

Madison Board of Education, Madison District #1

Board of Education Regular Meeting
Monday, May 13, 2024 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
 - 1.1. Roll Call
 - 1.2. Pledge of Allegiance
 - 1.3. Open Meetings Act
 - 1.4. Madison Public Schools Mission Statement
2. Consent Agenda
 - 2.1. Accept the amended agenda as the official agenda
 - 2.2. Approve minutes of the previous meetings
 - 2.3. Accept submitted bills and payroll request and authorize payment of both
3. Public Forum
4. Administrator and Other Reports
5. Board Committee Reports/Meeting dates
Building and Grounds meeting before the May meeting.
6. Action Items
 - 6.1. Discuss, consider, and take all necessary action to accept the resignation of Jayne Freudenburg, Leticia Rodriguez, and Roger Acklie.
 - 6.2. Discuss, consider, and take all necessary action to approve DWB bid for catwalk on the new gym roof.
 - 6.3. Discuss, consider, and take all necessary action to accept the bid from D-Y-G for concrete work in front of the MS/HS.
 - 6.4. Discuss, consider, and take all necessary action to reaffirm BOE policies 3004.1, 3011, 3021-3030.
7. Executive Session
8. Any Action resulting from Executive Session.
9. Public forum for all non agenda items.
10. Topics for next month's Board of Education meeting.
Approval of Teacher Evaluation Model
Parent Involvement, School Fees, Excessive Absenteeism, and Bullying policies and hearings.
11. 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.

Meeting Notice Posted for April 2024 Meeting

Front door of high school	3-20-2024
Library	3-20-2024
City Office	3-20-2024
Star Mail	4-11-2024

Kate Ebeling: Present, Harlow Hanson: Present, Jim Knapp: Present, Deb Neidig: Present, Jim Reeves: Present, Steve Ruh: Present. Present:6, Absent:0.

1. Call the Meeting to Order

- 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 Jim Reeves. Kate Ebeling: Yea, Harlow Hanson: Yea, Jim Knapp: Yea, Deb Neidig: Yea, Jim Reeves: Yea, Steve Ruh: Yea . Yea: 6, Nay: 0

A to Z Vac.N.Sew	Supplies	260.90
Albracht Disposal Service	Waste Disposal	1,350.00
Appeara	Supplies	451.78
BCN Telecom INC TBS	Phone Service	134.34
Broadberry	Technology	7,635.00
CDW - Coverment Inc	Supplies	462.80
Central Nebraska Rehab Services	Services	6,117.43
Choice Foods	Supplies	4,018.63
Ciox Health	Supplies	44.50
City of Madison	Utilities	1,307.72
Computer Information Concepts	Infinite Campus Renewal	7,606.00
Corwin Press Inc	Training	10,000.00
Crown Plaza Kearney	Travel	269.90
Demco	Supplies	173.95
Dent Specialists	Repairs	367.43
Eakes Office Solutions	Supplies	2,231.80
Ecolab Pest Elimination Division	Pest Control	131.60
Educational Service Unit #7	Services	137.50
Educational Service Unit #8	Dist. Learning, Prof Dev, Services	62,485.70
ESGI LLC	License	1,024.00
Father Flanagans Boys Home	Services	4,480.20
Fields Hardware	Supplies	284.29
Flinn Scientific, Inc.	Lab Materials	1,306.58
Frontier	Phone Service	887.12
GreatAmerica Financial Services Corporation	Copier Lease	2,546.48
Grizzly Industrial	Supplies	269.05
Helvie, Cathy	Mileage	578.88
Henry Doorly Zoo	Admissions	342.00
Hilton Omaha	Travel	883.00
Home Depot Pro, The	Supplies	1,247.01
Hy-Vee Food Store	Supplies	191.68
Instrumentalist Awards LLC	Supplies	43.50

Jackson Services	Supplies	468.05
KREG Tool Company	Supplies	816.69
Kurita America Inc	Supplies	1,159.11
Lincoln Electric Company, The	Supplies	225.00
Lunchtime Solutions, Inc.	Supplies	3,105.54
Mackey, Landonn	Supplies Reimb	17.99
Madison Star Mail	Publications	220.81
Matheson Tri-Gas Inc	Supplies	767.92
Menards - Norfolk	Supplies	674.26
Menards - Columbus	Supplies	119.92
Midwest Alarm Services	Alarm Service	197.04
MPS Activity Fund	Reimbursement	2,000.00
MPS-Petty Cash	Reimbursement	208.00
NE Regional Deaf Ed Program	Services	142.60
Nebr Rural Community Schools	Registration	220.00
Nebraska Wesleyan University	ADM	120.00
Norfolk Music Boosters	Registration	170.00
Norfolk Tarp & Awning	Repairs	305.00
PDX Reading Specialist, LLC	Supplies	101.92
Pinkelman Truck and Trailer	Maintenance	5,987.06
Quill Corporation	Supplies	165.71
Schmidt, Courtney	Mileage	23.45
Short Stop, The	Fuel	83.35
Subco Madison, LLC	Supplies	154.42
Teaching Strategies LLC	Supplies	910.80
Titan Manufacturing and Distributing, Inc.	Supplies	585.94
TK Elevator	Elevator Maintenance	360.90
Volkman Plumbing & Heating	Repairs	12,886.34
Walmart Coomunity	Supplies	205.88
Water Engineering Inc	Water Service	502.54
Woodriver Energy	Utilities	14,514.61
Young, Todd	Speaker	175.00

3. Public Forum

4. Administrator and Other Reports

5. Board Committee Reports/Meeting dates

Americanism/Civics meets at 6:30 on April 15, 2024.

6. Action Items

7. Discuss, consider, and take all necessary action to accept the resignation of Josh McPhillips.

Motion to accept the resignation of Josh McPhillips passed with a motion by Steve Ruh and a second by Jim Knapp. Kate Ebeling: Yea, Harlow Hanson: Yea, Jim Knapp: Yea, Deb Neidig: Yea, Jim Reeves: Yea, Steve Ruh: Yea. Yea: 6, Nay: 0

8. Discuss, consider, and take all necessary action on purchasing teacher laptops and student Chromebooks.

Motion to purchasing teacher laptops and student Chromebooks passed with a motion by Jim Knapp and a second by Kate Ebeling. Kate Ebeling: Yea, Harlow Hanson: Yea, Jim Knapp: Yea, Deb Neidig: Yea, Jim Reeves: Yea, Steve Ruh: Yea . Yea: 6, Nay: 0

9. Discuss, consider, and take all necessary action to reaffirm BOE policies 3007-3020 and 3004.1.

Motion to reaffirm BOE policies 3007- 3020 with the exception of policy 3011 and 3004.1 passed with a motion by Deb Neidig and a second by Jim Reeves. Kate Ebeling: Yea, Harlow Hanson: Yea, Jim Knapp: Yea, Deb Neidig: Yea, Jim Reeves: Yea, Steve Ruh: Yea . Yea: 6, Nay: 0

10. Topics for next month's Board of Education meeting

BOE Policies.

11. Adjournment

Motion to Adjourn at 8:06pm passed with a motion by Kate Ebeling and a second by Deb Neidig. Kate Ebeling: Yea, Harlow Hanson: Yea, Jim Knapp: Yea, Deb Neidig: Yea, Jim Reeves: Yea, Steve Ruh: Yea. Yea: 6, Nay: 0

President

Secretary

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>
Checking	06		
Checking	06	Fund: 06 SCHOOL NUTRITION FUND	
HOBART SALES & SERVICE	OC101795	HS Kitchen Warmer Vulcan	345.00
		Vendor Total:	345.00
LUNCHTIME SOLUTIONS, INC.	36782	March 24 FFVP	1,339.59
LUNCHTIME SOLUTIONS, INC.	36800	March 2024 Breakfast & Lunch	37,550.89
LUNCHTIME SOLUTIONS, INC.	36802	March 24 Trinity Meals	1,359.13
		Vendor Total:	40,249.61
US BANK	246921640821047 78035	Sink sprayer and hose	89.89
		Vendor Total:	89.89
		Fund Total:	40,684.50
		Checking Account Total:	40,684.50

