

## **Agenda**

1. Date Public Notice appeared in the Norfolk Daily News:
2. Call to Order
  - 2.1. Roll Call
  - 2.2. Declaration of a Legal Meeting
3. Pledge of Allegiance
4. Presentations
  - 4.1. NPS Foundation Presentation
  - 4.2. Licensed Mental Health Practitioners Presentation
5. Public Comments & Communication
6. Information and Discussion Items
  - 6.1. Finance & Facilities Report
  - 6.2. Teaching & Learning Report
  - 6.3. Student Programs Report
  - 6.4. Student Services Report
  - 6.5. Human Resources & Accreditation Report
  - 6.6. Superintendent's Report
7. Committee Reports
  - 7.1. Facilities & Finance Committee Report
  - 7.2. Policy Committee Report
  - 7.3. Activities Committee Report
  - 7.4. Norfolk Public Schools Foundation Committee Report
8. Approve Consent Agenda
  - 8.1. Minutes of Previous Meetings
  - 8.2. Personnel
    - 8.2.1. Resignations
  - 8.3. Claims
9. Action Items
  - 9.1. Discuss, consider and take action to rescind the COVID-19 Return to School and Safety Protocols
  - 9.2. Discuss, consider and take action to approve the 2025-2026 Option Enrollment Capacities
  - 9.3. Discuss, consider and take action to approve the first reading of Board Policy 3241 related to Emergency Response Mapping
  - 9.4. Discuss, consider and take action to reaffirm board policies related to Administration
  - 9.5. Discuss, consider and take action to approve revised board policies related to Administration

- 9.6. Discuss, consider and take action to approve the Norfolk City Education Association (NCEA) as the exclusive bargaining agent for non-supervisory certificated employees for the 2026-2027 school year.
10. Future Meetings
11. Executive Session -- To discuss Negotiations and Litigation as Needed to Protect the Interest of the District.
  - 11.1. Convene Executive Session -- To discuss Negotiations and Litigation as Needed to Protect the Interest of the District.
  - 11.2. Reconvene Meeting from Executive Session
  - 11.3. Approval of Any Action Deemed Necessary as a Result of Executive Session
12. Adjournment

**n.p.s.f**

**Norfolk Public Schools  
Foundation**

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# **Board of Education Report 2024**

# Mission & Vision

- The **mission** of the Norfolk Public Schools Foundation is to enhance and encourage learning opportunities for Norfolk Public School students.
- It is the **vision** of the Norfolk Public Schools Foundation that every student will have the opportunity to reach their full potential.



## Board Members

Jason Busch, President

Lindsay Schellpeper Simpson, Vice President

Brenda Carhart, Treasurer

April Pearson, Secretary

Tracey Buettner

Doug Burkink

Jake Claussen

Leonor Fuhrer

Lisa Jones

Dr. Ann Feidler-Klein

Dr. Dave Merritt

Karl Morgan

Kathy Naranjo

Don Polodna

Bobbi Theisen

Leann Widhalm

Dr. Jami Jo Thompson, *ex-officio*

The Norfolk Public Schools Foundation is a 501(c)3 non-profit organization that provides opportunities to the Norfolk school district that cannot be offered by traditional school funding.





## Classroom Grants

\$25,000+ Awarded in 2024  
Across All Buildings in District  
45 Projects Received Funding



## Designated Donations

Panther Pantry  
Panthers Supporting Panthers Continuing  
Education Scholarships



## Scholarships

\$78,000+ Available for Class of 2024  
57 Awards Among Graduates  
Support in Education Beyond NPS

*Norfolk Public Schools  
Foundation*

ANNUAL

**TRADITIONS  
BREAKFAST**

Investing in Good for  
Our Students



**OCTOBER 22, 2024**

**5:30 - 7:00 PM**

**JOHNNY CARSON THEATER**

**n.p.s.f**

**Norfolk Public Schools  
Foundation**

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**Thank you!**



## **Norfolk Public Schools Public Comment Information & Guidelines**

The Norfolk Public School's Board of Education values and welcomes input during the public comment times at all monthly Board meetings. Feedback is an essential part of the NPS Board's decision-making process, helping us to better understand and address the needs and concerns of the community. We encourage you to share your thoughts and ideas.

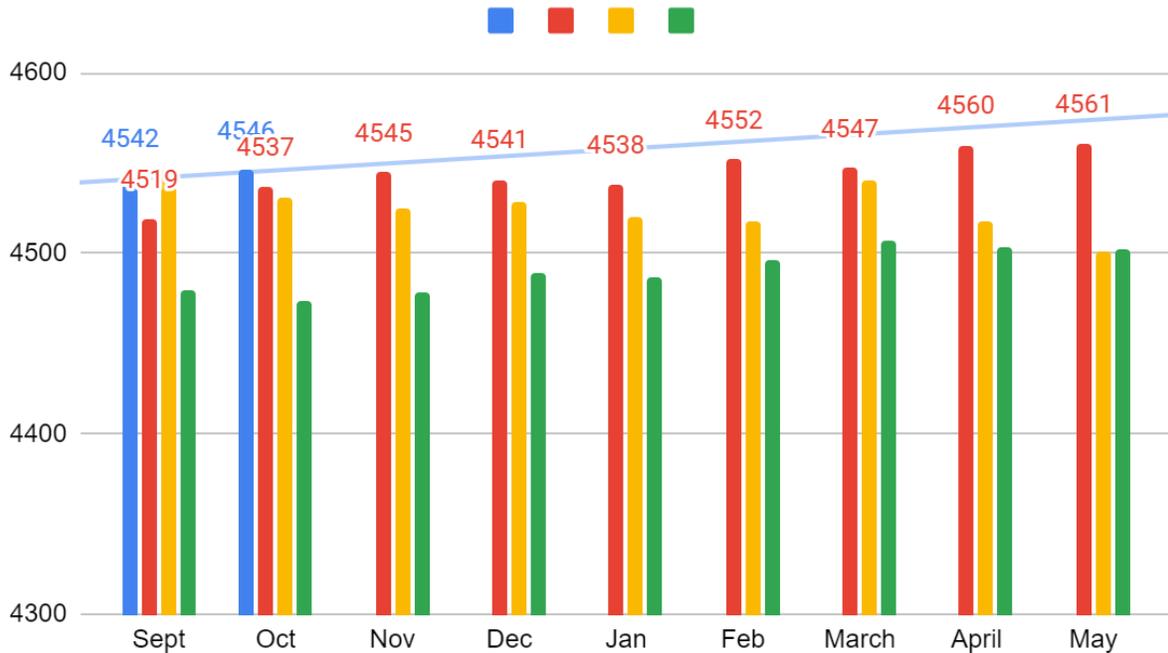
- At the first meeting of the month (2nd Monday), individual speakers will have up to five minutes to address the Board.
- For all other meetings, individual speakers will have up to three minutes, and the Board shall hear up to thirty cumulative minutes of public comment.
- These time limits are per speaker, per meeting, and may not be transferred or assigned to other speakers.
- Persons must be present in order to participate in the public comment section of the meeting. Phone conferencing, recording or other communication via electronic devices will not be allowed.
- Providing printed materials (paper no larger than 8.5 x 11 inches) to the Board is allowed.
- According to state law, members of the public who wish to comment must identify themselves, including their address, the name of the organization they represent and the topic that they wish to address. Public comment cards are available at the media table and need to be completed.
- Concerns related to school personnel need to be addressed to the Superintendent using the approved district protocol. Individuals who make false, defamatory, or slanderous statements during public comments may be held legally liable. Slanderous comments are not protected simply because they are made at a Board meeting.
- Persons attending Board meetings and/or speaking to the Board during public comment or during a public hearing must follow all requirements established by the Board, as well as all Board and staff directions in order to help maintain the order, proper decorum, safety and security, and the non-disruptive functioning of the Board meeting. These include, but are not limited to the following:
  - Refraining from applauding, cheering, jeering, or engaging in speech that defames any individual(s), or stymies or blocks meeting progress.
  - Refraining from the use of audio recordings, video recordings, or any digital still images, posters, signs, costumes, other props and/or photographs.
  - Refraining from abusive, offensive, disruptive, defamatory, hostile or threatening language, gestures, and conduct.
  - Staying in the areas identified by the Board as reserved for the public.
- If at any time persons appearing before the Board do not comply with these or any other Board requirements, the chair shall declare that person or persons out of order and require a change in behavior, delay or recess the meeting, or refuse permission to continue to address the Board, and ultimately may require the person or persons to leave the premises of the Board meeting.
- Board members cannot discuss or act upon matters that are not listed on the agenda. Therefore, Board members will not respond to comments or questions. If persons wish to request that an item be placed on a future Board agenda, contact the Superintendent's office during normal business hours.

**NORFOLK PUBLIC SCHOOLS**  
**INTERIM COMBINED STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS**  
**ALL FUNDS**  
**For Month Ending September 30, 2024**

Fund/Account	2024-2025 Beginning Balance	Monthly Receipts	Monthly Disbursements	Ending Balance	
QUALIFIED CAPITAL PURPOSE UNDERTAKING FUND (2)	\$1,590,034.89	\$136,748.24	\$0.00	\$1,726,783.13	
SPECIAL BUILDING FUND (3)	\$7,179,289.32	\$808,681.32	\$887,596.22	\$7,100,374.42	
DEPRECIATION RESERVE FUND (3)	\$6,383,774.05	\$20,651.64	\$34,000.00	\$6,370,425.69	
ACTIVITIES ACCOUNT (2)	\$626,488.56	\$151,209.94	\$134,686.70	\$643,011.80	
SUBSIDIARY ACCOUNT (2)	\$386,479.09	\$65,367.08	\$19,310.02	\$432,536.15	
GENERAL FUND (1)	\$15,492,827.88	\$7,505,735.09	5,453,202.60	\$17,545,360.37	
PAYROLL ACCOUNT (2)	\$5,705.78	\$4,150,440.99	\$4,150,440.99	\$5,705.78	
SCHOOL LUNCH FUND (2)	\$866,669.86	\$247,564.95	\$16,674.78	\$1,097,560.03	
BOND FUND (3)	\$1,161,399.91	\$3,780.71	\$0.00	\$1,165,180.62	
COOPERATIVE FUND (2)	\$235,779.87	\$1,948.30	\$68,359.03	\$169,369.14	
EMPLOYEE BENEFIT FUND (2)	\$3,960.70	\$229,539.89	\$229,335.50	\$4,165.09	
ATHLETIC FIELD COOPERATIVE FUND (2)	\$517,489.92	\$44,114.45	\$0.00	\$561,604.37	
CONVENIENCE FEE FUND (2)	\$15,701.83	\$339.56	\$12.29	\$16,029.10	
STUDENT FEE FUND (2)	\$519,774.83	\$20,518.56	\$16,173.30	\$524,120.09	
<b>TOTAL ALL FUNDS</b>	<b>\$34,985,376.49</b>	<b>\$13,386,640.72</b>	<b>\$11,009,791.43</b>	<b>\$37,362,225.78</b>	
<b>BALANCES CLASSIFIED BY DEPOSITORY</b>					
(1) BANK FIRST				\$17,545,360.37	
(2) ELKHORN VALLEY BANK				\$5,180,884.68	
(3) MIDWEST BANK				\$14,635,980.73	
<b>TOTAL BALANCES</b>				<b>\$37,362,225.78</b>	

## Supt Report to the Board 10-14-2024

### Monthly Enrollment 2021-2022 through 2023-2024



- Our September 1, 2024 enrollment was 4542, which is 23 students more than September 1, 2023.
- Enrollment increased from 4542 on September 1st to 4546 on October 1st. This increase of 4 students is not significant, but does show a positive trend.

### Negotiations:

According to State Statute, public schools must:

- Negotiate teacher salaries with a collective bargaining agency
- Hold their first negotiations meeting before November 1st each year
- Hold at least four negotiations meetings before February 8th
- If negotiations have not been settled by February 8th then both sides must submit to a resolution officer
- If resolution is still not reached by March 25th, then it goes to the Court of Industrial Relations to decide based upon standards of comparability and prevalence of practice within our array of schools

Our Negotiations Team includes: Sandy Wolfe, Beth Shashikant and Tom Stanton. We are working on scheduling our first meeting with the NCEA and will go into Executive Session this evening to discuss parameters for the committee to work under.



Finance and Facilities Committee Meeting Minutes  
Monday, September 9, 2024 at 4:00 PM  
Location: NPS Central Administration Building

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Attendance:

- Board Committee Members: Brenda Carhart - present, Sandy Wolfe - present, Teri Bauer - present
- NPS Staff Present: Dr. Jami Jo Thompson, Erik Wilson, Callan Collins

Meeting began at 4:05 PM

1. Finance Updates & Claims Review
  - a. September Claims/Board Bills
    - Wilson answered questions about the claims
  - b. All Funds Report
  - c. Revenue Report
    - To be sent to all Board members going forward
2. Conflict Statements
  - a. Carhart
  - b. Stanton
3. Board Agenda Items
  - a. Budget Hearing
  - b. Tax Hearing
4. Facilities/Construction Update
  - a. Middle School
    - General update
      1. Precast panels arrived this week
      2. Construction meeting held on 9/9
  - b. Door Locks
    - Interior door locks completed
    - Exterior door locks making progress
  - c. Chiller Project
    - Helm walk through held last week. Delivery is on schedule.
    - Mediation held on 8/30/24 and will be discussed during the Exec Session.
  - d. Senior High Rooftop Unit - \$55,000 and JH Auditorium compressors \$40,000
  - e. Memorial Field Turf
    - On schedule to replace turf after football season
    - More discussion needed with city to discuss replacing field goals
  - f. Softball complex
    - Construction should be completed by the end of the year
5. Budget

- a. Timeline
  - Aug 20th Valuation Certifications
  - Aug 26th Budget workshop - Regular board meeting
  - Sept 9th Budget/Tax Hearings
  - Sept 23rd - Approve Budget and Tax Levy
  - Sept 30th Budget Filing Deadline
- 6. Upcoming Meeting Dates: September 14, 2024
  - a. Committee Meeting times may be adjusted depending on length of agenda

Meeting adjourned at 4:48 PM



## Policy Committee Meeting Minutes

Friday, October 4, 2024 at 8:30 AM

Location: NPS Central Administration Building

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### Attendance:

- Board Committee Members: Brenda Carhart - present, Cindy Booth - present, Tom Stanton - present
- NPS Staff Present: Dr. Thompson, Callan Collins

Meeting began at 8:32 AM.

### 1. Policies Reviewed: 2000 Administration

- 2000--Functional Principle of Administration
  - i. No changes. Reaffirm.
- 2010--Hiring Administrative Personnel
  - i. Discussion over the Board's input on hiring of administrators
  - ii. No changes. Reaffirm.
- 2100--Superintendent of Schools
  - i. No changes. Reaffirm.
- 2110--Responsibilities Of The Superintendent
  - i. No changes. Reaffirm.
- 2110A--Superintendent Job Description
  - i. Grammatical errors corrected and removed adopted date. Revised.
- 2200--The Principal
  - i. No changes. Reaffirm.
- 2210 --Duties of Principal
  - i. Update to Experience, to state a minimum of five years in education "is preferred". Revised
  - ii. Remove "See: Job Description for Principal - Regulation No. 2210A" since this is not a policy.
- 2220 --Central Office Administrators
  - i. No changes. Reaffirm.
- 2221--Associate Superintendent
  - i. No changes. Reaffirm.
- 2222--Director of Business Services, Maintenance and Facilities
  - i. No changes. Reaffirm.
- 2223--Director of HR and Accreditation
  - i. No changes. Reaffirm.
- 2224--Director of Teaching and Learning
  - i. No changes. Reaffirm.

- 2225--Director of Student Programs
  - i. No changes. Reaffirm.
- 2226--Director of Student Services and Safety
  - i. Grammatical error. Revised.
- 2310--Certificated Administrator Evaluation
  - i. Remove the last line, "See: Evaluation instruments for each administrative position " since this is not part of policy. Revised
- 2320--Evaluation of Superintendent
  - i. No changes. Reaffirm.
- 2320A--Evaluation Instrument of Superintendent
  - i. Superintendent Evaluation Committee suggests utilizing NASB's Superintendent Evaluation tool and services to help conduct the evaluation process going forward
  - ii. The new evaluation tool will be shared with the committee and the Board for approval. The evaluation tool also needs to be approved by NDE.
- 2400--Line of Authority
  - i. No changes. Reaffirm.
- 2410--Administrative Action in Emergencies
  - i. No changes. Reaffirm.
- 2420--Staff Handbooks
  - i. No changes. Reaffirm.
- 2430--Attendance at Professional Growth Meetings
  - i. Discussion over budgetary limits
  - ii. No changes. Reaffirm.
- 2440--Administrative Action in Absence of Policy
  - i. No changes. Reaffirm.

2. Additional items:

- 3241- Emergency Response Mapping (New) - Adopted
  - i. LB 1329 allows (but does not require) school boards to adopt a policy on emergency response mapping. There are funding opportunities available for schools that adopt such a policy.
  - ii. NPS would like to apply for a grant to have emergency maps created which would then be shared with public safety agencies. If NPS does not receive grant funding, the policy may be rescinded.

3. Reading of policies

- 1st reading of policies at Board Meeting: Oct 14, 2024
- 2nd reading of policies at Board meeting: November 11, 2024

Meeting adjourned at 9:24 AM



**Activities Committee Meeting**  
Monday, September 30, 2024 at 12:00 PM  
Administration Building

**Attendance:**

Board Members: Brenda Carhart (present), Tom Stanton (present), Teri Bauer (absent)

NPS: Dr. Jami Jo Thompson, Erik Wilson, Jason Settles, John Erwin, Curt Lammers, Chuck Hughes, Jordan Hinrichs, Callan Collins

Meeting called to order at 12:02 PM

**Senior High Activities:** John Erwin

1. Fall Participation Numbers: Current (5 year avg)
  - Band - 100 (120)
  - Cheerleading - 18 (15)
  - Choir - 86 (120)
  - Boys CC - 14 (21)
  - Girls CC - 30 (26)
  - Football - 95 (107)
  - Girls Golf - 15 (11)
  - One Act - 76 (69)
  - Orchestra - 62 (66)
  - Pink Panthers - 15 (16)
  - Softball - 37 (34)
  - Boys Tennis - 29 (25)
  - Volleyball - 41 (41)
2. Orchestra Teacher:
  - Admin meeting scheduled regarding filling the orchestra teacher position
3. Out-of-State Travel for Activities
  - Review of Policy 5416 which states: *Norfolk Public Schools will provide no financial support to extra-curricular student groups or organizations for travel outside of Nebraska (exclusive of NSAA sanctioned activity competition in Iowa and South Dakota).*
  - Shared list of activities that currently occur outside the state of Nebraska
  - Noted that policy and current practice do not match

- Committee considering a policy change to allow travel outside of Nebraska within a 175 mile radius of Norfolk
- Next steps: gather input from coaches on proposed policy change. Committee will discuss it again at the next meeting and give a recommendation to the policy committee.

**Junior High Activities:** Jordan Hinrichs

4. Fall Participation Numbers: Current (5 year avg)
  - Band - 131 (107)
  - Jazz Band - 52
  - Drama - 35
  - Show Choir - 50
  - Orchestra - 78 (74)
  - 7th Football - 31 (35)
  - 8th Football - 55 (50)
  - Intramural Football - 29 (37)
  - 7th Volleyball - 24 (24)
  - 8th Volleyball - 36 (27)
  - Intramural Volleyball - 67 (both 7th & 8th Grade) (66)
  - Cross Country - 32 (46)
5. Football
  - Schedules that are maxed out
    - 6 games for A and B teams for 7th and 8th grades
    - Spent time to balance schedules
6. Volleyball
  - Volleyball plays Yankton A, B, C on 9/30/24
  - Intramural Volleyball plays 9/31/24
    - Great success and attendance with intramurals for games on 9/26/24
7. Cross Country
  - At Stuhr Museum Course 10/4/24
8. Upcoming Highlights:
  - 7th Grade Football & Intramural Football at Memorial Field 10/8/24
  - 8th Grade Football at Memorial Field 10/15/24
  - 7th & 8th Volleyball Tournament at Senior High 10/19/24
9. Celebrations
  - Fall events at NJHS were successfully staffed by NPS employees and spouses. Thank you to all staff that helped with events throughout the fall season.
10. Next Activities Committee meeting is scheduled for Monday, December 2, 2024

Meeting adjourned at 1:01 PM

Board of Education 2nd Monthly Meeting  
Monday, September 23, 2024 12:00 PM  
NPS Central Administration Office  
512 West Phillip Avenue  
Norfolk, NE 68701

Teri Bauer: Present  
Cindy Booth: Present  
Brenda Carhart: Present  
Beth Shashikant: Present  
Tom Stanton: Present  
Sandy Wolfe: Present

1. Date Public Notice appeared in the Norfolk Daily News: September 16, 2024
2. Call to Order
  - A. The Norfolk Public School District's board of education meeting was called to order at Noon.
    - 2.1. Roll Call – See attendance above
    - 2.2. Declaration of a Legal Meeting
      - A. The meeting was declared legal.
3. Pledge of Allegiance
4. Public Comments & Communication
  - A. Two individuals spoke during public comment.
5. Reports and Discussion Items
  - 5.1. Finance & Facilities Report
    - A. The total amount of claims to be approved on the consent agenda by specific fund are listed below:  
General Fund = \$207,567.39  
Nutrition Fund = \$12,469.48  
Cooperative Fund = \$60,948.24  
Subsidiary Fund = \$10,746.69  
Special Building Fund = \$10,035.00  
Senior High Activity Fund = \$49,886.45  
Junior High Activity Fund = \$4,647.27  
Student Fee Fund = \$14,468.37
  - 5.2. Superintendent's Report - Speaker: Dr. Thompson
    - A. Budget Process: I would like to thank the staff and community members who engaged in the budgeting process this year. I know that Board members, Mr. Wilson, and I appreciated your feedback and that we made adjustments based upon that feedback, such as adding Option 4 (which is midway between Options 2 and 3). I also want to assure community members that Board members did look at specific line items within our budget and whether they could be increased or decreased. This may be an area that we should spend more time discussing publicly in the future. This year, we prioritized our communication to really focus on the

effect that different tax levies would have on our current and future budgets. Ensuring that board members, staff and community members understood this was critical. Option 4 was published in the newspaper as it is the most recent option requested by the Board. However, Options 2 and 3 are still being considered and each option affects our district in different ways. Option 2 utilizes a 5% property tax override and \$1 million in cash reserves. If chosen, some budget cuts will be necessary in future years, but staffing should not be affected. Option 3 utilizes a 3.29% property tax override and \$1.9 million in cash reserves. If chosen, this option would result in significant budget cuts, including some staff positions in future years. Option 4 utilizes 4.23% in property tax override and \$1.45 million in cash reserves. If chosen, it would result in budget cuts, which may include some staff positions in future years. Regardless of which budget option is chosen, ALL budget categories will be examined for potential reductions PRIOR to making any staff reductions. Supplies, equipment, transportation, and other non-staffing areas will be looked at first in order to reduce the number of staff that are affected. Unfortunately, such a large portion of our budget (90%) is allocated to staffing that reductions in this area are likely in the future, depending upon the option chosen. It is important to note that future changes to our school funding formula could have a major impact on future budgets, affecting the accuracy of these predictions and the overall effect they have moving forward.

