

Madison Board of Education, Madison District #1

Board of Education Regular Meeting
Monday, June 14, 2021 7:00 PM
Middle School/High School Conference Room
700 South Kent St.
Madison, NE 68748-0450

The sequence of items on the agenda is provided as a courtesy. The board reserves the right to consider items in any sequence deemed appropriate. Therefore, visitors are encouraged to attend the meeting from the beginning.

1. Call the Meeting to Order
 1. Roll Call
 2. Open Meetings Act
 3. Madison Public Schools Mission Statement
 1. Stakeholder Assessment Report (Mr. Jordan)
2. Consent Agenda
3. Public Forum
4. Superintendent Report
5. Board Committee Reports/Meeting dates
6. Action Items
 1. Discuss, consider, and take all necessary action to approve contracts.
 2. Discuss, consider, and take all necessary action to approve resignation.
 3. Discuss, consider, and take all necessary action to approve the Amended Bond fund Budget of \$2,015,613.00.
 4. Discuss, consider and take all necessary action to adopt new Board policies from KSB school law.
 5. Discuss, consider and take all necessary action to approve payment of the final pay application for the Gym and Lockerroom project.
 6. Discuss, consider and take all necessary action on Bid from DWB to insulate and tin the maintenance shed at the Elementary.
 7. Discuss, consider all necessary action to approve the Strategic Action Plans for Enhancing Student Learning, Staffing Support and Facility Planning,
 8. Discuss, consider and future planning for ESSER III funds
7. Topics for next month's Board of Education meeting
8. Adjournment

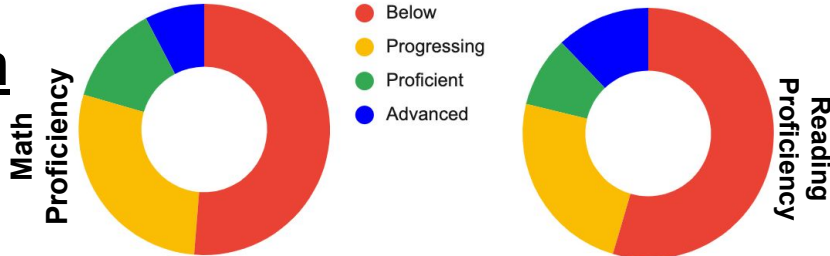
The board reserves the right to enter executive session if it deems it necessary to prevent needless injury to a staff member's reputation or for the protection of the public interest.

Stakeholder Assessment Report

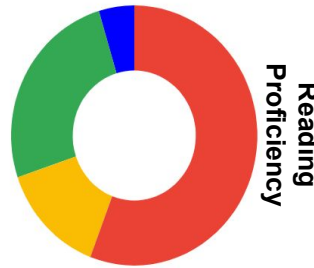
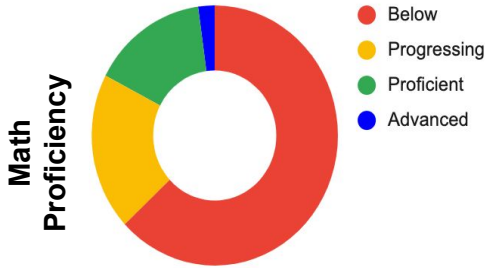
NWEA MAP Growth Assessment

The NWEA MAP Growth Assessment assess students in Reading and Math. Students who score in the Proficient or Advanced categories will, statistically, meet or exceed the Nebraska State Assessment. This assessment also tracks student growth throughout the year. Third through eighth grade students are tested in the winter, kindergarten through second, ninth, and tenth grades are tested in the spring.

Kindergarten



1st Grade



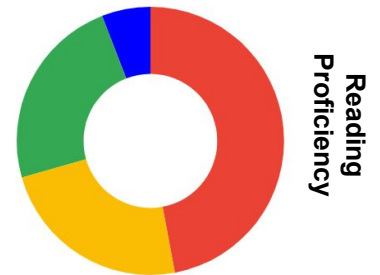
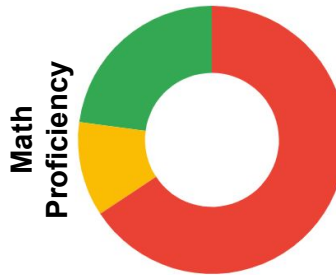
20% Met or exceeded the growth goal in Reading

5% Met or exceeded the growth goal in Math

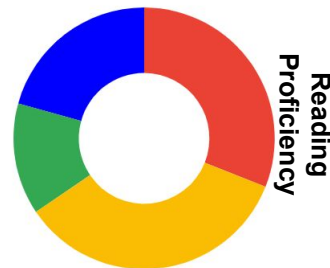
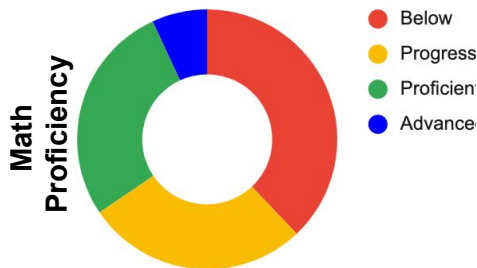
2nd Grade

68% Met or exceeded the growth goal in Reading

61% Met or exceeded the growth goal in Math



3rd Grade



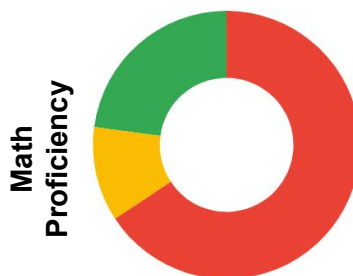
67% Met or exceeded the growth goal in Reading

33% Met or exceeded the growth goal in Math

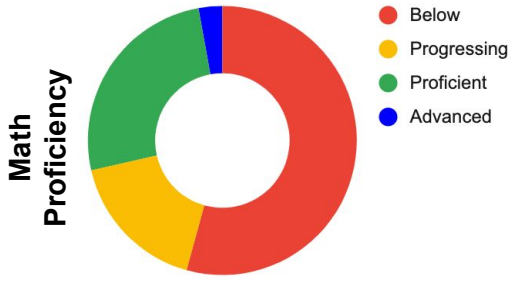
4th Grade

43% Met or exceeded the growth goal in Reading

45% Met or exceeded the growth goal in Math



5th Grade



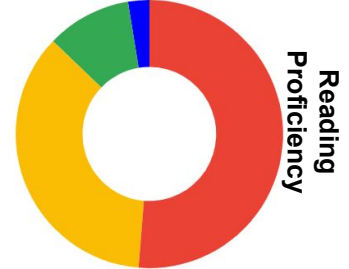
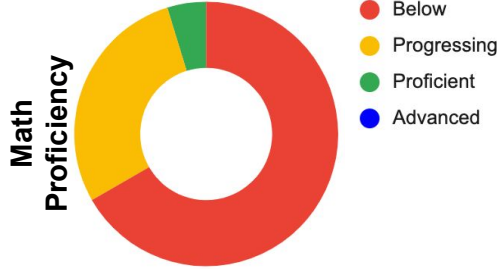
43% Met or exceeded the growth goal in Reading

55% Met or exceeded the growth goal in Math

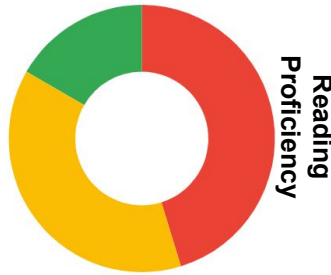
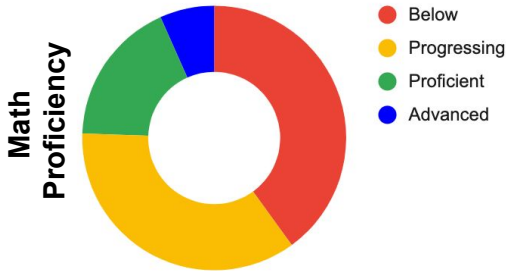
6th Grade

61% Met or exceeded the growth goal in Reading

54% Met or exceeded the growth goal in Math



7th Grade



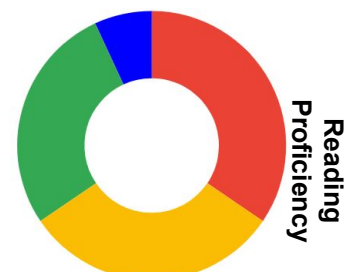
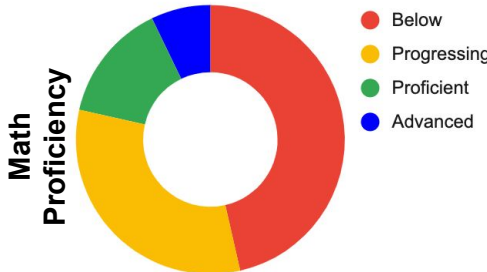
44% Met or exceeded the growth goal in Reading

51% Met or exceeded the growth goal in Math

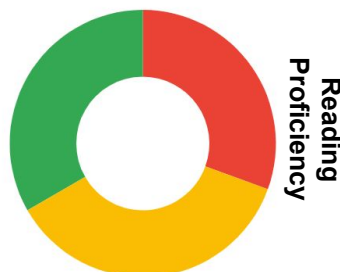
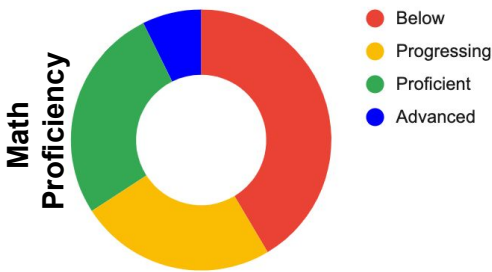
8th Grade

63% Met or exceeded the growth goal in Reading

52% Met or exceeded the growth goal in Math



9th Grade



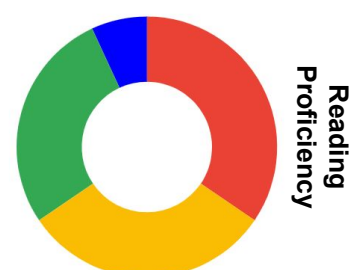
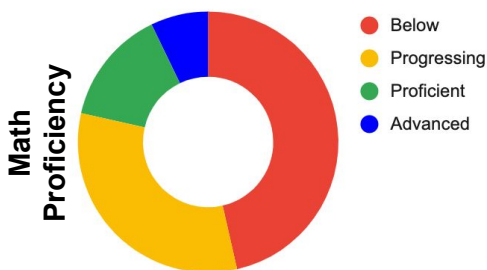
55% Met or exceeded the growth goal in Reading

51% Met or exceeded the growth goal in Math

10th Grade

36% Met or exceeded the growth goal in Reading

52% Met or exceeded the growth goal in Math

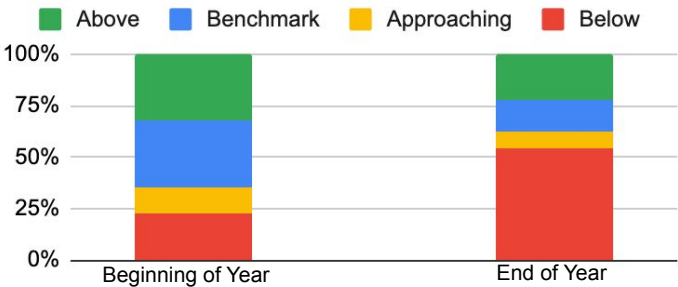


Stakeholder Assessment Report

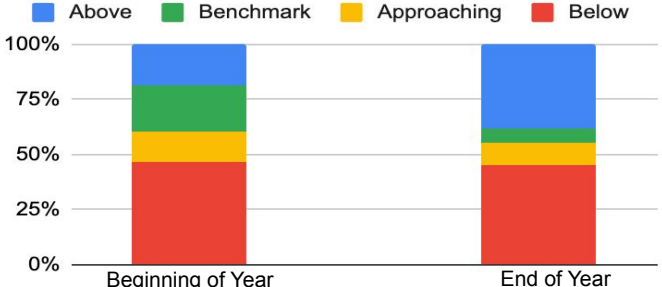
Acadience Reading

The Acadience Reading screener assesses the building blocks of reading skills. In the earlier grades, word sounds, letters, reading rate and accuracy are measured. In the upper elementary grades, students are assessed on reading rate, accuracy, and comprehension. Scores are compared to a benchmark score. Scores below benchmark indicate a student might need extra instruction.

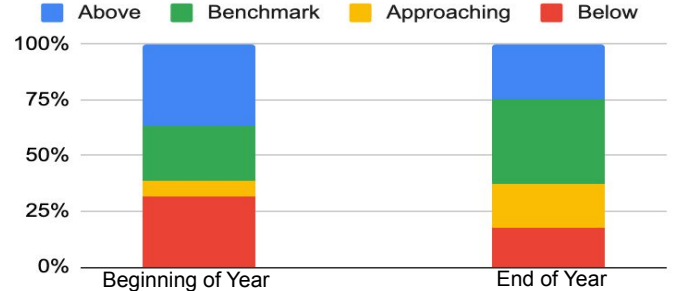
Kindergarten



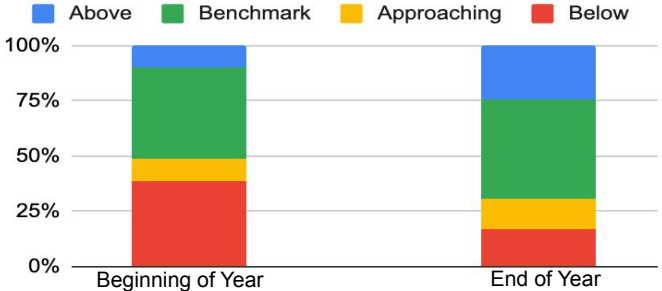
1st Grade



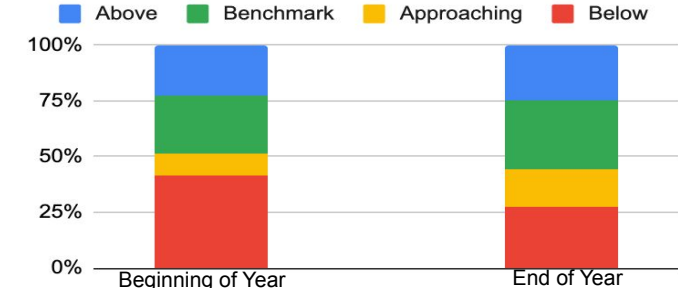
2nd Grade



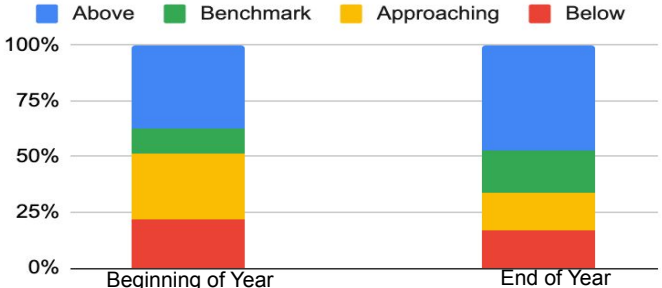
3rd Grade



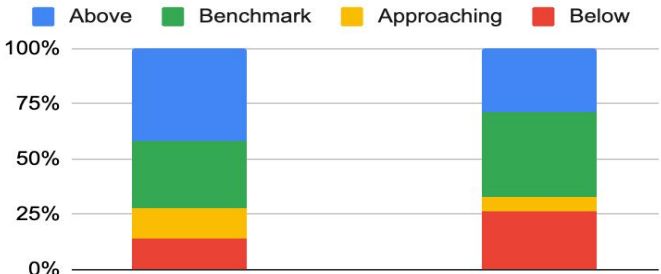
4th Grade



5th Grade



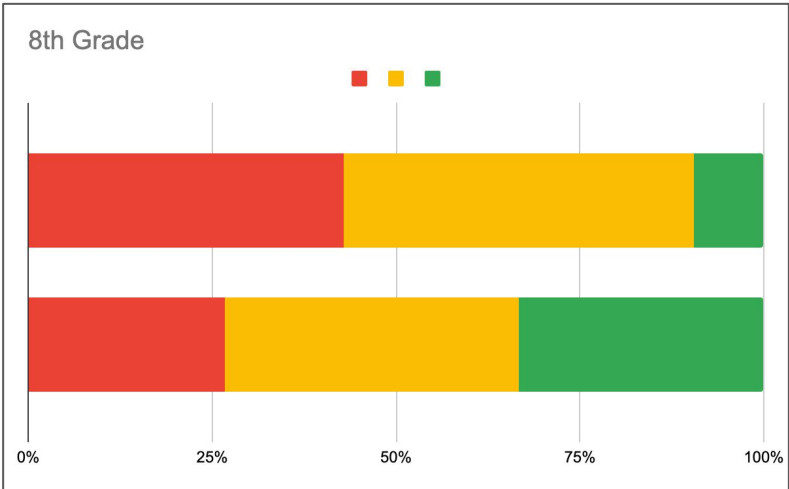
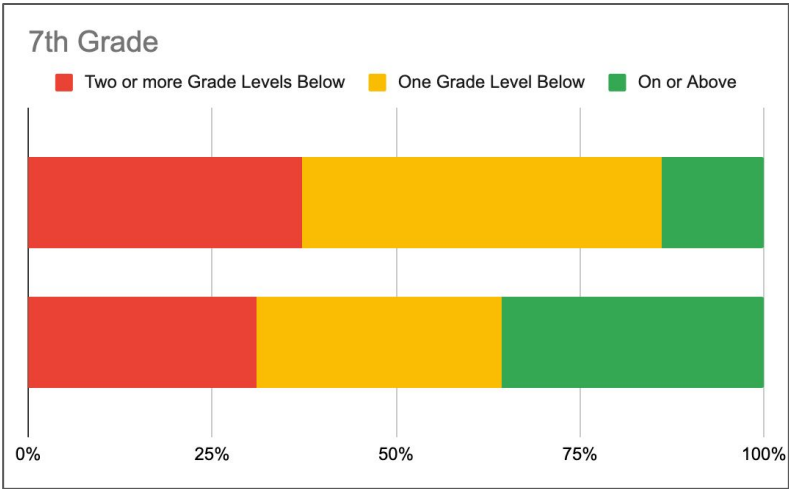
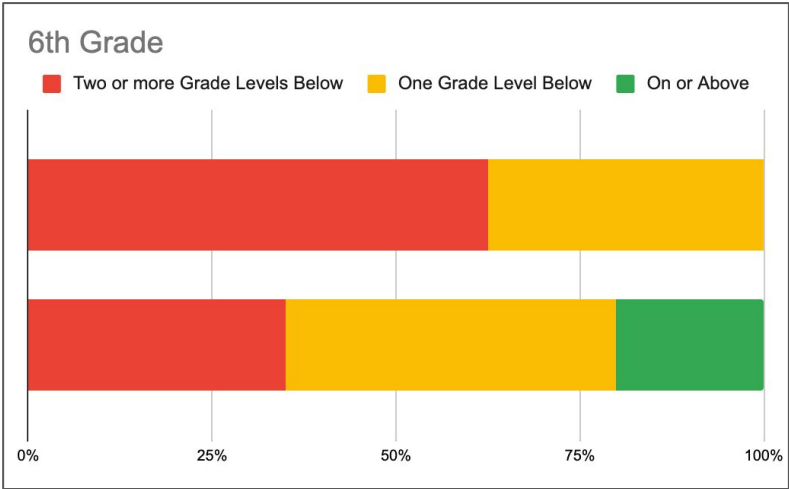
6th Grade



Stakeholder Assessment Report

iReady Benchmark

The iReady Benchmark assesses the grade-level performance of students as measured by the district math program. The Benchmark is given three times a year (Fall, Winter and Spring), and growth is shown as students progress through grade level achievement bands.



Madison Public Schools

Alan Ehlers
Superintendent

Jim Crilly

HS Principal

Reid Ehrisman

MS Principal/EL

Karla Kush

Elementary Principal

700 So Kent St.

P.O. Box 450

Madison, NE 68748

District Phone (402) 454-3336 Fax (402) 454-2238

Elementary Phone (402) 454-2656 Fax (402) 454-3978

Travis Jordan

Director of CAI

Crystal Ernst

Instructional Coach

Landon Mackey

Athletic Director

Celine Filsinger

Office Manager

The mission of Madison Public Schools is to prepare students to be competent, confident, productive, and responsible citizens.

Curriculum and Assessment

June 2021 Board Report

Curriculum:

• Elementary Math Adoption

- The materials have arrived.
 - Initial Training on June 25 with day two the week of August 2 to prepare for school year.
 - Follow up PD scheduled for September and February with help available to us as needed.

• Middle School Science Adoption

- The available materials have been purchased with more being ordered in October.
 - Mrs. Middleton took part in a four day virtual training June 8-11.

• C3WP (College, Career, and Community Writers Program)

- This is a 2 year Grant that is free for our District and pays our teachers a stipend for their time commitment. If any Substitutes are needed due to PD, the Grant will also pay for their time.
 - Our grades 4-11 ELA teachers, Miss Hauger, Mr. Joe Crilly, Ms. Greunke, and Miss Lafleur as well as Mrs. Ernst and Mr. Jordan, received 20 hours of training on “Argument Writing.” There will be an additional 25 hours of support and training provided throughout the school year.
 - C3WP’s Instructional resources focus on: reading and analyzing multiple perspectives on important issues, developing strong claims, and effectively using nonfiction texts as evidence. These resources are designed as models that teachers can adapt for and integrate into their curriculum.

Assessment:

- See Stakeholder Assessment Report
- EduClimber Demo (Eight ESU8 schools are partnering to share PD costs)

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Mrs. Ernst's June Board Report

- **Professional Development**
 - Teachers are attending several professional development opportunities throughout the summer, including:
 - elementary and secondary literacy strategies for EL students
 - Kagan
 - EIR training
 - template training to complement our Wonders reading
 - OpenSciEd Science workshops
 - Our PD calendar for next year is already getting pretty full. Some elementary teachers have agreed to participate in an intensive study in the science of teaching reading, and the elementary will be getting math training on our new math program. The C3WP program will continue to offer support and training through 2021. I am hoping to have a good plan developed to support Professional Learning Communities (PLCs) for middle and high school teachers to continue our work in curriculum building, assessment usage, and instructional strategies.
- **Instructional Coaching**
 - The principals and I have talked through a few of the changes we would like to start with next year. My coaching model and strategies will change a little to support teachers- we have talked a lot about collecting data and using walkthroughs and fidelity checks to continue to monitor where we are at and what next steps we need to take.
- **School Improvement**
 - The school improvement team will look at the strategic plan developed and approved by the board and talk about how to implement some of those goals into our school improvement focus.



