

Board of Education Regular Meeting  
Monday, December 14, 2020 5:30 PM  
HPC Jr/Sr High Media Center - Polk (December  
through May) HPC Elementary - Clarks (June  
through November)  
260 S Pine St  
Polk, Nebraska 68654

1. Call to Order
  - 1.1. Roll Call
  - 1.2. Recognize Nebraska Open Meetings Act
  - 1.3. Excuse Absent Board Members
  - 1.4. Approve Agenda
2. Minutes

High Plains Community Schools  
Board of Education Meeting  
November 9, 2020

M-Motion by, S-Seconded by, F-For, A-Against, Ab-Absent, As-Abstain, Mc-Motion Carried.  
It is noted that the Nebraska Open Meeting Act was on display.

The regular monthly meeting of the High Plains Community Schools Board of Education was held on November 9, 2020 at the elementary building in Clarks. The meeting was called to order at 5:30 p.m. by President Paul VanHousen. Present were Shane Van Pelt, Terry Carlstrom, Paul VanHousen, Kent Helgoth, Nate Spurling, Jamie Gustafson, Principal Beran, Principal Hudson, and Superintendent Tonniges. Student representative, Aubree Quast, was absent. There was 1 visitor.

President Paul VanHousen opened the Americanism public meeting. Principal Beran and Principal Hudson gave testimony that social studies curriculum is in line with NDE requirements. Both principals also confirmed that patriotic themes are being used in the curriculum and that all requirements are being met by HPC for NDE. No public testimony was given.

M-Helgoth, S-Carlstrom to close the Americanism public meeting at 5:40 p.m. and open the regular board meeting. Mc 6-0.

M-Helgoth, S-Van Pelt to approve the agenda as presented. Mc 6-0.

M-Carlstrom, S-Helgoth to approve the minutes of the regular meeting held on October 12, 2020. Mc 6-0.

Items on the Supt. Tonniges' report: Important dates; COVID update; State Education conference; Negotiations; Renting HPC facilities.

Items on Principal Hudson's report: First quarter Honor Roll; Parent teacher's conferences; Latino summit; Apply2College day.

Items on Principal Beran's report: Social Studies instruction; Reading instruction; Updated report cards.

A.D. Wood's report: HS volleyball; Winter sports practices; Covid and winter sports; Possible hosting of district wrestling; Activities in November.

M-Spurling, S-Van Pelt to go into closed session at 6:01 p.m. for the prevention of needless injury to an individual to discuss personnel matters. Mc 6-0.

M-Gustafson, S-Helgoth to reconvene into the regular board meeting at 6:59 p.m. and close executive session. No action was taken. Mc 6-0.

M-Spurling, S-Helgoth to offer a superintendent contract to Kimberly Beran. Mc 6-0.

Paul VanHousen addressed the board and gave Superintendent Tonniges his performance evaluation.

M-Gustafson, S-Van Pelt to approve funding 2 early retirement applications for the 2020/21 school year. Mc 6-0.

The board reviewed the Lunch and Activities accounts.

M-Helgoth, S-Gustafson to pay the General Fund bills as presented excluding Carlstrom Electric LLC. Mc 6-0.

M-Helgoth, S-Gustafson to pay General Fund bill to Carlstrom Electric LLC. Mc 5-0-1 (As-Carlstrom)

Items being discussed but requiring no action were: Winter activity protocol; High school addition timeline; COVID update; BOE unofficial results; Sidewalk at Clarks facilities; Special Education billing.

M-Gustafson, S-Spurling to adjourn at 7:30 p.m. Mc 6-0.

Respectfully submitted,

Jamie Gustafson  
Secretary

The next board meeting will be held on **Monday, December 14 at 5:30pm** in Polk in the media center.

This meeting was advertised in the Aurora News Register newspaper on November 4, 2020.

3. Recognition of Visitors/Public Speaking Time

4. Administrative Reports

**4.1. Superintendent Tonniges**

## Superintendent Report BOE 12-14-20

### Important Dates:

- 12/22/20 – Written Proposals for addition are due
- 12/21/20 – 1:30 Dismissal – Semester Tests
- 12/22/20 – 1:30 Dismissal – PK-6 No School/PK-6 Teacher PD
- 1/2/20 – PK-6 Principal applications are due
- 1/4/20 – Selection Day – Select 3 plans
- 1/6/20 – HPC PK-6 Principal Interviews
- 1/8/20 – Official BOE meeting
  - Proposal presentation
  - BOE can vote that night to select or wait until Jan. 11<sup>th</sup> meeting
- 1/11/20 – BOE meeting

### COVID Update

- During Governor Ricketts' press conference this afternoon, he announced another **Executive Order** waiving certain provisions of the “Open Meetings Act” to allow virtual meetings, effective December 1, 2020, through January 31, 2021. *Executive Order No. 20-36 is like the previous Executive Order which expired on June 30, 2020.*
- As of Friday, December 11, HPC has a very low count of positives and quarantines
- I have attached to the ‘Information’ section of the BOE agenda the new DHM as it related to Quarantines.
  - The number of days has been reduced
  - One can test out of quarantine

### HPCEA negotiation

- The HPC Negotiations committee has put in front of the BOE tonight a proposed agreement with the HPCEA for the 2021-2022 School year.
  - Maintain current BCBS Health Insurance deductible - \$1,050 - \$3,600 HSA Dual option
  - Dental – PPO – 100% A, 75% B, 50% C Coverage – Option #2
  - Disability Insurance
    - Increase monthly maximum coverage from \$1,500 to \$6,000
  - \$300 increase to base – \$38,250

### Facilities

- Sidewalk in front of HPC Elem on south side, headed west to corner
  - The city of Clarks is going to discuss removing the two big trees from the right-a-way on the southwest side of the elementary. If they

decide to do this, HPC can potentially move the sidewalk more to the north and avoid the HPC trees

#### Gutters at Elem

- Long screws on down spouts
  - James Parsons will change
- No cover for the gutters because of the corrugation.
- Need to explore having someone during leaf season get up and blow out leaves.
- Don't feel comfortable with custodians doing it.

#### FFCRA Leave (Family First Coronavirus Response Act)

- Expires on December 31, 2020
- I just want to keep it in front of the board as to discuss how they want to handle staff absences if this act does not get renewed.

#### New Board Members

- Welcome to Erin Meyer and Kraig Urkoski to the HPC Board of Education
- Paul and I will meet with each of them prior to Monday's meeting

#### Departing HPC BOE members

- Special thanks for Kent Helgoth and Jamie Gustafson for their service to HPC and the HPC BOE

#### Monday, January 4<sup>th</sup> (Time??)

- Selection day
  - Committee will select 3 plans
- Selection Committee
  - 1 – Administrator
  - 2 – BOE members
  - 1 – Duval & Associates
  - 1 – Community Member
    - Can have kids in school but otherwise cannot have any other connection to school.

#### Thursday, January 6<sup>th</sup>

- PK – 6 Principal Interviews

**Friday, January 8<sup>th</sup> (TIME???)**

- **Presentations will be given to full board**
  - **Can select that evening or wait to the following Monday at regular BOE meeting**

**January 11<sup>th</sup> Regular BOE meeting – (Time??)**

- **Swear in new BOE members**
- **Election of Board Officers**
- **Organize Committees**
- **Approve 20-21 Calendar**
- **Select a Design-Build company**

**Jessica Hatfield**  
**Hours Towards Endorsement**

**Master of Science in Education – Instructional Technology**  
**School Library Concentration**

Fall 2018 - Intro/School/Library - 3hrs  
Spring 2019 - Collection Dev & management - 3hrs  
Summer 2019 - Org of School Lib/tech - 3hrs  
Fall 2019 - Motivating 20th Century learner - 3hrs  
Spring 2020 - Tech Tools for Teachers - 3hrs  
Summer 2020 - Copyright/Fair Use - 3hrs

Currently Enrolled

Fall 2020 - Design & Dev. Instruction - 3hrs  
Spring 2021 - Ed Research - 3hrs

At the completion of the Fall 2020 Semester  
Mrs. Hatfield will have 5 classes left or 15 credit hours.