- B. NASB Board Candidate Workshop (Virtual): The NASB is providing another training opportunity for Board Candidates who were not able to attend the in-person workshop earlier this fall.

#### 6. Consent Agenda

Motion to approve the consent agenda at 12:17 PM passed with a motion by Beth Shashikant and a second by Brenda Carhart.

Teri Bauer: Yea, Cindy Booth: Yea, Brenda Carhart: Yea, Beth Shashikant: Yea, Tom Stanton: Yea, Sandy Wolfe: Yea

Yea: 6, Nay: 0

##### 6.1. Minutes of Previous Meetings

- A. Minutes from the meetings on September 9, 2024 were reviewed.

##### 6.2. Claims

- A. Claims were attached and reviewed earlier by the Finance and Facilities Committee.
- B. 2 conflict statements were read before voting.

#### 7. Action Items

##### 7.1. Discuss, consider and take action to approve the 2024-2025 Budget

- A. Speaker: Erik Wilson. On Aug 12th I presented a budget preview for the Board and community members. The proposed 2024-2025 budget options were reviewed by all Board members and discussed at a public budget workshop on August 26th. That information was published in the paper and on our website. The public also had an opportunity for comment and input at our budget hearing on September 9th. Multiple options have been presented over the past 2 months. I was contacted by 1 community

member to explain the budget more in depth and met with them on Sept. 12th to do so. In Option #4, which was published, our total general fund budget, which covers all operating expenses including staff, transportation, instructional materials, utilities, and maintenance, is set at \$70,195,261.92. This is \$1,078,097.08 (or 2%) less than last year's general fund budget. The large majority of this decrease is due to the ending of ESSERs grant funds. Our Special Building Fund budget is set at \$7,484,572. This is \$793,193 less than last year. There are no property tax dollars budgeted to add to this fund in 2024-2025. \$5,801,601 of this amount will be utilized to complete our Middle School addition. \$1,573,950 has already been allocated to the replacement of the chiller system at the senior high school. Our Depreciation Budget is set at \$6,863,592. This fund is used for larger district projects such as Technology, Curriculum, Bus/Vehicle Purchase and Maintenance projects. \$978,196 from this fund will be used to complete the Middle School addition.

- B. Additional fund budgets require less explanation and were included in the attachment.
- C. The budget options that have been presented and discussed by the board are in the attachment.
- D. Board discussion of budget options

Motion to approve Option 4 as our 2024-2025 budget at 12:27 PM passed with a motion by Teri Bauer and a second by Tom Stanton.

Cindy Booth: Nay, Teri Bauer: Yea, Brenda Carhart: Yea, Beth Shashikant: Yea, Tom Stanton: Yea, Sandy Wolfe: Yea

Yea: 5, Nay: 1

7.2. Discuss, consider and take action to approve the 2024-2025 Tax Request

- A. Public notice was given at least five days in advance of the district's Special Public Hearing on Sept. 9th which was called for the purpose of discussing and receiving public input regarding the District's Tax Requests for the 2024-2025 school's fiscal year for the General Fund, and Qualified Capital Purpose Undertaking Fund of Madison County School District 59-0002.
- B. A Special Public Hearing was held before the Board of Education of Madison County School District 59-0002 at the time, date, and place announced in the notice published in a newspaper of general circulation, a copy of which notice, and proof of publication is attached hereto as Exhibit A-1, which is required by law.
- C. The Board has taken action on the district budget which sets our tax request at \$35,075,595.
- D. RESOLUTION SETTING THE PROPERTY TAX REQUEST (based on Option #4):  
WHEREAS, Nebraska Revised Statute 77-1632 and 77-1633 provides that the Governing Body of Norfolk Public Schools passes by a majority vote a resolution or ordinance setting the tax request; and  
WHEREAS, a special public hearing was held as required by law to hear

and consider comments concerning the property tax request;  
NOW, THEREFORE, the Governing Body of Norfolk Public Schools  
resolves that:

1. The 2024-2025 property tax request be set at:

General Fund:

\$ 34,293,070.00

Bond Fund:

\$ -

Special Building Fund:

\$ -

Qualified Capital Purpose Undertaking Fund:

\$ 782,525.00

2. The total assessed value of property differs from last year's total  
assessed value by 12.33 percent.

3. The tax rate which would levy the same amount of property taxes as last  
year, when multiplied by the new total assessed value of property would  
be 0.912246 per \$100 of assessed value.

4. Norfolk Public Schools proposes to adopt a property tax request that  
will cause its tax rate to be 0.925142 per \$100 of assessed value.

5. Based on the proposed property tax request and changes in other  
revenue, the total operating budget of Norfolk Public Schools will increase  
(or decrease) last year's budget by -2.04 percent.

6. A copy of this resolution be certified and forwarded to the County Clerk  
on or before October 15, 2024.

Motion to approve the 2024-2025 Tax Resolution as presented at 12:32 PM passed with a motion  
by Beth Shashikant and a second by Brenda Carhart.

Teri Bauer: Yea, Cindy Booth: Yea, Brenda Carhart: Yea, Beth Shashikant: Yea, Tom Stanton:  
Yea, Sandy Wolfe: Yea

Yea: 6, Nay: 0

8. Future Meetings

A. The next regular meeting of the Board of Education will be held on Monday,  
October 14th, 2024 at 5:30 PM.

B. The 2nd monthly meeting of the Board of Education is scheduled for Monday,  
October 28th, 2024 at Noon.

C. All components of these meetings will be held at the NPS Central Administration  
Offices and will be open to the public unless an Executive Session is needed in  
order to protect the interest of the district or the reputation of an individual.

9. Executive Session To Discuss Personnel --As Needed to Prevent Needless Injury to the  
Reputation of an Individual.

9.1. Convene Executive Session to Discuss Personnel -- As Needed to Prevent  
Needless Injury to the Reputation of an Individual.

Motion to convene Executive Session to Discuss Personnel -- As Needed to Prevent Needless  
Injury to the Reputation of an Individual at 12:33 PM passed with a motion by Beth Shashikant  
and a second by Tom Stanton.

Teri Bauer: Yea, Cindy Booth: Yea, Brenda Carhart: Yea, Beth Shashikant: Yea, Tom Stanton:

Yea, Sandy Wolfe: Yea

Yea: 6, Nay: 0

9.2. Reconvene Meeting from Executive Session at 12:39 PM

10. Discuss, consider and take action to approve the resignation of Caitlin Sharp based upon extreme extenuating circumstances

A. Resignation - Caitlin Sharp, Kindergarten teacher, Lincoln Montessori Elementary School

Motion to approve the resignation of Caitlin Sharp based upon extreme extenuating circumstances at 12:39 PM passed with a motion by Teri Bauer and a second by Cindy Booth.

Teri Bauer: Yea, Cindy Booth: Yea, Brenda Carhart: Yea, Beth Shashikant: Yea, Tom Stanton:

Yea, Sandy Wolfe: Yea

Yea: 6, Nay: 0

11. Adjournment

A. The meeting adjourned at 12:40 PM

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Chairperson

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Superintendent

OCTOBER 14, 2024				
NORFOLK PUBLIC SCHOOLS				
NORFOLK, NEBRASKA				
<b>GENERAL FUND</b>				
1	ABDO PUBLISHING CO	BOOKS & PERIODICALS	01 2220 640 1 030 000	\$2,281.70
2	<b>ABDO PUBLISHING CO Total</b>			\$2,281.70
3	ADKINS, JAMIE	ACTIVITY WORKER	01 2190 120 2 001 000	\$71.74
4	<b>ADKINS, JAMIE Total</b>			\$71.74
5	ADVANCE AUTO PARTS	BRAKE CLEANER, BEAMS	01 2650 610 1 001 000	\$46.73
6	ADVANCE AUTO PARTS	BATTERY	01 2650 610 1 001 000	\$39.29
7	ADVANCE AUTO PARTS	BRAKE CLEANER, BEAMS	01 2650 610 2 001 000	\$46.72
8	ADVANCE AUTO PARTS	BATTERY	01 2650 610 2 001 000	\$39.29
9	<b>ADVANCE AUTO PARTS Total</b>			\$172.03
10	AGPARTS WORLDWIDE, INC	CHROMEBOOK PARTS	01 2230 650 1 005 000	\$19.80
11	AGPARTS WORLDWIDE, INC	CHROMEBOOK PARTS	01 2230 650 1 005 000	\$77.60
12	AGPARTS WORLDWIDE, INC	CHROMEBOOK PARTS	01 2230 650 2 005 000	\$19.80
13	AGPARTS WORLDWIDE, INC	CHROMEBOOK PARTS	01 2230 650 2 005 000	\$77.60
14	<b>AGPARTS WORLDWIDE, INC Total</b>			\$194.80
15	AKSARBEN FOUNDATION	WORKFORCE SUPPORT COMMITMENT	01 2310 350 1 033 000	\$5,000.00
16	AKSARBEN FOUNDATION	WORKFORCE SUPPORT COMMITMENT	01 2310 350 2 033 000	\$5,000.00
17	<b>AKSARBEN FOUNDATION Total</b>			\$10,000.00
18	ALBRECHT, LINDSEY	NSLHA CONVENTION TRAVEL	01 1200 333 1 004 000	\$203.68
19	ALBRECHT, LINDSEY	NSLHA CONVENTION TRAVEL	01 1200 580 1 004 000	\$90.59
20	ALBRECHT, LINDSEY	SLP LICENSE RENEWAL	01 2670 330 1 035 000	\$140.00
21	<b>ALBRECHT, LINDSEY Total</b>			\$434.27
22	ALVARADO, TANIA J MEZA	STAFF MILEAGE	01 1150 333 1 004 000	\$36.05
23	ALVARADO, TANIA J MEZA	STAFF MILEAGE	01 1150 333 2 004 000	\$36.04
24	<b>ALVARADO, TANIA J MEZA Total</b>			\$72.09
25	AMAZON CAPITAL SERVICES	SUPPLIES	01 1100 610 1 403 014	\$54.38
26	AMAZON CAPITAL SERVICES	ENVELOPES/PAPER TOWELS/SPOONS	01 1100 610 1 430 014	\$77.81
27	<b>AMAZON CAPITAL SERVICES Total</b>			\$132.19
28	ANDERSEN, HOLLY	PARENT MILEAGE	01 2713 332 1 004 021	\$111.49
29	<b>ANDERSEN, HOLLY Total</b>			\$111.49
30	APPEARA	LAUNDRY SERVICE	01 1100 340 2 211 001	\$29.23
31	APPEARA	LAUNDRY SERVICE	01 1100 340 2 211 001	\$15.64
32	APPEARA	LAUNDRY SERVICE	01 1100 340 2 211 001	\$21.60
33	APPEARA	LAUNDRY SERVICE	01 2410 340 2 209 001	\$199.54
34	APPEARA	MOP CLEANING	01 2610 431 1 001 000	\$46.71

35	APPEARA	SHIRTS	01 2610 431 1 001 000	\$63.78
36	APPEARA	SHIRTS	01 2610 431 1 001 000	\$65.64
37	APPEARA	MOP CLEANING	01 2610 431 1 001 000	\$46.71
38	APPEARA	SHIRTS	01 2610 431 1 001 000	\$69.08
39	APPEARA	MOP CLEANING	01 2610 431 2 001 000	\$46.71
40	APPEARA	SHIRTS	01 2610 431 2 001 000	\$63.78
41	APPEARA	SHIRTS	01 2610 431 2 001 000	\$65.64
42	APPEARA	MOP CLEANING	01 2610 431 2 001 000	\$46.71
43	APPEARA	SHIRTS	01 2610 431 2 001 000	\$69.08
44	APPEARA	SHIRTS	01 2620 431 1 001 000	\$15.94
45	APPEARA	SHIRTS	01 2620 431 1 001 000	\$16.41
46	APPEARA	SHIRTS	01 2620 431 1 001 000	\$17.27
47	APPEARA	SHIRTS	01 2620 431 2 001 000	\$15.94
48	APPEARA	SHIRTS	01 2620 431 2 001 000	\$17.27
49	APPEARA	SHIRTS	01 2620 431 2 001 000	\$16.41
50	<b>APPEARA Total</b>			\$949.09
51	ARROW STAGE LINES	VOLLEYBALL TRANSPORTATION	01 2710 340 1 001 000	\$865.00
52	ARROW STAGE LINES	FOOTBALL TRANSPORTATION	01 2710 340 1 001 000	\$865.00
53	ARROW STAGE LINES	SOFTBALL TRANSPORTATION	01 2710 340 1 001 000	\$1,086.00
54	ARROW STAGE LINES	HUSKER HARVEST DAYS TRAVEL	01 2710 340 1 001 000	\$812.50
55	ARROW STAGE LINES	8TH GR FOOTBALL TRANSPORTATION	01 2710 340 1 001 000	\$812.50
56	ARROW STAGE LINES	XC GIRLS TRANSPORTATION	01 2710 340 1 001 000	\$1,086.00
57	ARROW STAGE LINES	XC BOYS TRANSPORTATION	01 2710 340 1 001 000	\$1,086.00
58	ARROW STAGE LINES	JV FOOTBALL TRANSPORTATION	01 2710 340 1 001 000	\$812.50
59	ARROW STAGE LINES	SOFTBALL TRANSPORTATION	01 2710 340 1 001 000	\$865.00
60	ARROW STAGE LINES	JV FOOTBALL TRANSPORTATION	01 2710 340 1 001 000	\$812.50
61	ARROW STAGE LINES	VOLLEYBALL TRANSPORTATION	01 2710 340 1 001 000	\$865.00
62	ARROW STAGE LINES	VOLLEYBALL TRANSPORTATION	01 2710 340 2 001 000	\$865.00
63	ARROW STAGE LINES	FOOTBALL TRANSPORTATION	01 2710 340 2 001 000	\$865.00
64	ARROW STAGE LINES	SOFTBALL TRANSPORTATION	01 2710 340 2 001 000	\$1,086.00
65	ARROW STAGE LINES	HUSKER HARVEST DAYS TRAVEL	01 2710 340 2 001 000	\$812.50
66	ARROW STAGE LINES	8TH GR FOOTBALL TRANSPORTATION	01 2710 340 2 001 000	\$812.50
67	ARROW STAGE LINES	XC GIRLS TRANSPORTATION	01 2710 340 2 001 000	\$1,086.00
68	ARROW STAGE LINES	XC BOYS TRANSPORTATION	01 2710 340 2 001 000	\$1,086.00
69	ARROW STAGE LINES	JV FOOTBALL TRANSPORTATION	01 2710 340 2 001 000	\$812.50
70	ARROW STAGE LINES	SOFTBALL TRANSPORTATION	01 2710 340 2 001 000	\$865.00
71	ARROW STAGE LINES	JV FOOTBALL TRANSPORTATION	01 2710 340 2 001 000	\$812.50
72	ARROW STAGE LINES	VOLLEYBALL TRANSPORTATION	01 2710 340 2 001 000	\$865.00
73	<b>ARROW STAGE LINES Total</b>			\$19,936.00
74	BAUER BUILT, INC	TIRES	01 2650 340 1 001 000	\$50.00
75	BAUER BUILT, INC	TIRE REPAIR	01 2650 340 1 001 000	\$9.50

76	BAUER BUILT, INC	TIRES	01 2650 340 2 001 000	\$50.00
77	BAUER BUILT, INC	TIRE REPAIR	01 2650 340 2 001 000	\$9.50
78	BAUER BUILT, INC	TIRES	01 2650 610 1 001 000	\$495.00
79	BAUER BUILT, INC	TIRE REPAIR	01 2650 610 1 001 000	\$6.50
80	BAUER BUILT, INC	TIRES	01 2650 610 2 001 000	\$495.00
81	BAUER BUILT, INC	TIRE REPAIR	01 2650 610 2 001 000	\$6.50
82	BAUER BUILT, INC	TIRES	01 2712 610 1 001 000	\$681.40
83	BAUER BUILT, INC	TIRES	01 2712 610 2 001 000	\$100.00
84	<b>BAUER BUILT, INC Total</b>			\$1,903.40
85	BAUER, RACHEL	TRAINING MEALS	01 3541 580 1 004 000	\$25.61
86	<b>BAUER, RACHEL Total</b>			\$25.61
87	BAUMANN, CHERYL	ACTIVITY WORKER	01 2190 120 2 001 000	\$101.28
88	<b>BAUMANN, CHERYL Total</b>			\$101.28
89	BAUMANN, TERRY	ACTIVITY WORKER	01 2190 120 2 001 000	\$101.28
90	<b>BAUMANN, TERRY Total</b>			\$101.28
91	BELLWETHER MEDIA, INC	32 BOOK SERIES	01 2220 640 1 030 000	\$515.44
92	<b>BELLWETHER MEDIA, INC Total</b>			\$515.44
93	BOMGAARS SUPPLY	SUPPLIES	01 2620 610 1 001 000	\$6.19
94	BOMGAARS SUPPLY	CAULK	01 2620 610 1 001 000	\$10.99
95	BOMGAARS SUPPLY	SUPPLIES	01 2620 610 1 001 000	\$22.46
96	BOMGAARS SUPPLY	TIRE REPAIR KIT	01 2620 610 1 001 000	\$6.49
97	BOMGAARS SUPPLY	AIR FILTER, FUEL HOSE	01 2620 610 1 001 000	\$4.24
98	BOMGAARS SUPPLY	FOGGER	01 2620 610 1 001 000	\$10.39
99	BOMGAARS SUPPLY	SOFTNER SALT	01 2620 610 1 001 008	\$162.25
100	BOMGAARS SUPPLY	SOFTNER SALT	01 2620 610 1 001 009	\$129.80
101	BOMGAARS SUPPLY	SUPPLIES	01 2620 610 2 001 000	\$6.19
102	BOMGAARS SUPPLY	CAULK	01 2620 610 2 001 000	\$10.99
103	BOMGAARS SUPPLY	SUPPLIES	01 2620 610 2 001 000	\$22.45
104	BOMGAARS SUPPLY	TIRE REPAIR KIT	01 2620 610 2 001 000	\$6.49
105	BOMGAARS SUPPLY	FOGGER	01 2620 610 2 001 000	\$10.39
106	BOMGAARS SUPPLY	AIR FILTER, FUEL HOSE	01 2620 610 2 001 000	\$4.24
107	BOMGAARS SUPPLY	VEHICLE SUPPLIES	01 2650 610 1 001 000	\$26.23
108	BOMGAARS SUPPLY	ADAPTER	01 2650 610 1 001 000	\$20.00
109	BOMGAARS SUPPLY	VEHICLE SUPPLIES	01 2650 610 2 001 000	\$26.23
110	BOMGAARS SUPPLY	ADAPTER	01 2650 610 2 001 000	\$19.99
111	<b>BOMGAARS SUPPLY Total</b>			\$506.01
112	BRACKER'S GOOD EARTH	GLAZES	01 1100 610 2 142 002	\$409.07
113	<b>BRACKER'S GOOD EARTH Total</b>			\$409.07
114	BRADLEY, JALEN	ACTIVITY WORKERS	01 2190 120 2 001 000	\$75.96
115	<b>BRADLEY, JALEN Total</b>			\$75.96
116	CANDLEWOOD SUITES	LODGING	01 2151 580 1 004 000	\$403.00

