

January Regular Meeting (rescheduled from 1-8-2024, due to inclement weather)  
Monday, January 15, 2024 6:00 PM  
Plattsmouth Administration Center

1. Call Meeting to Order - This regular meeting of the Plattsmouth Community Schools Board of Education is called to order on January 15, 2024 at 6:00 PM in the Plattsmouth Community Schools Administration Center Boardroom at 1912 Old Hwy. 34, Plattsmouth, NE.
2. Acknowledge Open Meetings Law posted on the wall in the boardroom.
3. Publication of Meeting - Notice of the meeting was published in the January 11, 2024 edition of The Daily Record and posted in the display case outside the administration center, at the Plattsmouth location of the U.S. Postal Service, and on the district website at [www.pcsd.org](http://www.pcsd.org).
4. Pledge of Allegiance
5. Roll Call: Foster, Glup, Harvey, Muller, Shuey, Siemonsma, Tesarek-Parsons, Winters
  - 5.1. Motion to excuse absences
6. Board Conflict of Interest
7. Election of Officers
  - 7.1. Appointment of Election Steward.
  - 7.2. Nominations, voting, and designation of President.
  - 7.3. Nominations, voting, and designation of Vice President.
  - 7.4. Nominations, voting, and designation of Secretary.
  - 7.5. Nominations, voting, and designation of Treasurer.
8. Review PCS Board Policy 8272 Code of Ethics.
9. Board Designations and Appointments
  - 9.1. Designate Superintendent Dr. Richard E. Hasty as the District Representative for all Federal and State Programs, including Head Start.

- 9.2. Appoint the accounting firm of Frankel as the District's auditor.
  - 9.3. Appoint the law firm of Perry, Guthery, Haase, and Gessford as the District's Legal Counsel.
  - 9.4. Appoint the Board's representative on the Plattsmouth Education Foundation's (PEF) Board of Directors.
  - 9.5. Appoint the Board's Head Start Representative.
  - 9.6. Appoint the Board's Schools Taking Action for Nebraska Children's Education (STANCE) Representative.
  - 9.7. Appoint the Board's Liaison to the Nebraska Association of School Boards (NASB) for Governmental Relations.
  - 9.8. Appoint Barb Baker as the Board Secretary's Designee.
  - 9.9. Appoint Jennifer Serkiz as Board Treasurer's Designee.
  - 9.10. Designate *The Daily Record* as the district's primary newspaper of record for legal notices.
  - 9.11. Designate Citizens State Bank, Cobalt Credit Union, and the First State Bank as the district's primary financial depositories.
10. Consent Agenda
    - 10.1. Agenda
    - 10.2. Minutes
      - 10.2.1. Minutes of the December 11, 2023 Regular Meeting
      - 10.2.2. Minutes of the December 15, 2023, Committee on American Civics Open Meeting
    - 10.3. Treasurer's Report
    - 10.4. Review of the Control Budget
    - 10.5. Claim and transfers in the amount of \$405,407.21  
Prepays \$2,219.88
  11. Public Forum: Reception of Delegates-A time limit of three minutes will be set for individual speakers on a given topic. A total time limit of thirty minutes will be set for

all speakers on a given topic, with an effort to provide equal time for pros, cons, and neutral opinions. While the public forum is an opportunity for members of the public to speak during the meeting, there will not be back-and-forth discussions between members of the public and Board of Education members.

12. Operations Committee Report

13. Finance Committee Report

14. Committee on American Civics Report

15. Negotiations Committee Report

16. Recess (approximately 5-10 minutes) at the discretion of the President

17. Celebrations of Excellence

17.1. Congratulations to our football players who earned Omaha World-Herald Class B All-State recognition.

*1st Team*

Dylan Eby

Orion Parker

Caleb Adkins

*Honorable Mention*

Gage Olsen

Liam LaSure

Dominic Vercellino

Gabe Villamonte

Eli Michel

Parker Aughenbaugh

17.2. Congratulations to our students who earned Fall 2023-2024 Nebraska Chiropractic Physicians Association (NSPA) and Nebraska School Activities Association (NSAA) Academic All-State Awards. *Boys Cross Country* - Hunter Mazzulla, Alden McKnight

*Girls Cross Country* - Jolie Dix, Mila Wehrbein

*Football* - Liam LaSure, Gage Olsen

*Girls Golf* - Lauren Albers, Kaia Shotkoski

*Softball* -Stella Campin, Ireland Todd

*Volleyball* - Sara Konkler, Riley Pletka

17.3. Dylan Eby is committed to continuing his academic and athletic (football) career at the University of Nebraska-Kearney in Kearney, NE.

17.4. Eli Michel is committed to continuing his academic and athletic (football) career at Morningside College in Sioux City, IA.

18. Administrative Reports

18.1. Superintendent's Report

18.2. High School Principal's Report

18.3. Middle School Principal's Report

18.4. Elementary Principal's Report

18.5. Early Childhood/Head Start Report

18.6. Special Education Report

18.7. Instructional Services Report

19. Action Items

19.1. Discuss, consider, and take all action to approve the final reading of Policy Series 6000 Instruction (Committee on American Civics).

19.2. Discuss, consider, and take all action to approve the second reading of Policy Series 2000 Administration (Finance Committee).

19.3. Discuss, consider, and take all action to approve the second reading of Policy Series 1000 Community Relations (Operations Committee).

19.4. Discuss, consider, and take all action to approve the first reading of Policy Series 4000 Personnel (Finance Committee).

19.5. Discuss, consider, and take all action to approve the 2022-2023 Plattsmouth Community School District Head Start Annual Report.

19.6. Discuss, consider, and take all action to approve the Eligibility, Recruitment, Selection, Enrollment, and Attendance (ERSEA) documents for the 2024-2025

School Year.

- 19.7. Discuss, consider, and take all action to approve the transfer of funds in the District's records to reflect a permanent transfer of \$999,500 from the Depreciation Fund to the General Fund which was previously considered a loan.
  - 19.8. Discuss, consider, and take all action to approve a request from the Plattsmouth Youth Volleyball/Basketball organization for a waiver of hourly use fees.
  - 19.9. Discuss, consider, and take all action to approve an out-of-state trip request from 1st grade to attend a music concert in Council Bluffs, IA on Tue., Mar. 5, 2024.
  - 19.10. Discuss, consider, and take all action to approve a request for a waiver of \$5,000,000 Comprehensive General Liability Insurance to \$1,000,000 from the Plattsmouth Community Foundation Fund for their annual banquet that is scheduled for Apr. 25, 2024.
20. Announcements
- 20.1. **PUBLIC NOTICE:** Public notice is hereby given that, because of a recall election on Jan. 9, 2024, PCS has one (1) vacancy on the nine-member Board of Education. The term for this vacancy lasts through Jan. 7, 2027 (Per NE Statute 32-543). Residents of the school district are encouraged to apply for this open position regardless of where they reside in the district. Information and a related timeline are available at [www.pcsd.org](http://www.pcsd.org).
  - 20.2. Wed., Jan. 24, 2024 - At 6:30 PM, Plattsmouth High School alum and current Nebraska Department of Education School Safety and Security Director Jay Martin will be facilitating a Digital Parent Academy in the Plattsmouth High School auditorium. All parents and community members are strongly encouraged to join us for this informative, and eye-opening, session.
  - 20.3. Sat., Feb. 3, 2024, 8:00 AM - Board of Education meeting to review new Board member applications and select three to five candidates for interviews.
  - 20.4. Wed., Feb. 7, 2024, 6:00 PM - Board of Education interviews for a new Board member, select a new Board member, and take action to approve a new Board member.
  - 20.5. Mon., Feb. 12, 2024, 6:00 PM - Regular Board Meeting

20.6. Announcement of March 2024 Regular Board Meeting - Mon., Mar. 18, 2024 at 6:00 PM (due to Spring Break on Mar. 11, 2024)

21. ADJOURNMENT. Time

22. \*Closed Session: If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the board will conduct a closed meeting in accordance with the Nebraska Open Meetings Act.

23. \*Sequence of Agenda: The sequence of the agenda topics is subject to change at the discretion of the board.

Internal Board Policies - Board Members**8260 Conflict of Interest-Contracts**

It shall be the policy of Plattsmouth Community Schools that any contract whether oral or written, formal or informal, which is entered into by the school district and in which a member of the Board of Education is directly or indirectly interested, is voidable unless certain reporting, disclosure and abstention requirements are met. The school district is authorized to enter into a contract in which a member of the Board of Education is directly or indirectly interested so long as:

1. The Board member makes a declaration on the record regarding the nature of his/her interest prior to official consideration of the contract.
2. The affected Board member does not participate in consideration or discussion of the contract.
3. The Board member does not vote on the granting of the contract except that if the number of members of the Board declaring an interest in the contract would prevent the Board with all members present from securing a quorum in the issue, then all members may vote on the matter.
4. The Board member does not in any way participate in the inspection, operation, administration or performance under the contract on the part of the district.

It shall further be the policy of Plattsmouth Community Schools that the above provisions apply not only to formal contracts but also to open accounts.

Legal Reference: §49-14,103.01

Adopted: June 13, 2005

Reviewed: July 10, 2006, June 9, 2008, June 8, 2009, June 14, 2010, June 13, 2011, Jan. 9, 2012, Mar. 11, 2013, Mar. 10, 2014, Mar. 9, 2015, Mar. 14, 2016, Mar. 13, 2017, Apr. 9, 2018, June 10, 2019, April 13, 2020, April 12, 2021, April 11, 2022, April 10, 2023

Internal Board Policies**8261 Conflict of Interest - Employment of Family Member of Board Member or Supervisor and Employment of Board Member**

1. A member of the Board of Education or an administrator or other employee with supervisory responsibilities may employ or recommend or supervise the employment of an immediate family member if:

- a. He or she does not abuse his or her official position (for this purpose, “abuse” means employing an immediate family member: who is not qualified for and able to perform the duties of the position; at an unreasonably high salary; or who is not required to perform the duties of the position);
- b. He or she makes a full disclosure on the record to the Board of Education and a written disclosure to the Superintendent and/or Secretary of the Board; and,
- c. The Board of Education approves the employment or supervisory position.

2. No immediate family member of a Board of Education or an administrator or other employee with supervisory responsibilities shall be employed by the School District:

- a. Without first having made a reasonable solicitation and consideration of applications for such employment.
- b. Who is not qualified for and able to perform the duties of the position.
- c. For any unreasonably high salary.
- d. Who is not required to perform the duties of the position.

3. Neither the Board of Education nor an administrator or other employee with supervisory responsibilities shall terminate the employment of another employee so as to make funds or a position available for the purpose of hiring an immediate family member.

4. This policy shall not apply to an immediate family member of a member of the Board of Education or an administrator or other employee with supervisory responsibilities who was previously employed in a position with the School District prior to the election or appointment of the Board member or employee. Prior to or as soon as reasonably possible after the official date a Board member takes office or an employee assumes his or her responsibilities, such Board member, administrator or other employee with supervisory responsibilities shall make a full disclosure of any immediate family member employed in a position subject to this policy.

5. A member of the Board of Education may not be engaged in a contract to teach with the Plattsmouth Community School District. Nor shall a member of the Board of Education cast a vote in favor of the election of any employee when the Board member is related by blood or marriage to such employee.

Legal Reference: Neb. Rev. Stat. §§ 49-1499.04; '49-1499.05; 79-544; and 79-818

Adopted: Aug. 10, 2009

Reviewed: June 14, 2010, June 13, 2011, Jan. 9, 2012, Mar. 11, 2013, Mar. 10, 2014, Mar. 9, 2015, Mar. 14, 2016, Mar. 13, 2017, Apr. 9, 2018, June 10, 2019, April 13, 2020,

Reviewed: April 12, 2021, April 11, 2022, April 10, 2023

Internal Board PoliciesConflict of Interest—Other Than Contracts or Employment

1. Members of the Board of Education of this School District shall abstain from voting on matters on which they may have a conflict of interest. Any Board member who would be required to take any action or make any decision in the discharge of his or her 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:

- (A) Prepare a written statement describing the matter requiring action or decision and the nature of the potential conflict; and,
- (B) Deliver a copy of the statement to the Secretary of the Board of Education, who shall enter the statement into the public records of the School District.

The Board member shall take such action as the Commission shall advise or prescribe to remove himself or herself from influence over the action or decision in the matter.

2. The provisions of paragraph 1 above shall not prevent a Board member from making or participating in the making of a School District-related decision to the extent that the individual's participation is legally required for the action or decision to be made. In such event, the Board member shall report the occurrence to the Commission.

3. Except as defined in Nebraska statute and this policy, conflict of interest of a Board member shall not prevent a Board member from serving on the Board or restrict the hiring or purchasing practices of this School District.

4. The Superintendent, or the Superintendent's designee, shall provide:
- (A) Each Board member with copies of state statutes of Nebraska pertaining to conflicts of interest at the organizational meeting of the Board of Education held at the regular School Board meeting in January of each year. In addition, any newly appointed or elected Board member shall be provided such statutes.
  - (B) When possible, provide each Board member with a list of financial matters on the agenda to come before the Board of Education at the next regular meeting in sufficient detail to allow the Board member to identify potential conflicts of interest and report and receive advice from the Commission.

5. For purposes of this policy, immediate family member shall be defined as a child residing in the Board member's household, a Board member's spouse or an individual claimed by that Board member or the Board member's spouse as a dependent for federal income tax purposes.

Legal Reference: Neb. Rev. Stat. § 49-1425; § 49-14,101; § 49-14,102; § 49-14,103;  
§ 49-14,103.01; § 49-14,103.02; § 49-14,103.03; § 49-14,103.04;  
§ 49-14,103.05; § 49-14,103.06; § 79-818; § 79-544 and § 49-1499.

Adopted: June 13, 2005

Reviewed: July 10, 2006, June 9, 2008, June 8, 2009, June 14, 2010, June 13, 2011, Jan. 9, 2012,  
Mar. 11, 2013, Mar. 10, 2014, Mar. 9, 2015, Mar. 14, 2016

Revised: Aug. 8, 2016

Reviewed: Mar. 13, 2017, Apr. 9, 2018, June 10, 2019, April 13, 2020, April 12, 2021, April 11,  
2022, April 10, 2023

Internal Board Policies - Board Members**8271 Conflict of Interest-Reporting Procedures**

It shall be the policy of Plattsmouth Community Schools that any school Board member who has a direct or indirect interest in a formal contract entered into with Plattsmouth Community Schools, or an open account, shall provide the Superintendent of Schools with the following:

1. Names of the contracting parties.
2. Nature of the interest of the school Board member.
3. Date that the contract was approved by the school Board.
4. Amount of the contract.
5. Basic terms of the contract.

The above information shall be provided to the Superintendent of Schools no later than ten (10) days after the contract has been signed by both parties. Such information shall be kept on a ledger, and shall be retained in the ledger for five (5) years from the date of the last day in office of the school Board member. The ledger kept by the Superintendent of Schools shall be available for public inspection during the normal working hours.

It shall further be the policy of Plattsmouth Community Schools that in the case of open accounts, the above information shall be filed within ten (10) days after the account is opened and thereafter the interested officer shall file a revision to the statement within ten (10) days of each payment on the account specifying the date and amount of the payment.

Legal Reference: §49-14,103.02

Adopted: June 13, 2005

Reviewed: July 10, 2006, June 9, 2008, June 8, 2009, June 14, 2010, June 13, 2011, Jan. 9, 2012, Mar. 11, 2013, Mar. 10, 2014, Mar. 9, 2015, Mar. 14, 2016, Mar. 13, 2017, Apr. 9, 2018, June 10, 2019, April 13, 2020, April 12, 2021, April 11, 2022, April 10, 2023

<p style="text-align: center;">NEBRASKA ACCOUNTABILITY AND DISCLOSURE COMMISSION 1225 L St., Suite 400 P.O. Box 95086 Lincoln, NE 68509 (402) 471-2522</p>	<h2 style="margin: 0;">POTENTIAL CONFLICT OF INTEREST STATEMENT</h2> <h3 style="margin: 0;">NADC FORM C-2A</h3> <p style="margin: 0;">(Village, City, School Officials Except Omaha and Lincoln Officials)</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%; padding: 2px;">POSTMARK DATE</td> <td style="width: 40%;"></td> </tr> <tr> <td style="padding: 2px;">MICROFILM NUMBER</td> <td></td> </tr> <tr> <td colspan="2" style="text-align: center; padding: 2px;">OFFICE USE ONLY</td> </tr> <tr> <td colspan="2" style="height: 50px;"></td> </tr> </table>	POSTMARK DATE		MICROFILM NUMBER		OFFICE USE ONLY			
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OFFICE USE ONLY										
<p>BEFORE COMPLETING THIS FORM READ THE FILING REQUIREMENTS ON PAGE 3</p>										

- An official of a village or city holding elective office or an official of a school district holding elective office must file this form if he or she has a potential conflict of interest.
- **Officials of the cities of Lincoln and Omaha** holding elective office with a potential conflict of interest **should not use this form.** Use Form C-2.
- This form should be filed with the person who normally keeps records for the school district, city or village. **There is no requirement to file this form with the Nebraska Accountability and Disclosure Commission.**
- Persons who fail to disclose a potential conflict of interest or who otherwise do not comply with the law are subject to penalties.

<b>ITEM 1</b>	<b>NAME, ADDRESS AND TELEPHONE NUMBER</b>
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Name \_\_\_\_\_ Telephone No. \_\_\_\_\_

Last                      First                      Middle

Address \_\_\_\_\_

STREET ADDRESS OR RURAL ROUTE                      City                      STATE                      ZIP CODE

<b>ITEM 2</b>	<b>TITLE, AGENCY (City, Village, School), ADDRESS AND PHONE</b>
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Your Title \_\_\_\_\_ Agency \_\_\_\_\_

Agency Address \_\_\_\_\_

Agency Phone \_\_\_\_\_

<b>ITEM 3</b>	<b>DESCRIBE POTENTIAL CONFLICT OF INTEREST IN DETAIL (Use Item 6 Continuation, if necessary)</b>
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Date action is to be taken or decision is to be made: \_\_\_\_\_

Description of Potential Conflict:

**ITEM 4 PERSONS WHO MAY RECEIVE FINANCIAL BENEFIT OR DETRIMENT**

You

Member of your Immediate Family: \_\_\_\_\_  
NAME

Business With Which You

Are Associated (See Definitions) \_\_\_\_\_  
NAME OF BUSINESS

**ITEM 5 NATURE OF FINANCIAL BENEFIT OR DETRIMENT**

**ITEM 6 CONTINUATION**

\_\_\_\_\_  
(SIGNATURE)

\_\_\_\_\_  
(DATE)

## General Information - Filing Requirements

**I. What is a Potential Conflict of Interest?** - A public official has a potential conflict of interest if he or she is faced with taking an official action or making an official decision which may result in a financial benefit or a financial detriment to the public official; a member of his or her immediate family; or a business with which he or she is associated. The financial effect of the action or decision must be distinguishable from the financial effect on the general public or a broad segment of it.

### II. Who Must File:

- A. An official of a city or village holding elective office who has a potential conflict of interest. An official of the cities of Lincoln or Omaha holding elective office who has a potential conflict of interest should not file this form, but instead should use Form C-2.
- B. An official of a school district holding elective office who has a potential conflict of interest.
- C. An elective office is a public office normally filled by an election. A person appointed to fill a vacancy in a public office normally filled by election holds an elective office.

### III. When and Where to File:

- A. This form should be filed as soon as the person holding elective office is aware that he or she may have a potential conflict of interest and prior to the time that the action is to be taken or the decision made.

- B. This form should be filed with the person who normally keeps records for the governing body of the official holding elective office. For example, the person who keeps records for a city or village may be the city clerk or village clerk. **This form does not need to be filed with the Commission.**
- C. The person filing the form should abstain from participating in or voting on the matter in which he or she has a potential conflict of interest. However, if the person wants an opinion from the Commission as to whether he or she has an actual conflict of interest requiring abstention or non-participation, he or she may send a copy of the form to the Commission along with request for an opinion.

**Disclosure of Contractual Interests by Local Officers.** If you are a local elected official disclosing an interest in a contract or an open account in which a local governing body on which you serve is a party, use NADC Form C-3, Contractual Interest Statement.

**Disclosure of the Employment of Immediate Family Members.** If you are disclosing the employment of an immediate family member, use NADC Form C-4, Employment of Immediate Family Members Disclosure Statement.

## Definitions

Immediate family shall mean a child residing in your household, your spouse or an individual claimed by you or your spouse as a dependent for federal income tax purposes.

Business shall mean any corporation, partnership, limited liability company, sole proprietorship, firm, enterprise, franchise, association, organization, self-employed individual, holding company, joint-stock company, receivership, trust, activity, or entity. NOTE: The definition includes for profit and non-profit entities.

Business with which you are associated shall mean a business: (1) of which you are the sole proprietor; (2) or in which you are a partner, director, or officer; (3) or in which you or a member of your immediate family is a stockholder of closed corporation stock worth \$1,000 or more at fair market value or which represents more than a 5 percent equity interest, or is a stockholder of publicly traded stock worth \$10,000 or more at fair market value or which represents more than a 10 percent equity interest.

Elective office shall mean a public office filled by an election, except for federal offices. A person who is appointed to fill a vacancy in a public office which is ordinarily elective holds an elective office.

Person means a business, individual, proprietorship, firm partnership, joint venture, syndicate, business trust, labor organization, company, corporation, association, committee, or any other organization or group of persons acting jointly.

Statutory Authority: Section 49-1499.03 Revised Statutes of Nebraska.

Internal Board Policies - Board Members**8272 Code of Ethics**

It shall be the policy of Plattsmouth Community Schools that members of the Board of Education will exercise their responsibilities in accordance with the following Code of Ethics:

1. As a member of the local Board of Education, representing all the citizens of the Plattsmouth Community School District, each Board member will recognize:
  - a. That he or she has been entrusted with the educational development of the children and youth of the community.
  - b. That the community expects that the first and greatest concern of a school Board member will be the best interest of each and every one of the young people enrolled in the district's schools.
  - c. That the future welfare of this community, of this state, and of our nation depends in the largest measure upon the quality of education provided in Plattsmouth Community School to meet the needs of every learner.
  - d. That members of the Board of Education must collectively take the initiative in helping all the people in this community to have updated, accurate information about the public schools system, and to provide the finest possible school programs, school staff, and school facilities.
  - e. That by statute the authority of the Board of Education is derived from the state which is ultimately responsible for the organization and operation of the public schools and which determines the degree of discretionary power exercised by the Board representing the people of the Plattsmouth community.
  - f. That a school Board member must never neglect his or her personal obligation to the community and legal obligation to the State of Nebraska, nor surrender these responsibilities to any other person, group or organization; but that, beyond this, each school Board member has a moral and civic obligation to our country which can remain strong and free only so long as public schools in the United States are kept strong and free.
2. In view of the foregoing consideration, it must be the constant endeavor of each school Board member:
  - a. To devote time, thought and study to the duties and responsibilities of a school Board member so that he/she may render effective and creditable service.
  - b. To work with fellow school Board members in a spirit of harmony and cooperation so as to convert differences of opinion which arise during discussion and debate into a consensus for the benefit of the students enrolled in Plattsmouth Community Schools.

- c. To base personal decisions upon all available facts in each situation, to vote honest conviction in every case, unswayed by partisan bias of any kind; thereafter, to abide by and uphold the final majority decision of the Board of Education.
- d. To remember at all times that individual Board members have no local authority outside the meetings of the Board of Education, and to conduct relationships with school staff members, local citizens, and all media of communication on the basis of this fact.
- e. To resist every temptation and outside pressure to use the position as a school Board member to benefit either oneself or any other individual or agency apart from the total interest of the school system.
- f. To recognize that it is as important for the Board of Education to understand and evaluate the educational program of Plattsmouth Community Schools as it is to plan for the business of the school district.
- g. To bear in mind under all circumstances that the primary function of the Board of Education is to establish and maintain the policies by which the schools are to be administered, but that the administration of the educational program and the conduct of school business shall be the primary responsibility of the Superintendent of Schools and the professional and non-professional staff members who are employed to work with the Superintendent of Schools.
- h. To welcome and encourage active cooperation by citizens, organizations, and the media of communication in Plattsmouth Community Schools with respect to the establishment of policy on current school operation and proposed future developments.
- i. To strive step by step to achieve the ideal conditions for the most effective service by a Board of Education to its community, in a spirit of teamwork and unwavering commitment to the American system of public education as a primary means for preservation and perpetuation of our representative democracy.
- j. To strive for transparency and effectively serve the role as an elected public official by voting on all action items up for consideration by the Board of Education, unless absent from the meeting where such action is taking place or there may be a potential conflict of interest. If there is a potential conflict of interest, including matters where a family member could benefit from such action, whether individually or collectively, the Board member shall make the conflict of interest known to the public and abstain from voting on said action item.

Adopted: June 13, 2005

Reviewed: July 10, 2006, June 9, 2008, June 8, 2009, June 14, 2010, June 13, 2011, Jan. 9, 2012,

Mar. 11, 2013, Mar. 10, 2014, Mar. 9, 2015, Mar. 14, 2016, Mar. 13, 2017, Apr. 9, 2018, June 10, 2019, April 13, 2020, April 12, 2021, April 11, 2022

December Regular Meeting  
Monday, December 11, 2023 6:00 PM  
Plattsmouth Administration Center  
1912 Old Highway 34  
Plattsmouth, NE 68048

Subject to approval  
at the next regularly  
scheduled Board Meeting

**1. Call Meeting to Order - This regular meeting of the Plattsmouth Community Schools Board of Education is called to order on December 11, 2023 at 6:00 PM in the Plattsmouth Community Schools Administration Center Boardroom at 1912 Old Hwy. 34, Plattsmouth, NE.**

The meeting was called to order at 6:06 PM.

**2. Acknowledge Open Meetings Law posted on the wall in the boardroom.**

**3. Publication of Meeting - Notice of the meeting was published in the December 5, 2023 edition of The Daily Record and posted in the display case outside the administration center, at the Plattsmouth location of the U.S. Postal Service, and on the district website at [www.pcsd.org](http://www.pcsd.org).**

**4. Pledge of Allegiance**

**5. Roll Call: Cunningham-Swanson, Foster, Glup, Harvey, Muller, Shuey, Siemonsma, Tesarek-Parsons, Winters**

All Board members were present.

**5.1. Motion to excuse absences**

**6. Consent Agenda**

Motion by Muller and a second by Siemonsma to approve the Consent Agenda. Shuey motioned to remove item 6.6 from the Consent Agenda. Item 6.6 will be moved to Action Item 17.1.

**Motioned passed 9-0.**

**6.1. Agenda**

**6.2. Minutes**

**6.2.1. Minutes of the November 13, 2023 Regular Meeting.**

**6.3. Treasurer's Report**

**6.4. Review of the Control Budget**

**6.5. Claim and transfers in the amount of \$346,723.59**

**Prepays \$4086.58**

**6.6. The administration recommends that high school agriculture education teacher Lane Kelley be released from his contract effective July 31, 2024.**

**6.7. The administration recommends that middle school English/Language Arts teacher Sharon Poindexter be released from her contract effective at the end of the 2023-2024 contract year.**

**6.8. The administration recommends that middle school teacher Ann Albers be released from her contract effective at the end of the 2023-2024 contract year.**

**7. Public Forum: Reception of Delegates-A time limit of three minutes will be set for individual speakers on a given topic. A total time limit of thirty minutes will be set for all speakers on a given topic, with an effort to provide equal time for pros, cons, and neutral opinions. While the public forum is an opportunity for members of the public to speak during the meeting, there will not be back-and-forth discussions between members of the public and Board of Education members.**

No one addressed the Board.

### **8. High School Report**

Jim Knierim, High School Guidance Counselor, gave update on dual credit classes.

### **9. Operations Committee Report**

Chair Winters provide an update regarding the recent committee meeting.

### **10. Finance Committee Report**

Siemonsma provided an update regarding the recent committee meeting.

### **11. Committee on American Civics Report**

Chair Shuey provided an update regarding the recent committee meeting.

### **12. Negotiations Committee Report**

Chair Tesarek-Parsons provided an update regarding the recent committee meeting.

### **13. Updates**

#### **13.1. State Education Conference**

#### **13.2. Strategic Planning**

### **14. Recess (approximately 5-10 minutes) at the discretion of the President**

5- minute recess was called by Harvey.

### **15. Celebrations of Excellence**

**15.1. Our Plattsmouth Early Childhood/Head Start Center earned the 2023 Excellence in Conservation and Environmental Education Outstanding School Award from the Nebraska Forest Service.**

**15.2. Plattsmouth Community Schools was one of 31 school districts out of 189 school districts and Educational Service Units to be identified on the All Lines Interlocal Cooperative Aggregate Pool (ALICAP) 2022-2023 Safety Honor Roll. Some factors that are considered in determining school districts on the Safety Honor Roll include annual safety visits and the safety atmosphere across all job classifications. Thank you to all of our staff members who helped us earn this recognition!**

**15.3. PCS earned the 2022-2023 All Lines Interlocal Cooperative Aggregate Pool (ALICAP) Experience Modifier Award. Our experience modifier was 0.64 for 2022-2023. Our three-year average is 0.69. Anything below 1.00 is good. Experience modifiers are calculated by the National Council on Compensation Insurance (NCCI). The NCCI compares each employer's audited payroll to their workers' compensation claims activity. Thank you to all of our staff members who helped us earn this recognition!**

**15.4. Parker Smith, Ashleigh Widick, and Kaelyn Williams earned 9th Place in The Nebraska Stock Market Game.**

**15.5. Chloe Adkins, Kinslea Lamb, and Elliott Yoder earned 10th Place in The Nebraska Stock Market Game.**

## **16. Administrative Reports**

- 16.1. Superintendent's Report**
- 16.2. High School Principal's Report**
- 16.3. Middle School Principal's Report**
- 16.4. Elementary Principal's Report**
- 16.5. Early Childhood/Head Start Report**
- 16.6. Special Education Report**

## **17. Action Items**

**17.1. Discuss, consider, and take all action to approve the high school agriculture education teacher Lane Kelley be released from his contract effective July 31, 2024.**

Shuey motioned to table until January meeting. Foster seconded. After much discussion, Shuey withdrew is motion. Muller moved to approve resignation with a second by Shuey. **Motion passed 9-0.**

**17.2. Discuss, consider, and take all action to approve the third reading of Policy Series 6000 Instruction (Committee American Civics Committee)**

**Motion passed 9-0** with a motion by Muller and a second by Foster.

**17.3. Discuss, consider, and take all action to approve the first reading of Policy Series 2000 Administration (Finance Committee)**

**Motion Passed 9-0** with a motion by Foster and a second by Shuey.

**17.4. Discuss, consider, and take all action to approve the first reading of Policy Series 1000 Community Relations (Operations Committee)**

**Motion passed 9-0** with a motion by Winters and a second by Muller.

**17.5. Discuss, consider, and take all action to acknowledge receipt of the 2022-2023 PCS Annual Report from the Superintendent.**

**Motion passed 9-0** with a motion by Foster and a second by Muller.

**17.6. Discuss, consider, and take all action to acknowledge receipt and approval of the 2022-2023 audit.**

**Motion passed 9-0** with a motion by Muller and a second by Shuey.

**17.7. Discuss, consider, and take all action to approve a trip request for our AFJROTC Drill Team to participate in a drill competition in Council Bluffs, IA on Jan. 27, 2024.**

**Motion passed 9-0** with a motion by Foster and a second by Winters.

**17.8. Discuss, consider, and take all action to approve the Superintendent's evaluation.**

**Motion passed 9-0** with a motion by Muller and a second by Shuey.

**18. Announcements**

**18.1. Next meeting: Monday, January 8, 2024 6 PM Regular Meeting**

**19. ADJOURNMENT**

Motion to adjourn at 8:31 PM. **Passed 9-0** with a motion by Shuey and a second by Muller.