Madison Public Schools					
ACTIVITY FUND	Fund 05				
April 2024					
<u>Chart of Account Description</u>	<u>Beginning Balance</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Balance Change</u>	<u>Balance</u>
AD	2,144.67	875.85	0.00	0.00	1,268.82
Art Club	1,626.16	0.00	0.00	0.00	1,626.16
Band	2,414.03	100.00	40.00	0.00	2,354.03
Boys BB	3,479.68	0.00	0.00	0.00	3,479.68
Boys BB FR	3,159.58	1,765.00	0.00	0.00	1,394.58
Cheerleaders	1,874.50	0.00	100.20	0.00	1,974.70
Class of 2023	0.00	0.00	0.00	0.00	0.00
Class of 2024	2,825.09	0.00	0.00	0.00	2,825.09
Class of 2025	2,137.85	1,185.00	0.00	0.00	952.85
Class of 2026	1,276.65	0.00	0.00	0.00	1,276.65
Class of 2027	720.00	0.00	0.00	0.00	720.00
Concessions	15,595.94	108.55	206.10	0.00	15,693.49
Courtesy	1,582.43	0.00	0.00	0.00	1,582.43
Cross Country	341.89	0.00	0.00	0.00	341.89
Cross Country FR	2,578.04	280.00	0.00	0.00	2,298.04
Danceline	568.62	0.00	0.00	0.00	568.62
District Funds	4,808.32	6,869.40	8,350.95	0.00	6,289.87
Elem Activity Acct	8,921.46	0.00	0.00	0.00	8,921.46
Elem PTO	4,670.27	4,763.27	93.00	0.00	(0.00)
Elem Student Council	282.34	0.00	0.00	0.00	282.34
Emergency Assistance	1,533.24	0.00	0.00	0.00	1,533.24
Ethnic Diversity Club	2,394.04	0.00	0.00	0.00	2,394.04
FCCLA	2,799.67	1,610.09	0.00	0.00	1,189.58
FFA	9,091.22	2,983.80	3,478.00	0.00	9,585.42
Football	2,023.03	0.00	0.00	0.00	2,023.03
Football FR	1,728.79	0.00	245.00	0.00	1,973.79
Girls BB	1,953.29	0.00	0.00	0.00	1,953.29
Girls BB FR	1,478.67	0.00	0.00	0.00	1,478.67
Golf	1,352.44	380.00	0.00	0.00	972.44
Golf FR	708.20	0.00	0.00	0.00	708.20
Homecoming	121.66	0.00	0.00	0.00	121.66
Honor Society	100.00	62.99	422.90	0.00	459.91
HS Girls Wrestling Fundraiser	2,056.59	0.00	0.00	0.00	2,056.59
HS Girls Wrestling	2,128.48	0.00	0.00	0.00	2,128.48
HS Student Council	1,776.65	0.00	0.00	0.00	1,776.65
M Club	2,418.88	0.00	0.00	0.00	2,418.88
Marketing Comm.	0.00	0.00	0.00	0.00	0.00
MS Activity Acct	6,089.33	0.00	0.00	0.00	6,089.33
MS Houses	2,090.25	0.00	0.00	0.00	2,090.25
Music Boosters	7,345.00	246.00	0.00	0.00	7,099.00
Musical	2,200.49	177.36	163.00	0.00	2,186.13
One Act Plays	2,088.00	0.00	0.00	0.00	2,088.00
Quiz Bowl	1,560.91	0.00	0.00	0.00	1,560.91
Resale	741.53	0.00	0.00	0.00	741.53
Scholarships	14,552.82	1,750.00	1,000.00	0.00	13,802.82
Secondary Act Acct	3,672.79	0.00	230.00	0.00	3,902.79
Soccer	1,417.33	1,040.00	875.00	0.00	1,252.33
Soccer FR	4,247.43	976.63	0.00	0.00	3,270.80
Speech	406.93	0.00	0.00	0.00	406.93
Teachers	3,063.71	0.00	0.00	0.00	3,063.71
Track	1,238.20	1,310.00	200.00	0.00	128.20
Track FR	2,146.63	100.00	0.00	0.00	2,046.63

Uniform Replacement	1,707.86	0.00	0.00	0.00	1,707.86
Volleyball	2,768.86	0.00	0.00	0.00	2,768.86
Volleyball FR	3,923.08	0.00	0.00	0.00	3,923.08
Water Quality Project	4,038.94	0.00	0.00	0.00	4,038.94
Weightroom	1,875.15	0.00	0.00	0.00	1,875.15
Wrestling	1,358.68	0.00	0.00	0.00	1,358.68
Wrestling FR	1,710.50	0.00	0.00	0.00	1,710.50
Yearbook	917.93	0.00	60.00	0.00	977.93
Youth Girls Athletics	0.00	0.00	0.00	0.00	0.00
	165,834.72	26,383.94	15,264.15	0.00	154,714.93

LUNCH FUND	Fund 06				
April 2024					
<u>Chart of Account Description</u>	<u>Beginning Balance</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Balance Change</u>	<u>Balance</u>
FUND BALANCE	228,905.24	40,684.50	38,225.04	0.00	226,445.78
	228,905.24	40,684.50	38,225.04	0.00	226,445.78

Madison Public Schools					
STUDENT ACTIVITY FEE	Fund 12				
April 2024					
<u>Chart of Account Description</u>	<u>Beginning Balance</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Balance Change</u>	<u>Balance</u>
FUND BALANCE	6,690.54	0.00	321.43	0.00	7,011.97
	6,690.54	0.00	321.43	0.00	7,011.97

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>
Checking	1		
Checking	1	Fund: 01 GENERAL FUND	
ACT INC	26874	TESTING	984.00
		Vendor Total:	984.00
APPEARA	0960751	SUPPLIES	57.60
APPEARA	0960756	SUPPLIES	63.25
APPEARA	0962846	SUPPLIES	57.60
APPEARA	0962859	SUPPLIES	63.25
APPEARA	0964959	SUPPLIES	57.60
APPEARA	0964964	SUPPLIES	63.25
APPEARA	0967134	SUPPLIES	57.60
APPEARA	0967137	SUPPLIES	63.34
APPEARA	0969285	SUPPLIES	63.25
		Vendor Total:	546.74
APPLE COMPUTER, INC.	MA75524158	SUPPLIES	2,756.00
APPLE COMPUTER, INC.	MA75524159	SUPPLIES	27,560.00
APPLE COMPUTER, INC.	MA75554171	SUPPLIES	1,908.00
		Vendor Total:	32,224.00
ASHFALL FOSSIL BEDS	9140	ADMISSION	60.00
		Vendor Total:	60.00
BCN TELECOM INC TBS	23712485	PHONE SERVICE	135.20
BCN TELECOM INC TBS	23728318	PHONE SERVICE	148.80
		Vendor Total:	284.00
BLICK CLASSROOM ART	2790931	SUPPLIES	22.94
BLICK CLASSROOM ART	2799355	SUPPLIES	191.08
BLICK CLASSROOM ART	2828200	SUPPLIES	65.98
BLICK CLASSROOM ART	2832830	SUPPLIES	80.26
		Vendor Total:	360.26
BRADY & AMY'S	60810	FUEL	945.63
BRADY & AMY'S	61105	FUEL	2,542.86
BRADY & AMY'S	61107	FUEL	1,000.89
		Vendor Total:	4,489.38
CAMP KITAKI	R670	ADMISSION	900.00
		Vendor Total:	900.00
CENTRAL NEBRASKA REHAB SERVICES	14990	SERVICES	5,845.69
CENTRAL NEBRASKA REHAB SERVICES	15059	SERVICES	6,357.94
		Vendor Total:	12,203.63
CHOICE FOODS	040224 RECEIPT	SUPPLIES	20.42
CHOICE FOODS	040424 RECEIPT	SUPPLIES	9.30
CHOICE FOODS	040524 RECEIPT	SUPPLIES	27.74
CHOICE FOODS	040924 RECEIPT	SUPPLIES	30.78
CHOICE FOODS	041724 RECEIPT	SUPPLIES	41.03
CHOICE FOODS	041924 RECEIPT	SUPPLIES	6.80
CHOICE FOODS	041924 RECEIPT	SUPPLIES	5.80
CHOICE FOODS	-		
CHOICE FOODS	043024 RECEIPT	SUPPLIES	49.97
CHOICE FOODS	043024 RECEIPT	SUPPLIES	11.58
CHOICE FOODS	-		

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
			Vendor Total:	203.42
CITY OF MADISON	0424 5045001	UTILITIES	772.80	
CITY OF MADISON	0424 5095001	UTILITIES	88.14	
CITY OF MADISON	0424 5097002	UTILITIES	418.39	
CITY OF MADISON	0424 5181001	UTILITIES	112.86	
CITY OF MADISON	0424 7007001	UTILITIES	2,354.06	
CITY OF MADISON	0424 7008001	UTILITIES	3,627.90	
CITY OF MADISON	0524 7007001	UTILITIES	2,302.74	
CITY OF MADISON	0524 7008001	UTILITIES	3,816.09	
			Vendor Total:	13,492.98
Clarkson Public Schools	2024 REGISTRATION	REGISTRATION	30.00	
			Vendor Total:	30.00
COMPUTER HARDWARE	H40703	SUPPLIES	1,387.50	
			Vendor Total:	1,387.50
CROWN PLAZA KEARNEY	6882	TRAVEL	269.90	
CROWN PLAZA KEARNEY	6970	TRAVEL	269.90	
			Vendor Total:	539.80
CURRICULUM ASSOCIATES LLC	90764667-1	SUPPLIES	6,600.00	
			Vendor Total:	6,600.00
DENT SPECIALISTS	140948	REPAIRS	72.15	
DENT SPECIALISTS	140991	SNOW REMOVAL	75.00	
DENT SPECIALISTS	141050	REPAIRS	72.15	
DENT SPECIALISTS	141178	REPAIRS	445.00	
DENT SPECIALISTS	141700	REPAIRS	72.15	
DENT SPECIALISTS	141704	REPAIRS	72.15	
			Vendor Total:	808.60
DISCOUNT SCHOOL SUPPLY	007356210101	SUPPLIES	66.90	
			Vendor Total:	66.90
EAKES OFFICE SOLUTIONS	8905288-1	SUPPLIES	30.83	
EAKES OFFICE SOLUTIONS	8905288-2	SUPPLIES	50.65	
EAKES OFFICE SOLUTIONS	8909274-0	SUPPLIES	57.63	
EAKES OFFICE SOLUTIONS	8910738-0	SUPPLIES	43.99	
EAKES OFFICE SOLUTIONS	8914891-0	SUPPLIES	866.83	
EAKES OFFICE SOLUTIONS	8914891-1	SUPPLIES	16.76	
EAKES OFFICE SOLUTIONS	8923190-0	SUPPLIES	249.91	
EAKES OFFICE SOLUTIONS	8923190-1	SUPPLIES	272.36	
EAKES OFFICE SOLUTIONS	8923346-0	SUPPLIES	411.86	
EAKES OFFICE SOLUTIONS	C8905282-0	SUPPLIES	(57.63)	
			Vendor Total:	1,943.19
ECOLAB PEST ELIMINATION DIVISION	5077510	PEST CONTROL	131.60	
ECOLAB PEST ELIMINATION DIVISION	5307679	PEST CONTROL	131.60	
			Vendor Total:	263.20
EDUCATIONAL SERVICE UNIT #1	012108	PROF DEV	45.00	
EDUCATIONAL SERVICE UNIT #1	SP7536	SERVICES	265.00	
			Vendor Total:	310.00