117	CANDLEWOOD SUITES	LODGING FOR THRIVING CONF	01 3541 580 1 004 000	\$164.85
118	CANDLEWOOD SUITES	LODGING FOR THRIVING CONF	01 3541 580 1 004 000	\$164.85
119	CANDLEWOOD SUITES	LODGING FOR THRIVING CONF	01 3541 580 1 004 000	\$164.85
120	CANDLEWOOD SUITES	LODGING FOR THRIVING CONF	01 3541 580 1 004 000	\$164.85
121	<b>CANDLEWOOD SUITES Total</b>			\$1,062.40
122	CAPITAL BUSINESS SYSTEMS	PRINTERS/COPIES	01 1100 340 1 104 010	\$400.18
123	CAPITAL BUSINESS SYSTEMS	PRINTERS/COPIES	01 1100 340 1 201 003	\$287.29
124	CAPITAL BUSINESS SYSTEMS	PRINTERS/COPIES	01 1100 340 1 302 004	\$252.15
125	CAPITAL BUSINESS SYSTEMS	PRINTERS/COPIES	01 1100 340 1 430 014	\$585.92
126	CAPITAL BUSINESS SYSTEMS	PRINTERS/COPIES	01 1100 340 1 602 005	\$222.67
127	CAPITAL BUSINESS SYSTEMS	PRINTERS/COPIES	01 1100 340 1 705 008	\$137.78
128	CAPITAL BUSINESS SYSTEMS	PRINTERS/COPIES	01 1100 340 1 819 009	\$80.77
129	CAPITAL BUSINESS SYSTEMS	PRINTERS/COPIES	01 1100 340 1 904 012	\$108.61
130	CAPITAL BUSINESS SYSTEMS	PRINTERS/COPIES	01 1100 340 2 016 001	\$2.80
131	CAPITAL BUSINESS SYSTEMS	PRINTERS/COPIES	01 1100 340 2 141 002	\$533.53
132	CAPITAL BUSINESS SYSTEMS	PRINTERS/COPIES	01 1100 340 2 209 001	\$1,189.40
133	CAPITAL BUSINESS SYSTEMS	PRINTERS/COPIES	01 1190 610 1 163 021	\$229.75
134	CAPITAL BUSINESS SYSTEMS	PRINTERS/COPIES	01 1200 610 1 004 000	\$490.29
135	CAPITAL BUSINESS SYSTEMS	PRINTERS/COPIES	01 1200 610 2 004 000	\$490.28
136	CAPITAL BUSINESS SYSTEMS	PRINTERS/COPIES	01 1291 610 1 017 000	\$59.93
137	CAPITAL BUSINESS SYSTEMS	PRINTERS/COPIES	01 1292 610 1 017 000	\$59.92
138	CAPITAL BUSINESS SYSTEMS	PRINTERS/COPIES	01 2530 340 1 001 000	\$12.37
139	CAPITAL BUSINESS SYSTEMS	PRINTERS/COPIES	01 2530 340 1 001 000	\$2,789.69
140	CAPITAL BUSINESS SYSTEMS	PRINTERS/COPIES	01 2530 340 2 001 000	\$12.36
141	CAPITAL BUSINESS SYSTEMS	PRINTERS/COPIES	01 2530 340 2 001 000	\$2,789.68
142	CAPITAL BUSINESS SYSTEMS	PRINTERS/COPIES	01 2620 431 0 001 000	\$3.76
143	CAPITAL BUSINESS SYSTEMS	RM 611 COPIER	01 2410 340 2 209 001	\$11.31
144	<b>CAPITAL BUSINESS SYSTEMS Total</b>			\$10,750.44
145	CARLISLE, TIMOTHY	ACTIVITY WORKERS	01 2190 120 2 001 000	\$16.88
146	<b>CARLISLE, TIMOTHY Total</b>			\$16.88
147	CDW GOVERNMENT, INC	PROJECTOR/LAMP	01 1100 650 1 104 010	\$493.41
148	CDW GOVERNMENT, INC	PROJECTOR	01 1100 650 1 802 009	\$1,147.53
149	CDW GOVERNMENT, INC	PROJECTOR	01 1100 650 1 802 009	\$427.00
150	<b>CDW GOVERNMENT, INC Total</b>			\$2,067.94
151	CITY OF NORFOLK	WATER/SEWER	01 2610 410 1 001 000	\$606.64
152	CITY OF NORFOLK	WATER/SEWER	01 2610 410 1 001 003	\$1,178.82
153	CITY OF NORFOLK	WATER/SEWER	01 2610 410 1 001 004	\$1,197.75
154	CITY OF NORFOLK	WATER/SEWER	01 2610 410 1 001 005	\$2,686.43
155	CITY OF NORFOLK	WATER/SEWER	01 2610 410 1 001 008	\$1,541.11
156	CITY OF NORFOLK	WATER/SEWER	01 2610 410 1 001 009	\$905.58
157	CITY OF NORFOLK	WATER/SEWER	01 2610 410 2 001 000	\$606.63

158	CITY OF NORFOLK	WATER/SEWER	01 2610 410 2 001 002	\$2,264.24
159	CITY OF NORFOLK	WASTE/TREE DEBRIS	01 2630 420 1 001 000	\$1.50
160	CITY OF NORFOLK	WASTE/TREE DEBRIS	01 2630 420 2 001 000	\$1.50
161	CITY OF NORFOLK	TAHA TEAM LOCKERS	01 3300 340 2 001 000	\$400,000.00
162	<b>CITY OF NORFOLK Total</b>			\$410,990.20
163	CLAYTON, WENDY	ACTIVITY WORKERS	01 2190 120 2 001 000	\$181.46
164	<b>CLAYTON, WENDY Total</b>			\$181.46
165	CLEARFLY COMMUNICATIONS	PHONE SERVICE	01 2510 382 1 001 000	\$189.30
166	CLEARFLY COMMUNICATIONS	PHONE SERVICE	01 2510 382 1 001 003	\$95.26
167	CLEARFLY COMMUNICATIONS	PHONE SERVICE	01 2510 382 1 001 004	\$94.90
168	CLEARFLY COMMUNICATIONS	PHONE SERVICE	01 2510 382 1 001 005	\$95.26
169	CLEARFLY COMMUNICATIONS	PHONE SERVICE	01 2510 382 1 001 008	\$95.26
170	CLEARFLY COMMUNICATIONS	PHONE SERVICE	01 2510 382 1 001 009	\$95.26
171	CLEARFLY COMMUNICATIONS	PHONE SERVICE	01 2510 382 1 001 010	\$95.26
172	CLEARFLY COMMUNICATIONS	PHONE SERVICE	01 2510 382 1 001 012	\$92.72
173	CLEARFLY COMMUNICATIONS	PHONE SERVICE	01 2510 382 1 001 014	\$190.86
174	CLEARFLY COMMUNICATIONS	PHONE SERVICE	01 2510 382 1 001 021	\$94.90
175	CLEARFLY COMMUNICATIONS	PHONE SERVICE	01 2510 382 2 001 000	\$189.30
176	CLEARFLY COMMUNICATIONS	PHONE SERVICE	01 2510 382 2 001 001	\$383.00
177	CLEARFLY COMMUNICATIONS	PHONE SERVICE	01 2510 382 2 001 002	\$193.42
178	<b>CLEARFLY COMMUNICATIONS Total</b>			\$1,904.70
179	COLES, MARY	PARENT MILEAGE	01 2713 332 1 004 021	\$132.39
180	<b>COLES, MARY Total</b>			\$132.39
181	COLFACK, DAVID	ACTIVITY WORKERS	01 2190 120 2 001 000	\$101.28
182	<b>COLFACK, DAVID Total</b>			\$101.28
183	COLLINS, NICHOLAS	SOFTBALL @ COLUMBUS MEAL	01 2190 580 2 001 000	\$13.81
184	COLLINS, NICHOLAS	9TH FOOTBALL @COLUMBUS MEAL	01 2190 580 2 001 000	\$13.48
185	<b>COLLINS, NICHOLAS Total</b>			\$27.29
186	COLSDEN, EMMA	STAFF MILEAGE	01 1200 333 1 004 000	\$16.88
187	<b>COLSDEN, EMMA Total</b>			\$16.88
188	CONTRACT PAPER GROUP	PAPER	01 1100 610 0 001 000	\$26,233.20
189	<b>CONTRACT PAPER GROUP Total</b>			\$26,233.20
190	CRAVEN, SHEILA	OT SERVICES	01 2161 320 1 004 000	\$16,503.75
191	CRAVEN, SHEILA	OT SERVICES	01 2161 320 2 004 000	\$283.50
192	CRAVEN, SHEILA	OT SERVICES MILEAGE	01 2161 334 1 004 000	\$140.37
193	CRAVEN, SHEILA	OT SERVICES MILEAGE	01 2161 334 2 004 000	\$6.97
194	<b>CRAVEN, SHEILA Total</b>			\$16,934.59
195	CURRICULUM ASSOCIATES	PHONICS FOR READING	01 1200 640 1 004 000	\$1,168.20
196	<b>CURRICULUM ASSOCIATES Total</b>			\$1,168.20
197	DISTRICT IV NAEA	AG ED DUES	01 1100 810 2 208 001	\$250.00
198	<b>DISTRICT IV NAEA Total</b>			\$250.00

199	DITTER, KERSTIN	STAFF MILEAGE	01 3541 333 1 004 000	\$37.52
200	DITTER, KERSTIN	TRAINING MEALS	01 3541 580 1 004 000	\$23.23
201	<b>DITTER, KERSTIN Total</b>			\$60.75
202	EAKES OFFICE PLUS	CLASSROOM SUPPLIES	01 1190 610 1 163 021	\$263.48
203	EAKES OFFICE PLUS	CLASSROOM SUPPLIES	01 1190 610 1 163 021	-\$520.00
204	EAKES OFFICE PLUS	GENERAL SUPPLIES	01 1190 610 1 163 021	\$457.02
205	EAKES OFFICE PLUS	GENERAL SUPPLIES	01 1190 610 1 163 021	\$331.05
206	<b>EAKES OFFICE PLUS Total</b>			\$531.55
207	ECHO GROUP INC	RELAY	01 2620 610 1 001 000	\$11.40
208	ECHO GROUP INC	RELAY	01 2620 610 2 001 000	\$11.39
209	<b>ECHO GROUP INC Total</b>			\$22.79
210	EGAN SUPPLY COMPANY	VAC MOTOR	01 2610 610 2 001 002	\$235.51
211	<b>EGAN SUPPLY COMPANY Total</b>			\$235.51
212	ELKHORN FEED CENTER	FISH FEED	01 3551 610 2 209 001	\$38.22
213	ELKHORN FEED CENTER	CHICKEN FEED	01 3551 610 2 209 001	\$55.40
214	<b>ELKHORN FEED CENTER Total</b>			\$93.62
215	ELKHORN RURAL PUBLIC POWER	WOODLAND PARK ELECTRICITY	01 2610 621 1 001 012	\$2,020.10
216	<b>ELKHORN RURAL PUBLIC POWER Total</b>			\$2,020.10
217	ESSENTIAL SCREEN	PUPIL SERVICES/COMPUTER SUPPOR	01 2510 810 1 001 000	\$137.50
218	ESSENTIAL SCREEN	PUPIL SERVICES/COMPUTER SUPPOR	01 2510 810 2 001 000	\$137.50
219	<b>ESSENTIAL SCREEN Total</b>			\$275.00
220	ESU 8	ART SHOW FEE	01 1100 810 1 028 000	\$38.50
221	<b>ESU 8 Total</b>			\$38.50
222	FAMILY PHYSICAL THERAPY	OT SERVICES	01 2162 320 1 004 000	\$4,284.00
223	FAMILY PHYSICAL THERAPY	OT SERVICES	01 2162 320 1 004 000	\$848.75
224	FAMILY PHYSICAL THERAPY	OT SERVICES MILEAGE	01 2162 334 1 004 000	\$31.72
225	FAMILY PHYSICAL THERAPY	OT SERVICES MILEAGE	01 2162 334 1 004 000	\$28.59
226	FAMILY PHYSICAL THERAPY	OT SERVICES	01 2163 320 1 004 000	\$4,284.00
227	FAMILY PHYSICAL THERAPY	OT SERVICES	01 2163 320 1 004 000	\$848.75
228	FAMILY PHYSICAL THERAPY	OT SERVICES MILEAGE	01 2163 334 1 004 000	\$31.72
229	FAMILY PHYSICAL THERAPY	OT SERVICES MILEAGE	01 2163 334 1 004 000	\$28.60
230	<b>FAMILY PHYSICAL THERAPY Total</b>			\$10,386.13
231	FASTENAL INDUSTRIAL	SUPPLIES	01 2620 610 1 001 000	\$23.18
232	FASTENAL INDUSTRIAL	SUPPLIES	01 2620 610 2 001 000	\$23.18
233	<b>FASTENAL INDUSTRIAL Total</b>			\$46.36
234	FERNAU, JESSICA	STAFF MILEAGE	01 1291 333 1 004 021	\$22.65
235	FERNAU, JESSICA	STAFF MILEAGE	01 1292 333 1 004 000	\$27.60
236	<b>FERNAU, JESSICA Total</b>			\$50.25
237	FILTER SHOP, INC, THE	FILTERS	01 2620 610 1 001 000	\$1,806.38
238	FILTER SHOP, INC, THE	FILTERS	01 2620 610 2 001 000	\$1,806.37
239	<b>FILTER SHOP, INC, THE Total</b>			\$3,612.75

240	FIRSTWIRELESS, INC	RADIOS WITH CHARGERS	01 1100 610 2 141 002	\$937.20
241	<b>FIRSTWIRELESS, INC Total</b>			\$937.20
242	FRISCH, VIRGINIA	STAFF MILEAGE	01 1291 333 1 004 021	\$13.80
243	FRISCH, VIRGINIA	STAFF MILEAGE	01 1292 333 1 004 000	\$84.02
244	<b>FRISCH, VIRGINIA Total</b>			\$97.82
245	GEARY, LISA	TEACHER MILEAGE	01 3535 333 1 027 000	\$31.89
246	<b>GEARY, LISA Total</b>			\$31.89
247	HAISCH, AMY	SLP LICENSE RENEWAL	01 2670 330 1 035 000	\$140.00
248	<b>HAISCH, AMY Total</b>			\$140.00
249	HAKE, SARAH	PROFESSIONAL DEVELOPMENT MEALS	01 1200 580 1 004 000	\$87.83
250	HAKE, SARAH	SLP LICENSE RENEWAL	01 2670 330 1 035 000	\$140.00
251	<b>HAKE, SARAH Total</b>			\$227.83
252	HEINEMANN	CURRICULUM	01 6926 640 1 004 000	\$8,083.08
253	<b>HEINEMANN Total</b>			\$8,083.08
254	HERITAGE WATER SERVICES	WATER TREATMENT PROGRAM	01 2620 610 1 001 000	\$387.50
255	HERITAGE WATER SERVICES	WATER TREATMENT PROGRAM	01 2620 610 2 001 000	\$387.50
256	<b>HERITAGE WATER SERVICES Total</b>			\$775.00
257	HIRSCH, HEATHER	TRAINING MEALS	01 3541 580 1 004 000	\$26.00
258	<b>HIRSCH, HEATHER Total</b>			\$26.00
259	HOFERER, KIMBERLY	ACTIVITY WORKERS	01 2190 120 2 001 000	\$333.38
260	HOFERER, KIMBERLY	ACTIVITY WORKER	01 2190 120 2 001 000	\$101.28
261	<b>HOFERER, KIMBERLY Total</b>			\$434.66
262	HOFFMAN, JEFF	ACTIVITY WORKERS	01 2190 120 2 001 000	\$59.08
263	<b>HOFFMAN, JEFF Total</b>			\$59.08
264	HOFMANN PLUMBING	WORK ON THE WATER COOLERS	01 2620 431 1 001 014	\$723.15
265	<b>HOFMANN PLUMBING Total</b>			\$723.15
266	HOPKINS, CAREY	ACTIVITY WORKERS	01 2190 120 2 001 000	\$67.52
267	<b>HOPKINS, CAREY Total</b>			\$67.52
268	HUGHES, AMY	PT SERVICES	01 2171 320 1 004 000	\$8,254.71
269	HUGHES, AMY	PT SERVICES MILEAGE	01 2171 334 1 004 000	\$71.15
270	<b>HUGHES, AMY Total</b>			\$8,325.86
271	HUGHES, PAUL	ACTIVITY WORKERS	01 2190 120 2 001 000	\$303.84
272	<b>HUGHES, PAUL Total</b>			\$303.84
273	IDEABANK MARKETING	HOSTNAME HOSTING FEE	01 2230 340 1 005 000	\$58.75
274	IDEABANK MARKETING	HOSTNAME HOSTING FEE	01 2230 340 2 005 000	\$58.75
275	IDEABANK MARKETING	ADD INSTAGRAM LOGO TO WEBSITE	01 2310 643 1 010 000	\$40.00
276	IDEABANK MARKETING	ADD INSTAGRAM LOGO TO WEBSITE	01 2310 643 2 010 000	\$40.00
277	<b>IDEABANK MARKETING Total</b>			\$197.50
278	INSTRUMENTALIST AWARDS	AWARDS	01 1100 610 2 202 001	\$81.33
279	INSTRUMENTALIST AWARDS	AWARDS	01 1100 610 2 205 001	\$81.33
280	INSTRUMENTALIST AWARDS	AWARDS	01 1100 610 2 207 001	\$81.34

281	<b>INSTRUMENTALIST AWARDS Total</b>				\$244.00
282	IOWA SCHOOL FOR THE DEAF	TRANSPORTATION SERVICES	01 1200 510 2 004 000		\$2,963.10
283	<b>IOWA SCHOOL FOR THE DEAF Total</b>				\$2,963.10
284	JACOT, MELISSA	STAFF MILEAGE	01 1200 333 1 004 000		\$8.04
285	<b>JACOT, MELISSA Total</b>				\$8.04
286	JERRY'S TRAILERS & CAMPERS	METAL HANDLE	01 2620 610 1 001 000		\$12.79
287	JERRY'S TRAILERS & CAMPERS	SEWER HOSE	01 2620 610 1 001 000		\$8.42
288	JERRY'S TRAILERS & CAMPERS	METAL HANDLE	01 2620 610 2 001 000		\$12.79
289	JERRY'S TRAILERS & CAMPERS	SEWER HOSE	01 2620 610 2 001 000		\$8.42
290	<b>JERRY'S TRAILERS &amp; CAMPERS Total</b>				\$42.42
291	JESSE'S SANITATION LLC	SANITATION SERVICE	01 2610 420 1 001 000		\$2,550.00
292	JESSE'S SANITATION LLC	SANITATION SERVICE	01 2610 420 2 001 000		\$2,550.00
293	<b>JESSE'S SANITATION LLC Total</b>				\$5,100.00
294	JUMP!, INC.	BOOKS & PERIODICALS	01 2220 640 1 030 000		\$1,433.57
295	<b>JUMP!, INC. Total</b>				\$1,433.57
296	KELLY SUPPLY COMPANY	SUPPLIES	01 2620 610 1 001 000		\$66.16
297	KELLY SUPPLY COMPANY	ADAPTER	01 2620 610 1 001 010		\$2.06
298	KELLY SUPPLY COMPANY	SUPPLIES	01 2620 610 1 001 010		\$52.80
299	KELLY SUPPLY COMPANY	SUPPLIES	01 2620 610 2 001 000		\$66.15
300	<b>KELLY SUPPLY COMPANY Total</b>				\$187.17
301	K-LOG, INC	KIDNEY TABLE	01 2410 610 1 802 009		\$716.57
302	<b>K-LOG, INC Total</b>				\$716.57
303	KNIGHT, KARLA	STAFF MILEAGE	01 2151 333 2 004 000		\$39.93
304	KNIGHT, KARLA	STAFF MILEAGE	01 2152 333 1 004 021		\$36.18
305	KNIGHT, KARLA	STAFF MILEAGE	01 2153 333 1 004 000		\$30.95
306	<b>KNIGHT, KARLA Total</b>				\$107.06
307	LAMMERS, NANCY	ACTIVITY WORKERS	01 2190 120 2 001 000		\$59.08
308	<b>LAMMERS, NANCY Total</b>				\$59.08
309	LAWNCO	LAWN SERVICE (2022-2024)	01 2630 420 1 001 000		\$3,938.88
310	LAWNCO	LAWN SERVICE (2022-2024)	01 2630 420 2 001 000		\$3,939.11
311	<b>LAWNCO Total</b>				\$7,877.99
312	LEXIA LEARNING SYSTEMS LLC	LETRS MATERIALS	01 1200 640 1 004 000		\$399.00
313	LEXIA LEARNING SYSTEMS LLC	LETRS TRAINING	01 6310 330 1 028 000		\$170.00
314	<b>LEXIA LEARNING SYSTEMS LLC Total</b>				\$569.00
315	LICHTY, TRACY	MTSS CONFERENCE MEALS	01 2410 580 1 802 009		\$40.98
316	<b>LICHTY, TRACY Total</b>				\$40.98
317	LOVE SIGNS, INC	SIGNS	01 2670 610 1 035 010		\$175.00
318	<b>LOVE SIGNS, INC Total</b>				\$175.00
319	LUHR, MARY	STAFF MILEAGE	01 1200 333 1 004 000		\$81.07
320	LUHR, MARY	STAFF MILEAGE	01 1200 333 2 004 000		\$81.07
321	LUHR, MARY	NCSA CONFERENCE PARKING	01 1200 580 1 004 000		\$6.25

322	LUHR, MARY	NCSA CONFERENCE PARKING	01 1200 580 2 004 000	\$6.25
323	<b>LUHR, MARY Total</b>			\$174.64
324	LUNCHTIME SOLUTIONS, INC.	STUDENT TEACHER MEALS	01 1100 890 1 001 000	\$371.80
325	LUNCHTIME SOLUTIONS, INC.	STUDENT TEACHER MEALS	01 1100 890 2 001 000	\$371.79
326	<b>LUNCHTIME SOLUTIONS, INC. Total</b>			\$743.59
327	MATHESON TRI-GAS INC.	SUPPLIES	01 2620 610 1 001 000	\$27.97
328	MATHESON TRI-GAS INC.	MONTHLY RENTAL FEES	01 2620 610 1 001 000	\$112.25
329	MATHESON TRI-GAS INC.	SUPPLIES	01 2620 610 2 001 000	\$27.97
330	MATHESON TRI-GAS INC.	MONTHLY RENTAL FEES	01 2620 610 2 001 000	\$112.24
331	MATHESON TRI-GAS INC.	CLASSROOM SUPPLIES	01 3551 610 2 209 001	\$205.69
332	MATHESON TRI-GAS INC.	CLASSROOM MATERIALS	01 3551 610 2 209 001	\$1,653.97
333	<b>MATHESON TRI-GAS INC. Total</b>			\$2,140.09
334	MCGRAW-HILL SCHOOL	READING WONDERWORKS	01 1200 640 1 004 000	\$153.58
335	<b>MCGRAW-HILL SCHOOL Total</b>			\$153.58
336	MEAD LUMBER AND RENTAL	SHED SUPPLIES	01 1100 610 2 211 001	\$80.62
337	MEAD LUMBER AND RENTAL	SHED SUPPLIES	01 1100 610 2 211 001	-\$111.34
338	MEAD LUMBER AND RENTAL	SHED SUPPLIES	01 1100 610 2 211 001	\$234.39
339	<b>MEAD LUMBER AND RENTAL Total</b>			\$203.67
340	MEISINGER OIL CO	UNLEADED FUEL	01 2650 626 1 001 000	\$3,582.60
341	MEISINGER OIL CO	UNLEADED FUEL	01 2650 626 2 001 000	\$3,582.60
342	MEISINGER OIL CO	UNLEADED FUEL	01 2712 626 1 001 000	\$1,791.30
343	<b>MEISINGER OIL CO Total</b>			\$8,956.50
344	MENARDS	DEHUMIDIFIER	01 1100 610 1 430 014	\$179.99
345	MENARDS	TECH RELATED SUPPLIES	01 2230 650 1 005 000	\$4.84
346	MENARDS	TECH RELATED SUPPLIES	01 2230 650 2 005 000	\$4.84
347	MENARDS	CABLE TIE TENSIONER	01 2620 610 1 001 000	\$22.99
348	MENARDS	SUPPLIES	01 2620 610 1 001 000	\$3.15
349	MENARDS	SCOOP	01 2620 610 1 001 000	\$4.99
350	MENARDS	DRILL BITS AND ANCHOR	01 2620 610 1 001 000	\$6.64
351	MENARDS	SUPPLIES	01 2620 610 1 001 000	\$36.99
352	MENARDS	SUPPLIES	01 2620 610 1 001 000	\$8.39
353	MENARDS	SUPPLIES	01 2620 610 1 001 000	\$3.40
354	MENARDS	PAINTING SUPPLIES	01 2620 610 1 001 003	\$72.88
355	MENARDS	BIT SETS	01 2620 610 1 001 009	\$40.96
356	MENARDS	SUPPLIES	01 2620 610 1 001 010	\$7.86
357	MENARDS	SUPPLIES	01 2620 610 1 001 014	\$17.79
358	MENARDS	GRATE	01 2620 610 1 001 014	\$8.98
359	MENARDS	CABLE TIE TENSIONER	01 2620 610 2 001 000	\$22.99
360	MENARDS	SUPPLIES	01 2620 610 2 001 000	\$3.39
361	MENARDS	DRILL BITS AND ANCHOR	01 2620 610 2 001 000	\$6.63
362	MENARDS	SUPPLIES	01 2620 610 2 001 000	\$36.98