**20. \*Closed Session: If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the board will conduct a closed meeting in accordance with the Nebraska Open Meetings Act.**

**21. \*Sequence of Agenda: The sequence of the agenda topics is subject to change at the discretion of the board.**

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Chairperson

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Superintendent

Open Meeting -Committee on American Civics  
Thursday, December 7, 2023 5:15 PM  
Administration Center Board Room  
1912 Old Hwy. 34  
Plattsmouth, NE 68048

\*Subject to approval at the next  
regularly scheduled Board meeting.

1. Call Meeting to Order - Chair Shuey called the meeting to order at 5:16 PM.
2. Acknowledge Open Meetings Law - Chair Shuey acknowledged the Open Meetings Law posted in the boardroom.
3. Publication of Meeting - Notice of the meeting was published in the Dec. 1, 2023 edition of The Daily Record and posted in the display case outside the administration center, at the Plattsmouth location of the U.S. Postal Service, and on the district website at [www.pcsd.org](http://www.pcsd.org). Chair Shuey read the notice.
4. Pledge of Allegiance  
Chair Shuey led the Pledge of Allegiance.
5. Roll Call: Cunningham-Swanson, Muller, Shuey - All committee members were present. Superintendent Dr. Richard E. Hasty and Director of Instructional Services Dr. Cherie Larson were also present for the meeting.
6. Discuss and review the social studies curriculum to ensure alignment with the Nebraska Department of Education standards and LB 399.  
The committee discussed the social studies curriculum. It is aligned with Nebraska Department of Education standards and LB 399.
  - 6.1. Chair Shuey opened the hearing for public input at 5:26 PM.
  - 6.2. Chair Shuey closed the hearing at 5:27 PM.
7. Adjournment. Chair Shuey adjourned the meeting at 5:27 PM.

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Chairperson

---

Superintendent



Do Not Use For Account Transactions  
PO BOX 3009  
MONROE, WI 53566-8309

PLATTSMOUTH COMMUNITY SCHOOL  
1912 OLD HIGHWAY 34  
PLATTSMOUTH NE 68048-5676

December 31, 2023, year-to-date statement

View your statements online at [vanguard.com](https://vanguard.com).

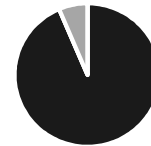
Client Services: 800-662-2739

Assets listed in this statement are held by Vanguard Brokerage Services® (VBS), a division of Vanguard Marketing Corporation (VMC), member FINRA and SIPC. Summary data are provided solely as a service and are for informational purposes only.

Statement overview **\$1,061,543.70**  
Total value of all accounts as of December 31, 2023

Accounts	Value on 12/31/2022	Value on 12/31/2023
Plattsmouth Community School		
<b>Organization brokerage account</b>	<b>\$782,081.72</b>	<b>\$1,061,543.70</b>

Asset mix



	Value on 12/31/2023
93.6% Stocks	\$993,087.93
0.0% Fixed Income	0.00
6.4% Short-term reserves	68,455.77
0.0% Other	0.00
	<b>\$1,061,543.70</b>

Your percentages are based on your holdings as of the prior month-end. Recalculated values are included. See Disclosures for more information.

Organization brokerage account—81306980  
 Plattsmouth Community School

Client Services: 800-662-2739

Account overview

**\$1,061,543.70**

Total account value as of December 31, 2023

**Year-to-date income**

Taxable income	\$34,593.19
Nontaxable income	0.00
<b>Total</b>	<b>\$34,593.19</b>

**Balances and holdings for Vanguard Brokerage Account—81306980**

Your securities are held in your cash account, unless otherwise noted. This section only shows securities that were held in the account at the end of the time period indicated.

**Sweep program**

Name	Quantity	Price on 12/31/2023	Balance on 12/31/2022	Balance on 12/31/2023
VANGUARD FEDERAL MONEY MARKET FUND 7-day SEC Yield: 5.31%	68,455.7700	\$1.00	\$118,415.47	\$68,455.77
<b>Total Sweep Balance</b>			<b>\$118,415.47</b>	<b>\$68,455.77</b>

**ETFs**

Symbol	Name	Total cost	Quantity	Price on 12/31/2023	Balance on 12/31/2022	Balance on 12/31/2023
AMPLP	ALPS ALERIAN MLP ETF NEW Est. annual income: \$11,392.88; Est. yield: 7.86%	\$114,736.30	3,411.0444	\$42.5200	\$119,668.33	\$145,037.60

Organization brokerage account—81306980  
 Plattsmouth Community School

Client Services: 800-662-2739

**Balances and holdings for Vanguard Brokerage Account—81306980** continued

**ETFs** continued

Symbol	Name	Total cost	Quantity	Price on 12/31/2023	Balance on 12/31/2022	Balance on 12/31/2023
SDY	SPDR SERIES TRUST S&P DIVIDEND ETF Est. annual income: \$2,734.28; Est. yield: 2.57%	84,829.93	851.8030	124.9700	103,731.45	106,449.82
<b>Total Est. annual income: \$14,127.16; Est. yield: 5.62%</b>					<b>\$223,399.78</b>	<b>\$251,487.42</b>

**Stocks**

Symbol	Name	Total cost	Quantity	Price on 12/31/2023	Balance on 12/31/2022	Balance on 12/31/2023
ASML	ASML HOLDING NV NY REGISTRY SHS NEW 2012 Est. annual income: \$1,599.70; Est. yield: 1.03%	\$45,810.33	205.2900	\$756.9200	\$111,247.04	\$155,388.10
BX	BLACKSTONE INC Est. annual income: \$17,340.90; Est. yield: 3.22%	211,513.43	4,109.2190	130.9200	294,360.99	537,978.95
RHP	RYMAN HOSPITALITY PPTYS INC Est. annual income: \$1,314.74; Est. yield: 2.73%	34,272.81	438.2470	110.0600	34,658.44	48,233.46
<b>Total Est. annual income: \$20,255.34; Est. yield: 2.73%</b>					<b>\$440,266.47</b>	<b>\$741,600.51</b>

Organization brokerage account—81306980

Client Services: 800-662-2739

Plattsmouth Community School

**Account activity for Vanguard Brokerage Account – 81306980**

This section shows transactions that have settled by December 29, 2023.

**Income summary**

	Dividends	Interest	Tax-exempt interest	Short-term capital gains	Long-term capital gains	Other income
December	\$1,133.49	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Year-to-date	34,593.19	0.00	0.00	0.00	0.00	0.00

**Completed transactions**

Settlement date	Trade date	Symbol	Name	Transaction type	Account type	Quantity	Price	Commissions & fees	Amount
12/20	12/20	SDY	SPDR SERIES TRUST S&P DIVIDEND ETF	Dividend	-	-	-	-	\$826.74
12/20	12/20	SDY	SPDR SERIES TRUST S&P DIVIDEND ETF	Reinvestment	Cash	6.6610	\$124.1140	-	-826.74
12/29	12/29	-	VANGUARD FEDERAL MONEY MARKET FUND	Dividend	-	-	-	-	306.75
12/29	12/29	-	VANGUARD FEDERAL MONEY MARKET FUND	Reinvestment	-	-	-	-	-306.75

If you had an adjustment to a dividend or interest payment from a previous month, the monthly amount shown under the Income Summary section of your brokerage statement may be overstated.

Organization brokerage account—81306980  
 Plattsmouth Community School

Client Services: 800-662-2739

**Account activity for Vanguard Brokerage Account — 81306980** continued

**Pending distributions**

**Cash dividends, interest, and distributions**

Record date	Payable date	Symbol	Name	Transaction type	Quantity	Price	Amount
12/29	01/16	RHP	RYMAN HOSPITALITY PPTYS INC	Dividend	438.2470	\$1.1000	\$482.07
							<b>\$482.07</b>

The information in "Pending distributions" has been obtained from sources we believe to be reliable. All items are subject to receipt. We make no representation as to accuracy or completeness.

## Disclosures

### Cost basis information

Vanguard is required to report cost basis information to the IRS for sales of covered securities in taxable (nonretirement) accounts. Covered securities are generally stock or mutual funds acquired on or after January 1, 2011 and 2012, respectively. Unless you select another method, we'll use the "first in, first out" (FIFO) accounting method for sales of stocks and exchange-traded funds (ETFs) and the "average cost" method for sales of mutual funds. For more cost basis information go to [investor.vanguard.com/taxes/cost-basis](https://investor.vanguard.com/taxes/cost-basis)

**Gain or loss.** The gain or loss realized by the sale or redemption, calculated by subtracting the cost from the proceeds. Gains and losses are generally short-term if the security was held a year or less, and long-term if held more than a year.

### For our brokerage clients

Your brokerage cash and/or securities are held in custody by Vanguard Brokerage Services, a division of Vanguard Marketing Corporation, member FINRA and SIPC. Vanguard funds not held through your Vanguard Brokerage Services (VBS) account are held by The Vanguard Group, Inc., and are not protected by SIPC.

### I. General information and key terms

**Advice.** Vanguard Brokerage Services doesn't provide tax, investment, or legal advisory services, and no one associated with Vanguard Brokerage Services is authorized to render such advice.

**Direct Participation Program (DPP) and Real Estate Investment Trust (REIT).** DPP and REIT securities are generally illiquid. The value of the security will be different than its purchase price. Any estimated value on your statement may not be realized when you seek to liquidate the security.

**Financial statement.** A Vanguard Brokerage financial statement is available for your inspection at any time upon request to Vanguard Brokerage Services.

**Free credit balance.** Any free credit balance carried for your account represents funds payable on demand, which, although properly accounted for on Vanguard Brokerage's books of record, aren't segregated and may be used in the conduct of its business to the extent permitted by law. Your settlement fund may be liquidated upon your request and the proceeds remitted to you.

**Dividend reinvestment.** When reinvesting dividends of eligible stocks, ETFs, and closed-end funds, Vanguard Brokerage Services combines cash distributions from the accounts of all clients who have December 31, 2023, year-to-date statement

requested reinvestment in the same security, and then uses that combined total to purchase additional shares of the security in the open market. The new shares are divided proportionately among the clients' accounts, in whole and fractional shares rounded to four decimal places. If the total purchase can't be completed in one trade, clients will receive shares purchased at the weighted average price paid by Vanguard Brokerage Services. Participants in our free dividend reinvestment program should refer to the "Completed transactions" area of the "Account activity for Vanguard Brokerage Account" section of their Vanguard statements for details of transaction history and dates.

For dividend reinvestment of mutual funds held in your brokerage account, the instructions are provided to the fund and the "settlement date" and "trade date" on your statement will generally represent the day the transaction is entered in your account record. Call Vanguard Brokerage Services with any questions.

**Reporting brokerage account discrepancies.** Promptly report in writing any inaccuracies or discrepancies in your Vanguard Brokerage account (including unauthorized trading) to Vanguard Brokerage Services. Any oral communication must be confirmed in writing to further protect your rights, including your rights under the Securities Investor Protection Act.

**Margin accounts.** If you maintain a margin account, this is a combined statement of your general account and a special memorandum account maintained for you under Regulation T issued by the Board of Governors of the Federal Reserve System. The permanent record of the separate account as required by Regulation T is available for your inspection upon request to Vanguard Brokerage Services. All securities must be held in your margin account. Note that purchases of open-end mutual funds and Vanguard ETFs® will settle in your cash account and after 30 days be moved into your margin account.

**Money market fund transactions.** Vanguard Brokerage Services may elect to send a monthly statement, in lieu of an immediate confirmation, for transactions executed pursuant to a periodic plan or an investment company plan, or executed in shares of any open-end registered money market mutual fund.

**Orphaned fractional share transactions.** Vanguard Brokerage Services may elect to send a monthly statement, in lieu of an immediate confirmation, for transactions executed to liquidate orphaned fractional share positions. Orphaned fractional share positions are fractional share positions held without a corresponding whole share position. Liquidations of these positions are executed by Vanguard Brokerage Services on a principal basis at the previous day's closing price, and the proceeds are credited to your account. No transaction fee is charged.

**Open orders.** A good-till-canceled (GTC) order will remain in effect for 60 calendar days after the business day on which the order was placed. If the 60th day falls during a weekend or on a holiday, the order will be canceled on the next business day before the markets open. GTC orders are automatically entered on a “do not reduce” (DNR) basis. The limit price won’t be adjusted when a stock goes “ex-dividend.” Orders for securities undergoing corporate actions such as, but not limited to, stock splits, stock dividends, special cash dividends, and spin-offs may be canceled before the market opening on the ex-dividend date of the corporate action. You must maintain records of all open orders. Be sure to review your open GTC orders periodically.

**Option accounts.** Information regarding commissions and charges related to the execution of an options transaction is provided in the transaction confirmation sent to you at the time of the transaction. These are also available upon request. You should advise us promptly of any changes in your investment objectives or financial situation.

**Tax information.** After year-end, Vanguard Brokerage Services is required to provide tax information to the IRS and other governmental authorities. At that time, you’ll receive necessary information on the annual tax information statement; use that statement to prepare your tax filings. Note that certain types of assets typically need corrected tax forms.

**Trade execution.** Vanguard Brokerage Services may have acted as principal, agent, or both in the placement of trades for your account. Details are provided upon request to Vanguard Brokerage Services.

**Average pricing.** If average price transaction is indicated on this statement, details regarding the actual execution prices are available upon request to Vanguard Brokerage Services.

**When issued.** A short form of “when, as, and if issued.” The term indicates a conditional transaction in a security authorized for issuance but not as yet actually issued. All “when issued” transactions are on an “if” basis, to be settled if and when the actual security is issued.

## II. Portfolio holdings

The net market value of the securities in your account, including short positions, is reflected in this statement on a trade-date basis at the close of the statement period. The market prices have been obtained from quotation services that we believe to be reliable; however, we can’t guarantee their accuracy. Securities for which a price isn’t available are marked “—” and are omitted from the total. Prices listed reflect quotations on the statement date. Current prices are listed to help you track your account and aren’t suitable for tax purposes. Account balances provided on the statement are displayed in short-form using only two decimal places. Please log on to your account at Vanguard.com to review your account balances. Accrued interest represents interest earned but not yet received.

Fund data on Vanguard.com is generally updated mid-month. Depending on when you log on, there may be a difference between the asset mix shown on your statement and the data shown online.

December 31, 2023, year-to-date statement

There also may be a difference between your fund’s actual asset allocation and its target allocation. For more information about your fund’s target allocation, go to Vanguard.com.

**Estimated values on statements.** Vanguard Brokerage Services relies on external vendors to provide estimated, periodic valuation and market-price information for securities listed in your account statement. From time to time, this information isn’t available or isn’t received in time for posting to your account statement. In this case, the valuation or market price on your statement is marked “-” and the security hasn’t been valued for purposes of calculating account totals. For owners of auction-rate securities: If an estimated valuation is provided on your account statement for auction-rate securities, please note that due to market illiquidity, you may not be able to sell the security at or near the estimated valuation listed on your account statement.

The estimated annual income (EAI) and estimated yield (EY) figures are estimates and are for informational purposes only. EAI represents estimated income to be distributed by a specific position. EAI may be negative on short positions. EY represents the estimated yield of a specific position based on its EAI and current price. EY reflects only the income generated by an investment. It does not reflect changes in the investment’s price, which may fluctuate. EAI and EY for certain types of securities includes return of principal or capital gains, in which case the EAI and EY is not limited to realizable income. Actual income and yield may be higher or lower than the estimated amounts. These figures should not be considered a forecast or guarantee of future results. They are computed using information from providers believed to be reliable; however, no assurance can be made as to the accuracy. Since interest and dividend rates are subject to change at any time and may be affected by current and future economic, political, and business conditions, they should not be relied on for making investment, trading, or tax decisions. The money market settlement fund 7 day SEC yield is calculated by annualizing its daily income distributions for the previous 7 days, which is not the same methodology for calculating EY for other positions held in your account (s). Calculation methodologies differ by security type. Certain security types estimate the annual yield based on historical actual income paid while others estimate future yield based on existing conditions. Please contact Vanguard Brokerage Services for current information regarding your investments and the current estimated valuations of your holdings.

**Asset mix for some funds recalculated by Vanguard.** If the “Asset mix” section of your “Statement overview” page has a footnote that reads “Recalculated values are included,” the asset allocation breakdown of particular funds within your portfolio among stocks, bonds, and short-term reserves has been calculated using long positions, margin credit or debit balances; short positions have been excluded. Certain funds employ trading strategies, such as risk hedging, short selling, and use of leverage and derivatives, that could result in significant short positions that can’t be displayed using a standard asset allocation pie chart. Exclusion of these short positions may have a significant impact on the “Asset mix” pie chart. For more information about the strategies or holdings of a particular fund, see the fund’s prospectus.

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CASS COUNTY SCHOOL DISTRICT #1  
1912 OLD HIGHWAY 34  
PLATTSMOUTH NE 68048-5676

## Portfolio Summary

Total Portfolio Value	
<b>\$1,195,512.91</b>	
1 Month Ago	\$1,136,078.45
1 Year Ago	\$1,113,078.24
3 Years Ago	\$1,328,745.81
5 Years Ago	\$1,122,864.91

### Your 2023 tax forms from Edward Jones

Edward Jones will furnish all Forms 1099-R and 1099-Q by Jan. 31, 2024, and all Consolidated 1099 Tax Statements by Feb. 15, 2024, per IRS requirements. We may not receive final information from issuers by Feb. 15, in which case your tax statement will not be final. Some issuers have until March 15 to provide final information. Visit us at [edwardjones.com/taxcenter](http://edwardjones.com/taxcenter) to learn more about your Edward Jones tax forms.

### Consolidating accounts can simplify your life

Over the years, you may have accumulated different accounts at various firms. Keeping track of them and dealing with the paperwork can be inconvenient and make it difficult to see the big picture. Consolidating them in one place can make it easier to see how you're progressing toward your goals - not to mention reduce the number of statements and tax forms you deal with. Ask your financial advisor about account consolidation today.

### Overview of Accounts

Accounts	Account Holder	Account Number	Value 1 Year Ago	Current Value
Association Account Select	Cass County School District #1	693-12506-1-4	\$42,617.27	\$32,265.33
Association Account Advisory Solutions Fund Model	Cass County School District #1	693-19740-1-5	\$1,070,460.96	\$1,163,247.58
<b>Total Accounts</b>			<b>\$1,113,078.24</b>	<b>\$1,195,512.91</b>

Although account information is provided on this page, it does not guarantee an actual statement was produced. Refer to your account statement for the exact registration and more specific details regarding each account.

Important disclosures; such as Statement of Financial Condition, Conditions that Govern Your Account, Account Safety, Errors, Complaints, Withholding, Free Credit Balance, Fair Market Value or Terminology; relating to your account(s) are available on the last page of this package or at [www.edwardjones.com/statementdisclosures](http://www.edwardjones.com/statementdisclosures).

Cass County School District #1

**It begins and ends with your goals**

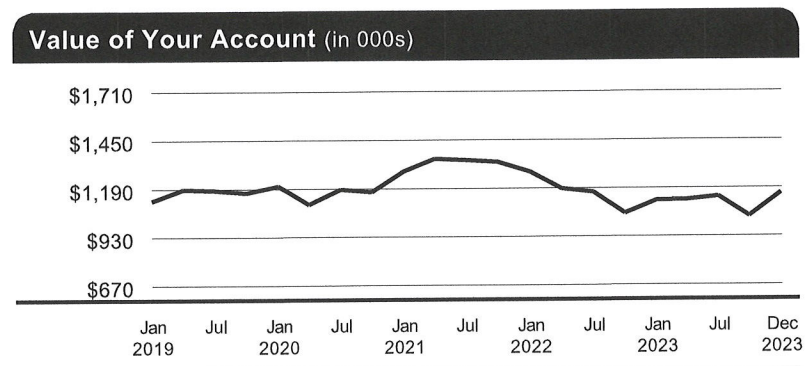
Understanding the why behind your priorities helps your financial advisor recommend a strategy personalized for you. If you haven't reviewed your goals with your financial advisor lately, set some time aside to ensure your strategy is aligned with what you want to achieve.

**Association - Advisory Solutions Fund Model**

Portfolio Objective - Account: Balanced Growth and Income

For more information about the Advisory Solutions program go to [www.edwardjones.com/advisorybrochures](http://www.edwardjones.com/advisorybrochures).

Account Value	
<b>\$1,163,247.58</b>	
<b>1 Month Ago</b>	\$1,105,351.67
<b>1 Year Ago</b>	\$1,070,460.96
<b>3 Years Ago</b>	\$1,286,910.78
<b>5 Years Ago</b>	\$1,089,154.29



Value Summary		
	This Period	This Year
Beginning Value	\$1,105,351.67	\$1,070,460.96
Assets Added to Account	0.00	0.00
Assets Withdrawn from Account	0.00	-37,800.00
Fees and Charges	-867.68	-10,665.00
Change In Value	58,763.59	141,251.62
<b>Ending Value</b>	<b>\$1,163,247.58</b>	

For more information regarding the Value Summary section, please visit [www.edwardjones.com/mystatementguide](http://www.edwardjones.com/mystatementguide).

Cass County School District #1

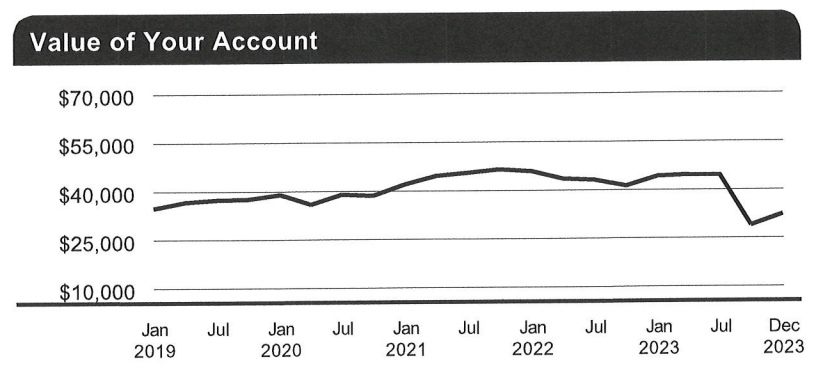
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Online Access offers a secure and convenient way to access the latest information on your accounts and goals, transfer funds, sign and receive documents electronically and communicate with your Edward Jones team. Visit [edwardjones.com/access](http://edwardjones.com/access) to learn more and sign up.

**Association - Select**

Portfolio Objective - Account: Balanced Growth and Income

Account Value	
<b>\$32,265.33</b>	
1 Month Ago	\$30,726.78
1 Year Ago	\$42,617.27
3 Years Ago	\$41,835.02
5 Years Ago	\$33,710.61



Value Summary		
	This Period	This Year
Beginning Value	\$30,726.78	\$42,617.27
Assets Added to Account	0.00	0.00
Assets Withdrawn from Account	0.00	-14,000.00
Fees and Charges	0.00	0.00
Change In Value	1,538.55	3,648.06
<b>Ending Value</b>	<b>\$32,265.33</b>	

For more information regarding the Value Summary section, please visit [www.edwardjones.com/mystatementguide](http://www.edwardjones.com/mystatementguide).

Rate of Return					
Your Personal Rate of Return for Assets Held at Edward Jones	This Quarter	Year to Date	Last 12 Months	3 Years Annualized	5 Years Annualized
	8.67%	9.50%	9.50%	3.34%	6.65%

<u>Vendor Name</u>		<u>Vendor Description</u>	<u>Amount</u>
<u>Checking</u>	1		
<b>Checking</b>	<b>1</b>	<b>Fund: 01 GENERAL</b>	
AMAZON CAPITAL SERVICES INC		SUPPLIES	21,505.77
BASEPOINT BUILDING AUTOMATIONS, SPECTRASOURCE			3,055.00
HENRY-HOBSCHEIDT MOTORS, INC		SALES/SERVICE	448.00
HILLER ELECTRIC COMPANY		SERVICE	809.80
MAKE MUSIC		SUPPLIES	59.99
McGILL, TRAVIS		ROOF & GUTTERS	15,600.00
NEBRASKA COUNCIL OF SCHOOL ADMINISTRATORS		REGISTRATIONS/DUES	200.00
PAPIO BOWL LLC		ADMISSION	144.00
RIVERA, MEGAN		REIMBURSEMENT	70.79
		<b>Fund Total:</b>	<b>41,893.35</b>
<b>Checking</b>	<b>1</b>	<b>Fund: 06 CAFETERIA</b>	
AMAZON CAPITAL SERVICES INC		SUPPLIES	441.34
		<b>Fund Total:</b>	<b>441.34</b>
<b>Checking</b>	<b>1</b>	<b>Fund: 12 STUDENT FEES</b>	
SCHMITT MUSIC CENTERS		SUPPLIES	69.95
		<b>Fund Total:</b>	<b>69.95</b>
		<b>Checking Account Total:</b>	<b>42,404.64</b>
<u>Checking</u>	3		
<b>Checking</b>	<b>3</b>	<b>Fund: 05 ACTIVITY FUND</b>	
AMAZON CAPITAL SERVICES INC		SUPPLIES	3,860.43
ANDERS, DENNIS		OFFICIAL	60.00
BUBBA STUBBS FROYO LLC		SUPPLIES	600.00
CASH-WA DISTRIBUTING		SUPPLIES	360.03
DODD, JACOB		OFFICIAL	60.00
FLETCHER, JONATHAN		OFFICIAL	60.00
HEYWOOD, GARY		OFFICIAL	150.00
HULLBALOO, INC		VENUE	1,450.00
ICENOGLA, VINCENT		OFFICIAL	60.00
J.W. PEPPER & SON INC		SUPPLIES	196.59
JONES T-SHIRTS, INC.		SUPPLIES	479.43
KENNEDY, KEVIN		OFFICIAL	170.00

<u>Vendor Name</u>	<u>Vendor Description</u>	<u>Amount</u>
KERKMAN, BRYCE	OFFICIAL	120.00
LEONARD, CHUCK	OFFICIAL	60.00
LINCOLN PUBLIC SCHOOLS	SERVICE	100.00
LITTLE, CLINT	OFFICIAL	70.00
LORDINO, JONATHAN	OFFICIAL	85.00
LOUISVILLE PUBLIC SCHOOLS	ENTRY FEES	75.00
LUTZ, ZACHARY	OFFICIAL	170.00
MAPALU, JEREMY	OFFICIAL	120.00
MAR, KENNETH	OFFICIAL	85.00
MARINKOVICH, MARCUS	OFFICIAL	60.00
MATTLEY, RANDY	OFFICIAL	120.00
MEYER, DEVAN	OFFICIAL	150.00
NEBRASKA SCHOOL ACTIV. ASSOC.		1,425.61
NIELSEN SIGN & DESIGN	SERVICE	75.00
NIELSEN, DEENY	OFFICIAL	50.00
NORTHEAST INSTRUMENTAL BOOSTER CLUB	REIMBURSEMENT	200.00
PEPSI COLA BOTTLING GROUP	POP	567.00
POLLARD, JACOB	OFFICIAL	85.00
RANDALL, ANTHONY	OFFICIAL	60.00
RODWAY INN COZAD	HOTEL ACCOMMODATIONS	385.00
SAVAGE, JEREMY	OFFICIAL	295.00
SCOW, MADISON	REIMBURSEMENT	40.00
SKILLS USA INC	SUPPLIES	160.00
SWARTZENDRUBER, AARON	OFFICIAL	85.00
WINN, JEREMY	OFFICIAL	85.00
WIRTH, ALAN	OFFICIAL	340.00
WORK, CHRISTOPHER	REIMBURSEMENT	125.46

**Fund Total:** 12,699.55  
**Checking Account Total:** 12,699.55

<u>Vendor Name</u>		<u>Vendor Description</u>	<u>Amount</u>
Checking	1		
<b>Checking</b>	<b>1</b>	<b>Fund: 01 GENERAL</b>	
3 ARE ONE, INC		ADVERTIZING	1,101.96
AA WHEEL & TRUCK SUPPLY INC		SUPPLIES	10.00
ABSOLUTE HEALTHCARE URGENT CARE		SERVICE	225.00
ACT		INTERNET DISCOVER	102.00
ACTION BATTERIES UNLIMITED INC		SUPPLIES	793.90
ADKINS, MEREDITH		SLP CONTRACTOR	6,683.00
ADVANCED CLEANING EQUIPMENT INC		SERVICE	188.00
AGRIVISION GROUP LLC		SERVICE/SUPPLIES	19,749.09
ALL COVERED		SERVICES	3,351.54
ANDERSON, MELANIE		REIMBURSEMENT	64.94
APPLE COMPUTER INC		EQUIPMENT	7,783.40
AVERY RENTS INC		SERVICE	28.28
BLACKWELL, KATHRYN		MILEAGE REIMBURSEMENT	562.80
BOMGAARS		SUPPLIES	537.85
BORN TO RUN LLC		SERVICE	1,744.50
CAMPIN, NIKOLE		REIMBURSEMENT	21.21
CANON FINANCIAL SERVICES, INC		COPIER LEASES	5,821.66
CAPITAL BUSINESS SYSTEMS INC		COPIER SUPPLIES/SERVICE	789.48
CHARTER COMMUNICATIONS HOLDING COMPANY LLC		SERVICE	30.45
CHRISTENSEN, MICHELLE		REIMBURSEMENT	59.82
CITY OF PLATTSMOUTH		WATER & SEWER	1,712.61
COSSEL, TREY			1,588.50
COUNCIL BLUFFS WINNELSON		SUPPLIES	2,169.80
CRICK, RYAN		MUSIC ACCOMPANIST SERVICES	510.00
DIETZE MUSIC HOUSE		SUPPLIES	18,575.00
DIGGINS, JUSTIN		MILEAGE REIMBURSEMENT	806.68
DORITY, MICAH		REIMBURSEMENT	1,059.00

<u>Vendor Name</u>	<u>Vendor Description</u>	<u>Amount</u>
DUECHTING, CYNTHIA	LEP SERVICES	2,370.96
EDUCATIONAL SERVICE UNIT #3	SERVICE	28,471.03
FASTENAL COMPANY	SUPPLIES	3,830.58
FIBER PLATFORM LLC	EDUC VIDEO BUNDLE	631.27
FIRST STUDENT INC	TRANSPORTATION	64,119.16
FLINN SCIENTIFIC	SUPPLIES	1,982.55
FOLLETT SCHOOL SOLUTIONS LLC	SUPPLIES	215.62
FRANKEL, LLC	AUDIT SERVICES	14,562.27
GOODWILL INDUSTRIES INC	WORK EXPERIENCE TUITION	3,600.00
GREEN FEES LAWN & IRRIGATION	SERVICE	950.00
HEARTLAND FAMILY SERVICE	TUITION	3,350.00
HEARTLAND FOUNDATION	TUITION	7,040.00
HILLER ELECTRIC COMPANY	SERVICE	4,001.45
HOFFART, MELISSA	REIMBURSEMENT	54.20
HORNER, FAWN	REIMBURSEMENT	86.36
HY-VEE STORES	FUEL/SUPPLIES	1,929.00
IMPACT MANUFACTURING	SUPPLIES	150.00
IVY BUSINESS FORMS, INC	DETENTION SLIPS	344.81
JAYMAR BUSINESS FORMS	W2'S/CHECKS	365.57
JM HOSPITALITY	HOSPITALITY	408.00
JOHANSEN, LAURA	NUTRITION SERVICES	49.20
JOURNALISM EDUCATION ASSOCIATION		95.00
JUNIOR LIBRARY GUILD	BOOKS	2,562.55
JUST FOR KIDS THERAPY INC	SERVICES	9,289.50
LAKESHORE LEARNING MATERIALS	SUPPLIES	2,011.92
LORENZEN, KATIE	REIMBURSEMENT	170.80
MATHESON TRI-GAS INC	SUPPLIES	578.67
MENARDS BELLEVUE	SUPPLIES	1,221.00

