed out on service time for our students. We need to look for other options.
4. Hobarts installed our new dishwasher that the district purchased last school year. They installed it on December 28th. We had some issues with the installation. Hobarts tipped over the dishwasher on their trailer as they were unloading it. They are getting all the pieces and ordered to fix it. It is currently working. Cole had Jeff Morten do the electrical work.
5. Skidster is a piece of equipment that we have been looking at for the school. This past month Cole and Diana have been looking at options for leasing, renting, or buying a

skidster for the school. We have many needs especially when it comes to moving snow. We would use one for many other needs as well. We would like to get some forks to unload and load items off trailers. Cole has reached out to several companies about what our best options may be. Want to get your thoughts and ideas before we go much further.

ORGANIZATION OF THE BOARD

1.4. Organization of the Board-Vote on Board President, Vice President, Treasurer, & Secretary

1.4.1 Authorize board president as signer for fund accounts if needed.

1.4.2 Authorize treasurer as signer for fund accounts if needed.

1.4.3. Designate and approve First State Bank of Bertrand as the depository for all BCS school fund accounts.

1.4.4 Designate and approve KSB Law and Perry Law as the law firms authorized to provide legal counsel to the school district.

1.4.5 Designate and approve the superintendent as the representative of the Board of Education to administer all matters pertaining to state and federal programs.

1.5 Review, discuss, and consider board of education committee assignments for 2024.

CONSENT AGENDA

1.6 Consent agenda, a motion to approve the consent agenda.

1.6.1 Appendix A-January 11th Minutes are attached to the Sparq data program.

1.6.2 Appendix B-Bills from December to be paid are attached, please look over.

1.6.3 Appendix C-Financial Statements/Treasurer Reports as of December 31st are attached.

1.7 Community Input

DISCUSSION/INFORMATION ITEMS

2.1 Administrator Reports

2.2 Appendix D- Principal Report-Mr. McCoy's report

2.3 Appendix E-AD Report-Mr. Newcomb's report

2.4 Appendix F-Superintendent Report-Mr. Browns report

2.5 Review and discuss 2023-2024 Reopening plans for COVID. This is a requirement to receive ESSER grant dollars.

2.5.1 Public comment must be heard on this topic only at this time.

Action Items

3.1 Please approve the resignation of Mrs. Mackenna Miner and thank her for her years of service and dedication to BCS.

3.2 Please approve the resignation of Mrs. Sara Scholz and thank her for her years of service and dedication to BCS.

3.3 Please approve the school calendar for the 2024-2025 school year. It is attached to Sparq. I will have a copy at the meeting for you to go over as well.

3.4 Please approve the student teacher stipends for our two student teachers. Ms. Abigail Meinke and Mr. Aidan Weidner. They are student-teaching in the elementary this semester. They are both UNK students. I propose paying \$1,500 a month and if we have an opening and they are hired at BCS, we will pay \$2,000.00 in the month of May.

3.5 Please approve the negotiated agreement for the 2024-2025 school year. I will have copies for you at the meeting. The negotiations committee can fill you in on the meeting they had on December 18th and got settled. They settled on a base salary increase of \$1,200.00. They made changes to the extra duty schedule for music, concessions, 504 chair, and added an assistant 504 chair. On the negotiated agreement there were changes made for summer weights coordinator. Those changes are highlighted in yellow on the sparq attachment. The total package increase is 4.30%.

4.0 Adjourn, set the next meeting for Monday, February 12th. We do have girls sub-districts that night. Do we want to change the date or change the time of the meeting. We can have a morning meeting or a lunch meeting. That week is busy with activities. Changing the time may be the best option.

BERTRAND VIKINGS

Return to School Plan for Covid-19 2023-2024



To meet Federal Guidelines and qualify for Federal funding through the American Recovery Act (ESSERS III), Bertrand Community School must publish a re-opening plan for 2023-2024. This is a requirement even though we were open all of 2020-2021. You may provide feedback by sending an email to: jason.brown@bertrandvikings.org

The document is to provide guidance of how Bertrand Community School will react to the COVID-19 pandemic and its impact on the 2023-2024 school year. The first and foremost goal of Bertrand Community School is to keep all students and staff safe at all times. This document will provide guidance in all areas during the 2023-2024 school year. Guidance for this document has been taken from the document that Nebraska Rural Community Schools Association developed by superintendents from rural schools and ESU administrators. Guidance from Two Rivers Health Department has been sought and Two Rivers will continue to give guidance to Bertrand Community School during this pandemic. The document will serve as guidelines for staff and help train staff on day-to-day operations to provide a quality education for all students. This framework is a beginning and may be updated/changed as conditions, experiences and knowledge are gained.

Parents and guardians, you have difficult decisions to make for children during COVID-19. **The conditions of COVID-19 continue to change.** Bertrand Community School believes that having students in the building for face-to-face education is best for all of our students. **It is our goal to keep students in the building with the teachers and staff.** We ask that parents and guardians keep open communication with the school if their children show signs or symptoms of the illness. We want to keep children safe, so we ask that you keep children home if they are ill, and obtain a

doctor's note to provide to the school. Bertrand Community School will keep all information confidential and follow all HIPPA laws. We know that some parents may not feel comfortable sending your child to school due to COVID-19 and the risks that come with this virus. As a school district, we understand those risks, and we will take all efforts to make parents feel as if the school is a safe environment.

As a parent, you have to make the best decision for your child under the ever-changing circumstances. Bertrand Community School firmly believes that face to face education is the best for all our students and we will strive to keep that format for as long as possible, and hopefully, the entire school year. If your student shows symptoms of illness and is not in school, please respect the health of others and remain at home until healthy or a doctor's note can be obtained. It is imperative that we all communicate with each other and change our mindset in regards to not feeling well and being in attendance at school. We understand that some parents may feel comfortable sending them to school or finding an alternative way to educate their child if it is not in school. Communication will be vital in this situation and we ask you to communicate with the school to discuss the process during this unpredictable time.

For the 2023-2024 school year, if your student comes down COVID-19 or COVID symptoms, we ask that you keep them home from school. If you are able to get tested, please do. Students will be required to stay home from school for five days or until they are symptom free. If students have family or siblings that have tested positive for COVID-19, the siblings can attend school if they are symptom free. They must wear a mask until the COVID-19 symptoms are no longer existing in the household. Please be sure to contact the office to let them know the situation of each family concerning COVID-19. This will allow proper protocols and procedures to take place.

Links:

NRCSA Reopening document:

<https://drive.google.com/file/d/1eZ7556mZtBApe2CrUGEtq1VO5Uh4fsV1/view?usp=sharing>

Two Rivers Health Department Website:

<https://www.trphd.org/>

District Mission Statement

At Bertrand Community School we provide quality education, empowering our students to realize their potential in an ever-changing world.

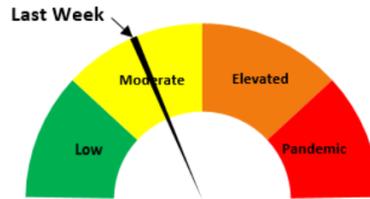
Belief Statements

We believe...

- Our community takes pride in providing a strong educational foundation that benefits both students and community.
- Education is a life-long process.
- Each individual is a worthy investment.
- The values that made for a strong past will help to ensure a strong future.
- All students are capable of learning and realizing their self-worth.
- All students will be given the opportunity to learn while acquiring a sense of community.
- A student's educational success requires involvement of parents, teachers, and community.