363	MENARDS	SUPPLIES	01 2620 610 2 001 000	\$3.14
364	MENARDS	SUPPLIES	01 2620 610 2 001 000	\$8.38
365	MENARDS	SCOOP	01 2620 610 2 001 000	\$4.99
366	<b>MENARDS Total</b>			\$511.19
367	MODEL ELECTRIC INC	LOCATE FIBER	01 2230 340 1 005 000	\$222.75
368	MODEL ELECTRIC INC	LOCATE FIBER	01 2230 340 1 005 000	\$106.25
369	MODEL ELECTRIC INC	LOCATE FIBER	01 2230 340 2 005 000	\$222.75
370	MODEL ELECTRIC INC	LOCATE FIBER	01 2230 340 2 005 000	\$106.25
371	MODEL ELECTRIC INC	INSTALL OUTLET	01 2620 431 1 001 009	\$285.91
372	<b>MODEL ELECTRIC INC Total</b>			\$943.91
373	MOHR, ANDREW	ACTIVITY WORKERS	01 2190 120 2 001 000	\$113.94
374	<b>MOHR, ANDREW Total</b>			\$113.94
375	MORTON, STEPHEN	ACTIVITY WORKERS	01 2190 120 2 001 000	\$75.96
376	<b>MORTON, STEPHEN Total</b>			\$75.96
377	MOSYLE CORPORATION	LICENSES FOR ENROLLED DEVICES	01 2230 340 1 005 000	\$44.00
378	MOSYLE CORPORATION	LICENSES FOR ENROLLED DEVICES	01 2230 340 2 005 000	\$44.00
379	<b>MOSYLE CORPORATION Total</b>			\$88.00
380	MUELLER, JULIE	STAFF MILEAGE	01 2152 333 1 004 021	\$36.31
381	MUELLER, JULIE	STAFF MILEAGE	01 2153 333 1 004 000	\$51.19
382	<b>MUELLER, JULIE Total</b>			\$87.50
383	MULLENHOFF SALES LLC	SNOWBLADE	01 2630 731 1 001 000	\$3,250.00
384	MULLENHOFF SALES LLC	SNOWBLADE	01 2630 731 2 001 000	\$3,250.00
385	<b>MULLENHOFF SALES LLC Total</b>			\$6,500.00
386	NAPA OF NORFOLK	GENERAL SUPPLIES	01 2650 610 1 001 000	\$15.42
387	NAPA OF NORFOLK	GENERAL SUPPLIES	01 2650 610 1 001 000	\$5.45
388	NAPA OF NORFOLK	GENERAL SUPPLIES	01 2650 610 2 001 000	\$15.41
389	NAPA OF NORFOLK	GENERAL SUPPLIES	01 2650 610 2 001 000	\$5.44
390	NAPA OF NORFOLK	VEHICLE SUPPLIES	01 2712 610 1 001 000	\$70.97
391	<b>NAPA OF NORFOLK Total</b>			\$112.69
392	NARANJO, XOCHITI	STAFF MILEAGE	01 6200 333 1 028 012	\$44.42
393	<b>NARANJO, XOCHITI Total</b>			\$44.42
394	NASCO	SUPPLIES	01 1100 610 1 416 014	\$24.32
395	<b>NASCO Total</b>			\$24.32
396	NCS PEARSON	STUDENT TESTING	01 2141 610 1 014 000	\$21.34
397	NCS PEARSON	STUDENT TESTING	01 2141 610 1 014 000	\$8.33
398	NCS PEARSON	STUDENT TESTING	01 2141 610 2 014 000	\$21.34
399	NCS PEARSON	STUDENT TESTING	01 2141 610 2 014 000	\$8.32
400	NCS PEARSON	STUDENT TESTING	01 2142 610 1 014 000	\$4.75
401	NCS PEARSON	STUDENT TESTING	01 2142 610 1 014 000	\$1.85
402	<b>NCS PEARSON Total</b>			\$65.93
403	NCSA	CONFERENCE REGISTRATION M.LUHR	01 1200 330 1 004 000	\$75.00

404	NCSA	CONFERENCE REGISTRATION M.LUHR	01 1200 330 2 004 000	\$75.00
405	<b>NCSA Total</b>			\$150.00
406	NDE EARLY CHILDHOOD	TRAINING FOR ADMINISTRATION	01 1190 330 1 163 021	\$20.00
407	<b>NDE EARLY CHILDHOOD Total</b>			\$20.00
408	NE INFINITE CAMPUS USER	IC USERS DAY CONFERENCE	01 2230 330 1 005 000	\$25.00
409	NE INFINITE CAMPUS USER	IC USERS DAY CONFERENCE	01 2230 330 2 005 000	\$25.00
410	<b>NE INFINITE CAMPUS USER Total</b>			\$50.00
411	NEBRASKA PUBLIC POWER	ELECTRICITY	01 2610 621 1 001 000	\$1,295.33
412	NEBRASKA PUBLIC POWER	ELECTRICITY	01 2610 621 1 001 003	\$3,281.83
413	NEBRASKA PUBLIC POWER	ELECTRICITY	01 2610 621 1 001 004	\$2,023.48
414	NEBRASKA PUBLIC POWER	ELECTRICITY	01 2610 621 1 001 005	\$2,750.02
415	NEBRASKA PUBLIC POWER	ELECTRICITY	01 2610 621 1 001 008	\$3,710.71
416	NEBRASKA PUBLIC POWER	ELECTRICITY	01 2610 621 1 001 009	\$2,214.13
417	NEBRASKA PUBLIC POWER	ELECTRICITY	01 2610 621 1 001 010	\$4,050.19
418	NEBRASKA PUBLIC POWER	ELECTRICITY	01 2610 621 1 001 014	\$13,454.76
419	NEBRASKA PUBLIC POWER	ELECTRICITY	01 2610 621 1 001 021	\$3,184.11
420	NEBRASKA PUBLIC POWER	ELECTRICITY	01 2610 621 2 001 000	\$1,295.33
421	NEBRASKA PUBLIC POWER	ELECTRICITY	01 2610 621 2 001 001	\$53,782.56
422	NEBRASKA PUBLIC POWER	ELECTRICITY	01 2610 621 2 001 002	\$19,813.72
423	<b>NEBRASKA PUBLIC POWER Total</b>			\$110,856.17
424	NEBRASKA SAFETY CENTER	TRANSPORTATION COURSES	01 2570 330 1 001 000	\$500.00
425	NEBRASKA SAFETY CENTER	TRANSPORTATION COURSES	01 2570 330 2 001 000	\$500.00
426	<b>NEBRASKA SAFETY CENTER Total</b>			\$1,000.00
427	NORFOLK AREA CHAMBER OF COMMERCE	BOARD OF DIRECTORS MEETING	01 2320 890 1 033 000	\$5.00
428	NORFOLK AREA CHAMBER OF COMMERCE	BOARD OF DIRECTORS MEETING	01 2320 890 2 033 000	\$5.00
429	<b>NORFOLK AREA CHAMBER OF COMMERCE Total</b>			\$10.00
430	NORFOLK GM AUTO CENTER	SENSOR	01 2710 610 1 001 000	\$97.03
431	NORFOLK GM AUTO CENTER	SENSOR	01 2710 610 2 001 000	\$97.03
432	NORFOLK GM AUTO CENTER	FLUID	01 2712 610 1 001 000	\$98.37
433	<b>NORFOLK GM AUTO CENTER Total</b>			\$292.43
434	NORFOLK IMPLEMENT INC	FILTERS	01 2630 610 1 001 000	\$9.97
435	NORFOLK IMPLEMENT INC	WEED TRIMMER STRING	01 2630 610 1 001 000	\$44.13
436	NORFOLK IMPLEMENT INC	FILTERS	01 2630 610 2 001 000	\$9.97
437	NORFOLK IMPLEMENT INC	WEED TRIMMER STRING	01 2630 610 2 001 000	\$44.12
438	<b>NORFOLK IMPLEMENT INC Total</b>			\$108.19
439	NORFOLK WINSUPPLY	SWITCH	01 2620 610 1 001 000	\$10.47
440	NORFOLK WINSUPPLY	FLEXIBLE LEADER	01 2620 610 1 001 000	\$29.36
441	NORFOLK WINSUPPLY	REPAIR KITS	01 2620 610 1 001 000	\$83.43
442	NORFOLK WINSUPPLY	SUPPLIES	01 2620 610 1 001 008	\$11.50
443	NORFOLK WINSUPPLY	REPAIR KITS	01 2620 610 1 001 010	\$33.97
444	NORFOLK WINSUPPLY	SWITCH	01 2620 610 2 001 000	\$10.47

445	NORFOLK WINSUPPLY	FLEXIBLE LEADER	01 2620 610 2 001 000	\$29.36
446	NORFOLK WINSUPPLY	REPAIR KITS	01 2620 610 2 001 000	\$83.43
447	<b>NORFOLK WINSUPPLY Total</b>			\$291.99
448	NPS SUBSIDIARY	INSTRUMENTS	01 1100 610 2 001 000	\$23,000.00
449	<b>NPS SUBSIDIARY Total</b>			\$23,000.00
450	OHL, CASSIE	STAFF MILEAGE	01 2141 333 1 014 000	\$10.79
451	OHL, CASSIE	STAFF MILEAGE	01 2142 333 1 014 000	\$19.63
452	<b>OHL, CASSIE Total</b>			\$30.42
453	OLBERDING, KENT	ACTIVITY WORKERS	01 2190 120 2 001 000	\$59.08
454	<b>OLBERDING, KENT Total</b>			\$59.08
455	ONE CALL CONCEPTS, INC	LOCATE FEES	01 2620 431 1 001 000	\$5.16
456	ONE CALL CONCEPTS, INC	LOCATE FEES	01 2620 431 2 001 000	\$5.16
457	<b>ONE CALL CONCEPTS, INC Total</b>			\$10.32
458	ORTEGA, ZAIRYS	PARENT MILEAGE	01 2713 332 1 004 021	\$28.94
459	<b>ORTEGA, ZAIRYS Total</b>			\$28.94
460	PERRY, GUTHERY, HAASE	LEGAL SERVICES	01 2330 317 1 001 000	\$464.07
461	PERRY, GUTHERY, HAASE	LEGAL SERVICES	01 2330 317 1 001 000	\$3,000.00
462	PERRY, GUTHERY, HAASE	LEGAL SERVICES	01 2330 317 2 001 000	\$464.07
463	PERRY, GUTHERY, HAASE	LEGAL SERVICES	01 2330 317 2 001 000	\$3,000.00
464	<b>PERRY, GUTHERY, HAASE Total</b>			\$6,928.14
465	PETTY, LEAH	ACTIVITY WORKERS	01 2190 120 2 001 000	\$135.04
466	<b>PETTY, LEAH Total</b>			\$135.04
467	PINKELMAN TRUCK & TRAILER	BUS REPAIRS	01 2712 340 1 001 000	\$770.00
468	<b>PINKELMAN TRUCK &amp; TRAILER Total</b>			\$770.00
469	PRESENCE LEARNING, INC	PROFESSIONAL EDUCATIONAL	01 1100 340 2 991 001	\$4,987.00
470	PRESENCE LEARNING, INC	PROFESSIONAL EDUCATIONAL	01 1100 340 2 991 002	\$4,987.00
471	PRESENCE LEARNING, INC	PROFESSIONAL EDUCATIONAL	01 2151 320 1 004 000	\$27,636.57
472	PRESENCE LEARNING, INC	PROFESSIONAL EDUCATIONAL	01 2151 320 1 004 000	\$817.65
473	PRESENCE LEARNING, INC	PROFESSIONAL EDUCATIONAL	01 2151 320 1 004 000	-\$6,132.37
474	<b>PRESENCE LEARNING, INC Total</b>			\$32,295.85
475	PRIME SECURED	CAMERA	01 2223 610 1 201 003	\$1,213.66
476	PRIME SECURED	NETWORK SWITCH UPGRADE	01 2230 650 1 005 000	\$5,512.72
477	PRIME SECURED	NETWORK SWITCH UPGRADE	01 2230 650 2 005 000	\$5,512.72
478	PRIME SECURED	DISTRICT LOCK UPGRADES	01 3599 610 1 035 009	\$5,000.00
479	PRIME SECURED	DISTRICT LOCK UPGRADES	01 3599 610 1 035 009	\$3,527.28
480	PRIME SECURED	DISTRICT LOCK UPGRADES	01 3599 610 1 035 009	\$5,000.00
481	PRIME SECURED	DISTRICT LOCK UPGRADES	01 3599 610 1 035 009	\$9,417.90
482	PRIME SECURED	DISTRICT LOCK UPGRADES	01 3599 610 1 035 014	\$11,896.73
483	PRIME SECURED	DISTRICT LOCK UPGRADES	01 3599 610 1 035 014	\$6,596.09
484	PRIME SECURED	DISTRICT LOCK UPGRADES	01 3599 610 1 035 014	\$873.00
485	PRIME SECURED	DISTRICT LOCK UPGRADES	01 3599 610 1 035 014	\$16.64

486	PRIME SECURED	DISTRICT LOCK UPGRADES	01 3599 610 1 035 014	\$6,881.83
487	PRIME SECURED	DISTRICT LOCK UPGRADES	01 3599 610 1 035 021	\$2,341.59
488	<b>PRIME SECURED Total</b>			\$63,790.16
489	PRIORITY COMMUNICATIONS	HANDSET/CORD	01 1100 610 2 141 002	\$70.00
490	PRIORITY COMMUNICATIONS	PHONE IN DRAMA THEATRE RM	01 2510 340 2 001 002	\$450.00
491	PRIORITY COMMUNICATIONS	PHONE IN DRAMA THEATRE RM	01 2510 610 2 001 002	\$416.55
492	<b>PRIORITY COMMUNICATIONS Total</b>			\$936.55
493	QUILL CORPORATION	FORKS. SPOONS. PENCIL	01 1100 610 1 801 009	\$55.05
494	QUILL CORPORATION	FORKS. SPOONS. PENCIL	01 1100 610 1 801 009	\$20.05
495	QUILL CORPORATION	FOLDERS	01 1100 610 2 107 002	\$29.90
496	<b>QUILL CORPORATION Total</b>			\$105.00
497	RASMUSSEN MECHANICAL	VENMAR UNIT REPAIRS	01 2620 431 1 001 014	\$2,393.00
498	RASMUSSEN MECHANICAL	CAPACITOR	01 2620 431 2 001 002	\$854.63
499	RASMUSSEN MECHANICAL	COMPRESSOR REPLACEMENTS AND	01 2620 431 2 001 002	\$9,820.00
500	<b>RASMUSSEN MECHANICAL Total</b>			\$13,067.63
501	RICHARDSON, BARBARA	STAFF MILEAGE	01 1150 333 1 004 000	\$31.02
502	<b>RICHARDSON, BARBARA Total</b>			\$31.02
503	RISTAU, RYAN	ACTIVITY WORKERS	01 2190 120 2 001 000	\$164.58
504	<b>RISTAU, RYAN Total</b>			\$164.58
505	SAFESIDE SHREDDING	SHREDDING SERVICES	01 2410 340 2 209 001	\$40.00
506	<b>SAFESIDE SHREDDING Total</b>			\$40.00
507	SCHOLASTIC INC.	READING STRATEGIES SUPPLIES	01 1200 610 2 194 002	\$329.68
508	<b>SCHOLASTIC INC. Total</b>			\$329.68
509	SCHOOL DATEBOOKS	PLANNERS	01 1100 610 1 430 014	\$1,952.98
510	SCHOOL DATEBOOKS	STUDENT PLANNERS	01 2410 610 2 141 002	\$288.08
511	<b>SCHOOL DATEBOOKS Total</b>			\$2,241.06
512	SCHUURMANS, GARY	ACTIVITY WORKERS	01 2190 120 2 001 000	\$130.82
513	<b>SCHUURMANS, GARY Total</b>			\$130.82
514	SETTLES, TIFFANY	NEBSPRA MEETING	01 2310 333 1 010 000	\$30.96
515	SETTLES, TIFFANY	NEBSPRA MEETING	01 2310 333 2 010 000	\$30.95
516	<b>SETTLES, TIFFANY Total</b>			\$61.91
517	SID #1	WATER/SEWER WOODLAND PARK	01 2610 410 1 001 012	\$142.83
518	<b>SID #1 Total</b>			\$142.83
519	STADIUM SPORTS	STAFF POLO'S	01 2211 610 1 901 000	\$30.75
520	STADIUM SPORTS	STAFF POLO'S	01 2211 610 2 901 000	\$30.75
521	STADIUM SPORTS	STAFF POLO'S	01 2214 610 1 901 000	\$30.75
522	STADIUM SPORTS	STAFF POLO'S	01 2214 610 2 901 000	\$30.75
523	<b>STADIUM SPORTS Total</b>			\$123.00
524	SULLIVAN, KATLINN	PARENT MILEAGE	01 2712 332 1 004 000	\$213.86
525	<b>SULLIVAN, KATLINN Total</b>			\$213.86
526	SYSCLOUD INC	GOOGLE WORKSPACE BACKUP	01 2230 643 1 005 000	\$2,550.00

527	SYS CLOUD INC	GOOGLE WORKSPACE BACKUP	01 2230 643 2 005 000	\$2,550.00
528	<b>SYS CLOUD INC Total</b>			\$5,100.00
529	TEACHER INNOVATIONS, INC	PLANBOOK	01 1100 643 1 430 014	\$336.00
530	<b>TEACHER INNOVATIONS, INC Total</b>			\$336.00
531	THOMPSON, JAMI JO	STAFF MILEAGE	01 2320 580 1 033 000	\$329.64
532	THOMPSON, JAMI JO	STAFF MILEAGE	01 2320 580 2 033 000	\$329.64
533	<b>THOMPSON, JAMI JO Total</b>			\$659.28
534	THYSSENKRUPP ELEVATOR	ELEVATOR INSPECTIONS	01 2620 431 1 001 000	\$111.67
535	THYSSENKRUPP ELEVATOR	ELEVATOR INSPECTIONS	01 2620 431 1 001 005	\$223.29
536	THYSSENKRUPP ELEVATOR	ELEVATOR INSPECTIONS	01 2620 431 1 001 014	\$223.29
537	THYSSENKRUPP ELEVATOR	ELEVATOR INSPECTIONS	01 2620 431 2 001 000	\$111.67
538	THYSSENKRUPP ELEVATOR	ELEVATOR INSPECTIONS	01 2620 431 2 001 001	\$223.29
539	THYSSENKRUPP ELEVATOR	ELEVATOR INSPECTIONS	01 2620 431 2 001 002	\$223.29
540	<b>THYSSENKRUPP ELEVATOR Total</b>			\$1,116.50
541	TIME MANAGEMENT SYSTEMS	SUPPORT SERVICES FOR TIMECLOCK	01 2510 340 1 001 000	\$497.25
542	TIME MANAGEMENT SYSTEMS	SUPPORT SERVICES FOR TIMECLOCK	01 2510 340 2 001 000	\$497.25
543	<b>TIME MANAGEMENT SYSTEMS Total</b>			\$994.50
544	TOPP, REBECCA	STAFF MILEAGE	01 1200 333 1 004 000	\$53.13
545	TOPP, REBECCA	STAFF MILEAGE	01 1200 333 2 004 000	\$53.13
546	<b>TOPP, REBECCA Total</b>			\$106.26
547	TRUCK CENTER COMPANIES	PART	01 2710 610 1 001 000	\$7.13
548	TRUCK CENTER COMPANIES	PART	01 2710 610 2 001 000	\$7.13
549	<b>TRUCK CENTER COMPANIES Total</b>			\$14.26
550	UNIVERSITY OF NEBRASKA	EDUCATION CAREER FAIR	01 2210 810 1 901 000	\$87.50
551	UNIVERSITY OF NEBRASKA	EDUCATION CAREER FAIR	01 2210 810 2 901 000	\$87.50
552	<b>UNIVERSITY OF NEBRASKA Total</b>			\$175.00
553	US BANK VOYAGER FLEET	FUEL FOR TRAVEL	01 2650 626 2 001 000	\$189.48
554	<b>US BANK VOYAGER FLEET Total</b>			\$189.48
555	VERIZON WIRELESS	CELL PHONES	01 2670 382 1 035 000	\$169.62
556	VERIZON WIRELESS	CELL PHONES	01 2670 382 2 035 000	\$169.61
557	VERIZON WIRELESS	CELL PHONES	01 2710 382 1 001 000	\$169.62
558	VERIZON WIRELESS	CELL PHONES	01 2710 382 2 001 000	\$169.61
559	VERIZON WIRELESS	CELL PHONES	01 3541 382 1 004 000	\$161.10
560	VERIZON WIRELESS	CELL PHONES	01 6910 382 1 004 000	\$53.70
561	VERIZON WIRELESS	CELL PHONES	01 6968 382 1 001 014	\$11.16
562	VERIZON WIRELESS	CELL PHONES	01 6968 382 2 001 002	\$11.16
563	<b>VERIZON WIRELESS Total</b>			\$915.58
564	WACHTER, EMILY	ACTIVITY WORKERS	01 2190 120 2 001 000	\$126.60
565	<b>WACHTER, EMILY Total</b>			\$126.60
566	WERNER, HEATHER	MTSS CONFERENCE MEALS	01 2410 580 1 802 009	\$52.00
567	<b>WERNER, HEATHER Total</b>			\$52.00