<u>Vendor Name</u>	<u>Vendor Description</u>	<u>Amount</u>
MOSS, DONNA	SPEECH LANGUAGE SERVICES	10,287.00
MOSYLE CORPORATION	SUPPLIES	38,925.00
MULLENAX AUTO SUPPLY	SUPPLIES	174.88
MYERS-KROMMENHOEK, DARIEN	CONTRACTED SERVICES	1,923.75
NCECBVI	VISION SERVICES	4,900.00
NEBRASKA ASSOCIATION OF SCHOOL PERSONNEL ADMINISTRATORS	REGISTRATION	300.00
NEBRASKA PUBLIC POWER DISTRICT	ELECTRICITY	24,790.98
NORTHWEST MISSOURI STATE	SCHOLARSHIP	529.50
OMAHA PUBLIC POWER DISTRICT	UPS/SERVICE	45.80
OMAHA WINLECTRIC CO	SUPPLIES	1,051.18
ONE SOURCE THE BACKGROUND CHECK COMPANY	SERVICE	441.00
PERMITE LLC	SERVICE	500.00
PERRY, GUTHERY, HAASE & GESSFORD PC LLO	SERVICES	800.00
PINC PROFESSIONAL INTERPRETER AND TRANSLATOR LLC	INTERPRETER	111.88
PRIME COMMUNICATIONS	REPAIRS	6,476.33
PRIME HOME DEVELOPMENTAL DISABILITIES SERVICES INC	SERVICES	15,694.26
PROFESSIONAL HEATING AND AIR	SERVICE	1,820.00
PROFESSIONAL LOCK AND SAFE LLC	SERVICES	407.00
QUADIENT LEASING USA INC	POSTAGE METER LEASE	536.88
REALLY GREAT READING COMPANY, LLC	SUPPLIES	506.24
SCHOOL SPECIALTY LLC	SUPPLIES	201.47
SHRED IT US JV LLC	SHREDDING	167.71
SIZZLING CAESARS LLC	PIZZA	162.68
SPARQ DATA SOLUTIONS INC	SERVICE	5,570.00
SPORTS FACILITY MAINTENANCE LLC	SUPPLIES/SERVICE	375.00
STANTON, SARA	REIMBURSEMENT	141.55
STAPLES BUSINESS ADVANTAGE	SUPPLIES	1,105.48
STAUB - MULLER, LACEY	MILEAGE REIMBURSEMENT	1,330.62

<u>Vendor Name</u>	<u>Vendor Description</u>	<u>Amount</u>
TIME MANAGEMENT SYSTEMS	TIMEKEEPING SYSTEM SERVICE	331.00
UNIVERSITY OF NEBR - LINCOLN	RECRUITMENT DAY	210.00
UNIVERSITY OF NEBRASKA KEARNEY	TUITION/FEES	529.50
URBAUER, CHARLOTTE	REIMBURSEMENT	1,059.00
US BANK NATIONAL ASSOCIATION	CREDIT CARD	2,834.82
US BANK NA	FUEL PURCHASES	858.46
VERIZON WIRELESS	CELL SERVICE	527.73
VISION SERVICE PLAN INSURANCE COMPANY	EMPLOYEE BENEFIT	9.22
VOICE & DATA SYSTEMS INC	SERVICE	768.00
WARGA, STEVE	ADVERTISING	130.00
WASTE MANAGEMENT OF NEBRASKA INC	TRASH SERVICE	3,323.75
WILBUR-ELLIS HOLDINGS II INC	SUPPLIES	2,640.00
WILFONG, MARCY	REIMBURSEMENT	87.90
WINDSTREAM	TELEPHONE SERVICE	5,584.40
WITTE PHYSICAL THERAPY	SERVICES/SUPPLIES	2,375.00
WOODRIVER ENERGY LLC	FUEL	5,781.41
<b>Fund Total:</b>		<b>376,838.32</b>
<b>Checking</b>	<b>1 Fund: 06 CAFETERIA</b>	
CFG INC	SERVICE/SUPPLIES	2,661.93
CONESTOGA SCHOOLS	LUNCHES	3,101.45
HILAND DAIRY FOODS COMPANY LLC	DAIRY PRODUCTS	2,684.72
HY-VEE STORES	FUEL/SUPPLIES	75.58
ROTELLA'S ITALIAN BAKERY INC	BREAD	611.08
SYSCO LINCOLN	SUPPLIES	18,040.37
TRIMARK ERF INC	SUPPLIES	202.55
<b>Fund Total:</b>		<b>27,377.68</b>
<b>Checking</b>	<b>1 Fund: 12 STUDENT FEES</b>	
DIETZE MUSIC HOUSE	SUPPLIES	1,191.21
<b>Fund Total:</b>		<b>1,191.21</b>
<b>Checking Account Total:</b>		<b>405,407.21</b>
<u>Checking</u>	3	
<b>Checking</b>	<b>3 Fund: 05 ACTIVITY FUND</b>	

<u>Vendor Name</u>	<u>Vendor Description</u>	<u>Amount</u>
ACCELERATED GRAPHX LLC	SUPPLIES	745.00
ALLEN, ANTHONY	OFFICIAL	60.00
AMERICAN ALLIANCE FOR INNOVATIVE SYSTEMS	SUPPLIER	2,700.00
ANDERS, DENNIS	OFFICIAL	60.00
ANDERSON, MICHAEL	OFFICIAL	170.00
ANSCHULTZ, THOMAS	OFFICIAL	2,250.00
ARNDT, BRAXTON	OFFICIAL	60.00
ASHLAND/GREENWOOD HIGH SCHOOL	ENTRY FEES	175.00
BEARD, ZANDER	OFFICIAL	120.00
BLACK SQUIRREL TIMING	SERVICE	4,168.80
BOCK, BRIAN	OFFICIAL	170.00
BSN SPORTS LLC	SUPPLIES	1,033.38
BYRNE, RYAN		190.00
CASS COUNTY EMERGENCY MANAGEMENT AGENCY	CPR CARDS	500.00
CHADWELL, LUCAS	REIMBURSEMENT	171.43
CITY OF PLATTSMOUTH	SUPPLIES/SERVICES	1,200.00
COLLEGE BOARD, AP EXAMS	AP TEST FEES	120.96
CONESTOGA PUBLIC SCHOOLS		150.00
COOLEY, STEVEN	OFFICIAL	190.00
CTBOOK HOLDINGS LLC	BOOKS	2,210.94
DAIRY QUEEN	SUPPLIES	780.00
DIETZE MUSIC HOUSE	SUPPLIES	162.00
DODD, JACOB	OFFICIAL	60.00
DOSTAL, JOHN	OFFICIAL	170.00
GONE LOGO	T SHIRTS	2,867.45
GRAVES GRADUATION LLC	SUPPLIES	1,379.82
HAMILTON, JAYDEN		45.00
HAUFF MID-AMERICA SPORTS INC	SUPPLIES	5,958.35

<u>Vendor Name</u>	<u>Vendor Description</u>	<u>Amount</u>
HOLIDAY INN OF KEARNEY	LODGING	229.90
HUGH O'BRIEN YOUTH LEADERSHIP	REGISTRATION	560.00
HY-VEE STORES	FUEL/SUPPLIES	727.09
J.W. PEPPER & SON INC	SUPPLIES	659.98
JOHNSON HEALTH TECH TRADING, INC	SUPPLIES	297.50
JOHNSON, DORIAN	OFFICIAL	60.00
JONES T-SHIRTS, INC.	SUPPLIES	490.54
KLUTE, ANGELA	OFFICIAL	60.00
LINCOLN NORTH STAR	REGISTRATION	175.00
LINCOLN SE HIGH SCHOOL	ENTRY FEE	281.00
MARINKOVICH, MARCUS	OFFICIAL	60.00
MITTEIS, ADAM	OFFICIAL	345.00
MITTEIS, DOUG	OFFICIAL	405.00
ODEYS INC	SUPPLIES	1,467.00
OSBORN, ZACH	OFFICIAL	170.00
PHILLIPS, ALEX	OFFICIAL	170.00
PINKLEMAN, TRAVIS	OFFICIAL	60.00
SCHMITT MUSIC CENTERS	SUPPLIES	110.65
US BANK NATIONAL ASSOCIATION	CREDIT CARD	197.83
WAVERLY PUBLIC SCHOOLS	ENTRY FEE	130.00
WITHERBY, DANIEL		120.00
ZINNER, SHAUN	OFFICIAL	120.00

**Fund Total:** 34,764.62  
**Checking Account Total:** 34,764.62

**EXPENDITURE BY FUNCTION SUMMARY**  
12/2023

Account Number	Account Description	Revised Budget	During Month	To Date	% of Budget	Balance at EOM	Unencumbered Balance
<b>01</b>	<b>GENERAL</b>						
1100	REGULAR INSTRUCTIONAL PROGRAMS	\$7,735,150.00	\$599,641.03	\$2,441,265.38	31.74	\$5,293,884.62	\$5,280,285.12
1125	SA FLEX FUNDING	\$210,680.00	\$15,810.56	\$61,622.06	29.25	\$149,057.94	\$149,057.94
1150	LIMITED ENGLISH PROFICIENCY	\$93,600.00	\$5,909.52	\$26,124.29	27.91	\$67,475.71	\$67,475.71
1160	POVERTY PROGRAMS	\$696,450.00	\$61,522.20	\$362,329.88	57.65	\$334,120.12	\$294,956.34
1190	EARLY CHILDHOOD EDUC PROGRAMS	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
1195	BAF FLEX FUNDING	\$32,200.00	\$3,021.32	\$12,059.82	37.45	\$20,140.18	\$20,140.18
1200	SPECIAL EDUCATION PROGRAMS	\$3,197,465.00	\$332,930.06	\$1,039,766.24	33.26	\$2,157,698.76	\$2,134,002.41
1291	SPED INSTRUCTIONAL PROGRAMS 3-5	\$394,753.00	\$25,361.24	\$107,017.29	27.67	\$287,735.71	\$285,531.81
1292	SPED BIRTH TO 2	\$0.00	\$604.38	\$604.38	0.00	(\$604.38)	(\$604.38)
1300	SUMMER SCHOOL	\$32,150.00	\$0.00	\$0.00	0.00	\$32,150.00	\$32,150.00
2110	SOCIAL WORK SERVICES	\$0.00	\$5,712.00	\$8,515.85	0.00	(\$8,515.85)	(\$10,216.85)
2120	GUIDANCE SERVICES	\$310,400.00	\$25,314.90	\$101,259.60	32.62	\$209,140.40	\$209,140.40
2130	HEALTH SERVICES	\$97,200.00	\$8,006.18	\$33,007.09	34.22	\$64,192.91	\$63,941.69
2141	SCHOOL PSYCHOLOGY SERVICES	\$161,000.00	\$12,242.86	\$50,312.32	31.25	\$110,687.68	\$110,687.68
2151	SA SPEECH PATHOLOGY	\$203,000.00	\$9,780.75	\$34,396.25	16.94	\$168,603.75	\$168,603.75
2152	PK 3-5 SPEECH PATHOLOGY	\$80,000.00	\$607.50	\$2,713.50	3.39	\$77,286.50	\$77,286.50
2153	PK 0-3 SPEECH PATHOLOGY	\$0.00	\$283.50	\$1,053.00	0.00	(\$1,053.00)	(\$1,053.00)
2161	SA OCCUPATIONAL THERAPY	\$35,000.00	\$3,729.00	\$12,754.50	41.63	\$22,245.50	\$20,430.50
2162	PK OCCUPATIONAL THERAPY	\$42,000.00	\$4,752.00	\$14,850.00	44.98	\$27,150.00	\$23,107.50
2171	SA PHYSICAL THERAPY	\$12,000.00	\$1,600.50	\$5,923.50	64.63	\$6,076.50	\$4,245.00
2172	PK PHYSICAL THERAPY	\$15,000.00	\$1,980.00	\$6,369.00	53.13	\$8,631.00	\$7,030.50
2181	SA VISION	\$65,000.00	\$4,161.68	\$18,861.68	36.56	\$46,138.32	\$41,238.32
2212	INSTR AND CURRICULUM DEVELOPMENT	\$103,400.00	\$2,224.14	\$13,119.00	14.12	\$90,281.00	\$88,801.87
2213	INSTRUCTIONAL STAFF TRAINING	\$5,500.00	\$0.00	\$495.00	9.00	\$5,005.00	\$5,005.00

**EXPENDITURE BY FUNCTION SUMMARY**  
12/2023

Account Number	Account Description	Revised Budget	During Month	To Date	% of Budget	Balance at EOM	Unencumbered Balance
2214	IMPLEMENTATION OF STANDARDS	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
2220	LIBRARY/MEDIA SERVICES	\$170,408.00	\$11,178.28	\$39,970.53	23.46	\$130,437.47	\$130,437.47
2230	INSTRUCTION RELATED TECHNOLOGY	\$15,500.00	\$0.00	\$0.00	0.00	\$15,500.00	\$15,500.00
2310	BOARD OF EDUCATION	\$393,975.00	\$1,367.00	\$336,233.09	86.21	\$57,741.91	\$54,343.41
2320	EXECUTIVE ADMIN. SERVICES	\$246,700.00	\$16,390.70	\$68,264.45	27.72	\$178,435.55	\$178,325.55
2330	DISTRICT LEGAL SERVICES	\$10,000.00	\$784.00	\$8,016.07	80.16	\$1,983.93	\$1,983.93
2410	OFFICE OF THE PRINCIPAL SERV.	\$1,577,200.00	\$125,649.63	\$504,333.60	31.98	\$1,072,866.40	\$1,072,866.40
2510	GENERAL BUSINESS SUPPORT	\$343,320.00	\$15,147.51	\$89,472.00	26.10	\$253,848.00	\$253,728.59
2530	DUPLICATING SERVICES	\$88,000.00	\$12,790.07	\$27,839.36	38.98	\$60,160.64	\$53,699.27
2540	EVALUATION SERVICES	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
2580	ADMIN TECHNOLOGY SERVICES	\$366,550.00	\$27,620.37	\$292,191.76	111.29	\$74,358.24	(\$41,380.99)
2610	OPERATION OF PLANT	\$922,130.00	\$68,467.49	\$304,367.21	35.76	\$617,762.79	\$592,353.82
2620	MAINTENANCE OF PLANT	\$554,071.00	\$60,857.95	\$252,604.16	51.16	\$301,466.84	\$270,621.21
2630	UPKEEP OF GROUNDS	\$52,700.00	\$3,000.00	\$13,978.27	32.56	\$38,721.73	\$35,542.23
2650	VEHICLE OPERATION/MAINTENANCE	\$14,430.00	\$149.95	\$2,577.91	17.86	\$11,852.09	\$11,852.09
2660	SECURITY SERVICES	\$70,000.00	\$22,335.28	\$38,284.14	54.69	\$31,715.86	\$31,715.86
2670	SAFETY SERVICES	\$6,180.00	\$382.00	\$3,704.00	59.94	\$2,476.00	\$2,476.00
2710	REGULAR STUDENT TRANSPORTATION	\$406,330.00	\$702.23	\$21,610.25	6.27	\$384,719.75	\$380,870.30
2712	SA SPED VEHICLE OPERATION	\$209,710.00	\$4,510.38	\$71,128.89	40.75	\$138,581.11	\$124,246.83
2713	PK VEHICLE OPERATION	\$20,000.00	\$0.00	\$0.00	0.00	\$20,000.00	\$20,000.00
3300	COMMUNITY SERVICE OPERATIONS	\$18,050.00	\$666.39	\$3,131.43	19.22	\$14,918.57	\$14,581.19
3400	GRANTS FR PRIVATE INTERESTS/EDQUEST	\$7,000.00	\$1,241.35	\$4,038.34	65.14	\$2,961.66	\$2,440.32
3500	STATE CATEGORICAL PROGRAMS/RULE 82	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
3535	HIGH ABILITY LEARNERS	\$11,000.00	\$480.00	\$3,795.05	35.62	\$7,204.95	\$7,081.74
3540	STATE EARLY CHILDHOOD GRANT	\$130,000.00	\$13,968.69	\$51,246.55	39.86	\$78,753.45	\$78,180.94

**EXPENDITURE BY FUNCTION SUMMARY**  
12/2023

Account Number	Account Description	Revised Budget	During Month	To Date	% of Budget	Balance at EOM	Unencumbered Balance
3541	BIRTH TO 3 ENDOWMENT	\$87,000.00	\$6,584.86	\$29,365.76	36.33	\$57,634.24	\$55,393.49
3550	OTHER STATE CATEGORICAL/RULE 4	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
3575	NEBR INNOVATION GRANT PROGRAM	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
3599	OTHER STATE CATEGORICAL PROGRAMS	\$10,000.00	\$0.00	\$0.00	0.00	\$10,000.00	\$10,000.00
5000	DEBT SERVICES	\$0.00	\$0.00	\$93,418.33	0.00	(\$93,418.33)	(\$93,418.33)
6200	TITLE I PART A	\$205,450.00	\$13,908.43	\$56,113.72	27.31	\$149,336.28	\$149,336.28
6210	TITLE I PART A ACCOUNTABILITY	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
6310	TITLE II PART A	\$36,649.00	\$2,269.01	\$19,427.18	53.01	\$17,221.82	\$17,221.82
6406	IDEA PRESCHOOL (619) BASE	\$13,120.00	\$0.00	\$2,032.80	15.49	\$11,087.20	\$11,087.20
6408	IDEA BASE/EP	\$390,972.00	\$42,462.99	\$174,818.21	44.71	\$216,153.79	\$216,153.79
6412	IDEA PART B PROPORTIONATE SHARE	\$36,272.00	\$1,603.88	\$6,415.52	17.69	\$29,856.48	\$29,856.48
6421	IDEA 611 ARP	\$60,000.00	\$0.00	\$0.00	0.00	\$60,000.00	\$60,000.00
6422	IDEA NON PUBLIC ARP	\$5,000.00	\$0.00	\$3,543.12	94.48	\$1,456.88	\$275.84
6423	IDEA 619 ARP	\$6,000.00	\$0.00	\$0.00	0.00	\$6,000.00	\$6,000.00
6690	OTHER NON CATEGORICAL EXP/MEDICAID	\$200.00	\$0.00	\$0.00	0.00	\$200.00	\$200.00
6700	PERKINS REVISION GRANT	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
6940	HEAD START	\$1,501,450.00	\$109,476.46	\$459,850.82	32.76	\$1,041,599.18	\$1,009,594.22
6968	TITLE IV PART B 21ST CENTURY	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
6969	TITLE IVA STU SUPPORT & ACADEMIC ENRICH	\$22,000.00	\$0.00	\$27,219.39	123.72	(\$5,219.39)	(\$5,219.39)
6980	ADULT BASIC EDUCATION	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
6990	OTHER FED CATEGORICAL SOURCES	\$190,000.00	\$0.00	\$0.00	0.00	\$190,000.00	\$190,000.00
6993	AMERICAN RESCUE PLAN HOMELESS HCY	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
6996	ESSERS (EMERGENCY RELIEF)	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
6997	ESSERS II	\$0.00	\$0.00	\$93,880.00	0.00	(\$93,880.00)	(\$93,880.00)
6998	ESSERS III	\$212,000.00	\$2,066.96	\$22,410.60	33.10	\$189,589.40	\$141,819.40

**EXPENDITURE BY FUNCTION SUMMARY**  
12/2023

Account Number	Account Description	Revised Budget	During Month	To Date	% of Budget	Balance at EOM	Unencumbered Balance
8000	TRANSFERS	\$26,000.00	\$0.00	\$0.00	0.00	\$26,000.00	\$26,000.00
9000	NON PROGRAM EXPENDITURES	\$3,272,685.00	\$0.00	\$4,608.27	0.14	\$3,268,076.73	\$3,268,076.73
01	GENERAL	\$25,230,000.00	\$1,691,257.18	\$7,484,310.41	31.19	\$17,745,689.59	\$17,361,207.68

**EXPENDITURE BY FUNCTION SUMMARY**  
12/2023

Account Number	Account Description	Revised Budget	During Month	To Date	% of Budget	Balance at EOM	Unencumbered Balance
<b>02</b>	<b>DEPRECIATION FUND</b>						
2900	OTHER SUPPORT SERVICES	\$24,919.00	\$0.00	\$0.00	0.00	\$24,919.00	\$24,919.00
8000	TRANSFERS	\$1,000.00	\$0.00	\$0.00	0.00	\$1,000.00	\$1,000.00
02	DEPRECIATION FUND	<u>\$25,919.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>0.00</u>	<u>\$25,919.00</u>	<u>\$25,919.00</u>

**EXPENDITURE BY FUNCTION SUMMARY**  
12/2023

Account Number	Account Description	Revised Budget	During Month	To Date	% of Budget	Balance at EOM	Unencumbered Balance
<b>03</b>	<b>EMPLOYEE BENEFITS FUND</b>						
2900	OTHER SUPPORT SERVICES	\$71,376.00	\$4,258.51	\$14,490.87	20.30	\$56,885.13	\$56,885.13
8000	TRANSFERS	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
03	EMPLOYEE BENEFITS FUND	\$71,376.00	\$4,258.51	\$14,490.87	20.30	\$56,885.13	\$56,885.13

**EXPENDITURE BY FUNCTION SUMMARY**  
12/2023

Account Number	Account Description	Revised Budget	During Month	To Date	% of Budget	Balance at EOM	Unencumbered Balance
<b>05</b>	<b>ACTIVITY FUND</b>						
2190	OTHER PUPIL SUPPORT SERVICES	\$0.00	\$0.00	\$0.00	0.00	\$0.00	(\$128.23)
2900	OTHER SUPPORT SERVICES	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
3200	ENTERPRISE OPERATIONS/ACTIVITIES	\$0.00	\$24,891.69	\$183,795.26	0.00	(\$183,795.26)	(\$239,052.43)
8000	TRANSFERS	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
8009	PIONEER GRANT MATCH	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
8015	SPECIAL EDUCATION	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
8017	CONESTOGA PARENT GROUP	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
8026	WEEPING WATER PARENT GROUP	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
8027	HEAD START POLICY COUNCIL	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
8028	HD START POP FUND	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
8220	8TH GRADE ACTIVITIES	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
8310	BAKE SHOPPE	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
8332	CONCESSIONS	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
<b>05</b>	<b>ACTIVITY FUND</b>	<b>\$0.00</b>	<b>\$24,891.69</b>	<b>\$183,795.26</b>	<b>0.00</b>	<b>(\$183,795.26)</b>	<b>(\$239,180.66)</b>

**EXPENDITURE BY FUNCTION SUMMARY**  
12/2023

Account Number	Account Description	Revised Budget	During Month	To Date	% of Budget	Balance at EOM	Unencumbered Balance
<b>06</b>	<b>CAFETERIA</b>						
3100	FOOD SERVICE OPERATIONS	\$1,187,001.00	\$70,832.56	\$348,244.58	31.13	\$838,756.42	\$817,475.77
06	CAFETERIA	\$1,187,001.00	\$70,832.56	\$348,244.58	31.13	\$838,756.42	\$817,475.77

**EXPENDITURE BY FUNCTION SUMMARY**  
12/2023

Account Number	Account Description	Revised Budget	During Month	To Date	% of Budget	Balance at EOM	Unencumbered Balance
<b>07</b>	<b>BOND FUND</b>						
5000	DEBT SERVICES	\$1,818,165.00	\$555,658.13	\$555,709.23	30.56	\$1,262,455.77	\$1,262,455.77
07	BOND FUND	\$1,818,165.00	\$555,658.13	\$555,709.23	30.56	\$1,262,455.77	\$1,262,455.77

**EXPENDITURE BY FUNCTION SUMMARY**  
12/2023

Account Number	Account Description	Revised Budget	During Month	To Date	% of Budget	Balance at EOM	Unencumbered Balance
<b>08</b>	<b>SPECIAL BLDG FUND</b>						
2610	OPERATION OF PLANT	\$0.00	\$0.00	\$32,725.00	0.00	(\$32,725.00)	(\$32,725.00)
2660	SECURITY SERVICES	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
2670	SAFETY SERVICES	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
4100	BOND RELATED EXPENDITURES	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
4300	FACILITY ACQ/ARCHITEC AND ENGINEERING	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
4500	BUILDING CONSTRUCTION	\$115,000.00	\$0.00	\$0.00	0.00	\$115,000.00	\$115,000.00
4700	BUILDING IMPROVEMENTS	\$248,487.00	\$0.00	\$0.00	0.00	\$248,487.00	\$248,487.00
5000	DEBT SERVICES	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
<b>08</b>	<b>SPECIAL BLDG FUND</b>	<b>\$363,487.00</b>	<b>\$0.00</b>	<b>\$32,725.00</b>	<b>9.00</b>	<b>\$330,762.00</b>	<b>\$330,762.00</b>

**EXPENDITURE BY FUNCTION SUMMARY**  
12/2023

Account Number	Account Description	Revised Budget	During Month	To Date	% of Budget	Balance at EOM	Unencumbered Balance
<b>09</b>	<b>QUALIFIED CAPITAL PURPOSE UNDERTAKING FU</b>						
2515	CENTRAL SERVICES/BLDGS AND SITES	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
2610	OPERATION OF PLANT	\$455,000.00	\$0.00	\$0.00	0.00	\$455,000.00	\$455,000.00
5000	DEBT SERVICES	\$531,871.00	\$571,492.50	\$571,492.50	107.45	(\$39,621.50)	(\$39,621.50)
09	QUALIFIED CAPITAL PURPOSE UNDERTAKING FU	\$986,871.00	\$571,492.50	\$571,492.50	57.91	\$415,378.50	\$415,378.50

**EXPENDITURE BY FUNCTION SUMMARY**  
12/2023

Account Number	Account Description	Revised Budget	During Month	To Date	% of Budget	Balance at EOM	Unencumbered Balance
<b>12</b>	<b>STUDENT FEES</b>						
2190	OTHER PUPIL SUPPORT SERVICES	\$59,247.00	\$339.32	\$14,463.04	36.34	\$44,783.96	\$37,713.84
12	STUDENT FEES	\$59,247.00	\$339.32	\$14,463.04	36.34	\$44,783.96	\$37,713.84

Fund: 01 GENERAL

Account Number	Description	Revised Budget	During Month	To Date	% of Budget	Budget Balance
01 1100	TAXED LEVIED BY SCHOOL DISTRICT	10,000,000.00	81,908.24	3,716,707.72	37.17	6,283,292.28
01 1115	CARLINE TAXES	9,000.00	0.00	1,356.12	15.07	7,643.88
01 1120	PUBLIC POWER DIST SALES TAX	160,000.00	0.00	0.00	0.00	160,000.00
01 1125	MOTOR VEHICLE TAX	850,000.00	76,532.19	322,364.06	37.93	527,635.94
01 1370	PRESCHOOL TUITION	70,000.00	7,334.75	30,107.50	43.01	39,892.50
01 1510	INTEREST ON INVESTMENTS	1,000.00	8,064.40	37,938.11	3,793.81	(36,938.11)
01 1510 0003	INTEREST ON INVESTMENTS/HD ST	0.00	0.00	49.45	0.00	(49.45)
01 1510 0004	INTEREST ON INVESTMENTS/HD ST	0.00	0.00	0.00	0.00	0.00
01 1800	REVENUE FR COMM SERVICE/GED/BDA	4,000.00	0.00	0.00	0.00	4,000.00
01 1910	RENTAL OF SCHOOL FACILITIES/PROPERTY	1,000.00	1,230.00	1,270.00	127.00	(270.00)
01 1911	LOCAL LICENSE FEES	5,000.00	0.00	0.00	0.00	5,000.00
01 1920	CONTRIB FR PRIVATE SOURCES	0.00	0.00	0.00	0.00	0.00
01 1921	CITY POLICE COURT FINES	5,000.00	13,694.50	23,945.80	478.92	(18,945.80)
01 1990	MISCELLANEOUS LOCAL REVENUE	23,000.00	0.00	4,985.00	21.67	18,015.00
01 1990 0003	MISC LOCAL REVENUE/HD ST	0.00	365,875.22	365,875.22	0.00	(365,875.22)
01 1990 0004	MISCELLANEOUS LOCAL REVENUE/HD ST	0.00	0.00	0.00	0.00	0.00
	Subtotal: 1000	11,128,000.00	554,639.30	4,504,598.98	40.48	6,623,401.02
01 2110	COUNTY FINE & LICENSE FEES	95,000.00	0.00	21,817.89	22.97	73,182.11
01 2210	ESU RECEIPTS	1,500.00	0.00	0.00	0.00	1,500.00
	Subtotal: 2000	96,500.00	0.00	21,817.89	22.61	74,682.11
01 3110	STATE AID TO DISTRICTS	4,161,111.00	416,111.00	1,664,444.00	40.00	2,496,667.00
01 3120	SPECIAL ED PROGRAMS	2,800,000.00	384,872.00	384,872.00	13.75	2,415,128.00
01 3125	SPECIAL ED TRANSPORTATION	90,000.00	0.00	0.00	0.00	90,000.00
01 3130	HOMESTEAD EXEMPTION	420,000.00	0.00	0.00	0.00	420,000.00
01 3131	PROPERTY TAX CREDIT	250,000.00	0.00	0.00	0.00	250,000.00
01 3132	PERSONAL PROPERTY TAX CREDIT	240,000.00	0.00	10,279.08	4.28	229,720.92
01 3134	RAILROAD TAX/PUBLIC SERVICE ENTITIES	6,000.00	0.00	0.00	0.00	6,000.00
01 3155	RULE 4 TEXTBOOK LOAN	0.00	0.00	0.00	0.00	0.00
01 3165	PRESCHOOL FLEX FUNDING	5,000.00	0.00	0.00	0.00	5,000.00
01 3166	SCHOOL AGE FLEX	65,000.00	0.00	0.00	0.00	65,000.00
01 3175	ABE/STATE GRANT	1,000.00	0.00	0.00	0.00	1,000.00
01 3180	PRO-RATA MOTOR VEHICLE	22,000.00	0.00	3,301.70	15.01	18,698.30
01 3400	STATE APPORTIONMENT	200,000.00	0.00	0.00	0.00	200,000.00
01 3535	HIGH ABILITY LEARNERS	1,200,000.00	0.00	11,585.00	0.97	1,188,415.00
01 3541	BIRTH TO 3 ENDOWMENT	70,000.00	51,763.00	51,763.00	73.95	18,237.00
01 3575	NEBR INNOVATION GRANT	0.00	0.00	0.00	0.00	0.00
01 3990	OTHER STATE SOURCES	30,000.00	0.00	30,890.00	102.97	(890.00)
	Subtotal: 3000	9,560,111.00	852,746.00	2,157,134.78	22.56	7,402,976.22
01 4105	USF - E RATE	0.00	0.00	0.00	0.00	0.00
01 4305	IMPACT AID PL 874	0.00	0.00	0.00	0.00	0.00
01 4307	AMERICAN INDIAN EDUCATION	0.00	0.00	0.00	0.00	0.00
01 4309 0003	HEAD START	400,000.00	0.00	131,425.47	32.86	268,574.53
01 4309 0004	HEAD START	400,000.00	0.00	0.00	0.00	400,000.00
01 4505	TITLE I ESEA	210,000.00	0.00	0.00	0.00	210,000.00
01 4506	TITLE I ACCOUNTABILITY	0.00	0.00	0.00	0.00	0.00
01 4509	TITLE II PART A	10,000.00	0.00	0.00	0.00	10,000.00
01 4512	IDEA POVERTY/BASE	10,000.00	0.00	0.00	0.00	10,000.00
01 4515	IDEA PART B SUPPLEMENTAL	0.00	0.00	0.00	0.00	0.00
01 4516	IDEA PART B (619) PRESCHOOL	20,000.00	0.00	0.00	0.00	20,000.00
01 4518	IDEA BASE AND E/P	190,000.00	0.00	0.00	0.00	190,000.00
01 4519	IDEA PART B E/POVERTY	0.00	0.00	0.00	0.00	0.00
01 4521	IDEA NON PUBLIC	20,000.00	0.00	0.00	0.00	20,000.00
01 4524	ROTC REIMBURSEMENT FROM DOD	0.00	8,165.11	35,831.43	0.00	(35,831.43)
01 4529	ADULT BASIC EDUCATION	0.00	0.00	0.00	0.00	0.00