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ASSETGENIE, INC DBA AGIREPAIR	1559330	REPAIRS	145.00
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CITY OF MADISON	0521 5097002	UTILITIES	140.99	
CITY OF MADISON	0621 7007001	UTILITIES	1,866.15	
CITY OF MADISON	0621 7008001	UTILITIES	4,127.97	
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ECOLAB PEST ELIMINATION DIVISION	4522204	PEST CONTROL	121.85	
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EDUCATIONAL SERVICE UNIT #2	CanvasMileage00 9	MILEAGE	118.72	
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EDUCATIONAL SERVICE UNIT #8	INV-007241	SERVICES	6,200.80	
EDUCATIONAL SERVICE UNIT #8	INV-007263	LICENSE RENEWAL	2,705.00	
EDUCATIONAL SERVICE UNIT #8	INV-007278	TRAINING	500.00	
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FLOOR MAINTENANCE	Web-12228	SUPPLIES	91.38	
FLOOR MAINTENANCE	Web-12379	SUPPLIES	293.69	
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ISLAND SUPPLY WELDING CO.	242351	SUPPLIES	29.76	
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J W PEPPER & SON INC	363340425	SUPPLIES	3.95	
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JACKSON SERVICES	4553314	SUPPLIES	53.02	
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KSB SCHOOL LAW	10124	LEGAL SERVICES	96.00	
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LUNCHTIME SOLUTIONS, INC.	30717	MEALS	357.12	
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MADISON STAR MAIL	1220 RENEWAL	PUBLICATIONS	52.00	
MADISON STAR MAIL	14394	PUBLICATIONS	8.00	
MADISON STAR MAIL	14395	PUBLICATIONS	8.84	
MADISON STAR MAIL	14400	PUBLICATIONS	148.06	
MADISON STAR MAIL	14406	PUBLICATIONS	6.87	
MADISON STAR MAIL	14408	PUBLICATIONS	9.82	
MADISON STAR MAIL	14410	PUBLICATIONS	52.50	
MADISON STAR MAIL	14447	PUBLICATIONS	9.82	
MADISON STAR MAIL	14461	PUBLICATIONS	136.28	
MADISON STAR MAIL	14470	SUPPLIES	385.74	
MADISON STAR MAIL	14481	PUBLICATIONS	110.25	
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MENARDS - NORFOLK	5313	SUPPLIES	53.54	
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MENARDS - NORFOLK	5668	SUPPLIES	71.36	
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		Vendor Total:		112.12
MIDWEST TECHNOLOGY PRODUCTS	2120562-00	SUPPLIES	16.49	
MIDWEST TECHNOLOGY PRODUCTS	2120669-00	SUPPLIES	47.02	
		Vendor Total:		63.51
MUELLER SPRINKLERS	26577	REPAIRS	103.38	
		Vendor Total:		103.38
NASCO ARTS & CRAFTS	66547	SUPPLIES	294.75	

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
NASCO ARTS & CRAFTS	67281	SUPPLIES	354.92	
			Vendor Total:	649.67
NATIONWIDE	0521 STMT	RENEWAL	115.00	
			Vendor Total:	115.00
NEBR RURAL COMMUNITY SCHOOLS	2020-21 Planning Sup	WORKSHOP	2,097.54	
			Vendor Total:	2,097.54
NEBRASKA AQUATIC SUPPLY	101	SUPPLIES	374.75	
			Vendor Total:	374.75
NEBRASKA PUBLIC HEALTH ENVIRONMENTAL LABORATORY	539612	SUPPLIES	30.00	
			Vendor Total:	30.00
NORFOLK DAILY NEWS	0421 STMT ADS	ADVERTISING	715.80	
NORFOLK DAILY NEWS	0521 STMT	ADVERTISEMENTS	154.12	
			Vendor Total:	869.92
NORTHEAST COMMUNITY COLLEGE	0521 STMT	TRAINING	18.00	
			Vendor Total:	18.00
NORTHEAST NEBRASKA JUVENILE SERVICES	0521 STMT	REIMBURSEMENT	7,659.42	
			Vendor Total:	7,659.42
ONE SOURCE	2877-20210531	BACKGROUND CHECK	65.00	
			Vendor Total:	65.00
PARCO SCIENTIFIC COMPANY	PU115674	SUPPLIES	420.30	
			Vendor Total:	420.30
PITNEY BOWES	0521 POSTAGE	POSTAGE	1,000.00	
			Vendor Total:	1,000.00
PIZZA HUT OF MADISON	050321 ORDER	SUPPLIES	96.96	
PIZZA HUT OF MADISON	051021 ORDER	SUPPLIES	101.90	
PIZZA HUT OF MADISON	051721 STMT	SUPPLIES	98.96	
			Vendor Total:	297.82
RIVER'S EDGE CONVENTION CENTER- RAMADA	4411	RENTAL	930.86	
			Vendor Total:	930.86
S&S WORLDWIDE	IN100766201	SUPPLIES	21.36	
S&S WORLDWIDE	IN100769416	SUPPLIES	37.25	
			Vendor Total:	58.61
SCHMIDT, COURTNEY	0621 STMT	MILEAGE	50.96	
			Vendor Total:	50.96
SCHOOL HEALTH CORPORATION	3912122-00	SUPPLIES	29.87	
SCHOOL HEALTH CORPORATION	3918525-00	SUPPLIES	169.25	
			Vendor Total:	199.12

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
SCHOOL NURSE SUPPLY, INC	0839172-IN	SUPPLIES	422.36	
		Vendor Total:		422.36
SCHOOL SPECIALTY LLC	208127478627	SUPPLIES	51.60	
SCHOOL SPECIALTY LLC	308103753022	SUPPLIES	300.58	
		Vendor Total:		352.18
SCHOOLHOUSE OUTFITTERS LLC	INV13588202-R	SUPPLIES	2,559.03	
SCHOOLHOUSE OUTFITTERS LLC	INV13588204-R	SUPPLIES	7,790.16	
SCHOOLHOUSE OUTFITTERS LLC	INV13588206-R	SUPPLIES	11,269.05	
		Vendor Total:		21,618.24
SCOTT ELECTRIC	2565143	SUPPLIES	11.50	
		Vendor Total:		11.50
SHORT STOP, THE	0621 STMT	FUEL	1,661.11	
		Vendor Total:		1,661.11
SHOUTPOINT, INC	21402	SERVICE RENEWAL	690.00	
		Vendor Total:		690.00
SPARKLIGHT (FORMERLY CABLE ONE)	0621 STMT	BOX RENTAL	27.02	
		Vendor Total:		27.02
STAPLES BUSINESS ADVANTAGE Dept DET	3478012335	SUPPLIES	51.60	
STAPLES BUSINESS ADVANTAGE Dept DET	3478012336	SUPPLIES	55.55	
STAPLES BUSINESS ADVANTAGE Dept DET	3478012337	SUPPLIES	43.26	
STAPLES BUSINESS ADVANTAGE Dept DET	3478012338	SUPPLIES	41.87	
		Vendor Total:		192.28
SUSI EPPERSON CONSULTING LLC	2103	REGISTRATION	350.00	
		Vendor Total:		350.00
TROXELL COMMUNICATIONS	289235	SUPPLIES	3.00	
TROXELL COMMUNICATIONS	289467	SUPPLIES	55.79	
TROXELL COMMUNICATIONS	289866	SUPPLIES	222.90	
		Vendor Total:		281.69
TRUCK CENTER COMPANIES, FREIGHTLINER	RA101000200:01	REPAIRS	251.33	
		Vendor Total:		251.33
US BANK CARDMEMBER SERVICES	0521 STMT	SUPPLIES	16,450.13	
		Vendor Total:		16,450.13
US CELLULAR	0443025285	SUPPLIES	245.20	
		Vendor Total:		245.20
VERTIMAX LLC	A2104-077	SUPPLIES	220.36	
		Vendor Total:		220.36
VOLKMAN PLUMBING & HEATING	204999	REPAIRS	3,500.00	
		Vendor Total:		3,500.00

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
WALMART COMMUNITY	1635688810	SUPPLIES	300.59	
		Vendor Total:		300.59
WATER ENGINEERING INC	IN68979	WATER SERVICE	175.00	
WATER ENGINEERING INC	IN68983	WATER SERVICE	250.04	
		Vendor Total:		425.04
WILLIAM V. MACGILL & CO.	IN0759739	SUPPLIES	71.36	
WILLIAM V. MACGILL & CO.	IN0759889	SUPPLIES	87.60	
		Vendor Total:		158.96
WINNERS' CIRCLE	53453	SUPPLIES	379.65	
WINNERS' CIRCLE	53475	SUPPLIES	113.20	
		Vendor Total:		492.85
WINSUPPLY NORFOLK NE CO	490064 00	SUPPLIES	44.57	
WINSUPPLY NORFOLK NE CO	490308 00	SUPPLIES	200.64	
WINSUPPLY NORFOLK NE CO	490369 00	SUPPLIES	84.48	
		Vendor Total:		329.69
		Fund Total:		206,017.85
		Checking Account Total:		206,017.85

September 2020 Board Meeting

Bond Fund:

BOK Financial \$10,049.47

Depreciation Fund:

DWB, Inc. \$8,930.00 MHS Bus drop, Paving

QCP Fund:

Wells Fargo \$700.00

Wells Fargo (reimburse Activity) \$7,467.62 Because of COVID, the IRS didn't process credits on time, so we had to reimburse Wells Fargo until they catch up

Special Building Fund:

DWB, Inc. \$17,179.80 North Stair Tower Fire Doors

DWB, Inc. \$42,154.51 MS Commons

DWB, Inc. \$202,110.15 Gym and Locker Rooms

DWB, Inc. \$960.63 Fire Sprinklers

Fakler Architects \$338.72

Mid State Engineering & Testing \$400.00

October 2020 Board Meeting

Depreciation Fund:

DWB, Inc. \$102,075.60 MHS Bus drop, Paving

Special Building Fund:

DWB, Inc. \$72,528.22 Gym and Locker Rooms

Lincoln Electric Company \$13,304.02 Remainder of plasma cutting table after grant

Mid State Engineering & Testing \$1,014.00

November 2020 Board Meeting

Bond Fund:

BOK Financial \$192,760.00 General Obligation Bonds

Depreciation Fund:

DWB, Inc. \$15,162.00 MHS Bus drop, Paving

Special Building Fund:

Commonwealth Electric \$ 8,296.93 Speaker System/Backboard Lights

DWB, Inc. \$ 3,070.83 MS Commons

DWB, Inc. \$ 27,140.96 Gym and Locker Rooms

Five Points Bank \$ 728,836.17 Lease Debt Service

Mid State Engineering \$ 1,640.00

December 2020 Board Meeting

In order to fulfill the Phase 4 contract, the amounts for DWB, Inc are subject to change as there will be \$50,000 retainage and \$25,000 withheld for the gym floor issue on the contracts.

Depreciation Fund:

DWB, Inc.	\$ 15,162.00	MHS Bus drop, Paving
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Special Building Fund:

DWB, Inc.	\$ 183,908.04	Gym and Locker Room
DWB, Inc.	\$ 27,140.96	Gym and Locker Room
DWB, Inc.	\$ 86,924.02	MS Commons
DWB, Inc.	\$ 4,862.80	Fire Sprinklers
DWB, Inc.	\$ 840.67	Gym Ladder/gate/platform
Mid State Engineering	\$ 270.00	

January 2021 Board Meeting

Special Building Fund:

Fakler Architects, Inc.	\$ 169.36	Final review 12/11/2020
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February 2021 Board Meeting

Special Building Fund:

Nebraska Secretary of State	\$ 23.00	Corporation registration fee
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QCP Fund:

Wells Fargo	\$ 920.05	Interest Payment
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March 2021 Board Meeting

Bond Fund:

BOK Financial	\$ 738.80	
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April 2021 Board Meeting

No bills

May 2021 Board Meeting

Bond Fund:

BOK Financial	\$16,010.00	
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June 2021 Board Meeting

Special Building Fund:

DWB	\$75,000.00	Gym and Locker Room
Gates Construction LLC	\$3,125.00	Cement Work
Heartland Communications	\$23,040.00	Cameras at elementary school

**MADISON PUBLIC SCHOOLS
TREASURER'S REPORT**

May 31, 2021

General Fund

				<u>BALANCE</u>	<i><u>Last year's balance</u></i>
Balance Forward as of	<u>April 30, 2021</u>			\$2,276,475.42	
Receipts		+	\$ 1,759,262.39		
Expenditures		-	\$ 710,596.47		
Balance as of	<u>May 31, 2021</u>			\$3,325,141.34	\$3,265,821.99

Employee Benefit Fund

Balance Forward as of	<u>April 30, 2021</u>			\$17,492.27	
Receipts		+	\$ 3,388.70		
Expenditures		-	\$ 4,066.58		
Balance as of	<u>May 31, 2021</u>			\$16,814.39	\$13,489.98

Petty Cash Fund

Balance Forward as of	<u>April 30, 2021</u>			\$2,370.49	
Receipts		+	\$ 1,791.66		
Expenditures		-	\$ 1,791.41		
Balance as of	<u>May 31, 2021</u>			\$2,370.74	\$2,451.50

Total Assets for General Fund

\$3,344,326.47 \$3,281,763.47

Depreciation Fund

Balance Forward as of	<u>April 30, 2021</u>			\$405,884.91	
Receipts		+	\$ 344.72		
Expenditures		-			
Balance as of	<u>May 31, 2021</u>			\$406,229.63	\$724,095.71

Bond Fund

Balance Forward as of	<u>April 30, 2021</u>			\$202,987.56	
Receipts		+	\$ 66,604.81		
Expenditures		-	\$ 16,010.00		
Balance as of	<u>May 31, 2021</u>			\$253,582.37	\$110,826.48

Qualified Capital Purpose Fund

Balance Forward as of	<u>April 30, 2021</u>			\$540,458.68	
Receipts		+	\$ 25,225.59		
Expenditures		-			
Balance as of	<u>May 31, 2021</u>			\$565,684.27	\$511,551.00

Special Building Fund

Balance Forward as of	<u>April 30, 2021</u>			\$998,836.47	
Receipts		+	\$ 280,301.37		
Expenditures		-			
Balance as of	<u>May 31, 2021</u>			\$1,279,137.84	\$2,383,126.60

Investment Checking

Balance Forward as of	<u>April 30, 2021</u>			\$327,586.89	
Receipts		+	\$ 278.22		
Expenditures		-	\$ -		
Balance as of	<u>May 31, 2021</u>			\$327,865.11	\$324,609.35

General Fund Receipts				
LINE #	DESCRIPTION	BUDGET	CURRENT RECEIPTS	
	TOTAL LOCAL	\$5,677,613	\$4,905,609	
	TOTAL STATE AID	\$662,273	\$65,943	
	TOTAL FEDERAL	\$414,249	\$1,232,555	
1800	Community Service		\$26,488	
1920	Grants/Donations		\$15,000	
1925	Categorical Grants		\$40,072	
2210	ESU Receipts		\$35,947	
3120	SPED Reimbursement		\$244,700	
3125	SPED Reimbursement - Transportation		\$7,748	
3155	Textbook Loan		\$6,390	
3400	State Apportionment		\$77,324	
3500	Education Quest		\$100	
3512	Distance Learning		\$1,930	
3535	High Ability Learners		\$5,612	
3990	State Grants/Other State Receipts		\$39,681	
4105	Erate			
4212	Title 1A Support for Improvement		\$70,754	
4505	Title I		\$26,937	
4506	Title I Part A			
4507	SIG Middle School		\$160,465	
4508	Title ID Delinquent Ed.		\$70,882	
4509	Title IIA, Educator Quality		\$10,652	
4510	Title IV Part A			
4512	IDEA Base			
4516	IDEA Base P/S		\$1,124	
4518	IDEA Enrollment Poverty		\$98,113	
4521	Idea Prop Share		\$19,362	
4525	Perkins			
4526	Title IC Migrant Education		\$43,583	
4531	21st Century ASP		\$83,516	
4310	REAP			
4708	Medicaid in Public Schools		\$1,500	
4709	Neb-Mac Funds		\$8,171	
4969	ESSA Title IV		\$4,042	
4996	ESSERF		\$122,934	
5301	Insurance Adjustments		\$9,292	
5400	NON-REVENUE SOURCES (SOP)		\$235	
6212	Title Support for Improvements			
BUDGET OF EXPENDITURES				
			ESTIMATED	
		CURRENT	CURRENT	%
		BUDGET	SPENDING	Remaining
1100	REGULAR EDUCATION	\$4,483,000.00	\$ 2,823,503.09	37%
1200	SPECIAL EDUCATION	\$830,000	\$ 531,331.32	36%
2100/2150	SUPPORT SERVICES - PUPILS	\$390,000	\$ 421,691.57	-8%
2200	SUPPORT SERVICES - STAFF	\$180,000	\$ 121,260.08	33%
2310	BOARD OF EDUCATION	\$68,000	\$ 15,313.05	77%
2320	EXECUTIVE ADMINISTRATION	\$205,000	\$ 151,535.35	26%
2330	DISTRICT LEGAL SERVICES	\$25,000	\$ 11,703.78	53%
2410	OFFICE OF THE PRINCIPAL	\$515,000	\$ 259,968.43	50%
2510	GENERAL ADMINISTRATION/BS	\$300,000	\$ 135,588.14	55%
2610	MAIN. & OPERATION OF BLDS.	\$1,046,000	\$ 458,835.71	56%
2710	REGULAR TRANSPORTATION	\$128,000	\$ 62,332.33	51%
2712	SCHOOL AGE SPED TRAN.	\$20,000	\$ 9,836.04	51%
2730	Vehicle Serv/Maintenance	\$50,000	\$ 31,688.64	37%
3155	Textbook Loan	\$5,000	\$0	100%
3300	Community Services	\$50,000	\$ 75,671.75	-51%
3400	Private/Categorical Grants		\$ 65,496.08	
3535	HIGH ABILITY LEARNERS	\$5,000	\$ 4,310.19	14%
3551/3599	State Programs	\$85,000	\$ 3,386.41	96%
6000	FEDERAL PROGRAMS	\$900,000	\$ 757,959.37	16%
8000	TRANSFER TO DEPRECIATION	\$0		
8000	TRANSFER TO ATHLETICS/LUNCH	\$0	\$ 15,000.00	
8000	TRANSFER TO OTHERS	\$41,570		100%
9000	Misc. Non-Programmed	\$5,000		
	BUDGET GROWTH	\$200,000.00		100%
	TOTAL BUDGET	\$9,531,570	\$ 5,956,411.33	38%

Board Report
MAY 2021 LUNCH FUND DETAIL

<u>Vendor Name</u>		<u>Invoice</u>	<u>Description</u>	<u>Amount</u>
<u>Checking</u>	06			
Checking	06	Fund: 06	SCHOOL NUTRITION FUND	
LUNCHTIME SOLUTIONS, INC.		30483	April 2021 Services	45,097.71
LUNCHTIME SOLUTIONS, INC.		30516	FFVP April 2021	819.51
			Vendor Total:	45,917.22
			Fund Total:	45,917.22
			Checking Account Total:	45,917.22

MADISON PUBLIC SCHOOLS					
Activity Fund Balance Report					
MAY 21		Fund 05			
<u>Chart of Account Description</u>	<u>Beg Balance</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Bal Change</u>	<u>Balance</u>
FUND BALANCE	0.00	0.00	0.00	0.00	0.00
AD	2,806.27	1,262.03	0.00	0.00	1,544.24
Art Club	766.24	0.00	0.00	0.00	766.24
Band	7,753.67	0.00	0.00	0.00	7,753.67
Boys BB	2,534.62	0.00	0.00	0.00	2,534.62
Boys BB FR	1,214.37	67.50	500.00	0.00	1,646.87
Cheerleaders	790.35	0.00	0.00	0.00	790.35
Class of 2019	0.00	0.00	0.00	0.00	0.00
Class of 2020	0.00	0.00	0.00	0.00	0.00
Class of 2021	2,204.72	2,030.00	15.00	0.00	189.72
Class of 2022	2,168.02	867.50	215.00	0.00	1,515.52
Class of 2023	400.00	0.00	240.00	0.00	640.00
Class of 2024	1,069.92	0.00	170.00	0.00	1,239.92
Concessions	14,304.86	244.80	75.00	0.00	14,135.06
Courtesy	2,199.72	25.00	0.00	0.00	2,174.72
Cross Country	614.44	0.00	0.00	0.00	614.44
Cross Country FR	1,679.87	100.00	0.00	0.00	1,579.87
Danceline	556.97	0.00	0.00	0.00	556.97
District Funds	14,925.44	0.00	152.99	0.00	15,078.43
Educators Rising	867.28	0.00	0.00	0.00	867.28
Elem Activity Acct	5,189.19	0.00	50.00	0.00	5,239.19
Elem PTO	1,684.47	0.00	0.00	0.00	1,684.47
Elem Student Council	47.00	0.00	0.00	0.00	47.00
ELL Class	609.91	55.00	0.00	0.00	554.91
Emergency Assistance	1,533.24	0.00	0.00	0.00	1,533.24
Ethnic Diversity Club	1,740.53	0.00	0.00	0.00	1,740.53
FCCLA	1,134.03	0.00	0.00	0.00	1,134.03
FFA	5,184.57	1,179.36	3,751.79	0.00	7,757.00
Football	549.33	128.00	0.00	0.00	421.33
Football FR	1,811.04	240.00	0.00	0.00	1,571.04
Football Youth	250.00	0.00	0.00	0.00	250.00
Girls BB	1,727.52	0.00	0.00	0.00	1,727.52
Girls BB FR	2,714.22	907.50	0.00	0.00	1,806.72
Golf	126.76	125.00	0.00	0.00	1.76
Golf FR	333.35	0.00	0.00	0.00	333.35
Homecoming	733.73	0.00	0.00	0.00	733.73
Honor Society	870.71	209.25	281.35	0.00	942.81
HS Student Council	1,250.31	0.00	30.00	0.00	1,280.31
M Club	3,990.68	144.35	0.00	0.00	3,846.33
Marketing Comm.	18,963.28	0.00	0.00	0.00	18,963.28
MS Activity Acct	4,539.37	459.49	0.00	0.00	4,079.88

Lunch Fund Balance Report					
MAY 21		Fund 06			
<u>Chart of Account Description</u>	<u>Beg Balance</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Bal Change</u>	<u>Balance</u>
FUND BALANCE	123,817.17	45,917.22	50,694.25	0.00	128,594.20
					<u>FUND 06</u>

Student Fund Balance Report					
MAY 21	Fund 12				
<u>Chart of Account Description</u>	<u>Beg Balance</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Bal Change</u>	<u>Balance</u>
FUND BALANCE	6,569.94	0.00	0.56	0.00	6,570.50
					<u>FUND 12</u>

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>
Checking	5		
Checking	5	Fund: 05 ACTIVITY FUND	
ACTIVE NETWORK, LLC dba HYTEK	2170306	Yearly Support-Silver Package-Track	395.00
		Vendor Total:	395.00
AMAZON.COM CREDIT	895343754859	Supplies	25.84
AMAZON.COM CREDIT	993787757355	Climbing Rope	75.96
		Vendor Total:	101.80
ARRAZCAETA, KENDRY	2021	2021 Albert A Bley Memorial Valedictorian Scholarship	636.08
		Vendor Total:	636.08
ASPI SOLUTIONS, INC	12571	Entry Fee-MS Track Quad	36.00
		Vendor Total:	36.00
BSN SPORTS, LLC	912790233	Bars/Shakes (student purchase)	155.00
		Vendor Total:	155.00
CHOICE FOODS	001060401339	Supplies	23.65
CHOICE FOODS	001066721756	Supplies	6.65
CHOICE FOODS	001067651049	Supplies	35.55
CHOICE FOODS	002006091838	Supplies	9.00
CHOICE FOODS	002014181324	NHS Banquet Supplies	23.43
		Vendor Total:	98.28
CONCORDIA UNIVERSITY	VB	VB Setter & Hitter Skills Camp 7-1-21	1,200.00
	Setter/Hitter 7-1		
		Vendor Total:	1,200.00
CUSTOM SPORTS	29437	Track Hats for Coaches	105.00
		Vendor Total:	105.00
DASHR	11237830411767100	Pro Agility Timing System	512.00
		Vendor Total:	512.00
EARL MAY SEED & NURSERY	00004690	Mulch-Landscape project	55.64
EARL MAY SEED & NURSERY	0004792	Mulch-Landscape project	52.00
		Vendor Total:	107.64
EHLERS, ALAN	Memorial-Mother	Memorial-Mother	25.00
		Vendor Total:	25.00
FIRST CHOICE FOOD SERVICE INC	3763	Prom 2021 Meal	867.50
		Vendor Total:	867.50
GOOSECHASE ADVENTURES	149128	1 Yr Subscrip-Goose Chase Educator Plus	49.49
		Vendor Total:	49.49
HAMPTON INN OMAHA WEST DODGE	92243219	Room-State Track Meet	119.00
HAMPTON INN OMAHA WEST DODGE	93031603	Room-State Track Meet	119.00
HAMPTON INN OMAHA WEST DODGE	95915411	Room-State Track Meet	119.00
		Vendor Total:	357.00

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
HARRIS SEEDS	HS_WEB 338550	Pumpkin Seeds	272.55	
		Vendor Total:		272.55
HY-VEE FOOD STORE	4826709042	Parents' Night Roses-Soccer	31.50	
HY-VEE FOOD STORE	4826774011	Supplies-Athletic Awards Night	199.95	
		Vendor Total:		231.45
IMUS, ANDY	JV G BB Team Camp	JV G BB Team Camp	125.00	
		Vendor Total:		125.00
JOHANSEN'S GREENHOUSE & NURSERY	0559	Perennials & grasses	304.81	
		Vendor Total:		304.81
LOGAN VIEW HIGH SCHOOL	Entry Fee-Golf Dist	Entry Fee-V Golf Districts	125.00	
		Vendor Total:		125.00
LUNCHTIME SOLUTIONS, INC.	30517	MS Track Lunches-no school day	27.23	
		Vendor Total:		27.23
MADISON COUNTY BANK	State Track Meals	State Track Meals-2 coaches/1 Qualifier	88.00	
		Vendor Total:		88.00
MAHASKA	936376	Beverages	169.74	
MAHASKA	936506	Supplies	169.95	
MAHASKA	936608	Beverages	16.08	
		Vendor Total:		355.77
MFP, CHRIS MILLER	215	MS GUTS T-shirts	249.08	
		Vendor Total:		249.08
MIDWEST GRADS	2021 Gowns	2021 Senior Caps & Gowns	1,900.00	
		Vendor Total:		1,900.00
MPS ACTIVITY FUND	Parents' Night Coupo	Parents' Night Coupons-Soccer	75.00	
		Vendor Total:		75.00
NEBRASKA COACHES ASSOCIATION	2021-22 Memberships	2021-22 Membership & Coaches Clinic	1,420.00	
		Vendor Total:		1,420.00
NEBRASKA FFA ASSOCIATION	1069	COLT Registrations (8)	480.00	
		Vendor Total:		480.00
NORFOLK AREA SUMMER LEAGUE	JV/V G VB S League	JV/V G VB Summer League - 20 @ \$30	600.00	
		Vendor Total:		600.00
NORFOLK CATHOLIC SCHOOLS	G BB Summer League	V G BB Summer League (Shannon Pospisil)	275.00	
		Vendor Total:		275.00