568	WOODRIVER ENERGY LLC	NATURAL GAS 8/21-9/20/24	01 2610 621 1 001 000	\$374.72
569	WOODRIVER ENERGY LLC	NATURAL GAS 8/21-9/20/24	01 2610 621 1 001 003	\$188.77
570	WOODRIVER ENERGY LLC	NATURAL GAS 8/21-9/20/24	01 2610 621 1 001 004	\$314.58
571	WOODRIVER ENERGY LLC	NATURAL GAS 8/21-9/20/24	01 2610 621 1 001 005	\$558.19
572	WOODRIVER ENERGY LLC	NATURAL GAS 8/21-9/20/24	01 2610 621 1 001 008	\$883.26
573	WOODRIVER ENERGY LLC	NATURAL GAS 8/21-9/20/24	01 2610 621 1 001 009	\$418.37
574	WOODRIVER ENERGY LLC	NATURAL GAS 8/21-9/20/24	01 2610 621 1 001 010	\$511.09
575	WOODRIVER ENERGY LLC	NATURAL GAS 8/21-9/20/24	01 2610 621 1 001 012	\$369.37
576	WOODRIVER ENERGY LLC	NATURAL GAS 8/21-9/20/24	01 2610 621 1 001 014	\$855.82
577	WOODRIVER ENERGY LLC	NATURAL GAS 8/21-9/20/24	01 2610 621 1 001 021	\$1,005.84
578	WOODRIVER ENERGY LLC	NATURAL GAS 8/21-9/20/24	01 2610 621 2 001 000	\$374.71
579	WOODRIVER ENERGY LLC	NATURAL GAS 8/21-9/20/24	01 2610 621 2 001 001	\$1,444.16
580	WOODRIVER ENERGY LLC	NATURAL GAS 8/21-9/20/24	01 2610 621 2 001 002	\$2,971.25
581	<b>WOODRIVER ENERGY LLC Total</b>			\$10,270.13
582	<b>Grand Total</b>			\$865,569.21
583				
584				
585	<b>NUTRITION FUND</b>			
586	HOBART SALES & SERVICE	SERVICE TO KETTLES	02 3100 340 1 001 014	\$313.51
587	HOBART SALES & SERVICE	DISHWASHING MACHINE REPAIR	02 3100 340 1 001 014	\$623.00
588	HOBART SALES & SERVICE	DISHWASHING MACHINE REPAIR	02 3100 610 1 001 014	\$2,673.08
589	<b>HOBART SALES &amp; SERVICE Total</b>			\$3,609.59
590	HOFMANN PLUMBING	PLUMBING FOR DISHWASHER	02 3100 340 1 001 014	\$360.80
591	<b>HOFMANN PLUMBING Total</b>			\$360.80
592	LUNCHTIME SOLUTIONS, INC.	AUGUST MEALS	02 3100 340 1 001 000	\$116,289.17
593	LUNCHTIME SOLUTIONS, INC.	AUGUST MEALS	02 3100 340 2 001 000	\$116,289.17
594	<b>LUNCHTIME SOLUTIONS, INC. Total</b>			\$232,578.34
595	MAJOR REFRIGERATION	SERVICE CALL FOR COOLER	02 3100 340 2 001 001	\$138.48
596	MAJOR REFRIGERATION	REPAIR CONDENSER GRAB-N-GO	02 3100 340 2 001 001	\$570.56
597	MAJOR REFRIGERATION	WALKIN COOLER REPAIR	02 3100 340 2 001 001	\$125.00
598	MAJOR REFRIGERATION	REACHIN COOLER REPAIR	02 3100 340 2 001 002	\$625.00
599	MAJOR REFRIGERATION	WALKIN COOLER REPAIR	02 3100 610 2 001 001	\$314.40
600	MAJOR REFRIGERATION	REACHIN COOLER REPAIR	02 3100 610 2 001 002	\$290.57
601	<b>MAJOR REFRIGERATION Total</b>			\$2,064.01
602	<b>Grand Total</b>			\$238,612.74
603				
604				
605	<b>COOPERATIVE FUND</b>			
606	ANDRESS, ABBEY	CAMP ANDERSON STAFF	04 1200 340 1 004 000	\$250.00
607	ANDRESS, ABBEY	CAMP ANDERSON STAFF	04 1200 340 2 004 000	\$250.00
608	<b>ANDRESS, ABBEY Total</b>			\$500.00

609	HOLIDAY INN EXPRESS	NERP HOTEL STAY	04 1200 580 1 004 000	\$119.50
610	HOLIDAY INN EXPRESS	NERP HOTEL STAY	04 1200 580 2 004 000	\$119.50
611	<b>HOLIDAY INN EXPRESS Total</b>			\$239.00
612	NPS GENERAL FUND	POSTAGE	04 1200 531 1 004 000	\$1.38
613	NPS GENERAL FUND	POSTAGE	04 1200 531 2 004 000	\$1.38
614	NPS GENERAL FUND	PAPER USEAGE 24-25	04 1200 610 1 004 000	\$15.70
615	NPS GENERAL FUND	PAPER USEAGE 24-25	04 1200 610 2 004 000	\$15.70
616	<b>NPS GENERAL FUND Total</b>			\$34.16
617	US BANK VOYAGER FLEET	DEAF ED TRANSPORTATION	04 1200 580 1 004 000	\$61.80
618	US BANK VOYAGER FLEET	DEAF ED TRANSPORTATION	04 1200 580 2 004 000	\$61.81
619	<b>US BANK VOYAGER FLEET Total</b>			\$123.61
620	<b>Grand Total</b>			\$896.77
621				
622				
623	<b>SUBSIDIARY FUND</b>			
624	AGPARTS EDUCATION	CHROMEBOOK SCREENS	05 2900 610 0 040 000	\$189.50
625	<b>AGPARTS EDUCATION Total</b>			\$189.50
626	CHESTERMAN COMPANY	PRODUCTS FOR MACHINE	05 2900 610 0 043 000	\$213.00
627	<b>CHESTERMAN COMPANY Total</b>			\$213.00
628	HUGHES, CHUCK	MTSS SUMMIT MEALS	05 2900 610 0 095 000	\$29.03
629	<b>HUGHES, CHUCK Total</b>			\$29.03
630	MADISON NATIONAL LIFE	BASIC LIFE RETIREES OCT24	05 2900 610 0 090 000	\$444.48
631	<b>MADISON NATIONAL LIFE Total</b>			\$444.48
632	NORTHEAST COMMUNITY	LIFELONG LEARNING CENTER	05 2900 610 0 059 000	\$130.00
633	<b>NORTHEAST COMMUNITY Total</b>			\$130.00
634	NPS GENERAL FUND	K.BASSETT SEPT24 PAYROLL BSB	05 2900 610 0 038 000	\$554.99
635	<b>NPS GENERAL FUND Total</b>			\$554.99
636	PILAR, MAGGIE	GET CONNECTED CONFERENCE MEALS	05 2900 610 0 038 000	\$48.58
637	<b>PILAR, MAGGIE Total</b>			\$48.58
638	POPPY'S PUMPKIN PATCH	1ST GRADE FIELD TRIP	05 2900 610 0 058 000	\$536.00
639	POPPY'S PUMPKIN PATCH	KINDERGARTEN FIELD TRIP	05 2900 610 0 058 000	\$480.00
640	<b>POPPY'S PUMPKIN PATCH Total</b>			\$1,016.00
641	POSITIVE PROMOTIONS	PANTHER PRIDE T-SHIRTS	05 2900 610 0 073 000	\$435.05
642	<b>POSITIVE PROMOTIONS Total</b>			\$435.05
643	SCHOLASTIC, INC.	FAMILY READING NIGHT SUPPLIES	05 2900 610 0 061 000	\$88.00
644	<b>SCHOLASTIC, INC. Total</b>			\$88.00
645	STADIUM SPORTS	RED RIBBON RUN T-SHIRTS	05 2900 610 0 083 000	\$1,368.00
646	<b>STADIUM SPORTS Total</b>			\$1,368.00
647	TEECO INC	MONTHLY RENTAL COOLER AND	05 2900 610 0 050 000	\$49.00
648	TEECO INC	COMMERCIAL WATER	05 2900 610 0 050 000	\$33.00
649	<b>TEECO INC Total</b>			\$82.00

650	WINDSHIELD DOCTOR, THE	WINDSHEILD REPLACEMENT	05 2900 610 0 050 000	\$785.00
651	<b>WINDSHIELD DOCTOR, THE Total</b>			\$785.00
652	WINNERS CIRCLE	RED RIBBON RUN TROPHIES	05 2900 610 0 083 000	\$49.82
653	<b>WINNERS CIRCLE Total</b>			\$49.82
654	<b>Grand Total</b>			\$5,433.45
655				
656				
657	<b>SPECIAL BUILDING FUND</b>			
658	HELM MECHANICAL	CHILLER REPLACEMENT	08 2620 340 2 001 001	\$3,013.10
659	<b>HELM MECHANICAL Total</b>			\$3,013.10
660	HUFF CONSTRUCTION INC.	MIDDLE SCHOOL	08 2620 340 1 001 014	\$486,632.70
661	<b>HUFF CONSTRUCTION INC. Total</b>			\$486,632.70
662	MID-STATE ENGINEERING	CONCRETE TESTING	08 2620 340 1 001 014	\$1,560.00
663	<b>MID-STATE ENGINEERING Total</b>			\$1,560.00
664	<b>Grand Total</b>			\$491,205.80
665				
666				
667	<b>SENIOR HIGH ACTIVITY FUND</b>			
668	BATTLE CREEK PUBLIC SCHOOL	CLUB REGISTRATIONS	13 2900 610 2 513 001	\$375.00
669	<b>BATTLE CREEK PUBLIC SCHOOL Total</b>			\$375.00
670	BEHNKIE, NATHANIEL	9/24 OFFICIAL	13 2900 610 2 537 001	\$80.00
671	<b>BEHNKIE, NATHANIEL Total</b>			\$80.00
672	BELLAR, GINA	9/17 OFFICIAL	13 2900 610 2 545 001	\$110.00
673	BELLAR, GINA	9/26 OFFICIAL	13 2900 610 2 545 001	\$110.00
674	<b>BELLAR, GINA Total</b>			\$220.00
675	BERRYMAN, TROY	9/26 OFFICIAL	13 2900 610 2 543 001	\$130.00
676	BERRYMAN, TROY	10/5 OFFICIAL	13 2900 610 2 543 001	\$225.00
677	<b>BERRYMAN, TROY Total</b>			\$355.00
678	BLOOMFIELD HIGH SCHOOL	10/11 ENTRY FEE	13 2900 610 2 279 001	\$35.00
679	BLOOMFIELD HIGH SCHOOL	10/11 ENTRY FEE	13 2900 610 2 536 001	\$35.00
680	<b>BLOOMFIELD HIGH SCHOOL Total</b>			\$70.00
681	BORER, JEFF	9/21 OFFICIAL	13 2900 610 2 545 001	\$280.00
682	BORER, JEFF	9/17 OFFICIAL	13 2900 610 2 545 001	\$100.00
683	BORER, JEFF	9/28 OFFICIAL	13 2900 610 2 545 001	\$150.00
684	BORER, JEFF	9/26 OFFICIAL	13 2900 610 2 545 001	\$50.00
685	<b>BORER, JEFF Total</b>			\$580.00
686	BSN SPORTS	COACH APPAREL	13 2900 610 2 513 001	\$1,208.32
687	BSN SPORTS	FUNDRAISER INCENTIVES	13 2900 610 2 528 001	\$1,647.88
688	BSN SPORTS	PARKAS	13 2900 610 2 528 001	\$2,382.98
689	BSN SPORTS	24/25 BASEBALL EQUIP &	13 2900 610 2 530 001	\$2,380.89
690	BSN SPORTS	PENNANT STREAMERS/POLE BAG	13 2900 610 2 535 001	\$589.87

691	BSN SPORTS	SINGLETS & HEADGEAR	13 2900 610 2 546 001	\$2,567.50
692	BSN SPORTS	BACK PACKS/ARM SLEEVES/WARM	13 2900 610 2 561 001	\$3,682.34
693	BSN SPORTS	APPAREL	13 2900 610 2 597 001	\$2,167.34
694	BSN SPORTS	SINGLETS & HEADGEAR	13 2900 610 2 650 001	\$1,671.15
695	<b>BSN SPORTS Total</b>			\$18,298.27
696	CASH	10/25 FB GATES	13 2900 610 2 501 001	\$2,400.00
697	CASH	10/17 FB GATES	13 2900 610 2 501 001	\$2,400.00
698	CASH	10/19 JH FB CONCESSION	13 2900 610 2 501 001	\$450.00
699	CASH	10/19 FB GATE	13 2900 610 2 501 001	\$600.00
700	CASH	10/19 FB CONCESSION	13 2900 610 2 501 001	\$450.00
701	CASH	10/21 FB GATE	13 2900 610 2 501 001	\$600.00
702	<b>CASH Total</b>			\$6,900.00
703	CHYTKA, TERRY	10/5 OFFICIAL	13 2900 610 2 543 001	\$225.00
704	CHYTKA, TERRY	10/1 OFFICIAL	13 2900 610 2 543 001	\$150.00
705	<b>CHYTKA, TERRY Total</b>			\$375.00
706	COLUMBUS HIGH SCHOOL	10/4 ENTRY FEE	13 2900 610 2 279 001	\$115.00
707	COLUMBUS HIGH SCHOOL	9/27 ENTRY FEE	13 2900 610 2 534 001	\$100.00
708	COLUMBUS HIGH SCHOOL	10/4 ENTRY FEE	13 2900 610 2 536 001	\$115.00
709	COLUMBUS HIGH SCHOOL	10/1 ENTRY FEE	13 2900 610 2 539 001	\$180.00
710	<b>COLUMBUS HIGH SCHOOL Total</b>			\$510.00
711	CRILLY, JOSEPH	9/24 OFFICIAL	13 2900 610 2 537 001	\$80.00
712	<b>CRILLY, JOSEPH Total</b>			\$80.00
713	CUSTOM SPORTS	CLUB B-BALL SHIRTS	13 2900 610 2 513 001	\$495.00
714	CUSTOM SPORTS	DANCE DAY SHIRTS	13 2900 610 2 556 001	\$320.00
715	CUSTOM SPORTS	HAUNTED HALLWAY SHIRTS	13 2900 610 2 568 001	\$686.00
716	<b>CUSTOM SPORTS Total</b>			\$1,501.00
717	DENNIS, CLINT	9/17 OFFICIAL	13 2900 610 2 545 001	\$110.00
718	DENNIS, CLINT	9/26 OFFICIAL	13 2900 610 2 545 001	\$110.00
719	<b>DENNIS, CLINT Total</b>			\$220.00
720	DOREY, DALLAS	10/1 OFFICIAL	13 2900 610 2 543 001	\$130.00
721	<b>DOREY, DALLAS Total</b>			\$130.00
722	EISENHAUER, CAMERON	9/24 OFFICIAL	13 2900 610 2 537 001	\$80.00
723	EISENHAUER, CAMERON	10/7 OFFICIAL	13 2900 610 2 537 001	\$80.00
724	<b>EISENHAUER, CAMERON Total</b>			\$160.00
725	EISENHAUER, DOUG	9/24 OFFICIAL	13 2900 610 2 537 001	\$80.00
726	EISENHAUER, DOUG	9/30 OFFICIAL	13 2900 610 2 537 001	\$80.00
727	EISENHAUER, DOUG	10/7 OFFICIAL	13 2900 610 2 537 001	\$80.00
728	<b>EISENHAUER, DOUG Total</b>			\$240.00
729	FITCH, LEXI	9/21 OFFICIAL	13 2900 610 2 545 001	\$280.00
730	FITCH, LEXI	9/17 OFFICIAL	13 2900 610 2 545 001	\$100.00
731	FITCH, LEXI	9/28 OFFICIAL	13 2900 610 2 545 001	\$150.00

732	FITCH, LEXI	9/26 OFFICIAL	13 2900 610 2 545 001	\$50.00
733	<b>FITCH, LEXI Total</b>			\$580.00
734	GOTTULA, LANE	10/5 OFFICIAL	13 2900 610 2 543 001	\$225.00
735	GOTTULA, LANE	10/1 OFFICIAL	13 2900 610 2 543 001	\$150.00
736	<b>GOTTULA, LANE Total</b>			\$375.00
737	GRAY, VICKIE	HOCO TICKET REFUND	13 2900 610 2 517 001	\$10.00
738	GRAY, VICKIE	HOCO TICKET REFUND	13 2900 610 2 556 001	\$10.00
739	<b>GRAY, VICKIE Total</b>			\$20.00
740	GROTH, MARK	10/5 OFFICIAL	13 2900 610 2 543 001	\$225.00
741	GROTH, MARK	9/30 OFFICIAL	13 2900 610 2 543 001	\$150.00
742	<b>GROTH, MARK Total</b>			\$375.00
743	GURNEY, DOUGLAS	9/26 OFFICIAL	13 2900 610 2 543 001	\$150.00
744	GURNEY, DOUGLAS	10/5 OFFICIAL	13 2900 610 2 543 001	\$225.00
745	<b>GURNEY, DOUGLAS Total</b>			\$375.00
746	HALL, TERRENCE	10/5 OFFICIAL	13 2900 610 2 543 001	\$225.00
747	HALL, TERRENCE	9/30 OFFICIAL	13 2900 610 2 543 001	\$150.00
748	<b>HALL, TERRENCE Total</b>			\$375.00
749	HEARTLAND ATHLETIC	10/5 HAC GATE	13 2900 610 2 543 001	\$2.50
750	<b>HEARTLAND ATHLETIC Total</b>			\$2.50
751	HEARTLAND CHAMPIONSHIPS	COMPETITION REGISTRATION	13 2900 610 2 517 001	\$810.00
752	<b>HEARTLAND CHAMPIONSHIPS Total</b>			\$810.00
753	HEPNER, DAVE	FREDDY'S-TEAM MEAL REIMB	13 2900 610 2 561 001	\$482.72
754	<b>HEPNER, DAVE Total</b>			\$482.72
755	HERZ, MEGAN	10/5 OFFICIAL	13 2900 610 2 543 001	\$225.00
756	HERZ, MEGAN	10/1 OFFICIAL	13 2900 610 2 543 001	\$130.00
757	<b>HERZ, MEGAN Total</b>			\$355.00
758	HERZ, MICHAEL	10/5 OFFICIAL	13 2900 610 2 543 001	\$225.00
759	<b>HERZ, MICHAEL Total</b>			\$225.00
760	HOFFMANN, ALISSA	WAYNE STATE COUNSELOR UPDATE	13 2900 610 2 266 001	\$41.54
761	<b>HOFFMANN, ALISSA Total</b>			\$41.54
762	HOSA-FUTURE HEALTH	STATE & NATIONAL DUES	13 2900 610 2 270 001	\$740.00
763	<b>HOSA-FUTURE HEALTH Total</b>			\$740.00
764	INDRA, ADAM	9/26 OFFICIAL	13 2900 610 2 543 001	\$130.00
765	<b>INDRA, ADAM Total</b>			\$130.00
766	JOOI CLUB	9/3 VB CONCESSION	13 2900 610 2 502 001	\$229.10
767	<b>JOOI CLUB Total</b>			\$229.10
768	JOSTENS	CHENILLE LETTERS	13 2900 610 2 597 001	\$3,811.00
769	<b>JOSTENS Total</b>			\$3,811.00
770	KEARNEY HIGH SCHOOL	10/7 ENTRY FEE	13 2900 610 2 534 001	\$50.00
771	<b>KEARNEY HIGH SCHOOL Total</b>			\$50.00
772	KWAPNIOSKI, KIM	10/3 OFFICIAL	13 2900 610 2 545 001	\$100.00