**Fund: 01      GENERAL**

<u>Account Number</u>	<u>Description</u>	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
01 4530	OTHER FEDERAL RECEIPTS	125,000.00	0.00	200,000.00	160.00	(75,000.00)
01 4531	21ST CENTURY LEARNING GRANT/MS	12,000.00	0.00	0.00	0.00	12,000.00
01 4701	CENTRAL NEB ROBOTICS GRANT	0.00	0.00	0.00	0.00	0.00
01 4708	MEDICAID IN PUBLIC SCHOOLS	3,000.00	5,898.86	25,614.34	853.81	(22,614.34)
01 4709	MEDICAID ADM ACTIVITIES	40,000.00	0.00	5,282.67	13.21	34,717.33
01 4969	TITLE IV STUDENT SUPPORT	0.00	0.00	0.00	0.00	0.00
01 4995	PRESIDENTIAL DISASTER AID/ESSERS	0.00	0.00	0.00	0.00	0.00
01 4997	ESSER II	100,000.00	0.00	150,423.00	150.42	(50,423.00)
01 4998	ESSERS III	100,000.00	0.00	0.00	0.00	100,000.00
Subtotal: 4000		1,640,000.00	14,063.97	548,576.91	33.45	1,091,423.09
01 5200	FUND TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
01 5300	SALE OF PROPERTY	0.00	0.00	3,525.00	0.00	(3,525.00)
01 5690	OTHER NON-REVENUE RECEIPTS	0.00	3,587.62	22,836.63	0.00	(22,836.63)
Subtotal: 5000		0.00	3,587.62	26,361.63	0.00	(26,361.63)
Fund Total:		22,424,611.00	1,425,036.89	7,258,490.19	32.37	15,166,120.81

**Fund: 02 DEPRECIATION FUND**

<u>Account Number</u>	<u>Description</u>	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
02 1510	INVESTMENT INCOME	1,000.00	1.76	6.92	0.69	993.08
	Subtotal: 1000	1,000.00	1.76	6.92	0.69	993.08
02 5200	FUND TRANFERS IN	50,000.00	0.00	0.00	0.00	50,000.00
	Subtotal: 5000	50,000.00	0.00	0.00	0.00	50,000.00
	Fund Total:	51,000.00	1.76	6.92	0.01	50,993.08

**Fund: 03      EMPLOYEE BENEFITS FUND**

<u>Account Number</u>	<u>Description</u>	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
03 5200	FUND TRANSFERS IN	43,000.00	3,841.21	15,334.84	35.66	27,665.16
	Subtotal: 5000	43,000.00	3,841.21	15,334.84	35.66	27,665.16
	Fund Total:	43,000.00	3,841.21	15,334.84	35.66	27,665.16

**Fund: 05      ACTIVITY FUND**

<u>Account Number</u>	<u>Description</u>	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
05 1510 8010	INTEREST	0.00	490.03	1,855.64	0.00	(1,855.64)
05 1710 8015	DISTRICT ACTIVITIES/ADMISSIONS	0.00	0.00	0.00	0.00	0.00
05 1710 8022	HEAD START ACTIVITIES	0.00	2,000.00	2,000.00	0.00	(2,000.00)
05 1710 8023	HEAD START PARENT GROUP	0.00	0.00	0.00	0.00	0.00
05 1710 8030	HEAD START BOOK FAIR	0.00	0.00	0.00	0.00	0.00
05 1710 8101	ELEM STUDENT COUNCIL	0.00	733.68	2,276.48	0.00	(2,276.48)
05 1710 8102	ELEM TEACHERS	0.00	156.30	503.28	0.00	(503.28)
05 1710 8103	ELEM MISC	0.00	1,345.00	4,187.52	0.00	(4,187.52)
05 1710 8107	SOCIAL WORK FAMILY RESOURCE ACCT	0.00	480.00	480.00	0.00	(480.00)
05 1710 8113	ELEM FIELD TRIPS	0.00	0.00	3,370.90	0.00	(3,370.90)
05 1710 8202	MS ATHLETICS	0.00	0.00	4,173.00	0.00	(4,173.00)
05 1710 8204	MS BAND	0.00	38.00	173.50	0.00	(173.50)
05 1710 8206	BUILDERS CLUB	0.00	0.00	0.00	0.00	0.00
05 1710 8207	REFERRAL FREE ACTIVITIES	0.00	0.00	2,463.00	0.00	(2,463.00)
05 1710 8208	FCS	0.00	0.00	0.00	0.00	0.00
05 1710 8209	MS NAT'L JR HONOR SOCIETY	0.00	0.00	0.00	0.00	0.00
05 1710 8210	MS VENDING	0.00	0.00	0.00	0.00	0.00
05 1710 8211	DESTINATION IMAGINATION	0.00	0.00	235.00	0.00	(235.00)
05 1710 8215	MS SCIENCE FAIR	0.00	0.00	0.00	0.00	0.00
05 1710 8216	MS STUDENT COUNCIL	0.00	865.00	2,512.63	0.00	(2,512.63)
05 1710 8221	MS WRESTLING CLUB	0.00	0.00	0.00	0.00	0.00
05 1710 8226	MS YEARBOOK	0.00	5.00	245.00	0.00	(245.00)
05 1710 8302	CAREER ACADEMIES	0.00	(309.00)	2,205.47	0.00	(2,205.47)
05 1710 8304	ART CLUB	0.00	0.00	150.00	0.00	(150.00)
05 1710 8312	HS BAND	0.00	500.00	905.00	0.00	(905.00)
05 1710 8314	BOOSTER CLUB	0.00	0.00	0.00	0.00	0.00
05 1710 8316	SPIRIT SQUAD	0.00	1,100.00	12,207.25	0.00	(12,207.25)
05 1710 8317	BLUE PRINT	0.00	0.00	0.00	0.00	0.00
05 1710 8318	CHORUS/SWING CHOIR	0.00	2,093.80	8,579.20	0.00	(8,579.20)
05 1710 8320	G.S. ALLIANCE	0.00	0.00	0.00	0.00	0.00
05 1710 8321	STUDENT TRAVEL ABROAD	0.00	1,293.00	3,708.63	0.00	(3,708.63)
05 1710 8322	CLASS OF 2025	0.00	1,497.61	4,377.31	0.00	(4,377.31)
05 1710 8323	CLASS OF 2026	0.00	200.07	200.07	0.00	(200.07)
05 1710 8324	CLASS OF 2023	0.00	0.00	0.00	0.00	0.00
05 1710 8326	CLASS OF 2024	0.00	100.00	100.00	0.00	(100.00)
05 1710 8328	CLASS OF 2027	0.00	0.00	0.00	0.00	0.00
05 1710 8329	CLASS OF 2021	0.00	0.00	0.00	0.00	0.00
05 1710 8332	CONCESSIONS	0.00	3,803.23	16,493.89	0.00	(16,493.89)
05 1710 8333	BLUE DEVIL CATERING	0.00	1,373.00	2,516.00	0.00	(2,516.00)
05 1710 8334	DECA	0.00	1,623.00	7,940.50	0.00	(7,940.50)
05 1710 8336	MANUFACTURING	0.00	0.00	0.00	0.00	0.00
05 1710 8337	FITNESS CENTER	0.00	0.00	0.00	0.00	0.00
05 1710 8339	EDUCATORS RISING/FEA	0.00	0.00	0.00	0.00	0.00
05 1710 8342	FCCLA	0.00	48.16	970.49	0.00	(970.49)
05 1710 8344	FOOTBALL FUNDRAISER	0.00	0.00	2,897.25	0.00	(2,897.25)
05 1710 8346	HOSA	0.00	0.00	770.00	0.00	(770.00)
05 1710 8347	FFA	0.00	241.57	3,663.02	0.00	(3,663.02)
05 1710 8348	BOYS BASKETBALL FR	0.00	6,592.80	7,297.95	0.00	(7,297.95)
05 1710 8349	GIRLS BB FUNDRAISER	0.00	0.00	174.00	0.00	(174.00)
05 1710 8350	HS WELLNESS ACTIVITIES	0.00	0.00	0.00	0.00	0.00
05 1710 8353	JR ROTC	0.00	0.00	2,039.27	0.00	(2,039.27)
05 1710 8354	HONOR SOCIETY	0.00	0.00	172.39	0.00	(172.39)
05 1710 8356	GUIDANCE	0.00	(189.00)	155.00	0.00	(155.00)
05 1710 8358	LETTERMAN'S CLUB	0.00	25.00	2,342.00	0.00	(2,342.00)
05 1710 8359	MUSICAL/PLAY	0.00	0.00	0.00	0.00	0.00
05 1710 8360	HS LIBRARY FINES	0.00	0.00	0.00	0.00	0.00

**Fund: 05      ACTIVITY FUND**

<u>Account Number</u>	<u>Description</u>	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
05 1710 8363	SPEECH	0.00	854.24	854.24	0.00	(854.24)
05 1710 8364	PRISM	0.00	0.00	0.00	0.00	0.00
05 1710 8374	HS STUDENT COUNCIL	0.00	33.55	7,348.55	0.00	(7,348.55)
05 1710 8376	HS REFRESHMENTS	0.00	0.00	863.05	0.00	(863.05)
05 1710 8378	SCIENCE CLUB	0.00	0.00	0.00	0.00	0.00
05 1710 8380	JUNIOR OPTIMIST INTERNATIONAL	0.00	673.62	1,071.85	0.00	(1,071.85)
05 1710 8381	GIRLS TRACK FR	0.00	750.00	750.00	0.00	(750.00)
05 1710 8382	GIRLS SOCCER FR	0.00	500.00	500.00	0.00	(500.00)
05 1710 8384	VOLLEYBALL FR	0.00	0.00	4,808.00	0.00	(4,808.00)
05 1710 8386	SKILLS USA	0.00	0.00	0.00	0.00	0.00
05 1710 8387	GOLF FR	0.00	0.00	513.18	0.00	(513.18)
05 1710 8388	WRESTLING CLUB	0.00	570.00	4,875.00	0.00	(4,875.00)
05 1710 8389	HS YEARBOOK	0.00	300.00	1,655.00	0.00	(1,655.00)
05 1710 8390	BASEBALL FR	0.00	750.00	2,000.00	0.00	(2,000.00)
05 1710 8391	MISC ACTIVITIES	0.00	7,947.55	36,254.09	0.00	(36,254.09)
05 1710 8401	BOYS SOCCER FR	0.00	0.00	0.00	0.00	0.00
05 1710 8404	CROSS COUNTRY FR	0.00	750.00	750.00	0.00	(750.00)
05 1710 8405	SOFTBALL FR	0.00	0.00	241.00	0.00	(241.00)
05 1711 8206	BUILDER'S CLUB	0.00	0.00	0.00	0.00	0.00
05 1920 8021	CONTRIB FR PRIVATE SOURCES	0.00	0.00	0.00	0.00	0.00
05 1920 8228	MS DONATIONS	0.00	0.00	1,455.00	0.00	(1,455.00)
05 1990 8000	ADMINISTRATION OFFICE	0.00	0.00	0.00	0.00	0.00
05 1990 8001	DUDA SCHOLARSHIP	0.00	0.00	55,000.00	0.00	(55,000.00)
05 1990 8003	WILEY SCHOLARSHIPS	0.00	0.00	0.00	0.00	0.00
05 1990 8004	VANDALISM REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00
05 1990 8005	TEAMMATES	0.00	0.00	0.00	0.00	0.00
05 1990 8008	MISCELLANEOUS	0.00	(764.46)	(3,478.59)	0.00	3,478.59
05 1990 8011	MISC INSURANCE	0.00	0.00	1,700.88	0.00	(1,700.88)
05 1990 8012	SALES TAX	0.00	0.00	0.00	0.00	0.00
05 1990 8014	SCHOOL NURSE	0.00	0.00	0.00	0.00	0.00
05 1990 8019	WILES SCHOLARSHIP	0.00	0.00	13,000.00	0.00	(13,000.00)
05 1990 8020	SITZMAN SCHOLARSHIP	0.00	0.00	0.00	0.00	0.00
05 1990 8106	ELEM LIFE SKILLS	0.00	0.00	0.00	0.00	0.00
05 1990 8111	ELEM SOCIAL COMMITTEE	0.00	0.00	150.00	0.00	(150.00)
05 1990 8203	MS SOCIAL COMMITTEE	0.00	0.00	0.00	0.00	0.00
05 1990 8335	DUAL ENROLLMENT	0.00	0.00	0.00	0.00	0.00
05 1990 8345	HALL OF FAME	0.00	0.00	0.00	0.00	0.00
05 1990 8355	ROTC MILITARY REIMBURSEMENT	0.00	0.00	621.00	0.00	(621.00)
05 1990 8371	HS SOCIAL COMMITTEE	0.00	0.00	260.00	0.00	(260.00)
Subtotal: 1000		0.00	38,470.75	235,532.89	0.00	(235,532.89)
05 5690 8104	ELEM LIBRARY	0.00	25.45	25.45	0.00	(25.45)
05 5690 8355	OTHER NON REVENUE RECEIPTS	0.00	0.00	0.00	0.00	0.00
Subtotal: 5000		0.00	25.45	25.45	0.00	(25.45)
05 8310	BAKE SHOPPE - CLOSED	0.00	0.00	0.00	0.00	0.00
Subtotal: TRANSFER		0.00	0.00	0.00	0.00	0.00
Fund Total:		0.00	38,496.20	235,558.34	0.00	(235,558.34)

**Fund: 06 CAFETERIA**

<u>Account Number</u>	<u>Description</u>	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
06 1611	DAILY SALES	45,000.00	17,120.12	80,799.14	179.55	(35,799.14)
06 1650	SUMMER MEAL PROGRAM	30,000.00	0.00	0.00	0.00	30,000.00
06 1990 0005	MISCELLANEOUS LOCAL REVENUE	0.00	0.00	36.05	0.00	(36.05)
	Subtotal: 1000	75,000.00	17,120.12	80,835.19	107.78	(5,835.19)
06 3150	STATE REIMBURSEMENT	5,000.00	25,457.12	138,693.15	2,773.86	(133,693.15)
	Subtotal: 3000	5,000.00	25,457.12	138,693.15	2,773.86	(133,693.15)
06 4210	FEDERAL REIMBURSEMENT	850,000.00	0.00	0.00	0.00	850,000.00
06 4211 0005	FED REIMB/CACFP	70,000.00	0.00	0.00	0.00	70,000.00
	Subtotal: 4000	920,000.00	0.00	0.00	0.00	920,000.00
06 5200	FUND TRANSFERS	0.00	0.00	0.00	0.00	0.00
	Subtotal: 5000	0.00	0.00	0.00	0.00	0.00
	Fund Total:	1,000,000.00	42,577.24	219,528.34	21.95	780,471.66

**Fund: 07 BOND FUND**

<u>Account Number</u>	<u>Description</u>	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
07 1100	LOCAL TAXES	1,400,000.00	8,622.08	389,444.28	27.82	1,010,555.72
07 1115	CARLINE TAXES	900.00	0.00	142.69	15.85	757.31
07 1120	PUBLIC POWER DIST SALES TAX	20,000.00	0.00	0.00	0.00	20,000.00
07 1510	INVESTMENT INCOME	100.00	122.96	713.62	713.62	(613.62)
Subtotal: 1000		1,421,000.00	8,745.04	390,300.59	27.47	1,030,699.41
07 3130	HOMESTEAD EXEMPTION	27,000.00	0.00	0.00	0.00	27,000.00
07 3131	RELIEF TO PROPERTY TAXPAYERS	28,000.00	0.00	0.00	0.00	28,000.00
07 3132	PERSONAL PROPERTY TAX CREDIT	27,000.00	0.00	1,081.56	4.01	25,918.44
07 3134	RAILROAD TAX/PUBLIC SERVICE ENTITIES	0.00	0.00	0.00	0.00	0.00
07 3180	PRO-RATA MOTOR VEHICLE	2,000.00	0.00	347.40	17.37	1,652.60
Subtotal: 3000		84,000.00	0.00	1,428.96	1.70	82,571.04
07 5100	BOND PROCEEDS	0.00	0.00	0.00	0.00	0.00
07 5200	LONG TERM LOAN	0.00	0.00	0.00	0.00	0.00
07 5690	OTHER NON REVENUE RECEIPTS	0.00	0.00	0.00	0.00	0.00
Subtotal: 5000		0.00	0.00	0.00	0.00	0.00
Fund Total:		1,505,000.00	8,745.04	391,729.55	26.03	1,113,270.45

**Fund: 08 SPECIAL BLDG FUND**

<u>Account Number</u>	<u>Description</u>	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
08 1100	LOCAL TAXES	0.00	0.00	0.00	0.00	0.00
08 1115	CARLINE TAXES	0.00	0.00	0.00	0.00	0.00
08 1510	INTEREST ON LOCAL RECEIPTS	1,000.00	830.93	3,289.90	328.99	(2,289.90)
08 1990	OTHER LOCAL RECEIPTS	0.00	0.00	0.00	0.00	0.00
Subtotal: 1000		1,000.00	830.93	3,289.90	328.99	(2,289.90)
08 3130	HOMESTEAD EXEMPTION	0.00	0.00	0.00	0.00	0.00
08 3131	RELIEF TO PROPERTY TAXPAYERS	0.00	0.00	0.00	0.00	0.00
08 3180	PRO-RATA MOTOR VEHICLE	0.00	0.00	0.00	0.00	0.00
Subtotal: 3000		0.00	0.00	0.00	0.00	0.00
08 5100	BOND PROCEEDS	0.00	0.00	0.00	0.00	0.00
08 5120	PREMIUM ON ISSUANCE OF BONDS	0.00	0.00	0.00	0.00	0.00
08 5300	SALE OF PROPERTY	0.00	0.00	10,000.00	0.00	(10,000.00)
08 5690	OTHER NON REVENUE RECEIPTS	0.00	0.00	0.00	0.00	0.00
Subtotal: 5000		0.00	0.00	10,000.00	0.00	(10,000.00)
Fund Total:		1,000.00	830.93	13,289.90	1,328.99	(12,289.90)

**Fund: 09 QUALIFIED CAPITAL PURPOSE UNDERTAKING FU**

<u>Account Number</u>	<u>Description</u>	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
09 1100	TAXES LEVIED BY SCHOOL DISTRICT	300,000.00	3,134.71	142,217.97	47.41	157,782.03
09 1115	CARLINE TAXES	500.00	0.00	51.89	10.38	448.11
09 1120	PUBLIC POWER DIST SALES TAX	5,000.00	0.00	0.00	0.00	5,000.00
09 1510	INVESTMENT INCOME	100.00	112.39	225.69	225.69	(125.69)
09 1990	OTHER LOCAL RECEIPTS	100.00	0.00	0.00	0.00	100.00
Subtotal: 1000		305,700.00	3,247.10	142,495.55	46.61	163,204.45
09 3130	HOMESTEAD EXEMPTION	17,000.00	0.00	0.00	0.00	17,000.00
09 3131	RELIEF TO PROPERTY TAXPAYERS	0.00	0.00	0.00	0.00	0.00
09 3132	PERSONAL PROPERTY TAX CREDIT	20,000.00	0.00	393.29	1.97	19,606.71
09 3134	RAILROAD TAX/PUBLIC SERVICE ENTITIES	500.00	0.00	0.00	0.00	500.00
09 3180	PRO-RATA MOTOR VEHICLE	1,000.00	0.00	126.33	12.63	873.67
Subtotal: 3000		38,500.00	0.00	519.62	1.35	37,980.38
09 5100	BOND PROCEEDS	0.00	0.00	0.00	0.00	0.00
09 5103	QUALIFIED SCHOOL CONSTRUCTION BONDS	0.00	0.00	0.00	0.00	0.00
Subtotal: 5000		0.00	0.00	0.00	0.00	0.00
Fund Total:		344,200.00	3,247.10	143,015.17	41.55	201,184.83

**Fund: 12      STUDENT FEES**

<u>Account Number</u>	<u>Description</u>	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
12 1741 1510	INTEREST ON INVESTMENTS	0.00	0.00	0.00	0.00	0.00
12 1741 1696	H.S. PARTICIPATION FEES	0.00	715.00	2,210.00	0.00	(2,210.00)
12 1741 1697	M.S. PARTICIPATION FEES	0.00	50.00	800.00	0.00	(800.00)
12 1741 1698	H.S. BAND RENTALS	0.00	0.00	0.00	0.00	0.00
12 1741 1701	HS BAND FEE	0.00	0.00	186.00	0.00	(186.00)
12 1741 1706	M.S. BAND RENTALS	0.00	75.00	710.00	0.00	(710.00)
12 1741 1707	HUMAN SERVICES & HOSPITALITY	0.00	0.00	105.00	0.00	(105.00)
12 1741 1708	HEALTH FEES	0.00	105.00	445.00	0.00	(445.00)
12 1741 1710	H.S. ART FEES	0.00	25.00	250.00	0.00	(250.00)
12 1741 1718	DRIVERS ED	0.00	0.00	0.00	0.00	0.00
12 1741 1719	WOODS	0.00	40.00	220.00	0.00	(220.00)
12 1741 1721	MANUFACTURING	0.00	0.00	170.00	0.00	(170.00)
12 1741 1722	VOLLEYBALL CLUB	0.00	0.00	0.00	0.00	0.00
12 1741 1723	HS LAPTOP INS FEE	0.00	434.99	1,344.97	0.00	(1,344.97)
12 1741 1790	EXTRA CURRICULAR ACTIVITY FEES	0.00	0.00	0.00	0.00	0.00
12 1741 1809	OTHER LOCAL RECEIPTS	0.00	0.00	0.00	0.00	0.00
Subtotal: 1000		0.00	1,444.99	6,440.97	0.00	(6,440.97)
Fund Total:		0.00	1,444.99	6,440.97	0.00	(6,440.97)

**Revenue Summary Report**  
Processing Month: 12/2023

	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
Grand Total:	25,368,811.00	1,524,221.36	8,283,394.22	32.65	17,085,416.78

Plattsmouth Community Schools  
Fund

**Cash Flow Report**

	Cash Flow Beginning Cash	Cash Flow Revenue During Month	Cash Flow Expenses During Month	Cash Flow Ending Cash
01 GENERAL				
02 DEPRECIATION FUND	1,964,233.45	1,425,036.89	(1,691,257.18)	1,698,013.16
03 EMPLOYEE BENEFITS FUND	1,025,424.58	1.76	0.00	1,025,426.34
05 ACTIVITY FUND	29,672.65	3,841.21	(4,258.51)	29,255.35
06 CAFETERIA	155,925.29	38,496.20	(24,891.69)	169,529.80
07 BOND FUND	420,086.29	42,577.24	(70,832.56)	391,830.97
08 SPECIAL BLDG FUND	559,029.89	8,745.04	(555,658.13)	12,116.80
09 QUALIFIED CAPITAL PURPOSE UNDERTAKING FU	351,753.40 675,159.02	830.93 3,247.10	0.00 (571,492.50)	352,584.33 106,913.62
Grand Total:	5,181,284.57	1,522,776.37	(2,918,390.57)	3,785,670.37

General Fund	December
Petty Cash	\$ 10,328.46
Accounts Payable	\$ 402,050.25
Payroll	\$ 2,202,816.71
Total of bank accounts	\$ 2,615,195.42
<b>Plus</b>	
Head Start Fund	\$ 371,220.19
NLAF	\$ 102,928.52
Pending	
Total	\$ 3,089,344.13
<b>Less</b>	
Line of Credit	
Cafeteria Fund	\$ 391,830.97
Loan from Depreciation	\$ 999,500.00
End of Month Fund Total	\$ 1,698,013.16



I hope everyone had a great first week of 2024! Let's make it a great year.



At our December 2023 meeting, I presented our 2022-2023 PCS Annual Report. If you have not seen it, click [HERE](#) and view it. Much of the information in our annual report is from the Nebraska Education Profile (NEP) which is located at <https://nep.education.ne.gov/>. On the NEP site, there is data for the Plattsmouth Community Schools, as well as other school districts and the State of Nebraska. Scroll down the page to see various links and the ability to also perform comparisons with other school districts.



# Be a Part of Our Team

## Have 60 Credit Hours?

**You can be a substitute teacher for \$150 or more a day!**

Contact Chris Hudson at [chudson@pcsd.org](mailto:chudson@pcsd.org) for more information.

## Why We Love PCSD!

Family environment between staff!- C.M.

Making a difference in children's lives!-E.H.

Everyone pitches in! - M.A.

Something different everyday!- H.B.

Same schedule as my kids!- D.D.



## Immediate Job Openings



### Custodian

40 hours a week



- Health, dental, vision insurance option
- Paid Life Insurance
- Eligible for Nebraska Public Retirement Plan

### Food Service

29 hours a week



- Flexible schedule that follows the school calendar
- Eligible for Nebraska Public Retirement Plan

### Paraeducator

29 hours a week



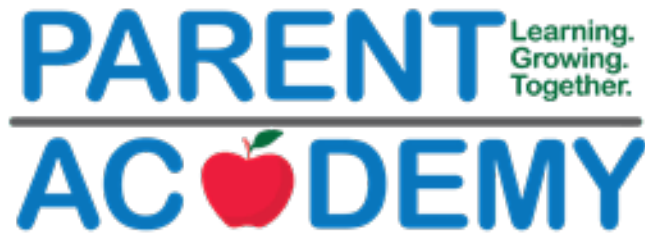
- Flexible schedule that follows the school calendar
- Eligible for Nebraska Public Retirement Plan

PCSD employees may be eligible for Public Service Loan forgiveness

Apply at [www.pcsd.org](http://www.pcsd.org) or scan QR code

PCS is hiring for various positions! Join one of the best school districts that you will find in Nebraska. Scan the QR code above or apply at [www.pcsd.org](http://www.pcsd.org).

Additionally, we have a job fair for non-certificated positions scheduled from 1:30 PM to 3:30 PM in the PCS Administration Center on Thu., Jan. 18, 2024. If you or someone you know is interested in a custodial, food service, or paraeducator position, stop by the administration center during the job fair. No appointment is needed for this event. Walk-ins are welcome.



## DIGITAL PARENT ACADEMY

We are pleased to announce that Plattsmouth High School alum Jay Martin will be facilitating a Digital Parent Academy in the Plattsmouth High School auditorium at 6:30 PM on Wed., Jan. 24, 2024. Mr. Martin previously worked in law enforcement and is now our Nebraska Department of Education School Safety and Security Director. All parents and community members are strongly encouraged to join us for this informative, and eye-opening, session. Read below for more information. [Let's learn and grow together!](#)

**What do adults need to be aware of when devices are a big part of children's lives? The core of many of the issues seen in schools originate from digital platforms, Apps, and media. Exposure to digital nuances impacts all of us on a behavioral, mental, and emotional level. Developing our digital wisdom will make us more mindful of the best practices to assist students with better digital: citizenship, literacy, privacy, and navigation within the virtual world to be safer and more secure in the real world.**

**Digital parent academies give adults the tools to build a child's digital wisdom framework for safer platform participation.**



With some potential winter weather on the horizon, check out the winter weather travel tips above. Stay safe out there!



If you or someone you know are receiving Medicaid benefits or would like more information about it, please read some communication below from the Nebraska Department of Health and Human Services. There are also several links to related documents in English and Spanish.

\*We want to remind parents to update their family's information with Medicaid so their children can keep their Medicaid coverage.

\*Even if the parent is no longer eligible, their child may still qualify for coverage.

\*Our goal is to ensure that every student continues to receive the necessary support to access healthcare.

[Medicaid Public Health Emergency Flyer - English](#)

[Medicaid Public Health Emergency Flyer - Spanish](#)

[Medicaid Public Health Emergency Fact Sheet - English](#)

[Medicaid Public Health Emergency Fact Sheet - Spanish](#)

[Medicaid No Longer Qualify Your Child May - English](#)

[Medicaid No Longer Qualify Your Child May - Spanish](#)

## PLATTSMOUTH COMMUNITY SCHOOLS STRATEGIC PLANNING



Thank you to our students, staff members, parents, and others who have completed our strategic planning surveys. The information from these surveys will help us determine our district's priorities for the next several years. We hope to have a report from the Nebraska Association of School Boards in March of 2024.



## TRAILBLAZER CONFERENCE

Winter activities are underway at PCS. We have many activities coming up in the next few weeks with our students.

Use the links below to quickly access our middle school activities and our high school activities. You can also go to individual building pages ([early childhood](#), [elementary school](#), [middle school](#), and [high school](#)) for additional information relative to individual items that are on those calendars.

[Middle School Activities](#)

[High School Activities](#)



We are pleased to inform you that we have many student and staff items of recognition. Check out the lengthy list of recognition on our Jan. 8, 2024 PCS Board of Education agenda at <https://meeting.sparqdata.com/Public/Agenda/56?meeting=605820>. Go to item 18. *Celebrations of Excellence* on the agenda. Congratulations to our students and staff members!

# Protect People, Pets, Pipes, & Plants from cold weather



## People

Minimize time outdoors.  
Prepare for power outages.  
Check on elderly & other vulnerable people to make sure they're ok.



## Pets

Keep your pets warm, dry & indoors as much as possible.  
Ensure their food & water doesn't freeze.  
Limit outside time & keep them bundled up.



## Pipes

Insulate pipes if possible.  
Open up sink cabinets to expose pipes to heated air.  
Disconnect hoses & turn off water to sprinklers.



## Plants

Know their temperature thresholds.  
If possible, cover them before the cold weather sets in to help retain some heat.

weather.gov

Check out the cold weather tips from the National Weather Service that include suggestions for people, pets, pipes, and plants. Stay safe!

## OUR HOME-BASED PROGRAM HAS OPENINGS!

### PLATTSMOUTH EARLY CHILDHOOD CENTER



## ARE YOU:

Ready to give your child a jump start on learning?

Looking for a playgroup for your baby or toddler?

Wanting some extra parenting support?



## HOME VISITORS:

- Partner with your family in teaching your child through play
- Support health and wellness for the whole family (including pregnancy)
- Provide educational activities



Fill out an application today!

402-296-5250



Check out the information in the graphic or view it separately using the link below.

[Plattsmouth Early Childhood Center Recruitment Brochure](#)

## **Food Bank for the Heartland Flyer**

This flyer includes information about food resources. A website and QR code are available to find food using an interactive map that shows partner food providers and mobile pantries.

**[Food Bank for the Heartland Website](#)**

**[Food Bank for the Heartland Flyer](#)**

## **SNAP Next Step Employment and Training Program**

Follow the link below for information about the SNAP Next Step Employment and Training Program from the Nebraska Department of Labor and the Department of Health and Human Services.

**[SNAP Next Step Employment and Training Flyer](#)**

## **District Calendar**

A printable version of the district calendar has been made available for the 23-24 school year.

**[23-24 District Calendar](#)**

## **Community Resources**

Many community resources are identified in the document available below. PCS is providing these resources via SENCA for informational purposes.

**[Cass County SENCA Resources](#)**

## **Wellness**

On June 12, 2023, our Board of Education approved Policy 5417 School Wellness Policy and AR 5417 School Wellness Policy Administrative Regulation. We welcome your feedback relative to the policy and administrative regulation. Feedback can be submitted using the link provided below.

**[5417 School Wellness Policy](#)**

**[AR5417 School Wellness Policy Administrative Regulation](#)**

## School Wellness Policy Feedback

### **CTE Building**

Have you seen the inside of our career and technical education (CTE) building? Go to our career academies website and scroll down the page to view a one-minute video tour from inside the CTE building.