The following information is from Two Rivers Health Department. They have a health risk dial they use to rate where they feel the current state of the area is. It has four colors, green, yellow, orange, and red. The reason for sharing the Two Rivers information is that the Two Rivers Health Department is one of the few health districts in the state that has the capabilities to shut down schools and businesses. That information will be below:

COVID-19 Risk Dial (Example)



Risk Dial for COVID-19
Two Rivers Public Health
Published July 9, 2020

COVID RED: Severe COVID-19 PANDEMIC OUTBREAK

- Widespread community or regional transmission of COVID
- There is a significant increase in COVID positive cases or percent positive cases which may potentially overwhelm the local healthcare system
- There is a significant increase in Flu-Like Symptoms and COVID-like syndromic cases which may potentially overwhelm the local healthcare system
- Hospitals are utilizing Surge Capacity
- There is inadequate testing capacity for critical workers
- There is inadequate capacity to conduct investigation and contact tracing
- There are shortages of critical medical equipment or testing supplies
- There are PPE shortages impacting critical workers

COVID ORANGE: Elevated COVID-19 Spread Risk

- There are increasing or high stable numbers of COVID positive cases OR percent positive cases due to community or regional spread
- There is an increase in Flu-Like Symptoms OR COVID like syndromic cases in Two Rivers Health Region. Be informed of positive cases in the school district or by county.
- Clusters or outbreaks exist that are still likely in their early stages
- There is only enough testing available for symptomatic people
- Two Rivers Health Department must rely on assistance to conduct investigation for new cases and associated and contact tracing –or- Two River Health Department must assist adjacent jurisdictions to conduct investigation and contact tracing
- PPE supplies are only adequate for critical workers
- Critical medical equipment is in limited supply

COVID Yellow: Moderate Risk of COVID-19 Spread

There is a downward trajectory in numbers of COVID positive cases –or- percent positive cases due to community or regional spread

There is a downward trajectory in levels of Flu-Like Symptoms –or- COVID like syndromic cases in Two Rivers Health Region

There is limited community spread within the Two Rivers Health Region

COVID has a small impact on the local healthcare system capacity

PPE supplies are adequate for critical workers and community needs

Rapid COVID testing is available for all suspected cases and focused asymptomatic surveillance.

Two Rivers Health Department is able to conduct investigation and contact tracing for new cases and associated contacts without assistance

Critical medical equipment is readily available

COVID Green: Low Risk of COVID-19 Spread

Minimal cases of COVID-19 within the greater community.

COVID-19 has minimal impact on local healthcare system

Viral and antibody testing is readily available

There are effective treatment modalities for COVID-19 and an effective vaccine is widely available

PPE is easily obtainable through standard supply chains

School Calendar and Modes of Operation

The NRCSA reopening process identified eight areas that will need to be focused on for reopening schools this fall. They are the following:

- Activities
- Calendars/Logistics
- Custodial/Health
- Food Service
- Instruction/Class Size
- Personnel
- SPED/504
- Transportation

The committees developed three modes of rating based on community spread of COVID-19.

- LOW/NO SPREAD=School buildings are open, with minimal restrictions. The school district will put in place preventative practices.
- MINIMAL/MODERATE SPREAD=School buildings are open but use may be minimal, altered, or suggested. Such use may be based on social distancing directives from Two Rivers Health Department.
- SUBSTANTIAL SPREAD=School buildings may be closed. The closure may be long or short term. This decision will likely come from the NDE or school administration.

Bertrand Community School will use the three modes rating scale and have guidelines for each mode in all areas. School administrators will decide which color the district will be in each week.

Green = Low/No Spread

Yellow/Orange = Minimal/Moderate

Red = Wide Spread

Daily School Operations & Procedures

	Green	Yellow	Red
School Academic Plan	<ul style="list-style-type: none"> • A normal school day will proceed. • Students and staff encouraged to get vaccinated but not required. 	<ul style="list-style-type: none"> • A normal school day will proceed with attention to social distancing, frequent hand washing, frequent disinfecting high traffic areas. • Students and staff encouraged to get vaccinated but not required. 	<ul style="list-style-type: none"> • Students and staff required to wear masks. A normal school day will proceed with attention to social distancing, frequent hand washing, frequent disinfecting high traffic areas. • Students and staff encouraged to get vaccinated but not required • School may transition into remote learning which may consist of the hybrid model or full remote learning.
Classroom Set-up (social distancing)	<ul style="list-style-type: none"> • Normal classroom setting. Class will go on as normal. 	<ul style="list-style-type: none"> • Transitions to classes, will be done individually or staggered, not in a single file line. • Masks may be needed for transitions. Students in classrooms will be spread apart. 	<ul style="list-style-type: none"> • Transitions to classes, will be done individually or staggered. Masks required. Students in classrooms will be spread apart.

<p>Temperature Checks</p> <p>* We ask that parents screen their child each day for temps, flu like symptoms including fever, cough and shortness of breath. Please do NOT send your child to school if they are feeling ill.</p> <p>*If a student or staff member has a temperature of 100.4 for 3 consecutive days a doctor’s note must be obtained before returning.</p>	<ul style="list-style-type: none"> ● Temperature checks will not be performed unless a student or staff member feels ill. 	<ul style="list-style-type: none"> ● Temperature checks will not be performed unless a student or staff member feels ill. 	<ul style="list-style-type: none"> ● Temperature checks will be conducted daily upon arrival in the morning. ● Students with a temperature of 100.4 degrees or more will be given a mask and isolated, rechecked, and parents will be called to take home if necessary. ● Students must be fever free w/o medication for a full day (24 hours) to return. For example; if a student/staff goes home on Monday earliest return is Wednesday ● Two Step Process: Temperature taken at the front door, must be verified in the office before being sent home.
<p>Masks/Face Coverings</p> <p>Optional</p>	<ul style="list-style-type: none"> ● Optional ● Masks are encouraged but not required. 	<ul style="list-style-type: none"> ● Optional ● Masks are strongly encouraged. Masks may be required in certain high traffic areas. 	<ul style="list-style-type: none"> ● Guidance from the CDC, TRPHD and the Governor's DHM on masking will be followed.
<p>Recess</p>	<ul style="list-style-type: none"> ● Recess times as normal Equipment disinfected daily. 	<ul style="list-style-type: none"> ● A rotation for recess to limit the number of students on the playground and play equipment may be implemented. Equipment disinfected multiple times a day. 	<ul style="list-style-type: none"> ● A rotation for recess to limit the number of students on the playground and play equipment may be implemented. Equipment disinfected multiple times a day.
<p>Hallways</p>	<ul style="list-style-type: none"> ● Normal passing periods and movement by students. 	<ul style="list-style-type: none"> ● All students will follow the directional tape on the floor and wall signage to help with social distancing. 	<ul style="list-style-type: none"> ● All students will follow the directional tape on the floor and wall signage to help with social distancing.
<p>Signage</p>	<ul style="list-style-type: none"> ● Signs will be placed throughout the building and doors for awareness of social distancing, handwashing, hand sanitizing, and temperature checks. 	<ul style="list-style-type: none"> ● Signs will be placed throughout the building and doors for awareness of social distancing, handwashing, hand sanitizing, and temperature checks. 	<ul style="list-style-type: none"> ● Signs will be placed throughout the building and doors for awareness of social distancing, handwashing, hand sanitizing, and temperature checks.
<p>Specials</p>	<ul style="list-style-type: none"> ● Students/ staff transition to specials 	<ul style="list-style-type: none"> ● Students/ staff transition to specials ● All students will follow the directional tape on the floor and wall signage to help with social distancing. 	<ul style="list-style-type: none"> ● Students/ staff transition to specials ● All students will follow the directional tape on the floor and wall signage to help with social distancing.