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
EDUCATIONAL SERVICE UNIT #7	0324 STMT	SERVICES	1,375.00	
		Vendor Total:		1,375.00
EDUCATIONAL SERVICE UNIT #8	INV-010491	SERVICES	32,659.60	
EDUCATIONAL SERVICE UNIT #8	INV-010507	SERVICES	17,200.00	
EDUCATIONAL SERVICE UNIT #8	INV-010518	SERVICES	3,360.00	
EDUCATIONAL SERVICE UNIT #8	INV-010527	SERVICES	7,782.50	
EDUCATIONAL SERVICE UNIT #8	INV-010544	TECH MAINTENANCE	2,310.00	
EDUCATIONAL SERVICE UNIT #8	INV-010560	TRAINING	20.00	
		Vendor Total:		63,332.10
FATHER FLANAGANS BOYS HOME	CINV-00007791	SERVICES	4,008.60	
FATHER FLANAGANS BOYS HOME	CINV-00008203	SERVICES	4,951.80	
		Vendor Total:		8,960.40
FIELDS HARDWARE	186447	SUPPLIES	8.99	
FIELDS HARDWARE	186507	SUPPLIES	4.98	
FIELDS HARDWARE	186532	SUPPLIES	5.49	
FIELDS HARDWARE	186603	SUPPLIES	16.99	
		Vendor Total:		36.45
FLINN SCIENTIFIC, INC.	2996558	SUPPLIES	186.97	
		Vendor Total:		186.97
FRONTIER	0424 STMT	PHONE SERVICE	910.27	
		Vendor Total:		910.27
GREATAMERICA FINANCIAL SERVICES CORPORATION	36441417	COPIER LEASE	849.74	
		Vendor Total:		849.74
HAMPTON INN - KEARNEY	1712327281	TRAVEL	249.90	
		Vendor Total:		249.90
HAND2MIND INC	INV000262812	SUPPLIES	33.98	
		Vendor Total:		33.98
HEARTLAND COMMUNICATIONS	75523	MAINTENANCE	945.00	
		Vendor Total:		945.00
HELVIE, CATHY	0424 STMT	MILEAGE	814.72	
		Vendor Total:		814.72
HIRERIGHT LLC, INC	P1220623	TESTING	38.55	
		Vendor Total:		38.55
HYVEE FOOD STORES INC	0324 STMT	SUPPLIES	268.82	
		Vendor Total:		268.82
JACKSON SERVICES	5276463	SUPPLIES	79.56	
JACKSON SERVICES	5276464	SUPPLIES	154.47	
JACKSON SERVICES	5285369	SUPPLIES	79.56	
JACKSON SERVICES	5285370	SUPPLIES	154.45	
JACKSON SERVICES	5295630	SUPPLIES	79.56	
JACKSON SERVICES	5295631	SUPPLIES	154.50	
		Vendor Total:		702.10

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
JOSTEN'S INC	33892525	SUPPLIES	490.30	
		Vendor Total:		490.30
LEXIA LEARNING SYSTEMS, LLC	7815378	SUPPLIES	399.00	
		Vendor Total:		399.00
LINCOLN ELECTRIC COMPANY, THE	912932284	SUPPLIES	57.14	
LINCOLN ELECTRIC COMPANY, THE	912934949	SUPPLIES	20.80	
LINCOLN ELECTRIC COMPANY, THE	912938386	SUPPLIES	53.51	
LINCOLN ELECTRIC COMPANY, THE	912959183	SUPPLIES	129.86	
		Vendor Total:		261.31
LUNCHTIME SOLUTIONS, INC.	CM-0245	SUPPLIES	(443.22)	
LUNCHTIME SOLUTIONS, INC.	INV-36900	SUPPLIES	2,121.06	
		Vendor Total:		1,677.84
MADISON FFA	050324 STMT	SUPPLIES	360.00	
MADISON FFA	050724 STMT	SUPPLIES	75.00	
		Vendor Total:		435.00
MADISON STAR MAIL	15963	PUBLICATIONS	9.82	
MADISON STAR MAIL	15973	PUBLICATIONS	82.48	
MADISON STAR MAIL	15974	PUBLICATIONS	13.96	
		Vendor Total:		106.26
MATHESON TRI-GAS INC	0029552290	SUPPLIES	104.57	
MATHESON TRI-GAS INC	0029593450	SUPPLIES	94.21	
MATHESON TRI-GAS INC	0029598539	REPAIR	44.69	
		Vendor Total:		243.47
MENARDS - NORFOLK	55703	SUPPLIES	319.92	
MENARDS - NORFOLK	55934	SUPPLIES	37.92	
MENARDS - NORFOLK	56247	SUPPLIES	63.91	
MENARDS - NORFOLK	56286	SUPPLIES	41.86	
MENARDS - NORFOLK	56718	SUPPLIES	24.00	
MENARDS - NORFOLK	56755	SUPPLIES	57.65	
MENARDS - NORFOLK	56921	SUPPLIES	34.93	
		Vendor Total:		580.19
MENARDS-COLUMBUS	06095	SUPPLIES	94.41	
		Vendor Total:		94.41
MIDWEST ALARM SERVICES	448232	ALARM SERVICE	412.08	
		Vendor Total:		412.08
MPS ACTIVITY FUND	0524 STMT	REIMB	200.00	
		Vendor Total:		200.00
NATIONWIDE	0424 STMT	BOND	115.00	
		Vendor Total:		115.00
NE REGIONAL DEAF ED PROGRAM	0524 STMT	SERVICES	279.00	
		Vendor Total:		279.00
NEBRASKA AG ED ASSOCIATION	2425NAEA	MEMBERSHIP	275.00	
		Vendor Total:		275.00

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
NEBRASKA COUNCIL OF SCHOOL ADMINISTRATOR	80867	REGISTRATION	180.00	
NEBRASKA COUNCIL OF SCHOOL ADMINISTRATOR	81159	REGISTRATION	75.00	
		Vendor Total:		255.00
NORTHEAST NEBRASKA JUVENILE SERVICES	0324 STMT	REIMBURSEMENT	9,561.66	
NORTHEAST NEBRASKA JUVENILE SERVICES	050124 STMT	REIMBURSEMENT	6,676.33	
		Vendor Total:		16,237.99
PINKELMAN TRUCK AND TRAILER	22925	MAINTENANCE	5,343.06	
PINKELMAN TRUCK AND TRAILER	23002	MAINTENANCE	1,497.40	
		Vendor Total:		6,840.46
PLANK ROAD PUBLICATIONS	24-033067	SUPPLIES	125.45	
		Vendor Total:		125.45
QUILL CORPORATION	37973188	SUPPLIES	157.33	
QUILL CORPORATION	37982147	SUPPLIES	9.88	
		Vendor Total:		167.21
REALLY GOOD STUFF	8490429	SUPPLIES	39.62	
REALLY GOOD STUFF	8490916	SUPPLIES	52.36	
		Vendor Total:		91.98
REIGLE IMPLEMENT CO., INC.	INV-7187	REPAIRS	233.40	
REIGLE IMPLEMENT CO., INC.	RO-727	REPAIRS	348.73	
		Vendor Total:		582.13
SCHMIDT, COURTNEY	0524 STMT	MILEAGE	28.14	
SCHMIDT, COURTNEY	0624 STMT	MILEAGE	9.38	
		Vendor Total:		37.52
SCHOOL SPECIALTY LLC	308104494765	SUPPLIES	324.95	
		Vendor Total:		324.95
SECURITY SHREDDING SERVICES	21678	DISPOSAL	80.00	
		Vendor Total:		80.00
STAPLES BUSINESS ADVANTAGE Dept DET	8073724918	SUPPLIES	34.37	
STAPLES BUSINESS ADVANTAGE Dept DET	8073764219	SUPPLIES	364.08	
STAPLES BUSINESS ADVANTAGE Dept DET	8073770844	SUPPLIES	67.08	
		Vendor Total:		465.53
THREE CLOVER MOWING	001	LAWN CARE	2,515.00	
		Vendor Total:		2,515.00
U-HOP ENTERTAINMENT	1977	SUPPLIES	50.00	
		Vendor Total:		50.00
VOLKMAN PLUMBING & HEATING	216196	REPAIRS	852.64	
VOLKMAN PLUMBING & HEATING	216221	REPAIRS	778.65	
		Vendor Total:		1,631.29