#### PHS Career Academies

### **Board Meeting Minutes**

Minutes from our Board of Education meetings are available at the link below. Draft minutes from the meeting on Dec. 11, 2023 are also available below.

#### Board Meeting Minutes

[DRAFT Minutes from Dec. 11, 2023](#)

### **ESSER III**

On March 11, 2021, President Biden signed the American Rescue Plan (ARP) Act of 2021. The ARP Act includes nearly \$122 billion for the Elementary and Secondary School Emergency Relief (ESSER) III Fund that allows state and local education agencies (LEAs) to take additional steps for continued safe in-person instruction and to address unfinished teaching and learning to mitigate the pandemic. The ESSER III funding enables Nebraska school districts to promote safe school operations and equity-driven, sustainable, evidence-based programs to serve students – especially those who are the furthest from opportunity – and to continue to strengthen teaching and learning. PCS was eligible for \$1,505,865 of ESSER III funds.

In order to be eligible for ESSER III funding, Nebraska school districts had to submit an amendment to our ARP application by Sept. 15, 2021. Prior to submitting the application, we requested your input relative to the potential uses of the funds.

Thank you to everyone who provided input regarding the potential uses of ESSER III funds at PCS. I am pleased to inform you that we were able to incorporate many of the items in our amendment including updated curriculum materials, professional development for staff members, Clifton Strengths training and support for staff members, bleachers on the east side of the high school stadium, new activity buses and sport utility vehicles, staff dependent care, staff COVID-19 emergency leave (many districts no longer offer this to employees), renovation of the outdoor middle school concession stand to include restrooms, personal protective equipment, interactive technological devices, furniture and equipment, music risers, and musical instruments. If you do not see a specific item, it might be included in one of these broad categories or it might be obtained through other available funding sources.

Business manager Jennifer Serkiz and I will continue meeting with the Board of Education's Finance Committee to develop a plan and timeline for spending the funds. Unfortunately, we must pay for the items and wait for reimbursement to arrive later. With other ARP funds, it has taken up to eight months for NDE to process the reimbursement request and transfer funding to our district.

Our plan for the expenditure of ESSER III funds is available at the link below. There were other requests submitted for ESSER III that are not included here, but many of them are being addressed with other funding sources available in the district. Thank you, again, for providing your input for our amendment.

### **ESSER III Amendment August 26, 2022**

## **Thank You for Your Input**

Thank you to everyone who provided input relative to our COVID-19 protocols and items for consideration in the development of our PCS Plan for Safe Return to School which is available by clicking the link below. As part of our ESSER funding, we are required to post and periodically review our plan. Our plan is included below.

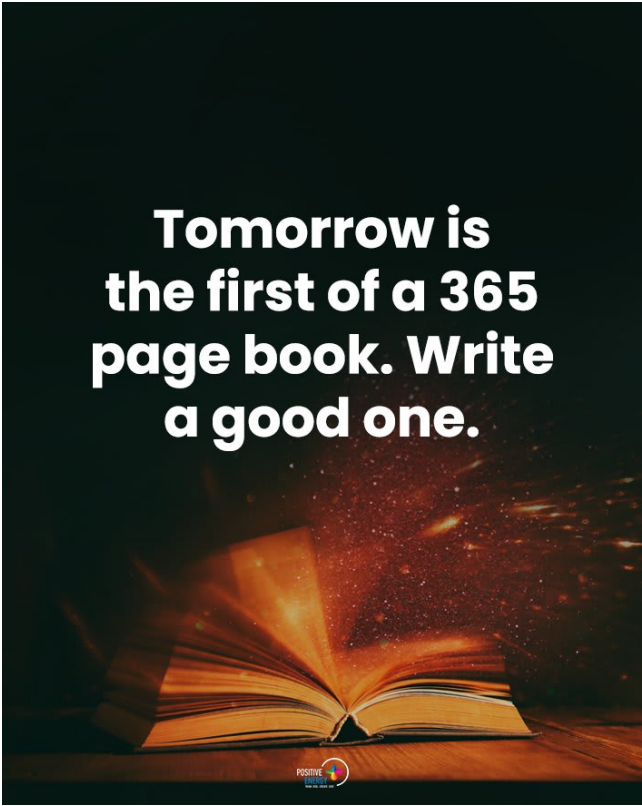
### **[PCS Plan for Safe Return to School](#)**

Our safety team includes certified and non-certified staff members from our early childhood center, elementary school, middle school, and high school, including administrators, nurses, school social workers/licensed mental health practitioners, school psychologists, Plattsmouth Education Association representatives, before and after school program directors, our nutrition services director, our transportation location manager, maintenance, and our school resource officer(s).

At this time, our safety team holds quarterly meetings during the school year.

Click the link below to provide feedback relative to our PCS Plan for Safe Return to School. Thank you for your support of the Plattsmouth Community Schools!

### **2022-2023 Plan for Safe Return to School**



Thank you for your support of the Plattsburgh Community Schools. #PLATTSMOUTHSTRONG

Best regards,

*Dr. Richard E. Hasty* 

Superintendent Dr. Richard E. Hasty

**Plattsmouth High School  
Principal's Report  
Todd Halvorsen  
January 8, 2024**

**Plattsmouth High School Enrollment**

Freshman- 100  
Sophomores-140  
Juniors- 118  
Seniors- 118  
Other- 8  
Total- 484

Helping students find their path in a **Positive Respectful Intentional Determined and Engaged** learning environment.

**High Academic Achievement and Professional Learning Communities (PLC)**

Plattsmouth High School will do NWEA MAP testing January 8 through January 12.

**Students and Staff of the Week**

**9th Graders:**

Elliot Yoder - 12.11.23

Mallory Robbins - 12.18.23

**10th Graders:**

Kaitlyn Moss - 12.11.23

Brian Cahoe - 12.18.23

**11th Graders:**

Louis Ingram - 12.11.23

Izzy Martins - 12.18.23

**12th Graders:**

Gillyan Wilson - 12.11.23

Logan Wooten - 12.18.23

**Staff:**

Tina Harvey - 12.11.23

Mark Schuette - 12.18.23

**School Counselor Report**

The Annual PHS College and Career Fair will be held at Plattsmouth High School Friday, January 12, 2024. There are 62 representatives from 9 states that have reserved a spot for the fair. Please remind your students of attending this great opportunity!

We are starting our intense ACT prep sessions that will continue through the test date in March. The regular ACT prep sessions will begin in February.

Congratulations to the following Sophomore students for being selected for the Hugh O'Brian Youth Leadership Conference: Haylie Briggs and Maxwell Joy. They will attend this leadership conference June 7-9, 2024, at Northeast Community College.

### **Career Academies Board Report**

Seniors who were registered for Capstone 1st semester completed their presentations in the month of December. This course is a graduation requirement and involves the completion of a project, paper and presentation focusing on a career field interest or showcasing work done in courses at PHS. Each student has a partner teacher who supervises their project and their presentation is evaluated by an Administrator. This year we also invited Career Sponsors, Career Mentors and members of the Advisory Board to attend presentations and give input as well.

### **Athletic/Activities Report**

Our winter activities enjoyed their short break over the holiday. The basketball teams headed out to Wayne for the holiday tournament this year. Both teams went 1-2. The girls current record is 5-7 and the boys sit at 3-9. The boys wrestling team has been battling a few injuries but when we were healthy, we traveled to Cozad and won the Cozad invite. The wrestling team is back to healthy and travels to Ashland-Greenwood Friday. The girls competed over the holiday at Conestoga and will head to Lincoln North Star Friday the 5th as well. Speech started their season before the break and will host the Plattsmouth Invite on the 6th of January.

### **Organization Development and Capacity**

The 2023-2024 school year will focus on the following points:

1. Continuing the growth of Wall-to-Wall Academies and expanding internship opportunities.
2. Concentrating on a culture of respect, inclusion, encouragement and celebration of students and staff.
3. Advancing civic engagement.

Plattsmouth High School staff continually seek to improve upon the processes of our curriculum and academy teams. That effort is focused upon data interpretation, identifying student needs, and responding with collective efficacy.

Educationally yours,  
Todd Halvorsen

Middle School Board Report  
John Campin-Principal  
January 8, 2024  
Current Enrollment Numbers for 2023-24

5th-85  
6th-101  
7th-105  
8th-109  
Total-378

I want to recognize Mrs. Danielle Haberman. Danielle is our 7th grade paraprofessional. Danielle is always at work, here on time and willing to help in any way. Danielle holds students accountable and wants to see all of them exceed. Danielle has stayed at school on her own time to help out teachers as well. Thank you, Mrs. Haberman!

A big shout to Mr. Knust. Mr. Knust has brought back Woods' class to PCMS. This year he has learned a new curriculum and students love working on their project in class. It is great to see middle school students learning about wood, tools, staining and what it takes to make something. Thank you, Mr. Knust!

Check out our school Facebook page. You will see our weekly newsletter where we share students of the week in each grade and extra curricular updates.

# Plattsmouth Elementary School

Board of Education Report  
 Dr. Amber Johnson, Elementary Principal  
 January 8, 2024

**1. 2023-2024 Student Enrollment:** \*As of Dec. 15, 2023\*

Grade	Jul.	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June
<b>Kdg.</b>	83	88	90	90	90	90	90					
<b>1st</b>	80	80	79	78	79	80	80					
<b>2nd</b>	92	89	83	84	83	84	85					
<b>3rd</b>	94	98	99	98	98	97	97					
<b>4th</b>	95	98	94	94	93	94	95					
<b>Total</b>	444	453	445	444	443	445	447					

**1. Winter Assessment Update:**

During the month of December, our K-4 students took a variety of assessments including NWEA MAP, DRA Text Leveling (student specific), STAR, and Really Great Reading Middle of the Year Inventory (K-2, student specific 3-4). The results of our NWEA Winter MAP are reflected below. Our proficiency goal reflects the content areas of reading and math, as this data assists in supporting our student’s academic growth and achievement. We will continue to focus on meeting our overall proficiency goal between now and the end of the school year. In order to accomplish our goals, staff will continue to implement specific instructional strategies and processes from current and future professional development. Final Spring 2024 assessment data will be shared in the Plattsmouth Elementary School Board of Education Principal Report - June 2024.

**Plattsmouth Elementary School  
 2023-2024 NWEA MAP Data  
 and  
 Percent of Students Who Met Projected RIT Growth**

\*Goal is 80% at or above the 41%-tile\*

**Reading**

Grade	Fall 2023 Student performance at or above the 41%-tile	Winter 2023 Student performance at or above the 41%-tile	Spring 2024 Student performance at or above the 41%-tile
Kindergarten	75%	80%	
1st	61%	57%	
2nd	57%	60%	
3rd	58%	56%	
4th	67%	73%	
Average	64%	65%	

## Math

<b>Grade</b>	<b>Fall 2023 Student performance at or above the 41%-tile</b>	<b>Winter 2023 Student performance at or above the 41%-tile</b>	<b>Spring 2024 Student performance at or above the 41%-tile</b>
Kindergarten	80%	85%	
1st	71%	71%	
2nd	51%	47%	
3rd	63%	67%	
4th	79%	77%	
Average	69%	69%	

### **2. January 3, 2024 - Tentative Professional Development Agenda:**

On Wednesday, January 3, 2024, our certificated teachers took part in the following professional development:

- a. PES data review and reflection to support our building's continuous improvement process
  - i. AQuESST Designation
  - ii. 2023 NSCAS Growth
  - iii. Winter NWEA MAP Growth
  - iv. DRA - student specific
  - v. Really Great Reading (MOY inventory)
- b. Professional Grade Level Goal check-in
- c. Small group instruction planning based on grade level data review
- d. Charlotte Danielson Evaluation Review - Domain 2

### **3. December Blue Devils of the Month -**

Congratulations to our December Blue Devils of the Month! The following nominated students earned a PES Student of the Month certificate, recognition announcement, and a yard sign to be proudly displayed at their home for an entire month.

Kindergarten - Drake Mutina, Isabella Stuart, Riddick Pickle, Arlowe Henrichs, Evelyn Melo

1st grade - Macy Betts, Cyrus Cowan, Hudson Kucera, Brooklyn Pearson

2nd grade - Eberly Sylvester, Natasha Mahoney, Lilly Hamernick, Genesis Garcia

3rd grade - Suria Stuart, Tatem Sprague-McCollum, Eliot Davison, Rhylee Ham

4th - Blake Deges, Jase Hester, Charlie Carlson, Alaura Keehn



**CASS COUNTY HEAD START & EARLY HEAD START  
PLATTSMOUTH EARLY CHILDHOOD CENTER**

Main office: 902 Main Street, Plattsmouth, NE 68048 Mailing address: 1912  
Old Highway 34 Plattsmouth, Nebraska 68048 402-296-5250



**Head Start Director's Report  
January 2024**

**Early Childhood Numbers as of: 01/03/2024**

**Enrollment:**

**Accepted for Tuition/Head Start for 2023-2024:**

PECC	68
Conestoga Head Start	16
<b>Total for Head Start</b>	<b>84 out of 100</b>
Tuition at PECC	29
<i>Total Enrollment for PECC/Conestoga</i>	<i>113</i>

**Birth to Three Program Enrollment Report:**

Sixpence	12
Birth to 5 Special Education Home/Community Based/Speech	34
<b>Early Head Start</b>	<b>10 out of 10</b>

**Attendance (2023-2024)**

Week Of:	Head Start Only	Tuition Only	Combined
12/4/2023	91.28%	93.10%	91.78%
12/11/2023	80.21%	93.10%	83.71%
12/18/2023	89.51%	85.34%	88.41%

**Head Start Grant Information:**

The Fiscal Year (FY) 2024 is a New grant application and was due on Oct. 1st, 2023. The grant was submitted September 27, 2023. The chart below outlines the funding amounts for the grant for fiscal year 2024.

Funding Type	Projected Funding	Funded Federal Enrollment
Head Start Program Operations & Training and Technical Assistance	\$1,144,435	100
Early Head Start program Operations & Trainings and Technical Assistance	\$180,077	10
<b>Total Grand Funding</b>	<b>\$1,324,512</b>	<b>110</b>

In-Kind (non-federal share) for HS & EHS	\$331,047	
<b>Total Grant Amount</b>	<b>\$1,655,559</b>	

The following table reflects the COLA and Quality Improvement increases available for FY 2023

Funding Type	Head Start	Early Head Start
Cost-of-Living Adjustment (COLA)	\$58,390	\$9,150
Quality Improvement (QI)	\$28,302	\$4,217
<b>Total Funding</b>		<b>\$100,059</b>

**Office of Head Start Communications:**

-

**Personnel:**

- A Giant Thank you to Ms. Dolores for being our long term sub! Amazing job!
- Ann Howell will be the teacher for the second semester. Thank you!
- Welcome, Hailey and Brurria to our team as paraeducators! Hailey will be working in Ms. Carolyn's room and Brurria will be working in Ms. Kristen's room at Conestoga!

**Policy Council:**

Next meeting is scheduled for Monday, January 22nd, 2024 at 6pm in person and zoom.

**Trainings:**

- ERSEA Information

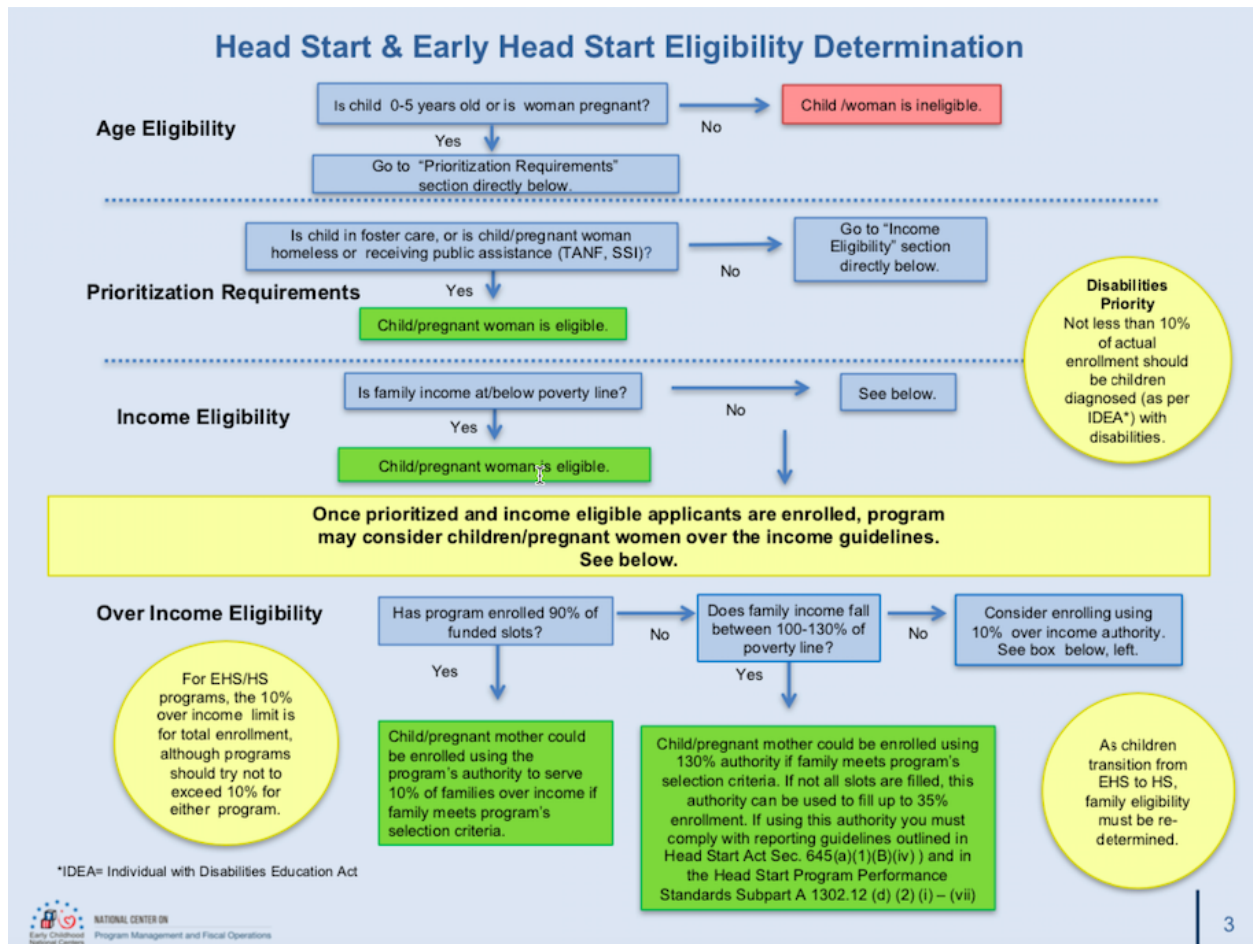
Eligibility, Recruitment, Selection, Enrollment and Attendance (ERSEA)  
Board of Education Overview

Head Start's mission is to serve the neediest children and families, promote school readiness and foster self-sufficiency of low income families. At Cass County Head Start we have developed ERSEA policies and procedures to accomplish this.

Cass County Head Start is made up of 2 programs. We serve 10 students in home-based Early Head Start. This program can serve pregnant moms, infants and children until they are 3 years old and can transition into a preschool program. Our Head Start preschool program is funded to serve 100, 3 and 4 year old children until they are age eligible for kindergarten.

Children can be eligible for our program in 4 ways. The largest part of our enrollment comes from families that fall below the federal poverty guidelines. Children can automatically qualify by being in foster care. Families that are homeless, receiving public assistance, SNAP or SSI also automatically qualify. 35% of our enrollment can come from families between 100% and 130% of federal poverty guidelines and 10% of our enrollment can be over income. The

flowchart below can be helpful to understand factors involved with determinations including a child's age, a family's income or their receipt of public assistance.



Respectfully submitted,  
Mrs. Juli Beck, Cass County Head Start Director

# **School Readiness Meeting Agenda**

December 11, 2023

In attendance: Diana Furcini, Juli Beck, Melinda Zimmerer, Michelle Christensen, Michelle Samson, Kristen Allen, Katie Flint

## **→ Purpose of School Readiness**

- ◆ Head Start created School Readiness so programs can ensure students are ready to transition to their next school setting--whether going from our Early Head Start to Head Start, going from our preschool to a different preschool, or going from preschool to kindergarten.

## **→ Review School Readiness Goals**

- ◆ Goals are broad and stay the same year to year. The Benchmarks under the goals can be changed/tailored to meet the needs of each year. We are aiming that our students meet the current benchmarks by the end of the school year.

## **→ Fall 2023 Early Head Start Report**

## **→ Fall 2023 Preschool Reports**

- ◆ The yellow and purple chart shows scores from our fall assessment for 3 year olds and 4 year olds
- ◆ The bottom chart (blues and yellow) shows scores for our 3 year olds, students who are four but it is their first year in our program (new 4's), and students who are 4 and it is their 2nd year in our program (returning 4's)

## **→ Classroom teachers met last month to discuss program-wide assessment scores and looked for strengths and weaknesses**

- ◆ Based on program-wide data, teachers decided to make a goal to improve student scores for Interacting with Peers and Social Problem Solving.
- ◆ Teachers also looked at their own classroom scores and the individual child scores to review how all of their students are doing

## **→ Long Term 4's Data**

→ **Preschool Long Term Data**

- ◆ This helps our program keep track of long-term trends

### Early Head Start Growth Report 2023-2024

	Social & Emotional Dev				Cognitive & General				Language & Literacy				Approaches to				Physical Dev & Health			
	S/E Domain				Mathematics Domain				Language Domain &				Cognitive Domain				Physical (Gross & Fine)			
	Birth	1 to	2 to 3	3 yr	Birt	1 to	2 to	3 yr	Birth	1 to	2 to	3 yr	Birth	1 to	2 to	3 yr	Birt	1 to	2 to	3 yr
FALL SCORE S	100%	50%	75%	NA	####	100%	100%	NA	100%	75%	75%	NA	100%	####	100%	NA	####	100%	####	NA
WINTER SCORE																				
SPRING SCORE S																				

#### Demographics

Fall	<i>Birth to 1:</i> 3 students (2 students were too young to
Winte	<i>Birth to 1: 1 to 2 yrs: 2 to 3 yrs: 3 yrs:</i>
Sprin	<i>Birth to 1: 1 to 2 yrs: 2 to 3 yrs: 3 yrs:</i>

**Cass County Head Start  
School Readiness Data for 2023-2024**

	Social & Emotional		Cognitive & General		Language & Literacy		Approaches to		Physical Dev &		Scientific Reasoning		Perceptual	
	S/E Domain		Mathematics Domain		Language Domain &		Cognitive Domain		Physical (Gross		Uses Scientific Inquiry Skills		Demonstrates Knowledge of	
	3's	4's	3's	4's	3's	4's	3's	4's	3's	4's	Emergent	Meets Program Expectations	Emergent	Meets Program Expectations
<b>Fall</b>	74%	67%	76%	69%	71%	84%	74%	74%	84%	71%	3's-84% 4's-92%	3's-0% 4's-6%	3's-75% 4's-92%	3's-11% 4's-8%
<b>Winter</b>											3's- 4's-	3's- 4's-	3's- 4's-	3's- 4's-
<b>Spring</b>											3's- 4's-	3's- 4's-	3's- 4's-	3's- 4's-

	Social & Emotional Dev w/in or			Cognitive & General			Language & Literacy Dev			Approaches to Learning w/in			Physical Dev & Health w/in or above		
	S/E Domain			Mathematics Domain			Language & Literacy			Cognitive Domain			Physical (Gross & Fine Motor) Domain		
	3 yr olds	New 4's	Returning 4's	3 yr olds	New 4's	Returning 4's	3 yr olds	New 4's	Returnin g 4's	3 yr olds	New 4's	Returnin g 4's	3 yr olds	New 4's	Returning 4's
<b>Fall</b>	74%	55%	78%	76%	70%	67%	71%	87%	81%	74%	65%	83%	84%	65%	76%
<b>Winter</b>															
<b>Spring</b>															
<b>Increase of:</b>															

	FALL	WINTER	SPRING
<b>3's</b>	50 students		
<b>1st Yr 4's</b>	20 students		
<b>2nd Yr 4's</b>	46 students		
<b>EL Students</b>	3's - 3 students 4's-3 students	3's - 4's-	3's - 4's-
<b>Students on IEPs:</b>	3's -18 students 4's- 16 students	3's - 4's-	3's - 4's-



ADMINISTRATION FOR  
**CHILDREN & FAMILIES**

Office of Head Start | Region 7 | N 601 East 12th Street, Room 276, Kansas City MO 64106 | eclkc.ohs.acf.hhs.gov

December 19, 2023

Mr. Brian Harvey, President, Board of Education  
Plattsmouth Community School District  
902 Main St.  
Plattsmouth, NE 68048

Re: Grant No. 07CH010755

Dear Mr. Harvey,

This letter is to inform you that, pursuant to Section 641A(h)(3) of the Head Start Act, Plattsmouth Community School District is required to develop a plan in collaboration with the Office of Head Start (OHS) to address its current underenrollment status. OHS recognizes the challenges that the pandemic has created for Head Start recipients and the impacts on program operations including, but not limited to, enrollment.

### **Full Enrollment Requirements**

Section 641A(h)(3) of the Head Start Act requires OHS to determine which Head Start agencies have operated with an actual enrollment that is less than full funded enrollment for at least four consecutive months. OHS is also required to collaborate with such agencies on the development of a plan and timetable for reducing or eliminating underenrollment.

Based on the Head Start enrollment level reported by your agency, Plattsmouth Community School District, will be given 12 months to achieve at least 97 percent enrollment, as described in Section 641A(h)(5) of the Head Start Act. The 12-month period goes into effect 10 days following the date of this letter. During the 12-month period, OHS would like to partner with your agency to ensure that you have a plan and the technical assistance support necessary to reach full enrollment. The 12-month period will conclude not later than December 31, 2024.

OHS requests a meeting with your agency leadership within the next 30 days to collaborate on the development of a plan for reaching at least 97% funded enrollment. OHS requests the Board Chair and/or a Governing Body Official be present during the meeting.

In preparation for the meeting, your organization should review available data and information including the community assessment as well as the factors outlined in Section 641A(h) of the Head Start Act (included as Attachment A). This review should help guide your agency in identifying the factors which may be contributing to your program's underenrollment.

Your assigned Program Specialist, Mustafaa El-Scari, will contact you to schedule the meeting.

### **Underenrollment Reporting Requirements**

During the 12-month period, the following is required:

- **Center Level Enrollment Reporting** –Monthly enrollment **must be** reported by center and program option using the Center Level Reporting Spreadsheet. A webinar training on this requirement is available in the Head Start Enterprise System. Please watch, "Training –Center Level Reporting Spreadsheet", under the Enrollment tab of the Resources page to learn how to download, complete, and upload this spreadsheet when reporting monthly enrollment.
- **Enrollment Plan Submission** –Your organization must develop, in collaboration with the Regional Office, a plan and timetable for reducing or eliminating underenrollment. A working plan to reduce underenrollment **must be** submitted to the Regional Office within 30 days of the meeting. Please note, the Regional Office does not formally approve plans; however, the plan will be used to support and facilitate conversations during the 12-month period.

### **Next Steps and Potential Actions**

If your agency reaches at least 97 percent enrollment at the end of the 12-month period, then OHS will continue to evaluate enrollment to ensure your program maintains at least 97 percent enrollment for the next six consecutive months. If this is achieved, a Completion Letter at the end of the six consecutive months will be issued as formal recognition of satisfactory completion of the underenrollment plan.

**If your agency does not reach at least 97 percent enrollment** at the end of the 12-month period, then your program may be designated “chronically underenrolled” by OHS, consistent with Section 641A(h)(5)(A)(i) of the Head Start Act, and subject to the recapture, withholding, or reduction of your base grant. Any reduction in funding would lead to an adjustment of your funded enrollment to be consistent with the historical, actual enrollment level.

Based on your most recently reported enrollment levels, your Head Start program is underenrolled by 17 slots. If OHS were to decrease your funded enrollment according to this figure, it would equate to recapturing \$191,993 from your Head Start base grant. Please note, OHS is **not** recapturing any funds from your agency at this time and the figures presented in this letter are provided to you for informational purposes only based on current data.

We look forward to working with you as you evaluate your community, plan strategically, and implement your plan to reach full enrollment. For more information about the Full Enrollment Initiative, please see [ACF-PI-HS-18-04](#).

Sincerely,

/Clarence Small/

Regional Program Manager  
Office of Head Start, Region 7

ATTACHMENT A

[Sec. 641A Standards; Monitoring of Head Start Agencies and Programs](#)

...

(h) Reduction of Grants and Redistribution of Funds in Cases of Underenrollment-

(1) DEFINITIONS- In this subsection:

(A) ACTUAL ENROLLMENT- The term 'actual enrollment' means, with respect to the program of a Head

Start agency, the actual number of children enrolled in such program and reported by the agency (as required in paragraph (2)) in a given month.

(B) BASE GRANT- The term base grant' has the meaning given the term in section 640(a)(7).

(C) FUNDED ENROLLMENT- The term funded enrollment' means, with respect to the program of a Head Start agency in a fiscal year, the number of children that the agency is funded to serve through a grant for the program during such fiscal year, as indicated in the grant agreement.

(2) ENROLLMENT REPORTING REQUIREMENT- Each entity carrying out a Head Start program shall report on a monthly basis to the Secretary and the relevant Head Start agency

(A) the actual enrollment in such program; and

(B) if such actual enrollment is less than the funded enrollment, any apparent reason for such enrollment shortfall.

(3) SECRETARIAL REVIEW AND PLAN- The Secretary shall

(A) on a semiannual basis, determine which Head Start agencies are operating with an actual enrollment that is less than the funded enrollment based on not less than 4 consecutive months of data;

(B) for each such Head Start agency operating a program with an actual enrollment that is less than its funded enrollment, as determined under subparagraph (A), develop, in collaboration with such agency, a plan and timetable for reducing or eliminating underenrollment taking into consideration--

(i) the quality and extent of the outreach, recruitment, and communitywide strategic planning and needs assessment conducted by such agency;

(ii) changing demographics, mobility of populations, and the identification of new underserved low-income populations;

(iii) facilities-related issues that may impact enrollment;

(iv) the ability to provide full-working-day programs, where needed, through funds made available under this subchapter or through collaboration with entities carrying out other early childhood education and development programs, or programs with other funding sources (where available);

(v) the availability and use by families of other early childhood education and development options in the community served; and

(vi) agency management procedures that may impact enrollment; and

(C) provide timely and ongoing technical assistance to each agency described in subparagraph (B) for the purpose of assisting the Head Start agency to implement the plan described in such subparagraph.

(4) IMPLEMENTATION- Upon receipt of the technical assistance described in paragraph (3)(C), a Head Start agency shall immediately implement the plan described in paragraph (3)(B). The Secretary shall, where determined appropriate, continue to provide technical assistance to such agency.

(5) SECRETARIAL REVIEW AND ADJUSTMENT FOR CHRONIC UNDERENROLLMENT-

(A) IN GENERAL- If, after receiving technical assistance and developing and implementing the plan as described in paragraphs (3) and (4) for 12 months, a Head Start agency is operating a program with an actual enrollment that is less than 97 percent of its funded enrollment, the Secretary may--

(i) designate such agency as chronically underenrolled; and

(ii) recapture, withhold, or reduce the base grant for the program by a percentage equal to the percentage difference between funded enrollment and actual enrollment for the program for the most recent year for which the agency is determined to be underenrolled under paragraph (3)(A).

(B) WAIVER OR LIMITATION OF REDUCTIONS- The Secretary may, as appropriate, waive or reduce the percentage recapturing, withholding, or reduction otherwise required by subparagraph (A), if, after the implementation of the plan described in paragraph (3)(B), the Secretary finds that--

(i) the causes of the enrollment shortfall, or a portion of the shortfall, are related to the agency's serving significant numbers of highly mobile children, or are other significant causes as determined by the Secretary;

(ii) the shortfall can reasonably be expected to be temporary; or

(iii) the number of slots allotted to the agency is small enough that underenrollment does not create a significant shortfall.