Handwashing/ Hand Sanitizing	<ul style="list-style-type: none"> Students and staff should sanitize their hands upon entering the building and/or classroom, entering the cafeteria, exiting the cafeteria, exiting the building. 	<ul style="list-style-type: none"> Students and staff should sanitize their hands upon entering the building, special attention given to frequently sanitizing hands, especially after movement from room to room. 	<ul style="list-style-type: none"> Students and staff will be encouraged to sanitize their hands upon entering. Temperature screens will be implemented.
Lockers	<ul style="list-style-type: none"> Normal locker use. Cleaned and disinfected daily 	<ul style="list-style-type: none"> Normal locker use. Cleaned and disinfected daily Possible limited/backpacks implemented. 	<ul style="list-style-type: none"> Normal locker use. Cleaned and disinfected daily Possible limited/backpacks implemented.
Drinking Fountains *Students will provide own water bottle	<ul style="list-style-type: none"> Fountains will be open. Water refill stations will be highly encouraged. 	<ul style="list-style-type: none"> Drinking fountains will be shut off and students will use their water bottle and refill at the filler stations. 	<ul style="list-style-type: none"> Drinking fountains will be shut off and students will use their water bottle and refill at the filler stations.
Restrooms	<ul style="list-style-type: none"> Normal use of restrooms 	<ul style="list-style-type: none"> Staggered use of restrooms or scheduled restroom breaks by classroom. 	<ul style="list-style-type: none"> Staggered use of restrooms or scheduled restroom breaks by classroom.
Computers/Ipads	<ul style="list-style-type: none"> All devices will be disinfected daily. 	<ul style="list-style-type: none"> All devices will be disinfected daily. Elementary teachers will schedule device cleaning throughout the day. Middle School and High School students will clean the device frequently throughout the day. Shared devices will be cleaned after each use. 	<ul style="list-style-type: none"> All devices will be disinfected daily. Elementary teachers will schedule device cleaning throughout the day. Middle School and High School students will clean the device after each period. Shared devices will be cleaned after each use.

<p>Beginning of the Day</p> <p>All teachers and paraprofessionals are on-duty at 7:45AM each day.</p>	<ul style="list-style-type: none"> • Students enter the building through doors nearest their classroom. 	<ul style="list-style-type: none"> • Preschool students enter at the building downtown. Washing and hand sanitizing is required • K-3rd grade students will enter through west doors of the elementary building • 4th-6th grade students will enter through the north door by the concession stand • 7th & 8th grade will enter in the main doors by the office • 9-12th grade students will enter through the parking lot doors on the eastside of the building • Breakfast will be served in the cafeteria, and social distancing will be in place. • Students that arrive after 8:10 am must report immediately to the building office for temperature check. • Students will report to their first period classroom once screening is complete. • Parents may enter the building with their students if they need to meet with school personnel upon approval from administration. Parents and guardians will need to get temperatures checked. 	<ul style="list-style-type: none"> • Preschool students enter at the building downtown. Washing and hand sanitizing is required • K-3rd grade students will enter through west doors of the elementary building • 4th-6th grade students will enter through the north door by the concession stand • 7th & 8th grade will enter in the main doors by the office • 9-12th grade students will enter through the parking lot doors on the eastside of the building • Breakfast will be served in the cafeteria with social distancing or staggered schedules. • Students that arrive after 8:10 am must report immediately to the building office for temperature check. • Students will report to their first period classroom once screening is complete. • Parents may enter the building with their students if they need to meet with school personnel upon approval from administration. Parents and guardians will need to get temperatures checked.
<p>Attendance</p>	<p>Attendance will be required in the building. Attendance will be required to participate in all extra-curricular activities.</p>	<p>Attendance will be required in the building. Attendance will be required to participate in all extra-curricular activities.</p>	<p>Attendance will be required unless the district has moved to a hybrid model or remote learning. Guidance from the CDC, TRPHD and the Governor's DHM will be used in determining these requirements.</p>

End of Day	Regular dismissal. All students are asked to leave the building at the end of the day unless they are in the afterschool program, school activity or working with a teacher. Meet parents outside in a pre-arranged parking area.	Regular dismissal. All students are asked to leave the building at the end of the day unless they are in the afterschool program, school activity or working with a teacher. Meet parents outside in a pre-arranged parking area.	Regular dismissal. All students are asked to leave the building at the end of the day unless they are in the afterschool program, school activity or working with a teacher. Meet parents outside in a pre-arranged parking area.
Field Trips	<ul style="list-style-type: none"> Field Trips allowed. 	<ul style="list-style-type: none"> Field trips allowed but following guidance provided by CDC, TRPHD and the Governor's DHM on masking will be followed. 	<ul style="list-style-type: none"> Field trips not allowed.
After School Program All after school programs staff will have temperature taken prior to work. Example, Elementary After School Club, STEAM Club, & club meetings.	<ul style="list-style-type: none"> Regular after school programs will continue. 	<ul style="list-style-type: none"> Regular after school programs will continue with social distancing practices. Alternative meeting sites may be needed. 	<ul style="list-style-type: none"> Regular after school programs will continue with social distancing practices. Alternative meeting sites may be needed

Food Service

Green	Yellow	Red
<ul style="list-style-type: none"> Cafeteria staff will check temperatures daily and wear required PPE equipment. PK-5 students may use the cafeteria to eat breakfast and lunch with social distancing. 6-12 students will eat lunch in the cafeteria with social distancing. 	<ul style="list-style-type: none"> Cafeteria staff will check temperatures daily and wear required PPE equipment. No Salad Bar Most PK-5 students will eat in the cafeteria but for social distancing some students may be asked to eat in the classroom. 6-12 students will grab and go breakfast and eat lunch in the cafeteria with social distancing. 	<ul style="list-style-type: none"> Cafeteria staff will check temperatures daily and wear required PPE equipment. No Salad Bar Most PK-5 students will eat in the cafeteria but for social distancing some students may be asked to eat in the classroom. 6-12 students will grab and go breakfast and eat lunch in the cafeteria with social distancing. Under the hybrid model all students will have breakfast and lunch available to them from school to be picked up. Under a full remote learning,

		meals will be provided for pick up.
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Cleaning of Facilities

Green	Yellow	Red
<ul style="list-style-type: none"> ● Normal cleaning procedures including using disinfectant wipes, disinfect sprayer, and other cleaning products will be used. ● Classrooms will be cleaned during the teachers planning period or each night. Including wiping down door knobs, desks, chairs and common equipment. ● Lunchroom will be cleaned after breakfast and lunch each day. ● Cleaning procedures include light switches, doors knobs, hallways, restrooms, ● Gloves and PPE equipment may be used by custodian staff. ● All students will wipe down their own desk and chair, and lockers daily. 	<ul style="list-style-type: none"> ● Normal cleaning procedures including using disinfectant wipes, disinfect sprayer, and other cleaning products will be used. ● Classrooms will be cleaned during the teachers planning period or each night. Including wiping down door knobs, desks, chairs and common equipment. ● Lunchroom will be cleaned after breakfast and lunch each day, and wiped down between groups. ● Hallways, light switches, entry doors will be cleaned daily. ● Gloves and PPE equipment by the cleaning crew are required. ● All students will wipe down their desk area, chairs, and lockers daily. ● Bathrooms and locker rooms will be cleaned more frequently throughout the day. 	<ul style="list-style-type: none"> ● Normal cleaning procedures including using disinfectant wipes, disinfect sprayer, and other cleaning products will be used. ● Classrooms will be cleaned during the teachers planning period or each night. Including wiping down door knobs, desks, chairs and common equipment. ● Lunchroom will be cleaned after breakfast and lunch each day, and wiped down between groups. ● Hallways, light switches, entry doors will be cleaned daily. ● Gloves and PPE equipment by the cleaning crew are required. ● All students will wipe down their desk area, chairs, and lockers daily. ● Bathrooms and locker rooms will be cleaned more frequently throughout the day.

* Facilities will always be cleaned at a higher level of the risk dial so we can ensure that we are staying ahead of the pandemic. If needed we will hire additional staff and purchase additional cleaning agents with specialized tools to disinfect daily.