Last Name :	KUCERA
First Name :	JOHN
Middle Name :	DAVID
Public/Non-Public :	Public
Human Relations Training Status :	Approved

**Certificate Details**

Certificate/Permit ID	Certificate/Permit Type	Original Issue Date	Issue Date	Expiration Date	Certificate/Permit Status
2018004867	TEACHING	03/23/2018	03/23/2018	08/31/2023	Active
2013006100	TEACHING	04/22/2013	04/22/2013	08/31/2018	Expired
2008007174	TEACHING	08/01/2008	08/01/2008	08/31/2013	Expired
2007009306	TEACHING	10/03/2007	10/03/2007	08/31/2008	Expired
2006007962	TEACHING	08/18/2006	08/18/2006	08/31/2007	Expired

**Certificate/Permit Ranks**

Certificate/Permit Rank	Status	Original Issue Date	Effective Date	Expiration Date
STANDARD	Active	03/23/2018	03/23/2018	08/31/2023

**Endorsements Attached to this Certificate/Permit**

Endorsement Code	Endorsement Description	Grade(s)	Expiration Date
0301	BASIC BUSINESS	7-12	
2501	SCHOOL COUNSELOR	PK-12	

**4.1.1. Executive Orders - Board Meeting Requirements**



STATE *of* NEBRASKA  
OFFICE OF THE GOVERNOR  
LINCOLN

**EXECUTIVE ORDER No. 20-36**

**CORONA VIRUS – PUBLIC MEETINGS REQUIREMENT LIMITED WAIVER**

**WHEREAS**, In order to provide flexibility to assist in meeting the emergency conditions and subsequent impacts brought on from COVID-19, a state of emergency was declared in Nebraska on March 13, 2020; and

**WHEREAS**, the State of Nebraska is committed to providing seamless government operations to the people of Nebraska throughout the state of emergency; and

**WHEREAS**, state and local governmental boards, commissions and other public bodies must comply with the Open Meetings Act so that citizens may exercise their democratic privilege of participating in meetings of public bodies; and

**NOW THEREFORE**, I Pete Ricketts, Governor of the State of Nebraska, by virtue of the authority vested in me by the Constitution and laws of Nebraska, hereby issue this limited waiver of certain requirements of the Nebraska Open Meetings Act.

Pursuant to this declaration, I hereby order the following:

1. This executive order applies to public bodies as defined in Neb. Rev. Stat. §84-1409 (1) and to all public meetings as defined in Neb. Rev. Stat. §84-1409 (2).
2. All governing bodies may meet by videoconference or by telephone conferencing or by conferencing by other electronic communication so long as there is made available at such meeting access to members of the public and to members of the media.

3. The advanced publicized notice and the agenda requirements for meetings that are set forth in Neb. Rev. Stat. §84-1411 and the remaining provisions of Nebraska's Open Meetings Act shall continue to be complied with by all public bodies and are not waived by this executive order.
4. This waiver shall apply to all public governing body meetings that occur from December 1, 2020 through January 31, 2021.

**IN WITNESS THEREOF**, I have hereunto set my hand and caused the Great Seal of the State of Nebraska to be affixed on this 1<sup>st</sup> day of December, 2020.

**ATTEST:**



Pete Ricketts, Governor



Robert B. Evnen, Secretary of State





STATE *of* NEBRASKA

OFFICE OF THE GOVERNOR

LINCOLN

**EXECUTIVE ORDER No. 20-34**

**CORONAVIRUS – PUBLIC MEETINGS REQUIREMENT LIMITED  
WAIVER FOR ALTERNATIVE PARTICIPATION FOR ELECTED  
OFFICIALS**

**WHEREAS**, a state of emergency was declared in Nebraska on March 13, 2020, to control the spread of the coronavirus known as COVID-19;

**WHEREAS**, recommendations to slow the spread of this disease include social distancing and avoiding large public gatherings;

**WHEREAS**, state and local governmental boards, commissions and other public bodies must comply with the Open Meetings Act to provide Nebraskans the opportunity to exercise their democratic privilege of participating in meetings of public bodies; and

**WHEREAS**, the requirement to isolate or quarantine is immediate and can prevent attendance at public meetings preventing a quorum of elected officials attending.

**WHEREAS**, continued participation by elected officials that have been ordered to isolate or quarantine by the local public health agency is beneficial to ensure continued government operations and continued representation of constituents.

**NOW THEREFORE**, I Pete Ricketts, Governor of the State of Nebraska, by virtue of the authority vested in me by the Constitution and laws of Nebraska, hereby issue this limited waiver of certain requirements of the Nebraska Open Meetings Act.

Pursuant to this declaration, I hereby order the following:

1. This executive order applies to public bodies as defined in Neb. Rev. Stat. §84-1409(1) that are elected and to public meetings as defined in Neb. Rev. Stat. §84-1409(2).
2. Elected officials who have been ordered to quarantine or isolate by the local public health agency due to exposure to COVID-19, in conformance with guidance from the Nebraska Department of Health and Human Services, may fully participate, vote, and be counted as part of a quorum in meetings when attending by videoconference or by telephonic conferencing or by conferencing by other electronic communication without having the meeting site where that elected official is located open to the public as required in §84-

1411 so long as the public body has at least one physical location that provides access to members of the public and to members of the media.

3. For any videoconference location, telephonic conference location, or a conference location held by other electronic communication that is used solely for an elected official ordered to quarantine or isolate the following requirements are hereby waived:
  - a. Neb. Rev. Stat. §84-1411(2)(a) and Neb. Rev. Stat. §84-1411(3)(b) which requires reasonable advance publicized notice of the conference location.
  - b. Neb. Rev. Stat. §84-1411(3)(c) that requires a telephone conference meeting sites must be in a public building.
  - c. Neb. Rev. Stat. §84-1411(2)(c) and Neb. Rev. Stat. §84-1411(3)(e) which require the public body to provide at least one copy of all documents being considered to the public.
  - d. Neb. Rev. Stat. §84-1411(3)(g) which requires that a telephone conference call can last no more than five hours.
4. For purposes of §84-1413(2), votes by videoconference or by telephonic conferencing or by conferencing by other electronic communication shall be recorded in the minutes. Such minutes shall reflect the method of voting if the individual is not physically present.
5. Public meetings of an elected public body where one or more elected officials participate by videoconference, telephone conference, or conference by other electronic communication solely due to orders to isolate or quarantine shall not be subject to the one-half limitation contained in §84-1411(2)(e)(i) or §84-1411(3)(h).
6. The advanced publicized notice and the agenda requirements for meetings that are set forth in Neb. Rev. Stat. §84-1411 and the remaining provisions of Nebraska's Open Meetings Act shall continue to be complied with by all public bodies and are not waived by this executive order.
7. This waiver shall apply to all public governing body meetings that occur from today through December 31, 2020.

**IN WITNESS THEREOF**, I have hereunto set my hand and caused the Great Seal of the State of Nebraska to be affixed on this 30th day of October, 2020.

**ATTEST:**



Handwritten signature of Pete Ricketts in black ink.

Pete Ricketts, Governor

Handwritten signature of Robert B. Evnen in black ink.