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
Wagner, Teresa	0424 STMT	SUPPLIES	140.00	
			Vendor Total:	140.00
WALMART COMMUNITY	040924 RECEIPT	SUPPLIES	208.75	
			Vendor Total:	208.75
WATER ENGINEERING INC	IN147970	WATER SERVICE	295.04	
WATER ENGINEERING INC	IN148019	WATER SERVICE	207.50	
			Vendor Total:	502.54
WINNERS' CIRCLE	56236	SUPPLIES	312.81	
WINNERS' CIRCLE	56237	SUPPLIES	385.52	
			Vendor Total:	698.33
WOODRIVER ENERGY	392653	UTILITIES	3,237.73	
			Vendor Total:	3,237.73
			Fund Total:	196,162.32
			Checking Account Total:	196,162.32

September 2023 Board Meeting:

Depreciation Fund:

Platte River Designs \$ 6,825.00 Last payment on fixing retaining wall at elementary

Special Building Fund:

DWB \$ 62,539.84 Elementary/Bus Barn Projects

Five Points Bank \$ 62,291.66 Interest payment on Elementary/Bus Barn projects

Heartland Communications \$ 6,890.00 Cameras and access points in elementary addition

Stone Paving \$ 4,000.00 Seal coating on paving

October 2023 Board Meeting:

Bond Fund:

BOK Financial \$5,953.58

QP Fund:

Computershare \$700.00 IRS Reporting Fee

Special Building Fund:

DWB \$ 168,401.87 Elementary Project

DWB \$ 18,918.48 Bus Barn Project

Fakler \$ 182.50 Elementary/Bus Barn Projects

November 2023 Board Meeting:

Bond Fund:

BOK Financial \$203,996.25 Principal and Interest Due December 15, 2023

December 2023 Board Meeting:

Special Building Fund:

Five Points Bank \$ 716,292.01 New Gym Payment

January 2024 Board Meeting:

No New Bills

February 2024 Board Meeting:

Depreciation

Volkman Plumbing \$ 7,107.00 Heat Pump

QP Fund

Computershare \$ 262.60 Payment

March 2024 Board Meeting:

Bond Fund:

BOK Financial \$ 698.12 Interest Payment

Special Building Fund:

Five Points Bank \$ 61,614.57 Interest payment on Elementary Project

April 2024 Board Meeting:

Bond Fund:

(Reimburse to Activity Fund - IRS did not process credit on time)

BOK Financial \$ 5,759.29 Bond Payment

May 2024 Board Meeting:

Bond fund:

BOK Financial \$ 3,696.25 Bond Payment

MADISON PUBLIC SCHOOLS
TREASURER'S REPORT

April 30, 2024

General Fund

					<u>BALANCE</u>	<i>Last year's balance</i>
Balance Forward as of	<u>March 31, 2024</u>				\$2,328,156.14	
Receipts		+	\$	924,399.89		
Expenditures		-	\$	789,074.99		
Balance as of	<u>April 30, 2024</u>				\$2,463,481.04	\$1,862,651.25

Employee Benefit Fund

Balance Forward as of	<u>March 31, 2024</u>				\$17,632.62	
Receipts		+	\$	3,747.45		
Expenditures		-	\$	4,805.87		
Balance as of	<u>April 30, 2024</u>				\$16,574.20	\$9,444.25

Petty Cash Fund

Balance Forward as of	<u>March 31, 2024</u>				\$616.82	
Receipts		+	\$	2,833.76		
Expenditures		-	\$	1,412.33		
Balance as of	<u>April 30, 2024</u>				\$2,038.25	\$2,392.38

Total Assets for General Fund

\$2,482,093.49 \$1,874,487.88

Depreciation Fund

Balance Forward as of	<u>March 31, 2024</u>				\$352,110.33	
Receipts		+	\$	923.57		
Expenditures		-				
Balance as of	<u>April 30, 2024</u>				\$353,033.90	\$409,920.33

Bond Fund

Balance Forward as of	<u>March 31, 2024</u>				\$179,301.21	
Receipts		+	\$	20,726.81		
Expenditures		-	\$	5,759.29		
Balance as of	<u>April 30, 2024</u>				\$194,268.73	\$199,006.36

Qualified Capital Purpose Fund

Balance Forward as of	<u>March 31, 2024</u>				\$610,904.40	
Receipts		+	\$	6,101.47		
Expenditures		-				
Balance as of	<u>April 30, 2024</u>				\$617,005.87	\$581,920.33

Special Building Fund

Balance Forward as of	<u>March 31, 2024</u>				\$1,843,830.70	
Receipts		+	\$	115,810.44		
Expenditures		-				
Balance as of	<u>April 30, 2024</u>				\$1,959,641.14	\$1,547,477.37

Investment Checking

Balance Forward as of	<u>March 31, 2024</u>				\$350,811.68	
Receipts		+	\$	1,296.92		
Expenditures		-	\$	-		
Balance as of	<u>April 30, 2024</u>				\$352,108.60	\$337,887.83

GENERAL FUND RECEIPTS		Through April 30, 2024			
LINE #	DESCRIPTION	BUDGET		CURRENT RECEIPTS	
	TOTAL LOCAL	\$ 6,450,053.00		\$ 3,800,529.07	
	TOTAL STATE AID	\$ 818,170.00		\$ 766,321.51	
	TOTAL FEDERAL	\$ 1,434,085.00		\$ 1,093,302.85	
1510	Interest			\$ 50,913.05	
1800	Community Service (ChildCare)			\$ 48,568.50	
1920	Grants/Donations				
2210	ESU Receipts			\$ 5,995.22	
3120	SPED			\$ 482,562.00	
3125	SPED - Transportation				
3155	Textbook Loan			\$ 2,554.34	
3400	State Apportionment				
3551	Education Quest			\$ 560.00	
3512	Distance Learning				
3535	High Ability Learners			\$ 5,920.00	
3590/3599	Other State Receipts			\$ 2,604.38	
4105	ERate				
4212	Title I - Support For Improvement				
4310	REAP			\$ 3,372.00	
4421/22/23	IDEA - ARP				
4505	Title I			\$ 37,214.00	
4508	Title ID Delinquent Ed			\$ 2,457.00	
4509	Title IIA			\$ 6,259.00	
4510	Title IV ESSA				
4512	IDEA Base			\$ 1,327.00	
4516/4518	Idea Prop Share/Poverty			\$ 71,366.00	
4521	IDEA PS			\$ 25,559.00	
4526	Migrant			\$ 39,878.00	
4530	Family Literacy/Other Federal Receipts				
4531	21st Century			\$ 35,478.00	
4708	Medicaid in Public Schools			\$ 8,226.50	
4709	Neb-Mac Funds			\$ 5,690.00	
4991/4969	ESSA			\$ 23,356.00	
4997	ESSER 11			\$ 33,616.00	
4996/4998	ARP			\$ 179,208.00	
5690	Non Revenue Receipts			\$ 1,606.70	
6988/6989	ESSER			\$ 69,925.21	
ESTIMATED BUDGET OF EXPENDITURES					
		CURRENT BUDGET		CURRENT SPENDING	Remaining
1100	REGULAR EDUCATION	\$ 5,232,686.00		\$ 2,826,691.06	46%
1200	SPECIAL EDUCATION	\$ 900,000.00		\$ 640,091.69	29%
2100/2190	SUPPORT SERVICES - PUPILS	\$ 800,000.00		\$ 446,138.23	44%
2200	SUPPORT SERVICES - STAFF	\$ 250,000.00		\$ 136,875.34	45%
2310	BOARD OF EDUCATION	\$ 60,000.00		\$ 26,178.48	56%
2320	EXECUTIVE ADMINISTRATION	\$ 200,000.00		\$ 117,975.95	41%
2330	DISTRICT LEGAL SERVICES	\$ 25,000.00		\$ 2,900.00	88%
2410	OFFICE OF THE PRINCIPAL	\$ 425,000.00		\$ 167,198.09	61%
2500	GENERAL ADMINISTRATION/BS	\$ 300,000.00		\$ 162,060.30	46%
2600	MAIN. & OPERATION OF BLDs.	\$ 890,000.00		\$ 442,134.83	50%
2710	REGULAR TRANSPORTATION	\$ 200,000.00		\$ 74,596.41	63%
2712/2730	SCHOOL AGE SPED TRAN.	\$ 44,322.00		\$ 55,504.95	-25%
3155	TEXTBOOK LOAN	\$ 5,000.00			
3300	COMMUNITY SERVICES (Childcare)	\$ 100,000.00		\$ 129,924.98	
3400	PRIVATE/CATEGORICAL GRANTS	\$ 20,000.00			
3535/3551	STATE PROGRAMS	\$ 25,000.00		\$ 12,460.55	
6000	FEDERAL PROGRAMS	\$ 1,571,000.00		\$ 814,783.66	48%
8000	TRANSFER TO DEPRECIATION	\$ -			
8000	TRANSFER TO ATHLETICS/LUNCH	\$ 40,000.00			
8000	TRANSFER TO OTHERS				
	BUDGET GROWTH	\$ 200,000.00			100%
	TOTAL BUDGET	\$ 11,288,008.00		\$ 6,055,514.52	46%

Madison Public Schools

Justin Frederick

Superintendent

Jim Crilly

HS Principal

Reid Ehrisman

MS Principal/EL

Karla Kush

Elementary Principal

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Madison, NE 68748

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

Travis Jordan

Director of CAI

Landonn Mackey

Athletic Director

Celine Filsinger

Office Manager/HR

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May 2024 High School Principal Report- Jim Crilly

ENROLLMENT

9th Grade- 41 Students

10th Grade- 47 Students

11th Grade- 35 Students

12th Grade 37 Seniors Graduated (41 total)

Total 2024 Enrollment May 1st. 164

ATTENDANCE

9th Grade- 95.47%

10th Grade-93.79%

11th Grade-91.19 %

12th Grade- 93.07%

93.47 % Average

Graduation went well, 37 diplomas were issued. Graduation was about 50 minutes. Thanks to Senior sponsors: Lisa Jurries, Dan Fuhs- Thanks to Ms. Knight and the Band

Teacher Appreciation week May 6th-May 10th- Thanks to all the teachers and staff.