Extra-Curricular and After School Program

Green	Yellow	Red
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<ul style="list-style-type: none"> ● Sports and Activities will proceed with social distancing recommended when possible. ● Screening will be done of all participants from B.C.S. before they board the bus to compete at another school or at B.C.S. 	<ul style="list-style-type: none"> ● Temperatures of every coach and participant will be taken daily. ● Coaches will sanitize and wipe down equipment between groups, practices, and games. ● Screening will be done before students travel to other schools for extra-curricular activities. Students will also need to meet the requirements of the host school. The host school shall notify B.C.S. in advance of the requirements and B.C.S. will notify visiting schools of screening procedures for students. 	<ul style="list-style-type: none"> ● If students contract the virus, contact tracing will be done. The student and students, teachers, sponsors, and coaches that have been in constant contact will need to quarantine for 14 days.
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*Where social distancing cannot be accomplished coaches and sponsors will wear a mask where they can.
 *NSAA guidelines that all Schools in the State of Nebraska will adhere to.

Technology Services

Green	Yellow	Red
<ul style="list-style-type: none"> ● Normal use of iPads. ● Students maintain hygiene of their devices. ● Tech coordinator available. 	<ul style="list-style-type: none"> ● Normal use of iPads. ● Students maintain hygiene of their devices. ● Tech coordinator available or via email. 	<ul style="list-style-type: none"> ● Normal use of iPads. ● Students maintain hygiene of their devices. ● Tech coordinator available or via email or Zoom.

Transportation

Green	Yellow	Red
<ul style="list-style-type: none"> ● *Drivers will take their own temperature daily ● *Mask Optional. Sanitizer available. ● *One to a seat – zig/zag. May sit with immediate family members only. ● *Students will load back to front and unload front to back ● *Driver will sanitize the bus daily. ● *Students will have a temperature check and screening prior to boarding the bus. Screening in this case is asking about symptoms and if anyone says they don't feel well then further screening could occur. 	<ul style="list-style-type: none"> ● Drivers will take their own temperature daily ● Masks encouraged. Sanitizer available. ● One to a seat – zig/zag. May sit with immediate family members only. ● Students will load back to front and unload front to back ● Driver will sanitize the bus daily. ● Students will have a temperature check and screening prior to boarding the bus. Screening- same as green. 	<ul style="list-style-type: none"> ● School may transition into Hybrid model or remote learning. ● Hybrid model- drivers will take their own temperature daily. ● All students will use hand sanitizer. ● One to a seat – zig/zag. ● Load back to front. ● Full remote learning-No transportation provided.
<p>*Mini-bus and vans will seat students by capacity of vehicle not by seat number. *Parents are encouraged to bring their child to school if they can to assist with social distancing on busses.</p>		

Types of School Calendars

- Regular School calendar-school will be in session starting on August 12th as scheduled following the safety precaution modes (green, yellow, red) for daily schedules.
- Alternate School Schedule-if a community outbreak would happen between now and August 12th that would cause a delay in the start of school, school may be extended in days and even hours in the day to meet Rule 10.
- Hybrid Model-This term has been recently used by the NDE and pertains to having fewer students on site. This model has a goal of trying to stop the spread of the virus. This would be done by having students on site half the time. Social distancing rules would be followed. The schedule would be determined by administration and staff with the best educational interest for the students.
- Remote Learning-Learning will take place from home online due to mode of rating being moved to red. The remote learning could be short term or long-term depending on the conditions and potential COVID-19 exposures. Two Rivers Health Department and the NDE will be consulted for guidance on how the district should plan to move forward.

Conclusion

This plan has been prepared to best suit the educational needs to get the students of Bertrand Community School back into the district building in a safe manner. Having school and getting students an education is at the forefront of all our goals. We know that changes will most likely occur

along the way, that changes will be constantly communicated with students, parents, guardians, and staff as we continue to try and figure out how to handle COVID-19 and the implications of this virus.

**BERTRAND COMMUNITY SCHOOL
2024-2025**

OPTION #3

August, 2024							September, 2024							October, 2024						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3	1	2	3	4	5	6	7			1	2	3	4	5
4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12
11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19
18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	23	24	25	26
25	26	27	28	29	30	31	29	30						27	28	29	30	31		
August 12 & 13- Teacher Workdays & Fall Pr August 14-First Day of School (2:30 dismiss) 13-Days							September 2 - Labor Day (No School) September 5 -1:00 PM Dism.-Teacher In Serv. 20-Days							October 3-2:30 Dismiss, P-T Conf-3:30-8:30 October 4-No School (non contract day) October 11-End of 1st Q. (41 days) October 25-Fall Break No School 21-Days						
November, 2024							December, 2024							January, 2025						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
					1	2	1	2	3	4	5	6	7				1	2	3	4
3	4	5	6	7	8	9	8	9	10	11	12	13	14	5	6	7	8	9	10	11
10	11	12	13	14	15	16	15	16	17	18	19	20	21	12	13	14	15	16	17	18
17	18	19	20	21	22	23	22	23	24	25	26	27	28	19	20	21	22	23	24	25
24	25	26	27	28	29	30	29	30	31					26	27	28	29	30	31	
Nov. 7 - 1:00 PM Dism. Teacher In Serv. Nov. 27- 2:30 Dismissal Nov. 28-29- No School - Thanksgiving Break 19-Days							Dec. 5 - 1:00 PM Dism. Teacher In Serv. Dec. 17 & 18th Sem. 1 Finals (JH/HS) Dec. 20- End 2nd Qtr. (46 Days) Dec. 20-2:30 PM Dismissal Dec. 22-26 NSAA Moratorium Dec. 21-Jan-6- Christmas Break (No School) End of 1st Semester - 41/47 = 88 Days 15-Days/2nd Q-47 Days/ 1st Sem-88							January 1-6 - NO SCHOOL January 6 - Teacher In Serv. (No Students) January 7- School Resumes (3rd Q. Starts) 19-Days						
February, 2025							March, 2025							April, 2025						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1						1								
						1	2	3	4	5	6	7	8			1	2	3	4	5
2	3	4	5	6	7	8	9	10	11	12	13	14	15	6	7	8	9	10	11	12
9	10	11	12	13	14	15	16	17	18	19	20	21	22	13	14	15	16	17	18	19
16	17	18	19	20	21	22	23	24	25	26	27	28	29	20	21	22	23	24	25	26
23	24	25	26	27	28		30	31						27	28	29	30			
February 13 - No School-Teacher In Serv., BCS Quiz Bowl, P/T Conferences 3:30-8:30PM February 14- No School (non-contract day) 18-Days							March 6 - 1:00 PM Dism. Teacher In Serv. March 7 - Spring Break (No School) March 13-End of 3rd Quarter (45 days) March 14 - Spring Break (No School) 19-Days/3rd Q.-43 Days							April 17 - Teacher In Serv. & Workday No School - BCS Track Meet, (Contract Day) April 18 & 21 - Easter Break- No School 19-Days						
May, 2025							June, 2025							July, 2025						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3	1	2	3	4	5	6	7			1	2	3	4	5
5	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12
11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19
18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	23	24	25	26
25	26	27	28	29	30	31	29	30						27	28	29	30	31		
May 1 -1:00 Dism. Teacher In Serv. May 10 - Graduation - 3:00 pm May 20 & 21 Sem. 2 Finals (JH/HS) May 22 - Last Day of 4th Q.-12:00 PM Dismissal May 22 - Teacher Workday/Checkout 12:00-4:00 End of Semester 2 - 45/46 = 91 Days 16 - Days							Total: 179 Student/Teacher Contact Days Sem. 1 = 88 Days, Sem. 2 = 91 Days Teacher Days = 5 Days Total Total Days 2024/25 = 179 Student/5 Teacher Student = 180 Days, Teacher = 184 (2019-2020) *** as per Negotiated Agreement (11/2018)													

	No School
	Teacher Inservice/Staff Workdays-No School
	Day Notation
	Early Dismissal
	Parent Teacher Conferences - Early Dismissal

An excessive number of cancellation days due to bad weather, etc., may necessitate using non contract days as make up days, as well as the possibility of extending the school year.