773	<b>KWAPNIOSKI, KIM Total</b>			\$100.00
774	LAMMERS, CURT	9/27 SUPERVISION MEAL	13 2900 610 2 537 001	\$26.00
775	<b>LAMMERS, CURT Total</b>			\$26.00
776	LINCOLN HIGH SCHOOL	10/5 ENTRY FEE	13 2900 610 2 545 001	\$175.00
777	<b>LINCOLN HIGH SCHOOL Total</b>			\$175.00
778	LINCOLN SOUTHWEST HIGH	11/16 ONE ACT ENTRY FEE	13 2900 610 2 523 001	\$200.00
779	<b>LINCOLN SOUTHWEST HIGH Total</b>			\$200.00
780	MALCOLM YOUTH SPORTS	CLUB REGISTRATION	13 2900 610 2 513 001	\$120.00
781	<b>MALCOLM YOUTH SPORTS Total</b>			\$120.00
782	MEAD, NICHOLE	MARATHON PRESS POSTER INVOICE	13 2900 610 2 528 001	\$65.00
783	<b>MEAD, NICHOLE Total</b>			\$65.00
784	MIKESVISIONS	TEAM PICTURE	13 2900 610 2 517 001	\$300.00
785	<b>MIKESVISIONS Total</b>			\$300.00
786	NEBRASKA BASKETBALL	NBCA MEMBERSHIP	13 2900 610 2 513 001	\$75.00
787	NEBRASKA BASKETBALL	NBCA MEMBERSHIP	13 2900 610 2 547 001	\$75.00
788	<b>NEBRASKA BASKETBALL Total</b>			\$150.00
789	NEBRASKA COUNCIL ON	FALL 2024 STOCKMARKET	13 2900 610 2 566 001	\$20.00
790	<b>NEBRASKA COUNCIL ON Total</b>			\$20.00
791	NEBRASKA HOSA	FALL LEADERSHIP CONFERENCE	13 2900 610 2 270 001	\$320.00
792	<b>NEBRASKA HOSA Total</b>			\$320.00
793	NORFOLK AQUAJET BOOSTER	TOUCHPADS REIMB	13 2900 610 2 529 001	\$3,450.00
794	<b>NORFOLK AQUAJET BOOSTER Total</b>			\$3,450.00
795	NPS GENERAL FUND	ACTIVITY WORKERS	13 2900 610 2 543 001	\$386.80
796	NPS GENERAL FUND	SUMMER CAMP WORKERS	13 2900 610 2 549 001	\$410.76
797	NPS GENERAL FUND	SUMMER CAMP WORKERS	13 2900 610 2 561 001	\$4,442.35
798	NPS GENERAL FUND	SUMMER CAMP WORKERS	13 2900 610 2 562 001	\$200.00
799	<b>NPS GENERAL FUND Total</b>			\$5,439.91
800	PIERCE HIGH SCHOOL	10/5 ENTRY FEE	13 2900 610 2 545 001	\$65.00
801	<b>PIERCE HIGH SCHOOL Total</b>			\$65.00
802	POPPIN' DELIGHTS GOURMET	HAUNTED HALLWAY POPCORN	13 2900 610 2 568 001	\$146.00
803	<b>POPPIN' DELIGHTS GOURMET Total</b>			\$146.00
804	RUMP, BRADEN	10/4 OFFICIAL	13 2900 610 2 537 001	\$140.00
805	<b>RUMP, BRADEN Total</b>			\$140.00
806	RUMP, BRADY	10/4 OFFICIAL	13 2900 610 2 537 001	\$140.00
807	<b>RUMP, BRADY Total</b>			\$140.00
808	RUMP, BRYAN	10/4 OFFICIAL	13 2900 610 2 537 001	\$140.00
809	<b>RUMP, BRYAN Total</b>			\$140.00
810	RUMP, GREGORY	10/4 OFFICIAL	13 2900 610 2 537 001	\$140.00
811	<b>RUMP, GREGORY Total</b>			\$140.00
812	RUMP, NATHAN	10/4 OFFICIAL	13 2900 610 2 537 001	\$140.00
813	<b>RUMP, NATHAN Total</b>			\$140.00

814	RYSTROM, BRANDON	9/26 OFFICIAL	13 2900 610 2 543 001	\$150.00
815	RYSTROM, BRANDON	10/5 OFFICIAL	13 2900 610 2 543 001	\$300.00
816	<b>RYSTROM, BRANDON Total</b>			\$450.00
817	SCHLOTE, JOSHUA	10/5 OFFICIAL	13 2900 610 2 543 001	\$225.00
818	<b>SCHLOTE, JOSHUA Total</b>			\$225.00
819	SCHUURMANS, GARY	OFFICIAL ASSIGNER FEE	13 2900 610 2 543 001	\$250.00
820	<b>SCHUURMANS, GARY Total</b>			\$250.00
821	STADIUM SPORTS	T-SHIRTS	13 2900 610 2 276 001	\$958.00
822	<b>STADIUM SPORTS Total</b>			\$958.00
823	TEECO INC	WATER COOLER	13 2900 610 2 500 001	\$95.50
824	TEECO INC	WATER COOLER	13 2900 610 2 500 001	\$76.75
825	<b>TEECO INC Total</b>			\$172.25
826	TURNER, PHILIP L.	10/5 OFFICIAL	13 2900 610 2 543 001	\$225.00
827	<b>TURNER, PHILIP L. Total</b>			\$225.00
828	U S POST OFFICE	BULK MAILING BALANCE	13 2900 610 2 266 001	\$66.39
829	U S POST OFFICE	BULK MAILING	13 2900 610 2 588 001	\$252.70
830	<b>U S POST OFFICE Total</b>			\$319.09
831	UNIVERSITY OF NEBRASKA	2024 CAREER DAY REGISTRATION &	13 2900 610 2 266 001	\$942.00
832	<b>UNIVERSITY OF NEBRASKA Total</b>			\$942.00
833	VAL LIMITED	TEAM MEAL	13 2900 610 2 528 001	\$856.00
834	<b>VAL LIMITED Total</b>			\$856.00
835	VALENTINO'S	G.GOLF TEAM MEAL	13 2900 610 2 529 001	\$137.58
836	<b>VALENTINO'S Total</b>			\$137.58
837	VERIZON WIRELESS	HOT SPOT DEVICE	13 2900 610 2 279 001	\$174.99
838	VERIZON WIRELESS	HOT SPOT DEVICE	13 2900 610 2 536 001	\$175.00
839	VERIZON WIRELESS	HOT SPOT USAGE	13 2900 610 2 597 001	\$42.61
840	<b>VERIZON WIRELESS Total</b>			\$392.60
841	WAGNER, LYNNETTE	10/3 OFFICIAL	13 2900 610 2 545 001	\$110.00
842	<b>WAGNER, LYNNETTE Total</b>			\$110.00
843	WAYNE HIGH SCHOOL	9/26 ENTRY FEE	13 2900 610 2 539 001	\$110.00
844	<b>WAYNE HIGH SCHOOL Total</b>			\$110.00
845	WELLS, JORDAN	9/30 OFFICIAL	13 2900 610 2 537 001	\$80.00
846	WELLS, JORDAN	10/7 OFFICIAL	13 2900 610 2 537 001	\$80.00
847	<b>WELLS, JORDAN Total</b>			\$160.00
848	WELLS, LARRY	OFFICIAL ASSIGNER FEE	13 2900 610 2 537 001	\$120.00
849	WELLS, LARRY	9/30 OFFICIAL	13 2900 610 2 537 001	\$80.00
850	WELLS, LARRY	10/7 OFFICIAL	13 2900 610 2 537 001	\$80.00
851	<b>WELLS, LARRY Total</b>			\$280.00
852	WINNERS CIRCLE	ONE ACT INVITE AWARDS	13 2900 610 2 523 001	\$206.36
853	<b>WINNERS CIRCLE Total</b>			\$206.36
854	WISNER-PILGER HIGH SCHOOL	9/21 ENTRY FEE	13 2900 610 2 545 001	\$100.00

855	<b>WISNER-PILGER HIGH SCHOOL Total</b>			\$100.00
856	YORK HIGH SCHOOL	ONE ACT ENTRY FEE	13 2900 610 2 523 001	\$150.00
857	<b>YORK HIGH SCHOOL Total</b>			\$150.00
858	<b>Grand Total</b>			\$56,391.92
859				
860				
861	<b>JUNIOR HIGH ACTIVITY FUND</b>			
862	4N6 FANATICS.COM LLC	1 YR SUBSCRIPTION	14 2900 610 2 834 002	\$200.00
863	<b>4N6 FANATICS.COM LLC Total</b>			\$200.00
864	AGPARTS WORLDWIDE, INC	CHROMEBOOK PARTS	14 2900 610 2 842 002	\$153.10
865	AGPARTS WORLDWIDE, INC	MOTHERBOARDS	14 2900 610 2 842 002	\$839.70
866	<b>AGPARTS WORLDWIDE, INC Total</b>			\$992.80
867	BAND SHOPPE	MARCHING SHOES	14 2900 610 2 861 002	\$237.16
868	BAND SHOPPE	DRILL MASTERS MARCHING SHOES	14 2900 610 2 861 002	\$51.90
869	BAND SHOPPE	MARCHING SHOES	14 2900 610 2 861 002	\$1,087.35
870	<b>BAND SHOPPE Total</b>			\$1,376.41
871	BARTEE, JAMES	9/12 FOOTBALL OFFICIAL	14 2900 610 2 846 002	\$60.00
872	<b>BARTEE, JAMES Total</b>			\$60.00
873	BRUNGARDT, MARY MARGARET	9/10 VB OFFICIAL PAY	14 2900 610 2 847 002	\$60.00
874	<b>BRUNGARDT, MARY MARGARET Total</b>			\$60.00
875	CHESTERMAN COMPANY	CONCESSION SUPPLIES	14 2900 610 2 835 002	\$576.27
876	<b>CHESTERMAN COMPANY Total</b>			\$576.27
877	EISENHAUER, CAMERON	9/12/24 FOOTBALL OFFICIAL	14 2900 610 2 846 002	\$60.00
878	EISENHAUER, CAMERON	7TH FOOTBALL OFFICIAL 9/17	14 2900 610 2 846 002	\$120.00
879	<b>EISENHAUER, CAMERON Total</b>			\$180.00
880	EISENHAUER, DOUG	9/10-9/12/24 FOOTBALL OFFICIAL	14 2900 610 2 846 002	\$180.00
881	<b>EISENHAUER, DOUG Total</b>			\$180.00
882	FAUSS, DAVID M.	9/12/24 FOOTBALL OFFICIAL	14 2900 610 2 846 002	\$50.00
883	<b>FAUSS, DAVID M. Total</b>			\$50.00
884	FINKE, GARRETT	INTRAMURAL FOOTBALL OFFICIAL	14 2900 610 2 846 002	\$40.00
885	<b>FINKE, GARRETT Total</b>			\$40.00
886	FINKE, KYLE	INTRAMURAL FOOTBALL OFFICIAL	14 2900 610 2 846 002	\$40.00
887	<b>FINKE, KYLE Total</b>			\$40.00
888	GRAND ISLAND PUBLIC	CROSS COUNTRY MEET	14 2900 610 2 858 002	\$100.00
889	<b>GRAND ISLAND PUBLIC Total</b>			\$100.00
890	HAUFF MID AMERICA SPORTS	WINCHESTER BLANKS FOR TRACK	14 2900 610 2 857 002	\$709.55
891	<b>HAUFF MID AMERICA SPORTS Total</b>			\$709.55
892	HJORTH, JACOB	7TH GR FOOTBALL OFFICIAL	14 2900 610 2 846 002	\$120.00
893	<b>HJORTH, JACOB Total</b>			\$120.00
894	LOWE, ROBERT	9/10 FOOTBALL OFFICIAL	14 2900 610 2 846 002	\$120.00
895	<b>LOWE, ROBERT Total</b>			\$120.00

896	PAPILLION LAVISTA SOUTH	CROSS COUNTRY ENTRY FEE	14 2900 610 2 858 002	\$150.00
897	PAPILLION LAVISTA SOUTH	SHOW CHOIR FESTIVAL	14 2900 610 2 875 002	\$250.00
898	<b>PAPILLION LAVISTA SOUTH Total</b>			\$400.00
899	PIERCE HIGH SCHOOL	CROSS COUNTRY ENTRY FEE	14 2900 610 2 858 002	\$100.00
900	<b>PIERCE HIGH SCHOOL Total</b>			\$100.00
901	STADIUM SPORTS	BAND AND CHOIR PERFORMANCE	14 2900 610 2 861 002	\$1,134.00
902	STADIUM SPORTS	BAND AND CHOIR PERFORMANCE	14 2900 610 2 861 002	\$297.00
903	<b>STADIUM SPORTS Total</b>			\$1,431.00
904	TEECO INC	WATER COOLER RENTAL	14 2900 610 2 840 002	\$38.00
905	<b>TEECO INC Total</b>			\$38.00
906	YANKTON HIGH SCHOOL	CROSS COUNTRY INVITE	14 2900 610 2 858 002	\$50.00
907	<b>YANKTON HIGH SCHOOL Total</b>			\$50.00
908	<b>Grand Total</b>			\$6,824.03
909				
910				
911	<b>STUDENT FEE FUND</b>			
912	AMAZON CAPITAL SERVICES	AFTERSHOCK CLUB SUPPLIES	17 2190 610 2 669 002	\$74.47
913	AMAZON CAPITAL SERVICES	AFTERSHOCK CLUB SUPPLIES	17 2190 610 2 669 002	\$105.34
914	<b>AMAZON CAPITAL SERVICES Total</b>			\$179.81
915	AUSTIN, MICHELLE	SHOW CHOIR FEE REFUND	17 2190 610 2 884 002	\$75.00
916	<b>AUSTIN, MICHELLE Total</b>			\$75.00
917	BAND SHOPPE	BAND SHOES	17 2190 610 2 965 001	\$461.30
918	<b>BAND SHOPPE Total</b>			\$461.30
919	INDIANAPOLIS RACQUET CLUB,	WAIVABLE TEAM APPAREL	17 2190 610 2 515 001	\$2,081.00
920	<b>INDIANAPOLIS RACQUET CLUB, Total</b>			\$2,081.00
921	JAYMAR BUSINESS FORMS, INC	STUDENT FEE CHECKS	17 2190 610 1 670 000	\$84.97
922	JAYMAR BUSINESS FORMS, INC	STUDENT FEE CHECKS	17 2190 610 2 670 000	\$84.97
923	<b>JAYMAR BUSINESS FORMS, INC Total</b>			\$169.94
924	KEN'S BAND INSTRUMENT	INSTRUMENT REPAIR	17 2190 340 1 028 014	\$25.00
925	KEN'S BAND INSTRUMENT	INSTRUMENT REPAIR	17 2190 340 2 028 002	\$30.00
926	KEN'S BAND INSTRUMENT	INSTRUMENT REPAIR	17 2190 340 2 028 002	\$14.00
927	KEN'S BAND INSTRUMENT	INSTRUMENT REPAIR	17 2190 340 2 028 002	\$210.00
928	<b>KEN'S BAND INSTRUMENT Total</b>			\$279.00
929	VARSITY SPIRIT FASHIONS	NEW UNIFORMS	17 2190 610 2 517 001	\$7,770.90
930	<b>VARSITY SPIRIT FASHIONS Total</b>			\$7,770.90
931	WEST MUSIC COMPANY	MARCHING BASS DRUM HOOP	17 2190 610 2 028 001	\$105.36
932	WEST MUSIC COMPANY	MARCHING ITEMS	17 2190 610 2 028 001	\$153.79
933	<b>WEST MUSIC COMPANY Total</b>			\$259.15
934	<b>Grand Total</b>			\$11,276.10



**Safe Return to In-Person Instruction Plan  
Initially Adopted by the NPS Board of Education  
6/24/2021**

**Amended 09-13-2021, 12-13-2021,  
01-10-2022, 06-15-2022, 9-07-2022, 1-16-2023,  
7-10-2023, 1-10-2024**

**Please note that this plan will be reviewed at least every six months and may  
be adjusted as new information/guidance becomes available.**

## Safe Return to In-Person Instruction Plan–Revised

The Norfolk Public Schools COVID-19 Return to School Committee developed our initial COVID-19 safety protocols during the summer of 2020. This plan allowed us to successfully return to in-person learning and remain in-person throughout the 2020-2021, 2021-2022, and 2022-2023 school years. That plan and subsequent revisions were based upon guidance from the Center of Disease Control (CDC) and Elkhorn Logan Valley Public Health Department (ELVPHD).

At this point, COVID Wastewater Surveillance Reports provided by the Nebraska Department of Health and Human Services indicate that COVID rates in Norfolk are “very low” and “decreasing”. COVID Safety Precautions and Protocols are not necessary at this time, but may be reinstated if transmission rates increase.

### Safety Precautions and Protocols Recommended by the NPS COVID Return to School Committee Include:

Ensuring Continuity of Services	We have returned to a regular school year schedule that follows our normal curriculum, assessment and instruction cycles.
Food Service	Our food service program has returned to pre-pandemic routines.
Face Masks	Face masks are strongly recommended for those who may be contagious.
Physical Distancing	Physical distancing is no longer recommended by the CDC and is not required by NPS.
Cleaning	High-touch surfaces are cleaned routinely as part of our normal cleaning protocols.
Hand Washing and Sanitizing	Everyone will be encouraged to sanitize or wash their hands frequently. Hand sanitizer will be available throughout NPS buildings.
Ventilation	Ventilation will continue to focus on filtration and fresh air practices consistent with ASHRAE (American Society of Heating, Refrigerating and Air-Conditioning Engineers) standards for current equipment.
Screening	Parents are asked to screen their children at home for COVID symptoms*. If children are ill and/or exhibit symptoms: keep them home, consider giving them a COVID test, and follow the advice of your medical doctor.

	* COVID symptoms include any respiratory or gastrointestinal symptom, such as cough, fever, sore throat, vomiting, or diarrhea.
Isolation and Quarantine	Parents should consult the CDC website and utilize the COVID-19 Isolation and Exposure Calculator to determine if and how long isolation is required. (At the present time, a five day isolation period is required if an individual tests positive for COVID.)  In addition, students must be fever/symptom free for 24 hours before returning to school. (See our normal health procedures outlined in your student's handbook.)
Accommodations for Children with Disabilities	Students' IEPs and 504 Plans will be followed.
Contract Tracing	Contract tracing is no longer recommended by the CDC and is not required by NPS. However, NPS will monitor COVID case levels and implement a dashboard if cases surge.
Coordination with Local Health Officials	We will continue to collaborate with our local health department, as necessary.
Vaccinations	Parents are encouraged to consult their family physician regarding vaccinations.
<b>IMPORTANT NOTE:</b>	
<ul style="list-style-type: none"> <li>• Future changes may be made to these procedures if cases surge. This may include the implementation of a temporary mask requirement for individual classes or schools with high rates of COVID or total illness.</li> </ul>	

**How to determine if (and how long) to stay home:**

If you are ill and/or exhibit COVID symptoms:

- Stay home until your symptoms have improved and you have been fever free for 24 hours. Consider taking a COVID test and follow the advice of your medical doctor.

If you test positive for COVID:

- Follow the advice of your medical doctor and utilize the COVID-19 Isolation and Exposure Calculator to determine if and how long isolation is required.

**Additional Information:**

- Quarantines are no longer recommended by the CDC for people who were exposed to COVID. Therefore, attendance will not be excused unless a child tests positive for COVID. Attendance for students who exhibit COVID symptoms, but have not tested positive, will follow our normal attendance rules outlined in our student handbooks.

## Appendix “1” to Option Enrollment Policy

The following is Appendix “1” to Policy 5006 for the current school year. The Board of Education hereby sets forth the maximum number of option students for the current school year in any program, class, grade level or school building or in any special education programs operated by this school district, based upon available staff, facilities, projected enrollment of resident students, projected number of students with which this school district will contract based on existing contractual arrangements, and availability of appropriate special education programs. Any program, class, grade level, or school building which has “0” as the No. of Option Students is hereby declared unavailable to option students due to lack of capacity.

<b>PROGRAM 2025-2026</b>	<b>PROGRAM CAPACITY</b>	<b>PROJECTED ENROLLMENT</b>	<b>NO. OF OPTION STUDENTS</b>
Kindergarten	336	318	18
First	336	307	29
Second	336	318	18
Third	336	326	10
Fourth	336	328	8
Fifth	336	323	13
Sixth	336	304	32
Seventh	336	310	26
Eighth	336	294	42
Ninth	336	336	0
Tenth	336	339	0
Eleventh	336	373	0
Twelfth	336	341	0

\* Special education capacity will be determined on a case-by-case basis in accordance with state law and the available resources as determined by the District’s Director of Special Education or designee.

Business OperationsEmergency Response Mapping

Norfolk Public Schools will provide mapping data to public safety agencies for use in response to emergencies. The mapping data will be provided in an electronic or digital format and will contain all information identified in state statute and as reasonably requested by the public safety agencies.

At least annually, the District will certify to the appropriate public safety agencies that the mapping data provided to the public safety agencies is accurate or, if information has changed, provide the appropriate public safety agencies with updated mapping data.

Legal Reference: LB 1329 (2024)

Date of Adoption: [Insert Date]

AdministrationFunctional Principle of Administration

- A) The organization of the school staff shall be unified and directed by a single executive head -- the Superintendent of Schools.
- B) Staff organization shall be based upon a functional analysis of the services to be rendered by the school system.
- C) The Board of Education recognizes the following services or functions within the school system:
  - 1. Policy making and legislation -- functions of the Board of Education carried on with the aid of the Superintendent of Schools.
  - 2. Administration -- a function of the administrators on all levels of the school system, unified and coordinated through the office of the Superintendent of Schools.
  - 3. Instruction -- a service performed by teachers, counselors and librarians aided by administrative and certificated employees and their assistants.
  - 4. Plant operation, maintenance, and construction -- functions under the direction of the Superintendent of Schools.
  - 5. Business affairs, to include accounting, secretarial, and clerical -- services performed by secretaries, clerks, accountants, and others under the direction of the Superintendent of Schools.
- D) All administrators will be members of the district administrative team, are expected to function as an effective administrative team, and shall be called upon from time to time to make reports to the Board of Education.

Date of Adoption: October 13, 2014  
Date of Revision: February 11, 2019

AdministrationHiring Administrative Personnel

All administrative positions shall be authorized by the Board of Education upon the recommendation of the Superintendent of Schools. All administrators shall be properly certified so as to conform with standards established by the Nebraska State Board of Education and shall have such training and experience as deemed appropriate by the Superintendent of Schools. Unless otherwise indicated, administrators are assigned, supervised, and evaluated by the Superintendent of Schools.

The Board shall have until on or before December 31<sup>st</sup> to give a Notice of Intent to Not Extend. In the event the Board does not give a Notice of Intent to Not Extend, or of a notice of a possible non-renewal or cancellation, the contract shall be extended for an additional term of one (1) contract year. Notice of intent to non-renew in the final year of the contract shall be given to the Superintendent on or before April 15<sup>th</sup> of the final year of the contract. The dates for action are subject to modification at the discretion of the Board of Education.

Date of Adoption:     October 13, 2014  
Date of Revision:     February 11, 2019

AdministrationThe Superintendent of Schools

The Superintendent of Schools shall be the Chief Executive Officer (CEO) of the Norfolk Public Schools. As CEO of the Norfolk Public Schools, the Superintendent shall have general oversight of the school system. The Superintendent shall be responsible for the efficient operation of the system in all its divisions. The Superintendent shall also exercise those duties which are mandated by the statutes and those which are specifically designated in the Policies and Regulations of the Norfolk Public Schools as duties of the Superintendent.