Robert B. Evnen, Secretary of State

4.1.2. **PK-6 Principal Interview Schedule**

**HPC PK-6 Principal Interview Schedule for Committees**  
**HPC Middle School\*\***  
**Clarks, NE**  
**January 6, 2020**

**12:45 – 1:00pm**

- Pre-interview informational meeting will be held with all candidates

**1:00-2:15pm**

- Candidate tours of 3 communities
  - Candidate #1
    - Silver Suburban – Kraig & Terry
  - Candidate #2
    - White Suburban – Shane & Paul
  - Candidate #3
    - Towne & Country – Erin & Nate
  - Candidate #4
    - Malibu - Mr. Hudson & Mr. Tonniges

**2:30-3:15pm**

- Interviews will begin
  - Candidate #1
    - Teacher committee
      - Mrs. Helgoth's room
  - Candidate #2
    - Administration
      - Teacher workroom
  - Candidate #3
    - Support Staff
      - Media Center
  - Candidate #4
    - Tour building/break

**3:20 – 4:05pm**

- Candidate #2
  - Teacher committee
    - Mrs. Helgoth's room
- Candidate #3
  - Administration
    - Teacher workroom
- Candidate #4
  - Support Staff
    - Media Center
- Candidate #1
  - Tour building/break

**4:10 – 4:55pm**

- Candidate #3
  - Teacher committee
    - Mrs. Helgoth's room

- Candidate #4
  - Administration
    - Teacher workroom
- Candidate #1
  - Support Staff
    - Media Center
- Candidate #2
  - Tour building/break

**5:00 – 5:45pm**

- Candidate #4
    - Teacher committee
      - Mrs. Helgoth’s room
  - Candidate #1
    - Administration
      - Teacher workroom
  - Candidate #2
    - Support Staff
      - Media Center
  - Candidate #3
    - Tour building
- At 5:45pm Candidates will be thanked for their time and timeline for notification will be reviewed.

**6:00 – 6:30pm**

- Supper for committee members & HPC student tour guides
  - Committee members will debrief in their groups
    - Listing strengths & any concerns for all four candidates
      - Please use candidate #'s when discussing

**6:30 – 6:45pm**

- Team Leader meeting with Administration

**6:45pm**

- Board meeting
  - The administration will meet with the BOE and provide them with a review of the day, briefly discuss each candidate and share feedback from committees and provide timeline for offer.

**Committee Assignments**

**\*One committee member from each team would be denoted as team recorder**

**Teachers**

**5 – Teachers  
1 – BOE member**

**Support Staff**

**3 – Support staff  
1 – BOE member**

**Admin**

**3 – Admin  
1 – Guidance  
2 – BOE members**

**Building Tour**

**2 – BOE members  
2 – HPC students**

**4.1.3. Families First Coronavirus Response Act ("FFCRA") Leave**

## Families First Coronavirus Response Act (“FFCRA”) Leave Fact Sheet

Effective April 1, 2020, through December 31, 2020.

The FFCRA created two new categories of employer-paid leave related to the COVID-19 disease: (1) emergency paid sick leave, and (2) emergency family and medical leave.

### Emergency Paid Sick Leave (EPSL)

**Grounds for EPSL.** The FFCRA provides emergency paid sick leave (EPSL) to each employee to the extent that the employee is unable to work for one of the six reasons listed below:

Reason for Emergency Paid Sick Leave	Amount of Sick Pay	Maximum Paid Sick Leave
(1) The employee is subject to a Federal, State, or local quarantine or isolation order related to COVID-19.	The <i>greater of</i> : <ul style="list-style-type: none"> <li>• The employee’s regular rate of pay;</li> <li>• The federal minimum wage (\$7.25/hr); or</li> <li>• The minimum wage in effect in the state of employment.</li> </ul>	\$511/day  AND  \$5,110 total
(2) The employee has been advised by a health care provider to self-quarantine due to concerns related to COVID-19.		
(3) The employee is experiencing symptoms of COVID-19 and seeking a medical diagnosis.		
(4) The employee is caring for an individual who is subject to an order as described in subparagraph (1) or has been advised as described in paragraph (2).	<i>Two-thirds</i> of the <i>greater of</i> : <ul style="list-style-type: none"> <li>• The employee’s regular rate of pay;</li> <li>• The federal minimum wage (\$7.25/hr); or</li> <li>• The minimum wage in effect in the state of employment.</li> </ul>	\$200/day  AND  \$2,000 total
(5) The employee is caring for his/her son or daughter if the school or place of care of the son or daughter has been closed, or the child care provider of such son or daughter is unavailable, due to COVID-19 precautions.		
(6) The employee is experiencing any other substantially similar condition specified by the Secretary of Health and Human Services in consultation with the Secretary of the Treasury and the Secretary of Labor.		

**Maximum Amount of EPSL** = Two weeks’ worth of leave:

- Full-time employees (normally scheduled to work at least 40 hours per week) = 80 hours
- Part-time employees = # of hours that such employee works, on average, in a 2-wk period of time.
- For employees whose hours vary substantially, there are special rules for calculating the amount of emergency paid sick leave.

**Supplementing EPSL with Other Paid Leave.** Unless the District and the employee agree, employees may not supplement or “top off” the amount received from EPSL with amounts available through pre-existing leave under the employment agreement and employers cannot require such supplementation.

**Benefits Continue.** The District must continue the health coverage for employees taking EPSL.

### Emergency Family and Medical Leave (EFML)

**Eligible Employees.** Employees are eligible for emergency family and medical leave (EFML) if they have been employed by the District for at least thirty calendar days.

**Grounds for EFML.** EFML can be used when the employee is:

unable to work (or telework) due to a need for leave to care for the son or daughter under 18 years of age of such employee if the school or place of care has been closed, or the child care provider of such son or daughter is unavailable, due to . . . an emergency with respect to COVID-19 declared by a Federal, State, or local authority.

**12-Week Maximum.** EFML is part of the FMLA, and is therefore subject to the same 12-week maximum for all FMLA leave (including EFML).

**Unpaid EFML.** The first two weeks of EFML are *unpaid*. However, an employee has the option of supplementing the unpaid portion of EFML with any other accrued vacation leave, personal leave, or medical or sick leave. An employee can also use two weeks of the emergency paid sick leave (discussed above) for the first two weeks of EFML, if the employee qualifies for such emergency paid sick leave.

**Paid EFML.** After the first two weeks of unpaid EFML, an employee can receive up to ten weeks of paid EFML (assuming that an employee has not used up all twelve weeks of FMLA leave for other purposes during the time period that the District's board policy defines as a "year") in an amount equal to at least two-thirds of the employee's regular rate of pay multiplied by the employee's regular hours. Overtime hours regularly worked are included in the number of regular hours, but the overtime premium (e.g., the 50% earned on top of "straight time") is not added to the overall compensation. These payments are subject to a cap of \$200 per day and \$10,000 total. Again, the FFCRA provides specific procedures to address EFML for employees whose schedules vary significantly from week to week.

**Substitution of EFML with Other Paid Leave.** After the first two weeks of unpaid EFML, the employee may elect to take—or the District may require the employee to take—any existing paid leave that under the employment agreement *would be available to the employee in those circumstances* at the same time that the employee takes EFML. If any employee is required to take existing leave concurrently with the employee's remaining EFML, the District must pay the full amount to which the employee is entitled under the District's paid leave policy for the period of leave taken, after which the remaining EFML, if any, is paid consistent with the amounts and limits shown above.

**Benefits Continue.** If the District provides group health coverage that the employee has elected, then the employee is entitled to continued group health coverage during the EFML on the same terms as if the employee continued to work. Employees on EFML must generally continue to make any normal contributions to the cost of their health coverage.

### **Rules for Both Emergency Paid Sick Leave and Emergency Family and Medical Leave**

**Intermittent Leave.** Unless the District agrees, employees are not entitled to take either EPSL or EFML intermittently. In no event may employees take EPSL intermittently while working at the employee's usual worksite (as opposed to teleworking) when the reason for taking such EPSL is reasons (1), (2), (3), (4), or (6), above.

**Worksite Closed with No Expectation of Work.** If the District has closed, has sent home an employee, and is not paying that employee because the District does not have work for the employee to do, then the employee may not be eligible for FFCRA leave. This is true whether the District closed its worksite voluntarily as a precaution to COVID-19 or it is required to close pursuant to a Federal, State, or local directive. If the District is denying an application for FFCRA on these grounds, we strongly recommend that you consult with your school lawyer before issuing such a denial.