STUDENT TEACHER AGREEMENT

This agreement, referred to herein as the "Agreement," is made by and between **Bertrand Community Schools**, (Phelps County School District 69-0054), and **Abigail Meinke**.

WHEREAS, postsecondary students and others generally are required by state law and regulations to complete a student teaching component to graduate and secure a teaching certificate; and

WHEREAS, the District has a vested interest in improving the profession, preparing quality educators, and having a good relationship with state and regional postsecondary institutions; and

NOW, THEREFORE, the District agrees to accept the Student as a student teacher, and the Student agrees to complete his or her student teaching obligations subject to the terms and conditions set forth below.

- 1. Term of Agreement.** The Student shall perform student teaching beginning January 3th, 2024, and expiring on May 10, 2024. This contract is entered into for the sole purpose of covering the terms of the student teaching for the period specified above. It shall not be subject to renewal by statute or any provision of this Agreement. It is the parties' intention that the term will be for one year or less in the position of Student Teacher. Therefore, the Student shall not receive service credit for or make contributions to the School Employees Retirement System of the State of Nebraska.
- 2. Purpose of Agreement.** The purpose of this Agreement is to describe conditions and expectations for a person who wishes to complete their student teaching requirements at the District. This Agreement does not establish any employer-employee relationship between the parties and is executed for the sole purpose of allowing the Student to complete student teaching obligations required to pursue a career in the teaching profession. For purposes of this Agreement, student teaching is defined as the set of activities and obligations required of the Student's postsecondary institution and the District for completion of the Student's course of study in the teaching profession.
- 3. Nature of Relationship; Duties of Student.** The Student's obligations for successful completion of student teaching requirements are established by the Student's postsecondary institution, consistent

with the expectations and duties assigned by the District in light of those obligations. The Student's duties, services, and days and hours shall be subject to assignment by the Superintendent or his or her designee, who will seek input from the Student and the Student's relevant advisor or other administrative staff of the Student's postsecondary institution.

4. Compensation. Consistent with state and federal labor laws, the District and Student agree that the Student is exempted from applicable wage and hour requirements due to the educational nature of the student teaching experience. However, the Student will be paid \$1,500 a month for four months (January, February, March, and April) for a total sum of \$6,000, in May the student will be paid \$2,000.00 if the student is hired by the district, if, and only if, all of the following conditions are true: (A) the Student receives a passing grade of a B or higher in their student teaching course or, if taken "for credit", the Student receives credit and (B) the Student receives at least 50% proficient or higher on the approved district evaluation tool when administered by a District administrator. In the event the Student satisfies all conditions to receive payment, the payment will be made on the 15th of each month. If the Student does not satisfy all of the applicable conditions, the Student shall receive no compensation. This agreement shall conform to the regulations governing deductions from the above-stated compensation with reference to withholding tax, social security, and any legally required deductions and deductions based on benefit elections.

5. Policies, Rules and Regulations. The Student shall be governed by Board of Education policies, District's rules and regulations, and directives from the Superintendent or his or her designee. Board of Education policies and District rules and regulations may be changed at any time, with or without notice to the Student.

6. Termination of Services. This Agreement creates no property right for the Student, and Student is not eligible for the protections of the Nebraska laws governing teacher contracts and tenure. The District may terminate this Agreement, with or without cause, advanced notice, or a hearing. The Superintendent may, acting upon his or her own initiative, terminate this Agreement by providing oral or written notice to the Student and consistent with any other binding obligations imposed by the Student's postsecondary institution which may be in effect. Such termination will be effective upon the date of the issuance of the notice.

7. Background Check. The Student asserts that the Student has never been charged with or convicted of any misdemeanor involving moral turpitude or any felony, or has disclosed in writing to the District administration details about any such charge or conviction. The Student consents to, and agrees to cooperate fully in, any background check conducted by the District. This background check may include obtaining a report from a reporting agency that may include information concerning the Student's criminal history. By providing the information requested below and signing this Agreement, the Student consents to the District conducting a background check.

8. Confidential Information. The Student will have access to certain student and staff records and information while completing his or her student teaching under this Agreement. The Student understands that state and federal law prohibit the disclosure of student and staff records, or the contents thereof, to any person other than those authorized by law. For student records, that includes the student's parents or the District's teachers, counselors, or administrators in the course and scope of their duties when they have an educational purpose. The Student understands that unauthorized access, use, disclosure, or modification of such records or confidential information will result in the immediate termination of this Agreement and may result in other consequences imposed or permitted by law, including referral of the misconduct to the Student's postsecondary institution, the Nebraska Department of Education, or others.

9. Entirety of Agreement and Amendments. The Student has read the entirety of this Agreement, fully understands its terms and conditions, and agrees that this Agreement constitutes the entire agreement, and that no representations, promises, agreements or undertakings, written or oral, not herein contained shall be of any force or effect. This Agreement shall be subject to modification only by a written instrument signed by the Student and the Superintendent.

10. Applicable Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Nebraska.

[THE NEXT PAGE IS THE SIGNATURE PAGE]

Student (Signature)

Superintendent or Authorized
Designee (Signature)

_____, 20__.
Date

_____, 20__.
Date

Name (please print)

Date of Birth

Address

Telephone Number

STUDENT TEACHER AGREEMENT

This agreement, referred to herein as the "Agreement," is made by and between **Bertrand Community Schools**, (Phelps County School District 69-0054), and **Aidan Weidner**.

WHEREAS, postsecondary students and others generally are required by state law and regulations to complete a student teaching component to graduate and secure a teaching certificate; and

WHEREAS, the District has a vested interest in improving the profession, preparing quality educators, and having a good relationship with state and regional postsecondary institutions; and

NOW, THEREFORE, the District agrees to accept the Student as a student teacher, and the Student agrees to complete his or her student teaching obligations subject to the terms and conditions set forth below.

- 1. Term of Agreement.** The Student shall perform student teaching beginning January 3th, 2024, and expiring on May 10, 2024. This contract is entered into for the sole purpose of covering the terms of the student teaching for the period specified above. It shall not be subject to renewal by statute or any provision of this Agreement. It is the parties' intention that the term will be for one year or less in the position of Student Teacher. Therefore, the Student shall not receive service credit for or make contributions to the School Employees Retirement System of the State of Nebraska.
- 2. Purpose of Agreement.** The purpose of this Agreement is to describe conditions and expectations for a person who wishes to complete their student teaching requirements at the District. This Agreement does not establish any employer-employee relationship between the parties and is executed for the sole purpose of allowing the Student to complete student teaching obligations required to pursue a career in the teaching profession. For purposes of this Agreement, student teaching is defined as the set of activities and obligations required of the Student's postsecondary institution and the District for completion of the Student's course of study in the teaching profession.
- 3. Nature of Relationship; Duties of Student.** The Student's obligations for successful completion of student teaching requirements are established by the Student's postsecondary institution, consistent

with the expectations and duties assigned by the District in light of those obligations. The Student's duties, services, and days and hours shall be subject to assignment by the Superintendent or his or her designee, who will seek input from the Student and the Student's relevant advisor or other administrative staff of the Student's postsecondary institution.