#### (6) REDISTRIBUTION OF FUNDS-

(A) IN GENERAL- Funds held by the Secretary as a result of recapturing, withholding, or reducing a base grant in a fiscal year shall be redistributed by the end of the following fiscal year as follows:

(i) INDIAN HEAD START PROGRAMS- If such funds are derived from an Indian Head Start program, then such funds shall be redistributed to increase enrollment by the end of the following fiscal year in 1 or more Indian Head Start programs.

(ii) MIGRANT AND SEASONAL HEAD START PROGRAMS- If such funds are derived from a migrant or seasonal Head Start program, then such funds shall be redistributed to increase enrollment by the end of the following fiscal year in 1 or more programs of the type from which such funds are derived.

(iii) EARLY HEAD START PROGRAMS- If such funds are derived from an Early Head Start program in a State, then such funds shall be redistributed to increase enrollment by the end of the following fiscal year in 1 or more Early Head Start programs in that State. If such funds are derived from an Indian Early Head Start program, then such funds shall be redistributed to increase enrollment by the end of the following fiscal year in 1 or more Indian Early Head Start programs.

(iv) OTHER HEAD START PROGRAMS- If such funds are derived from a Head Start program in a State (excluding programs described in clauses (i) through (iii)), then such funds shall be redistributed to increase enrollment by the end of the following fiscal year in 1 or more Head Start programs (excluding programs described in clauses (i) through (iii)) that are carried out in such State.

(B) ADJUSTMENT TO FUNDED ENROLLMENT- The Secretary shall adjust as necessary the requirements relating to funded enrollment indicated in the grant agreement of a Head Start agency receiving redistributed funds under this paragraph.

**Plattsmouth Community Schools  
Board of Education Report  
Amanda Wright  
Special Education Director  
January 8, 2024**

**Special Education Student Numbers**

Elementary: 102 (101 in December of 2023)

Middle School: 70 (69 in December of 2023)

High School: 77 (76 in December of 2023)

Non-Public: 11 (12 in December of 2023)

Total K-12: 260 (258 in December of 2023)

**Non-Certified Job Fair**

We will hold another Job Fair for non-certified openings on January 18th from 1:30-3:30 at the Administration Center. The District is currently in need of custodians, food service workers, and paraeducators.

# Plattsmouth Director of Instructional Services

## *Board of Education Report*

Cherie Larson January 08, 2024

*Plattsmouth Community Schools*

*Working together to achieve Academic success, respectful Behavior, and Career readiness in a Safe environment.*

### **Academic Success**

#### *Assessments*

- NWEA
  - PES has completed testing and analyzed data.
  - PCMS has completed testing and used data to determine REACH placements. Further data analysis will occur later this month.
  - PHS will complete testing in January and data analysis will occur by the end of the month.
- The Nebraska NSCAS assessment results are available.
  - NDE used a process this summer to establish cut scores between Progressing, On Track, and Advanced proficiency ratings.
  - The updated cut scores have been applied to spring data.
  - Data has been put into tables and charts showing current proficiencies and trends over time.
  - State Classifications and Federal Designations are as follows:
    - PES- Classification: Great; Designation: none
      - State Education Profile Website
        - PES:<https://nep.education.ne.gov/snapshot.html#13-0001-009>
    - PCMS- Classification: Great; Designation: none
      - PCMS went from Good to Great and no longer has a designation.
      - State Education Profile Website
        - PCMS:<https://nep.education.ne.gov/snapshot.html#13-0001-003>
    - PHS- Good; Designation: none
      - State Education Profile Website
        - PHS:<https://nep.education.ne.gov/snapshot.html#13-0001-001>
    - District- Great
      - State Education Profile Website with data

- District: <https://nep.education.ne.gov//snapshot.html#13-0001-000>
- See Dr. Hasty for Trailblazer and other comparison data.

### *Curriculum Work*

- This year, fine arts programs will review their curriculum documents and plans.
- Elementary staff is piloting Studies Weekly for social studies.
  - Materials are available at the building for review.
  - The review and name of the program has been shared on district and PES websites and social media accounts.
- Social Emotional Curriculum materials will be reviewed. The committee is presently in the identifying the vision and belief statements phase of the process.

### *Professional Development/Professional Learning Communities*

- The January professional development work went well.
  - All staff: Teacher Evaluation Learning Model-Domain 2 (Learning Environments)
  - PECC: CLASS training (CLASS is a tool used to provide feedback on classroom procedures and strategies)
  - PES: Continuous Improvement and Data Review; Fastbridge training
  - PCMS: Data Review; Fastbridge Training
  - PHS: Continuous Improvement and Data Review; Fastbridge training
- Math teachers are getting support for their second year of adoption. This will be based on data from NSCAS and Winter NWEA.
- PCSD Administrators have completed an 8 hour training session on the updated Teacher Evaluation Learning Model.
  - They used this training to develop training materials for staff.
- Staff are being provided training on the new Teacher Evaluation Learning Model adopted by the Board of Education.
  - Phase I included providing overview information and important paperwork.
  - Phase II began in November. Staff have attended three out of four training sessions run by administrators. Their final training session will be on February 19th.

### *Continuous Improvement*

- NWEA Winter Data and NSCAS data will be charted and reviewed.
- Building Level Continuous Improvement Plans were reviewed. Middle school added a reading goal. Other plans had not changed.
- The District Leadership Team will be meeting to review and update the district plan.

- All work will be aligned to the Board Strategic Plan (once it is complete).

### **Respectful Behavior**

- BIST training and support continues at the elementary.

### **Career Readiness**

#### *Grants*

- The Head Start grant was completed and turned in before October 1<sup>st</sup>, 2023. Head Start has formally approved the grant.
- ESSA grants were written in September. NDE has not formally approved the grants yet. This is typical. Any potential changes will be minor.
- PHS is applying for at least three career education grants:
  - reVISION grant
  - PCFF grant
  - NDE career funds

InstructionScope of Instructional Program

- A) The District shall provide instruction suitable to the needs of all who are legally eligible to attend school in the District.
- B) Except for special types of instruction, the instructional program may be arranged in units commonly designated as grades, each grade approximately the work of one (1) year. Such a program of instruction shall be organized into schools or other administrative units as follows:
1. The elementary school shall provide for the instruction of children kindergarten (K) through fourth grade (4).  
~~1. Additional grades (5<sup>th</sup> and 6<sup>th</sup>) may be provided at the Stull Attendance Center, though the Attendance Center shall continue to be designed as K-4.~~
  2. The ~~fourth~~ middle school shall provide for the instruction of children in grades five (5) through eight (8).
  3. The secondary school shall provide for the instruction of children in grades nine (9) through twelve (12).
  4. Instruction appropriate to the needs of the community and individuals may be provided for adults and others beyond the age required to attend school.
  5. Departures from the above noted organizational plan for instruction may be made by the Superintendent of Schools upon approval of the Board of Education.
  6. Early Childhood classes may be provided for as authorized by law.

Date of Adoption: March 13, 2006

Reviewed: Nov. 12, 2007, Nov. 10, 2008, Nov. 9, 2009, Nov. 8, 2010, Nov. 14, 2011, Nov. 12, 2012, Nov. 11, 2013, Nov. 10, 2014, Nov. 9, 2015, Nov. 14, 2016, Nov. 13, 2017, Nov. 12, 2018, Jan. 13, 2020, Dec. 14, 2020, Jan. 10, 2022, Dec. 12, 2022, Dec. 11, 2023



# 2022-2023 Plattsmouth Community School District Head Start

December 2023

## ANNUAL REPORT

**Mission Statement:** To create a foundation for success through creative, interactive, and intentional experiences that build positive relationships, develop independent problem solvers, and foster each child's learning potential while displaying empathy, tolerance, and appreciation of differences.

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### General Information

The Plattsmouth Community School District Head Start program has been actively involved in delivering developmental and comprehensive services to children and families for over 40 years. The comprehensive services include Health, Nutrition, Family Engagement, Early Childhood Development, Transition, School Readiness, and Disabilities Services.

The grantee for the Head Start program that operates in Cass County is the Plattsmouth Community School District (PCSD). The PCSD Board of Education serves as a governing body for the Head Start program and the Head Start Policy Council also provides governance, leadership, and guidance for the program.

PCSD Head Start is funded to serve 100 children and operates 6 classrooms. One classroom is located at Conestoga Elementary School in Murray and five classrooms are located in Plattsmouth at the Plattsmouth Early Childhood Center (PECC). The classroom in Murray operates full days for four days a week from the end of August through the end of May. The classrooms at PECC operate full days for five days a week from the end of August through the end of May. In September of 2015, PCSD Head Start started an Early Head Start program which is funded to serve 10 children/families in Cass County.

The 2021-2022 Head Start Annual Report was approved by the Plattsmouth Community School District Board of Education on 02/12/24 and the Head Start Policy Council on 02/19/24.

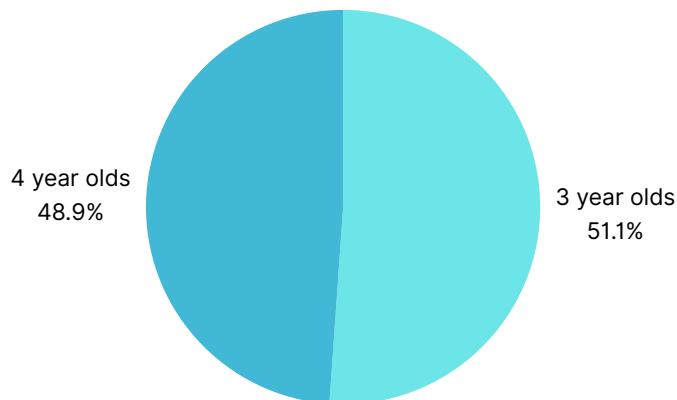


Week of the Young Child PinWheels in front of the building

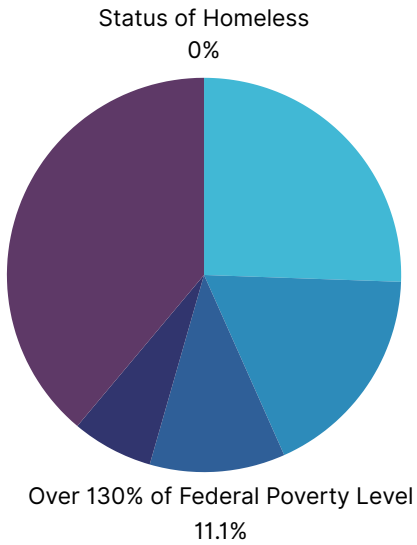
## Head Start

PCSD Head Start was funded for 100 slots during the 2022-2023 program year. The program cumulatively served 90 children throughout the program year. The chart below shows the cumulative percentage of 3 year old and 4 year old children enrolled in the Head Start program (age as of July 31st, 2022).

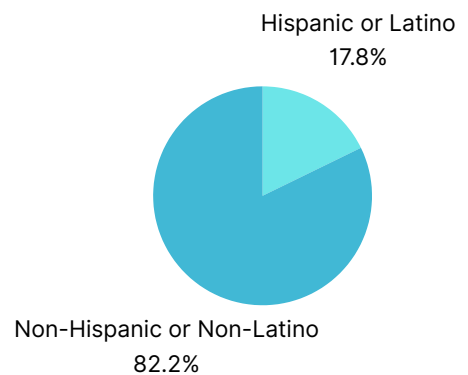
Age of Children Enrolled in Head Start



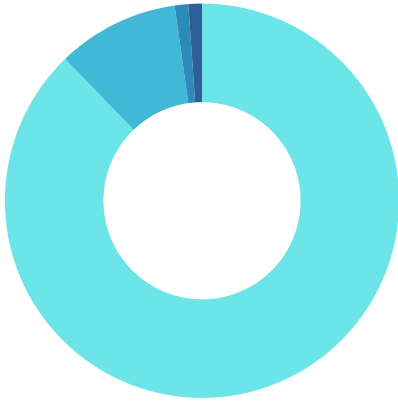
Children are eligible to enroll in Head Start due to the following factors: below 100% of the federal poverty level, homelessness, enrolled as a foster child, or child or family are eligible for federal assistance. The program is also able to accept up to 35% of enrollment as children whose families are between 101% and 130% of the federal poverty level and up to 10% of enrollment as children whose families are over 131% of the federal poverty level. The chart below shows the enrollment by primary type of eligibility.



Of the 90 participants (cumulative) in the PCSD Head Start program during the 2022-2023 program year. 17% were Hispanic or Latino origin and 82% identified themselves as being of Non-Hispanic or Non Latino origin. In regards to race, 79 of the participants identified themselves as White. 9 participants identified themselves as biracial/Multi-racial, 0 as Black/African American, and 0 as Native Hawaiian or other Pacific Islander. There were no participants who identified themselves as Unspecified or Other, and 1 American Indian or Alaska Native, and 1 as Asian.



Biracial/Multiracial  
10%

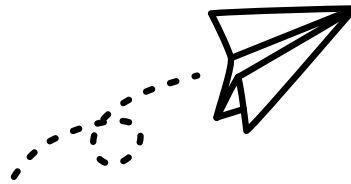


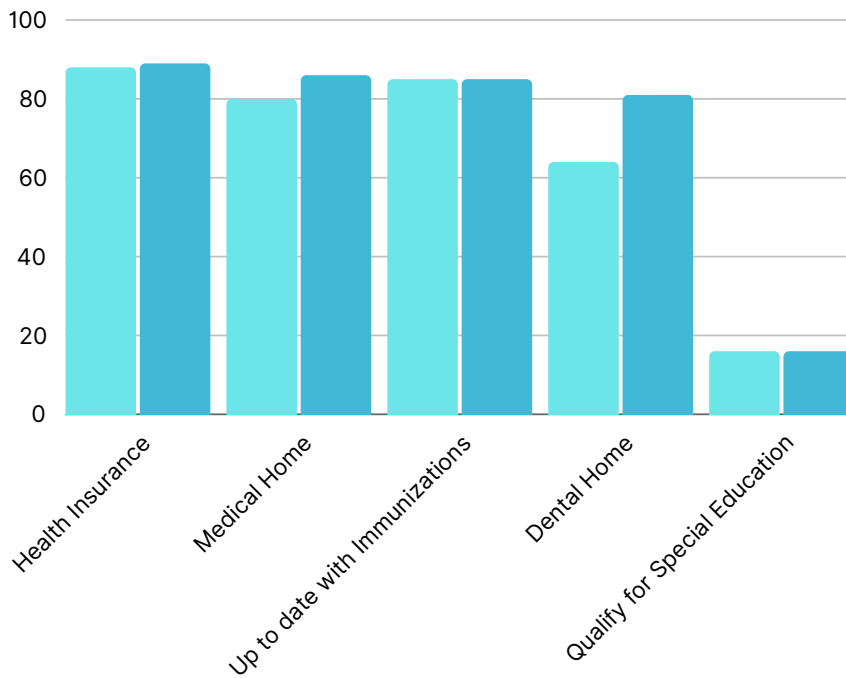
White  
87.8%

Ethnicity

## PCSD Head Start Program Services

The PCSD Head Start Program was funded for 100 children and served an average monthly enrollment of 90 children (90% of funded enrollment) during the 2022-2023 program year. The program served a cumulative enrollment of 90 children. The percentage of children that received various services during the 2022-2023 program year is listed in the graph and table below:

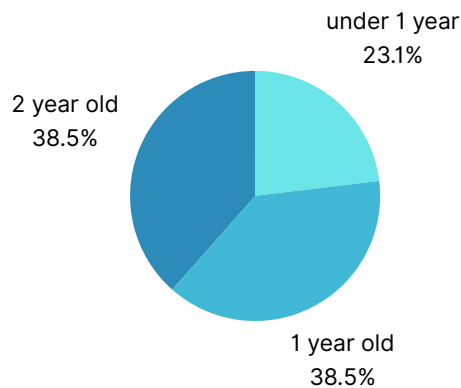




## PCSD Early Head Start

Early Head Start was funded for 10 slots during the 2022-2023 program year. As of the end of May 2023, the program was serving 10 children. The cart below shows the percentage of under 1 year old, 1 year old, and 2 year old children enrolled in the Early Head Start program (age as of July 31st)

age of children enrolled in EHS graph



Infants, toddlers, and pregnant women are eligible to enroll in Early Head Start due to the following factors: below 100% of the federal poverty level, homelessness, enrolled as a foster child, or child or family are eligible for federal assistance. The program is also able to accept up to 35% of enrollment as children whose families are between 101% and 130% of the federal poverty level and up to 10% of enrollment as children whose families are over 131% of the federal poverty level. The chart below shows the enrollment by primary type of eligibility.



primary type of eligibility in EHS

101% to 130% of the federal poverty line

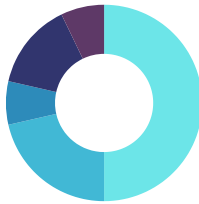
14.3%

Foster Care

7.1%

Public assistance

21.4%

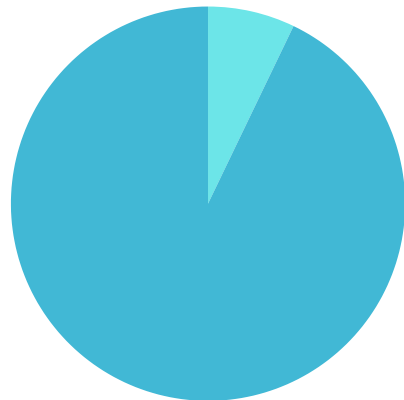


Of the 14 participants (cumulative) in the PCSD Early Head Start program during the 2022-2023 program year, 13 identified themselves as being of Non-Hispanic or Non-Latino origin and 1 were Hispanic or Latino Origin. In regards to race, 10 of the participants identified themselves as White and 2 participants identified as Biracial/Multi-racial. 2 identified themselves as Asian. There were no participants who identified themselves as American Indian or Alaska Native, Black or African American, Native Hawaiian or other Pacific Islander, or Other.

Race and Ethnicity

Hispanic or Latino

7.1%



Non-Hispanic or Non-Latino

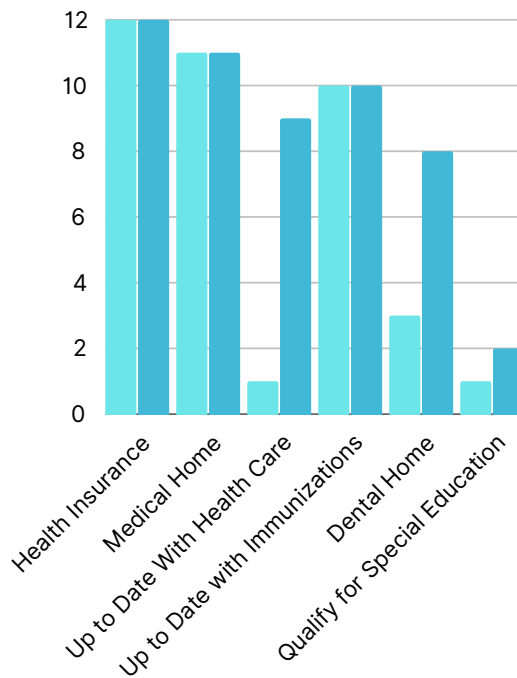
92.9%



## PCSD Early Head Start Program Services

The PCSD Early Head Start program was funded for 10 infants/toddlers or pregnant women and served an average monthly enrollment of 10 (100% of funded enrollment) during the 2021-2022 program year. The program served a cumulative enrollment of 11 infants/toddlers or pregnant women during the program year. The percentage of participants that received various services during the 2021-2022 program year is listed in the graph and table below:

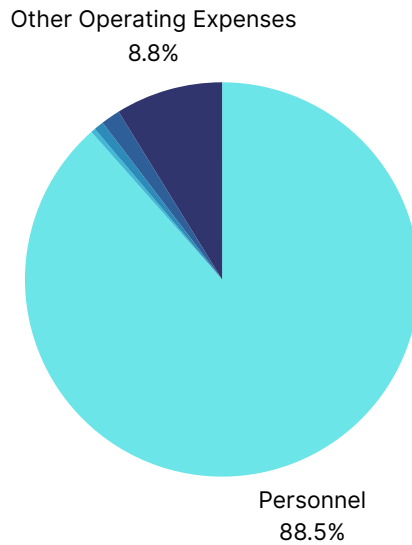
Beginning of year services and end of year services



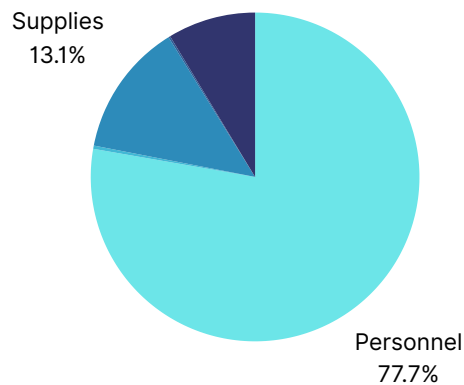
## PCSD Head Start Program Financials

Insert proposed annual budget for Sept. 1, 2023 to August 31, 2024 both HS and EHS

## Head Start



## Early Head Start



## PCSD Head Start/Early Head Start Parent Involvement

Parent/family involvement is an important part of the PCSD Head Start program. Staff members worked with 79 (cumulative) enrolled families in Head Start and 12 (cumulative) enrolled families in Early Head Start to promote their involvement through the methods listed below.

- Two home visits by the classroom teacher
- Monthly Parent and Child Together (PACT)
- Two parent/teacher conferences at the activities (PACT) classroom center
- Community Outings
- Monthly Policy Council meetings
- Parent surveys
- Monthly Parent Committee meetings
- Big Buddy activities before or after school
- Parent Networking
- Parent orientation
- Self-Assessment

- Birth to Three Socializations Classroom volunteer opportunities

## School Readiness Report HS and EHS 2022-2023

One of the primary goals of the PCSD Head Start program is to prepare children for success in their next school setting. To assist with that effort, the program has set the following school readiness goals that are in alignment with the Head Start Early Learning Outcomes Framework (HSELOF) and the Nebraska's Birth to Five Learning and Development Standards:

- **Social/Emotional Development**
  - Students will demonstrate improved healthy relationships by increasing their GOLD\* social/emotional domain score by the spring checkpoint.
- **Cognitive and General Knowledge**
  - Students will demonstrate an improved knowledge of number concepts and operations by increasing their GOLD\* mathematics domain score by the spring checkpoint. Not applicable for infants, ages birth to one year.
- **Language and Literacy Development**
  - Students will demonstrate increased knowledge of phonological awareness by increasing their GOLD\* language domain and literacy domain scores by the spring checkpoint. Not applicable for infants, ages birth to one year.
- **Approaches to Learning**
  - Students will demonstrate positive approaches to learning by increasing their GOLD\* cognitive domain score by the spring checkpoint.
- **Perceptual, Motor, and Physical Development**
  - Students will demonstrate improved physical development by increasing their GOLD\* physical (fine and gross motor) domain score by the spring checkpoint.

\* Refers to *Teaching Strategies* GOLD, an authentic, observational assessment system that is completed 3 times a year (fall, winter, and spring) to gather data on all areas of a child's development.

## 2022-2023 School Readiness - Head Start

The charts below show the data collected through the *Teaching Strategies* GOLD assessment during the fall, winter, and spring checkpoints for 3 year old and 4 year old children enrolled in PCSD Head Start during the 2022-2023 school year. The program goal is 85% of children to be within Widely Held Expectations on the *Teaching Strategies* GOLD assessment by the Spring checkpoint.

**Cass County Head Start  
School Readiness Data for 2022-2023**

	Social & Emotional Dev w/in or above WHE		Cognitive & General Knowledge w/in or above WHE		Language & Literacy Dev w/in or above WHE		Approaches to Learning w/in or above WHE		Physical Dev & Health w/in or above WHE		Scientific Reasoning		Perceptual	
	S/E Domain		Mathematics Domain		Language Domain & Literacy Domain		Cognitive Domain		Physical (Gross & Fine Motor) Domain		Uses Scientific Inquiry Skills (Objective #24)		Demonstrates Knowledge of Self (Objective #29)	
	3's	4's	3's	4's	3's	4's	3's	4's	3's	4's	Emergent	Meets Program Expectations	Emergent	Meets Program Expectations
Fall	69%	74%	73%	70%	74%	81%	80%	74%	90%	81%	3%-95% 4%-96%	3%-2% 4%-2%	3%-79% 4%-78%	3%-18% 4%-18%
Winter	86%	78%	82%	77%	81%	87%	83%	90%	95%	90%	3%-86% 4%-94%	3%-4% 4%-8%	3%-70% 4%-73%	3%-30% 4%-25%
Spring	92%	87%	89%	85%	89%	88%	91%	85%	93%	90%	3%-89% 4%-76%	3%-11% 4%-24%	3%-86% 4%-70%	3%-6% 4%-29%

	Social & Emotional Dev w/in or above WHE			Cognitive & General Knowledge w/in or above WHE			Language & Literacy Dev w/in or above WHE			Approaches to Learning w/in or above WHE			Physical Dev & Health w/in or above WHE		
	S/E Domain			Mathematics Domain			Language & Literacy Domains			Cognitive Domain			Physical (Gross & Fine Motor) Domain		
	3 yr olds	New 4's	Returning 4's	3 yr olds	New 4's	Returning 4's	3 yr olds	New 4's	Returning 4's	3 yr olds	New 4's	Returning 4's	3 yr olds	New 4's	Returning 4's
Fall	69%	65%	83%	73%	50%	91%	74%	69%	93%	80%	65%	83%	90%	69%	92%
Winter	86%	69%	85%	82%	58%	94%	81%	79%	93%	83%	85%	94%	95%	81%	97%
Spring	92%	79%	94%	89%	75%	94%	89%	80%	94%	91%	95%	93%	93%	82%	97%

Increase of:	23%	14%	11%	16%	25%	3%	15%	11%	1%	9%	30%	10%	3%	13%	5%
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**Demographics:**

	FALL	WINTER	SPRING
3's	53	49	48
1st Yr 4's	26	26	28
2nd Yr 4's	35	35	35
EL Students	3's - 4 students 4's- 3 students	3's-4 students 4's-3 students	3's-4 students 4's-3 students
Students on IEPs:	3's- 17 students 4's- 12 students	3's-16 students 4's-15 students	3's-19 students 4's-21 students

**Long-Term 4 Year Old Data**

**2017 - Present**

	Social & Emotional Dev w/in or above WHE				Cognitive & General Knowledge w/in or above WHE				Language & Literacy Dev w/in or above WHE				Approaches to Learning w/in or above WHE				Physical Dev & Health w/in or above WHE					
	S/E Domain				Mathematics Domain				Language & Literacy Domains				Cognitive Domain				Physical (Gross & Fine Motor) Domain					
	1st yr 4's		2nd yr 4's		1st yr 4's		2nd yr 4's		1st yr 4's		2nd yr 4's		1st yr 4's		2nd yr 4's		1st yr 4's		2nd yr 4's			
	FALL	SPRING	FALL	SPRING	FALL	SPRING	FALL	SPRING	FALL	SPRING	FALL	SPRING	FALL	SPRING	FALL	SPRING	FALL	SPRING	FALL	SPRING		
2023-2024	55%		78%		70%	67%			87%		81%			65%		83%			65%		76%	
2022-2023	65%	79%	83%	94%	50%	75%	91%	94%	69%	80%	93%	94%	65%	79%	83%	91%	69%	82%	92%	97%		
2021-2022	56%	93%	57%	76%	67%	89%	65%	71%	70%	91%	72%	88%	59%	93%	74%	86%	78%	96%	87%	90%		
2020-2021	71%	92%	71%	91%	43%	92%	42%	88%	86%	96%	71%	94%	86%	92%	63%	94%	71%	100%	88%	100%		
2019-2020	79%	COVID	49%	COVID	58%	COVID	55%	COVID	87%	COVID	70%	COVID	84%	COVID	60%	COVID	89%	COVID	89%	COVID		
2018-2019	45%	75%	75%	97%	20%	74%	50%	90%	50%	78%	81%	98%	45%	82%	72%	100%	65%	74%	89%	100%		
2017-2018	29%	91%	66%	91%	18%	67%	34%	84%	50%	91%	69%	94%	59%	95%	76%	93%	59%	95%	82%	100%		

	FALL	WINTER	SPRING
1st Yr 4's	20 students		
2nd Yr 4's	46 students		
Students on IEPs:	1st yr - 1 student 2nd yr- 15 students	1st yr - 2nd yr-	1st yr - 2nd yr-
EL Students	1st yr - 0 2nd yr- 3 students	1st yr - 2nd yr-	1st yr - 2nd yr-

**LONG-TERM PRESCHOOL DATA**

**2011 - PRESENT**

	Social & Emotional Dev w/in or above WHE				Cognitive & General Knowledge w/in or above WHE				Language & Literacy Dev w/in or above WHE				Approaches to Learning w/in or above WHE				Physical Dev & Health w/in or above WHE			
	S/E Domain				Mathematics Domain				Language & Literacy Domains				Cognitive Domain				Physical (Gross & Fine Motor) Domain			
	3 yr olds		4 yr olds		3 yr olds		4 yr olds		3 yr olds		4 yr olds		3 yr olds		4 yr olds		3 yr olds		4 yr olds	
	FALL	SPRING	FALL	SPRING	FALL	SPRING	FALL	SPRING	FALL	SPRING	FALL	SPRING	FALL	SPRING	FALL	SPRING	FALL	SPRING	FALL	SPRING
2023-2024	74%		67%		76%		69%		71%		84%		74%		84%		71%		71%	
2022-2023	69%	92%	74%	87%	73%	89%	70%	85%	74%	89%	81%	88%	80%	91%	74%	85%	90%	93%	81%	90%
2021-2022	67%	93%	55%	86%	70%	90%	65%	82%	72%	93%	70%	90%	74%	92%	65%	90%	89%	100%	80%	94%
2020-2021	73%	87%	71%	91%	64%	96%	43%	89%	69%	91%	78%	95%	73%	96%	74%	93%	95%	100%	80%	100%
2019-2020	80%	COVID	64%	COVID	78%	COVID	57%	COVID	71%	COVID	78%	COVID	76%	COVID	72%	COVID	96%	COVID	89%	COVID
2018-2019	88%	91%	53%	86%	78%	94%	28%	82%	66%	88%	66%	88%	80%	89%	58%	91%	97%	100%	80%	87%
2017-2018	87%	82%	53%	91%	78%	87%	28%	76%	73%	85%	62%	92%	87%	85%	69%	94%	87%	92%	75%	97%
2016-2017	88%	90%	74%	93%	74%	91%	53%	77%	79%	89%	73%	92%	79%	92%	79%	94%	89%	98%	86%	93%
2015-2016	85%	98%	56%	88%	81%	94%	36%	80%	73%	93%	69%	92%	79%	96%	48%	94%	93%	97%	85%	91%
2014-2015	76%	96%	63%	85%	70%	91%	66%	84%	70%	90%	74%	92%	69%	93%	65%	90%	84%	99%	78%	93%
2013-2014	77%	92%	51%	88%	73%	88%	46%	82%	65%	87%	67%	94%	72%	89%	67%	93%	87%	95%	72%	91%
2012-2013	77%	89%	58%	93%	66%	89%	70%	92%	71%	92%	86%	94%	86%	92%	73%	96%	93%	100%	92%	98%
2011-2012	82%	90%	69%	88%	68%	79%	62%	90%	75%	80%	75%	93%	77%	88%	78%	93%	Gold Data unavailable that year due to glitch in Gold website			

# 2022-2023 School Readiness - Early Head Start

The chart below shows the data collected through the *Teaching Strategies* GOLD assessment during the fall and winter checkpoints for children enrolled in PCSD Early Head Start during the 2022-2023 school year. The percentages listed in the chart indicate the percentages of children in each age category within or above Widely Held Expectations on the *Teaching Strategies* GOLD assessment for each of the listed domains.