Academic Honors Day was May 2nd, scholarships of seniors were read. Madison total for scholarships was about \$850,000, 1480 of community service hours.

High School will have semester tests May 14th and 15th. It will be over two-day, longer classes in order to finish tests. Last day for students May 16th (check out)

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Director of CAI

Crystal Ernst

Instructional Coach

Landonn Mackey

Athletic Director

Celine Filsinger

Office Manager

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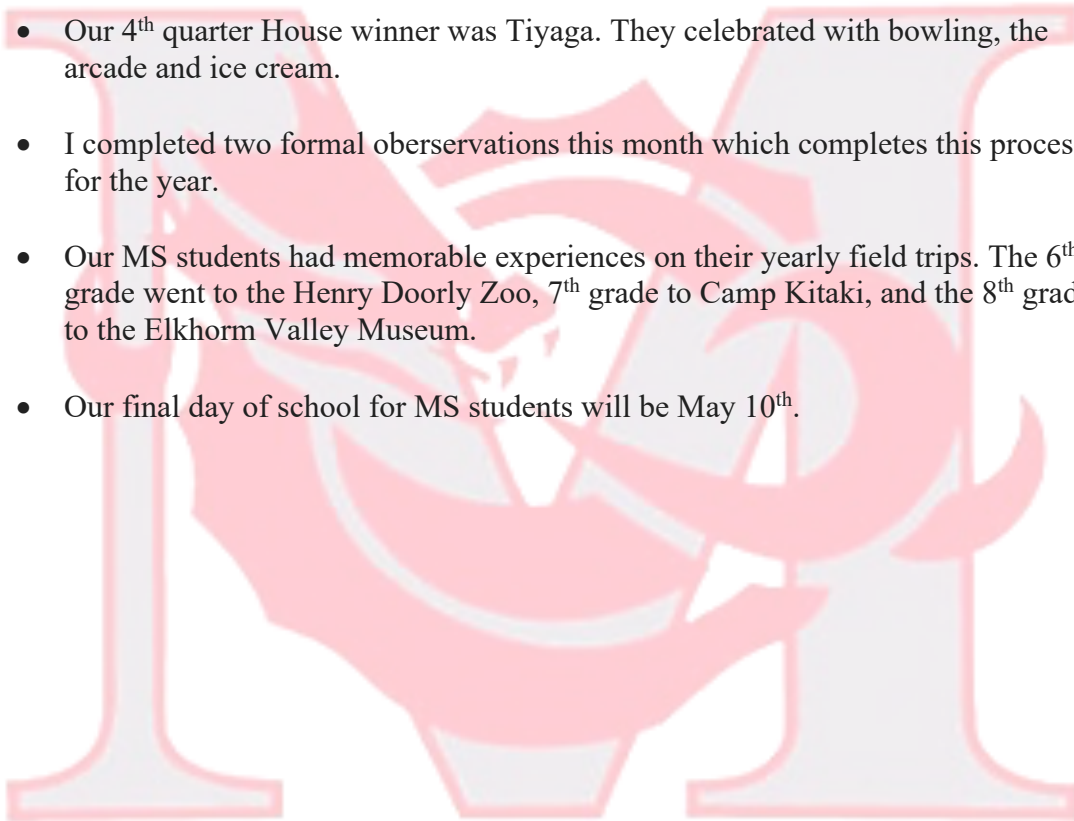
Mr. Ehrisman- May 8, 2024

Grade Level	Current as of 5/8/24	Start of the year 8/11/23
6th Grade	32	33
7th Grade	36	36
8th Grade	35	34
MS Total	103	103

Grade Level	Attendance as of 5/8/24	8/10-8/31	9/1-9/30	10/1-10/31	11/1-11/30	12/1-12/20	1/4-1/31	2/1-2/29	3/1-3/31	4/1-4/30
6th Grade	96.16%	96.61%	95.21%	95.82%	96.02%	94.98%	96.23%	96.46%	94.99%	96.17%
7th Grade	94.84%	90.53%	95.40%	95.18%	96.59%	94.64%	93.66%	93.70%	95.26%	94.71%
8th Grade	94.38%	95.59%	95.66%	94.38%	93.62%	90.22%	94.57%	93.51%	94.31%	94.32%
MS Total	95.09%	94.10%	95.43%	95.10%	95.39%	93.21%	94.77%	94.50%	94.85%	95.03%

# of students in AMP	
Week 26 (4/9)	4
Week 27 (4/16)	6
Week 28 (4/24)	3
Week 29 (4/30)	6
Week 30 (5/8)	1

- 6th grade orientation went well. The staff did a tremendous job of planning and preparing in order to make this a very informational and memorable experience for our incoming 6th graders.
- The Academic and Athletic Awards night went great. It was a very well attended event and a great way to celebrate the gifts and abilities of so many of our students.
- The 2024-25 House Leaders were selected and announced on May 1st during 6th grade orientation:
 - Daode- Ralph Casarrubias and Isaias Sandoval
 - Tiyaga- Hatysonn Sweeney and Tahya Reeves
 - Dragoste- Cesar Ramirez and Aquiles Garcia Tinajero
 - Rohkeus- Janylen Macias and Keidy Avila
- Our 4th quarter House winner was Tiyaga. They celebrated with bowling, the arcade and ice cream.
- I completed two formal observations this month which completes this process for the year.
- Our MS students had memorable experiences on their yearly field trips. The 6th grade went to the Henry Doorly Zoo, 7th grade to Camp Kitaki, and the 8th grade to the Elkhorn Valley Museum.
- Our final day of school for MS students will be May 10th.



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Reid Ehrisman
MS Principal/EL
Karla Kush
Elementary Principal

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Mrs. Kush – April 9, 2024
Elementary Principal

Number of Students in Elementary School

Grade Level	5/9/24	4/3/24	3/4/24	2/8/24	1/4/24	12/7/23	11/8/23	10/5/23	9/7/23	8/10/23
PreK-3	31	31	31	31	31	31	31	30	30	30
PreK-4	37	36	36	37	40	40	41	40	40	40
Kindergarten	33	34	34	34	35	36	35	35	34	37
1 st Grade	36	38	37	38	37	37	37	36	36	37
2 nd Grade	37	36	36	35	34	34	34	33	34	33
3 rd Grade	35	38	38	36	36	37	37	38	38	37
4 th Grade	40	40	39	38	39	39	40	41	41	42
5 th Grade	36	37	37	38	37	37	37	36	35	34
Total	285	290	288	287	289	291	292	289	288	290
										Last year ended with 279

Attendance Percentage

April 2024	March 2024	Feb. 2024	Jan. 2024	Dec. 2023	Nov. 2023	Oct. 2023	Sept. 2023	Aug. 2023
95%	94.55%	92.3%	93.6%	96.55%	95.43%	96%	95%	95%

1. Madison Elementary was selected to receive a book donation from Toys for Tots. All students in PreK-5th grade were gifted a book on their last day of school. Many of our students do not have books at home and this is a way to help encourage reading and contribute to putting smiles on children's faces all year round.
2. The Elementary Track & Field Day was held on Friday, May 3rd. Thank you to Dave Kaps for organizing this event, for the juniors that helped at the events, and teachers/staff that made sure students were where they needed to be. This day is a lot of work, but it's always worth it and so many students love this event.
3. Preschool graduation was Thursday, May 9th at 10am and 2pm. There were 37 graduates. It's impressive seeing the growth students make just in preschool and we are lucky to have a great preschool team that helps prepare students for Kindergarten.

4. We celebrated Teacher Appreciation Week May 6th-May 10th. Teachers and Staff were appreciative of the recognition they received each day.
5. Last day at the elementary was Friday, May 10th. Staff will be planning for the upcoming school year with meetings and professional development the following week.