- 4. Compensation.** Consistent with state and federal labor laws, the District and Student agree that the Student is exempted from applicable wage and hour requirements due to the educational nature of the student teaching experience. However, the Student will be paid \$1,500 a month for four months (January, February, March, and April) for a total sum of \$6,000, in May the student will be paid \$2,000.00 if the student is hired by the district, if, and only if, all of the following conditions are true: (A) the Student receives a passing grade of a B or higher in their student teaching course or, if taken "for credit", the Student receives credit and (B) the Student receives at least 50% proficient or higher on the approved district evaluation tool when administered by a District administrator. In the event the Student satisfies all conditions to receive payment, the payment will be made on the 15th of each month. If the Student does not satisfy all of the applicable conditions, the Student shall receive no compensation. This agreement shall conform to the regulations governing deductions from the above-stated compensation with reference to withholding tax, social security, and any legally required deductions and deductions based on benefit elections.
- 5. Policies, Rules and Regulations.** The Student shall be governed by Board of Education policies, District's rules and regulations, and directives from the Superintendent or his or her designee. Board of Education policies and District rules and regulations may be changed at any time, with or without notice to the Student.
- 6. Termination of Services.** This Agreement creates no property right for the Student, and Student is not eligible for the protections of the Nebraska laws governing teacher contracts and tenure. The District may terminate this Agreement, with or without cause, advanced notice, or a hearing. The Superintendent may, acting upon his or her own initiative, terminate this Agreement by providing oral or written notice to the Student and consistent with any other binding obligations imposed by the Student's postsecondary institution which may be in effect. Such termination will be effective upon the date of the issuance of the notice.

- 7. Background Check.** The Student asserts that the Student has never been charged with or convicted of any misdemeanor involving moral turpitude or any felony, or has disclosed in writing to the District administration details about any such charge or conviction. The Student consents to, and agrees to cooperate fully in, any background check conducted by the District. This background check may include obtaining a report from a reporting agency that may include information concerning the Student's criminal history. By providing the information requested below and signing this Agreement, the Student consents to the District conducting a background check.
- 8. Confidential Information.** The Student will have access to certain student and staff records and information while completing his or her student teaching under this Agreement. The Student understands that state and federal law prohibit the disclosure of student and staff records, or the contents thereof, to any person other than those authorized by law. For student records, that includes the student's parents or the District's teachers, counselors, or administrators in the course and scope of their duties when they have an educational purpose. The Student understands that unauthorized access, use, disclosure, or modification of such records or confidential information will result in the immediate termination of this Agreement and may result in other consequences imposed or permitted by law, including referral of the misconduct to the Student's postsecondary institution, the Nebraska Department of Education, or others.
- 9. Entirety of Agreement and Amendments.** The Student has read the entirety of this Agreement, fully understands its terms and conditions, and agrees that this Agreement constitutes the entire agreement, and that no representations, promises, agreements or undertakings, written or oral, not herein contained shall be of any force or effect. This Agreement shall be subject to modification only by a written instrument signed by the Student and the Superintendent.
- 10. Applicable Law.** This Agreement shall be governed by and construed in accordance with the laws of the State of Nebraska.

[THE NEXT PAGE IS THE SIGNATURE PAGE]

Student (Signature)

Superintendent or Authorized
Designee (Signature)

_____, 20__.
Date

_____, 20__.
Date

Name (please print)

Date of Birth

Address

Telephone Number

BERTRAND COMMUNITY SCHOOL
NEGOTIATION AGREEMENT 2024-2025

1. The base salary shall be \$39,000.00 for the 2024-2025 school year and shall become a part of the salary schedule (Attachment A). For 2024-2025 it has been agreed upon that the certified staff group will receive a **4.30%** total package increase which allows for a \$1,200.00 base salary increase per certified staff member.
2. The school district will pay \$1,050 deductible PPO health insurance premiums up to the amount of \$26,662.56 (per annum) per married certified staff member family and \$9,688.80 (per annum) for single certified staff members, and \$17,617.32 (per annum) for certificated employee staff member & child(ren), and \$19,948.92 (per annum) for certificated employee and spouse. The above rates include annual single dental option 2 100% A, 75%B and 50% C. The certificated staff member will have the right to individually take any options made available under the insurance company's plan. The additional premium cost of any additional option will be the responsibility of the certificated staff-member. For all other staff members, benefits will be based upon the staff member's Full Time Equivalency (FTE).
3. The Board of Education agrees to purchase a long term disability plan for all certified staff members.
4. Staff members will be reimbursed for selling tickets at school events. The rate for this pay shall be \$15.00 per event. **One summer weight room supervisor/coordinator will be paid \$500.00 and will be paid an additional hourly rate of \$25.00 per hour. This position will be assigned by administration. All coaches/sponsors working summer weight room hours will be paid \$15.00 per hour.** Distance learning teachers will be paid an additional \$50 per student per semester (based on the number of students enrolled in the class from remote sites on the last day of the semester).
5. Changes were updated to the extra duty schedule (attachment B) for the 2024-2025 school year. See attachment B for changes.
6. Certificated employees will be contracted for 184 days. (2019-2020)
7. Leaves
 - a. Personal Leave: (2022-2023)

Personal leave is defined to include business the teacher must conduct during normal school hours, which can't otherwise be scheduled outside of duty time, and for uniquely personal and significant events affecting the teacher. Teachers will be granted up to four (4) days of personal leave per school year, subject to approval by the superintendent or his/her designee. The request for personal leave must be made five (5) days in advance of the requested leave day(s), except in cases of emergency when it is not possible to make the request with 5

days' notice. All requests for personal leave will be submitted to the superintendent or his/her designee in writing and responded to in writing by the Superintendent or his/her designee. Personal leave generally will not be granted at any time that extends school breaks, vacation days, or holidays that are part of the normal school calendar, but the Superintendent may permit one staff member per level--elementary, middle, and high school--to take one personal leave day on either side of a break. If the teacher has additional unused personal days available to extend the break, their individual situation may be considered.

Unused Personal Leave will carry over to the following year, and staff will be given up to 4 personal days the next contract year with the ability to have up to 5 total days to start the following year. For example, a staff member who uses 4 personal days will receive 4 personal days the following year; a staff member who uses 3 personal days in year 1 will be given 4 personal days for year 2, to bring their total to 5 days the following year; staff who use 2 personal days will carry 2 days over to the following year and receive 3 days for the following year to bring their total to 5. Once a staff has used all personal days, they will not be permitted to miss any additional duty days unless their absence qualifies for another type of leave provided by law or this agreement. Upon separation of employment for any reason, unused personal days will be paid out at \$50 per unused day.

b. Professional Leave:

The Board and/or administration may grant professional leave to attend professional meetings in the interests of the school. In such cases there shall be no loss of pay. Arrangements for professional leave shall have advanced approval by the Superintendent and/or Principal.

Workshops and curriculum meetings shall be considered professional leave when it is determined by the Superintendent and/or Principal that attendance will provide a benefit to the school district.

Two days attendance at state competitions by all coaches or sponsors per year in an activity/sport they sponsor will be considered "professional leave".

c. Sick Leave: Teachers will be granted ten (10) days sick leave for each year of employment, cumulative to forty (40). Teachers that end the year with enough sick leave days above 40 will be reimbursed by the Board of Education at the rate of \$125.00 per day, times the number of days above 40 (2023-2024). Certificated staff that have above 40 days will be reimbursed on their June paycheck. On September 1 for the following contract year, the certificated staff member will have 10 sick days added to their sick leave balance. The most sick leave days a teacher could have will be 50 days to start the school year (2023-2024).

Sick leave days up to the allowable accumulation for each individual certificated staff member shall be days without loss of pay, any sick leave used beyond accumulated days will result in a 1/184th salary reduction, excluding unit pay, if Emergency Leave Transfer is not attainable by the individual certificated staff member.