Early Head Start Growth Report 2022-2023

	Social & Emotional Dev w/in or above WHE				Cognitive & General Knowledge w/in or above WHE				Language & Literacy Dev w/in or above WHE				Approaches to Learning w/in or above WHE				Physical Dev & Health w/in or above WHE			
	S/E Domain				Mathematics Domain				Language Domain & Literacy Domain				Cognitive Domain				Physical (Gross & Fine Motor) Domain			
	Birth to 1	1 to 2 yrs	2 to 3 yrs	3 yr olds	Birth to 1	1 to 2 yrs	2 to 3 yrs	3 yr olds	Birth to 1	1 to 2 yrs	2 to 3 yrs	3 yr olds	Birth to 1	1 to 2 yrs	2 to 3 yrs	3 yr olds	Birth to 1	1 to 2 yrs	2 to 3 yrs	3 yr olds
<b>FALL SCORES</b>	100%	100%	33%	NA	100%	67%	67%	NA	75%	100%	50%	NA	100%	100%	100%	NA	100%	100%	100%	NA
<b>WINTER SCORES</b>	NA	100%	75%	NA	NA	100%	75%	NA	NA	75%	75%	NA	NA	100%	100%	NA	NA	100%	100%	NA
<b>SPRING SCORES</b>	100%	100%	50%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%

### Demographics

<b>Fall Data</b>	<i>Birth to 1</i> : 2 students (1 student on an IFSP); <i>1 to 2 yrs</i> : 3 students; <i>2 to 3 yrs</i> : 3 students *2 students started the program too late to take data on them
<b>Winter Data</b>	<i>Birth to 1</i> : 0 students ; <i>1 to 2 yrs</i> : 4 students (1 student on an IFSP); <i>2 to 3 yrs</i> : 4 students
<b>Spring Data</b>	<i>Birth to 1</i> : 1 student; <i>1 to 2 yrs</i> : 3 students (1 student on an IFSP); <i>2 to 3 yrs</i> : 2 students; <i>3 yrs old</i> : 1 student *1 pregnant mom, 1 student moved, 1 student not assessed due to lack of visits

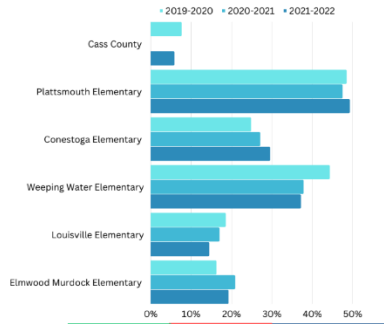
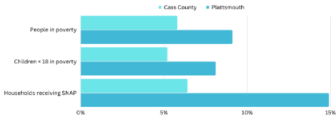
The Office of Head Start (OHS) uses the Classroom Assessment Scoring System (CLASS®) Pre-K Teacher-Child Observation Instrument during its on-site reviews of grantees. CLASS® is organized into three domains: Emotional Support, Classroom Organization, and Instructional Support. In 2020, 78 Head Start grantees received CLASS® reviews and the mean (average) score for each CLASS® domain is represented in the chart below. The chart also shows information related to the seven PCSD Head Start classrooms during a CLASS® monitoring review conducted in April of 2016 and CLASS® scores from a staff review completed in the spring of 2021. The Office of Head Start (OHS) announced quality thresholds which represent OHS's expectation for all grantees regarding the quality of classroom learning environments as well as competitive thresholds for all three of the CLASS® domains.

CLASS Program-Wide Long Term Data						
	Emotional Support		Classroom Organization		Instructional Support	
	Fall	Spring	Fall	Spring	Fall	Spring
2023-2024						
2022-2023	5.42	NA	5.45	NA	2.56	NA
2021-2022	6.1	6.17	5.24	5.56	2.48	3.78
2020-2021	6.02	6.24	5.55	5.71	3.08	3.15
2019-2020	6.16	COVID	5.7	COVID	3.13	COVID
2018-2019	6.3	6.14	5.64	5.67	3.44	3.19
2017-2018	6.04	6.35	5.76	6.06	3.76	4.07
2016-2017	5.9	5.87	5.14	5.27	3.03	3.13
2015-2016	5.79	5.84	4.95	5.07	3.06	3.52
2014-2015	5.56	5.95	4.95	5.12	3.24	3.52

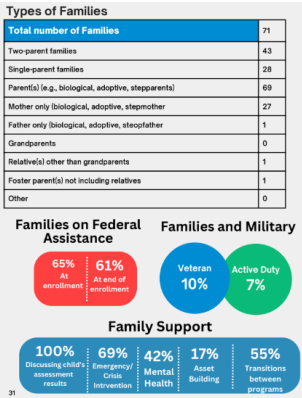
## PCSD Head Start Community Assessment

A comprehensive community assessment was completed for PCSD Head Start in February/March 2023. Policy Council and Board of Education members review the community assessment annually to reflect any significant changes including increased availability of publicly funded pre-kindergarten, rates of family and child homelessness, and significant shifts in community demographics and resources.

There have been few significant changes in the community demographics over the last five to ten years. The poverty rate has dropped from the county by 5%. However, families participating in SNAP have increased by 1.5% and children facing food insecurity have increased by 5%.



Area	Child Care (capacity)	Home Care (capacity)	Preschools (capacity)
• Plattsmouth	2 (120)	6 (66)	2 (140)
• Weeping Water	1 (22)	2 (22)	1 (45)
• Conestoga	1 (75)	0	0
• Elmwood	2 (129)	0	0
• Louisville	1 (70)	2 (20)	1 (39)



## 2022-2023 Program Audit

Frankel Zacharia, LLC completed the audit for program year September 1, 2022 to August 31, 2023. The audit was conducted in accordance with the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). The audit results indicated that the District complied, in all material respects, with the types of compliance requirements referred to in the standards mentioned above that could have a direct and material effect on its major federal program for the year ended August 31, 2023. The auditors did not identify any deficiencies in internal control over compliance that are considered to be material weaknesses. There were no audit findings disclosed that are required to be reported in accordance with 2 CFR, §200.516(a).

The auditors reported that a key component of internal control over financial reporting is segregation of duties and due to the size of the District there is limited segregation of duties over bookkeeping, billing and accounting functions. The same individual routinely reconciles the bank statements, makes journal entries, and manages the general ledger functions. The District has determined that it is not cost beneficial to hire staff and utilizes the Superintendent and the Board of Education (BOE) to review and approve all expenditures to assist with segregation of duties. The BOE was informed of the audit findings at a regularly scheduled BOE meeting. Policy Council was informed on the audit findings at the regularly scheduled meeting on February 26, 2023.

## Monitoring Information

From March 7, 2022 to March 10, 2022, the Administration for Children and Families (ACF) conducted a Focus Area Two (FA 2) monitoring review of the Plattsmouth Community School District Head Start & Early Head Start

program. The FA 2 review allows the Office of Head Start to understand how programs are progressing in providing services in the 5-year grant cycle.

The final report was received on April 22, 2022 and there were no Opportunities for Continuous improvement, Areas of Concern, Areas of Noncompliance, or Deficiencies were identified.

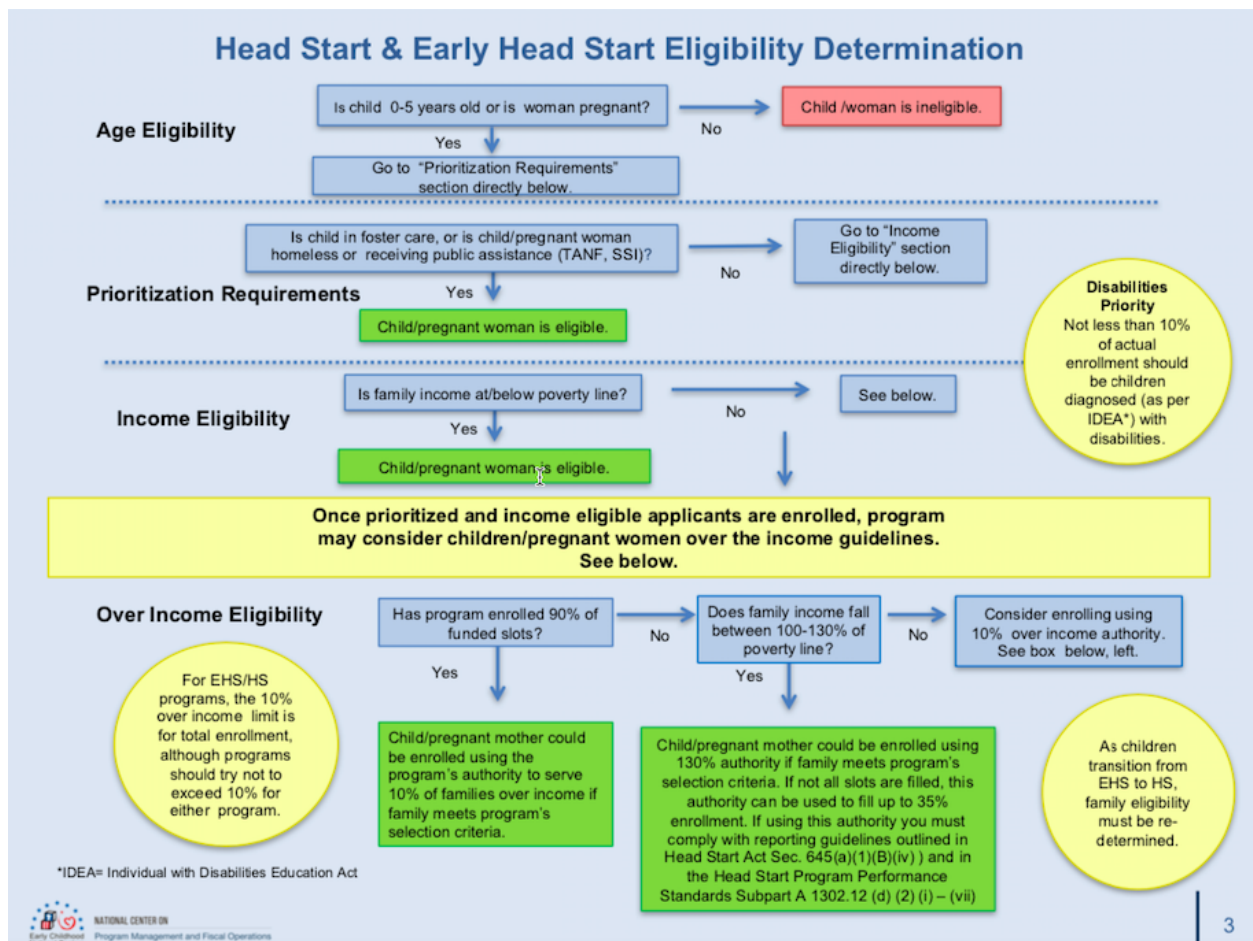


## Eligibility, Recruitment, Selection, Enrollment and Attendance (ERSEA) Board of Education Overview

Head Start’s mission is to serve the neediest children and families, promote school readiness and foster self-sufficiency of low income families. At Cass County Head Start we have developed ERSEA policies and procedures to accomplish this.

Cass County Head Start is made up of 2 programs. We serve 10 students in home-based Early Head Start. This program can serve pregnant moms, infants and children until they are 3 years old and can transition into a preschool program. Our Head Start preschool program is funded to serve 100, 3 and 4 year old children until they are age eligible for kindergarten.

Children can be eligible for our program in 4 ways. The largest part of our enrollment comes from families that fall below the federal poverty guidelines. Children can automatically qualify by being in foster care. Families that are homeless, receiving public assistance, SNAP or SSI also automatically qualify. 35% of our enrollment can come from families between 100% and 130% of federal poverty guidelines and 10% of our enrollment can be over income. The flowchart below can be helpful to understand factors involved with determinations including a child’s age, a family’s income or their receipt of public assistance.



Recruitment for the 2024-2025 school year will begin very soon. Recruitment plans to find the neediest families are in place for the Conestoga and Plattsmouth Head Start sites and Early Head Start. Once we find these families they must go through a verification process. They first need to fill out an application. Then an interview with a Family Support Advocate will take place. We use the Intake Interview Worksheet to make sure we are getting all the information needed. We ask that each family submit documents that verify they are eligible for the program. We accept tax returns, W-2's and check stubs. They also can submit legal documents such as foster care, TANF, SSI or SNAP paperwork. We also accept written statements to verify eligibility. Families are treated with dignity and strict confidentiality is kept with all information that is being shared and documents they provide to us.

Each application is given points to be used for selection consideration using our Priority Points Sheet. Points are awarded for things like income, age of the student, family risk factors, family crisis situations and disability. The areas that points are awarded are determined by things we track and report in our PIR (Program Information Report) and the needs in our community. A guidance document was developed so all applications will be scored the same no matter which Family Support Advocate is verifying it. A blind enrollment process based on points is used. Head Start then asks us to maintain a ranked viable waitlist to draw from.

The last area of ERSEA is Attendance. Head Start Performance Standards asks that we maintain a monthly average attendance rate above 85%. To make this happen we support families that have children that are chronically absent. If a child is unexpectedly absent, staff will attempt to contact the parents to ensure the child's well being. Home visits will be made when a child is absent 2 days in a row with no family contact. We develop attendance plans and offer referrals for families that may need assistance getting their child to school.



# Cass County Head Start & Early Head Start

Locations in Plattsmouth & Murray

Grantee: Plattsmouth Community School District



## ERSEA Procedures

### Purpose/Goals/Outcomes

**Purpose:** To ensure compliance of the Head Start Performance Standards and Information Memorandums (IMs) issued by the Administration for Children and Families (ACF) regarding Eligibility, Recruitment, Selection, Enrollment and Attendance (ERSEA) components.

### Goals/Outcomes:

- To ensure full enrollment on the first day of preschool classes
- To ensure full enrollment in the Early Head Start program
- To ensure full enrollment is maintained throughout the calendar year
- To ensure monthly enrollment reports are completed by the 7<sup>th</sup> day of each month
- To ensure enrollment opportunities are filled with the highest priorities within 30 days
- To ensure an active waiting list is maintained that is ranked by highest priority
- To ensure the Recruitment Plan is updated and approved by Policy Council annually
- To ensure recruitment efforts for children with disabilities to meet or exceed the 10% requirement
- To ensure the Priority Score Sheet is updated and approved by Policy Council annually
- To ensure community needs and program self-assessment goals are considered when updating any ERSEA procedures/guidelines/protocols
- To ensure 85% child attendance across the program

### Eligibility Methods/Activities

#### Head Start eligibility must be adhered to:

- by enrolling children and families **who automatically qualify or** are at 100% or below federal poverty guidelines
- by enrolling children with disabilities to meet or exceed the 10% requirement
- by allowing up to 35% of funded enrollment to be filled with children and families who are between 101-130% of federal poverty guidelines
- by allowing up to 10% of enrollment to be filled with children and families who are over 131% of federal poverty guidelines (2007 Head Start Act, 645(a)(1)(B)(3iii)(II))

**Eligibility Outcome:** The Head Start enrollment will be in compliance with the Head Start Act and the Performance Standards regarding children and families that meet the federal income guidelines and maintenance of 10% of funded enrollment as children with identified disabilities.



# Cass County Head Start & Early Head Start

Locations in Plattsmouth & Murray

Grantee: Plattsmouth Community School District



## **The following procedures will be followed to help ensure compliance of eligibility standards:**

1. Applications are reviewed by Family Support Advocates (FSAs).
2. Program eligibility is documented on the Head Start Eligibility Verification form by an FSA and the form is verified by the Family Support Specialist (FSS).
3. The Head Start Eligibility Verification form is attached to the child's application and filed by the Administrative Assistant.
4. Annual federal agency audits by a certified accounting company/firm will include Head Start applications.
5. Applications are reviewed around the following checkpoints: early March, early April, early May, early June, & early July.
6. After the last checkpoint in early July, applications are reviewed as they are submitted.
7. During the March, April and May checkpoints, only children and families who have already enrolled in Head Start and are returning to the program and children and families who are at or below 100% of federal poverty guidelines will be considered for enrollment.
8. During the June and July checkpoints, children and families from 100-130% of federal poverty guidelines and children and families considered over income (over 130% of federal poverty guidelines) will also be considered for enrollment.
9. Efforts will be made, including working with early childhood special education personnel at each district and other agency personnel who serve young children and their families, to ensure that children with disabilities represent 10% or more of the overall funded enrollment.

## **Recruitment Methods/Activities**

**Recruitment Outcome:** Recruitment activities will assist in ensuring full enrollment throughout the program year and maintenance of an active waiting list.

## **The following procedures will be followed to help ensure compliance of recruitment standards:**

1. Recruitment and enrollment is an ongoing process with the main focus beginning in the spring for next fall's enrollment.
2. Registrations are completed with returning children/families in March and April:
  - Children/families currently enrolled in Head Start will not be asked to complete new applications/verification of income unless the child/family were placed in an "over income" Head Start slot during the current school year
  - If a child/family was placed in an "over income" Head Start slot during the current school year, the family will be asked to complete a new application form and provide new proof of income to determine if the child/family would qualify for Head Start (not an "over income" slot)
    - As long as they complete the new application and provide new verification of income documentation, the child/family will continue to keep the "over income" slot if they do not qualify for another type of Head Start slot



# Cass County Head Start & Early Head Start

Locations in Plattsmouth & Murray

Grantee: Plattsmouth Community School District



- Children/families currently enrolled in tuition slots at PECC will only be required to complete new applications/verification of income if they would like to be considered for Head Start or reduced tuition slots in the program
- 3. FSAs/Classroom Teachers will provide applications for age eligible siblings of currently enrolled children during home visits in the spring.
- 4. The Recruitment/Enrollment Plan is updated and approved by Policy Council each year.
- 5. The Recruitment/Enrollment Plan guides recruitment efforts.
- 6. A ranked waitlist will be maintained.

## Selection Methods/Activities

**Selection Outcome:** The selection procedures reflect and adhere to the Head Start Performance Standards and ensure that children/families with the highest needs (based on income status and priority score) are prioritized on the waiting list for selection for enrollment.

### The following procedures will be followed to help ensure compliance of selection standards:

1. Selection procedures must be followed to ensure that priority scoring and income verification is completed correctly for each application so that the highest priority applications are considered first for enrollment.
2. ERSEA training is completed annually with FSAs and other support personnel (e.g., Administrative Assistant, Office Manager, etc.) who are involved with ERSEA.
3. Training for new management and staff members who make eligibility determinations will occur within 90 days of hire.
4. Training for Policy Council and the BOE will occur within 180 days of the beginning of the new term.
5. Eligibility priority criteria (Priority Scoring Sheet) are updated and approved by Policy Council and reviewed by the Board of Education each year.
6. Information obtained from the Community Needs Assessment and the program Self-Assessment is considered when determining updates for the eligibility priority criteria.
7. FSA's will conduct an in-person interview with each family. If this is not possible the reason will be documented and a phone interview will take place.
8. FSAs will complete a Priority Scoring Sheet for each Head Start application and the scores will be entered into the Child Plus system.
9. The waiting list will consist of the names of the children and priority score.
10. The children on the waiting list with the highest priority scores will be prioritized for selection for open slots, both during fall enrollment and as openings become available throughout the program year.



# Cass County Head Start & Early Head Start

Locations in Plattsmouth & Murray

Grantee: Plattsmouth Community School District



11. When recruitment activities begin in the spring, contacts are made with parents who currently have an application pending on the waiting list. If the child is age eligible for Head Start in the fall, parents will be given a new application to fill out and a verification will be done with an FSA.
12. Families with children in Early Head Start and other Birth to Three programs will be given information on the Head Start program in order to transition them into the preschool program.
13. Families will be treated with dignity and strict confidentiality will be maintained.

## Enrollment Methods/Activities

**Enrollment Outcome:** Full enrollment will occur on the first day of class and by the 30<sup>th</sup> day of the first month of the program calendar. Enrollment vacancies will be filled within 30 days.

### The following procedures will be followed to help ensure compliance of enrollment standards:

1. Enrollment is an ongoing process and applications will be accepted throughout the program year by FSAs.
2. FSAs will complete a Priority Scoring Sheet for each Head Start application and the scores will be entered into the Child Plus system.
3. A ranked waiting list is maintained for each center and is updated as new applications are received and processed.
4. Families with children accepted to Head Start are contacted in June or July and provided with information regarding enrollment activities for classrooms starting in the fall.
5. Families with children newly accepted to Head Start will receive a home visit by a FSA and/or classroom teacher prior to the start of the school year.
6. Families with children accepted to Early Head Start are contacted in July with information regarding enrollment activities.
7. Families will be given a direct service (e.g., community resource guide, educational and/or health screenings) prior to enrollment.
8. In August, FSAs will attempt to contact families that have previously completed Head Start applications for their children but cannot currently be reached by phone.
9. If a family cannot be located, their child will be placed on the waiting list. If the family is located at a later time, the application will be placed back on the waiting list and prioritized according to the eligibility priority points.
10. Vacancies are filled within 30 days during the program year by contacting the family with the application at the top of the waiting list.
11. The Office Manager will report current enrollment numbers to the Head Start Regional Office by the 7<sup>th</sup> of each month.
12. Applications and enrollment documents will be kept in a locked desk or cabinet.
13. Eligibility records will be kept for 7 years.



# Cass County Head Start & Early Head Start

Locations in Plattsmouth & Murray

Grantee: Plattsmouth Community School District



## Attendance Methods/Activities

**Attendance Outcome:** The program will maintain 85% attendance. An analysis of possible causes will be completed if program attendance falls below 85%.

### The following procedures will be followed to help ensure compliance of attendance standards:

1. Since attendance is critical to the success of the Head Start experience, classroom staff will document child attendance on a daily basis.
2. The Office Manager completes an attendance/enrollment form on a weekly basis. This form is sent to Head Start management staff for review at the weekly management meeting.
3. If overall program attendance falls below 85%, the management team will develop a plan for conducting an analysis of possible reasons/causes and identifying possible solutions.
4. FSAs follow up with all families who have children who have been absent for two consecutive days through phone contacts and/or home visits.
5. If unable to get a response from a family regarding their child's absences, the FSAs will send a letter or attempt another mode of communication (e.g., contacting emergency contacts identified by the family, etc.).
6. A family will receive a letter prior to their child being dropped from the program due to absences.
7. If no response is received from a family after multiple attempts at communication from staff members, the child will be placed on the waiting list and procedures will be followed to fill the vacancy.
8. Attendance is monitored daily, recorded weekly, and reported monthly.

Approved by Policy Council on 1/13/14, 1/20/15, 1/21/16, 1/19/17, 1/15/18, 1/28/19, 1/20/2020, 2/15/2021, 1/18/22, 2/6/23

Approved by BOE on 1/12/15, 1/11/16, 1/09/17, 2/12/18, 2/11/19, 2/10/2020, 3/8/2021, 2/14/2022, 2/13/2023



# Cass County Head Start/Early Head Start

Locations in Plattsmouth & Murray

Grantee: Plattsmouth Community School District



## Self-Declaration of Income

I am currently receiving income for the following:

Parent or Guardian Name: \_\_\_\_\_

Parent or Guardian Signature: \_\_\_\_\_

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

Approved by Policy Council on 2/6/2023  
Approved by BOE on 2/13/2023



# Cass County Head Start & Early Head Start

Locations in Plattsmouth & Murray

Grantee: Plattsmouth Community School District



## Recruitment/Enrollment Plan For the 2024-2025 School Year Plattsmouth Site

- The grantee agency, Plattsmouth Community Schools, provides opportunities for Head Start staff to recruit children during kindergarten round-up and all-district registration by having applications available during these events.
- Enrollment applications, including a “letter of introduction” describing Head Start and the days/times of attendance for each location, are compiled at the beginning of the calendar year.
- Enrollment applications can be accessed on the PCSD website for families to fill out.
- The local news media, which includes the [Plattsmouth Journal](#), Cassgram and school newsletters, are utilized to announce enrollment opportunities. Flyers are posted throughout the community.
- Social media networking sites, including Facebook, are used to announce enrollment opportunities.
- Enrollment applications are available at Community Inter-Agency Meetings and staff from community agencies are encouraged to distribute the applications to families.
- Coordination occurs with community agencies such as WIC, SENCA, mobile food pantries, and Under His Wings Thrift Store and Baby Pantry to recruit and enroll children
- Close contact is maintained with the Plattsmouth Community Schools Early Childhood Special Education staff regarding potential enrollees from children receiving special education services or children they have screened and/or evaluated. “Child Find” is the Plattsmouth Community Schools Special Education Program’s main source of recruitment for enrollment of children.
- Enrollment applications are given to the Plattsmouth Community Schools Sixpence and Early Head Start programs for distribution to families.
- Enrollment applications are available at local health care providers.
- A list of families with age eligible students will be accessed from Child Plus and Infinite Campus. Applications will be sent to families.
- Flyers are posted by the mailboxes of local mobile home parks to notify families of enrollment opportunities.



# Cass County Head Start & Early Head Start

Locations in Plattsmouth & Murray

Grantee: Plattsmouth Community School District



- Home visits can be made by Head Start staff to pursue applications. This may be done during the summer months to finalize the enrollment of children, as necessary.
- Follow-up letters are sent and/or phone contact made to receive applications for enrollment to those addresses used in the mass mailing process.
- Family Support Advocates pursue enrollment of siblings during home visits throughout the year.
- There are at least two Open House enrollment opportunities each spring/summer at the Plattsmouth site.
- Applications received will be prioritized using the approved priority scale system. All applications are entered into the Child Plus database.
- Following the established acceptance process utilizing the priority scale system, letters of acceptance are sent to families. These letters notify families of registration/screening and other related information. A follow-up reminder letter is sent to all families prior to start-up in the fall. FSA staff, classroom staff, or office staff calls all families to schedule registration/screening and initial visit times.
- Remaining families who submitted applications will be notified of their child's wait list status.
- The wait list will be utilized to fill enrollment slots as they become available. Children will be considered for enrollment vacancies based on the priority scoring system criteria.
- Enrollment applications are accepted throughout the year.

The above recruitment/enrollment plan describes the process and plan of action used to achieve the outcome of full enrollment. Cass County Head Start funded enrollment is 100 children.

Annually updated as needed and submitted for Policy Council approval.

Date Policy Council Approved: 01/21/04

Reviewed and Approved by Policy Council: 11/20/07, 1/13/14, 1/20/15, 1/21/16, 1/19/17, 1/15/18, 1/28/19, 1/20/20, 2/15/2021, 1/18/2022, 2/6/2023

Approved by BOE on 1/12/15, 1/11/16, 1/9/17, 2/12/18, 2/11/19, 2/10/20, 3/8/2021, 2/14/2022, 2/13/2023

## **Recruitment/Enrollment Plan**



# Cass County Head Start & Early Head Start

Locations in Plattsmouth & Murray

Grantee: Plattsmouth Community School District



## For the 2024-2025 School Year Conestoga Site

- Enrollment Applications, which include a “letter of introduction” describing Head Start and the days/times of attendance for each location, are compiled at the beginning of the calendar year.
- The local news media, which includes the ~~Plattsmouth Journal~~, Cassgram and school district newsletters, are utilized to announce enrollment opportunities. Flyers are posted throughout the community.
- Enrollment applications can be accessed on the PCSD website for families to fill out.
- Social media networking sites, including Facebook, are used to announce enrollment opportunities.
- A current census list of families will be requested from the Conestoga school district. Applications will be sent to families.
- Enrollment applications are available at Community Inter-Agency Meetings and staff from community agencies are encouraged to distribute the applications to families.
- Coordination occurs with community agencies such as WIC, SENCA, and mobile food pantries in order to recruit and enroll children.
- Close contact is maintained with Early Head Start to recruit children transitioning from that program.
- Close contact is maintained with the Conestoga special education staff about potential enrollees from children receiving special education services or children they have screened and/or evaluated. “Child Find” through ESU #3 and from local efforts is the Conestoga Schools Special Education Program’s main source of recruitment for enrollment of children.
- The Conestoga Early Education center and Conestoga Head Start work together to enroll dually served children in the district.
- Enrollment applications are provided to Conestoga childcare providers, located in Conestoga Elementary School, and the Conestoga Elementary School main office for referral purposes.
- Enrollment applications are available at local health care providers.



# Cass County Head Start & Early Head Start

Locations in Plattsmouth & Murray

*Grantee: Plattsmouth Community School District*



- Open House enrollment opportunities are provided at the start of the school year. Head Start maintains an open door policy for families interested in viewing the classrooms in session.
- Home visits can be made by Head Start staff to pursue applications. This may be done by the FSA staff during the summer months to finalize enrollment of children.
- Enrollment applications are always available in the Conestoga Elementary School office. Applications and staff are also available during the kindergarten round-up process.
- Family Support Advocates pursue enrollment of siblings during home visits throughout the school year.
- Applications received will be prioritized using the approved priority scale system. All applications are entered into the Child Plus database.
- Following the established acceptance process utilizing the priority scale system, letters of acceptance are sent to families. These letters notify families of registration/screening and other related information. A follow-up reminder letter is sent to all families prior to start-up in the fall. FSA staff, classroom staff, or office staff calls all families to schedule registration/screening and initial visit times.
- Remaining families who submitted applications will be notified of their child's wait list status.
- The wait list will be utilized to fill enrollment slots as they become available. Children will be considered for enrollment vacancies based on the priority scoring system criteria.
- Enrollment applications are accepted throughout the year.
- Application open houses are offered during the latter part of the school year and summer for recruitment for the coming school year.

The above recruitment/enrollment plan describes the process and plan of action used to achieve the outcome of full enrollment. Cass County Head Start funded enrollment is 100 children.

Annually updated and submitted for Policy Council approval.

Date Policy Council Approved: 01/21/04

Reviewed and Approved by Policy Council: 11/20/07, 1/13/14, 1/20/15, 1/21/16, 1/19/17, 1/15/18, 1/28/19, 1/20/20, 2/15/2021, 1/18/2022, 2/6/2023

Approved by BOE on 1/12/15, 1/11/16, 1/9/17, 2/12/18, 2/11/19, 2/10/20, 3/8/2021, 2/14/2022, 2/13/2023



# Cass County Head Start & Early Head Start

Locations in Plattsmouth & Murray

*Grantee: Plattsmouth Community School District*





# Cass County Head Start/Early Head Start

Locations in Plattsmouth & Murray

Grantee: Plattsmouth Community School District



## Head Start/Early Head Start Eligibility Verification

Child's Name \_\_\_\_\_ Application Date \_\_\_\_\_

Date of Birth \_\_\_\_\_ Age: **3** **4**, **OR** \_\_\_\_\_ months, **OR** \_\_\_\_\_ Due Date

(based on July 31<sup>st</sup> cut-off)

### Verify Eligibility (check which category of eligibility this child falls into):

- Income
  - Equal to or Below Federal Poverty Guidelines
  - 101-129% of Federal Poverty Guidelines
  - 130-185% of Federal Poverty Guidelines
  - Over 185% of Federal Poverty Guideline

Automatic Qualifiers:

- Public Assistance (TANF/SSI/SNAP)
- Homeless
- Foster Care

**Income Percentage of Poverty** \_\_\_\_\_ **Priority Score** \_\_\_\_\_

### What Documentation was used to Determine Eligibility?

- |  |                                     |
|--|-------------------------------------|
| • Income Tax Form 1040                   | • Written Statements from Employers |
| • Pay Stub                               | • TANF Documentation                |
| • W-2                                    | • SSI Documentation                 |
| • Documentation of No Income             | • SNAP Documentation                |
| • Documentation of Foster Care Placement | • Unemployment Verification         |
| • Child Support Documentation            | • Other, please explain:            |

Completed By (signature): \_\_\_\_\_

Printed Name \_\_\_\_\_ Date \_\_\_\_\_

Verified By: \_\_\_\_\_ Date \_\_\_\_\_

**On the back of this form, please show how the income percentage of poverty was calculated**

Approved by Policy Council on 1/20/2020, 2/15/2021, 1/18/2022, 2/6/2023

Approved by BOE on 2/10/2020, 3/8/2021, 2/14/2022, 2/13/2023

Revised 12/19/22



# Cass County Head Start & Early Head Start

Locations in Plattsmouth & Murray

Grantee: *Plattsmouth Community School District*



## **Recruitment/Enrollment Plan For the 2024-2025 School Year Early Head Start**

- The grantee agency, Plattsmouth Community Schools, provides opportunities for Early Head Start staff to recruit children during kindergarten round-up and all-district registration by having applications available during these events.
- Enrollment applications include a “letter of introduction” describing the Birth to Three program.
- **Enrollment applications can be accessed on the PCSD website for families to fill out.**
- The local news media, which includes the ~~Plattsmouth Journal~~, Cassgram and school newsletters, are utilized to announce enrollment opportunities. Flyers are posted throughout the communities in Cass County.
- Social media networking sites, including Facebook, are used to announce enrollment opportunities.
- Enrollment applications are available at Community Inter-Agency Meetings and staff from community agencies are encouraged to distribute the applications to families
- Coordination occurs with community agencies such as WIC, SENCA, mobile food pantries, and Under His Wings Thrift Store and Baby Pantry in order to recruit and enroll children.
- Close contact is maintained with the Plattsmouth Community Schools Early Childhood Special Education staff & Early Intervention with regards to potential enrollees from children that are receiving special education services or children that they have screened and/or evaluated. “Child Find” is the Plattsmouth Community Schools Special Education Program’s main source of recruitment for enrollment of children.
- Enrollment applications are given to the Cass County Head Start Preschool Programs for distribution to families.