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May 2024 Board Report Landonn Mackey, Athletic Director

MS Sports Participation by Season

	Fall (9/6)	Winter (3/2)	Spring (5/3)
Boys	25 (83%)	26 (62%)	16 (37%)
Girls	17 (41%)	19 (32%)	23 (38%)
Total	42 (59%)	45 (43%)	39 (38%)

MS Sports Participation by Sport

	Start	Complete
Football	22	19
Volleyball	23	20
Cross Country	11	10
Girls Basketball	21	14
Boys Basketball	17	16
Girls Wrestling	5	5
Boys Wrestling	10	10
Track & Field	44	35

HS Sports Participation by Season

	Fall (9/6)	Winter (3/2)	Spring (5/3)
Boys	37 (47%)	33 (42%)	45 (57%)
Girls	43 (51%)	41 (49%)	45 (54%)
Total	80 (49%)	60 (46%)	90 (55%)

HS Sports Participation by Sport

	Start	Complete
Football	26	24
Volleyball	26	23
Cross Country	17	15
Girls Basketball	21	15
Boys Basketball	25	22
Girls Wrestling	10	5
Boys Wrestling	14	11
Track & Field	23	21
Girls Soccer	27(2)	26(2)
Boys Soccer	29(5)	28(5)
Golf	10(1)	10(1)

- Congratulations to Erikamarie Reyes, Bodonn Sweeney, Shantelle Mikkelson, Madilynn Sweeney, Chris Estrada, Manuel Illas Rodriguez, & Salena Duinkerken on being selected to NCPA Academic All-State for Spring sports & activities.
- Academic/Athletic Banquet was held May 1st at the high school. Great night celebrating our students with families and staff. Jackets for new members of Big Red Club will be ordered following all spring sports completion.
- Recommendation to move forward with Girls Varsity Soccer for Spring 2025 after a successful completion of a JV season with 26 players.
- Shot clock for both gyms have been ordered for next year. Total for each gym with freight was \$4,000 (\$8,000 total).
- 2024-25 athletic schedules & officials are close to completion. Home and Away dates will be added to the printed version of the calendar.

Varsity Scoreboard

Track

Battle Creek Invite (4/4)

Karla Atanacio – 100m (5th)

Natasha Robinson – 200m (6th)

Neligh-Oakdale Invite (4/9)

Karla Atanacio – 100m (1st), 200m (5th)

Salena Duinkerken – Pole Vault (1st)

Natasha Robinson – 100m & 400m (4th)

Josie Stoffel – Pole Vault (2nd)

Ulises Avila – 100m 6th, 200m (5th)

Griffin Jordan – Pole Vault (2nd), Long Jump (5th)

Boys 4x 100 – 5th

Wausa Invite (4/18)

Karla Atanacio – 100m (5th)

Salena Duinkerken – Pole Vault (1st)

Josie Stoffel – Pole Vault (4th)

HSF Invite (4/23)

Karla Atanacio – Long Jump (6th), 100m (2nd), 200m (3rd)

Salena Duinkerken – Pole Vault (1st)

Lexi Jackson – Long Jump (3rd)

Josie Stoffel – Pole Vault (4th)

Ulises Avila – 100 (3rd)

Griffin Jordan – Pole Vault (1st)

Boys 4x100m & 4x800m – 5th

EHC Invite (4/27)

Karla Atanacio – 100m (5th)

Salena Duinkerken – Pole Vault (3rd)

Josie Stoffel – Pole Vault (6th)

Ulises Avila – 200m (6th)

Griffin Jordan – Pole Vault (3rd)

Braves Booster Invite (5/2)

Karla Atanacio – 100m (5th), 200m (3rd)

Salena Duinkerken – Pole Vault (2nd)

Lexi Jackson – Triple Jump (6th)

Josie Stoffel – Pole Vault (5th)

Griffin Jordan – Long Jump (6th), Pole Vault (1st)

Boys Soccer

Lincoln Lutheran/Raymond Central (4/4) – Won 1-0

Holdrege (4/9) – Won 1-0

Scotus CC (4/16) – Cancelled due to weather

Elkhorn (4/18) – Lost 2-0

LHNE/NC (4/23) – Lost 2-0

South Sioux City (4/29) – Lost 10-0 (Sub-Districts)

Girls Soccer (JV)

Omaha Concordia (4/8) – Won 3-1

Norfolk (4/15) – Lost 10-1

Lakeview (4/22) – Won 7-1

Golf

Humphrey Quad (4/9), Laurel Invite (4/11), LHNE Invite (4/18), Lakeview Invite (4/25), Stanton Invite (5/3), EHC Tournament (5/8), and GACC Triangular (5/9).

District Golf is May 13th @ Oakland.

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Reminder: Building and grounds meeting at 6:15 in the conference room and Lunchtime solutions will be feeding the board at 6:45.

Does anyone have interest in attending the NASB school leaders and Law Conference on Thursday, June 13 in Kearney? Registration is at 8:30 and the conference runs until 3:30. I would register anyone that is interested in going and get a room for the night before.

We have had some resignations from classified staff, so those are on the agenda to accept those. We are working on hiring some para professionals and custodians at the current time. Still have Spanish opening, but Jim and I are working on a solution for next year.

Board retreat in June or July. The admin team will meet next week and come up with a few dates that we can all come together and I will send out text with dates to see if they work for all of you. Summer is always busy for folks, so we will see what we can get. I would like to get everyones input on short and long term goals for MPS. I will rent a conference room at Divots, as that might be the easiest for everyone to get to after work.

There are some updates to policies that we will have to make due to legislative changes. I will work with KSB to get those all lined up and we will have them at the June or July meeting. I have BOE policies 3004.1, 3011, and 3021-3030 as items to reaffirm. I do not recall why 3004.1 was not passed in April, as it was just adding the buy America section, so I added it just in case there was an issue with it. 3011 had 2017-2018 dates, but we will want to keep them in, as that is the last year people were grandfathered in for payment.

The other two action items are for catwalk and concrete, so buildings and grounds will discuss and have recommendation for the meeting.

Madison Public Schools

Justin Frederick
Interim 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
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.

Curriculum, Assessment and Instruction

May 2024

Curriculum:

- Math Professional Development Tuesday with Curriculum Associates
 - focus on Foundational Skills and Number Sense in Primary Grades
 - Look at iReady Data and identify strengths and areas for growth in program implementation
- 4th and 5th Grade will be adjusting to IntoReading ELA (research based program our Middle School uses) next year to support the growth made since COVID. Data shows we are ready to move from learning to read to developing our Writing and Language Usage Skills.

Assessment:

- All Spring Assessment and growth reports were printed and sent home with students in K-8
 - NSCAS results and District composite/proficiency will not be released until Fall.
- All Juniors Have Received their ACT Scores
 - NSCAS ACT results and District composite won't be released until the Fall.
- ELPA21 Results are in. We are creating our own Growth reports to see how much progress we made. We are up to 117 students in the district qualified as ELL. 5 Students tested out this year.

Instruction:

- We are finalizing our Formal Observation tool. With such a busy Spring, the Administrative Team is electing to use contracted days in May after students and staff have left to work through the rubric and come to agreement.



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
700 S Kent St
Madison, NE 68748

Email jfrederick@esu8.org

Project Name: Roof Catwalks on Gymnasium Roof

Date: April 26, 2024

Scope: Labor, Materials and Equipment to install metal catwalks around 3 RTU above Gym and connecting walk ways, and railing to the Access Hatch.

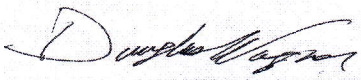
To Include:

- * 48" Walkway around each of 3 RTU's with railing on outside perimeter.
- * 24" Walkway between the RTU's and leading to the Access Hatch, all with railing on both sides of the walkway.

Note: See attached diagram for location of the above description.

Materials	\$51,977.00
Labor	\$18,164.00
Equipment	<u>\$1,500.00</u>
Total Proposal	\$71,641.00

* Quote is good for 30 days

Submitted by: 
dwb Contractor

April 26, 2024
Date

Accepted by: _____
Owner

Date

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.

5. **Competitive Proposals.**

- a) The technique of competitive proposals is normally conducted with more than one source submitting an offer, and either a fixed price or cost-reimbursement type contract is awarded. It is generally used when conditions are not appropriate for the use of sealed bids. If this method is used, the following requirements apply:

- 1) Requests for proposals must be publicized and identify all evaluation factors and their relative importance. Any response to publicized requests for proposals must be considered to the maximum extent practical;
 - 2) Proposals must be solicited from an adequate number of qualified sources; and
 - 3) Contracts must be awarded to the responsible firm whose proposal is most advantageous to the program, with price and other factors considered.
- b) The District may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby competitors' qualifications are evaluated and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used in procurement of A/E professional services. It cannot be used to purchase other types of services though A/E firms are a potential source to perform the proposed effort.
- c) The District may select a proposal that offers the best value and that is based upon the proposer's responsiveness to the proposal, experience, reputation, staff qualifications, ability and capacity to carry on the work, price, honesty, integrity, skills, business judgment, financial stability, past performance, and other relevant factors. The evaluation may be conducted by the school board, a designated committee, or another designee of the school board.

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.

The District will ensure compliance with the Buy American Provision when purchasing food 7 C.F.R 210.21(d).

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.

I. Equipment and Capital Expenditures

All equipment and capital expenditures shall comply with the rules and requirements of 2 CFR 200.439.

J. Depreciation

All depreciation shall comply with the rules and requirements of 2 CFR 200.436.

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.