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NORTH FORK OUTFITTING	5-12-21 House Reward	Daode House Reward Trip 5- 12-21	175.00	
				Vendor Total: 175.00
PEANUT'S SWEET TREATS	Cupcakes	Cupcakes-Athletic Awards Night	150.00	
				Vendor Total: 150.00
PIZZA HUT OF MADISON	#1 5-17-21	EL Activity	55.00	
PIZZA HUT OF MADISON	#3	Soccer	146.92	
				Vendor Total: 201.92
SHELBY-RISING CITY HIGH SCHOOL	V G BB Team Camp	V G BB Team Camp	175.00	
				Vendor Total: 175.00
SOUTH SIOUX CITY HIGH SCHOOL	V G BB Team Camp	V G BB Team Camp	175.00	
				Vendor Total: 175.00
SPACE WALK OF COLUMBUS NE	631427	Bouncy House	235.00	
				Vendor Total: 235.00
UNIVERSITY OF NEBRASKA LINCOLN	State CDE Payment	State CDE Payment	122.00	
				Vendor Total: 122.00
VILLAGE FLOWER SHOP	100011984	Graduation Flower Arrangement	130.00	
				Vendor Total: 130.00
WAYNE STATE COLLEGE	VB Team Camp	VB Team Camp-14 @ \$45	630.00	
				Vendor Total: 630.00
WINNERS' CIRCLE	53459	12-sport letter plaque	37.85	
				Vendor Total: 37.85
WISNER-PILGER SCHOOLS	Entry Fee-Dist Track	Entry Fee-V District Track @ Wisner-Pilg	100.00	
				Vendor Total: 100.00
YOUR STAGE PARTNERS	3076	Spring Play Royalties	150.00	
				Vendor Total: 150.00
				Fund Total: 13,456.45
				Checking Account Total: 13,456.45

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>
Checking	5		
Checking	5	Fund: 05 ACTIVITY FUND	
ACTIVE NETWORK, LLC dba HYTEK	2170306	Yearly Support-Silver Package-Track	395.00
		Vendor Total:	395.00
AMAZON.COM CREDIT	895343754859	Supplies	25.84
AMAZON.COM CREDIT	993787757355	Climbing Rope	75.96
		Vendor Total:	101.80
ARRAZCAETA, KENDRY	2021	2021 Albert A Bley Memorial Valedictorian Scholarship	636.08
		Vendor Total:	636.08
ASPI SOLUTIONS, INC	12571	Entry Fee-MS Track Quad	36.00
		Vendor Total:	36.00
BSN SPORTS, LLC	912790233	Bars/Shakes (student purchase)	155.00
		Vendor Total:	155.00
CHOICE FOODS	001060401339	Supplies	23.65
CHOICE FOODS	001066721756	Supplies	6.65
CHOICE FOODS	001067651049	Supplies	35.55
CHOICE FOODS	002006091838	Supplies	9.00
CHOICE FOODS	002014181324	NHS Banquet Supplies	23.43
		Vendor Total:	98.28
CONCORDIA UNIVERSITY	VB	VB Setter & Hitter Skills Camp 7-1-21	1,200.00
	Setter/Hitter 7-1		
		Vendor Total:	1,200.00
CUSTOM SPORTS	29437	Track Hats for Coaches	105.00
		Vendor Total:	105.00
DASHR	11237830411767100	Pro Agility Timing System	512.00
		Vendor Total:	512.00
EARL MAY SEED & NURSERY	00004690	Mulch-Landscape project	55.64
EARL MAY SEED & NURSERY	0004792	Mulch-Landscape project	52.00
		Vendor Total:	107.64
EHLERS, ALAN	Memorial-Mother	Memorial-Mother	25.00
		Vendor Total:	25.00
FIRST CHOICE FOOD SERVICE INC	3763	Prom 2021 Meal	867.50
		Vendor Total:	867.50
GOOSECHASE ADVENTURES	149128	1 Yr Subscrip-Goose Chase Educator Plus	49.49
		Vendor Total:	49.49
HAMPTON INN OMAHA WEST DODGE	92243219	Room-State Track Meet	119.00
HAMPTON INN OMAHA WEST DODGE	93031603	Room-State Track Meet	119.00
HAMPTON INN OMAHA WEST DODGE	95915411	Room-State Track Meet	119.00
		Vendor Total:	357.00

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
HARRIS SEEDS	HS_WEB 338550	Pumpkin Seeds	272.55	
		Vendor Total:		272.55
HY-VEE FOOD STORE	4826709042	Parents' Night Roses-Soccer	31.50	
HY-VEE FOOD STORE	4826774011	Supplies-Athletic Awards Night	199.95	
		Vendor Total:		231.45
IMUS, ANDY	JV G BB Team Camp	JV G BB Team Camp	125.00	
		Vendor Total:		125.00
JOHANSEN'S GREENHOUSE & NURSERY	0559	Perennials & grasses	304.81	
		Vendor Total:		304.81
LOGAN VIEW HIGH SCHOOL	Entry Fee-Golf Dist	Entry Fee-V Golf Districts	125.00	
		Vendor Total:		125.00
LUNCHTIME SOLUTIONS, INC.	30517	MS Track Lunches-no school day	27.23	
		Vendor Total:		27.23
MADISON COUNTY BANK	State Track Meals	State Track Meals-2 coaches/1 Qualifier	88.00	
		Vendor Total:		88.00
MAHASKA	936376	Beverages	169.74	
MAHASKA	936506	Supplies	169.95	
MAHASKA	936608	Beverages	16.08	
		Vendor Total:		355.77
MFP, CHRIS MILLER	215	MS GUTS T-shirts	249.08	
		Vendor Total:		249.08
MIDWEST GRADS	2021 Gowns	2021 Senior Caps & Gowns	1,900.00	
		Vendor Total:		1,900.00
MPS ACTIVITY FUND	Parents' Night Coupo	Parents' Night Coupons-Soccer	75.00	
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NEBRASKA COACHES ASSOCIATION	2021-22 Memberships	2021-22 Membership & Coaches Clinic	1,420.00	
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				Vendor Total: 37.85
WISNER-PILGER SCHOOLS	Entry Fee-Dist Track	Entry Fee-V District Track @ Wisner-Pilg	100.00	
				Vendor Total: 100.00
YOUR STAGE PARTNERS	3076	Spring Play Royalties	150.00	
				Vendor Total: 150.00
				Fund Total: 13,456.45
				Checking Account Total: 13,456.45

Special Meeting: Strategic Planning
Center
Friday, May 14, 2021 5:30 PM Central

Ramada Inn Conference
265 33rd Ave., Columbus NE 68601

Kate Ebeling: Present, Harlow Hanson: Present, Jim Knapp: Absent, Deb Neidig, Present, Jim Reeves: Present, Steve Ruh: Absent. Present: 4; Absent: 2

1: Call the meeting to order

Motion to call the meeting to order at 5:30 pm. Passed with a motion by Jim Reeves and a second by Deb Neidig. Kate Ebeling: Yea, Harlow Hanson: Yea, Deb Neidig, Yea, Jim Reeves: Yea, Yea: 4; Nay: 0. Absent: 2

- 1.1 Roll Call
- 1.2 Pledge of Allegiance
- 1.3 Open Meetings Act
- 1.4 Madison Public Schools Mission Statement

2: Accept the agenda as the official agenda

Motion to approve agenda as presented. Passed with a motion by Jim Reeves and a second by Kate Ebeling. Kate Ebeling: Yea, Harlow Hanson: Yea, Deb Neidig, Yea, Jim Reeves: Yea, Yea: 4; Nay: 0. Absent: 2

3: Introduction of consultants

4: Review of Phasing Plan history (Mr. Ehlers)

5: Review of 3 areas of goal development (Mr. Ehlers)

6: Large group discussion of the 3 goal development areas

7: Affinity mapping exercise

8: Organize ideas into themes

9: Discuss potential road blocks to each idea/theme and report out to the large group

10: Break down into small groups/create S.M.A.R.T. goals

11: Small groups report out

12: Adjournment

Motion to adjourn at 9:05 pm. Passed with a motion by Deb Neidig and a second by Kate Ebeling. Kate Ebeling: Yea, Harlow Hanson: Yea, Deb Neidig, Yea, Jim Reeves: Yea, Yea: 4; Nay: 0. Absent: 2

President

Secretary

Special Meeting: Strategic Planning-Day #2
Center
Saturday, May 15, 2021 9:00 AM Central

Ramada Inn Conference
265 33rd Ave., Columbus NE 68601

Kate Ebeling: Present, Harlow Hanson: Present, Jim Knapp: Absent, Deb Neidig, Present, Jim Reeves: Present, Steve Ruh: Present. Present: 5; Absent: 1

1: Call the meeting to order

Motion to call the meeting to order at 9:04 am. Passed with a motion by Steve Ruh and a second by Kate Ebeling. Kate Ebeling: Yea, Harlow Hanson: Yea, Deb Neidig, Yea, Jim Reeves: Yea, Steve Ruh: Yea. Yea: 5; Nay: 0. Absent: 1

- 1.1 Roll Call
- 1.2 Pledge of Allegiance
- 1.3 Declare the meeting to be open, legal, and properly advertised

2: Accept the agenda as the official agenda

Motion to approve the working agenda as presented. Passed with a motion by Jim Reeves and a second by Steve Ruh. Kate Ebeling: Yea, Harlow Hanson: Yea, Deb Neidig, Yea, Jim Reeves: Yea, Steve Ruh: Yea. Yea: 5; Nay: 0. Absent: 1

3: Review of workshop #1

4: Continue the "deep dive" into S.M.A.R.T. goals

5: Begin the process of moving S.M.A.R.T. goals to action plans

6: Final report out to other groups

7: Break for lunch at 11:30 am

8: Adjournment

Motion to adjourn at 12:05 pm. Passed with a motion by Kate Ebeling and a second by Steve Ruh. Kate Ebeling: Yea, Harlow Hanson: Yea, Deb Neidig, Yea, Jim Reeves: Yea, Steve Ruh: Yea. Yea: 5; Nay: 0. Absent: 1

President

Secretary

Special Meeting: American Civics Committee
Room
Monday, May 10, 2021 6:35 PM Central

Middle School/High School Conference
700 South Kent St., Madison, NE 68748

Kate Ebeling: Present, Jim Knapp: Present, Steve Ruh: Present. Present: 3 Absent: 0

- 1: Call the American Civics Committee meeting to order.
 - 1.1 Roll Call/excuse absent board members

Motion to call the meeting to order at 6:35 pm. Passed with a motion by Kate Ebeling and a second by Jim Knapp. Kate Ebeling: Yea, Jim Knapp: Yea, Steve Ruh: Yea. Yea: 3, Nay: 0

- 2: Review of elementary, middle school and high school American Civics curriculum.
- 3: Review textbooks and receive public comments on American Civics Education.
5. Close the Meeting

Motion to close the meeting at 6:59 PM. Passed with a motion by Steve Ruh and a second by Kate Ebeling. Kate Ebeling: Yea, Jim Knapp: Yea, Steve Ruh: Yea. Yea: 3, Nay: 0

President

Secretary

Agenda Posted for May 2021 Meeting

City Office 2-9-2021
Library 2-9-2021
Front door of high school 2-9-2021
Madison Star Mail (Mtg Notice) 4-29-2021

Kate Ebeling: Present, Harlow Hanson: Absent, Jim Knapp: Present, Deb Neidig, Present, Jim Reeves: Present, Steve Ruh: Present. Present: 5; Absent: 1

1: Call the meeting to order

Motion to call the meeting to order at 7:00 pm. Passed with a motion by Jim Knapp and a second by Deb Neidig. Kate Ebeling: Present, Harlow Hanson: Absent, Jim Knapp: Present, Deb Neidig, Present, Jim Reeves: Present, Steve Ruh: Present. Present: 5; Absent: 1

- 1.1 Roll Call
- 1.2 Pledge of Allegiance
- 1.3 Open Meetings Act
- 1.4 Madison Public Schools Mission Statement

2: Consent Agenda

Motion to approve consent agenda items 2.1, 2.2, & 2.3 as presented. Passed with a motion by Steve Ruh and a second by Deb Neidig. Kate Ebeling: Yea, Jim Knapp: Yea, Deb Neidig: Yea, Jim Reeves: Yea, Steve Ruh: Yea. Yea: 5, Nay: 0 Absent: 1

A to Z Vac.N.Sew	Repairs	99.75
Albracht Disposal Service	Waste Disposal	325.00
Alpha Workforce Health	DOT Physical	80.00
Amazon.com	Supplies	6,545.18
Appeara	Supplies	100.50
Apple Computer, Inc.	Supplies	7,988.00
Aquaponic Source, The	Supplies	2,520.05
Arbor Scientific	Supplies	181.02
Assetgenie, Inc. DBA Agirepair	Computer Repairs	902.00
BCN	Phone Service	118.78
Big Country Auto	Repairs	1,756.85
Brady & Amy's	Fuel	2,637.43
Central Nebraska Rehab Services	Services	4,401.39
Choice Foods	Supplies	72.24
City of Madison	Utilities	7,419.66
Cognia Inc	Accreditation	3,600.00
Colonial Research Chemical	Supplies	776.43
Deere Credit Inc.	Lease	510.58
Eakes Office Solutions	Supplies	198.90
Ecolab Pest Elimination Division	Pest Control	121.85
Engineered Controls Inc.	Repairs	956.00
ESGI LLC	License	852.00
Espinoza, Jesus	Reimbursement	15.50
ESSDACK	Registration/Supplies	533.00
Fields Hardware	Supplies	125.82
Flinn Scientific, Inc.	Supplies	110.35
Floor Maintenance	Supplies	182.94
Frontier	Phone Service	744.93
Gopher Sports Equipment	Supplies	167.65
Greatamerica Financial Services Corporation	Copier Lease	1,874.25
Heartland Communications	Maintenance	2,495.00
Hireright LLC, Inc.	DOT Testing	31.40
Houghton Mifflin Co.	Supplies	603.66
HyVee Food Store	Supplies	42.61
HyVee Food Stores Inc.	Supplies	500.00
Instrumentalist Awards LLC	Supplies	94.50

International Academy of Science, Acellus Ed	Supplies	13,080.00
Island Supply Welding Co	Supplies	28.80
Jackson Services	Supplies	123.93
Josten's Inc.	Supplies	846.95
KSB School Law	Legal Services	598.00
Lakeshore Learning Materials	Supplies	43.98
Louderback Drug	Supplies	20.90
Lunchtime Solutions, Inc.	Meals	539.28
Madison Star Mail	Publications	298.41
Midwest Alarm Services	Alarm Service	346.08
Midwest Tennis & Track	Supplies	259.40
MPS Activity Fund	Supplies	80.00
NASCO Arts & Crafts	Supplies	92.90
National Association of School Nurses	Membership	125.00
NE Regional Deaf Ed Program	Services	646.00
Nebraska Council of School Administrator	Membership	2,815.00
Nebraska School Librarians Association	Membership	75.00
Nebraska Scientific	Supplies	248.48
Norfolk Daily News	Subscription	350.00
One Office Solution	Supplies	98.00
One Source	Background Check	15.00
Pizza Hut of Madison	Supplies	316.83
Really Good Stuff	Supplies	236.79
Schmidt, Courtney	Mileage	70.56
School Specialty LLC	Supplies	22.92
Schoolhouse Outfitters LC	Supplies	2,979.68
Sparklight (Formerly Cable One)	Cable Box Rental	27.02
St. Leonard's School	Lease	2.00
Student Assurance Services Inc.	Student Ins	803.50
Subco Madison, LLC	Supplies	117.06
Symmetry Energy Solutions	Natural Gas	13,080.99
Teacher Direct	Supplies	42.48
TK Elevator	Elevator Maintenance	311.85
Tools 4 Reading	Supplies	85.00
Tower Garden	Supplies	1,065.00
Trinity Lutheran School	Lease	2.00
Truck Center Companies, Freightliner	Repairs	769.53
Uline	Supplies	885.91
US Bank Cardmember Services	Supplies	4,812.40
Walmart Community	Supplies	200.00
Water Engineering Inc.	Water Service	425.04
Webstaurant Store	Supplies	2,534.12
Winners' Circle	Supplies	555.00
Wisner-Pilger Schools	Supplies	20.00

3: Public forum

4: Board Committee reports/meeting dates

5: Discussion on future insurance coverage (Werner Blank).

6: Administrative reports

7: Action Items

8: Discuss, consider and take all necessary action to reaffirm board policies 6022-6036.

Motion to reaffirm board policies 6022-6036. Passed with a motion by Steve Ruh and a second by Deb Neidig. Kate Ebeling: Yea, Jim Knapp: Yea, Deb Neidig: Yea, Jim Reeves: Yea, Steve Ruh: Yea. Yea: 5, Nay: 0 Absent: 1

9: Discuss, consider, and take all necessary action to approve staff resignations.

10: Discuss, consider, and take all necessary action to approve certified contracts.

Motion to approve a contract for Morgan Casperson as the Academic Recovery teacher and Makel Suzama as PT School Nurse. Passed with a motion by Jim Knapp and a second by Kate Ebeling. Kate Ebeling: Yea, Jim Knapp: Yea, Deb Neidig: Yea, Jim Reeves: Yea, Steve Ruh: Yea. Yea: 5, Nay: 0 Absent: 1

11: Discuss, consider, and take all necessary action to approve the purchase of an elementary math program.

Motion to purchase an elementary math program for students in grades K-5 at the estimated cost of \$35,416.00. Passed with a motion by Deb Neidig and a second by Jim Knapp. Kate Ebeling: Yea, Jim Knapp: Yea, Deb Neidig: Yea, Jim Reeves: Yea, Steve Ruh: Yea. Yea: 5, Nay: 0 Absent: 1

12: Discuss, consider, and take all necessary action to update middle school science curriculum.

Motion to approve the purchase of the middle school science curriculum at the estimated cost of \$8,485.00. Passed with a motion by Deb Neidig and a second by Kate Ebeling. Kate Ebeling: Yea, Jim Knapp: Yea, Deb Neidig: Yea, Jim Reeves: Yea, Steve Ruh: Yea. Yea: 5, Nay: 0 Absent: 1

13: Discuss, consider, and take all necessary action on a bid from DWB to build a 5 x 5 focus area in the Special Education room at the elementary school.

Motion to approve the bid from DWB to build a focus room. Passed with a motion by Steve Ruh and a second by Jim Knapp. Kate Ebeling: Yea, Jim Knapp: Yea, Deb Neidig: Yea, Jim Reeves: Yea, Steve Ruh: Yea. Yea: 5, Nay: 0 Absent: 1

14: Discuss, consider, and take all necessary action on the purchase of a 2021 Expedition.

Motion to purchase a 2021 Expedition from Big Country at the estimated cost of \$36,000.00. Passed with a motion by Jim Reeves and a second by Steve Ruh. Kate Ebeling: Nay, Jim Knapp: Yea, Deb Neidig: Yea, Jim Reeves: Yea, Steve Ruh: Yea. Yea: 4, Nay: 1 Absent: 1

15: Discuss, consider, and take all necessary action to approve a contract extension with Lunchtime Solutions.

Motion to approve a four-year contract with Lunchtime Solutions. Passed with a motion by Deb Neidig and a second by Jim Knapp. Kate Ebeling: Yea, Jim Knapp: Yea, Deb Neidig: Yea, Jim Reeves: Yea, Steve Ruh: Yea. Yea: 5, Nay: 0 Absent: 1

16: Discuss, consider, and take all necessary action to approve recommended 2021-22 lunch and breakfast rates.

Motion to approve 2021-22 lunch and breakfast rates at a 2.930% increase. Passed with a motion by Steve Ruh and a second by Jim Knapp. Kate Ebeling: Yea, Jim Knapp: Yea, Deb Neidig: Yea, Jim Reeves: Yea, Steve Ruh: Yea. Yea: 5, Nay: 0 Absent: 1

17: Discuss, consider, and take all necessary action on bids to remodel the maintenance garage behind the elementary building.

Motion made to allow Superintendent to purchase needed upgrades for building. Passed with a motion by Deb Neidig and a second by Kate Ebeling. Kate Ebeling: Yea, Jim Knapp: Yea, Deb Neidig: Yea, Jim Reeves: Yea, Steve Ruh: Yea. Yea: 5, Nay: 0 Absent: 1

18: Discuss, consider, and take all necessary action to upgrade the camera system at the Elementary site.

Motion to accept a bid from Heartland Communications to install a camera system at the Elementary site. Passed with a motion by Steve Ruh and a second by Deb Neidig. Kate Ebeling: Yea, Jim Knapp: Yea, Deb Neidig: Yea, Jim Reeves: Yea, Steve Ruh: Yea. Yea: 5, Nay: 0 Absent: 1

19: Topics for next month's Board of Education meeting.

20: Adjournment

Motion to adjourn at 8:40 pm. Passed with a motion by Kate Ebeling and a second by Deb Neidig. Kate Ebeling: Yea, Jim Knapp: Yea, Deb Neidig: Yea, Jim Reeves: Yea, Steve Ruh: Yea. Yea: 5, Nay: 0 Absent: 1

President

Secretary

Madison Public Schools

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Superintendent

Jim Crilly
HS Principal
Reid Ehrisman
MS Principal/EL

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Director of CAI
Crystal Ernst
Instructional Coach
Landonn Mackey
Athletic Director
Celine Filsinger
Office Manager

The mission of Madison Public Schools is to prepare students to be competent, confident, productive, and responsible citizens.

Superintendent Report June 2021

- **American Rescue Plan Funds**

Madison Public Schools is starting the planning phase to receive stakeholder feedback on how to use the \$1,097,908 in additional funding to help better support our school district. The district will have until September of 2024 to obligate the funds. I'm suggesting that at 6:00 pm on July 12th the public is given the opportunity to provide feedback during a 30-minute meeting. The final application is due to NDE in late August or September.

- **After School Program**

We are hopeful that the donated trailer will arrive by the first part of July. We have also received storage shelves along with supply items for the Greenhouse with grant funds. It is my understanding that our PK3 teacher Rachel Harrimon will be filling in for Natilli until she returns after starting her family.

- **Revision grant submitted/AG-FFA Grant**

We are hopeful that our updated revision grant will be funded this year after missing out on the funds last year. If approved the funds will help bring new items and supplies to our shop program.

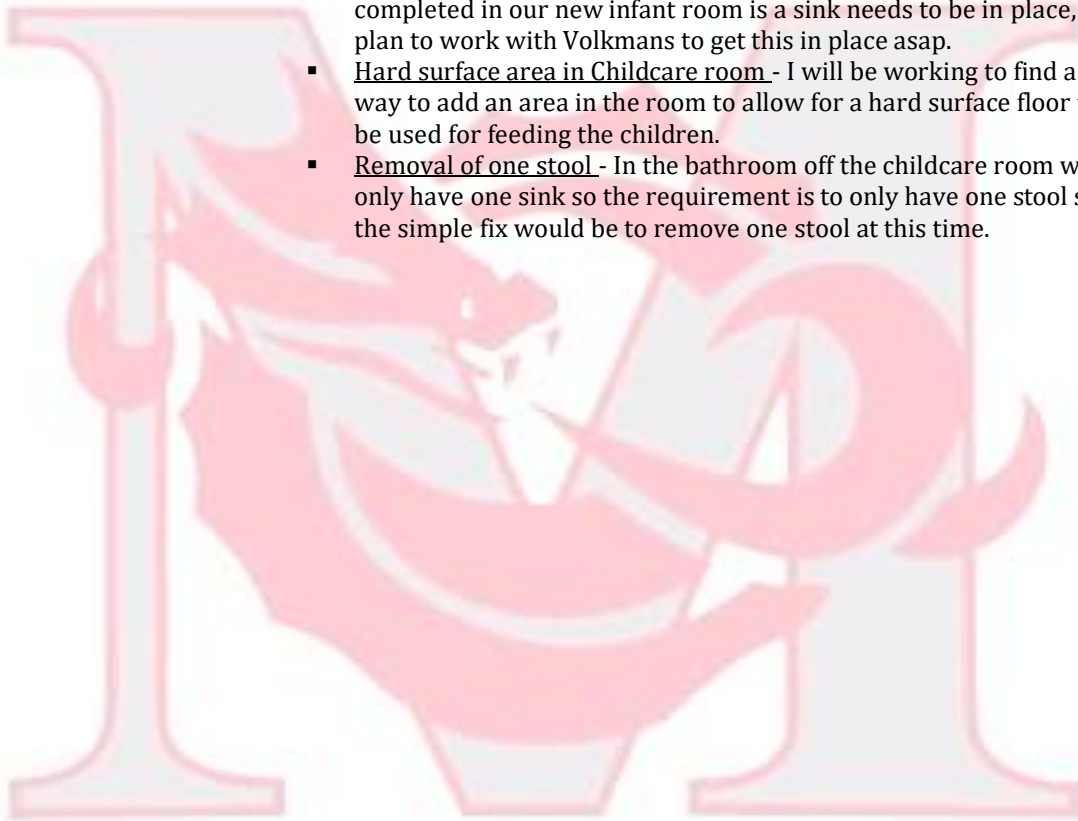
The Team is currently working on a AG-FFA grant of \$10,000 to help on materials for our field plots. Just starting this process as Ms. Phillips just brought it up for consideration.

- **Annual Report on Multicultural Education**

Activities are aligned to our curriculum that allows for Multicultural Education at Madison Public Schools. Teachers are asked to document a sampling of these activities and turn in the building principals who keep them on file.