Date of Adoption:    October 13, 2014  
Date of Revision:    February 11, 2019

AdministrativeResponsibilities of the Superintendent of Schools

The Superintendent of Schools is the Chief Executive Officer of the Board of Education. The Superintendent shall perform such duties as are assigned by the Board and be subject to the directions given by the Board. Such responsibilities include:

1. Serves as the educational leader of Norfolk Public Schools.
2. Administers the school in conformity with the adopted policies of the Board of Education, rules and regulations of the State Department of Education in accordance with state law, and all other laws and regulations.
3. Enforces the policies and regulations of the Board of Education, presents recommendations for Board policy, makes a continuous study of the development and needs of the schools, and prepares reports as appropriate to the Board of Education on the condition and development of the schools.
4. Provides long term planning to guide the Board in policy development.
5. Makes Board of Education policies accessible to School Board members, school personnel, and the general public.
6. Informs the Board of Education concerning decisions that are made which are not covered in Board of Education policies.
7. Attends all Board meetings unless excused at his/her request, except for those executive sessions in which the Superintendent's evaluation and contract renewal is under discussion.
8. Prepares and sends out agendas, special reports and minutes for Board of Education meetings by the Friday prior to each regular monthly Board meeting.
9. Prepares for monthly and special Board of Education meetings.
10. Keeps the Board informed concerning the total school program.
11. Keeps up-to-date on trends and laws in education by attending local, district, state, and national meetings or conferences with prior Board of Education approval. (The expenses incurred by attending these meetings will be paid by the school district.)
12. Directs the annual audit of school district funds: General Fund, Depreciation Fund, Activity Fund, School Lunch Fund, Special Building Fund, Qualified Capital Purpose Undertaking Fund, Employee Benefit Fund, Bond Fund, Cooperative Fund, Student Fee Fund, all Federal Programs, and the Special Education Program.

13. Prepares the annual budget for the ensuing year with the assistance of the staff and the Board of Education. After adoption, the Superintendent is to make every attempt possible to operate within the limits set forth by the budget.
14. Manages all financial matters of the district.
15. Makes the selection of new textbooks and other curriculum materials, after consultation with the other administrators and appropriate staff.
16. Advertises, interviews and offers contracts to certified staff.
17. Hires, replaces, and supervises all non-certified employees and recommends their salaries.
18. Assigns or transfers all school personnel to their particular school, jobs, and responsibilities as deemed best for the school system.
19. Develops, maintains and operates a constructive program of staff development for all employees of the school system. For this service, the Superintendent shall have power under budget control to employ lecturers, grant temporary leaves from work, and develop professional library facilities as required.
20. Issues such handbooks, manuals or booklets as the Superintendent may deem necessary for the effective administration of the schools. These manuals shall be distributed to the employees, students, parents and others directly concerned. Insofar as the provisions of such handbooks, manuals or booklets are not in violation of the policies and regulations or the officially adopted practices and procedures of the Board or the statutes of the State, these shall be binding.
21. Stresses the importance of public relations that will provide for good school-community relations. Provides the community with adequate information about the activities of the school.
22. Develops the school calendar and presents it to the Board for approval.
23. Completes, or oversees the completion of all forms required by the State Department of Education and sees that they are sent in before the due date.
24. Manages the over-all upkeep and maintenance of the school facilities, grounds, and equipment and sees to their maintenance and safety.
25. Manages all long-range and short-term planning concerning school facilities.
26. Shall have a census taken each year of all people under the age of twenty-one whose parents or guardians live within the boundaries of Madison County School District # 59-0002.

27. Adheres to the "Code of Ethics" set forth by the Nebraska Department of Education, the American Association of School Administrators, and Board policy.
28. Forms advisory committees or councils, including members who are not employees of the Board of Education, to advise the Superintendent in formulating policies and plans for carrying on the work of the schools, when necessary. Such committees shall be advisory only and without expense to the School District.
29. Delegates duties or work to subordinate officers or employees as required for the effective administration of the school system except in such matters as when the statutes or resolutions of the Board of Education prohibit the delegation of such authority. Work completed upon delegation of the Superintendent shall be deemed as having been done by the Superintendent of Schools.

All reports or recommendations to the Board from any officer or employee under the direction of the Superintendent shall be made to the office of the Superintendent unless otherwise directed by the Board of Education.

A job description for the Superintendent will be adopted by the Board of Education.

Date of Adoption: October 13, 2014  
Date of Revision: September 14, 2015  
Date of Revision: February 11, 2019

Administration

The Principal

1. The elementary and secondary schools shall be under the direct administrative and supervisory control of the designated principals.
2. Principals shall perform all duties pertaining to their positions under the immediate supervision of the Superintendent.

Date of Adoption: October 13, 2014  
Date of Revision: February 11, 2019

AdministrationCentral Administrative Staff

The Central Administrative Staff of the School District is responsible for developing and monitoring organizational systems that ensure principals and teachers develop, organize, administer and supervise the school program, in accordance with the policies and regulations of the State and local Board of Education and all state and federal regulations. The Central Administrative Staff will visit schools regularly and will be available for special help upon request.

They also:

1. Conduct and direct research that determines the future development of the educational program.
2. Establish working relationships and communication channels among school personnel.
3. Help teachers and principals secure needed supplies and services.
4. Organize the resources of teachers and support staff in program planning.
5. Assist in evaluating the school program.
6. Supervise the maintenance, operation and repair of the school plant, including the construction of new facilities.
7. Provide student personnel services.
8. Assist in the supervision of instruction.
9. Assist in solving school problems.
10. Provide special services and training for school personnel.
11. Direct the program of continuous improvement.
12. Engage the public in the status and needs of the school program.
13. Promote and maintain positive public relations within the school and community.

The Central Administrative Staff, which includes the Associate Superintendent/Director of Business Services, Maintenance and Facilities, the Director of Human Resources and Accreditation, the Director of Teaching and Learning, and the Director of Student Programs and Director of Student Services and Safety report to the Superintendent of Schools.

Date of Adoption: October 13, 2014  
Date of Revision: February 11, 2019  
Date of Revision: January 13, 2020

AdministrationAssociate Superintendent

The Superintendent shall appoint one of the Central Administration Directors to serve as the Associate Superintendent. This Director/Associate Superintendent shall temporarily assume the duties and responsibilities of the Superintendent in the event that the Superintendent is unavailable. The Associate Superintendent may also be called upon to assist the Superintendent with parent and community complaints and may be assigned other duties by the Superintendent, when necessary.

Date of Adoption: October 13, 2014  
Date of Reaffirmation: February 11, 2019

AdministrationDirector of Business Services, Maintenance and FacilitiesResponsibility

Directly responsible to the Superintendent.

Qualifications

1. Education: Master's Degree in educational administration.
2. Certification: Valid Nebraska administrative and supervisory certificate.
3. Experience: Minimum of five years in education and previous experience in administration is preferred.  
Superintendent certificate preferred.

DutiesThe Director of Business Services, Maintenance and Facilities is expected to:

1. Function under the supervision and direction of the Superintendent.
2. Participate as an active and contributing member of the administrative and central office teams.
3. Attend all regular meetings of the Board of Education and special meetings related to areas of responsibilities.
4. Stay current on rules and regulations pertinent to area of responsibility.
5. Perform duties and responsibilities assigned by the Superintendent.
6. Be responsible for the care of all financial records and accounts.
7. Be responsible for receiving, depositing, and investing of all revenues of the district.
8. Keep financial records in the necessary form and manner to conform to the requirements of the State Department of Education and State Auditor and supervise the preparation of reports required by law.
9. Prepare the annual budget in cooperation with the administrative team and under the direction of the Superintendent.
10. Cooperate with the district directors and building principals for the purchasing, soliciting of bids, placing orders for labor, materials, and supplies of any and all descriptions.
11. Cooperate with the district directors and building principals concerning recommendations for equipment and materials related to the instructional program.
12. Cooperate with the various federal program coordinators for extended services as to the involvement of federally-funded programs and to aid in correlating the business procedures in administering federal funds.
13. Recommend actions regarding appropriations and salary as related to the personnel and the operation of the auxiliary services under his/her supervision.
14. Provide for the integration and coordination of non-instructional services such as purchasing, maintenance, operation, warehousing, and transportation, with the instructional program.

15. Manage the development of a systematic insurance program for the school district which includes procedures for determining needs and adequacy of coverage, obtaining and evaluating bids, recommending contracts to be awarded, and maintaining an insurance file.
16. Assist the Superintendent in the planning and building of all new structures and the remodeling of old structures.
17. Review, revise, monitor and administer the pay schedule for certified and classified staff.
18. Direct the activities of the transportation director.
19. Direct the activities of the grounds director.
20. Direct the activities of the maintenance director
21. Manage all state reports and records necessary for transportation.
22. Manage the development of a plan for the systematic maintenance and replacement of all district vehicles.
23. Direct the activities of the food services director in the operation of the school lunch program.
24. Conduct internal audits for the purpose of ensuring budgets are in accordance with fiscal practices.
25. Monitor budget allocations, expenditures, fund balances and related activities for the purpose of ensuring allocations are accurate and within budget limits.
26. Provide leadership in projecting and financial planning for future years.
27. Participate in contract negotiations with employee groups.
28. Oversee compliance of all state and federal regulations related to areas of responsibility, including, but not limited to NDE Rules 1, 2, and 8.

The Superintendent will develop administrative regulations containing a specific job description for the Director of Business Services, Maintenance and Facilities.

Date of Adoption: October 13, 2014  
Date of Revision: February 11, 2019  
Date of Revision: January 13, 2020

AdministrationDirector of Human Resources and Accreditation

## Responsibility

Directly responsible to the Superintendent.

## Qualifications

1. Education: Master's Degree in educational administration.
2. Certification: Valid Nebraska administrative and supervisory certificate.
3. Experience: Minimum of five years in education and previous experience in administration is preferred.

General Duties

The Director of Human Resources and Accreditation is expected to:

1. Function under the supervision and direction of the Superintendent.
2. Participate as an active and contributing member of the administrative and central office teams.
3. Attend all regular meetings of the Board of Education and special meetings related to areas of responsibilities.
4. Stay current on rules and regulations pertinent to area of responsibility.
5. Perform duties and responsibilities assigned by the Superintendent.
6. Continually review, revise, update, and monitor the certified staff, classified staff, and substitute teacher handbooks.
7. Facilitate the recruitment and selection of all staff.
8. Implement, administer, and monitor exit interview processes for all employees.
9. Review, revise, monitor and administer job descriptions and evaluation tools of all staff.
10. Administer, monitor and review leave policies for all staff.
11. Manage the recruitment, screening, in-service, supervision, placement, and evaluation of performance of substitute teachers.
12. Assist in the decision process for internal and external transfer requests.
13. Implement directives of applicable employment laws.
14. Complete all required state reports for the Human Resource and Accreditation Department.
15. Assist in the administration, revision, and implementation of policies directly related to the Human Resources and Accreditation Department.
16. Manage the record keeping of professional growth points.
17. Attend appropriate local, regional, state, and national meetings to assist in the continuing education of the Human Resources and Accreditation Director.
18. Manage personnel issues in a timely and professional manner.
19. Submit ads for employment opportunities within the district.

20. Serve as a consultant for principals during the evaluation process.
21. Assist in the development of Performance Improvement Plans.
22. In conjunction with the Director of Teaching and Learning, review best practices in teaching evaluation and instruction.
23. Supervise the district mentor program.
24. Participate in interviewing, hiring, and training staff for the purpose of enhancing student achievement, maintaining adequate staffing, and enhancing productivity of personnel.
25. Carry out supervisory responsibilities in accordance with Board of Education policies.
26. Collaborate with team members and consultants to design and implement engaging and effective professional development, in conjunction with the Director of Teaching and Learning.
27. Provide leadership around the development and submission of accreditation reports, including program assessment and other program-oriented documents relating to accreditation.
28. Develop essential school documents, such as accountability plans and accreditation reports, in conjunction with the Director of Teaching and Learning.
29. Oversee compliance of all state and federal regulations related to areas of responsibility, including, but not limited to NDE's Rule 10 and 21.

The Superintendent will develop administrative regulations containing a specific job description for the Director of Human Resources and Accreditation.

Date of Adoption: October 13, 2014  
Date of Revision: February 11, 2019  
Date of Revision: January 13, 2020

AdministrationDirector of Teaching and Learning

## Responsibility

Directly responsible to the Superintendent.

## Qualifications

1. Education: Master's Degree in educational administration.
2. Certification: Valid Nebraska administrative and supervisory certificate.
3. Experience: Minimum of five years in education and previous experience in administration is preferred.

General Duties

The Director of Teaching and Learning is expected to:

1. Function under the supervision and direction of the Superintendent.
2. Participate as an active and contributing member of the administrative and central office teams.
3. Attend all regular meetings of the Board of Education and special meetings related to areas of responsibilities.
4. Stay current on rules and regulations pertinent to area of responsibility.
5. Perform duties and responsibilities assigned by the Superintendent.
6. Review and approve the work of curriculum review teams to ensure curricula and alignment to district outcomes and State standards.
7. Facilitate, as part of the curriculum review process, the selection of instructional materials.
8. Research, select, and facilitate appropriate professional training for buildings, departments, and/or grade levels.
9. Review best practices in teaching evaluation and procedures, in conjunction with the Director of Human Resources and Accreditation.
10. Serve on district committees and work groups as requested.
11. Insure compliance with federal and state mandates applicable to the district's education programs.
12. Supervise the curriculum cycle for elementary and secondary programs.
13. Assist building level administrators in the data collection, analysis, evaluation, and reporting of student achievement results.
14. Attend appropriate local, regional, state, and national meetings to assist in the continuing education of the Director of Teaching and Learning.
15. Supervise and coordinate all aspects of State and national assessment reporting.
16. In conjunction with the Director of Human Resources and Accreditation Department, collaborate with team members and consultants to design and implement engaging and effective professional development.

17. Facilitate Professional Learning Communities by developing materials to identify essential learnings and create assessments to determine student progress towards established district and state benchmarks.
18. Lead instructional staff on the use of data to drive student achievement.
19. Assist staff in understanding data as a tool for adjusting instruction for continuous improvement.
20. Manage the selection of curricular materials, textbooks, and technology resources.
21. Development of accountability plans and accreditation reports, in conjunction with the Director of Human Resources and Accreditation.
22. Work collaboratively with staff to implement a plan for school wide benchmark assessments and state standards.
23. Facilitate a process to create systems to track and use data from a variety of sources to evaluate district programs related to instructional programs.
24. Support Professional Learning Communities through appropriate professional development.
25. Oversee compliance of all state and federal regulations related to areas of responsibility, including, but not limited to ESSA.

The Superintendent will develop administrative regulations containing a specific job description for the Director of Teaching and Learning.

Date of Adoption: October 13, 2014  
Date of Revision: February 11, 2019  
Date of Revision: January 13, 2020

AdministrationDirector of Student Programs

## Responsibility

Directly responsible to the Superintendent.

## Qualifications

1. Education: Master's Degree in educational administration.
2. Certification: Valid Nebraska administrative and supervisory certificate and special education endorsement.
3. Experience: A minimum of five years in education with at least three years successful teaching experience in special education. Previous experience in administration is preferred.

## General Duties

The Director of Student Programs is expected to:

1. Function under the supervision and direction of the Superintendent.
2. Participate as an active and contributing member of the administrative and central office teams.
3. Attend all regular meetings of the Board of Education and special meetings related to areas of responsibilities.
4. Stay current on rules and regulations pertinent to area of responsibility.
5. Perform duties and responsibilities assigned by the Superintendent.
6. Organize, supervise and evaluate areas of responsibility.
7. Make recommendations to the Superintendent of Schools with regard to the district's student programs.
8. Assist in development and administration of the district's student programs budget.
9. Supervise purchasing, processing, and distribution of materials within assigned area of budget.
10. Assist and cooperate with the Director of Business in completing federal, state, and local reports.
11. Assist and cooperate with the Director of HR and building principals in recruitment, selection, assignment, and evaluation of special education staff.
12. Provide orientation for new special education staff.
13. Provide assistance and support to all personnel within assigned areas.
14. Provide in-service programming for special education and general education staff, as appropriate.
15. Develop and supervise child identification, evaluation, and placement procedures for special education programs.
16. Supervise adherence to Rule 51 and Rule 52: Regulations and Standards for Special Education Programs (Title 92, Nebraska Administrative Code.)
17. Provide public awareness information regarding special education programs.

18. Communicate with parents, as appropriate, regarding all aspects of special education and rights of both students and parents.
19. Assist parents and staff in locating appropriate medical, social, and educational agencies when the need arises within school regulations and Rule 15.
20. Facilitate staff communication through appropriate and timely meetings.
21. Attend local, regional, state, and national meetings as appropriate to further the quality of student programs within the district.
22. Participate in staffings, team meetings, and IEP conferences as appropriate to assist in determining needs of children and appropriate programs to meet those needs.
23. Represent the district and serve as liaison with community and state agencies.
24. Administer and supervise birth to 21 special education services.
25. Oversee compliance of all state and federal regulations related to areas of responsibility, including, but not limited to Special Education, Migrant, ELL/LEP, Poverty, Homeless, Indian Education.

The Superintendent will develop administrative regulations containing a specific job description for the Director of Student Programs.

Date of Adoption: October 13, 2014  
Date of Revision: February 11, 2019  
Date of Revision: January 13, 2020

Administration

Line of Authority

Each teacher or other employee of the School District shall be under the general direction of the Superintendent, but shall be under the immediate supervision of the building Principal or other designated supervisor.

Date of Adoption:           October 13, 2014  
Date of Reaffirmation:     March 11, 2019

## Administration

### Administrative Actions in Emergencies

In any crises or emergency circumstances, the immediate concern is securing the safety and welfare of students and staff. A second priority, if appropriate, will be the securing and salvaging of property. The Superintendent of Schools will be in charge of administering and monitoring any emergency event, except that if the situation is confined to a particular building, the principal will be in charge with the Superintendent of Schools advising on necessary decisions. Once the nature of the emergency is determined and the immediate concerns for students and staff are addressed, the Superintendent of Schools will:

1. Decide whether or not to convene or postpone school, with attendant adjustments in transportation and activity schedules.
2. Determine the need to involve other agencies and/or officials (e.g., police, fire and emergency personnel, counseling services, insurance representatives). All administrators will maintain an accessible, emergency phone list.
3. Notify students, staff, Board members, and patrons via appropriate media.
4. Report on the incident at the next regular or emergency board meeting and evaluate the effectiveness of the response strategy.

Inclement Weather: In the event of bad weather, or other circumstance in which the safety of students would be endangered by attending school, the Superintendent of Schools will make the decision to cancel or delay the start of school and whether or not staff are to report for duty. When school is canceled, ordinarily all after-school activities will be canceled. Any decision to the contrary must have the Superintendent of School's permission and include provision for communicating with all affected parties in a timely manner. Weather information will be sought from current weather station reports and consultation with the transportation director and other area superintendents. The decision to cancel school will be made as early as possible. The Superintendent of Schools shall inform staff and appropriate television and radio stations and request that they make the appropriate announcement.

Fire, Tornado, Gas Leaks: Principals shall design and keep current drill and evacuation plans, to include emergency shelter, and publish them in staff and student handbooks. Teachers will post said plans in their classrooms and educate students on their implementation.

Student or Staff Deaths: When notice is received of a student or staff death, the involved administrators will inform and consult with the Superintendent of Schools. Ordinarily school will be convened; however, appropriate modifications in daily school activities which are sensitive to the incident will be made. Further, if deemed necessary, a counseling intervention team will be made available, in conjunction with school counseling services, to provide assistance to students and staff. Substitute teachers will be employed if deemed appropriate. School officials will attempt to balance funeral accommodations with the need to convene school with minimal disruption.

Civilian Emergencies: The school buildings are available as emergency shelters if needed. School officials, to the extent possible, will cooperate with other civil authorities, including local, area, and state law enforcement agencies and fire department officials, in making school facilities available during any civilian emergencies.

Date of Adoption:     October 13, 2014  
Date of Revision:     March 11, 2019

AdministrationStaff Handbooks

The Superintendent shall have the authority to establish staff handbooks. The handbooks shall define the duties of all special school officers and employees; define responsibilities, duties and policies concerning the relation of personnel to the administration, the community and the students; shall list the responsibilities of the administration to the staff, together with staff welfare measures; and shall list general policies pertaining to students. Staff handbooks shall, when approved by the Board, have the effect of Board policy and control over any conflicting Board policy adopted prior to the staff handbook in the event of a direct conflict.

All staff shall be furnished or be provided access to a handbook at the beginning of each school year. Should a circumstance present itself that is not covered by the provisions of the staff handbook applicable to a specific employee, reference should be made to Board policy.

Date of Adoption:                      October 13, 2014  
Date of Reaffirmation:                March 11, 2019

AdministrationAttendance at Professional Growth Meetings

The Board of Education expects its administrative staff to be informed on contemporary educational issues and therefore encourages active participation in the respective professional administrative organizations, including state, regional, and national associations for the Superintendent and principals. Accordingly, the Board of Education authorizes the Superintendent to approve and fund, within budgetary limits, attendance to state, regional, and national conferences sponsored by professional administrative organizations, curriculum groups, institutions of higher education, legislative bodies, and other agencies having a relationship which is in agreement with the school district's educational objectives.

Date of Adoption:                      October 13, 2014  
Date of Reaffirmation:                March 11, 2019

Administration

Administrative Action in Absence of Policy

If a situation demanding decision is not covered by an existing law, policy, or by regulations, the Superintendent or the Superintendent's designee is empowered to make the decision deemed best in Superintendent's or the Superintendent's designee professional judgment.

Decisions made in the absence of needed policy shall be reported to the Board and the Superintendent shall develop recommended policy to deal with similar matters in the future.

Date of Adoption:	October 13, 2014
Date of Revision:	September 14, 2015
Date of Reaffirmation:	March 11, 2019

## NORFOLK PUBLIC SCHOOLS SUPERINTENDENT JOB DESCRIPTION

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### REQUIREMENTS:

- A. Education Level: Doctorate degree preferred. Must qualify for Nebraska Administrative and Supervisory Certificate.
- B. Certification: Must possess a Nebraska Administrative and Supervisory Certificate at all times during employment with a Superintendent endorsement and such other endorsements as required by NDE Rule 10.
- C. Experience Desired: Five years prior experience as a Superintendent or Associate Superintendent preferred.
- D. Other Requirements: Must have ability to work effectively with professional staff to provide leadership in a creative learning climate.