**Son or Daughter.** Under the FFCRA, a "son or daughter" is the employee's own child, which includes the employee's biological, adopted, foster child, stepchild, legal ward, or a child for whom the employee is standing *in loco parentis*—someone with day-to-day responsibilities to care for or financially support a child. A "son or daughter" is also an adult son or daughter (i.e., one who is 18 years of age or older), who (1) has a mental or physical disability, and (2) is incapable of self-care because of that disability.

**Taxes and Retirement Withholding.** The District should consult with its accountant and/or auditor on these issues. Generally, wages that the FFCRA requires be paid to employees for EPSL and EFML are subject to withholding of federal income tax and the employee's share of social security and Medicare taxes. At this point, it is prudent to withhold retirement contributions from wages paid pursuant to FFCRA leave, but we recommend confirming that with the District's attorney, accountant, and/or public or private plan administrator.

*This summary is not exhaustive of all requirements, conditions, and limitations for each of these types of leave. This summary is not a complete statement of the entire law. Specific requests for leave under the FFCRA should be considered and addressed on a case-by-case basis, based on the specific circumstance of each request. Consulting your school lawyer, federal regulations, and federal guidance is likely required to appropriately respond to many requests for leave under the FFCRA.*

#### 4.1.4. **NASB Board of Directors**

**1.23 Board of Directors Responsibilities** (adopted 11/15/05, amended 11/14/07, 6/18/16, 3/28/20)

A. Responsibilities

1. Meetings

- a. NASB Board of Directors Meetings - Attend and participate in all meetings (normally January, March, June, August and November). Note: The first four meetings are held on a Saturday in Lincoln at the NASB office; the November meeting is held in conjunction with State Conference in Omaha. To be excused from a Board meeting, Directors should notify the NASB office before the meeting date. In the event of inclement weather, infectious disease situation or any other situation that could put the health and wellbeing of our Board at risk, the Executive Committee has the authority to change any given board meeting from an in person meeting to a remote meeting via conference call or other technology.
  - b. Annual Planning Meeting - The annual planning meeting is generally held in conjunction with the January Meeting.
  - c. Area Membership Meetings - Participate in the Area Membership Meetings that serve your NASB Region, and fulfill related duties as assigned. Directors from the Metro districts, as well as the Executive Board, could expand their roles to assist with other larger regions. These duties would be assigned by the President.
  - d. Annual State Conference - Held in November of each year.
  - e. Educational seminars sponsored by the Association - especially those held in your respective region.
2. Serve as a member of one or more standing committees to which appointed. Committees include: Audit, Board Development, Executive, Legislation, Membership Relations, Nominating, Programs and Oversight and any special committees deemed necessary.
3. Act as liaison between the school districts within the NASB Region and the NASB Board of Directors.
- a. Provide a direct connection to the board for the local school district(s) in the Director's region.
  - b. Promote the services provided by the Association for the individual needs of each board within a region.

- c. A relative representative who represents a shared perspective of the issues impacting local school districts.
  - d. A resource.
  - e. Contact the NASB member school districts within the region you serve.
  - f. Be prepared at each Board of Directors Meeting to give a brief report on the contacts, responses and information shared with your member school districts.
4. Maintain contact with state senators representing the NASB Region to which the director is elected.

## B. Duties

The Board of Directors shall:

1. implement the purposes of the Association and exercise general supervision over its affairs;
2. attend the annual Delegate Assembly and implement policies and programs adopted by that body;
3. enter into such agreements with other agencies to plan, implement, and administer projects, activities, and services designed to improve its member boards as it deems necessary;
4. act upon the Nominating Committee's recommended candidate for Vice President;
5. act upon appointments to committees;
6. recommend establishment of committees;
7. review boundaries of districts and make necessary adjustments in accordance with the Bylaws of the Association;
8. employ and evaluate the Executive Director under such terms of employment and at such salary as it may determine, to manage the affairs of the Association;
9. act upon the employment, evaluation, and salary of other personnel;
10. employ an independent certified public accountant to audit the financial records of the Association and submit an annual audit report to the Board of Directors for its adoption; and
11. adopt an annual budget.

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**From:** Sallie Svatora  
**Sent:** Friday, November 20, 2020 1:23 PM  
**Subject:** NASB Board of Directors - Special Election for Region 10

Board Members,

This email and attachments provide information and materials about the special election of a director for NASB Region #10. This special election is being held due to the seat being vacated outside of the regular election cycle. The nominees sent to us in this special election process, will be reviewed by the NASB Nomination Committee. An individual name will be forwarded to the Board of Directors at their January 2021 board meeting to be approved for the remainder of the term which is up at the end of 2022. The only requirement for a region director is membership on the local board of education. There are no limitations or prohibitions to re-election or tenure as a director. Each region director serves a 4-year term.

If your board would like to nominate a board member to serve as the Region #10 Director, please complete the attached nomination form and return it to me on or before December 18th, 2020. All nominations will be reviewed by the Nominating Committee. The person who is appointed by the NASB Board to serve as Region #10 Director will begin their term at the January board meeting.

Please let me know if you have any questions. Thank you!  
Sallie

**Sallie Horky Svatora**      *Chief Operating Officer*



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Twitter: @NASBonline

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*My Strengths – Harmony, Consistency, Responsibility,  
Discipline, Communication*

*Our Vision: LIVE – Leadership, Innovation, Vision and Engagement*

*Our Mission: The Nebraska Association of School Boards provides programs,  
services, and advocacy to strengthen public education for all Nebraskans.*

---



## NASB Board of Directors Nomination Form for Region #10

**THIS FORM MUST BE RECEIVED AT NASB BY DECEMBER 18, 2020**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_

Home

Work

Cellular

Email Address: \_\_\_\_\_

### Local Board Service

Name of local school board: \_\_\_\_\_

Years of service on local board: \_\_\_\_\_

Attendance record on local board: (past 3 yrs.) \_\_\_\_\_

Current office held on local school board: \_\_\_\_\_

Past offices held on local school board: \_\_\_\_\_

\_\_\_\_\_

### Association Participation

State Conferences: \_\_\_\_\_

National Conventions: \_\_\_\_\_

Workshops: \_\_\_\_\_

\_\_\_\_\_

Awards Received: \_\_\_\_\_

## Other Education-Related Public Service

Commissions, Task Forces, and Committees: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## Personal Information

Occupation: \_\_\_\_\_

Educational Background: \_\_\_\_\_

\_\_\_\_\_

Community Activities: \_\_\_\_\_

\_\_\_\_\_

Awards and Recognitions: \_\_\_\_\_

\_\_\_\_\_

Hobbies and Activities: \_\_\_\_\_

\_\_\_\_\_

### **This nomination is submitted by:**

Name of NASB Member District or ESU: \_\_\_\_\_

Name of Board President or Vice President: \_\_\_\_\_

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

By checking this box, I assert the board president or vice president has read the completed Nomination Form and verifies its authenticity.