The certified staff may use any amount of their sick leave for bereavement purposes with no restrictions concerning their relationship to the deceased. (2019-2020)

d Emergency Leave Transfer:

In cases where a teacher's total sick leave is exhausted, said teacher may receive a transfer of sick days from one or more other teachers. It shall be the responsibility of the borrowing teacher to complete the emergency leave transfer forms and submit them to the administration. Emergency leave transfers must be submitted no later than the day the teacher completes his/her final checkout for the school year. The transfer shall take place at the conclusion of the school year and days may be transferred only from a certified staff member who is returning to the system the following year. Only those days for which the district would be reimbursing the teacher for at the beginning of the school year are eligible for transfer (those days over 40).

8. Grievance Procedure:

a. See Attachment C.

9. Board of Education Practices Which Affect Teaching Staff

a. See Attachment E.

10. The terms and conditions of this agreement shall be effective beginning with the 2024-2025 school terms and shall remain in effect until such time that a new negotiated agreement is ratified by both parties.

Signed BEA Representative

Signed Board Representative

Date: _____

Date: _____

	BA	BA+9	BA+18	BA+27	BA+36	MA	MA+9
1	1.00 \$ 39,000	1.04 \$ 40,560	1.08 \$ 42,120	1.12 \$ 43,680	1.16 \$ 45,240	1.20 \$ 46,800	1.24 \$ 48,360
2	1.04 \$ 40,560	1.08 \$ 42,120	1.12 \$ 43,680	1.16 \$ 45,240	1.2 \$ 46,800	1.24 \$ 48,360	1.28 \$ 49,920
3	1.08 \$ 42,120	1.12 \$ 43,680	1.16 \$ 45,240	1.2 \$ 46,800	1.24 \$ 48,360	1.28 \$ 49,920	1.32 \$ 51,480
4	1.12 \$ 43,680	1.16 \$ 45,240	1.2 \$ 46,800	1.24 \$ 48,360	1.28 \$ 49,920	1.32 \$ 51,480	1.36 \$ 53,040
5	1.16 \$ 45,240	1.2 \$ 46,800	1.24 \$ 48,360	1.28 \$ 49,920	1.32 \$ 51,480	1.36 \$ 53,040	1.4 \$ 54,600
6		1.24 \$ 48,360	1.28 \$ 49,920	1.32 \$ 51,480	1.36 \$ 53,040	1.4 \$ 54,600	1.44 \$ 56,160
7			1.32 \$ 51,480	1.36 \$ 53,040	1.4 \$ 54,600	1.44 \$ 56,160	1.48 \$ 57,720
8			1.36 \$ 53,040	1.4 \$ 54,600	1.44 \$ 56,160	1.48 \$ 57,720	1.52 \$ 59,280
9				1.44 \$ 56,160	1.48 \$ 57,720	1.52 \$ 59,280	1.56 \$ 60,840
10				1.48 \$ 57,720	1.52 \$ 59,280	1.56 \$ 60,840	1.6 \$ 62,400
11				1.52 \$ 59,280	1.56 \$ 60,840	1.6 \$ 62,400	1.64 \$ 63,960
12					1.6 \$ 62,400	1.64 \$ 63,960	1.68 \$ 65,520
13					1.64 \$ 63,960	1.68 \$ 65,520	1.72 \$ 67,080
14					1.68 \$ 65,520	1.72 \$ 67,080	1.76 \$ 68,640
15						1.76 \$ 68,640	1.8 \$ 70,200
16						1.8 \$ 70,200	1.84 \$ 71,760

BERTRAND COMMUNITY SCHOOL, Unit Schedule 2024-2025, Base Year 1996-1997

	1st yr.	2nd yr	3rd yr	4th yr	5th yr	6th yr	7th yr	8th yr	9th yr
CATEGORY 1	12.00%	12.00%	12.00%	13.00%	13.00%	13.00%	14.00%	14.00%	14.00%
Head FB									
Head BBB									
Head GBB									
Head VB									
Head WR									
Head TR									
CATEGORY II	8.00%	8.00	8.00%	9.00%	9.00%	9.00%	10.00%	10.00%	10.00%
Asst FB (2)									
Asst BBB									
Asst GBB									
Asst VB									
Asst WR									
Asst TR (2)									
Head Golf									
Cross Country									
Music									
CATEGORY III	5.00%	5.00%	5.00%	6.00%	6.00%	6.00%	7.00%	7.00%	7.00%
Cheerleader Sp.									
Asst. XC									
FFA									
Head Speech									
CATEGORY IV	4.00%	4.00%	4.00%	5.00%	5.00%	5.00%	6.00%	6.00%	6.00%
Yearbook									
Asst. Speech									
Drama (split between 2)									
Concessions (2)									
504 Chair									
504 Asst. Coord.	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
NHS	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Prom Sponsor	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
JH Coaching (6) Head	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
MTSS (8)	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
JH Coaching (6) Assistant	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%
Student Council Sponsor	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%
JH Quiz Bowl	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%
HS Quiz Bowl	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%
Jr. Sponsor (2)	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%
B-Club (3)	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%
Elem Quiz Bowl	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%
ACT On-Line Prep (3)	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%
Elem. After School Club (3)	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%

*2024-2025 Changes
 Move Concessions & 504
 Chair to CAT IV
 Move Music to CAT. II
 Add 504 Asst. Coord.-3%

BERTRAND COMMUNITY SCHOOL
GRIEVANCE PROCEDURE

A. Definition of Terms

1. Grievance - A claim based upon the interpretation, meaning, or application of any of the policies, rules, regulations, or professional negotiations contracts of school districts.
2. Aggrieved Person - person or persons making a claim.
3. Party in Interest - person or persons making the claim, and any person who might be required to take action, or against whom action might be taken, in order to resolve the claim.

B. Purpose The broad purposes of machinery for grievance adjustment in a public school system are:

1. Unobstructed communication with respect to alleged grievances without fear of reprisal.
2. Reduction of the potential areas of conflict among staff members and administrators and boards of education.
3. Two-way communication through recognized channels among administrators, staff members, local professional associations, and boards of education.
4. Development of improved morale and effectiveness of staff members.
5. Encouragement of teacher expression regarding conditions that affect him/her.

C. Suggested Procedures

1. Level I (Informal)
 - a. If a teacher feels that he/she has a grievance he/she should discuss the matter with the Principal or supervisor to whom he/she is directly responsible in an effort to resolve the problem.
 - b. The aggrieved person may have a local PR & R representative assist in efforts to resolve the problem informally with the Principal or other appropriate administrators or supervisors.
2. Level II (Formal)

Step One

 - a. if an aggrieved person is not satisfied with the disposition of his/her problem, or if no decision has been rendered after five school days through the informal procedure, he/she may submit a claim as a formal grievance, in writing, to the principal and retain a copy of the said grievance.
 - b. The Principal shall, within three school days, render a decision and the reasons therefor, in writing, to the aggrieved person and a copy to the PR & R representative for the association's file.

Bertrand Community School
Grievance Procedure

Step Two

- a. If the aggrieved person is not satisfied with the disposition of his grievance at Step One, or if no decision has been rendered within three school days after the presentation of the grievance in writing, a written grievance may be filed with the association's PR & R Committee within three school days after the decision at Step One, or six school days after the grievance was presented, whichever is sooner.
- b. Within five school days after receiving the written grievance, the PR & R Committee shall provide an opportunity for the aggrieved person to meet with the Committee for the purpose of reviewing the grievance, and the PR & R Committee shall give to the aggrieved person a written opinion regarding the merits of the case.
- c. If the local PR & R Committee determines the claim is not meritorious, the aggrieved person may appeal the grievance to the State PR & R Commission. It is recommended that this appeal be made through the local association president.