**REPORTS TO:** Board of Education

**OVERTIME:** Exempt.

Administrative exemption: The Superintendent has the primary duty of performing administrative functions directly related to academic instruction or training.

Executive exemption: The primary duty of the Superintendent is the management of the school district. The Superintendent customarily and regularly directs the work of two or more other employees and has authority to hire or fire other employees or the Superintendent's recommendations as to hiring, firing, promotion or other change of status of other employees are given particular weight.

**EVALUATION:** Completed by the Board of Education twice in the first year; annually thereafter.

### ESSENTIAL FUNCTIONS

The Superintendent is responsible for planning, directing, or coordinating the academic, clerical, or auxiliary activities of the school district. Specific duties and responsibilities may vary depending on the assignments given by the Board of Education. The Superintendent is expected to adhere to all Board policies and requirements state and federal laws and regulations, including ethics regulations. The essential functions of the Superintendent include the following:

- Administer the complete school program within the framework of policies established by the board and in accordance with the law of the State of Nebraska.
- Prepare the board agenda in cooperation with the Board President and with appropriate support information for the board and the public.
- Attend all meetings of the board except when the contract, evaluation, and salary of the superintendent are being considered or when permission to be absent is given by the board.
- Guide and aid the board to effective operation of the district through constructive relationships with the board, competent staff support, and appropriate performance and financial information.

- Establish programs and practices for the constructive relationships of the district with its community on a school and district-wide basis.
- Direct and coordinate district planning to ensure that educational programs, financial plans, personnel, and facilities are in line with the needs and desires of the community.
- Recommend district purposes, objectives, and policies as well as personnel deployment, annual budget, school calendar, and other decisions as required to the board.
- Organize staff and give leadership to the management team as required to meet district objectives.
- Establish and maintain constructive relationships throughout the district at all levels including community, parents, students, teachers, staff, and board.
- Establish and maintain constructive relationships with individuals, organizations, and agencies outside of the school district which have a functioning relationship with the district itself.
- Develop the competence of teachers, administrators, and other staff members to the maximum extent possible in the best interest of the school district.
- Establish a performance monitoring system incorporating test data results and consumer judgements to meet the needs for performance information throughout the organization.
- Publish an annual report of district activities and performances for the board, staff, and public.
- Establish financial and operating controls to insure the appropriate use of funds, efficient operations, and fair value for expenditures.
- Develops and supervises a system for personnel records of all school employees in order to provide a comprehensive, efficient, accurate, and current method of recording all matters pertinent to employment, transfer, tenure, retirement, leave, promotions, etc.
- Provide leadership to the district and community in developing, achieving, and maintaining high educational standards, sound programs, and quality performance.
- Establish measures as may be necessary to give force and effect to the policies of the Board or to give force and effect of policy in the absence of policy.
- Represent the district as required and appropriate in various community, association, and governmental activities.
- Continue as a student of educational trends, theories and practices. Attend state, national, and regional activities as appropriate in this end.
- Perform any other duties as directed by the Board of Education or prescribed by its policies.

**PHYSICAL REQUIREMENTS:**

The essential functions of the Superintendent position also include the ability to perform the following identified physical requirements:

	Never 0%	Occasionally 1-32%	Frequently 33-66%	Constantly 67-100%
A. Standing		x		
B. Walking		x		
C. Sitting				X
D. Bending/Stooping	x			
E. Reaching/Pushing/Pulling	x			
F. Climbing	x			
G. Driving		x		
H. Lifting -- 25# max.		x		
I. Carrying -- 75 ft.		x		
J. Manual Dexterity Tasks:				
Telephone				X
Typewriter				
Computer				X

**OTHER REQUIREMENTS:**

Additional Intellectual and Sensory skill requirements include the following:

- √ Exemplary oral and written communication skills.
- √ Ability to work well with others and motivate them.
- √ Sensitivity in applying theories of sound education to meet District needs.
- √ Outstanding leadership and decision making skills.
- √ Conflict resolution skills.

**WORKING CONDITIONS:**

Typical working conditions and hazards include the following:

A: Inside      Outside      Both

B: Climatic Environment:

	Amount of Time			
	None	Up to 1/3	1/3-2/3	2/3 and More
Wet, humid conditions ( <i>non-weather</i> )	x			
Work near moving mechanical parts	x			
Work in high, precarious places	x			
Fumes or airborne particles		x		
Toxic or caustic chemicals	x			
Outdoor weather conditions		x		
Extreme cold ( <i>non-weather</i> )		x		
Extreme heat ( <i>non-weather</i> )		x		
Risk of electrical shock	x			
Work with explosives	x			
Risk of radiation	x			
Vibration	x			

C. Noise Level:

- |                                     |  |
|-------------------------------------|--|
| <input type="checkbox"/>            | Very Quiet ( <i>Examples: forest trail, isolation booth for hearing test</i> )                               |
| <input checked="" type="checkbox"/> | Quiet ( <i>Examples: library, private office</i> )   |
| <input type="checkbox"/>            | Moderate Noise ( <i>Examples: business office with typewriters and/or computer printers, light traffic</i> ) |
| <input type="checkbox"/>            | Loud Noise ( <i>Examples: metal can manufacturing, department, large earth-moving equipment</i> )            |
| <input type="checkbox"/>            | Very Loud Noise ( <i>Examples: jack hammer work, front row at rock concert</i> )                             |

D. Hazards:

- √ Stairs in some buildings.
- √ Stress caused from managing conflicts.
- √ Loss of family/personal time

## Administration

### Duties of the Principal

#### Responsibility

The Principal is directly responsible to the Superintendent for all aspects of the management of the Principal's assigned school, and for any general school assignments as delegated by the Superintendent.

The Principal is the immediate supervisor of the assigned school's professional and support staff members.

#### Qualifications

1. Education: Master's Degree in education.
2. Certification: Valid Nebraska administrative and supervisory certificate.
3. Experience: A minimum of five years in education **is preferred**.  
Previous experience in administration is preferred.

### General Duties of the Principal

- a. The Principal shall perform such duties as are assigned by the Board and the Superintendent.
- b. Within limits of the law, Board regulations, and instructions from the Superintendent, the Principal shall be the administrative authority of the Principal's school. The Principal is responsible for a thorough knowledge of all laws, regulations, and instructions governing the Principal's position. The Principal shall coordinate all administrative and supervisory activities which occur in the Principal's building. The Principal shall be responsible for the administration of district policies under the Superintendent's supervision, and for making available to the staff of the school, knowledge of such regulations as they are enacted by the Board of Education or formulated by the Superintendent. The Principal is responsible for the detailed organization of the school, the assignment of duties of staff members under the Principal's supervision, and the administration of the instructional program.
- c. The principal shall be the instructional leader. This includes writing, implementing and monitoring the building school improvement plan to insure the highest level of proven best practices in the areas of curriculum, instruction and assessment.
- d. The Principal shall handle complaints from patrons or parents which affect the school, investigate the same, refer to the Superintendent, or appropriate designee, all cases which the Principal cannot adjust satisfactorily, and comply with the grievance and complaint policies established by the Board of Education and the Superintendent.

- e. The Principal is responsible for the effectiveness of the teachers and other staff members under the Principal's supervision, and shall evaluate them in accordance with established procedures as may be defined by the Board of Education and the Superintendent.
- f. The Principal shall maintain a positive school climate and effectively manage student discipline.
- g. The Principal shall fulfill other duties as assigned by the Superintendent.
- h. Administrative rules, containing a specific job description for Principals, will be adopted by the Superintendent.

See: ~~Job Description for Principal~~ — ~~Regulation No. 2210A~~

Date of Adoption: October 13, 2014  
Date of Revision: February 11, 2019

AdministrationDirector of Student Services and Safety

## Responsibility

Directly responsible to the Superintendent.

## Qualifications

1. Education: Master's Degree in educational administration
2. Certification: Valid Nebraska administrative and supervisory certificate
3. Experience: A minimum of five years in. education and previous experience in administration is preferred.

## General Duties

The Director of Student Services is expected to:

1. Function under the supervision and direction of the Superintendent.
2. Participate as an active and contributing member of the administrative and central office teams.
3. Attend all regular meetings of the Board of Education and special meetings related to areas of responsibilities.
4. Stay current on rules and regulations pertinent to area of responsibility.
5. Perform duties and responsibilities assigned by the Superintendent.
6. Organize, supervise and evaluate areas of responsibility.
7. Make recommendations to the Superintendent of Schools with regard to the district's student services, safety, and technology programs.
8. Assist in development and administration of the district's student services, technology, and safety budgets.
9. Lead the district's safety and security programs and initiatives.
10. Coordinate the district's Multi-Tiered System of Support and Positive Behavior Intervention Supports processes.
11. Provide direction to administration and staff in regards to students discipline and attendance matters.
12. Maintain student handbooks, ensuring compliance with federal and state statutes and Board policy.
13. Coordinate the use of technology in all education programs and collaborate with staff to integrate instructional technology throughout the curriculum.
14. Supervise purchasing, processing, and distribution of materials and equipment within assigned area of budget.
15. Complete all federal, state, and local reports in an efficient and effective manner.
16. Provide assistance, guidance, and support to all personnel within assigned areas.
17. Provide in-service programming for staff, as appropriate.
18. Facilitate staff communication through appropriate and timely meetings.

19. Attend local, regional, state, and national meetings as appropriate to further the quality of student services and safety within the district.
20. Represent the district and serve as liaison with community and state agencies, including law enforcement and emergency management personnel.
21. Oversee compliance of all state and federal regulations related to areas of responsibility, including, but not limited to NDE's Rule 13, 17, 18, and 19.

The Superintendent will develop administrative regulations containing a specific job description for the Director of Student Services and Safety.

Date of Adoption:     January 13, 2020

## Administration

### Evaluation of Administrative Personnel

#### 1. Objectives

The Board recognizes that the roles of a school superintendent, principal, assistant principal, and other certificated administrative personnel of the School District (hereinafter collectively referred to as “Administrators”) are varied and complex, requiring an appraisal process that accurately measures performance and provides support for the continued growth and improvement of the Administrator. The general job description and an evaluation instrument with performance standards for each administrative position shall be promulgated under the direction of the Superintendent of Schools and provided to the affected Administrator. The appraisal process for each Administrator and administrative position shall serve these purposes:

- a. Raise the quality of administration and educational service to the children of our community.
- b. Clarify for the Administrators their respective role in the school system as seen by the Board.
- c. Clarify for all Board members the role of the administration and the immediate priorities among each Administrator’s responsibilities.
- d. Develop harmonious working relationships between the Board and administrative supervisors and each Administrator.
- e. Promote individual Administrator professional development.

The evaluation of administrative performance is intended to be a cooperative and continuing process designed to improve the quality of the educational program.

#### 2. General Procedures

The formal Administrator appraisal is based primarily upon the procedures and processes defined below. The procedures provide for a consistent and equitable appraisal of important aspects of the Administrator’s duties and responsibilities. They do not, however, contain an exhaustive list of all expectations for effective performance. As a result, additional data and information related to the administrator’s performance may be utilized to generate a comprehensive appraisal.

#### 3. Appraisal Cycle

Probationary Administrators shall be observed and evaluated at least once each semester, except the Superintendent, who shall be observed and evaluated by the Board of Education once each semester in the first contract year of employment, and once per year each contract year thereafter. Permanent (tenured) Administrators shall be evaluated at least once each school year. Observations and evaluations of greater frequency or number than required may be conducted and made at the request of the Administrator or in the discretion of the appraiser.

The administrator's supervisor is responsible for completing the evaluation process following the procedures identified in Board policy. A failure to complete evaluations within the designated cycle or in the manner directed by this policy shall not give the permanent Administrator rights, but may be addressed in evaluating the responsible appraiser's performance.

The entire instructional period for Administrators cannot be defined in terms of an instructional period and shall be satisfied by the actual observation of an Administrator's work for no less than fifty (50) minutes (cumulative) during the time periods being evaluated.

#### 4. Appraisal Process

The appraisal process is the responsibility of the Administrator and the Administrator's immediate supervisor as determined by the Board of Education and/or the Superintendent of Schools, provided that the supervisor of the Superintendent shall be the Board of Education. In the event the responsible appraiser has not initiated the appraisal process within the time or in the manner required, the Principal has the responsibility to timely notify the responsible appraiser.

Performance standard categories set forth in the evaluation instrument for each administrative position, as adopted and amended from time-to-time, shall serve as the basis for the informal job-target-based formative appraisal and the formal summative appraisal. During the formal summative appraisal, data is collected as required to provide a basis for appraising the performance categories. Data collection may include, but is not limited to, surveys (formal or informal information gathering from staff, students, parents, community members, and other Administrators); statistics received by routine reports; statistics generated by reports specifically designed for the appraisal; review of sample written materials of the Administrator (such as, a Principal's evaluation of teachers); and observations of performance. The Administrator may be assigned responsibility to assist with data collection and shall have the duty to provide such assistance as is requested.

The collected data along with the professional opinions of the responsible appraiser shall serve as the basis for the final appraisal report.

#### 5. Final Formal Summative Evaluation

The appraisal process culminates in a final formal summative evaluation. The final formal summative evaluation consists of a rating of each performance category identified in the evaluation instrument, identification of whether the Administrator's performance meets or does not meet district standards of performance, a list of deficiencies in the Administrator's performance, suggestions and plans for improvement to assist the Administrator in overcoming such deficiencies, and follow-up evaluations as appropriate in order to correct performance below district standards. As a professional, the Administrator may be assigned responsibility to provide suggestions for improvement plans or similar job growth strategies and shall have the duty of complying with such requests. Further, in the event improvement plans or other similar performance measures are implemented, the Administrator shall have the duty to comply with such plans. The Administrator is expected to be cooperative, professional, and to exhibit a willingness to improve performance and to accept the constructive criticisms and suggestions of the appraiser.

~~See: Evaluation instruments for each administrative position.~~

Date of Adoption: October 13, 2014  
Date of Revision: March 11, 2019

AdministrationEvaluation of Superintendent**I. EVALUATION PLAN**

The following steps are recommended as an evaluation process for the Superintendent of Schools.

1. Completion of Self-Evaluation (~~or Supporting Evidence~~) by the Superintendent.
2. Completion of Superintendent Evaluation/~~Rating Instrument~~ by individual School Board members.
3. ~~Calculation of rating means and compilation of comments by the Board President.~~ **Final Report and Executive Summary compilation completed by the Nebraska Association of School Boards and emailed to the President.**
4. Meeting of BOE Superintendent Evaluation Committee to review ~~compiled ratings, and comments and complete the official Superintendent Evaluation Rating Instrument, including the ratings, comments, strengths and areas of improvement expressed as the common view of Board members.~~ **the Final Report and Executive Summary.**
5. Meeting with the Superintendent and at least 2 members of the Superintendent Evaluation Committee to review the official Superintendent Evaluation **including the Final Report and Executive Summary.** ~~Rating Instrument. (Anonymous comments of individual Board members will be provided to the Superintendent, but will not be considered part of the official Evaluation, as they do not necessarily represent the consensus of the Board.)~~
6. Completion of the Superintendent's response to the evaluation and creation of goals for the ensuing year. These will be provided to the Board President and shared with the Board, as appropriate.
7. Determination of salary and/or contract terms (as appropriate).

Date of Adoption:	October 13, 2014
Date of Revision:	October 10, 2016
Date of Revision:	October 9, 2017
Date of Reaffirmation:	March 11, 2019



Norfolk Public Schools  
Superintendent Appraisal  
Instrument



**Section A: Relationship with the Board**

Please consider each specific Superintendent Leadership Goal or Job Target below in relationship to the performance of the Superintendent. Place a  $\checkmark$  in the column of the appropriate ranking for each goal. EXCEEDS = Exceeds District Expectations; MET = Meets District Expectations; UNMET = Does Not Meet District Expectations. Please note: Any goal marked as "Exceeds" or "Unmet" must be accompanied by written documentation.

		Exceeds	Met	Unmet	Comments
a.	Provides regular updates regarding district matters.				
b.	Provides opportunities to learn about function of schools and programs through site visits, presentations, and reading materials to the Board.				
c.	Provides adequate meeting materials and background information.				
d.	Responds to Board Member questions thoroughly and shares information with the entire board in a timely manner.				
e.	Invites Board participation in district activities.				
f.	Assists in development, recommendation, and administration of policies.				
g.	Encourages Board development.				
h.	Works with the Board to establish goals and plans for the future.				
i.	Openly accepts Board input and is responsive to Board directions.				
j.	Alerts the Board about significant media contacts with district personnel and other newsworthy district activities, reports, and incidents.				
k.	Implements meeting responsibilities by preparing the agenda, attending and participating in Board meetings, service as ex-officio member of all committees, and offering professional guidance, recommendations, or assistance.				
l.	Works to engender a collaborative working relationship with the board				
	Additional Comments:				

**Section B: Community Relations**





*Please consider each specific Superintendent Leadership Goal or Job Target below in relationship to the performance of the Superintendent. Place a  $\checkmark$  in the column of the appropriate ranking for each goal. EXCEEDS = Exceeds District Expectations; MET = Meets District Expectations; UNMET = Does Not Meet District Expectations. Please note: Any goal marked as "Exceeds" or "Unmet" must be accompanied by written documentation.*

		Exceeds	Met	Unmet	Comments
a.	Projects a positive image of the school district.				
b.	Continually identifies all stakeholder groups and establishes open two (2) way lines of communication.				
c.	Maintains good media relations.				
d.	Encourages collaborative relationships with neighborhoods, business, industry, government, and labor.				
e.	Is "approachable" by members of the community.				
f.	Prepares a quality annual report and shares it with the community.				
	Additional Comments:				





**Section C: Superintendent/Staff Relations**

Please consider each specific Superintendent Leadership Goal or Job Target below in relationship to the performance of the Superintendent. Place a  $\checkmark$  in the column of the appropriate ranking for each goal. EXCEEDS = Exceeds District Expectations; MET = Meets District Expectations; UNMET = Does Not Meet District Expectations. Please note: Any goal marked as "Exceeds" or "Unmet" must be accompanied by written documentation.

		Exceeds	Met	Unmet	Comments
a.	Communicates effectively with staff regarding current and new trends in education, programs, procedures, and policies.				
b.	Demonstrates objectivity in personnel matters.				
c.	Ensures evaluation of personnel will be consistent with policies and law.				
d.	Shows concern for the welfare of staff.				
e.	Delegates both responsibility and authority.				
f.	Provides staff recognition for contribution(s) towards the betterment of educational outcomes.				
g.	Recruits competent staff.				
h.	Promotes sound collective bargaining relations.				
i.	Involves the staff in strategic planning.				
j.	Fosters team spirit and is "a part of the team."				
k.	Visits buildings and programs on a regular basis.				
	Additional Comments:				





**Section D: Business and Finance**

Please consider each specific Superintendent Leadership Goal or Job Target below in relationship to the performance of the Superintendent. Place a  $\checkmark$  in the column of the appropriate ranking for each goal. EXCEEDS = Exceeds District Expectations; MET = Meets District Expectations; UNMET = Does Not Meet District Expectations. Please note: Any goal marked as "Exceeds" or "Unmet" must be accompanied by written documentation.

		Exceeds	Met	Unmet	Comments
a.	Seeks Board input and recommends appropriate budgets and any subsequent budget revisions to the Board.				
b.	Ensures complete financial controls/audits.				
c.	Regularly reports to the Board on district budget and finances.				
d.	Informs the Board on current or proposed funding issues.				
e.	Develops facilities management plans and procedures.				
f.	Seeks alternative funding sources.				
g.	Ensures the efficient alignment of district resources with district goals.				
	Additional Comments:				



**Section E: Leadership**

Please consider each specific Superintendent Leadership Goal or Job Target below in relationship to the performance of the Superintendent. Place a  $\checkmark$  in the column of the appropriate ranking for each goal. EXCEEDS = Exceeds District Expectations; MET = Meets District Expectations; UNMET = Does Not Meet District Expectations. Please note: Any goal marked as "Exceeds" or "Unmet" must be accompanied by written documentation.

		Exceeds	Met	Unmet	Comments
a.	Projects a strong leadership image.				
b.	Demonstrates enthusiasm in carrying out job responsibilities.				
c.	Demonstrates knowledge of procedural aspects of the job.				
d.	Seeks to learn and improve.				
e.	Keeps the focus on student learning.				
f.	Demonstrates awareness and implements current research and best practices.				
g.	Promotes cultural competency for the district.				
h.	Facilitates development and implementation of long and short-term educational goals for the district.				
i.	Ensures the District develops, maintains, and evaluates an effective curriculum that reflects the changing needs of students and society.				
j.	Promotes staff growth to improve educational qualities for all students.				
	Additional Comments:				





**Section F: Leadership Goals/Job Targets**

Please consider each specific Superintendent Leadership Goal or Job Target below in relationship to the performance of the Superintendent. Place a  $\checkmark$  in the column of the appropriate ranking for each goal. EXCEEDS = Exceeds District Expectations; MET = Meets District Expectations; UNMET = Does Not Meet District Expectations. Please note: Any goal marked as "Exceeds" or "Unmet" must be accompanied by written documentation.

		Exceeds	Met	Unmet	Comments
1.					
2.					
3.					
4.					
5.					
6.					
	Additional Comments:				

October 3, 2024

Sandy Wolfe, President  
Board of Education  
512 Philip Ave.  
Norfolk, NE 68701

Dear President Wolfe:

The Norfolk City Education Association continues to represent all non-supervisory certificated employees employed as teachers, counselors, and media specialists. The Association requests that the Norfolk Public Schools recognize the Association as the exclusive bargaining agent for those non-supervisory certificated employees for the 2026-2027 school year.

Please direct your written response to the undersigned.

Sincerely,

A handwritten signature in black ink that reads "Alecia M Amezcua". The signature is written in a cursive style with a large initial "A".

Alecia Amezcua, President  
Norfolk City Education Association

cc: Dr. Jami Jo Thompson