H. Use of Program Income – Deduction, Addition, or Cost Sharing or Matching

The default method for the use of program income for the District is the deduction method. 2 C.F.R. § 200.307(e). Under the deduction method, program income is deducted from total allowable costs to determine the net allowable costs. Program income will only be used for current costs unless the District is otherwise directed by the federal awarding agency or pass-through entity. 2 C.F.R. § 200.307(e)(1). The District may also request prior approval from the federal awarding agency to use the addition method. Under the addition method, program income may be added to the Federal award by the Federal agency and the non-Federal entity. The program income must then be used for the purposes and under the conditions of the Federal award. 2 C.F.R. § 200.307(e)(2). The District may also request prior approval from the federal awarding agency to use the cost sharing or matching method.

While the deduction method is the default method, the District always refers to the grant award notice prior to determining the appropriate use of program income.

I. Cost Sharing or Matching

For all Federal awards, any shared costs or matching funds and all contributions, including cash and third-party in-kind contributions, must be accepted as part of the non-Federal entity's cost sharing or matching when such contributions meet all of the following criteria:

- (1) Are verifiable from the non-Federal entity's records;
- (2) Are not included as contributions for any other Federal award;
- (3) Are necessary and reasonable for accomplishment of project or program objectives;
- (4) Are allowable under [subpart E \(Cost Principles\) of this part](#);
- (5) Are not paid by the Federal Government under another Federal award, except where the Federal statute authorizing a program specifically provides that Federal funds made available for such program can be applied to matching or cost sharing requirements of other Federal programs;
- (6) Are provided for in the approved budget when required by the Federal awarding agency; and
- (7) Conform to other provisions of this part, as applicable.

J. Documentation of Personnel Expenses

Records that reflect charges to federal awards for salaries and wages will comply with the rules and requirements of 2 CFR 200.430.

VI. Written Compensation Policies

A. Time and Effort Standards

All employees who are paid in full or in part with federal funds must keep specific documents to demonstrate the amount of time they spent on grant activities. This includes an employee whose salary is paid with state or local funds but is used to meet a required "match" in a federal program. These documents, known as time and effort records, are maintained in order to charge the costs of personnel compensation to federal grants. Charges to federal awards for salaries and wages must be based on records that accurately reflect the work performed. These records must:

- (1) Be supported by a system of internal controls which provides reasonable assurance that the charges are accurate, allowable, and properly allocated;
- (2) Be incorporated into official records;

- (3) Reasonably reflect total activity for which the employee is compensated, not exceeding 100% of compensated activities;
- (4) Encompass both federally assisted and all other activities compensated by the District on an integrated basis;
- (5) Comply with the established accounting policies and practices of the District and
- (6) Support the distribution of the employee's salary or wages among specific activities or costs objectives.

B. Time and Effort Procedures

Time and effort procedures will follow and comply with 2 CFR 200.430(i).

C. Fringe Benefits

Except as provided otherwise by federal law, the costs of fringe benefits will be allowable provided that the benefits are reasonable and required by law, a district-employee agreement, or another policy of the District.

D. Leave

The cost of fringe benefits in the form of regular compensation paid to employees during periods of authorized absences from the job, such as for annual leave, family-related leave, sick leave, holidays, court leave, military leave, administrative leave, and other similar benefits, are allowable if they are provided under established written District leave policies.

E. Unexpected or Extraordinary Circumstances

In the event of a pandemic or other unexpected or extraordinary circumstance, the District may close school or individual buildings. In such case, the District may compensate federally funded or other employees during such closure to ensure the return of staff to employment after the closure as allowed by state or federal law.

F. Documentation for Personnel Expenses

Records that reflect charges to federal awards for salaries and wages will comply with the rules and requirements of 2 CFR 200.430.

VII. 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: 6-13-22
 Revised on: _____
 Reviewed on: _____

3011 Transportation

The school district will provide transportation on each day school is in session to the students who reside in the district and qualify for transportation according to the district's transportation plan. The families of students who will not be provided transportation pursuant to the district's plan or who must drive students to a pick-up point will be reimbursed according to statute if they qualify for such reimbursement.

Students in grades Kindergarten thru Twelfth grade living outside of the Madison city limits shall be entitled to transportation to and from their attendance center at the expense of the school district. Preschool students may also be provided transportation to be determined by the Board of Education on a year-to-year basis.

Parents of students who live where transportation by bus is impracticable or unavailable may be required to furnish transportation to and from the designated attendance center at the expense of the school district. Those parents who transport their children at the expense of the school district shall be reimbursed in accordance with state statute. Payment to current parents has been grandfathered in until the school year of 2017-2018.

A student may be required, at the board's discretion, to meet a school vehicle without reimbursement up to three-fourths of a mile. The board may require the parent to transport their children up to two miles to connect with school bus vehicles at the expense of the school district when conditions deem it advisable. It shall be within the discretion of the board to determine such conditions.

When a student who has been attending the district is placed into foster care, school district staff will collaborate with state and local child welfare agencies to determine whether transportation is required under state law when it is in the child's best interest that their school of origin be maintained. The district will only provide transportation to students placed in foster care when the responsible child welfare agency agrees to reimburse the school district for the cost of transportation or when transportation is otherwise required by law. The board designates the Superintendent of Schools as the initial point of contact for child welfare agency representatives to discuss transportation issues related to children in foster care.

Students who are homeless will be provided with transportation pursuant to Board Policy 5014.

The district will provide transportation to tuition students in accordance with the contract provisions, if any, for services from the contracting districts.

The use of buses for class parties, field trips, and similar purposes shall require the prior approval of the superintendent or appropriate principal.

Adopted on: 6-12-2017

Revised on: _____

Reviewed on: 12-12-2022_____

3021
Operation of School Business Office

The central office of the school district shall generally be open for business from 8:00 a.m. to 4:30 p.m. every weekday except for New Year's Day, Memorial Day, the Fourth of July, Labor Day, Thanksgiving and Christmas Day. The office shall generally be open, even on days when school is cancelled due to inclement weather. The Superintendent shall be responsible for ensuring that the central office is appropriately staffed when the district is open for business and shall be responsible for supervising all staff employed in the central office.

Adopted on: 12-14-15

Revised on: _____

Reviewed on: _____

3022 Volunteers

Volunteers provide valuable assistance to school district staff and enrich the education program. Community members are encouraged to volunteer their services to the district under the conditions set forth below.

1. Volunteers must provide the district with directory information including their name, address, and telephone number.
2. Upon request by the district, volunteers must promptly execute a Volunteer Services Agreement.
3. The district may, but is not required to, conduct a criminal background check on any volunteer. A potential volunteer who refuses to undergo a background check will not be permitted to volunteer for the district.
4. Volunteers shall not perform the duties of a teacher as that term is defined in Nebraska statutes or regulations.
5. Volunteers do not have any property right in or to a volunteer assignment. The school district may deny or terminate a volunteer assignment for any reason that is not unconstitutional or unlawful. The superintendent's decision shall be final.

Adopted on: 6/11/2018

Revised on: _____

Reviewed on: _____

3023 Record Management and Retention

The school district will comply with all federal record retention requirements, the Nebraska Records Management Act, and with Schedules 10 and 24 of the Nebraska Secretary of State's Records Management Division. These requirements apply to both physical and digital records. When permitted by Schedule 10 and Schedule 24 of the Nebraska Secretary of State's Office, records will be transferred to durable electronic media for long-term storage.

Special Rules Related to Electronic Forms of Communication.

Electronically stored information such as e-mail, instant messaging, and other electronic communication are important to the district's overall operation. E-mail and other forms of electronic communication which is subject to retention under the Nebraska Records Management Act may be moved to a storage method other than their original format. Each individual who creates or receives electronic communications that belong to or pertain to the operation of the district is responsible for determining whether and in what format those records must be maintained. Duplicate records may be destroyed at any time prior to the approved retention period. Staff members who are uncertain about whether a record should be retained should consult with their supervising administrator.

The district uses Office 365: Office 365 allows your system administrator to tailor complete data retention policies for data and communications inclusive of the Office 365 sphere. You will need to check with your system administrator to see how he or she has set the retention for electronically stored information. If the system administrator has selected the minimum retention options, you can adopt Option 1 above and if the system administrator has selected complete retention, you can adopt the following: The district will archive all Office 365 data with metadata intact, except for instant messaging which users determine to be transitory. Only the domain administrator will be able to retrieve electronic communication which has been deleted.

School-affiliated Social Media Posts. Communication on school-affiliated social media accounts are considered short-term communications pursuant to the Records Management Act. As such, they will be retained in their original form on the vendor's system and will not be deleted by the user for at least 6 months. Individuals who are uncertain as to whether a specific social media

account is "school-affiliated" should refer to the Board's policy on Staff and District Social Media Use contained elsewhere in these policies.

Special Rules Related to Security Camera Footage. Video footage from security cameras is generally considered working papers under the Records Management Act, and will be overwritten consistent with the district's audio and video recording policy. Video footage which captures an event of educational or behavioral significance and contains personally-identifiable information will be maintained by the school district pursuant to its policy on student records.

Student Records. The retention of student records is also governed by the board's policy on student records.

Records Regarding Pending or Threatened Litigation. When litigation against the district or its employees is filed or threatened, the district will take all reasonable action to preserve all documents and records that pertain to the issue. When the district is made aware of pending or threatened litigation, a litigation hold directive will be issued by the superintendent or his/her designee. The directive will be given to all persons suspected of having records that may pertain to the potential issues in the litigation. The litigation hold directive overrides any records retention schedule that may otherwise call for the disposition or destruction of the records until the litigation hold has been lifted.