Step Three

- a. Within three school days after receiving the PR & R Committee opinion, or within eight school days after the grievance was filed with the Committee, whichever is sooner, the aggrieved person may file a written appeal with the PR & R Committee for a hearing by the Superintendent of Schools. Within two school days of its receipt, the Committee, through its chairman, shall submit such appeal to the Superintendent.
- b. The Superintendent of Schools, or his authorized representative, shall act for the administration at Step Three of the grievance procedure. Within ten school days after receipt of the written appeal for a hearing by the Superintendent, the Superintendent shall meet with the aggrieved person and with the PR & R Committee for the purpose of resolving the grievance. A full record (tape recording recommended) of such a hearing shall be kept by the Superintendent and made available to the parties involved upon written request. The Superintendent shall within three school days of the hearing, render a decision and reasons therefor, in writing, to the aggrieved person. (Copy to the PR & R Committee.)

Step Four

- a. If the aggrieved person is not satisfied with the disposition of the grievance at Step Three, or in decision has been rendered within three school days after the first meeting with the Superintendent, a grievance may be filed again with the association's PR & R Committee within three school days after a decision by the Superintendent, or five school days after the meeting with the Superintendent, whichever is sooner.
- b. Within three school days after receiving such further appeal, the PR & R Committee, through its chairman, shall refer the grievance to the Board of Education.

Bertrand Community School
Grievance Procedure

c. Within twenty-five school days after receiving the written appeal, the Board of Education, or a committee therefrom, shall meet with the aggrieved person and with the representatives of the PR & R Committee for the purpose of resolving the grievance. The decision of the Board of Education shall be rendered, in writing, within five school days.

D. Other Considerations

1. Any party in interest may be represented at all stages of the grievance procedure by his or herself or by a representative of his/her own choosing. When a teacher is not represented by the association, the association shall have the right to be present and to state its views at all stages of the grievance procedure.

2. Decisions rendered at Level II, Steps one, Two, Three, and Four, of the grievance procedure, will be in writing, setting forth the decision and the reasons therefor and will be transmitted promptly to all parties in interest and to the chairman of the PR & R Committee.

3. If the written grievance is not filed within thirty days after the teacher knew, or should have known of the act or condition on which the grievance is based, the grievance shall be waived.

4. No reprisals of any kind shall be taken by the Board, or by any member of the administration, against any party of interest, any PR & R representative, or any other participant in the grievance procedure by reason of such participation.

FORMAL GRIEVANCE PRESENTATION
(Level II Step One)

TYPE OR PRINT
(TO BE COMPLETED BY AGGRIEVED PERSON)

FORM A

AGGRIEVED PERSON (S) _____

DATE OF FORMAL PRESENTATION _____

MAILING ADDRESS OF AGGRIEVED PERSON _____

SUBJECT AREA OR GRADE _____

STATEMENT OF GRIEVANCE:

ACTION REQUESTED:

Signature of Aggrieved

**REFERRAL BY PR & R COMMITTEE
(Level II Step Two)**

TYPE OR PRINT

FORM C

(TO BE COMPLETED BY THE ASSOCIATION PR & R COMMITTEE CHAIRMAN
WITHIN FIVE DAYS OF REFERRAL.)

Aggrieved person(s) _____

Date of Formal Grievance Presentation _____

Chairman of formal grievance presentation _____

Date referral received by PR & R _____

OPINION OF ASSOCIATION PR & R COMMITTEE AND REASONS THEREFOR:

DECISION BY SUPERINTENDENT
(Level II Step Three)

TYPE OR PRINT

FORM D

(TO BE COMPLETED BY SUPERINTENDENT OF SCHOOL WITHIN THREE DAYS
AFTER HEARING WITH AGGRIEVED AND PR & R COMMITTEE
REPRESENTATIVES; HEARING TO BE HELD WITHIN TEN DAYS AFTER RECEIPT OF
APPEAL.)

Aggrieved person(s): _____

Date of formal grievance presentation _____

Date appeal received by superintendent _____

Date hearing held by superintendent _____

DECISION OF SUPERINTENDENT AND REASONS THEREFOR:

Date of decision _____

Superintendent's Signature

AGGRIEVED PERSON'S RESPONSE: (To be completed within 3 days of decision)

_____ I accept the above decision of the Superintendent of Schools.

_____ I hereby appeal, through the association PR & R Committee, to the Board of
Education for a review of this grievance.

Date of response _____

Signature of Aggrieved

REVIEW BY BOARD OF EDUCATION
(Level II Step Four)

TYPE OR PRINT

FORM E

Aggrieved person(s): _____

Date of formal grievance presentation _____

PR & R COMMITTEE REFERRAL TO BOARD:

(To be completed within 3 days of PR & R receipt of appeal from aggrieved)

_____ The attached grievance is hereby appealed to the Board of Education for a review and hearing.

Date of referral to board _____

Signature of P R & R Chairman

BOARD RESPONSE: (to be completed by the Board of Education Chairman within 3 days after the Board hearing with the aggrieved and the Association PR & R Committee representatives; Board hearing to be held within 25 days after receipt of appeal.)

Date appeal received by Board of Education _____

Date hearing held by Board of Education _____

DECISION OF BOARD OF EDUCATION AND REASONS THEREFOR:

Date of decision _____

Signature of Board Chairman

AGGRIEVED PERSON'S RESPONSE: (to be completed by aggrieved within 5 days of decision.)

_____ I accept the decision of the Board of Education.

_____ I hereby reject the above decision of the Board of Education.

Date of response _____

Signature of Aggrieved

Board of Education Practices Which Affect Teaching Staff

1. A person entering the Bertrand system may be granted all of their years of teaching experience.
2. This is a minimum salary schedule. It may be necessary to vary from it temporarily in order to secure a teacher in a subject in which there is an unusual circumstance, thus the board reserves the right to hire off schedule whenever the Board deems doing so is essential to the welfare of the school and community.
3. A teacher will not be allowed to move more than one step vertically on the salary schedule and one step horizontally on the salary schedule in any given year.
4. Teachers earning a Masters Degree after September 1, 2001 will be able to use previously approved course hours in order to move to the MA+9 column on the salary schedule. (No more than one step vertically on the salary schedule and one step horizontally on the salary schedule in any given year.)
5. All hours earned by teachers which would qualify a teacher to move horizontally on the salary schedule must enhance teaching in their assigned area, and have prior approval of the superintendent and/or board of education.
6. Request to negotiate date: The BEA shall annually submit in writing a request to negotiate. This request shall spell out items the BEA wishes to bring to the negotiation table and it shall be delivered to the President of the Board of Education by the date of the regular March Board meeting.
7. Teachers driving students to extra-curricular activities will be paid \$52.97 per trip for driving a bus and \$20.56 for driving a van.
8. Extra assignments such as hall supervision during activities, noon and recess duty, or other assignments which may from time to time be deemed necessary by the administration will be assigned on a fair and impartial basis and will carry with them no compensation.
9. Late resignations: After the contract due date, the Board at its option, will consider accepting resignations only if a suitable replacement can be found.
10. A stipend of \$1,000.00 will be paid to a certified faculty member to compensate for their work as "standards/curriculum/assessment liaison" to the administration. This "liaison" will be assigned yearly, by the superintendent.
11. Junior High Coaching: During the negotiations for 2009-2010 the index for Head Junior High Coach was changed to 2% for Head Coaches. Assistant coaches were added to each sport at the rate of 1% "if" administration can schedule suitable personnel for that position. Assistant Coaches will be employed if the above condition of "suitable personnel" is met AND the following number of students participate.
 - a. Football = 8 or more
 - b. Volleyball = 13 or more
 - c. Boys Basketball = 11 or more
 - d. Girls Basketball = 11 or more
 - e. Wrestling = 11 or more
 - f. B & G Track/Field = 11 or more