**THIS FORM MUST BE RECEIVED AT NASB BY DECEMBER 18, 2020**

**Return to: NASB  
Sallie Svatora  
1311 Stockwell St.  
Lincoln, NE 68502  
Or via e-mail to [ssvatora@nasbonline.org](mailto:ssvatora@nasbonline.org)**

## 4.2. Principal Hudson

# HIGH PLAINS COMMUNITY HIGH SCHOOL HONOR ROLL 1st Quarter 2020-2021

## SENIORS - HIGH HONORS

Mahailla Archer  
Brooke Bannister  
Ernie Hines  
Sydney Lindburg  
Sarah Person  
Aubree Quast  
Brianna Wilshusen  
Tanner Wood

## JUNIORS - HIGH HONORS

Vaughn Pedersen  
Lane Urkoski

## SOPHOMORES - HIGH HONORS

Emily Ackerson  
Jessica Barrios  
Adam Behrens  
Nathan Ertzner  
Hailey Lindburg  
Ashley Van Housen  
Kenzie Wruble

## FRESHMEN - HIGH HONORS

Shane Cook  
Kyleigh Farley  
Esperanza Lesiak  
Gavin Morris

## SEVENTH - HIGH HONORS

Londyn Fisher  
Peyton Hofmann  
Rylee Hofmann  
Brodey Spurling

## EIGHTH - HIGH HONORS

Courtney Carlstrom  
Samantha Ertzner  
Gage Friesen  
Ayden Hans  
Haden Helgoth  
Allie Howell  
Camden Morris  
Caleb Sharman  
Hudson Urkoski  
McKinley Warnick  
Alyssa Wostrel

## HONOR ROLL

Bayleigh Blackburn  
Hunter Gress

## HONOR ROLL

Aliyah Dietz  
Emma Snoberger

## HONOR ROLL

Mario Lesiak

## HONOR ROLL

Roberto Barrios  
Cameron Bohaboj  
Wyatt Urkoski  
Treyton Winchester

## HONOR ROLL

Levi Russell  
Madilynn Zerr

## HONOR ROLL

Rylee Ackerson  
Kaden Rieken  
Lilyana Sanchez  
DeAnna Swanson  
Elanie Sweet

**HIGH PLAINS COMMUNITY HIGH SCHOOL  
HONOR ROLL 1st Quarter 2020-2021**

**SCHOOL BOARD REPORT  
DECEMBER 2020  
MR. HUDSON**

**Honor Roll – 1<sup>st</sup> Quarter:**

Attached to my report is the REVISED 1<sup>st</sup> quarter honor roll for M.S. and H.S. students. Congratulations to the additional HPC students who made the honor roll!

**HPC-Scholarship Presentations – County Foundations**

Mr. Kucera has arranged for Merrick, Polk, and Hamilton County Foundations to meet with HPC seniors on December 16<sup>th</sup> to introduce and explain the scholarship process and scholarships that are available for HPC students from each county foundation.

**PRE-ACT Test / HPC Sophomores and Juniors**

On December 7<sup>th</sup> HPC Sophomores and Juniors who wanted to take the Pre-ACT Test were given the opportunity during the HPC School Day. This is an important mark for students as it provides them with an approximate score for when they take the ACT. 13 HPC students took the test last week.

**SEMESTER TESTS**

December 21<sup>st</sup> Periods 1-4  
December 22<sup>nd</sup> Periods 5-8

**CURRENT HPC ENROLLMENT NUMBERS**

7 <sup>th</sup> Grade.	8 Boys	12 Girls
8 <sup>th</sup> Grade	11 Boys.	9 Girls
9 <sup>th</sup> Grade.	9 Boys	6 Girls
10 <sup>th</sup> Grade.	12 Boys.	7 Girls
11 <sup>th</sup> Grade.	8 Boys.	10 Girls
12 <sup>th</sup> Grade	6 Boys	13 Girls

Total: 54 Boys 57 Girls. 111 Total







### 4.3. Principal Beran

**HPC School Board Meeting  
Mrs. Beran's Principal Report**

**Date: 12-14-20**

The mission of the High Plains Community Schools is to provide an educational environment which develops citizens who are lifelong learners and can contribute to a global society.  
Every Student! Every Day! Every Way!

- **Student Climate & Bullying Survey for 4th through 6th grade-** analyze data on the student culture in upper elementary
  - **Second Step-** Mrs. Fernau received a grant to pay for the materials. It's a social emotional K-8 program (framework), which we feel is important to implement for our students. Mr. Kucera will implement the materials starting 2nd semester for K-6 students. PK also uses this program. "Students gain the skills they need to become caring, confident, and capable learners and problem-solvers".
- **Holiday Concerts-** we decided to split them into 3 groups to help with capacity limitations. Not ideal, but we felt that was the best solution.
- **New Math Materials for 2021-2022-** as mentioned before, our current Math materials are no longer available after this school year. We are currently looking at 4 programs: Zearn, Envision, Eureka, HMH Into Math.
- **MAP Growth Assessments-** completing over the next couple of weeks. Looking for student growth in Reading & Math. Teachers & students are working extremely hard each day. We are having an assembly to celebrate growth accomplishments at the end of January. [MAP Growth](#)
- **Activities in the Building-**



**\*5th Grade sharing Native American Projects**



**\*Staff Professional Development**



**\*K-3 Holiday Concerts**



#### **4.4. A.D. Wood**

ACTIVITIES DIRECTOR'S  
DECEMBER REPORT

**Awards:**

Volleyball: Brooke and Brianna were selected 1<sup>st</sup> team All-Conference, York All-Area and Honorable Mention All-State.

Football: Javier and Lane were selected to 2<sup>nd</sup> team All District; Tanner, Trever, and Johnny were selected to Honorable Mention All-District. Javier was also selected to York All-Area Football Team.

One Act: As a team placed 4<sup>th</sup> at Conference and earning CRC One-Act Superior Acting Awards were Vaughn, Ernie and Brianna. At district as a team they placed 5<sup>th</sup> and earning District One-Act Superior Acting Awards were Vaughn, Ernie, Brianna, Cole, Shelby.

**Music: Choir/Band:**

Would like to congratulate Jaeden Beyer and the HPC band and Choir (Elementary, JH and HS) for putting on a great Holiday program for the parents. Very impressed with Miss Beyer and what she has done this year. They have one more concert this Wednesday.

**JH Wrestling:** Unfortunately forced us into a shorten season this year. Coach Phillips was extremely happy with the kid's effort and dedication that they showed towards not only getting better, but making others better.

**JH Basketball:**

Both the boys' and girls' teams are off to a great start. The girls are 2 – 1 on the season and the boys are 2-0. This week they take on Hampton at Hampton, Cross County at Clarks and Saturday the boys are going to Malcom for a two-game tournament. The girls currently have 8 out and the boys have 11 out.

**HS WRESTLING:**

Coach Phillips has 5 wrestlers out this year. Their season has been altered by Covid-19 as well. We were unable to host our own duals tournament and our NM invitational this year at Columbus. Their next competition is this Friday at Platteview.

**HS Basketball:**

The girls team started the season with a win vs Giltner. The boys' team is still working towards getting their first win. The girls team has 10 out and the boys team has 16 out this season. With Covid-19 we have split our games between two different sites. Tuesday the girls will be playing Nebraska Christian in Polk, while the boys will be playing in Clarks. Friday the girls will be playing Exeter Milligan in Clarks and the boys will be playing them in Polk.

**Covid-19**

The governor came out with new DHM Friday stating that we are in the yellow and for indoor activities we can allow 50% capacity and no longer need to limit it to just immediate household family members. The NSAA has asked all schools to wait until they have an opportunity to discuss this before anyone acts upon it. Until we hear from the NSAA we will continue following the 25% capacity and only allow immediate family household members to any HPC home activity.

Would like to thank Patrick Siemek and Vaughn Pederson for putting all of our activities on Striv for our patrons to be able to watch.

Greg Wood  
High Plains Community  
Activities Director  
Math Educator  
Head FB / BB Coach

Assistant Track Coach

**5. 2021-2022 Supt. Contract**

## **SUPERINTENDENT'S CONTRACT OF EMPLOYMENT HIGH PLAINS COMMUNITY SCHOOLS**

THIS CONTRACT is made by and between the **Board of Education of High Plains Community Schools**, legally known as **Polk County School District 72-0075**, and referred to as "the Board" and "the District" respectively, and **Kim Beran**, referred to herein as "the Superintendent". In accordance with its action taken and recorded in the minutes of a duly advertised board meeting, the Board agrees to employ the Superintendent, and the Superintendent agrees to accept such employment, subject to the terms and conditions set forth herein.

**Section 1. Term of Contract.** The Superintendent shall be employed for a period of 1 year beginning on July 1, 2021, and expiring on June 30, 2022. References to "contract year" shall mean the period from July 1<sup>st</sup> through June 30<sup>th</sup>. The Superintendent's working days shall consist of all days Monday through Friday, but generally not Saturdays and Sundays and any holidays or leave days listed in this contract. However, the Superintendent will work all days necessary to complete the Superintendent's duties, even if those are weekend days or holidays. The Superintendent shall keep complete and accurate records of working days and shall provide the Board of Education with a report of the Superintendent's working days at least quarterly.