○ **Summer Projects**

- Rear loading dock repair - The repair looks good with no problems.
- High School lower-level flooring update - Old stained carpet has been removed and they are starting to install the new flooring. I'm hopeful things will be close to finished before our board meeting.
- Elementary camera system: heartland is making good progress and we hope to wrap things up fairly soon.
- Elementary garage - still getting bids
- North wing stair treads - On order, Brandon will install when they arrive.
- Add sink in infant room - One of the items that needs to be completed in our new infant room is a sink needs to be in place, so I plan to work with Volkman's to get this in place asap.
- Hard surface area in Childcare room - I will be working to find a way to add an area in the room to allow for a hard surface floor to be used for feeding the children.
- Removal of one stool - In the bathroom off the childcare room we only have one sink so the requirement is to only have one stool so the simple fix would be to remove one stool at this time.



Kent Street News
May 24th edition

As we close the 2020-2021 school year, it is important to look at student enrollment numbers as a District and in each building. I'm very pleased that even with the uncertainty of the Covid pandemic, your local public school is the choice of our local residents. Overall the District has seen growth in all three buildings and added a childcare classroom to help support our teachers and families. The landscape in Nebraska with young adults not wanting to enter the profession of teaching is near a critical point.

Through Strategic Planning, Madison Public Schools has developed strategies to better support our staff with less than 5 years of experience at Madison Public Schools. With the shortage of quality childcare in the area the new childcare classroom has also become a support to many of our staff members. During the 2021-22 school year we are projected to have around 15 little ones in our childcare classroom.

I want to take this opportunity to thank everyone for your support following the guidelines this year to keep our students and staff safe. Many hours were spent to keep our students in our school buildings and safe while being there. All Stakeholders have pitched in so many ways. Thanks for helping make this school year a success. Below are current enrollment numbers as we close out the school year.

Grade	2018-19	2019-20	2020-21
Childcare	0	0	10
PK3	22	26	22
PK4	35	35	26
K	31	45	41
1	22	35	46
2	31	28	41
3	37	34	29
4	33	36	36
5	39	36	36
Elem. Total	250	275	287

Grade	2018-19	2019-20	2020-21
6	25	38	44
7	41	27	42
8	34	41	30
MS Total	100	106	116
9	41	33	41
10	44	40	38
11	39	42	34
12	38	39	49
HS Total	162	154	162

Recent Enrollment Trends

2014-15	495
2015-16	474
2016-17	469
2017-18	463
2018-19	512
2019-20	535
2020-21	565 (Increase of 20 students plus 10 toddlers in Childcare)

Kent Street News

June 1st edition

During the month of May, the Board of Education, along with members of the Administrative team, continued to build upon planning sessions held in 2018-19 that involved parents, students and business leaders from the Madison area. The most recent planning sessions in 2021 focused on three identified target areas. “Smart goals” were established for each target area and each group developed rough drafts of action plans to move the district forward.

The first target area centers around “Enhancing Student Learning”, with the new action plan goals as follows: #1. By 2024, the district will adopt and implement an instructional framework that is embedded into curriculum, instructional strategies, lesson planning, and observation. #2 the district will increase family involvement in school activities.

The second target area centers around “Staff Retention, Staff Relations” with new action plan goals as follows: #1. Further develop the mentor/mentee process evaluated by survey completion of first year in district. #2. Establish a social committee to strengthen staff relationships evaluated by attendance by 2022-2023.

The third target area centers around “Establishing a Plan for Facilities Improvement”. With the new action plan, the goals are as follows: #1. The stakeholders of Madison Public Schools will continue to research and plan for a facility to expand early childhood classrooms (childcare and preschool programs), #2. The stakeholders of Madison Public Schools will continue to research and plan for a facility to provide needed classroom space for 4th and 5th grades along with an activity area. #3. The stakeholders of Madison Public Schools will continue to research and plan for a facility to combine 5th through 8th grade students into a middle school concept by 2023-2024.

During the regular June meeting, the Board of Education will consider formal adoption of the goals and action plans. The process of Strategic Planning allows Madison Public Schools to identify targets that the district has prioritized to meet their goals. This process has served the stakeholders of Madison Public Schools

well over the last 8 years, and the members of the board of Education are hopeful that this will move us into the future and address some of the areas of needs.

KSB
Other Issues To Consider

**LB 2: Valuation Of Agricultural Land And Horticultural Land
For Certain School District Taxes**

LB 2 reduces the valuation of agricultural and horticultural land solely for the purposes of educational bonds. Such land will be valued at 50% of its actual value for the purpose of school district taxes levied to pay the principal and interest on bonds that are approved by a vote of the people on or after January 1, 2022.

LB 2 also amends the law to allow the Tax Equalization and Review Commission (TERC) to use 44% to 50% of actual value or special valuation as an "acceptable range" for agricultural and horticultural land for school district taxes levied to pay the principal and interest on bonds that are approved by a vote of the people on or after January 1, 2022.

LB 5: The Purple Stars School Act

LB 5 establishes the Purple Star Schools Program. This program encourages, but doesn't require, every school in the state to appoint a "military liaison" who will then create a transition program for students who might be recent transfers into the school district after moving to the district with their military family; set up a website that demonstrates how to establish a "military-friendly" atmosphere at the school; and offer professional development for staff members on issues related to military-connected students. Choosing to voluntarily participate in the programming would then designate the school as a "Purple Star" school.

LB 83: Meetings During an Emergency Declaration

LB 83 changes provisions of the Open Meetings Act that allow some public bodies to meet through "virtual conferencing." No, schools still cannot "usually" meet by virtual conferencing. However, there is now an exception that allows all public bodies to meet via virtual conferencing if the Governor declared an emergency within any part of your district's territorial jurisdiction. In addition to any formal action taken pertaining to the emergency, the board may hold such a meeting for the purpose of briefing, discussion of public business, formation of tentative policy, or the taking of any action by the board. The board must provide public access by providing

a dial-in number or a link to the virtual conference. The board must also provide links to an electronic copy of the agenda, all documents being considered at the meeting, and the current version of the Open Meetings Act. Finally, reasonable arrangements shall be made to accommodate the public's right to hear and speak at the meeting and record the meeting. LB 83 has an emergency clause, so this law is already in effect.

LB 139: COVID-19 Liability Protection Act

LB 139 creates the COVID-19 Liability Protection Act. This Act prohibits anyone from filing a civil lawsuit against school districts and other entities seeking recovery for any injuries or damages sustained from exposure or potential exposure to COVID-19 on or after May 25, 2021, if the act or omission alleged to violate a duty of care was in substantial compliance with any federal public health guidance that was applicable to the person, place, or activity at issue at the time of the alleged exposure or potential exposure.

LB 143: Require Notice to School Districts Regarding Changes in Child Placement

LB 143 provides that if a determination is made by the Nebraska Department of Health and Human Services that it is in the best interest of a child who is in the care of the department to not remain in the same school district after a placement change is made, the notice of placement change that is filed with the court shall also be provided to the new school where the child will be enrolled. The new law also allows school districts that disagree with a "best interest determination" by DHHS to go to court and challenge that decision. This means you should train your staff to (1) require DHHS to submit a written best interest determination from DHHS any time they seek to enroll a foster child in your school district; and (2) think critically about the merits of that determination rather than just accepting the case worker's unfettered discretion on the issue of where to enroll the student.

LB 147: Retired Teachers as Substitute Teachers

The main purpose of LB 147 was to transfer management of the OPS (Class V) Retirement Plan to NPERS. However, hidden away in the 115-page bill is a little nugget that may prove useful to many districts. Typically, recently retired teachers were prohibited from providing any services to a district during the first 180 days after a "bona fide separation from service of

employment” (i.e. retirement). However, section 3 of LB 147 allows the retired employee to provide services to the district on an “intermittent basis,” defined to mean up to eight days of service during a calendar month during the 180 day period. This change should help ease the shortage of quality (or any!) substitute teachers.

LB 154: Tracking of Student Discipline

LB 154 requires the implementation of a state-wide system for tracking individual student discipline. Data tracked will include suspensions, expulsions, and incidents involving violence or requiring restraint, and when law enforcement are required to be involved. In addition to the incident reports, data collected will include, but not be limited to, demographic information, race, poverty, attendance, disabilities, and English proficiency.

LB 322: The School Safety and Security Reporting System Act

LB 322 creates the School Safety and Security Reporting System Act. The Act requires NDE to establish the Safe2HelpNE report line as a statewide, anonymous reporting system to support threat assessment teams and reduce potential risks and incidents of violence resulting in harm to self, others, or school property. The Safe2HelpNE report line allows anyone to anonymously report concerns and information about concerning behavior or possible harm to persons or property by telephone call, mobile application, web site, or email. The report line will be staffed 24 hours per day, 7 days per week.

The report line staff must immediately alert the appropriate threat assessment team of any concern directly regarding a student, school staff member, or school property or that is likely to impact a student, school staff member, or school property. If there is an immediate life safety concern, report line staff must contact emergency services before contacting any threat assessment team. The threat assessment team must assess any alert that is not referred to emergency services, law enforcement, or child protective services. If a threat assessment team decides a report regarding a student is credible, a representative of the school administration must, within a reasonable period of time, attempt to notify a parent or guardian of the student except when such notification could reasonably be believed to contribute to the endangerment of the student or others. Such notification or attempted notification must be documented in a manner prescribed by NDE.

Any information or material in the possession of the threat assessment team must remain separate from educational records and shall be considered security records.

More training for educators! NDE must provide training for the members of any threat assessment team serving a public or nonpublic school. The training must provide the knowledge and skill to allow threat assessment teams to work collaboratively to conduct threat assessments, engage in crisis intervention, increase awareness of concerning behavior among school staff, students, and the public, and interrupt violence in the planning stage to thwart potential harm to persons and property.

NDE will be issuing rules and regulations to carry out the Act. We are awaiting these rules and regulations before amending our threat assessment team policy.

LB 396: The Nebraska Farm-to-School Program Act

LB 396 creates the Nebraska Farm-to-School Program Act. The program links schools with Nebraska farms to provide schools with fresh and minimally processed food for school meals and snacks, encourages children to develop healthy eating habits, and allows Nebraska producers to enjoy direct access to consumer markets. The program may also include activities that provide students with hands-on learning opportunities, including, but not limited to, farm visits, cooking demonstrations, and school gardening and composting programs, and that integrate nutrition and agricultural education into the school curricula.

LB 451: Race Includes Hair Texture and Protective Hairstyles

The Nebraska Fair Employment Practice Act prohibits discrimination in employment on the basis of race. LB 451 expands the definition of race to include characteristics such as skin color, hair texture, and protective hairstyles. Protective hairstyles include braids, locks, and twists. The Statement of Intent for this bill states that it prohibits discrimination in employment based upon natural hair styles and conditions.

Keep in mind this specific change applies only to employees protected by the Act and does not amend any other aspect of law, such as those that would otherwise apply to students. Students can certainly allege discrimination

based on skin color, hair texture, and protective hairstyles, but the bill did not specifically add these items to any state law directly applicable to students.

LB 452: The Financial Literacy Act

LB 452 creates the Financial Literacy Act.

Beginning with school year 2023-24, each school district, in consultation with the State Department of Education, must include financial literacy instruction, as appropriate, in the instructional program of its elementary and middle schools and require each student to complete at least one five-credit high school course in personal finance or financial literacy prior to graduation.

On or before December 31, 2024, and on or before December 31st of each year thereafter, each school district must provide an annual financial literacy status report to its school board, including, but not limited to, student progress in financial literacy courses and other district determined measures of financial literacy progress from the previous school year.

Finally, the State Board of Education must adopt measurable academic content standards for financial literacy as part of the social studies standards.

LB 527: "Developmental Disability" Transition Services

LB 527 changed section 83-1225, a law outside of the school or special education statutes. Section 83-1225 is part of the Developmental Disabilities Services Act, a set of statutes generally enforced by Nebraska DHHS. The Act permits DHHS to contract with local entities who provide services to individuals with developmental disabilities. It also allows DHHS to develop its own programs and to implement rules and regulations governing services to individuals with developmental disabilities.

However, section 83-1225 specifically requires school districts to provide "transition services" to students with "developmental disabilities." Since 1996, the statute has said that each school district must provide transition services for each student with a developmental disability "no later than when the student reaches sixteen years of age." These DD services must be provided until the student graduates or no longer meets the definition of "a

child with a disability” pursuant to section 79-1117. Section 79-1117 is the special education statute that defines when a child is no longer eligible for special education services under the IDEA.

This process should look familiar, because it mostly parallels the definitions and obligations of “transition services” from the IDEA and Rule 51. However, there are very key differences between the definitions and requirements in section 83-1225 and schools’ requirements under the IDEA. For example, many students eligible for special education services under the IDEA are not eligible to receive DD transition services under section 83-1225.

Here’s where things get interesting. LB 527 lowers the age of DD transition services from 16 years of age to 14 years of age. This begs the question: does LB 527 effectively require school districts to provide IDEA/Rule 51 transition services to all students age 14 and older? Rule 51 did not change; Chapter 79 did not change.

We believe NDE is going to answer, “Yes.” In our discussions with NDE, they are planning to open and amend Rule 51 to lower the age of eligibility for transition services from 16 to 14. This would mean all IDEA-eligible students’ IEPs must have transition goals and services in place by their 14th birthday. That requires a cascading effect of obligations: additional transition assessments, revised meeting notices when teams will consider transition services, etc.

NDE intends to issue a regulatory memorandum prior to proposing amendments to Rule 51. We believe they plan to do this because LB 527 becomes effective August 27, but NDE could not comply with the procedural requirements of amending Rule 51 by that time. What all of this means for IDEA compliance, school obligations, and your case managers’ summer/fall workload should be clarified when NDE releases its guidance. Once the guidance is released, we plan to review it, determine its legal effect, and provide additional guidance to our clients. This may or may not include changes to policy or our special education procedures document, found in the 6000 series forms.

LB 528: ID Card Notice

Beginning with the 2022-23 school year, schools must include the telephone number for a national suicide prevention hotline, a local suicide prevention

hotline, or a crisis text line on each new middle school or high school student identification card issued.

LB 639: Seizure Safe Schools Act

LB 639 creates the Seizure Safe Schools Act.

Beginning with the 2022-23 school year, each school must have at least one school employee at each school who has met the training requirements necessary to administer or assist with the self administration of a seizure rescue medication or medication prescribed to treat seizure disorder symptoms as approved by the United States Food and Drug Administration.

Before the administration of a seizure rescue medication or medication prescribed to treat seizure disorder symptoms by a school employee, a student's parent or guardian must:

- Provide the school with a written authorization to administer the medication at school;
- Provide a written statement from the student's health care practitioner containing specific information;
- Provide the medication to the school in its unopened, sealed package with the intact label affixed by the dispensing pharmacy; and
- Collaborate with school employees to create a seizure action plan.

The parental authorization must be renewed each school year.

Beginning with the 2022-23 school year, every certificated school employee must participate in a minimum of one hour of self-study review of seizure disorder materials at least once in every two school years.

The Unicameral has directed NDE to adopt and promulgate rules and regulations to carry out the Act.

B.L. v. Mahanoy Area School District

On April 28th, the U.S. Supreme Court heard oral arguments in this case, which asks this question: what authority and jurisdiction do schools have to regulate and discipline for off-campus speech students make online? In this case, a student sent a series of profanity-laced Snapchat rants related to a cheer team. The Third Circuit Court of Appeals essentially held that schools

have no authority to discipline students for off-campus, online speech or conduct. One trip through the federal case law would show this is not how most federal courts have interpreted school authority under the *Tinker* standard. The U.S. Supreme Court took the case, presumably because of the stark contrast between the Third Circuit's opinion in *B.L.* and other cases from across the country.

What we're left with is a waiting game to see what, if anything, this means for additional policy work and training for principals. During the oral arguments, the advocates and Justices were all over the place. The Court could narrowly decide the case and avoid sweeping changes to the classic *Tinker* "material and substantial disruption" standard. On the other end of the spectrum, the Court could fundamentally redefine this area of the law.

Decisions for the current term are typically issued by the end of June or early July, and we expect the *B.L.* decision to run right up to the deadline. Once we know, you'll know, but if the Court issues a sweeping opinion we could be looking at a second round of policy updates and a lot of training....

Biden Administration Title IX and Inclusion Executive Orders

President Biden has signed a handful of executive orders related to inclusivity, including one specifically aimed at Title IX signed on March 8. That order gave the U.S. Department of Education 100 days to review its current rules, regulations, and guidance. The USDOE's Office for Civil Rights has already received over 15,000 comments, and OCR is holding public hearings from June 7 to June 11.

Based on comments from Secretary of Education Cardona and others, we fully expect the current administration to propose amendments to the Title IX regulations and issue new guidance. In addition to *another* set of updates to the formal grievance process regulations implemented last August, we anticipate updates on other key issues like gender identity, sexual orientation, and transgender individuals participating in sports and activities (for example, Sec. Cardona recently gave an interview to ESPN discussing transgender athlete participation and the formal grievance process under Title IX).

We plan to follow this process closely. The executive order did not specify a timeline for putting out proposed changes and updated guidance, but we suspect it will be out this summer. At that point, we'll keep you posted on whether any modified policies and additional training are necessary.

NOTICE OF AMENDED BUDGET HEARING

PUBLIC NOTICE is hereby given, in compliance with the provisions of State Statute Sections 13-501 to 13-513, that the governing body of Madison Public Schools will meet on the 14th day of June at 6:30 p.m. at Madison Public Schools for the purpose of hearing support, opposition, criticism, suggestions or observations of taxpayers relating to the following proposed budget amendment to the Bond Fund. The Bond Fund is being amended to accommodate the refinancing of bonds to a lower interest rate thereby saving the district significant costs. This amendment will not impact property taxes for the current year. The amended budget detail is available at the office of the Clerk/Secretary during regular business hours.

Budget as originally adopted on September 15, 2020:

FUNDS	Actual Disbursements & Transfers	Actual/Estimated Disbursements & Transfers	Budgeted Disbursements & Transfers	Necessary Cash Reserve (4)	Total Available Resources Before Property Taxes (5)	Total Personal and Real Property Tax Requirement (7)
	2018-2019 (1)	2019-2020 (2)	2020-2021 (3)			
General	\$ 7,305,970.00	\$ 7,525,500.00	\$ 9,331,570.00	\$ 200,000.00	\$ 3,750,356.00	\$ 5,839,610.00
Depreciation	\$ 149,484.00	\$ 411,855.00	\$ 585,618.00		\$ 585,618.00	
Employee Benefit	\$ -	\$ -	\$ -	\$ -	\$ -	
Contingency	\$ -	\$ -	\$ -		\$ -	
Activities	\$ 177,590.00	\$ 159,265.00	\$ 342,374.00	\$ -	\$ 342,374.00	
School Nutrition	\$ 352,055.00	\$ 378,805.00	\$ 446,304.00	\$ -	\$ 446,304.00	
Bond	\$ 205,570.00	\$ 210,200.00	\$ 445,613.00	\$ -	\$ 203,613.00	\$ 244,444.00
Special Building	\$ 1,643,289.00	\$ 4,511,574.00	\$ 2,681,469.00		\$ 1,665,969.00	\$ 1,025,758.00
Qualified Capital Purpose Undertaking	\$ 86,679.00	\$ 90,765.00	\$ 545,244.00	\$ -	\$ 455,244.00	\$ 90,909.00
Cooperative	\$ -	\$ -	\$ -	\$ -	\$ -	
Student Fee	\$ 6,550.00	\$ 7,000.00	\$ 12,848.00	\$ -	\$ 12,848.00	
	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTALS	\$ 9,927,187.00	\$ 13,294,964.00	\$ 14,391,040.00	\$ 200,000.00	\$ 7,462,326.00	\$ 7,200,721.00

Proposed amendment to the Bond Fund:

FUNDS	Actual Disbursements & Transfers	Actual/Estimated Disbursements & Transfers	Budgeted Disbursements & Transfers	Necessary Cash Reserve (4)	Total Available Resources Before Property Taxes (5)	Total Personal and Real Property Tax Requirement (7)
	2018-2019 (1)	2019-2020 (2)	2020-2021 (3)			
General	\$ 7,305,970.00	\$ 7,525,500.00	\$ 9,331,570.00	\$ 200,000.00	\$ 3,750,356.00	\$ 5,839,610.00
Depreciation	\$ 149,484.00	\$ 411,855.00	\$ 585,618.00		\$ 585,618.00	
Employee Benefit	\$ -	\$ -	\$ -	\$ -	\$ -	
Contingency	\$ -	\$ -	\$ -		\$ -	
Activities	\$ 177,590.00	\$ 159,265.00	\$ 342,374.00	\$ -	\$ 342,374.00	
School Nutrition	\$ 352,055.00	\$ 378,805.00	\$ 446,304.00	\$ -	\$ 446,304.00	
Bond	\$ 205,570.00	\$ 210,200.00	\$ 2,015,613.00	\$ -	\$ 1,773,613.00	\$ 244,444.00
Special Building	\$ 1,643,289.00	\$ 4,511,574.00	\$ 2,681,469.00		\$ 1,665,969.00	\$ 1,025,758.00
Qualified Capital Purpose Undertaking	\$ 86,679.00	\$ 90,765.00	\$ 545,244.00	\$ -	\$ 455,244.00	\$ 90,909.00
Cooperative	\$ -	\$ -	\$ -	\$ -	\$ -	
Student Fee	\$ 6,550.00	\$ 7,000.00	\$ 12,848.00	\$ -	\$ 12,848.00	
	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTALS	\$ 9,927,187.00	\$ 13,294,964.00	\$ 15,961,040.00	\$ 200,000.00	\$ 9,032,326.00	\$ 7,200,721.00

2005 Conflict of Interest

Any member of the board of education who meets the conditions set forth in this policy shall be deemed to have a business or financial conflict of interest.

1. Definitions. For purposes of this policy:

a. Business with which a board member is associated shall include the following:

(1) A business in which the board member or a member of his or her immediate family is a partner, a limited liability company, or serves as a director or an officer.

(2) A business in which the board member or a member of his or her immediate family is a stockholder in a closed corporation with stock worth one thousand dollars or more, or the board member or his or her immediate family owns more than a five percent equity interest or is a stockholder of publicly traded stock worth more than ten thousand dollars or more at fair market value, or which represents more than ten percent equity interest. This shall not apply to publicly traded stock under a trading account if the board member reports the name and address of the company and stockbroker.

b. A business association shall be defined to include an individual as a partner, limited liability company member, director or officer, or a business in which the individual or member of the immediate family is a stockholder.

c. Immediate family member or member of the immediate family shall mean a child residing in an individual's household, a spouse of an individual, or an individual claimed by that individual or that individual's spouse as a dependent for federal income tax purposes.

2. Contracts with the School District.

a. No board member or member of his or her immediate family shall enter into a contract valued at two thousand dollars or more, in

any one year, with this school district unless the contract is awarded through an open and public process that (1) includes prior public notice and (2) allows the public to inspect during the school district's regular office hours the proposals considered and the contract awarded. Board members who enter into employment contracts with the school district must also comply with the board's policy on the employment of board members.

- b. The existence of any conflict of interest in any contract in which the board member has an interest and in which the school district is a party, or the failure to make public the board member's interest known, may render a contract null and void.
- c. The prohibition of a conflict of interest or requirement for the board member to make public notice shall apply when the board member, or his or her parent, spouse, or child has a business association with the business involved in the contract or will receive a payment, fee, or commission as a result of the contract.
- d. The prohibition in this section does not apply if the contract is an agenda item approved at a board meeting and the board member:
 - (1) Makes a declaration on the record to the school board regarding the nature and extent of his or her interest prior to official consideration of the contract;
 - (2) Does not vote on the matters of granting the contract, making payments pursuant to the contract, or accepting performance of work under the contract, or similar matters relating to the contract, except that if the number of members of the school board declaring an interest in the contract would prevent the board with all members present from securing a quorum on the issue, then all members may vote on the matters; and
 - (3) Does not act for the school board as to inspection or performance under the contract in which he or she has an interest.

3. Contracts with Board Member's Immediate Family.

- a. If a person in a board member's immediate family is an employee of this school district, the board member may vote on all issues of a contract which are generally applicable to:
 - (1) All district employees.
 - (2) All employees within a specific classification but which does not single out the member of his or her immediate family.

4. Employing Members of the Immediate Family.

- a. A board member may recommend for employment or supervise the employment of an immediate family member if:
 - (1) The board member does not abuse his or her position.
 - (2) Abuse of official position shall include, but not be limited to, employing an immediate family member:
 - (i) who is not qualified for and able to perform the duties of the position;
 - (ii) for any unreasonably high salary;
 - (iii) who is not required to perform the duties of the position.
 - (3) The board makes a reasonable solicitation and consideration of applications for employment.
 - (4) The board member makes a full disclosure on the record to the governing body of the school district and to the secretary of the board. If the secretary of the board of education would be the individual filing the disclosure statement, the statement shall be filed with the president of the board of education.
 - (5) The board approves the employment or supervisory position.