## Cass County Head Start & Early Head Start

Locations in Plattsmouth & Murray

*Grantee: Plattsmouth Community School District*



- A current census list of families will be requested from the Conestoga school district. Flyers will be sent to families.
- Enrollment applications are provided to child care providers located in Cass County.
- Enrollment applications are available at local health care providers.
- Coordination occurs with school social workers/counselors to identify teen parents in districts in Cass County.
- Coordination with school districts in Cass County to identify families with children birth to age three.
- Flyers are posted by the mailboxes of local mobile home parks to notify families of enrollment opportunities.
- Home visits can be made by Birth to Three staff to pursue applications. This may be done to finalize enrollment of children as necessary.
- Follow-up letters are sent and/or phone contact made to receive applications for enrollment to those addresses used in the mass mailing process.
- Family Support Advocates pursue enrollment of siblings during home visits throughout the year.
- There are at least two Open House enrollment opportunities each spring/summer at the Plattsmouth site or in the community.
- Applications received will be prioritized using the approved priority scale system. All applications are entered into the Child Plus database.
- Following the established acceptance process utilizing the priority scale system, letters of acceptance are sent to families. Birth to Three staff make calls to all families to schedule registration/screening and initial visit times.



## Cass County Head Start & Early Head Start

Locations in Plattsburgh & Murray

Grantee: *Plattsburgh Community School District*



- Remaining families who submitted applications will be notified of their child's wait list status.
- The wait list will be utilized to fill enrollment slots as they become available. Children will be considered for enrollment vacancies based on the priority scoring system criteria.
- Enrollment applications are accepted throughout the year.

The above recruitment/enrollment plan describes the process and plan of action used to achieve the outcome of full enrollment. Cass County Early Head Start funded enrollment is 10 children.

Annually updated as needed and submitted for Policy Council approval

Reviewed and Approved by Policy Council: 1/20/15, 1/21/16, 1/19/17, 1/15/18, 1/28/19, 1/20/20, 2/15/2021, 1/18/2022, 2/6/2023

Approved by BOE on 1/12/15, 1/11/16, 1/9/17, 2/12/18, 2/11/19, 2/10/20, 3/8/2021, 2/14/2022, 2/13/2023



# Cass County Head Start/Early Head Start

Locations in Plattsmouth & Murray

Grantee: Plattsmouth Community School District



## Declaration of No Income

I am currently not employed or receiving any wages or income from self-employment.

Please explain how your family meets basic needs:

- How is food being provided for your family?
  - Spouse/bio-parent is employed
  - Receiving food assistance from WIC
  - Receiving food assistance from SNAP
  - Help from friends/family
  - Savings
  - Food Pantry
  - Other: \_\_\_\_\_
  
- How are your housing needs being met?
  - Spouse/bio-parent is employed
  - Living with friends/family
  - Help from friends/family
  - Receiving subsidized housing assistance
  - Savings
  - Other: \_\_\_\_\_
  
- How are you providing for basic needs?
  - Spouse/bio-parent is employed
  - Help from friends/family
  - Savings
  - Other: \_\_\_\_\_

Parent or Guardian Name: \_\_\_\_\_

Parent or Guardian Signature: \_\_\_\_\_

Family Support Advocate: \_\_\_\_\_ Date: \_\_\_\_\_

Approved by Policy Council on 1/20/2020, 2/15/2021, 1/18/2022, 2/6/2023  
Approved by BOE on 2/10/2020, 3/8/2021, 2/14/2022, 2/13/2023

**2024-2025 ENROLLMENT APPLICATION**

Received date: <hr/> M/D/Y
----------------------------------

Plattsmouth Early Childhood Center  
 1912 Old Hwy 34  
 Plattsmouth, NE 68048  
 Phone: 402-296-5250  
 Fax: 402-296-5202

Program  
 \_\_\_ Sixpence \_\_\_ Early Head Start  
 \_\_\_ Conestoga \_\_\_ Plattsmouth \_\_\_ Other

**My family is applying for:**

<input type="checkbox"/> Home Based (prenatal to age 3)	<input type="checkbox"/> Preschool (age 3 to age 5)
	<input type="checkbox"/> Full Day
	<input type="checkbox"/> Half Day

**Applicant # 1**

Applicant's Legal Name: Last		First
Date of birth:	Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female	
Birth weight: Was the child born before 37 weeks? <input type="checkbox"/> Yes <input type="checkbox"/> No	Primary language: Other languages spoken at home:	
Ethnicity (choose one): <input type="checkbox"/> Hispanic/Latino origin <input type="checkbox"/> Non-Hispanic/Non-Latino origin		
Race: <input type="checkbox"/> American Indian <input type="checkbox"/> Asian <input type="checkbox"/> Black <input type="checkbox"/> Pacific Islander <input type="checkbox"/> White <input type="checkbox"/> Biracial/Multiracial <input type="checkbox"/> Other		
Applicant is a pregnant woman: <input type="checkbox"/> Yes <input type="checkbox"/> No		If yes, expected due date:
Does the child have a special need or disability? <input type="checkbox"/> Yes <input type="checkbox"/> Suspected <input type="checkbox"/> No		<input type="checkbox"/> IFSP? <input type="checkbox"/> IEP?
If yes, give diagnosis and source:		
Has the child been diagnosed by a physician to have any chronic medical diagnosis such as asthma, allergies, seizures, diabetes, etc.? <input type="checkbox"/> Yes <input type="checkbox"/> No		
If yes, please list:		
Was the child referred to the program? <input type="checkbox"/> Yes <input type="checkbox"/> No		
(If yes, by whom?)		(Why?)
Were you referred for services by a child welfare agency? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Does your child receive any of the following:		
Kid's Connection (Chips)? <input type="checkbox"/> Yes <input type="checkbox"/> No	Medicaid (not Kid's Connection)? <input type="checkbox"/> Yes <input type="checkbox"/> No	Do you have private insurance? <input type="checkbox"/> Yes <input type="checkbox"/> No
Do you have legal custody of this child? <input type="checkbox"/> Yes <input type="checkbox"/> No		Type of Custody: <input type="checkbox"/> Primary <input type="checkbox"/> Joint
* documentation of custody status may be required		

**Applicant # 2**

Applicant's Legal Name: Last		First
Date of birth:	Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female	
Birth weight: Was the child born before 37 weeks? <input type="checkbox"/> Yes <input type="checkbox"/> No	Primary language: Other languages spoken at home:	
Ethnicity (choose one): <input type="checkbox"/> Hispanic/Latino origin <input type="checkbox"/> Non-Hispanic/Non-Latino origin		
Race: <input type="checkbox"/> American Indian <input type="checkbox"/> Asian <input type="checkbox"/> Black <input type="checkbox"/> Pacific Islander <input type="checkbox"/> White <input type="checkbox"/> Biracial/Multiracial <input type="checkbox"/> Other		
Applicant is a pregnant woman: <input type="checkbox"/> Yes <input type="checkbox"/> No		If yes, expected due date:
Does the child have a special need or disability? <input type="checkbox"/> Yes <input type="checkbox"/> Suspected <input type="checkbox"/> No		<input type="checkbox"/> ISFP? <input type="checkbox"/> IEP?
If yes, give diagnosis and source:		
Has the child been diagnosed by a physician to have any chronic medical diagnosis such as asthma, allergies, seizures, diabetes, etc.? <input type="checkbox"/> Yes <input type="checkbox"/> No		
If yes, please list:		
Was the child referred to the program? <input type="checkbox"/> Yes <input type="checkbox"/> No		
(If yes, by whom?)		(Why?)
Were you referred for services by a child welfare agency? <input type="checkbox"/> Yes <input type="checkbox"/> No		

Does your child receive any of the following:		
Kid's Connection (Chips)? <input type="checkbox"/> Yes <input type="checkbox"/> No	Medicaid (not Kid's Connection)? <input type="checkbox"/> Yes <input type="checkbox"/> No	Do you have private insurance? <input type="checkbox"/> Yes <input type="checkbox"/> No
Do you have legal custody of this child? <input type="checkbox"/> Yes <input type="checkbox"/> No    Type of Custody: <input type="checkbox"/> Primary <input type="checkbox"/> Joint		
* documentation of custody status may be required		

### Family Information

Parental Status: <input type="checkbox"/> One Parent <input type="checkbox"/> Two Parent <input type="checkbox"/> Foster Parent <input type="checkbox"/> Non-Parent/Guardian			
Primary caregiver in household (name):		Number in immediate family:	
Number in household:		Number of children by age: 0 to 3 ___ 4-5 ___ 5-over ___	
Additional caregiver name:		Home address:	
City:	State:	Zip:	County:
Mailing address: (If different than above):		City:	State:
		Zip:	County:
Phone: Home ( )		Work ( )	Cell ( )
E-Mail Address:		Alternate contact name/phone #:	

### Income Information is Required for Free or Reduced Programs

Names of all family members receiving income	HOUSEHOLD GROSS INCOME				
	List last month's income below. Do not list hourly wage.				
Last Name, First Name	Earnings from work before deductions	TANF, child support, alimony	Pensions, retirement, Social Security	Other	NO Income
	\$	\$	\$	\$	<input type="checkbox"/>
	\$	\$	\$	\$	<input type="checkbox"/>
	\$	\$	\$	\$	<input type="checkbox"/>

\*\*\*\*Please attach income verification documents (pay stub, W-2, tax documents, etc.)\*\*\*\*

I choose not to submit income verification and understand that I will be required to pay the full preschool rate each month.

Parent/Guardian's signature \_\_\_\_\_ Date \_\_\_\_\_

### Other Information

Are any primary caregivers under the age of 20? <input type="checkbox"/> Yes <input type="checkbox"/> No
Do any primary care givers have a disability or chronic physical, cognitive, or other health related condition or impairment? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please specify:
Do any primary care givers have a mental illness? <input type="checkbox"/> Yes <input type="checkbox"/> No
Are any primary caregivers incarcerated? <input type="checkbox"/> Yes <input type="checkbox"/> No
During the past 12 months has your employment or income changed? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please specify:
Is your family in need or in crisis? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, describe:
Does anyone in your family receive:
TANF or ADC: <input type="checkbox"/> Yes <input type="checkbox"/> No         WIC: <input type="checkbox"/> Yes <input type="checkbox"/> No         SSI: <input type="checkbox"/> Yes <input type="checkbox"/> No
Are you receiving Supplemental Nutrition Assistance Program (SNAP)? <input type="checkbox"/> Yes <input type="checkbox"/> No
Is at least one parent/guardian a member of the United States military? <input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, is a parent/guardian currently deployed? <input type="checkbox"/> Yes <input type="checkbox"/> No    Is at least parent/guardian a veteran? <input type="checkbox"/> Yes <input type="checkbox"/> No

### Family Member Information

First & last name of ALL family members living in the home	Date of Birth	Gender	Highest Grade Completed	Relationship to applicant
		M F		
		M F		
		M F		

		M F		
		M F		
		M F		

**Upon acceptance to a program, I understand that I will need to provide child's birth certificate, a current and complete immunization record, source of income verification, and current well child exam.**

**Certification:** I certify that this information is true. If any part is false, my participation in this agency's programs may be terminated and I may be subject to legal action. I also understand that the information in this application will be held in strict confidence within the agency and is accessible to me during normal business hours.

Parent/Guardian's signature \_\_\_\_\_ Date \_\_\_\_\_

Approved by Policy Council on 2/6/23 & BOE on 2/13/23

Revised November, 2023

Parent/Family Name _____				
Child's Name _____			Birth Date _/ _/ _	
<b>Parental Status (select one)</b>		<b>Description</b>	<b>Point</b>	<b>Select</b>
O=One Parent		One	20	
N= Not the Child's Parent		Guardian/Foster	30	
<b>Comments</b>				
<b>Disabilities/Special Needs (select one)</b>				
X = Potential or suspected			20	
IFSP/IEP = Identified Educational Disability			50	
Low Birth Weight/Premature *			40	
<b>Comments</b>				
<b>Income (select one)</b>				
130%-185% of Current Poverty Guidelines *			30	
101%-129% of Current Poverty Guideline			40	
Below Current Pov Guideline 75-100%			50	
Below Current Pov Guideline 50-74%			60	
Below Current Pov Guideline 0-49%			70	
TANF/SSI/Foster Home/SNAP			80	
<b>Comments</b>				
<b>Age of Applicant (select one)</b>				
Expectant Mother		Preg	70	
0-12 months		Inf	50	
12-24 months		Tod	40	
24-30 months		Two	20	
30-35 months		Three	10	
Transition from Birth to Three		Transition	80	
Returners (4 years or older on 7/31)		Returner 4 yea	80	
4 years (on 7/31)		4	60	
3 years (on 7/31)		3	30	
<b>Comments</b>				
<b>Family (select all that apply)</b>		<b>Description</b>	<b>Point</b>	<b>Select</b>
Referral from other agency/professional		Ref	20	
Family risk factors (disabled, incarceration, substance abuse, mental illness)		High Risk	60	

Family crisis (job loss, deployment, transitional living arrangement, <del>COVID-Hardship</del> )	Crisis	40		
Parent/Guardian a current member of U.S. Military	Military	20		
Homelessness	Homeless	80		
Family's primary language not English *	ELL	30		
Teen Parent (Defined as a parent or pregnant woman who is 19 years of age or younger at the time of the completed application) *	Teen	70		
Resides outside of Plattsmouth Community School District but within Cass County (Birth-3 only)	County	30		
Parent Education (No High School Diploma or GED)	Education	30		
<b>Comments</b>				
Parental Status				
Disabilites/Special Needs				
Income				
Age of Applicant				
Family				
<b>Total Priority Points</b>				
* = Sixpence Risk Factors				
<b>Comments</b>				
Approved by Policy Council; 1/20/15, 1/21/16, 1/19/17, 1/15/18, 1/28/19, 1/20/20, 2/12/21, 1/18/22				
Approved by BOE 1/12/15, 1/11/16, 1/9/17, 2/12/18/, 2/11/19, 2/10/20, 3/8/21, 2/14/22				

	<p><b>CASS COUNTY HEAD START PLATTSMOUTH EARLY CHILDHOOD CENTER</b>  <b>Main office: 902 Main Street, Plattsmouth, NE 68048</b>  <b>Mailing address: 1912 East Highway 34</b>  <b>Plattsmouth, Nebraska 68048</b>  <b>402-296-5250</b></p>	
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**Interview Intake Worksheet**

Applicants Name \_\_\_\_\_ DOB \_\_\_\_\_

Who was interviewed \_\_\_\_\_ Relationship to child \_\_\_\_\_

Where intake took place \_\_\_\_\_

If a Face to Face interview is not possible list reason: \_\_\_\_\_

**Income:**

Wages \_\_\_\_\_ Overtime (How often) \_\_\_\_\_

TANF, ADC, SNAP or SSI Benefits \_\_\_\_\_

**Other Income:**

Child Support \_\_\_\_\_ Has it been court ordered? (Yes No) Alimony \_\_\_\_\_

Unemployment \_\_\_\_\_ SSDI/Disability Insurance, Retirement, Survivor Benefits \_\_\_\_\_

Comments: \_\_\_\_\_

Child learning another language other than English? \_\_\_\_\_

Disabilities/Special Needs: (Suspected, IFSP, IEP, Low Birth Weight, Premature) \_\_\_\_\_

Parental Status: (One Parent, Not a Parent) \_\_\_\_\_

Custody Arrangements: \_\_\_\_\_

Housing: (Own/Purchasing, Rent, Temporary Living Situation) \_\_\_\_\_

Parent Education: (No High School Graduation, GED, HS Grad, Associates, Bachelors, Masters) \_\_\_\_\_

Is one parent in the Military? (Yes No) Is one parent in a veteran? (Yes No)

Insurance: (Kids Connection (Chips), Medicaid, Private, No Insurance) If private insurance, is it Tricare? (Yes No)

Additional Comments (Family Risk Factors/Crisis) \_\_\_\_\_

**How did you hear about us? (Check all that apply)** \_\_\_ Word of Mouth \_\_\_ Referral \_\_\_ Returning Family

\_\_\_ Social Media \_\_\_ PCSD Website \_\_\_ Yard Signs \_\_\_ Drive by the Center \_\_\_ Flyers \_\_\_ Table Tents

\_\_\_ Cassgram \_\_\_ ~~Newspaper~~ \_\_\_ Schools \_\_\_ Other: \_\_\_\_\_

Requirements Received:  Birth Certificate  Immunization Record  Physical  Dental

Staff Signature \_\_\_\_\_ Date \_\_\_\_\_





# Cass County Head Start & Early Head Start

Locations in Plattsburgh, Murray

Grantee: *Plattsburgh Community School District*



## Guidance for the Priority Score Sheet

**Information can be obtained from the application or an interview. If you are unsure, contact the family and ask clarifying questions. On all sections of the Priority Score Sheet, write down comments for the reasons why they received the points (i.e., family crisis – living with grandma, biological father has full custody, mother recently lost employment due to plant shut down, brother qualifies for SSI, etc.).**

### Parental Status Section:

Ask questions about the current custody situation and living arrangement such as, “Tell me who currently lives in your home?” and “What is your current custody situation?” Ask for legal documents to support answers.

- Parent Status is based on custody
- Guardian or Foster situations require documentation
- Child living with relatives that is not a guardian/foster situation would be considered for the “not the child’s parents” priority score

### Disabilities/Special Needs Section:

- Potential or suspected disability
  - Mark if the parents/guardians indicated on the application or in the interview process that they have concerns about the child’s development
  - Mark if you suspect developmental concerns (not just medical concerns) through the interview process
- Identified Educational Disability
  - Mark if you have evidence from a special education provider or have current IEP/IFSP/MDT paperwork
- Low Birth Weight/Premature
  - Mark if child is born between 28 weeks & 36 weeks of gestation
  - Mark if child’s birth weight is less than 5 pounds 8 ounces



# Cass County Head Start & Early Head Start

Locations in Plattsburgh, Murray

Grantee: *Plattsburgh Community School District*



## Income Section:

- Calculate the family income
  - If no income, parent/guardian must complete the "Declaration of No Income" form
  - For income verification, any of the sources below can be utilized to calculate:
    - Income Tax Documentation (1040 form)
    - W-2 Documents
    - Unemployment Verification
    - Child Support Documentation
    - Written Statements from Employers
    - Alimony
    - SSDI
    - Self-Declaration of Income
    - Pay Stubs
      - Military Pay Stubs may require more questioning or calls to figure out the various codes
      - Watch for twice monthly vs. bi-weekly pay amounts as bi-weekly pay periods will have 2 more pay periods each year than twice monthly pay periods
      - Try to get 2 or 3 pay stubs to ensure you are calculating based on an average pay period or check the year to date amounts (if those are listed on the pay stub) to make sure the income determination is correct
- TANF/SSI/ADC/Foster Home/SNAP
  - For TANF/ADC, must have documentation (i.e., letter, deposit information from bank, etc.)
  - For Foster Home, must have documentation of foster care status (i.e., letter from case worker, other DHHS documentation, etc.)
  - If anyone in the family qualifies for SSI, the child is an automatic Head Start qualifier



# Cass County Head Start & Early Head Start

Locations in Plattsburgh, Murray

Grantee: *Plattsburgh Community School District*



- If the family qualifies SNAP they automatically qualify. This must be documented with an award letter from DHHS or a screenshot of SNAP monthly award amounts.

## Age of Applicant:

- Expectant Mother
  - Mark if the woman is pregnant at the time of completed application
- Calculate age in months from date of birth at the time of completed application

## Family Section:

- Referral From Other Agency or Professional
  - Check the application section, "Was the child referred to the program?" and "Were you referred for services by a child welfare agency?"
    - Informally verify through the interview process that the referral was by another agency (i.e., recognition of name, etc.)
  - Mark this item if a call is received from another agency with a referral for Early Head Start
- Family Risk Factors
  - Mark this item if the situation appears to be long term. Examples would include:
    - Someone in the immediate family (parents, siblings or a family member that is currently living in the same household of the child applying for the program) is: disabled, incarcerated, a history of substance abuse (but is not a current abuser), has mental health issues, or has a long-term health crisis
- Family Crisis
  - Mark this item if the situation appears to be more short term. Examples would include:
    - Someone in the immediate family (parents, siblings or a family member that is currently living in the same household of the child applying for the program) is or has: currently deployed (or will deploy soon), currently unemployed, involved in a transitional living arrangement (such as living with relatives), involved with CPS, recently divorced, experienced a recent



# Cass County Head Start & Early Head Start

Locations in Plattsburgh, Murray

Grantee: *Plattsburgh Community School District*



death in the immediate family, current issues around child custody, a short-term health crisis, a current substance abuser.

## ~~○ COVID Hardship~~

~~● The family has been adversely affected by the pandemic economically, mentally or physically.~~

- US Military Involvement
  - Verify through paycheck stubs or another method
- Homelessness
  - All cases will be brought to management to determine if the situation warrants being an automatic qualifier.
  - Families who lack a fixed, regular housing due to economic hardship.
  - Families living in shelters not meant for habitation.
- Family's Primary Language Not English
  - Verify through interview process
- Teen parent
  - A parent or pregnant woman who is 19 years of age or younger at the time of the completed application
- Resides Outside Plattsburgh Community School District
  - Verify using address on application if living in Cass County outside of Plattsburgh Community Schools District
- Parent Education
  - Mark if the parent or guardian has not graduated high school or gotten a GED.

## **Age by July 31<sup>st</sup> Section:**

- Returners
  - Mark as a returner if they were enrolled in Cass County Head Start or PECC as tuition based the previous year
  - If they were enrolled in a Head Start previously (outside of Cass County), they are not considered a returner for the purposes of the Priority Score Sheet
- Calculate age as of July 31<sup>st</sup> to determine whether to mark as a 4 year old or a 3 year old
- A child is transitioning from the birth to 3 program



## Cass County Head Start & Early Head Start

Locations in Plattsmouth, Murray

*Grantee: Plattsmouth Community School District*



Please add up each section and write the totals in the "Section Totals" part of the Priority Score Sheet. The "Total Priority Points" amount should be transferred to the "Early Head Start Eligibility Verification" form and written under "Priority Score."

Make sure to write comments on the Priority Score Sheet to document your discussions with parents/guardians and to justify your score for each section.



# Cass County Head Start & Early Head Start

Locations in Plattsmouth & Murray

Grantee: Plattsmouth Community School District



## Recruitment/Enrollment Plan For the 2024-2025 School Year Weeping Water Site

- Enrollment Applications, which include a “letter of introduction” describing Head Start and the days/times of attendance for each location, are compiled at the beginning of the calendar year.
- The local news media, which includes the Cassgram and school district newsletters, are utilized to announce enrollment opportunities. Flyers are posted throughout the community.
- Enrollment applications can be accessed on the PCSD website for families to fill out.
- Social media networking sites, including Facebook, are used to announce enrollment opportunities.
- A current census list of families will be requested from the Weeping Water school district. Applications will be sent to families.
- Enrollment applications are available at Community Inter-Agency Meetings and staff from community agencies are encouraged to distribute the applications to families.
- Coordination occurs with community agencies such as Tabitha’s Threads, WIC, SENCA, and mobile food pantries in order to recruit and enroll children.
- Close contact is maintained with the Weeping Water Sixpence Program to recruit children transitioning from that program.
- Close contact is maintained with the Weeping Water special education staff about potential enrollees from children receiving special education services or children they have screened and/or evaluated.
- The Weeping Water Early Education center and Weeping Water Head Start site work together to enroll dually served children in the district.
- Enrollment applications are available at local health care providers.
- Open House enrollment opportunities are provided at the start of the school year. Head Start maintains an open door policy for families interested in viewing the classrooms in session.



## Cass County Head Start & Early Head Start

Locations in Plattsmouth & Murray

Grantee: Plattsmouth Community School District



- Home visits can be made by Head Start staff to pursue applications. This may be done by the FSA staff during the summer months to finalize enrollment of children.
- Enrollment applications are always available in the Weeping Water Elementary School office.
- Family Support Advocates pursue enrollment of siblings during home visits throughout the school year.
- Applications received will be prioritized using the approved priority scale system. All applications are entered into the Child Plus database.
- Following the established acceptance process utilizing the priority scale system, letters of acceptance are sent to families. These letters notify families of registration/screening and other related information. A follow-up reminder letter is sent to all families prior to start-up in the fall. FSA staff, classroom staff, or office staff calls all families to schedule registration/screening and initial visit times.
- Remaining families who submitted applications will be notified of their child's wait list status.
- The wait list will be utilized to fill enrollment slots as they become available. Children will be considered for enrollment vacancies based on the priority scoring system criteria.
- Enrollment applications are accepted throughout the year.
- Application open houses are offered during the latter part of the school year and summer for recruitment for the coming school year.

The above recruitment/enrollment plan describes the process and plan of action used to achieve the outcome of full enrollment. Cass County Head Start funded enrollment is 100 children.

Annually updated and submitted for Policy Council approval  
Date Policy Council Approved:  
Approved by BOE on:



# Cass County Head Start & Early Head Start

Locations in Plattsmouth & Murray

*Grantee: Plattsmouth Community School District*





Plattsmouth Community School District Central Office  
1912 Old Highway 34  
Plattsmouth, NE 68048

Dr. Richard E. Hasty, Superintendent  
Dr. Cherie Larson, Director of Instructional Services  
Mrs. Amanda Wright, Special Education Administrator

*Working together to achieve Academic success, respectful Behavior, and Career readiness in a Safe environment.*

Phone: (402) 296-3361 Fax: (402) 296-2667  
www.pcsd.org

**1100B Agreement to Comply with  
District Conditions for Facilities Use Fee Waiver**

I, Mike Chadwell, certify that I am the head of the Youth Volleyball / Badminton organization and the organization wishes to have Hourly Use Fees for Practice/Rehearsal waived, pursuant to Option 1, District Conditions for Fee Waivers, found in Board Policy 1100.

Initials

CC 1. I agree that the organization, and any coaches from the organizations, will implement the skill development and training program recommended by the District, in concert with the Head Coach/Sponsor of the same sport/activity.

CC 2. I agree to have all coaches/sponsors complete the District Volunteer Application Process, with the cost to be paid by the organization.

CC 3. I agree to ensure that our organization provides equitable participation of all registered youth, with the exception of an all-star/select team that is compiled from rosters of all registered youth.

CC 4. I agree to provide the District with written documentation of official non-profit status [501(c)(3) or equivalent], or evidence that the organization is in the process of obtaining such status, prior to use of facilities. I understand that information about obtaining 501(c)(3) status is available from the Internal Revenue Service <https://www.irs.gov/charities-and-nonprofits>.

I further agree that the request is being made of my own free will, based on the best interest of the organization, and I am not being unduly influenced by anyone from the District to meet the identified requirements. I understand that it is my responsibility to contact the Head Coach of the same sport to identify the skill development and conditioning program that is recommended by the District. I understand the District Volunteer Application Process may take anywhere from a few days to several weeks to complete, and any potential coach will not be allowed to use school facilities, until he/she is on the District's Approved Volunteer List. I understand fees for the District Volunteer Application Process must be paid at the time of application. Prior to the start of the season, I will inform all coaches of the requirement to provide equitable participation of all registered youth. I will ensure all items are completed in a timely manner.

6270A Out-of-State Field Trip Request Form  
Plattsmouth Community Schools

Name of Requestor: April Brodersen	Name of Group: 1 <sup>st</sup> Grade	Date: 01-03-24
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Destination: Frank Fauble Theater, Iowa Western, Council Bluffs, IA	Departure Date: March 5, 2024 Return Date: March 5, 2024
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Purpose of Trip: 1 <sup>st</sup> Grade Field Trip ~ Music Concert by Stephen Fite
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Transportation Required: Two Buses	How Funded: <input type="checkbox"/> District Funded <input type="checkbox"/> Grant Funded <input type="checkbox"/> Donation/Fundraiser <input checked="" type="checkbox"/> Other Explain: Plattsmouth Elem. PTO
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Sponsoring Body: 1 <sup>st</sup> Grade	Number of Staff in Attendance Six April Brodersen, Mindy Bourgeois, Deb Wiseman, Susan Knox, Tracy Tegtmeler, + Sped. Para
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Number of Students Participating: 80	Chaperones Required? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, how many?
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Notes: * PTO covers the bus cost + admission fee for the field trip.
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**Plattsmouth Community School District Central Office**  
**1912 Old Highway 34**  
**Plattsmouth, NE 68048**

**Dr. Richard E. Hasty, Superintendent**  
**Dr. Cherie Larson, Director of Instructional Services**  
**Mrs. Amanda Wright, Special Education Administrator**

*Working together to achieve Academic success, respectful Behavior, and Career readiness in a Safe environment.*

**Phone: (402) 296-3361 Fax: (402) 296-2667**

**www.pcsd.org**

**1100C Request for Waiver of \$5,000,000 Comprehensive General Liability Insurance to Require a Minimum of \$1,000,000 Comprehensive General Liability Insurance**

I, Cherie Larson certify that I am the head of the Plattsmouth Community Foundation Fund organization and the organization wishes to have the \$5,000,000 Comprehensive General Liability Insurance requirement waived with the understanding that our organization will provide a minimum of \$1,000,000 Comprehensive General Liability Insurance with PCS listed as an additional insured on the policy.

**Initials**

CL 1. I agree that our organization will utilize facilities in a low-risk manner on a limited basis (list the proposed dates of usage: April 25, 2024) for the following purpose(s):

PCFF Annual Banquet

CL 2. I agree to provide the District with written documentation of official non-profit status [501(c)(3) or equivalent], or evidence that the organization is in the process of obtaining such status, prior to use of facilities. I understand that information about obtaining 501(c)(3) status is available from the Internal Revenue Service <https://www.irs.gov/charities-and-nonprofits>.

I further agree that the request is being made of my own free will, based on the best interest of the organization, and I am not being unduly influenced by anyone from the District to meet the identified requirements. I understand that the fees for facilities use should be paid at the time of application. I will ensure all items are completed in a timely manner.

Cherie Larson  
 Name, Position Chair

Cherie Larson  
 Signature

1-5-2024  
 Date