**Section 2. Renewal of Contract.** If a Board representative does not inform the Superintendent in writing on or before **the seventh day after the regular December board meeting** of the Board's intention to consider the nonrenewal or amendment of this contract, the contract will automatically renew for a period of **one year** from and after the expiration date provided in Section 1 of this contract. The Superintendent shall remind the Board in writing of this provision no later than **its regular November meeting** of each year of this contract and shall make the renewal of the Superintendent's employment contract an agenda item for the regular **December** board meeting during each year of this contract. At the time of each contract renewal and/or amendment, the Superintendent shall be responsible for taking all necessary steps to ensure that the District has complied with the **Superintendent Pay Transparency Act**.

**Section 3. Salary.** The Superintendent's salary for the contract year shall be **\$122,352.95** which shall be paid in 12 equal monthly installments consistent with the District's regular payroll practices. The Board shall not reduce the Superintendent's salary during the term of the contract, but may increase it and/or the benefits during the term of this contract, as an amendment to the contract, without the amendment constituting a new contract, requiring a hearing, or extending the term of this contract.

**Section 4. Deductions.** This contract shall conform to the statutes and regulations governing deductions from compensation and shall be subject to the School Employees Retirement Act. The Superintendent authorizes the District to deduct or withhold from each and every period of pay any amounts necessary to offset any damages caused by the Superintendent or the value of property or money entrusted to the Superintendent or owed by the Superintendent to the District during the course of or as a result of the Superintendent's employment, if such property or money have not properly been returned to the District. The District shall withhold other deductions as the Superintendent and Board may agree.

**Section 5. Professional Status.** The Superintendent affirms that the Superintendent is not under contract with any other board of education covering any part or all of the term provided in this contract. Throughout the contract term, the Superintendent will hold a valid and appropriate certificate to act as a superintendent of schools in the State of Nebraska which the Superintendent will register and maintain on file in the District's central administrative office. This contract shall not be valid and the Board will not compensate the Superintendent for any service performed prior to the date that the Superintendent registers the certificate. The Superintendent represents that: (1) all information provided in connection with the Superintendent's application for employment with the District was true and accurate at the time of application, and if there is or has been a material change in such information, the Superintendent will advise the Board immediately; (2) the Superintendent has never been convicted of or plead no contest to a felony as defined in Title 92, Chapter 21, Sections 003.11 and 003.13 of the Nebraska Administrative Code ("Rule 21"), or any offense involving moral turpitude, abuse, neglect, or sexual misconduct, as defined in Title 92, Chapter 21, Sections 003.12 and 003.13 of the Nebraska Administrative Code; and (3) the Superintendent has not had any professional licenses or certificates suspended or revoked.

**Section 6. Superintendent's Duties.** The Superintendent's duties shall be as prescribed by statute and by Board policies, rules, regulations and directives. The Superintendent agrees to devote the Superintendent's time, skill, labor and attention to all required duties throughout the contract term. The Superintendent shall be subject to the direction and control of the Board at all times and shall perform such administrative duties as the Board assigns. By agreement with the Board, the Superintendent may undertake consultative work, speaking engagements, writing, lecturing, or other professional duties and obligations as long as they do not interfere with carrying out the Superintendent's duties and obligations to the District.

**Section 7. Board-Superintendent Relationship.** The Board shall be primarily responsible for formulating and adopting policy. The Superintendent shall be the chief administrative officer for the District and shall be responsible for implementing Board policy. The Superintendent shall organize the administrative and supervisory staff, and select, place, and transfer personnel with the concurrence of the Board. The Superintendent is responsible for administering the instruction of students and the business affairs of the District. The Board members agree, individually and collectively, to promptly refer all criticisms, complaints, and suggestions called to their attention to the Superintendent for action, study and/or recommendation, as appropriate.

**Section 8. Cancellation or Mid-Term Amendment.** The Board may cancel or amend this contract during its term for any of the following reasons: (a) the cancellation, termination, revocation, or suspension of the Superintendent's certificate (Nebraska Administrative and Supervisory Certificate, or the Nebraska Professional Administrative and Supervisory Certificate) by the State Board of Education; (b) any of the reasons set forth in this contract; (c) the breach of any of the material provisions of this contract; (d) incompetence; (e) neglect of duty; (f) unprofessional conduct; (g) insubordination; (h) conduct involving moral turpitude; (i) physical or mental incapacity; (j) immorality; (k) conviction of a felony; (l) any conduct that substantially interferes with the Superintendent's continued performance of the Superintendent's duties; (m) any arrest, criminal charge, or criminal conviction of Superintendent or the failure to report the same; (n) any filing against the Superintendent under NEB. REV. STAT. § 43-247 or any other provision of the Nebraska Juvenile Code for child abuse and/or neglect or the failure to report the same; (o) knowingly falsifying District records or documents; (p) misrepresentation of fact to the District and its personnel in the conduct of its official business; (q) the use or possession of illegal drugs or controlled substances except as prescribed by a physician; or (r) being under the influence of illegal drugs, controlled substances, or alcohol while on school grounds, at school events, or in a vehicle owned, leased or contracted by the District except as prescribed by a physician. The procedures for cancellation or amendment shall be in accordance with state statutes. The parties agree that the Superintendent's failure to comply with the obligations in the Renewal of Contract or Evaluation provisions of this contract shall constitute a material breach of this contract.

**Section 9. Disability.** If the Superintendent is unable to perform any of the Superintendent's duties by reason of illness, accident or other disability beyond the Superintendent's control, and the disability continues for a period exceeding the Superintendent's sick leave allowance, or if the disability is permanent, irreparable, or of such a nature as to make performance of the Superintendent's duties impossible, the Board may initiate action to cancel

this contract, whereupon the respective rights, duties and obligations of the parties hereunder shall terminate, with the exception of any benefits to be paid to the Superintendent under any insurance coverage furnished by the District.

**Section 10. Transportation.** The Board shall provide the Superintendent with transportation or reimburse the Superintendent for mileage required in the performance of official duties at the rate approved by the Board.

**Section 11. Fringe Benefits.** The Board shall provide the Superintendent with the following fringe benefits:

- a. Health Insurance.** Family health insurance that is available to certificated staff through the District's health insurance carrier.
- b. Dental Insurance.** Family dental insurance that is available to certificated staff through the District's health insurance carrier.
- c. Sick Leave.** The Superintendent shall be entitled to **10 days** of sick leave per year which may accumulate to a total of **50** days. Sick leave may only be used for personal illness or as otherwise provided in District policy. If the Superintendent qualifies for disability pay under the long-term disability policy, the Superintendent shall be required to take the disability pay instead of sick leave pay. The Superintendent shall keep complete and accurate records of sick days accrued and used and shall provide the Board with a report of accumulated sick days at least quarterly and upon request. The Superintendent shall not be compensated for unused days of sick leave upon the ending of employment with the District.
- d. Disability Insurance.** The Superintendent shall purchase long-term disability insurance from the District's carrier at the Superintendent's own expense.
- e. Vacation.** The Superintendent shall have **Fifteen (15)** vacation days for the initial contract year which the Superintendent may use at times the Superintendent chooses so long as the absence does not interfere with the proper performance of the Superintendent's duties. Any

extended vacation period while school is in session will require advance approval by the Board, and the parties will cooperate in arranging vacation time so as to cause the least inconvenience to the normal operation of the District. After the initial contract year, the Board shall give the Superintendent the number of vacation days necessary to restore the total to **Fifteen (15) days**. For example, if the Superintendent uses 12 days of vacation one year, the Board will provide the Superintendent with 12 days the following year to bring the total vacation days back to 20. The Superintendent shall develop a system for recording use of vacation days and shall keep such records current and on file in the District's central office. The Superintendent shall keep complete and accurate records of all vacation days and shall provide the Board of Education with a report of accumulated vacation days at least quarterly and upon request. The Board may require the Superintendent to use vacation days and shall compensate the Superintendent for unused vacation days upon the conclusion of employment as determined by the Superintendent's daily rate of pay based on a presumption of **255 working days**.