- b. The board has not terminated the employment of another employee so as to make funds or a position available for the purpose of hiring an immediate family member.
5. Gifts, Loans, Contributions, Rewards, or Promises of Future Employment
- a. No board member shall offer or give to the following persons anything of value, including a gift, loan, contribution, reward, or promise of future employment, based upon an agreement that a vote, official action, or judgment would be influenced thereby:
 - (1) a public official, public employee, or candidate.
 - (2) a member of the immediate family of an individual listed in Subparagraph 'a' above.
 - (3) a business with which an individual listed in Subparagraph (1) or (2) above is associated.
 - b. No board member shall solicit or accept anything of value, including a gift, loan, contribution, reward, or promise of future employment based on an agreement that the vote, official action, or judgment of the board member would thereby be influenced.
 - c. A board member shall not use or authorize the use of his or her public office or any confidential information received through the holding of a public office to obtain financial gain, other than compensation provided by law, for himself or herself, a member of his or her immediate family, or a business with which he or she is associated.
 - d. A board member shall not use personnel, resources, property, or funds under his or her official care and control other than in accordance with prescribed constitutional, statutory, and regulatory procedures or use such items, other than compensation provided by law, for personal financial gain.
6. Conflict of Interest Relating to Campaigning or Political Issues
- a. Except as provided below, the board shall not authorize the use of personnel, property, resources, or funds under its jurisdiction for the purpose of campaigning for or against the nomination or

election of a candidate or the qualification, passage, or defeat of a ballot question.

- b. This does not prohibit the board from making school district facilities available to a person for campaign purposes if the identity of the candidate or the support for or opposition to the ballot question is not a factor in making the facilities available or a factor in determining the cost or conditions for use.
- c. This does not prohibit the board from discussing and voting upon a resolution supporting or opposing a ballot question.
- d. This does not prohibit the board, while legally seated as a body, from responding to specific inquiries by the press or the public as to the board's opinion regarding a ballot question or from providing information in response to a request for information.
 - (1) The board may designate one or more members of its body, or one or more of its school administrators, to speak on behalf of the board on specific occasions such as public meetings or legislative hearings.
 - (2) Any member of the board may present his or her personal opinion regarding a ballot question or respond to a request for information related to a ballot question; but in so doing, the person should clearly state that the information being presented is his or her personal opinion and is not to be considered as the official position or opinion of the board. However, this shall not be done during a time that the individual is engaged in his or her official duties.

7. Conflict of Interest Statement

- a. Any board member who would be required to take any action or make any decision in the discharge of his or her official duties that may cause financial benefit or detriment to him or her, a member of his or her immediate family, or a business with which he or she is associated, which is distinguishable from the effects of such action on the public generally or a broad segment of the public, shall take the following actions as soon as he or she is aware of such potential conflict or should reasonably be aware of such potential conflict, whichever is sooner:

- (1) Prepare a written statement describing the matter requiring action or decision and the nature of the potential conflict;
 - (2) Deliver a copy of the statement to the school board secretary who shall enter the statement onto the school district's public records; and
 - (3) Abstain from participating or voting on the matter in which he or she has a conflict of interest.
- b. If the board member would like a formal opinion from the NADC as to whether there is an actual conflict of interest, he/she shall deliver a copy of the statement to the NADC.

8. Recordkeeping

- a. The board secretary shall maintain a separate record of the following information for every contract entered into by the school board in which a board member has an interest and for which disclosure was made pursuant to section 2d of this policy:
- (1) The names of the contracting parties.
 - (2) The nature of the interest of the board member in question.
 - (3) The date that the contract was approved.
 - (4) The amount of the contract.
 - (5) The basic terms of the contract.
- b. The information supplied relative to the contract shall be provided no later than ten (10) days after the contract has been signed by both parties. The ledger kept by the board secretary shall be available for public inspection during normal working hours of the office in which it is kept.

9. Conflict. To the extent that there is a conflict between this policy and the Nebraska Political Accountability and Disclosure Act ("Act"), the Act shall control.

Adopted on: 6/14/21

Revised on: _____

Reviewed on: _____

3001
Budget and Property Tax Request

The board of education shall adopt a budget each year to support the school district's programs and services for the ensuing fiscal year. The superintendent of schools shall be responsible for developing the budget subject to the direction and decisions of the board. The budget document shall be under continuous development, based upon the requirements of the adopted educational program.

BUDGET PROCEDURES

Proposed Budget. The superintendent shall prepare the proposed budget in accordance with board policies and goals, state statutes, and regulations. As the district's spending plan, the budget will be based on up-to-date revenue estimates, and will reflect the assessed needs and programs approved by the board.

Budget Hearing Notice. Notice of place and time of the hearing, together with a summary of the proposed budget statement, must be published at least four calendar days prior to the date set for hearing in a newspaper of general circulation within the school district. The four calendar days shall include the day of publication but not the day of hearing. The notice shall include the following statement:

For more information on statewide receipts and expenditures, and to compare cost per pupil and performance to other school districts, go to: [Insert Internet address for the web site established pursuant to Laws 2021, LB528, section 5].

In addition, the district must electronically publish this statement on the school district web site. Such electronic publication must be prominently displayed with an active link to the Internet address for the web site established by the Nebraska Budget Act to allow the public access to the information.

Budget Hearing. The board must conduct a hearing prior to adopting the budget. The hearing must be held separately from any regularly scheduled meeting and may not be limited by time. The board must make a presentation outlining key provisions of the proposed budget statement, including, but not limited to, a comparison with the prior year's budget. Any member of the public desiring to speak on the proposed budget statement shall be allowed to address the board at the hearing and must be given a reasonable amount of time to do so. Five minutes shall generally be considered a reasonable amount

of time.

Budget Hearing Documents. The board must make at least three copies of the proposed budget statement and at least one copy of all other reproducible written material to be discussed at the hearing available to the public at the hearing.

Budget Adoption. After the budget hearing, the proposed budget statement shall be adopted or amended and adopted as amended. If the adopted budget statement reflects a change from that shown in the published proposed budget statement, a summary of the changes (including the items changed and the reasons for such changes) must be published in a newspaper of general circulation within the school district within twenty calendar days after its adoption without further hearing.

Certification and Filing. The amount to be received from personal and real property taxation shall be certified to the appropriate levying board as provided by law. The budget shall also be filed with the state auditor.

Purchase Authorization. Except for bids required under the section "Bid Letting and Contracts," the board's adoption of the budget shall authorize the purchases without further board action.

Monthly Report. At each monthly board meeting, the superintendent will provide a report on the current status of the major sections of the budget.

PROPERTY TAX REQUEST PROCEDURES – PROPERTY TAX REQUEST IS EQUAL TO OR LOWER THAN THE ALLOWABLE GROWTH PERCENTAGE

Property Tax Request Hearing. The board must hold a special public hearing called for the purpose of passing a property tax request resolution.

Property Tax Request Hearing Notice. The district must publish a hearing notice in a newspaper of general circulation in the school district at least four calendar days prior to the hearing. The four calendar days shall include the day of publication but not the day of hearing. The hearing notice must contain the following information: The certified taxable valuation under section 13-509 for the prior year, the certified taxable valuation under section 13-509 for the current year, and the percentage increase or decrease in such valuations from the prior year to the current year; the dollar amount of the prior year's tax request and the property tax rate that was necessary to fund that tax request; the property tax rate that would be necessary to fund last year's tax request if applied to the current year's valuation; the proposed dollar amount of the tax request for the current year and the property tax rate that will be

necessary to fund that tax request; the percentage increase or decrease in the property tax rate from the prior year to the current year; and the percentage increase or decrease in the total operating budget from the prior year to the current year.

Increase in Total Property Taxes Levied. If the annual assessment of property would result in an increase in the total property taxes levied as determined using the previous year's rate of levy, the district's property tax request for the current year shall be no more than its property tax request in the prior year, and the district's rate of levy for the current year shall be decreased accordingly when such rate is set by the county board of equalization.

Decrease or No Change in Total Property Taxes Levied. If the annual assessment of property would result in no change or a decrease in the total property taxes levied as determined using the previous year's rate of levy, the district's property tax request for the current year shall be no more than its property tax request in the prior year, and the district's rate of levy for the current year shall be adjusted accordingly when such rate is set by the county board of equalization.

Resolution. The board shall pass a resolution to set the amount of its property tax request only after holding the public hearing. The resolution setting the district's property tax request at an amount that exceeds the prior year's property tax request shall include, but not be limited to, the information required by section 77-1601.02(4).

Certification. The resolution setting the property tax request shall be certified and forwarded to the county clerk on or before October 15th of the year for which the tax request is to apply.

PROPERTY TAX REQUEST PROCEDURES – PROPERTY TAX REQUEST IS GREATER THAN THE ALLOWABLE GROWTH PERCENTAGE

Property Tax Request Hearing. The board must hold a public hearing called for the purpose of passing a property tax request resolution. If another political subdivision within the county also seeks to exceed the allowable growth percentage, the hearing will be a joint hearing. In the event of a joint hearing, each political subdivision must designate one representative to attend the joint public hearing on behalf of the political subdivision. If a political subdivision includes area in more than one county, the political subdivision shall be deemed to be within the county in which the political subdivision's principal headquarters are located. The hearing agenda will only include discussion on each political subdivision's intent to increase its property

tax request by more than the allowable growth percentage.

The hearing must be held after 6 p.m. on or after September 17th and before September 28th and before the district files its adopted budget statement. Any member of the public must be allowed a reasonable amount of time to speak at the hearing.

At the joint public hearing, the representative of each political subdivision must give a brief presentation on the political subdivision's intent to increase its property tax request by more than the allowable growth percentage and the effect of such request on the political subdivision's budget. The presentation must include, at a minimum, all information and statements required by law.

Property Tax Request Hearing Notice. Notice of the joint public hearing must be provided by:

- The County Assessor sending a postcard with all required information to all affected property taxpayers. The postcard shall be sent to the name and address to which the property tax statement is mailed;
- Posting notice of the hearing with all required information on the home page of the relevant county's web site, except that this requirement shall only apply if the county has a population of more than twenty-five thousand inhabitants; *and*
- Publishing notice of the hearing with all required information in a legal newspaper in or of general circulation in the relevant county.

Provide Information to County Clerk. Each political subdivision that participates in the joint public hearing shall provide the following information to the county clerk by September 5th: the date, time, and location for the joint public hearing; a listing of and telephone number for each political subdivision that will be participating in the joint public hearing; and the amount of each participating political subdivision's property tax request.

Resolution. The board shall pass a resolution to set the amount of its property tax request only after holding the public hearing. The resolution setting the district's property tax request at an amount that exceeds the prior year's property tax request, including any increase in excess of the allowable growth percentage shall include, but not be limited to, the information required by law.

Certification. The resolution setting the property tax request shall be certified and forwarded to the county clerk on or before October 15th of the year for which the tax request is to apply.

Adopted on: 6/14/21

Revised on: _____

Reviewed on: _____

3003.1

Bidding for Construction, Remodeling, Repair, or Related Projects Financed with Federal Funds

I. Applicability of the Policy

This policy applies only to construction and contracts undertaken with federal funds which are subject to the federal Uniform Grant Guidance (UGG) and other applicable federal law, including but not limited to the Education Department and General Administration Regulations (EDGAR) and the United States Department of Agriculture (USDA) regulations governing school food service programs. In the event this policy conflicts or is otherwise inconsistent with mandatory provisions of the UGG, EDGAR or other applicable federal law, the mandatory provisions of the laws shall control.

The District will also comply with the requirements of the public lettings laws (NEB. REV. STAT. §§ 73-101 through 73-106) when the contemplated expenditure for the complete project exceeds \$109,000, the Political Subdivisions Construction Alternatives Act (NEB. REV. STAT. §§ 13-2901 through 13-2914), energy financing contracts (NEB. REV. STAT. §§ 66-1062 through 66-1066), other applicable state laws, and the board's general policy on Bidding for Construction and Related Projects. In the event of a conflict between state and federal law, the more stringent requirement shall apply.

II. All projects undertaken pursuant to this policy will be subject to the following bond requirements

- A.** A bid guarantee from each bidder equivalent to five percent of the bid price. The "bid guarantee" must consist of a firm commitment such as a bid bond, certified check, or other negotiable instrument accompanying a bid as assurance that the bidder will, upon acceptance of the bid, execute such contractual documents as may be required within the time specified.
- B.** A performance bond on the part of the contractor for 100 percent of the contract price. A "performance bond" is one executed in connection with a contract to secure fulfillment of all the contractor's obligations under such contract.
- C.** A payment bond on the part of the contractor for 100 percent of the contract price. A "payment bond" is one executed in connection with a contract to assure payment as required by law of all persons

supplying labor and material in the execution of the work provided for in the contract.

III. Construction Projects with an Anticipated Cost of Under \$250,000

A. Methods of Bidding/Soliciting Quotations or Estimates

The type of procedures required depends on the anticipated cost of the project.

1. Construction with an Anticipated Cost of up to \$10,000 (Micro-Purchases)

Micro-purchase means a purchase of supplies or services using simplified acquisition procedures, the annual aggregate amount of which does not exceed \$10,000. Micro-purchases may be made or awarded without soliciting competitive quotations, to the extent district staff determine that the cost of the purchase is reasonable. For purposes of this policy "reasonable" means the purchase is comparable to market prices for the geographic area.

To the extent practicable, the District distributes micro-purchases equitably among qualified suppliers. The District will follow its standard policy on purchasing.

2. Construction with an Anticipated Cost of between \$10,000 and \$250,000 (Small Purchase Procedures)

For construction projects subject to this policy, small purchases are purchases that, in the aggregate amount, is more than \$10,000 and less than \$250,000 annually. For small purchases, price or rate quotes shall be obtained in advance from a reasonable number of qualified sources as detailed in the district's standard policies on purchasing and on bid letting and contracts.

B. Construction Projects with an estimated cost of between \$109,000 and \$249,999 will be made pursuant to the District's Policy on Bid Letting and Contracts.

Pursuant to Nebraska law, construction projects which have an

anticipated aggregate cost of \$109,000 or more are subject to state public lettings laws (NEB. REV. STAT. §§ 73-101 through 73-106). The board will follow its standard policy on bid letting and contracts for construction projects financed with federal funds which have an anticipated aggregate cost of between \$109,000 and \$250,000.

IV. Construction Projects with an Anticipated Cost Over \$250,000

A. Sealed Bids: All constructions projects subject to this policy with an anticipated cost of \$250,000 or more will be publicly solicited using the sealed bid method

1. Bids must be solicited from an adequate number of known suppliers, providing them sufficient response time prior to the date set for opening the bids, for state, local, and tribal governments, the invitation for bids must be publicly advertised;
2. The invitation for bids, which will include any specifications and pertinent attachments, must define the items or services in order for the bidder to properly respond;
3. Sealed bids will be publicly opened in a place and at the specific time stated in the bid solicitation. Bidders shall be notified of the opening and invited to be present.
4. The contract will be awarded to the lowest responsive and responsible bidder.
 - a) Where specified in bidding documents, factors such as discounts, transportation cost, and life cycle costs must be considered in determining which bid is lowest.
 - b) Payment discounts will only be used to determine the low bid when prior experience indicates that such discounts are usually taken advantage of.
 - c) Any or all bids may be rejected if there is a sound documented reason.
5. The board shall have discretion in determining which bidders are responsible and responsive and shall award the contract to the lowest, responsible, and responsive bidder whose bid meets the bid specifications. This means that the board will select the bid that offers the best value and award a contract based upon the amount of the bid and the bidder's ability and capacity to carry on

the work, its equipment and facilities, honesty, integrity, skills, business judgment, experience, equipment, facilities, financial stability, past performance, and other relevant factors.

6. The board will generally complete its review of bids and select a vendor within 30 days of bid submission.

B. Advertising for Bids.

1. The superintendent or designee will arrange to advertise for bids by publishing notice in any newspaper of general circulation within the school district at least 7 calendar days prior to the date on which bids are due.

2. Nothing shall prevent the superintendent or designee from advertising in additional media outlets or for a longer period of time.

C. Bid Documents

1. The bid documents shall identify the day upon which the bids shall be returned, received, or opened and shall identify the hour at which the bids will close or be received or opened.

2. The bid documents shall also provide that such bids shall be opened simultaneously in the presence of the bidders or their representatives.

3. Bids received after the date and time specified in the bid documents shall be returned to the bidder unopened.

4. If bids are being opened on more than one contract, the board, in its discretion, may award each contract as the bids are opened.

5. Sealed bids will be opened in a place and at the specific time stated in the bid solicitation. Bidders shall be notified of the opening and invited to be present.

6. Bids will be reviewed by the Superintendent and/or designee and submitted to the board for approval.

7. The board shall have discretion in determining which bidders are responsible and responsive and shall award the contract to the

lowest, responsible, and responsive bidder whose bid meets the bid specifications. This means that the board will select the bid that offers the best value and award a contract based upon the amount of the bid and the bidder's ability and capacity to carry on the work, its equipment and facilities, honesty, integrity, skills, business judgment, experience, equipment, facilities, financial stability, past performance, and other relevant factors.

8. The board will generally complete its review of bids and select a vendor within 30 days of bid submission.

- D. The terms of any construction project undertaken pursuant to this policy will be memorialized in a written contract which has been reviewed by the district's legal counsel and approved by the board.

V. Other Contract Matters.

A. Required Terms

The non-Federal entity's contracts must contain the applicable provisions required by section 200.326 and described in Appendix II to Part 200—Contract Provisions for non-Federal Entity Contracts Under Federal Awards.

B. Contracting with Certain Vendors

Pursuant to the standards contained in 2 C.F.R. § 200.321, the District will take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible and consistent with state law.

To the maximum extent practicable, the school food program shall purchase domestic commodities or products produced in the U.S. or processed in the U.S. substantially using agricultural commodities produced in the U.S.

C. Full and Open Competition

The district's procurement transactions will be conducted in a manner providing full and open competition consistent with 2 C.F.R §200.319.

D. Debarment and Suspension

The District awards contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed

procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources.

The District may not subcontract with or award subgrants to any person or company who is debarred or suspended. For all contracts over \$25,000 the District verifies that the vendor with whom the District intends to do business with is not excluded or disqualified. 2 C.F.R. Part 200, Appendix II(1) and 2 C.F.R. §§ 180.220 and 180.300.

The District will verify debarment or suspension by revising the excluded parties list on SAM.gov, collecting a certification through the bidding process, and/or by including a debarment and suspension provision in the bid and contract documents. The Superintendent or his/her designee shall be responsible for such verification.

E. Settlements of Issues Arising Out of Contract

The District alone is responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the District of any contractual responsibilities under its contracts. Violations of law will be referred to the local, state, or federal authority having proper jurisdiction.

F. Record Keeping

1. Record Retention

- a) The District maintains all records that fully show (1) the amount of funds under the grant or subgrant; (2) how the subgrantee uses those funds; (3) the total cost of each project; (4) the share of the total cost of each project provided from other sources; (5) other records to facilitate an effective audit; and (6) other records to show compliance with federal program requirements. 34 C.F.R. §§ 76.730-.731 and §§ 75.730-.731. The District also maintains records of significant project experiences and results. 34 C.F.R. § 75.732. These records and accounts must be retained and made available for programmatic or financial audit.

- b) The U.S. Department of Education is authorized to recover any federal funds misspent within 5 years before the receipt of a program determination letter. 34 C.F.R. § 81.31(c). Schedule 10 (Local School Districts) and Schedule 24 (Local Agencies General Records) of the Nebraska Records Management Division as approved by the Nebraska Secretary of State/State Records Administrator requires the District to maintain records regarding construction projects for a minimum of five (5) years after the sale or demolition of the building. However, if any litigation, claim, or audit is started before the expiration of the record retention period, the records will be retained until all litigation, claims, or audit findings involving the records have been resolved and final action taken. 2 C.F.R. § 200.333.
 - c) Records will be destroyed in compliance with Schedule 10, Schedule 24, and State law. This includes the completion of a Records Disposition Report.
2. Maintenance of Construction Records for Projects Financed with Federal Funds
- a) The District must maintain records sufficient to detail the history of all construction projects financed with federal funds. These records will include, but are not necessarily limited to the following: rationale for the method of construction, selection of contract type, contractor selection or rejection, the basis for the contract price (including a cost or price analysis), and verification that the contractor is not suspended or debarred.
 - b) Retention of construction records shall be in accordance with applicable law and Board policy.

VI. Conflict of Interest and Code of Conduct

- A.** Board and staff member conflicts of interest are governed by the district's conflict of interest policies.
- B.** Contracts covered by this policy are subject to the following additional provisions.
 - 1. Employees, officers, and agents engaged in the selection, award, and/or administration of district contracts which are prohibited from engaging in such actions if a real or apparent conflict of interest is present.
 - 2. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.
 - 3. The board may determine at its discretion that a financial interest is not substantial enough to give rise to a conflict of interest.

C. Favors and Gifts

The officers, employees, and agents of the District may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts, with the limited exception of unsolicited items of nominal value.

D. Enforcement

Disciplinary Actions will be applied for violations of such standards by officers, employees, or agents of the District at the board's discretion.

VII. Financial Management

A. Identification.

The District will identify, in its accounts, all federal awards received and expended and the federal programs under which they were received. Federal program and award identification include, as applicable, the CFDA title and

number, federal award identification number and year, name of the federal agency, and, if applicable, name of the pass-through entity.

B. Financial Reporting

The District will make an accurate, current, and complete disclosure of the financial results of each federal award or program in accordance with the financial reporting requirements set forth in the Education Department General Administrative Regulations (EDGAR).

C. Accounting Records

The District maintains records which adequately identify the source and application of funds provided for federally-assisted activities. These records must contain information pertaining to grant or subgrant awards, authorizations, obligations, unobligated balances, assets, expenditures, income and interest and be supported by source documentation.

D. Internal Controls

The Superintendent or his/her designee must maintain effective control and accountability for all funds, real and personal property, and other assets through board review and approval of claims, an annual audit of the district's finances pursuant to the applicable Nebraska Department of Education and federal rules and regulations, and comparison of expenditures and outlays to budgeted amounts. The District adequately safeguards all such property and assures that it is used solely for authorized purposes.

E. Budget Control

Actual expenditures or outlays will be compared with budgeted amounts for each federal award at least annually and more often as required by law or deemed prudent by the board or administrative staff.

F. Payment Methods

The District will comply with applicable methods and procedures for payment that minimize the time elapsing between the transfer of funds and disbursement by the District, in accordance with the Cash Management Improvement Act at 31 CFR Part 205. Generally, the District receives payment from the Nebraska Department of Education on a reimbursement basis. 2 CFR § 200.305. However, if the District receives an advance in federal grant funds, the District will remit interest earned on the advanced payment

quarterly to the federal agency. The District may retain interest amounts up to \$500 per year for administrative expenses. 2 CFR § 200.305(b)(9).

Consistent with state and federal requirements, the District will maintain source documentation supporting the federal expenditures (invoices, time sheets, payroll stubs, etc.) and will make such documentation available for the Nebraska Department of Education to review upon request.

G. Allowability of Costs

Expenditures must be aligned with approved budgeted items. Any changes or variations from the state-approved budget and grant application need prior approval.

When determining how the District will spend its grant funds, the Superintendent or his/her designee will review the proposed cost to determine whether it is an allowable use of federal grant funds before obligating and spending those funds on the proposed good or service. All costs supported by federal education funds must meet the standards outlined in EDGAR, 2 CFR Part 3474 and 2 CFR Part. The Superintendent or his/her designee must consider these factors when making an allowability determination.

The Superintendent or his/her designee will consider Part 200's cost guidelines when federal grant funds are expended. The Superintendent or his/her designee will also consider whether all state - and District-level requirements and policies regarding expenditures have been followed.

VIII. Other Contract Matters.

A. Required Terms

The non-Federal entity's contracts must contain the applicable provisions required by section 200.326 and described in Appendix II to Part 200—Contract Provisions for non-Federal Entity Contracts Under Federal Awards.

B. Contracting with Certain Vendors

Pursuant to the standards contained in 2 C.F.R. § 200.321, the District will take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible consistent with state law.

To the maximum extent practicable, the school food program shall purchase domestic commodities or products produced in US or processed in US substantially using agricultural commodities produced in US.

C. Record Keeping

1. Record Retention

a) The District maintains all records that fully show (1) the amount of funds under the grant or subgrant; (2) how the subgrantee uses those funds; (3) the total cost of each project; (4) the share of the total cost of each project provided from other sources; (5) other records to facilitate an effective audit; and (6) other records to show compliance with federal program requirements. 34 C.F.R. §§ 76.730-.731 and §§ 75.730-.731. The District also maintains records of significant project experiences and results. 34 C.F.R. § 75.732. These records and accounts must be retained and made available for programmatic or financial audit.

b) The U.S. Department of Education is authorized to recover any federal funds misspent within 5 years before the receipt of a program determination letter. 34 C.F.R. § 81.31(c). Schedule 10 (Local School Districts) and Schedule 24 (Local Agencies General Records) of the Nebraska Records Management Division as approved by the Nebraska Secretary of State/State Records Administrator requires the District to maintain records regarding federal awards for a minimum of six (6) years. Consequently, the District shall retain records for a minimum of six (6) years from the date on which the final Financial Status Report is submitted, unless otherwise notified in writing to extend the retention period by the awarding agency, cognizant agency for audit, oversight agency for audit, or cognizant agency for indirect costs. However, if any litigation, claim, or audit is started before the expiration of the record retention period, the records will be retained until all litigation, claims, or audit findings involving the records have been resolved and final action taken. 2 C.F.R. § 200.333.

c) Records will be destroyed in compliance with Schedule 10, Schedule 24, and State law. This includes the completion of a Records Disposition Report.