Adopted on: 6/11/2018

Revised on: _____

Reviewed on: _____

3024

Booster Clubs and Parent-Teacher Organizations

Parent-teacher organizations and booster clubs (collectively, "Supporting Entities") promote goodwill throughout the community and strengthen educational programs via parental and community involvement in the district. However, the district's involvement with Supporting Entities may result in negative legal and political consequences.

Supporting Entities are separate entities from the district and board. Therefore, district employees may only participate in a Supporting Entity's activities as a member, officer, or director of the Supporting Entity. District employees may not participate in Supporting Entities in their capacity as a district employee. Further, in-school announcements for Supporting Entity sponsored functions must provide a clear indication that the function is sponsored by the Supporting Entity.

Notwithstanding anything herein to the contrary, an administrator employed by the district may attend the meetings of the Supporting Entity. An administrator who attends Supporting Entity meetings must strongly **recommend** that the Supporting Entity adopt the following policies:

- (a) The Supporting Entity should legally establish itself as a Nebraska Nonprofit Organization.
- (b) The Supporting Entity should require that
 - i. all checks written out of the Supporting Entity's checking account contain two signatures;
 - ii. sales slips, receipts, or invoices for every expenditure be provided to the Supporting Entity's treasurer and kept in the Supporting Entity's records; and
 - iii. bank statements be reviewed and approved by the Supporting Entity treasurer and reconciled by a Supporting Entity officer that does not have check-signing authority.

Supporting Entities may only use the district's facilities for meetings or public activities, and may only use the district's names, logos, or mascots, upon prior written approval of a district administrator.

Adopted on: 12-14-15

Revised on: _____

Reviewed on: _____

3025
Returned and Outstanding Checks

Returned Checks. Any individual or entity that writes a check to the school district which is returned due to insufficient funds must reimburse the school district in cash for the amount of the check. Individuals or entities whose checks are repeatedly returned due to insufficient funds may be prohibited from paying amounts due to the school district via check.

Outstanding Checks. The superintendent will review outstanding checks issued from the school district's accounts. Outstanding checks are those which have not been deposited by the payee within 180 days of issuance. The board authorizes the superintendent or his or her designee to resolve all matters related to outstanding checks, including stopping payment and reissuing checks.

Adopted on: 6/11/2018

Revised on: _____

Reviewed on: _____

3026
Handbooks

The school district's handbooks for students and staff are intended to convey information and explain school regulations and procedures that are necessary for the school to run smoothly and efficiently. Although the board of education may take action to approve the handbooks annually, the administration has the authority to change the contents of any handbook so long as the changes are consistent with board policy.

None of the district's handbooks creates a "contract" between the school district, staff members, parents or students.

If any information contained in any handbook conflicts with board policy or state statute, the policy or statute will govern.

Adopted on: 12-14-15

Revised on: _____

Reviewed on: _____

3027

Resolution of Conflicts Between Parents Over School Issues

It is in students' best educational interests to have parents work cooperatively with each other and with school personnel regarding their children's education. In certain circumstances, parents disagree with each other regarding their children's education or other issues involved with the school district. Though such disagreements typically occur with separated or divorced parents, this regulation is not limited to those circumstances.

1) Obtaining Records and Conferring with Teachers.

All parents can obtain their children's records and meet with their children's teachers regardless of custody or visitation rights unless a court enters an order otherwise or their parental rights have been terminated. The district will not schedule separate parent-teacher conferences absent extraordinary circumstances.

2) Accessing a Child at School/Picking Up a Child.

School personnel will neither interpret nor enforce court orders governing the relations between separated or divorced parents unless the court order terminates the parental rights of a parent, limits a parent to supervised visitation with minor children or otherwise specifically limits the parent's access to the child at school. In all other circumstances, parents may contact their child while at school or pick a child up from school at any time. School staff are not responsible for enforcing visitation schedules contained in any court order to which the school district is not a party.

Adopted on: 12-14-15

Revised on: _____

Reviewed on: _____

3028
Sex Offenders

The safety of the students attending school is very important to the board of education. School employees, parents, and students should be aware of dangers posed by sex offenders living within the school district, and should be vigilant in providing protection against these dangers.

The Nebraska Legislature has enacted the Nebraska Sex Offender Registration Act. The Act requires sex offenders to register with the local county sheriff where they reside. The school district shall notify staff members, parents, and students of any registered sex offenders residing in the school district. Such notice shall contain information about the availability of further information on the State Patrol's web page, and shall inform the recipient of the prohibition against using the information for any retaliatory purpose against the sex offender, the offender's family, or the offender's employer. Only information deemed non-confidential pursuant to NEB. REV. STAT. §§ 29-4006 and 29-4009 will be disclosed in the aforementioned notification.

The board does not generally permit registered sex offenders onto school grounds, at any school sponsored activity, or on any property under the control of the school district. The superintendent or his/her designee is hereby empowered to notify sex offenders of this policy and to grant limited permission to attend certain activities on a case-by-case basis.

Students who are registered sex offenders shall not be precluded from receiving a free education from the school district on that basis. The school district will consider a student's status as a registered sex offender in determining the student's educational placement and program.

Adopted on: 12-14-15
Revised on: _____
Reviewed on: _____

3029
Distribution of Flyers Advertising Non-School Organization Activities

As students can derive social and educational benefits from activities sponsored by non-school organizations, groups or individuals, the district will distribute flyers advertising activities of non-school organizations that meet the requirements set forth below:

1. The flyer may not contain statements that are obscene, lewd, vulgar, profane; violate federal, state or local laws or regulations; violate board policy; advocate the use or advertise the availability of any substance or material that may reasonably be believed to constitute a direct and substantial danger to the health or welfare of students, such as tobacco, alcohol or illegal drugs; incite violence; advocate use of force or urge violation of federal, state or municipal law, district policy or regulations; interfere with or advocate interference with the rights of any individual or the orderly operation of the schools and their programs.
2. The non-school organization must contact the district office to (a) inform the district that it wishes to have flyers distributed to students and (b) obtain a date from the office on which the flyers will be delivered.
3. The non-school organization must provide a sufficient number of copies of the flyer and must deliver them to the district at least three days before the date the flyers are to be distributed.
4. The flyer may not advertise any activity which will take place during instructional time or during school-sponsored activities.
5. The flyer must include a statement explaining that the organization is not affiliated with or endorsed by the district.

Adopted on: 12-14-15

Revised on: _____

Reviewed on: _____

3030

Automatic External Defibrillator (AED) Program

An automatic external defibrillator (AED) is a portable device used to induce electrical stimulation to the heart muscle in the event of a potential cardiac arrest. The school district has a limited number of AEDs in its facilities. The location of the AEDs will be determined by the AED Program Coordinator in consultation with members of the school district administration and the local fire/EMS department. The presence of AEDs in certain locations in selected district buildings does not imply that AEDs will generally be available in all locations or in all district buildings. Likewise, the district does not make any promise, express or implied, that a trained staff member will be available to operate the AED in the event of a potential cardiac arrest.

1. Equipment

Equipment shall be an automated external defibrillator in working condition that meets standards established by the Federal Food and Drug Administration and is in compliance with the manufacturer's maintenance schedule. Gifts, grants and donations, including in-kind donations, designated for obtaining an automated external defibrillator, or for inspection, maintenance or training in the use of an automated external defibrillator will be accepted and placed into a special district account to assist in obtaining and maintaining AEDs.

When the school acquires an AED it will notify the local emergency medical service of the existence, location, and type of the AED, and will notify EMS of any change in the location of such defibrillator. If an AED is located in a bus or other school vehicle, only the primary site where the vehicle or object is located will be reported to EMS.

2. Program Coordinator

a. The School District's AED Program Coordinator is the school nurse.

b. The Program Coordinator shall:

- Consult with the school's administration and the medical advisor to develop a written protocol for the use of AEDs, and post such protocol near each AED
- Select employees for AED training

- Arrange for appropriate training of anticipated users at least annually
- Maintain a training schedule that includes the names of those trained and dates both of current training and dates for recertification.
- Check equipment according to the manufacturer's guidelines and take appropriate action in the event of any variance or need
- Maintain on file a specification sheet on each approved AED model
- Monitor the effectiveness of this system
- Communicate with medical director on issues related to medical emergency response program including post-event reviews
- Coordinate with the local fire department and police department
- Take appropriate steps after an AED event, including sharing of data with appropriate medical and EMS personnel, cleaning, replacing or recharging components of the AED as appropriate.

3. Medical Oversight

- a. The medical advisor of the AED program is Lisa Yosten, MD.
- b. The medical advisor has ongoing responsibility for:

- Providing medical direction for use of AEDs
- Writing a prescription for AEDs
- Reviewing and approving guidelines for emergency procedures related to use of AEDs and cardio pulmonary resuscitation
- Evaluation of post-event review forms and digital files downloaded from the AED

4. Volunteer Responders

Anyone may, at their discretion, provide voluntary assistance to victims of medical emergencies. The extent to which these individuals respond shall be appropriate to their training and experience, and may include CPR, AED or medical first aid.

Adopted on: 12-14-15

Revised on: _____

Reviewed on: _____