**f. Professional Development.** The Superintendent is expected to continue and seek professional development and to participate in relevant learning experiences. With the approval of the Board, the Superintendent may attend appropriate professional meetings at the local, state, regional and national level; and the Board will pay for valid expenses of attendance. If the Superintendent attends a national convention and does not return following the initial year of employment as Superintendent, the Superintendent agrees to repay the District in full for national convention expenses paid by the District.

**g. Personal Days.** Up to **two (2)** days of personal leave of absence for personal, legal, business, household, or family matters which require absence during school hours. Superintendent will carry over any accrued, unused personal leave days to the next contract year and will get only the number of days needed to bring their total back to two (2) days for the next contract year. For example, the superintendent uses only one (1) day during the current contract year will carry the remaining accrued, unused personal leave day to the next year and will receive one (1)

“new” day to bring the staff member’s total to begin the next contract year up to two (2) days. The Superintendent shall not be required to state the reason for taking such leave. Upon separation of employment, the superintendent may have up to two (2) accrued, unused personal leave days, which will be paid out at the superintendents’ daily rate based on their salary the last full year of employment and on a presumption of **255 working days**. Amount will be paid the last payroll period of the employee’s last paycheck of the employee’s employment period.

- h. Professional Dues.** The District will pay the annual dues for the Superintendent’s membership in the Nebraska Council of School Administrators and may pay dues to other professional organizations suitable for the Superintendent’s position upon the Superintendent’s request.
- i. Bereavement Leave.** The Superintendent shall be permitted bereavement leave as provided in District policy. In the event that the District does not have a bereavement leave policy, the Superintendent will be allowed up to **2** days of paid bereavement leave per year.
- j. Holidays.** The Superintendent shall receive the following holidays off without loss of pay or having to take a paid leave day: July 4th, Labor Day, Thanksgiving, Christmas Day, New Years Day, and Memorial Day.
- k. Expense Reimbursement.** The Board shall pay or reimburse the Superintendent for expenses that are actually, necessarily, and reasonably incurred in attending educational seminars, conventions, and workshops; conferences; training programs; official school functions, hearings or meetings, provided that such payment or expense is authorized by Board policy and the Local Government Miscellaneous Expenditures Act (NEB. REV. STAT. § 13-2201 *et seq.*) or some other provision of law.

**Section 12. Residence/Domicile in District.**

The Board of Education encourages the HPC Superintendent to live within District boundaries, if adequate and suitable housing is available.

**Section 13. No Penalty for Release or Resignation.** There shall not be a penalty for the release or resignation of the Superintendent from this

contract; provided no resignation shall become effective until the expiration of the contract unless it is accepted by the Board, and the Board shall fix the date at which the resignation shall take effect.

**Section 14. Compensation Upon Termination and Credit for Accrued Vacation.** Upon lawful termination of this contract for any reason, the compensation to be paid hereunder shall be an amount which bears the same ratio to the annual salary specified as the number of months or fraction thereof to the date of such termination bears to the 12 months in the annual salary period in which termination occurs. The Superintendent shall refund any portion of the salary paid but not earned prior to the date of termination of this contract.

**Section 15. Evaluation.** The Board shall evaluate the Superintendent twice during the Superintendent's first year of employment and at least once each year thereafter. The first evaluation during the first year of employment and the yearly evaluations after the first year of employment shall occur no later than the **regular December meeting**. The Superintendent shall: remind the Board members in writing of this provision no later than its **regular November meeting**; make the Superintendent evaluation an agenda item for the regular **December** Board meeting during each year of this contract; and provide the Board members with the written evaluation instrument that is on file with the Nebraska Department of Education.

**Section 16. Legal Actions.** The Board will support the Superintendent if there is a legal dispute caused by carrying out the Superintendent's duties properly. If a legal action, including a professional practice complaint, is threatened or filed against the Superintendent as a result of the Superintendent's performance of duties or position as the Superintendent of the District, the Board will provide the Superintendent with a legal defense to the maximum extent permitted by law so long as the Superintendent acted in good faith and in a manner which the Superintendent reasonably believed to be in or not opposed to the best interests of the District and, with respect to any criminal action or proceeding, had no reasonable cause to believe that the Superintendent's conduct was unlawful.

**Section 17. Physical or Mental Examination.** The Superintendent agrees that, at the request of the Board, the Superintendent will have a comprehensive physical and/or mental examination performed by one or more licensed physicians or psychologists of the Board's choosing during the term of this contract. In deference to the requirements of state and federal law, the physician's report to the Board must address whether the Superintendent is able to perform the "essential functions" of the position.

**Section 18. Disciplinary Action.** The parties agree that the Board president may place the Superintendent on paid leave by delivering written notice of the same when the Board president determines it is in the best interests of the District to do so. The paid leave shall continue unless and until a majority of the Board determines otherwise at a duly convened meeting. The Board may suspend the Superintendent without pay for a period not to exceed thirty (30) working days. Prior to suspending the Superintendent without pay, the Board president or secretary shall deliver a written notice to the Superintendent advising the Superintendent of the alleged reasons for the proposed action and provided the opportunity to present the Superintendent's version of the facts. Within seven calendar days after receipt of such notice, the Superintendent may make a written request to the secretary of the school board for a due process hearing under section 79-832. If such a request is not delivered within such time, the action of the Board shall become final.

**Section 19. Governing Laws.** The parties shall be governed by all applicable state and federal laws, rules, and regulations in performance of their respective duties and obligations under this contact.

**Section 20. Amendments to be in Writing.** This contract may be modified or amended only by a writing duly authorized and executed by the Superintendent and the Board.

**Section 21. Severability.** If any portion of this contract is declared invalid or unenforceable by a court of competent jurisdiction, such declaration shall not affect the validity or enforcement of the remaining provisions of this contract.

IN WITNESS WHEREOF, the parties have executed this contract on the dates indicated below.

**Executed by the Board this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.**

\_\_\_\_\_  
President, Board of Education

\_\_\_\_\_  
Secretary, Board of Education

**Executed by the Superintendent this 8 day of December, 2020.**

Kim Beran  
Superintendent

Applications in Process :	
Last Name :	BERAN
First Name :	KIMBERLY
Middle Name :	KAY
Public/Non-Public :	Public
Human Relations Training Status :	Approved

**Certificate Details**

Certificate/Permit ID	Certificate/Permit Type	Original Issue Date	Issue Date	Expiration Date	Certificate/Permit Status
20200010799	ADMINISTRATIVE	12/14/2020	12/14/2020	08/31/2025	Active
2018000108	ADMINISTRATIVE	01/02/2018	01/02/2018	08/31/2023	Active
2013005482	ADMINISTRATIVE	04/04/2013	04/04/2013	08/31/2018	Expired
2006006327	ADMINISTRATIVE	07/18/2006	07/18/2006	08/31/2013	Expired
2001002378	TEACHING	02/15/2001	02/15/2001	08/31/2006	Expired
1996001660	TEACHING	05/31/1996	05/31/1996	08/31/2001	Expired

**Certificate/Permit Ranks**

Certificate/Permit Rank	Status	Original Issue Date	Effective Date	Expiration Date
STANDARD	Active	01/02/2018	01/02/2018	08/31/2023
STANDARD	Active	12/14/2020	12/14/2020	08/31/2025

**Endorsements Attached to this Certificate/Permit**

Endorsement Code	Endorsement Description	Grade(s)	Expiration Date
1801	ELEMENTARY	K-6	
1817	MIDDLE LVL/ELA	5-9	
1820	MIDDLE LVL/SOCIAL SCIENCE	5-9	
2402	PRINCIPAL	PK-8	
2401	SUPERINTENDENT	PK-12	08/31/2023