2. Maintenance of Procurement Records

a) The District must maintain records sufficient to detail the history of all procurements. These records will include, but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, the basis for the contract price (including a cost or price analysis), and verification that the contractor is not suspended or debarred.

b) Retention of procurement records shall be in accordance with applicable law and Board policy.

D. Privacy

The District has protections in place to ensure that the personal information of both students and employees is protected. These include the use of passwords that are changed on a regular basis; staff training on the requirements of the Family Educational Rights and Privacy Act (FERPA) and State confidentiality requirements; and training on identifying whether an individual requesting access to records has the right to the documentation.

Adopted on: 6/14/21

Revised on: _____

Reviewed on: _____

3003

Bidding for Construction, Remodeling, Repair, or Site Improvement

I. Applicability of this policy.

Construction and contracts undertaken with federal funds, whether those funds are derived directly from the federal government (e.g. award of a federal grant) or are derived by pass-through awards from the Nebraska Department of Education (e.g. special education funds, school lunch funds, Title I funds) are subject to the policy on Construction with Federal Funds, which is found elsewhere in this section.

This policy applies to all other purchases and contracts made by the school district for construction, remodeling, repair and other site improvements.

II. Projects with an Estimated Cost of Less than \$109,000

- A. The school district will solicit quotes and/or estimates for all projects with an estimated cost of less than \$109,000.
- B. Prior to solicitation of the quotes and/or estimates, the superintendent will determine whether the district will accept oral submissions.
- C. Quotes and/or estimates may be solicited by the superintendent or his/her designee without board action.
- D. The terms of any construction project undertaken pursuant to this policy will be memorialized in a written contract which has been reviewed by the district's legal counsel and approved by the board.
- E. The district may use a Nebraska state-wide cooperative purchasing program in lieu of obtaining quotes or bids under this policy to the extent such a bid or quote is not otherwise independently required by law.
- F. Nothing in this subsection prohibits or requires the use of the formal bidding procedures. If the district is going to solicit formal bids for projects of less than \$109,000 they must follow the formal procedures outlined in this policy.

III. Formal Bidding for Major Purchases and Construction

- A. Pursuant to section 73-106 of the Nebraska statutes, the board will advertise for bids when the contemplated expenditure of the project

exceeds \$109,000 for the construction, remodeling or repair of a school-owned building or for site improvement.

B. In projects that involve professional engineering or architecture, the board will have a registered professional engineer or architect prepare the plans, specifications, and estimates when the anticipated cost of the project exceeds \$118,000.

C. Advertising for Bids

1. The superintendent or designee will arrange to advertise for bids under this section by publishing notice in any newspaper of general circulation within the school district at least 7 calendar days prior to the date on which bids are due.
2. Nothing in this policy shall prevent the superintendent or designee from advertising in additional media outlets or for a longer period of time.

D. Bid Documents

1. The bid documents shall identify the day upon which the bids shall be returned, received or opened and shall identify the hour at which the bids will close or be received or opened.
2. The invitation for bids will be sufficiently certain and specific, will include any specifications and pertinent attachments, and will define the items or services in order to allow the bidder to properly respond.
3. The bid documents shall also provide that such bids shall be opened simultaneously in the presence of the bidders or their representatives.
4. Bids received after the date and time specified in the bid documents shall be returned to the bidder unopened.
5. If bids are being opened on more than one contract, the board, in its discretion, may award each contract as the bids are opened.
6. Sealed bids will be opened in a place and at the specific time

stated in the bid form. Bidders shall be notified of the opening and invited to be present.

7. The board shall have discretion in determining which bidders are responsible and responsive and shall award the contract to the lowest, responsible, and responsive bidder whose bid meets the bid specifications.
- E. Any or all bids may be rejected if there is a sound documented reason
- F. The terms of any construction project undertaken pursuant to this policy will be memorialized in a written contract which has been reviewed by the district's legal counsel and approved by the board.

Adopted on: 6/14/21

Revised on: _____

Reviewed on: _____

3004
General Purchasing and Procurement

I. Applicability of this policy.

Purchases made with federal funds, whether those funds are derived directly from the federal government (e.g. award of a federal grant) or are derived by pass-through awards from the Nebraska Department of Education (e.g. special education funds, school lunch funds, Title I funds) are subject to the policy on Purchasing and Procurement with Federal Funds, which is found elsewhere in this section.

This policy applies to all other purchases made by the school district other than construction, remodeling, repair and site improvements.

II. General Purchasing Policy

- A. The school district's budget shall be the guide for all purchases. No employee of the district may make a purchase that is not provided for in the budget without board or administrative approval.
- B. The board intends to purchase competitively, whenever possible, without prejudice and to seek maximum educational value for every dollar expended.
- C. The acquisition of services, equipment and supplies shall be centralized in the administration office under the supervision of the superintendent of schools, who shall be responsible for developing and administering the purchasing program of the school district.
- D. Purchases or commitments of district funds that are not authorized by this policy will be the responsibility of the person making the commitment.
- E. The Superintendent shall have the authority to authorize purchases costing under \$15,000.00 with prior approval.

III. Building-Specific Purchasing

- A. School buildings are operationally under the control of building principals. Principals have control and responsibility for the building and grounds, for all supplies and equipment housed at the building, for all school-related activities in the building, and for all pupils, teachers, and other employees assigned to the building.
- B. Principals, in consultation with their staff, are responsible for requisitioning, managing, distributing, and utilizing supplies within the building.
- C. The superintendent of schools or his designee is responsible for the requisitioning, managing, distributing, and utilizing of supplies for maintenance and transportation.
- D. The administration is responsible for purchasing of goods, services and supplies and for providing the necessary forms for establishing efficient procedures to facilitate the process.

IV. Purchasing Procedures

- A. School personnel must secure the approval of an authorized administrator before making any purchases.
- B. Employees seeking reimbursement for a purchase made with their personal funds must attach an itemized receipt or invoice to all requests for reimbursement; must sign all purchase receipts or charge slips; and must submit itemized receipts and any purchasing card or credit card receipts to the office of the superintendent no later than 10 days prior to the next regular board meeting. A non-itemized credit card receipt is not sufficient.
- C. Employees making purchases with a school district credit card or purchasing program must comply with the steps set forth in the district's Purchasing (Credit) Card Program.
- D. All purchases of goods and services made with district funds must be made on a properly executed purchase order.

- E. All purchases shall be initiated with a purchase order. Purchase orders are signed by the person responsible for that particular budget and finally by the superintendent.
- F. For purchases of more than \$10,000, authorized staff members must secure written quotes and/or estimates from a reasonable number of vendors. Staff will purchase from a responsible vendor with the lowest price unless the board approves the purchase from the more expensive vendor.

V. Relations with Vendors

- A. The board wishes to maintain good working relations with vendors who supply materials, supplies and services to the school system. The school shall not extend favoritism to any vendors. Each order shall be placed on the basis of quality, price and delivery, with past services being a factor if all other considerations are equal. The administrative team may, in its discretion, use a Nebraska a state-wide cooperative purchasing program in lieu of obtaining quotes or bids under this policy to the extent such a bid or quote is not otherwise independently required by law.
- B. No purchase shall be made that violates any conflict of interest policy or law.
- C. No employee shall endorse any product of any type or kind in such a manner as will identify him/her in any way as an employee of the school district.
- D. The board believes in patronizing local businesses. Consequently, when proposals are judged to be equal in terms of quality, price, and/or service, the contract or purchase will be awarded to the firm that is located within the district. However, the board will not sacrifice either quality or economy to patronize local businesses.

Adopted on: 6/14/21

Revised on: _____

Reviewed on: _____

3004.1
Fiscal Management for Purchasing and Procurement Using Federal Funds

I. Applicability of Policy

This policy applies only to non-construction related purchases undertaken with federal funds which are subject to the federal Uniform Grant Guidance (UGG) and other applicable federal law, including but not limited to the Education Department and General Administration Regulations (EDGAR) and the United States Department of Agriculture (USDA) regulations governing school food service programs. In the event this policy conflicts or is otherwise inconsistent with mandatory provisions of the UGG, EDGAR or other applicable federal law, the mandatory provisions of the laws shall control.

All other non-construction purchases will be governed by the Board's general purchasing policy, which can be found earlier in this subsection. In the event of a conflict between state and federal law, the more stringent requirement shall apply.

This procurement policy shall govern all purchasing activities that relate to any aspect of the National School Lunch and Breakfast Programs. The district's goal is to fully implement all required procurement rules, regulations and policies set forth in 2 CFR 200, 7 CFR parts 210, 3016 and 3019, and by the Nebraska Department of Education.

II. Procurement System

The District maintains the following purchasing procedures.

A. Responsibility for Purchasing

The authority to make purchases shall be governed by the District's purchasing policy, which can be found elsewhere in this section. Except as otherwise provided in the District's purchasing policy, the acquisition of services, equipment, and supplies shall be centralized in the administration office under the supervision of the superintendent of schools, who shall be responsible for developing and administering the purchasing program of the school district. Purchases or commitments of district funds that are not authorized by this policy will be the responsibility of the person making the commitment.

B. Methods of Purchasing

The type of purchase procedures required depends on the cost of the item(s) being purchased.

1. Purchases up to \$10,000 (Micro-Purchases)

Micro-purchase means a purchase of supplies or services using simplified acquisition procedures, the annual aggregate amount of which does not exceed \$10,000. Micro-purchases may be made or awarded without soliciting competitive quotations, to the extent district staff determine that the cost of the purchase is reasonable. For purposes of this policy "reasonable" means the purchase is comparable to market prices for the geographic area.

To the extent practicable, the District distributes micro-purchases equitably among qualified suppliers. The District will follow its standard policy on purchasing, which can be found earlier in this subsection.

2. Purchases between \$10,000 and \$250,000 (Small Purchase Procedures)

Small purchases are purchases that, in the aggregate amount, is more than \$10,000 and less than \$250,000 annually. For small purchases, price or rate quotes shall be obtained in advance from a reasonable number of qualified sources as detailed in the district's standard policies on purchasing and on bid letting and contracts, which can be found earlier in this subsection.

3. Purchases Over \$250,000

a) Sealed Bids (Formal Advertising)

For purchases over \$250,000, the district will generally follow the bidding process outlined in the board's policy on Bidding for Construction, Remodeling, Repair or Site Improvement.

b) Contract/Price Analysis

The District performs a cost or price analysis in connection with every procurement action in excess of \$250,000, including contract modifications. The district will make an independent estimate of costs prior to receiving bids or proposals.

4. Noncompetitive Proposals (Sole Sourcing)

a) Procurement by noncompetitive proposals is procurement through solicitation of a proposal from

only one source and may be used only when one or more of the following circumstances apply:

- 1) The item is available only from a single source;
 - 2) The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation;
 - 3) The federal awarding agency or pass-through entity expressly authorizes noncompetitive proposals in response to a written request from the District; or
 - 4) After solicitation of a number of sources, competition is determined inadequate.
- b) Noncompetitive proposals may only be solicited with the approval of the superintendent or the board. Sufficient and appropriate documentation that justifies the sole sourcing decision must be maintained by the superintendent or designee.
- c) A cost or price analysis will be performed for noncompetitive proposals when the price exceeds \$250,000.

C. Use of Purchase (Debit & Credit) Cards

District use of purchase cards is subject to the policy on purchase cards which can be found elsewhere in this subsection.

D. Federal Procurement System Standards

The district's procurement transactions will be conducted in a manner providing full and open competition consistent with 2 C.F.R §200.319.

The District will maintain and follow general procurement standards consistent with 2 C.F.R. §200.318.

E. Debarment and Suspension

The District awards contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed

procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources.

The District may not subcontract with or award subgrants to any person or company who is debarred or suspended. For all contracts over \$25,000 the District verifies that the vendor with whom the District intends to do business with is not excluded or disqualified. 2 C.F.R. Part 200, Appendix II(1) and 2 C.F.R. §§ 180.220 and 180.300.

The District will verify debarment or suspension by revising the excluded parties list on SAM.gov, collecting a certification through the bidding process, and/or by including a debarment and suspension provision in the bid and contract documents. The Superintendent or his/her designee shall be responsible for such verification.

F. Settlements of Issues Arising Out of Procurements

The District alone is responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the District of any contractual responsibilities under its contracts. Violations of law will be referred to the local, state, or federal authority having proper jurisdiction.

III. Conflict of Interest and Code of Conduct

A. Board and staff member conflicts of interest are governed by the district's conflict of interest policies.

B. Purchases covered by this policy are subject to the following additional provisions.

- 1.** Employees, officers, and agents engaged in the selection, award, and/or administration of district contracts which are prohibited from engaging in such actions if a real or apparent conflict of interest is present.
- 2.** Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or

other interest in or a tangible personal benefit from a firm considered for a contract.

3. The board may determine at its discretion that a financial interest is not substantial enough to give rise to a conflict of interest.

C. Favors and Gifts

The officers, employees, and agents of the District may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts, except that this provision does not prohibit the receipt of unsolicited items of nominal value. For purposes of this policy, "nominal value" means a fair market value of \$25 or less.

D. Enforcement

Disciplinary Actions including, but not limited to, counseling, oral reprimand, written reprimand, suspensions without pay, or termination of employment, will be applied for violations of such standards by officers, employees, or agents of the District.

IV. Property Management Systems

A. Property Classifications

1. Equipment means tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization level established by the District for financial statement purposes, or \$5,000.
2. Supplies means all tangible personal property other than those described in §200.33 Equipment. A computing device is a supply if the acquisition cost is less than the lesser of the capitalization level established by the District for financial statement purposes or \$5,000, regardless of the length of its useful life. 2 C.F.R. §200.94.
3. Computing Devices means machines used to acquire, store, analyze, process, and publish data and other information electronically, including accessories (or "peripherals") for printing, transmitting and receiving, or storing electronic information. 2 C.F.R. §200.20.

4. Capital Assets means tangible or intangible assets used in operations having a useful life of more than one year which are capitalized in accordance with GAAP. Capital assets include:
 - a) Land, buildings (facilities), equipment, and intellectual property (including software) whether acquired by purchase, construction, manufacture, lease-purchase, exchange, or through capital leases; and
 - b) Additions, improvements, modifications, replacements, rearrangements, reinstallations, renovations or alterations to capital assets that materially increase their value or useful life (not ordinary repairs and maintenance). 2 C.F.R. §200.12.

B. Inventory Procedure

Newly purchased property shall be received and inspected by the staff member who ordered it to ensure that that it matches the purchase order, invoice, or contract and that it is in acceptable condition.

Equipment, Computing Devices, and Capital Assets must be tagged with an identification number, manufacturer, model, name of individual who tagged the item, and date tagged).

C. Inventory Records

For equipment, computing devices, and capital assets purchased with federal funds, the following information is maintained in the property management system:

1. Serial number;
2. District identification number;
3. Manufacturer;
4. Model;
5. Date tagged and individual who tagged it;
6. Source of funding for the property;
7. Who holds title;
8. Acquisition date and cost of the property;
9. Percentage of federal participation in the project costs for the federal award under which the property was acquired;
10. Location, use and condition of the property; and
11. Any ultimate disposition data including the date of disposal and sale price of the property.

The inventory list shall be adjusted by the superintendent of schools or his/her designee for property that is sold, lost, stolen, cannot be repaired, or that cannot be located.

D. Physical Inventory

1. A physical inventory of the property must be taken and the results reconciled with the property records at least once every two years.
2. The Superintendent or his/her designee will ensure that the physical inventory is performed. The physical inventory will generally occur during the months of June or July, but may be conducted during other time periods with the approval of the superintendent.

E. Maintenance

In accordance with 2 C.F.R. 313(d)(4), the District maintains adequate maintenance procedures to ensure that property is kept in good condition.

F. Lost or Stolen Items

The District maintains a control system that ensures adequate safeguards are in place to prevent loss, damage, or theft of the property.

G. Use of Equipment

Equipment must be used in the program or project for which it was acquired as long as needed, whether or not the project or program continues to be supported by the federal award, and the District will not encumber the property for any non-federal program use without prior approval of the federal awarding agency and the pass-through entity.

H. Disposal of Equipment

When it is determined that original or replacement equipment acquired under a federal award is no longer needed for the original project or program or for other activities currently or previously supported by a federal awarding agency, the Superintendent or his/her designee will contact the awarding agency (or pass-through for a state-administered grant) for disposition instructions.

If the item has a current FMV of \$5,000 or less, it may be retained, sold, or otherwise disposed of with no further obligation to the federal awarding agency.

V. Financial Management

A. Identification.

The District will identify, in its accounts, all federal awards received and expended and the federal programs under which they were received. Federal program and award identification include, as applicable, the CFDA title and number, federal award identification number and year, name of the federal agency, and, if applicable, name of the pass-through entity.

B. Financial Reporting

The District will make an accurate, current, and complete disclosure of the financial results of each federal award or program in accordance with the financial reporting requirements set forth in the Education Department General Administrative Regulations (EDGAR).

C. Accounting Records

The District maintains records which adequately identify the source and application of funds provided for federally-assisted activities. These records must contain information pertaining to grant or subgrant awards, authorizations, obligations, unobligated balances, assets, expenditures, income and interest and be supported by source documentation.

D. Internal Controls

The Superintendent or his/her designee must maintain effective control and accountability for all funds, real and personal property, and other assets through board review and approval of claims, an annual audit of the district's finances pursuant to the applicable Nebraska Department of Education and federal rules and regulations, and comparison of expenditures and outlays to budgeted amounts. The District adequately safeguards all such property and assures that it is used solely for authorized purposes.

E. Budget Control

Actual expenditures or outlays will be compared with budgeted amounts for each federal award at least annually and more often as required by law or deemed prudent by the board or administrative staff.

F. Payment Methods

The District will comply with applicable methods and procedures for payment that minimize the time elapsing between the transfer of funds and disbursement by the District, in accordance with the Cash Management Improvement Act at 31 CFR Part 205. Generally, the District receives payment from the Nebraska Department of Education on a reimbursement basis. 2 CFR § 200.305. However, if the District receives an advance in federal grant funds, the District will remit interest earned on the advanced payment quarterly to the federal agency. The District may retain interest amounts up to \$500 per year for administrative expenses. 2 CFR § 200.305(b)(9).

Consistent with state and federal requirements, the District will maintain source documentation supporting the federal expenditures (invoices, time sheets, payroll stubs, etc.) and will make such documentation available for the Nebraska Department of Education to review upon request.

G. Allowability of Costs

Expenditures must be aligned with approved budgeted items. Any changes or variations from the state-approved budget and grant application need prior approval.

When determining how the District will spend its grant funds, the Superintendent or his/her designee will review the proposed cost to determine whether it is an allowable use of federal grant funds before obligating and spending those funds on the proposed good or service. All costs supported by federal education funds must meet the standards outlined in EDGAR, 2 CFR Part 3474 and 2 CFR Part. The Superintendent or his/her designee must consider these factors when making an allowability determination.

The Superintendent or his/her designee will consider Part 200's cost guidelines when federal grant funds are expended. The Superintendent or his/her designee will also consider whether all state - and District-level requirements and policies regarding expenditures have been followed.

VI. Other Contract Matters.

A. Required Terms

The non-Federal entity's contracts must contain the applicable provisions required by section 200.326 and described in Appendix II to Part 200—Contract Provisions for non-Federal Entity Contracts Under Federal Awards.

B. Contracting with Certain Vendors

Pursuant to the standards contained in 2 C.F.R. § 200.321, the District will take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible consistent with state law.

To the maximum extent practicable, the school food program shall purchase domestic commodities or products produced in US or processed in US substantially using agricultural commodities produced in US.

C. Record Keeping

1. Record Retention

- a) The District maintains all records that fully show (1) the amount of funds under the grant or subgrant; (2) how the subgrantee uses those funds; (3) the total cost of each project; (4) the share of the total cost of each project provided from other sources; (5) other records to facilitate an effective audit; and (6) other records to show compliance with federal program requirements. 34 C.F.R. §§ 76.730-.731 and §§ 75.730-.731. The District also maintains records of significant project experiences and results. 34 C.F.R. § 75.732. These records and accounts must be retained and made available for programmatic or financial audit.
- b) The U.S. Department of Education is authorized to recover any federal funds misspent within 5 years before the receipt of a program determination letter. 34 C.F.R. § 81.31(c). Schedule 10 (Local School Districts) and Schedule 24 (Local Agencies General Records) of the Nebraska Records Management Division as approved by the Nebraska Secretary of State/State Records Administrator requires the District to maintain records

regarding federal awards for a minimum of six (6) years. Consequently, the District shall retain records for a minimum of six (6) years from the date on which the final Financial Status Report is submitted, unless otherwise notified in writing to extend the retention period by the awarding agency, cognizant agency for audit, oversight agency for audit, or cognizant agency for indirect costs. However, if any litigation, claim, or audit is started before the expiration of the record retention period, the records will be retained until all litigation, claims, or audit findings involving the records have been resolved and final action taken. 2 C.F.R. § 200.333.

- c) Records will be destroyed in compliance with Schedule 10, Schedule 24, and State law. This includes the completion of a Records Disposition Report.

2. Maintenance of Procurement Records

- a) The District must maintain records sufficient to detail the history of all procurements. These records will include, but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, the basis for the contract price (including a cost or price analysis), and verification that the contractor is not suspended or debarred.
- b) Retention of procurement records shall be in accordance with applicable law and Board policy.

D. Privacy

The District has protections in place to ensure that the personal information of both students and employees is protected. These include the use of passwords that are changed on a regular basis; staff training on the requirements of the Family Educational Rights and Privacy Act (FERPA) and State confidentiality requirements; and training on identifying whether an individual requesting access to records has the right to the documentation.

Adopted on: 6/14/21

Revised on: _____

Reviewed on: _____

3043 Design-Build Contracts

This policy is adopted pursuant to the Political Subdivisions Construction Alternatives Act (NEB. REV. STAT. § 13-2901 through § 13-2914).

The board shall adopt a resolution by a two-thirds affirmative vote selecting the design-build contract delivery system prior to proceeding with any of the steps involved with solicitation or execution of any construction contract. For a project authorized under subsection (3) of section 13-2914, the resolution shall include a statement that the political subdivision has made a determination that the design-build contract delivery system is in the public interest based, at a minimum, on one of the following criteria: (a) Savings in cost or time or (b) requirement of specialized or complex construction methods suitable for the design-build contract delivery system.

Definitions. For purposes of this policy:

1. Board means the District's Board of Education.
2. Department means the Nebraska Department of Education.
3. Design-Build Contract (DB Contract) means a contract which is subject to qualification-based selection between the District and a Design-Builder to furnish (a) architectural, engineering, and related design services for a project pursuant to the Nebraska Political Subdivisions Construction Alternatives Act (Act) and (b) labor, materials, supplies, equipment, and construction services for a project pursuant to the Act.
4. Design-Builder means a legal entity which proposes to enter into a DB Contract which is subject to qualification-based selection pursuant to the Act.
5. District means Madison Public Schools.
6. NEARA means the Nebraska Engineers and Architects Regulation Act.
7. Performance-Criteria Developer (PCD) means any person licensed or any organization issued a certificate of authorization to practice architecture or engineering pursuant to the NEARA who is selected by the District pursuant to this policy to assist the District in the development of Project Performance Criteria, Requests For Proposals, evaluation of Proposals, evaluation of construction under

a DB Contract to determine adherence to the Project Performance Criteria, and any additional services requested by the District to represent its interests in relation to a project.

8. Project Performance Criteria means the performance requirements of the project suitable to allow the Design-Builder to make a Proposal. Performance requirements include the following, if required by the project: capacity, durability, standards, ingress and egress requirements, description of the site, surveys, soil and environmental information concerning the site, interior space requirements, material quality standards, design and construction schedules, site development requirements, provisions for utilities, storm weather retention and disposal, parking requirements, applicable governmental code requirements, and other criteria for the intended use of the project.
9. Proposal means an offer in response to a Request For Proposals ("RFP") by a Design-Builder to enter into a DB Contract for a project pursuant to the Act.
10. Act means the Nebraska Political Subdivisions Construction Alternatives Act.
11. Request for Proposals (RFP) means the documentation by which the District solicits Proposals.
12. Superintendent means the District's Superintendent of Schools.

Procedures. The District shall follow the procedures below in connection with any DB Contract.

1. Rules and Procedures for Selecting and Hiring a PCD for a Specific Project.

A. The District shall encourage eligible persons or organizations who desire to provide services to the District as a PCD to submit a statement of qualifications and performance data to the District. At least thirty days prior to selecting and hiring a PCD, the District shall publish notice in a newspaper of general circulation in the District that it is seeking a PCD for a design-build project. The notice shall include the following:

- (1) A general description of the Design-Build project;

- (2) Directions regarding how interested persons or organizations can apply for consideration by the District;
 - (3) The date by which persons or organizations must submit their applications; and
 - (4) A statement that any person or organization applying for consideration by the District must obtain a copy of the District's Design-Build Contract Policy from the Superintendent.
- B. To apply to be the District's PCD, applicants must submit a current statement of qualifications and performance data to the District. The statement of qualifications must include evidence that the applicant is licensed or certified to practice architecture or engineering pursuant to the NEARA. Applicants must update any information provided to the District to reflect any changed conditions of the applicant.
- C. Applicants shall first be certified by the Superintendent as qualified to act as a PCD for the District. In order to certify an applicant, the Superintendent shall make a finding that a PCD is fully qualified to render the required service. Factors to be considered in making this finding shall include capabilities to perform, adequacy of personnel, past record and performance, and experience; and may also include consideration of recent, current, and projected workloads; experience; equipment and facilities; promptness, and the quality of work previously done by applicant; suitability to the particular task; willingness to meet time and budget requirements; and such other qualities as are found necessary to consider in order to determine whether or not, if awarded the contract, the applicant could perform it strictly in accordance with its terms capabilities to perform.
- D. The Board shall evaluate each qualified applicant's current statement of qualifications and performance data. The Board shall conduct discussions with, and may require public presentations by no less than three applicants regarding their qualifications, approach to the project, ability to furnish the required service, and other factors identified above.
- E. The Board shall select, in order of preference, at least three applicants deemed to be most highly qualified to perform the required services after considering the factors outlined above.

- F. The Board shall negotiate a contract with the most qualified applicant for compensation which the Board determines is fair and reasonable. In making this determination, the Board shall conduct a detailed analysis of the cost of the professional services required in addition to considering their scope and complexity. For all lump-sum or cost-plus-a-fixed-fee professional service contracts, the Board shall require the applicant receiving the award to execute a certificate stating that wage rates and other factual unit costs supporting the compensation are accurate, complete, and current at the time of contracting. Any contract under which such a certificate is required shall contain a provision that the original contract price and any additions thereto shall be adjusted to exclude any significant sums by which the Board determines the contract price had been increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs. All such contract adjustments shall be made within one year following the end of the contract.
- G. If the Board is unable to negotiate a satisfactory contract with the applicant considered to be the most qualified at a price the Board determines to be fair and reasonable, it shall terminate negotiations with that applicant. The Board may then undertake negotiations with the second most qualified applicant. If the Board fails to reach an agreement with the second most qualified applicant, it shall terminate negotiations with that applicant. The Board shall then undertake negotiations with the third most qualified applicant.
- H. If the Board is unable to negotiate a satisfactory contract with any of the selected applicants, it shall either select additional applicants in order of their competence and qualification and continue negotiations in accordance with this policy until an agreement is reached or review the agreement under negotiation to determine the possible cause for failure to achieve a negotiated agreement.
- I. The Board may designate a committee to carry out any or all of the Board's duties under the PCD selection section of this policy, provided that the Board must approve any agreement with an applicant prior to its execution. Any such committee must have among its membership at least one person who is licensed to practice architecture or engineering pursuant to the NEARA.

- J. The public shall not be excluded from the meetings or proceedings under this section of this policy in accordance with the Open Meetings Act.
- K. The contract between the District and the PCD shall contain a prohibition against contingent fees as follows: "The PCD warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the PCD, to solicit or secure this agreement and that the PCD has not paid or agreed to pay any person, company, corporation, individual, or firm, other than a bona fide employee working solely for the PCD, any fee, commission, percentage, gift, or any other consideration contingent upon or resulting from the award or the making of this agreement." Upon violation of such provision, the District shall have the right to terminate the agreement without liability and, at its discretion, to deduct from the contract price, or otherwise recover, the full amount of such fee, commission, percentage, or consideration.
- L. The PCD is ineligible to be included as a provider of any services in a Proposal for the project on which it has acted as a PCD.
- M. A PCD may not be employed by or may not have a financial or other interest in a Design-Builder that will submit a Proposal.

2. Procedures and standards to be used to prequalify Design-Builders.

- A. The District, with the help of the PCD, shall prepare a request for letters of interest. The request for letters of interest shall:
 - (1) Describe the project in sufficient detail to permit a Design-Builder to submit a letter of interest;
 - (2) Be published in a newspaper of general circulation within the District at least 30 days prior to the deadline for receiving letters of interest; and
 - (3) Be sent by first-class mail to any Design-Builder upon request.
- B. Letters of interest shall be reviewed by the District in consultation with the PCD. The District and the PCD will evaluate prospective Design-Builders based on the information submitted to the District in response to the request for letters of interest.

- C. The District shall select at least three prospective Design-Builders, except that if only two Design-Builders have submitted letters of interest, the District shall select at least two prospective Design-Builders. Such selected Design-Builders shall be considered prequalified and eligible to receive and respond to the RFP.
- D. The District and PCD shall use the following standards when selecting which prospective Design-Builders to prequalify: capabilities to perform, adequacy of personnel, past record and performance, and experience; and may also include consideration of recent, current, and projected workloads; experience; equipment and facilities; promptness, and the quality of work previously done by applicant; suitability to the particular task; willingness to meet time and budget requirements; and such other qualities as are found necessary to consider in order to determine whether or not, if awarded the contract, the applicant could perform it strictly in accordance with its terms capabilities to perform.

3. Procedures for the preparation and content of RFPs.

- A. The District, with the help of the PCD, shall prepare the RFP, which shall contain:
 - (1) The identity of the school district for which the project will be built and will execute the Design-Build Contract;
 - (2) A copy of this Design-Build Contract Policy and all other policies adopted by the District relating to the DB Contract;
 - (3) The proposed terms and conditions of the DB Contract, including any terms and conditions which are subject to further negotiation. The proposed general terms and conditions shall be consistent with nationally recognized model general terms and conditions which are standard in the design and construction industry in Nebraska. The proposed terms and conditions may set forth an initial determination of the manner by which the Design-Builder selects any subcontractor and may require that any work subcontracted be awarded by competitive bidding;
 - (4) A project statement which contains information about the scope and nature of the project;
 - (5) Project Performance Criteria;
 - (6) Budget parameters for the project;

- (7) Any bonds or insurance required by law or as may be additionally required by the District;
- (8) The criteria for evaluation of Proposals and the relative weight of each criterion;
- (9) A requirement that the Design-Builder provide a written statement of its proposed approach to the design and construction of the project, which may include graphic materials illustrating the proposed approach to design and construction but shall not include price proposals;
- (10) A requirement that the Design-Builder agree to the following conditions:
 - (i) An architect or engineer licensed to practice in Nebraska will participate substantially in those aspects of the offering which involve architectural or engineering services;
 - (ii) At the time of the design-build offering, the Design-Builder will furnish to the Board a written statement identifying the architect or engineer who will perform the architectural or engineering work for the design-build project;
 - (iii) The architect or engineer engaged by the Design-Builder to perform the architectural or engineering work with respect to the design-build project will have direct supervision of such work and may not be removed by the Design-Builder prior to the completion of the project without the written consent of the Board;
 - (iv) A Design-Builder offering design-build services with its own employees who are design professionals licensed to practice in Nebraska will: (a) comply with the NEARA by procuring a certificate of authorization to practice architecture or engineering and (b) submit proof of sufficient professional liability insurance; and
 - (v) The rendering of architectural or engineering services by a licensed architect or engineer employed by the Design-Builder will conform to the NEARA and rules and regulations adopted under the Act; and
- (11) Other information the District chooses to require.

- B. At least 30 days prior to the deadline for receiving and opening Proposals, the notice of the RFP shall be:
 - (1) Published in a newspaper of general circulation within the District;
 - (2) Filed with the Department; and
 - (3) Sent by first-class mail to the prequalified Design-Builders only.

4. Procedures for preparing and submitting Proposals.

- A. Prequalified Design-Builders shall prepare and submit Proposals as required by the RFP.
- B. All Proposals shall be sealed. Proposals shall not be opened until expiration of the time established for making Proposals as set forth in the RFP.
- C. Proposals may be withdrawn at any time prior to acceptance.
- D. The District has the right to reject any and all Proposals except for the purpose of evading the law. The District may thereafter solicit new Proposals using the same or a different Project Performance Criteria.

5. Procedures for evaluating Proposals.

- A. The District may only proceed to negotiate and enter into a DB Contract if there are at least two proposals from prequalified Design-Builders.
- B. The District shall refer the proposals for recommendation to a selection committee. The selection committee shall be a group of at least five persons designated by the District. Members of the selection committee shall include (1) members of the school board, (2) members of the school administration or staff, (3) the school's architect or engineer (4) any person having special expertise relevant to selection of a design-builder under the Act, and (5) a resident of the District other than an individual included in subdivisions (1) through (4) of this subsection. A member of the selection committee designated under subdivision (4) or (5) of this subsection shall not be employed by or have a financial or other interest in a design-builder who has a proposal being evaluated and shall not be employed by the District or the school's architect or engineer.

C. The selection committee and the District shall evaluate proposals taking into consideration the criteria enumerated in subdivisions (1) through (7) of this subsection with the maximum percentage of total points for evaluation which may be assigned to each criterion set forth following the criterion. The following criteria shall be evaluated, when applicable:

- (1) The financial resources of the design-builder to complete the project **(up to ten percent)**;
- (2) The ability of the proposed personnel of the design-builder to perform **(up to thirty percent)**;
- (3) The character, integrity, reputation, judgment, experience, and efficiency of the design-builder **(up to thirty percent)**;
- (4) The quality of performance on previous projects **(up to thirty percent)**;
- (5) The ability of the design-builder to perform within the time specified **(up to thirty percent)**;
- (6) The previous and existing compliance of the design-builder with laws relating to the contract **(up to ten percent)**; and
- (7) Such other information as may be secured having a bearing on the selection **(up to twenty percent)**.

The records of the selection committee in evaluating proposals and making recommendations shall be considered public records for purposes of NEB. REV. STAT. § 84-712.01.

D. The District shall then evaluate and rank each proposal on the basis of best meeting the criteria in the request for proposals and taking into consideration the recommendation of the selection committee.

6. Procedures for Negotiations between the District and Design-Builders Submitting Proposals Prior to the District's Acceptance of a Proposal.

- A. The District may attempt to negotiate a DB Contract with the highest ranked Design-Builder selected by the Board and may enter into a DB Contract after negotiations.
- B. The negotiations shall include a final determination of the manner by which the design-builder selects a subcontractor.
- C. If the District is unable to negotiate a satisfactory DB Contract with the highest ranked Design-Builder, it may terminate negotiations with that Design-Builder. The District may then undertake negotiations with the second highest ranked Design-Builder and may enter into a DB Contract with that Design-Builder after negotiations.
- D. If the District is unable to negotiate a satisfactory DB Contract with the second highest ranked Design-Builder, it may terminate negotiations with that Design-Builder. The District may then undertake negotiations with the third highest ranked Design-Builder, if any, and may enter into a DB Contract with that Design-Builder after negotiations.
- E. If the District is unable to negotiate a satisfactory DB Contract with any of the ranked Design-Builders, it may either revise the RFP and solicit new Proposals or cancel the design-build process.
- F. If the District is able to negotiate a satisfactory contract with a design-builder, the District shall file a copy of all design-build contract documents with the State Department of Education within thirty days after their full execution. Within thirty days after completion of the project, the design-builder shall file a copy of all contract modifications and change orders with the State Department of Education.

7. Procedures for Filing and Acting on Formal Protests Relating to the Solicitation or Execution of DB Contracts.

- A. Definitions.
 - (1) Interested party shall mean an actual or prospective bidder whose direct economic interest would be affected by the award of a contract by the District to another party or by the failure of the District to award a contract to such actual or prospective bidder.
 - (2) Protest shall mean a written objection by an interested party on any phase of the bidding process, including specification, preparation, bid solicitation, and intent to award.

B. Right to Protest. An interested party may protest to the Superintendent. The protest shall be submitted in writing on company letterhead within five working days after public notice of the bid. Protests based on alleged apparent improprieties in a solicitation or other request for proposals must be filed before bid opening or the closing date for receipt of proposals. In all other cases, the protest must be filed within five working days following the selection of the design-builder. To expedite handling of protests, the envelope containing the protest should be clearly labeled "Protest". The written protest shall include as a minimum the following:

- (1) The name and address of the interested party;
- (2) Appropriate identification of the relevant solicitation, and if a bid has been opened, its number, and date of opening;
- (3) A detailed statement of reasons for the protest;
- (4) Supporting, exhibits, evidence, or documents to substantiate any claims unless not available within the filing time, in which case the expected availability date shall be indicated; and a list of all persons who have knowledge of facts relevant to the protest; and
- (5) The action(s) the protestor desires the school district to take to resolve the protest.

The Superintendent will immediately decide upon receipt of the protest whether or not the award of a contract shall be delayed, or if the protest is timely received after the award, whether the performance of the contract should be suspended. The school district shall not proceed further with the solicitation or with the award of the contract and shall suspend performance under the contract, if awarded, unless the Superintendent makes a written determination that the protest is clearly without merit or that award of the contract without delay is necessary to protect the substantial interests of the District.

C. Authority to Resolve Protests. Prior to the commencement of an administrative review by the Board concerning any protest, the Superintendent shall attempt to resolve any protest filed by an interested party concerning any solicitation. If the protest is not resolved by mutual agreement, the Superintendent shall create and deliver a Decision to the protestor within a reasonable time after the written protest was

received. The Decision shall include a written summary of the Superintendent's investigation and a recommendation regarding the outcome of the protest. The Decision shall (1) state the reasons for the action taken, and (2) inform the interested party of their right to the administrative review by the Board. A copy of the Decision shall be mailed or otherwise furnished immediately to the interested party and any other party intervening protester and all other bidders. If not satisfied with the decision of the Superintendent, any interested party protester may appeal to the Board, but the decision shall be final unless the interested party protester files a timely appeal with the Board.

D. Board Appeal Procedures. Any interested party protester, within five working days of receipt of a decision of the Superintendent, may file with the Superintendent a written notice of appeal for an administrative review before the Board. The Notice of Appeal must clearly state the action protested and the basis of appeal. The Board will conduct an administrative review at its next regularly scheduled meeting or at a special meeting. The school district board of education shall consider the Decision of the Superintendent and shall make the final decision on the protest. The school district board of education's decision shall be final.

8. Refinements and Changes. A DB Contract may be conditioned upon later refinements in scope and price and may permit the District, in agreement with the Design-Builder, to make changes in the project without invalidating the DB Contract. Later refinements shall not, however, exceed the scope of the project statement contained in the RFP.

9. Projects Excluded. The District shall not use a design-build contract for any construction project excluded by NEB. REV. STAT. § 13-2914 or any other applicable law.

Adopted on: 6/14/21

Revised on: _____

Reviewed on: _____

3058
Naming School Facilities and Property

The purpose of this policy is to establish the criteria and procedures for naming and renaming school district facilities or property.

Authority. The board shall have the authority to name all school district facilities or property. The board reserves the right to refuse to name any facility or piece of property and to make name changes at any time.

Definition. "Facilities or property" means any physical structure owned by the school, including any new, existing, or leased building; a wing of a building; any room; or other significant features or portion thereof such as a fountain, monument, plaza, garden, landscaped area, street, running course, running track, playing field, practice field, playing court, practice court, bench, memorial, or stage.

Committee or Administrative Review. Prior to formal naming action by the board, the matter may be referred to the superintendent or a school committee for consideration, review, and recommendation to the board.

Naming Criteria. The district may name facilities or property after the community, subdivision, or street on which the school is located; the geographic location of the school; or any significant landmark. The district may name facilities or property for an individual, family, or entity meeting at least one of the following criteria:

1. A faculty member, staff member, board member, alumni, volunteer, or other community member who has made an outstanding contribution to education, humanity, or community; or have displayed outstanding leadership; or be a person of historical significance; and who has been deceased for at least five years;
2. Financial donors who make a significant financial contribution to the school generally or to a specific school activity or program; and
3. Financial donors who make a significant financial contribution toward the construction of a new facility/property or facility/property renovation.

The district will not grant a naming right without the informed consent of the named party or his/her/its authorized representative.

Due Diligence Review. The board or its designee shall conduct a due diligence review of any proposed facility or property name to consider whether it is and will continue to be a positive and appropriate reflection on the school,

whether the name conforms with the purpose and mission of the school, and whether there are any conflict of interest issues. The board or its designee shall also consult with district legal counsel to ensure that any proposed name complies with applicable policies, laws, and regulations and to determine if any proposed name would have an adverse impact on existing or future tax-exempt bond issues.

Renaming Facilities. Once established, the name of school district facilities or property generally shall not be changed absent compelling reason to do so as determined by the board. Compelling reasons include, but are not limited to, the person or entity or any of its officers, agents, or employees committing any act or doing anything which might tend to bring the person or entity or any of its officers, agents, or employees into public disrepute, contempt, scandal, or ridicule, or which might tend to reflect unfavorably on the district or if the continued use of the name is contrary to the educational mission of the district. The named party may, without refund of any consideration paid or provided, terminate his/her/its acceptance of the naming rights prior to the scheduled termination date upon request to and approval of the board. If the request is granted, the named party shall be solely responsible for all costs of removal of the names.

Current Facilities or Property. Facility and property names that exist at the time this policy is adopted shall remain in effect, subject to future renaming consistent with this policy.

Adopted on: 6/14/21

Revised on: _____

Reviewed on: _____

5063
Audio and Video Recording

Students and their parents or guardians should assume that any class in which students are enrolled may be recorded by the school district or other students for legitimate educational purposes. Recordings permitted pursuant to this policy may only be used for authorized purposes and may not be republished without additional, written consent from a school administrator. For purposes of this policy "recording" includes still photographs, video, audio, and other similar data captured in any medium.

Recordings Made by The District. The district may use cameras or other devices for purposes of making security, safety, or other recordings without a specific purpose or for a specific purpose when such recordings are deemed necessary or appropriate by the administration. The district will not maintain the recordings unless the recording is purposefully copied and saved, and the recordings will only be available for review for a limited time based on the district's then-current recording capacity. The district administrators estimate that this is approximately 10 days but may change at any time.

Classroom Recordings by Staff. Staff members may make audio and video recordings of classroom instruction and school activities upon authorization of the superintendent or supervising administrator.

Prohibited Recordings by Students. Unless otherwise authorized by this policy or law, students are prohibited from making audio or video recordings during the school day on school grounds; when being transported to and from school activities or programs in a vehicle owned, leased, or contracted by a school being used for a school purpose by a school employee or by his or her designee; or at a school-sponsored activity or athletic event, unless the recording is made in a manner permitted by the school for members of the public. In such an instance, the students remain subject to the district's appropriate use and student discipline policies.

For example, this policy does not prohibit students from making recordings of an athletic event for their personal use similar to a parent or other patron, subject to other applicable board policy. However, this policy generally prohibits students from using smart-speakers or other devices which actively or passively create or transmit audio or video recordings, including Google Home, Amazon Alexa, Apple HomePod, and AngelSense devices.

Permitted Classroom Recordings by Students. Students may make audio or video recordings of classroom lectures or discussions:

- (1) For their convenience after providing notice to the classroom teacher and receiving the teacher's permission;
- (2) For the benefit of another student who is absent after providing notice to the classroom teacher and receiving the teacher's permission;
- (3) If recording is necessary to accommodate the student's disability and is required by the student's Individualized Education Plan (IEP) or Section 504 Plan.

Staff may revoke permission to record if the recording distracts from or disrupts the classroom environment, unless the recording is necessary to accommodate a student's disability.

Permitted Non-classroom Recordings. Students may make audio or video recordings otherwise prohibited by this policy outside the classroom only with the permission of a teacher or school administrator, provided that such recordings otherwise comply with any applicable state and federal laws and district policy. In no event shall photographs or video recordings be taken or made in restrooms, locker rooms, or other areas where there is a reasonable expectation of privacy.

Adopted on: 6/14/21

Revised on: _____

Reviewed on: _____

6036

Reading Instruction and Intervention Services

The purpose of this policy is to facilitate reading instruction and intervention services to address student reading needs, including, but not limited to, dyslexia. It is the school district's goal that each student be able to read at or above grade level by third grade.

Effective Reading Teachers. It is the intent of the school district to employ teachers for kindergarten through third grade who are effective reading teachers as evidenced by (a) evaluations based on classroom observations and student improvement on reading assessments or (b) specialized training in reading improvement.

Reading Assessment. The school district will administer a reading assessment approved by the Nebraska Department of Education three times during the school year to all students in kindergarten through third grade. Exceptions to this requirement include:

- Any student receiving specialized instruction for limited English proficiency who has been receiving such instruction for less than two years;
- Any student receiving special education services for whom such assessment would conflict with the individualized education plan; and
- Any student receiving services under a plan pursuant to the requirements of section 504 of the federal Rehabilitation Act of 1973, 29 U.S.C. 794, or Title II of the federal Americans with Disabilities Act of 1990, 42 U.S.C. 12131 to 12165, as such acts and sections existed on January 1, 2018, for whom such assessment would conflict with such section 504 or Title II plan.

The first assessment for kindergarten students must occur within the first 45 calendar days that school is in session of each school year. For all other grades, the first assessment must occur within the first 30 calendar days that school is in session of each school year.

Diagnostic assessments used within a supplemental reading intervention program do not require Nebraska Department of Education approval.

Deficiency Identification. Any student in kindergarten through third grade performing below the threshold level as determined by the Nebraska Department of Education shall be identified as having a reading deficiency for purposes of the Nebraska Reading Improvement Act and this policy. A student who is identified as having a reading deficiency shall remain identified as having a reading deficiency until the student performs at or above the

threshold level on an approved reading assessment. Nothing in the Nebraska Reading Improvement Act or this policy shall prohibit a school district from identifying any other student as having a reading deficiency.

Supplemental Reading Intervention Program. The school district will provide a supplemental reading intervention program to ensure that students can read at or above grade level at the end of third grade. The school district may work collaboratively with a reading specialist at the Nebraska Department of Education, with educational service units, with learning communities, or through interlocal agreements to develop and provide such supplemental reading intervention programs. Each supplemental reading intervention program must be:

- Provided to any student identified as having a reading deficiency;
- Implemented during regular school hours in addition to regularly scheduled reading instruction unless otherwise agreed to by a parent or guardian; and
- Made available as a summer reading program between each summer for any student who has been enrolled in grade one, grade two, or grade three or in a higher grade and is identified as continuing to have a reading deficiency at the conclusion of the school year preceding such summer reading program. The summer reading program may be held in conjunction with existing summer programs in the school district or in a community reading program not affiliated with the school district or offered online.

The supplemental reading intervention program may also include:

- Reading intervention practices that are evidence-based;
- Diagnostic assessments to identify specific skill-based strengths and weaknesses a student may have;
- Frequent monitoring of student progress throughout the school year with instruction adjusted accordingly;
- Intensive intervention using strategies selected from the following list to match the weaknesses identified in the diagnostic assessment:
 - Development in phonemic awareness, phonics, fluency, vocabulary, and reading comprehension;
 - Explicit and systematic instruction with detailed explanations, extensive opportunities for guided practice, and opportunities for error corrections and feedback; or
 - Daily targeted individual or small-group reading intervention based on student needs as determined by diagnostic assessment data subject to planned extracurricular school activities;

- Strategies and resources to assist with reading skills at home, including parent-training workshops and suggestions for parent-guided home reading; or
- Access to before-school or after-school supplemental reading intervention with a teacher or tutor who has specialized training in reading intervention.

Parent/Guardian Notification. The school will give notice in writing or by electronic communication to the parent(s) or guardian(s) of any student identified as having a reading deficiency within 15 working days of such identification that the student has been identified as having a reading deficiency and that an individual reading improvement plan will be established and shared with the parents or guardians.

Reading Improvement Plan. Any student who is identified as having a reading deficiency will receive an individualized reading improvement plan, that shall include a supplemental reading intervention program, no later than 30 days after the identification of the reading deficiency. The reading improvement plan may be created by the teacher, the principal, other pertinent school personnel, and the parents or guardians of the student and shall describe the reading intervention services the student will receive through the supplemental reading intervention program to remedy the reading deficiency. The student must receive reading intervention services through the supplemental reading intervention program until the student is no longer identified as having a reading deficiency.

Reading Progress. Each student in kindergarten through third grade and his or her parent(s) or guardian(s) will be informed of the student's reading progress within a reasonable time after the school district receives the results from the student's approved reading assessment.

Adopted on: 6/14/21

Revised on: _____

Reviewed on: _____

702 APPLICATION and CERTIFICATE for PAYMENT

To: Madison Public Schools
 PO Box 450
 Madison, NE 68748

From: dwb, inc
 PO Box 626
 Madison, NE 68748

Project: GYM & LOCKER ROOM
 Gym & Locker Addition

Application No: 23 618/2021
 App. Date: November 4, 2020
 Period to: October 31, 2020
 Project No:
 Contract Date: December 11, 2018

Distribution to:
 OWNER
 CONSTRUCTION MGR.
 ARCHITECT
 CONTRACTOR
 OTHER

Contract For: Via Architect: Fakler Architects

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, 703, is attached.

1. ORIGINAL CONTRACT SUM 3,592,191.00
2. Net Change By Change Orders 85,954.10
3. CONTRACT SUM TO DATE 3,678,145.10
4. TOTAL COMPLETED AND STORED TO DATE 3,678,145.10

5. RETAINAGE:

- a. 5% of Completed Work 0.00
- b. 5% of Stored Material 0.00

TOTAL RETAINAGE

6. TOTAL EARNED LESS RETAINAGE 3,678,145.10
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT 3,603,145.10
8. CURRENT PAYMENT DUE 75,000
9. BALANCE TO FINISH, INCLUDING RETAINAGE -183,998.04

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	85,954.10	0.00
Total approval this Month	0.00	0.00
TOTALS	85,954.10	0.00
NET CHANGES by Change Order	85,954.10	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Lori Frisch
 dwb, inc
 By: Lori Frisch
 Lori Frisch

State of: Nebraska County of: Madison Date: 6/9/2021
 Subscribed and sworn before me this 9th day of June, 2021

Lori Frisch personally appeared before me, the undersigned Notary Public in and for the State of Nebraska, and acknowledged to me that the contents of the foregoing are true and correct to the best of his/her knowledge and belief.

Notary Public Connie R. Wolcott My Commission expires: 12/13/2024

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$75,000.00

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT: Michael D. Falt
 By: Michael D. Falt Date: 6/9/2021

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.



110 West 2nd Street, Box 626
 Madison, Nebraska 68748-0626
 402-454-3435
 Fax: 402-454-3469

General Contractor • Residential & Commercial

Proposal

To (Owner): Madison Public Schools
 405 E 8th St
 Madison, NE 68748

Phone **402-454-2656**

Project Name: Elementary School Storage Garage Insulate & Liner

Date: June 14, 2021

Scope:

4 Walls 2 x 6 Sub Framing
 R 19 Insulation
 18 Ga. White Steel Liner Panel & Trim

Ceiling Sub Framing
 R 38 Blow in Insulation
 18 Ga. White Steel Liner Panel & Trim

Note: All Contents Required to be Removed by Owner Prior to Commencement of Project.

This Price will be Held Until 6/18/2021.

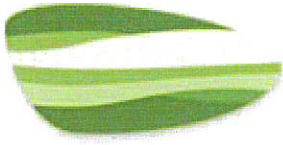
Materials	\$9,781.00
Labor	\$8,690.00
Total	\$18,471.00

Submitted by: 
 Contractor

June 14, 2021
 Date

Accepted by: _____
 Owner

 Date



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To: Brandon Fischer
 Madison Public Schools
 700 South Kent
 Madison, NE 68748

Phone: 402-454-3336 **Fax:**
Email: brandonfischer5@yahoo.com

Quoted by:
 Ross Gronau
ross.gronau@energycraft.com

Project Name: Garage Retrofit
Location: Madison, NE 68748

Type of Document	Quotation #	Quotation Date	Expiration Date	Type of Construction
Quotation	05121750.rg1	05/12/21	06/11/21	Retrofit

Product or Service Quoted	Quantity	Unit Price	Total
ROOF INSULATION WORK:			
Install Retro-Fit Simple Saver Roof System - Labor Only	1,023	\$3.500	\$3,580.50
Electric Scissor Lift Rentals by EnergyCraft	1	\$840.000	\$840.00
WALL INSULATION WORK:			
Install Retro-Fit Simple Saver Wall System - Labor Only	1,064	\$3.500	\$3,724.00
<i>We Require a Payment for Materials Upon Delivery & After Completion of Labor As Well Client to Provide Dumpster for Jobsite Trash Removal Client to Provide 220V Electricity to Building with 20 & 50 Amp Breakers Our Pricing Requires 7 Days a Week Access to Job Site and 12 Hour Work Days, 7am to 7pm Other Trades Are Responsible for Resealing Modifications of Our Completed Work Owner or GC may be Required to Provide a Forklift to Unload Materials - Ask for Details</i>		MATERIALS SUBTOTAL LABOR SUBTOTAL FREIGHT TOTAL PROJECT SUBTOTAL SALES AND USE TAX *NOT INCLUDED	 \$8,144.50 \$0.00 \$8,144.50 \$8,144.50
		TOTAL PROJECT QUOTATION	\$8,144.50

Project Specific Remarks

See How Great Your Building Can Look, Visit Us On the Web: www.energycraft.com/northeast-ne
 Project Bid as Having a Level, Accessible Concrete Floor

Supply and installation of perimeter termination framing and extra framing members between joists by MPS.
 MPS to Unhook Any Hardwired Items Such As Lights or Fans to Facilitate System Installation
 Base angle supply and installation by MPS.

Supply and installation of termination angle around overhead and walk door and in corners by MPS.
 MPS to reconfigure overhead door rail brackets to be installed flush with bottom of trusses.

*****Acceptance of EnergyCraft Systems Proposal*****

*By Signing & Returning this Document, You Are Agreeing that You Have Accepted Our Proposal & We Will Schedule Your Project for Completion.
 We Will Hold Your Pricing for As Long As Possible, But Will Not Guarantee Pricing Beyond 30 Days of the Quotation Date Listed Above.*

Signed: _____ Printed Name: _____ Date: _____

Action Plan

Purpose: To create a “script” for your action planning effort and for support of the implementation phase.

- Directions:**
1. Use this form as a template to develop a work plan for each identified strategic objective.
 2. Keep copies handy to bring to meetings to review and update regularly.

Goal: Annually, the district will increase family involvement in school activities.

Strategic Objective: Enhancing Student Learning

Action Steps <i>What Will Be Done?</i>	Responsibilities <i>Who Will Do It?</i>	Timeline <i>By When?</i> <i>(Day/Month)</i>	Resources <i>A. Resources Available</i> <i>B. Resources Needed (financial, human, political & other)</i>	Estimated Cost <i>A. What is the cost to use available resources?</i> <i>B. What is the cost for needed resources?</i>	Communications Plan <i>Who needs to know?</i> <i>How will you inform them?</i> <i>How often?</i>
Step 1: Develop consistent, district-wide scheduling	Administration	Annually by the beginning of June	A. B. Time for meeting and scheduling, communication between all district staff	A. None B. None	Administration needs to meet and determine the which events to promote to the public to increase attendance. Planning among administration and teachers needs to begin in the weeks prior to an event.
Step 2: Create a physical calendar to distribute to parents and community	Administration District translators	Annually, but the beginning of June	A. B. Printing services,	A. B.?	Person responsible for calendar creation needs dates and deadlines. District staff needs to know the procedure and communication plan for calendar changes.
Step 3: Hire a Karen/Burmese translator	Administration	Continuous	A. Graduated students B. Money to pay for services, point-of-contact to communicate with translators	A. B.?	District staff needs to know the availability of translation services and how services will be prioritized.
Step 4: Ensure district communication is translated to reach all stakeholders	Administration	Continuous	A. B. Translators for all languages,	A. B.	Teachers need to know who to contact to get information translated for parents. District staff needs to understand what types of communication should be translated.

Step 5:			A. B.	A. B.	

Evidence Of Success *(How will you know that you are making progress? What are your benchmarks?)*

Evaluation Process *(How will you determine that your goal has been reached? What are your measures?)*

Action Plan

Purpose: To create a “script” for your action planning effort and for support of the implementation phase.

- Directions:**
1. Use this form as a template to develop a work plan for each identified strategic objective.
 2. Keep copies handy to bring to meetings to review and update regularly.

Goal: By 2024, the district will adopt and implement an instructional framework that is embedded into curriculum, instructional strategies, lesson planning, and observation.

Strategic Objective: Enhancing student learning

Action Steps <i>What Will Be Done?</i>	Responsibilities <i>Who Will Do It?</i>	Timeline <i>By When?</i> <i>(Day/Month)</i>	Resources <i>A. Resources Available</i> <i>B. Resources Needed (financial, human, political & other)</i>	Estimated Cost <i>A. What is the cost to use available resources?</i> <i>B. What is the cost for needed resources?</i>	Communications Plan <i>Who needs to know?</i> <i>How will you inform them?</i> <i>How often?</i>
Step 1: Adoption of Framework	Administration	May 2021	A. NTPPS B. Planning time with principals	A. None B.	Administration needs to be aware of shifts from current district to all domains of the Marzano model, which can happen during Admin meetings. Teachers need to understand the shifts and the framework in its entirety, and what the expectations are in regards to framework adoption. The overall framework can be introduced at the beginning of the year, along with the professional development and implementation plan.
Step 2: Select and implement common instructional strategies	Administration Teachers	Begin: August 2021 Ongoing	A. Professional Development Time B. Marzano Handbook , Common walkthrough form to track implementation	A. None B. \$1,500 (books)	All district instructional staff needs to know the professional development plan and implementation expectations, and updated on the implementation frequently.
Step 3: Common lesson framework	Administration Teachers	August 2023	A. Professional development time B. Common planning tool (Planbook), time for teachers to	A. None B. \$600	All district instructional staff will need to understand the purpose of using a common lesson framework, how to utilize the common planning tool, and what

			implement		the expectations are.
Step 4: Rigorous, aligned, written curriculum	Administration Teachers	June 2023	A. B. TIME	A. None B. None	Curriculum team needs to communicate the expectations and timeline to the instructional staff, along with coaching on rigorous standards and targets. Staff needs time to collaborate and work on vertical alignment.
Step 5: Observation model	Administration Teachers	June 2024	A. Cognia's eleot model B. Common walkthrough forms	A. None B. None	Administration will need to understand the benchmarks set for proficiency within the framework. Teachers will need to understand the shifts in the observation model, meaning of ratings, and the process.

Evidence Of Success *(How will you know that you are making progress? What are your benchmarks?)*

Progress will be tracked through the completion of each task in the action plan by the determined date. Instructional progress will be tracked by evaluating the alignment of lesson plans to the written curriculum and by the compilation of data from walkthroughs.

Evaluation Process *(How will you determine that your goal has been reached? What are your measures?)*

Perceptual surveys and teacher feedback will show that teachers understand the district's framework and feel supported in the implementation. Teacher observations will show mastery of the framework elements and district wide implementation.

SMART Goal-Setting Template

Specific

Measurable

Agreed upon

Realistic

Time bound

School: Early Childhood Team Members: Alan Ehlers
Harlow Hanson
Jim Reeves
Karla Kush

SMART Goal Statement: The stakeholders of Madison Public Schools will continue to research and plan for a facility to expand early childhood classrooms (childcare and preschool program) by 2023 - 2024.

Strategies/Action Plans

Who's Responsible

Timeline

Evidence of Effectiveness/
Indicator(s) of Success

Reach out to an architect
for future planning purposes.

Superintendent/
Building & Grounds

TBD

Enough space for all programs
and students.

SMART Goal-Setting Template

Specific

Measurable

Agreed upon

Realistic

Time bound

School: 5-8 Middle School Team Members: Alan Ehlers
Harlow Hanson
Jim Reeves
Karla Kush

SMART Goal Statement: The stakeholders of Madison Public Schools will continue to research and plan for a facility to expand combine 5th through 8th grades students into a middle school concept by 2023 - 2024.

Strategies/Action Plans

Who's Responsible

Timeline

Evidence of Effectiveness/

Indicator(s) of Success

Reach out to an architect
for future planning purposes.

Superintendent/
Building & Grounds

TBD

Enough space for all programs
and students.

SMART Goal-Setting Template

Specific

Measurable

Agreed upon

Realistic

Time bound

School: 4th and 5th Classrooms/Activity Area Team Members: Alan Ehlers
Harlow Hanson
Jim Reeves
Karla Kush

SMART Goal Statement: The stakeholders of Madison Public Schools will continue to research and plan for a facility to provide needed classroom space for 4th and 5th grades along with an activity area by 2023 - 2024.

Strategies/Action Plans

Who's Responsible

Timeline

Evidence of Effectiveness/
Indicator(s) of Success

Reach out to an architect
for future planning purposes.
-Brick (storm shelter)
-Precast – windows, roof, doors
-Other

Superintendent/
Building & Grounds

TBD

Enough space for all programs
and students.

Action Plan

Purpose: To create a “script” for your action planning effort and for support of the implementation phase.

- Directions:**
1. Use this form as a template to develop a work plan for each identified strategic objective.
 2. Keep copies handy to bring to meetings to review and update regularly.

Goal: The stakeholders of Madison Public Schools will continue to research and plan for a facility to expand early childhood classrooms (childcare and preschool programs) by 2023-2024.

Strategic Objective:

Action Steps <i>What Will Be Done?</i>	Responsibilities <i>Who Will Do It?</i>	Timeline <i>By When?</i> <i>(Day/Month)</i>	Resources <i>A. Resources Available</i> <i>B. Resources Needed (financial, human, political & other)</i>	Estimated Cost <i>A. What is the cost to use available resources?</i> <i>B. What is the cost for needed resources?</i>	Communications Plan <i>Who needs to know?</i> <i>How will you inform them?</i> <i>How often?</i>
Step 1: Board of Ed discussion in June	Superintendent, Board of Ed, Elem Principal	June 14	A. Handouts B. .	A. B.	-Board of Education -via Board agenda -ongoing
Step 2: Contact Architect	Superintendent	Following meeting on June 14	A. N/A B.	A. TBA (Hourly Rate) B.	-Board of Education -email
Step 3: Buildings & Grounds meet with Architect	Building & Grounds, Superintendent, Architect	By August Board Meeting	A. N/A B.	A. Architect Rate B.	-Board of Education
Step 4: Report to Board of Education	Architect and/or Superintendent	August Board Meeting	A. N/A B.	A. B.	
Step 5: Explore Project Costs & Financing Options	Superintendent & Board of Education	September/ October	A. Contact DA Davidson B. Contact Architect	A. 2.5 million maximum B.	-Board of Education -Superintendent/Principal Report to Staff

Evidence Of Success (*How will you know that you are making progress? What are your benchmarks?>*)

Evaluation Process (*How will you determine that your goal has been reached? What are your measures?>*)

Action Plan

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Goal: The stakeholders of Madison Public Schools will continue to research and plan for a facility to provide needed classroom space for 4th and 5th grades along with an activity area by 2023-2024.

Strategic Objective:

Action Steps <i>What Will Be Done?</i>	Responsibilities <i>Who Will Do It?</i>	Timeline <i>By When?</i> <i>(Day/Month)</i>	Resources <i>C. Resources Available</i> <i>D. Resources Needed (financial, human, political & other)</i>	Estimated Cost <i>C. What is the cost to use available resources?</i> <i>D. What is the cost for needed resources?</i>	Communications Plan <i>Who needs to know?</i> <i>How will you inform them?</i> <i>How often?</i>
Step 1: Board of Ed discussion in June	Superintendent, Board of Ed, Elem Principal	June 14	A. Handouts B. .	A. B.	-Board of Education -via Board agenda -ongoing
Step 2: Contact Architect	Superintendent	Following meeting on June 14	A. N/A B.	A. TBA (Hourly Rate) B.	-Board of Education -email
Step 3: Buildings & Grounds meet with Architect	Building & Grounds, Superintendent, Architect	By August Board Meeting	A. N/A B.	A. Architect Rate B.	-Board of Education
Step 4: Report to Board of Education	Architect and/or Superintendent	August Board Meeting	A. N/A B.	A. B.	
Step 5: Explore Project Costs & Financing Options	Superintendent & Board of Education	September/ October	A. Contact DA Davidson B. Contact Architect	A. 2.5 million maximum B.	-Board of Education -Superintendent/Principal Report to Staff

Evidence Of Success *(How will you know that you are making progress? What are your benchmarks?)*

Evaluation Process *(How will you determine that your goal has been reached? What are your measures?)*

Action Plan

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- Directions:**
1. Use this form as a template to develop a work plan for each identified strategic objective.
 2. Keep copies handy to bring to meetings to review and update regularly.

Goal: The stakeholders of Madison Public Schools will continue to research and plan for a facility to combine 5th through 8th grade students into a middle school concept by 2023-2024.

Strategic Objective:

Action Steps <i>What Will Be Done?</i>	Responsibilities <i>Who Will Do It?</i>	Timeline <i>By When?</i> <i>(Day/Month)</i>	Resources <i>E. Resources Available</i> <i>F. Resources Needed (financial, human, political & other)</i>	Estimated Cost <i>E. What is the cost to use available resources?</i> <i>F. What is the cost for needed resources?</i>	Communications Plan <i>Who needs to know?</i> <i>How will you inform them?</i> <i>How often?</i>
Step 1: Board of Ed discussion in June	Superintendent, Board of Ed, Elem Principal	June 14	A. Handouts B. .	A. B.	-Board of Education -via Board agenda -ongoing
Step 2: Contact Architect	Superintendent	Following meeting on June 14	A. N/A B.	A. TBA (Hourly Rate) B.	-Board of Education -email
Step 3: Buildings & Grounds meet with Architect	Building & Grounds, Superintendent, Architect	By August Board Meeting	A. N/A B.	A. Architect Rate B.	-Board of Education
Step 4: Report to Board of Education	Architect and/or Superintendent	August Board Meeting	A. N/A B.	A. B.	
Step 5: Explore Project Costs & Financing Options	Superintendent & Board of Education	September/ October	A. Contact DA Davidson B. Contact Architect	A. 2.5 million maximum B.	-Board of Education -Superintendent/Principal Report to Staff

Evidence Of Success (*How will you know that you are making progress? What are your benchmarks?>*)

Evaluation Process (*How will you determine that your goal has been reached? What are your measures?>*)

Action Plan

Purpose: To create a “script” for your action planning effort and for support of the implementation phase.

- Directions:**
1. Use this form as a template to develop a work plan for each identified strategic objective.
 2. Keep copies handy to bring to meetings to review and update regularly.

Goal: Further develop the mentor/mentee process evaluated by survey at completion of first year in district in place by 2022-23.

Strategic Objective: Support of new staff in our district.

Action Steps <i>What Will Be Done?</i>	Responsibilities <i>Who Will Do It?</i>	Timeline <i>By When?</i> <i>(Day/Month)</i>	Resources <i>A. Resources Available</i> <i>B. Resources Needed (financial, human, political & other)</i>	Estimated Cost <i>A. What is the cost to use available resources?</i> <i>B. What is the cost for needed resources?</i>	Communications Plan <i>Who needs to know?</i> <i>How will you inform them?</i> <i>How often?</i>
Step 1: Find mentors	Building Principals	May 20 th , 2021	A. Email, Face-to-Face B. Email, Staff meetings	Minimal additional cost.	Ask staff members who is interested in being a mentor.
Step 2: Characteristic survey for mentor/mentee	Admin Team	August 5 th , 2021	A. Survey Tool B. Internet	Minimal additional cost.	Survey will be completed on a device by both mentors and mentees.
Step 3: Mentor/Mentee meet & greet	Admin Team	August 5 th , 2021	A. B. Topics/Questions for Mentors	Minimal additional cost.	Mentors will have a list of topics/questions to start a conversation with mentee, if needed.
Step 4: Pair Mentor/Mentee	Admin Team	August 5 th , 2021	A. B. Survey results	Minimal additional cost.	Results of survey and interactions during meet/greet will be used to pair.
Step 5: Mentor Resources	Admin Team	August 5 th , 2021	A. Knowledge of school district B. Time, Paper	Minimal additional cost.	Provide mentor information containing checklists, quarter checkins, group meetings. Mentor can add to their packet.

Evidence Of Success (*How will you know that you are making progress? What are your benchmarks?>*)

Quarterly check-ins and EOY survey data.

Evaluation Process (*How will you determine that your goal has been reached? What are your measures?>*)

Data analysis and feedback from the surveys completed by both Mentor/Mentee.

Action Plan

Purpose: To create a “script” for your action planning effort and for support of the implementation phase.

- Directions:**
1. Use this form as a template to develop a work plan for each identified strategic objective.
 2. Keep copies handy to bring to meetings to review and update regularly.

Goal: Establish a social committee to strengthen staff relationships evaluated by attendance in place by 2022-23.

Strategic Objective: Encourage team building and staff recognition.

Action Steps <i>What Will Be Done?</i>	Responsibilities <i>Who Will Do It?</i>	Timeline <i>By When?</i> <i>(Day/Month)</i>	Resources <i>A. Resources Available</i> <i>B. Resources Needed (financial, human, political & other)</i>	Estimated Cost <i>A. What is the cost to use available resources?</i> <i>B. What is the cost for needed resources?</i>	Communications Plan <i>Who needs to know?</i> <i>How will you inform them?</i> <i>How often?</i>
Step 1: Find interested teachers.	Building Principals	January 2022	A. Email, Face-to-Face B. Email, Staff meetings	Minimal additional cost.	Ask staff members who is interested in starting a committee. Two from each building. Survey staff.
Step 2: Setup meeting with committee during inservice.	Admin Team & Teachers/Staff	February 2022	A. Current staff gatherings B. Financial for events, share ideas, feedback	Minimal additional cost.	Meeting to share thoughts & ideas on what is expected. Share feedback from staff that committee has collected.
Step 3: Social committee formulates a calendar of events.	Teachers/Staff	March 2022	A. Event ideas B. Survey results (input from staff)	Minimal additional cost.	Committee works & completes calendar of events to present for approval in April.
Step 4: Finalize calendar of events.	Admin Team & Teachers/Staff	April 2022	B. Face-to-Face meeting	Additional cost depending on events.	Collaborate on calendar of events with goal of approving calendar for 2022-23 school year.
Step 5: Social committee organizes & runs social events	Social Committee	May 2023	A. Email, Face-to-Face B. Email, Staff meetings	Additional cost depending on events.	Gather feedback at EOY for events. New ideas for next year. Collaborate and revise as needed.

Evidence Of Success *(How will you know that you are making progress? What are your benchmarks?)*

Organization of committee and attendance rates at social events.

Evaluation Process *(How will you determine that your goal has been reached? What are your measures?)*

If percentage of staff coming to school offered social events is trending higher. Also, staff retention could be viewed in evaluation.

2020-21 American Recovery Act ESSER III 6998
Total Allocation \$1,097,908
Funds spent before 2024-25 school year

- Plan for Safe Return:

The district's current plan is to start the 2021-22 school using our original district calendar and operating as normal as possible while following the recommended CDC and Local Health Directives.

Low Risk:

- **Standard operating procedure**
- **Practice good hygiene**
- **Regular cleaning procedures**

Moderate Risk:

- **Temperature checks in buildings and buses**
- **Practice social distancing throughout the school district**
- **Drinking fountains closed**
- **Masks are encouraged but not required**
- **Extra cleaning procedures**
- **Classrooms are spread out with all desks facing the same direction**
- **Lunch and breakfast routines adjusted**
- **Arrival and dismissal staggered**
- **No academic field trips**
- **Follow NSAA recommendations for athletics and activities**
- **After-school program continues w/guidelines**

Elevated Risk:

- **Continue all moderate risk measures**
- **Masks provided and required; face shields provided for teachers**
- **Social distancing enforced**
 - **Schedule adjustments**
 - **Dismissal protocol**
 - **Passing time adjusted**
 - **Restroom usage staged**
- **No visitors or outside groups**
- **Follow NSAA recommendations**
- **K-8 technology device sent home daily/cleaned according to tech department guidance**
- **After-school capacity reduced**
- **Multiple temperature checks daily**

Severe Risk:

- Continue all moderate and elevated risk measures
- Modified half capacity blended learning plan
 - Each building has 50% attendance daily
 - Students attend 2-3 times weekly
 - Students continue full schedules with exploratory/specials
 - Students will complete online assignments on “home-learning” days
 - Grades will count towards credit
 - IEP’s will be followed

OR

Full online learning if directed by NDE/Local Health Department/Governor

- Plan for the use of Funds (Feedback from Stakeholders at the July Board meeting & Posted on the Website as suggested by NDE)

2021-22 School year:

- Purchase of a larger capacity bus for activity trips (Social Distancing) \$85,000
- Pay for one Title I Teachers salary \$52,000

2022-23 School year:

- Pay for additional custodial services \$45,000
- Pay for one Title I Teachers salary \$52,000
- Pay for HS Mental health provider \$25,000
- Pay for Instructional Coach salary & benefits \$100,000

2023-24 School year:

- Pay for additional custodial services \$45,000
- Pay for one Title I Teachers salary \$52,000
- Pay for HS Mental health provider \$25,000
- Pay for Instructional Coach salary & benefits \$100,000

Total: \$581,000

- 20 Percent Learning Loss (\$219,581)

2021-22 School year:

- Pay for the MS EL teacher salary & benefits \$54,000

2022-23 School year:

- Pay for Academic Recovery teacher salary \$50,000
- Pay for the MS EL teacher salary & benefits \$54,000

2023-24 School year:

- Pay for Academic Recovery teacher salary \$50,000
- Pay for the MS EL teacher salary & benefits \$54,000

3 year total: \$262,000

- Instructional Materials (Must meet NDE guidelines)

2021-22 School year:

- Update Social Studies curriculum \$60,000
- Secondary Language Arts \$35,000
- Professional Development \$ 5,000

2022-23 School year:

- Middle School Math \$35,000
- Secondary Math \$35,000
- Professional Development \$ 5,000

2023-24 School year:

- Secondary Science \$39,908
- Middle School ? \$35,000
- Professional Development \$ 5,000

Total \$254,908.00

Grand Total \$1,097,908.00