**Certificate/Permit Deficiencies**

No Deficiencies Associated with this Certificate/Permit

**Certificate/Permit Limitations**

No Limitations Associated with this Certificate/Permit

**6. Design-Build Selection Committee**

## Timeline

Monday, October 12<sup>th</sup>

- Select a Performance Criteria Developer (PCD)

Wednesday, October 14<sup>th</sup>

- Place 'Notification of Intent' ad in papers
  - Aurora News-Register
  - Republican Nonpareil – Central City
  - Polk County News
  - York News-Times

Tuesday, November 17<sup>th</sup>

- Last Day Letters of Intent will be accepted
- RFP walk-thru @ 1:00 with all interested parties

Tuesday, December 22<sup>nd</sup>

- Written Proposals due

Monday, January 4<sup>th</sup>

- Selection day
  - Committee will select 3 plans
- Selection Committee
  - 1 – Administrator
  - 2 – BOE members
  - 1 – Duval & Associates
  - 1 – Community Member
    - Can have kids in school but otherwise cannot have any other connection to school.

Friday, January 8<sup>th</sup>

- Presentations will be given to full board
  - Can select that evening or wait to the following Monday at regular BOE meeting

**7. 2021-2022 HPCEA - HPC BOE Negotiated Agreement**

**NEGOTIATED AGREEMENT  
PUBLIC SCHOOL BOARD OF EDUCATION  
and the  
EDUCATION ASSOCIATION**

**2021-2022**

I, Patrick Siemek, will certify this 14th day of December 2020 that the foregoing results of the negotiations between the High Plains Community Education Association and the High Plains Community Board of Education were presented to the High Plains Community Education Association by electronic notification during the week of November 30, 2020 – December 4, 2020 and approved by a majority of the membership.

_____ Name	<u>HPCEA President</u> Title	_____ Date
---------------	---------------------------------	---------------

I, Paul VanHousen, will certify this 14th day of December 2020 that the foregoing results of the negotiations between the High Plains Community Board of Education and the High Plains Community Education Association were presented to the total High Plains Community Board of Education at a meeting on December 14, 2020 and approved by a majority of the membership.

_____ Name	<u>Board President</u> Title	_____ Date
---------------	---------------------------------	---------------

## **PREAMBLE**

This agreement is made and entered into by and between the Board of Education of the School District of High Plains Community, #75, in the county of Polk, in the State of Nebraska (hereinafter referred to as the "Board") and the High Plains Community Education Association (hereinafter referred to as the "Association").

## **GENERAL PURPOSE**

The Board and the Association recognize that the development of a quality educational program for the children attending the public school of High Plains Community is a joint responsibility, which can best be achieved by agreement that all parties work toward common goals. The Board and the Association enter in this Agreement with mutual dedication, recognizing that the experience, creativity and judgment of all parties are necessary to reach the educational needs of the community.

## **ARTICLE I**

### **Recognition**

The Board recognized the Association as the exclusive and sole collective bargaining representative for all the teachers employed by the District for the **2021-2022** school contract bargaining. Teacher shall mean all certificated teaching personnel and other professional personnel employed by the district, but excluding the Superintendent of Schools, Principal(s) and Speech Pathologist.

## **ARTICLE II**

### **Teacher Rights**

- A. Nothing contained in this Agreement shall be construed to deny any teacher those rights provided under Nebraska law or other applicable laws and regulations. Rights granted to teachers herein shall be deemed to be in addition to those provided elsewhere.
- B. The Board will not discriminate against any teacher with respect to terms and conditions of employment by reason of membership in the Association and its affiliates, participation in collective negotiations with the Board, or institution of a grievance under the terms of this Agreement.

## **ARTICLE III**

### **Association Rights**

- A. Association Use of District Property.
  - 1. Representatives of the Association and its affiliates shall be allowed to conduct Association business on school property during school hours, providing such business does not cause undue interruption of the school program.
  - 2. The Association shall be allowed the use of the school buildings for meetings, providing that such use does not result in unscheduled maintenance cost, in which case an appropriate fee for that use will be negotiated between the parties to this Agreement.
  - 3. The Association shall be allowed the use of school equipment including typewriters/computers, duplication machines, audiovisual equipment and standard office equipment, provided that the Board may assess the Association a reasonable fee for expendable supplies consumed during such use.
  - 4. The Association shall be allowed to make reasonable use of the school's communication systems, including teachers' mailboxes, intercom, teacher bulletins, etc. Such use of systems shall not cause unnecessary interruption of the educational programs of the school.

5. Administration must be notified of place and time of meetings.

## ARTICLE IV

### Grievance Procedure

The grievance policy is contained hereto and made a part of this negotiated agreement. A copy shall be in the possession of the Board and of the President of High Plains Community Education Association. Each copy shall be signed and dated at the conclusion of each yearly negotiating procedure.

1. A grievance shall mean a written allegation by an employee holding a valid Nebraska teaching certificate of a violation/violations of any of the terms or conditions of an employment agreement, individual or collective, between the school district and its certified employees.
2. A complaint shall mean any dispute relating to all matters not constituting terms or conditions of employment under an employment agreement, individual or collective, between the School District and its certified employees.
3. Grievant shall mean the person/persons employed by the School District in a teaching capacity and holding a valid Nebraska teaching certificate who allege a grievance. Any such individual or group of such individuals, or the local Education Association, may be a grievant. However, all non-certified employees and all employees holding an administrative endorsement and employed in an administrative capacity shall not be eligible to use this grievance procedure.
4. Interested party shall mean the person or persons alleging a grievance, or any person who might be required to take action, or against who action might be taken in order to resolve the grievance.
5. Formal procedure shall mean those steps of this grievance procedure, which deal with grievances only. All decisions rendered through the use of the formal procedures shall be in writing, setting forth the decision/decisions and the reason/reasons therefore. All grievances presented in the formal procedure shall be in writing.
6. Informal procedure shall mean those steps of this grievance procedure dealing with grievances and complaints. No decisions rendered in informal procedures shall be required to be in writing.

### Procedure

#### Level I: Informal Procedure

- A. If a certified employee believes he/she has a grievance or a complaint he/she shall first discuss the matter with the Principal, orally, in an effort to resolve the problem informally.
- B. The Principal shall render his/her decision within three (3) working days after the informal discussion.
- C. If the employee is not satisfied with the decision of the Principal, he/she has the right to have an association representative assist them in further formal efforts to resolve the problem.

#### Level II: Formal Procedure

- A. 1. If the dispute is not resolved through the informal procedure, then, if the employee chooses to pursue the matter further, he/she must submit his/her alleged grievance, in writing, to the Principal.
2. If the written grievance is not filed within thirty (30) days after the employee knew, or should have known, of the act or condition on which the grievance is based, then the grievance shall be deemed waived.
3. The person to whom the alleged grievance has been submitted for decision must, within ten (10) working days, render his/her decision and the reasons therefore, in writing, to both the grievant and to the Association if it has become involved.

- B.
  - 1. If the grievant is not satisfied with the disposition of his/her alleged grievance under Level II A, then he/she should appeal in writing to the Superintendent of Schools. Within five (5) working days after the receipt of the written appeal, the Superintendent shall meet with the grievant.
  - 2. Representatives of the local Education Association may be invited to attend, by either the grievant or the Superintendent, and may participate in any meeting of the Superintendent with the grievant, but such Association representatives shall not attend unless invited by one of the parties to such meeting, or, unless the Association is the grievant.
  - 3. The Superintendent shall, within five (5) working days after the meeting with the grievant, render his/her decision and the reasons therefore, in writing, to the grievant, with copies to the members of the Board of Education, and to the Association, if Association representatives attended the meeting between the Superintendent and the grievant.
- C.
  - 1. If the grievant is not satisfied with the Level II B disposition of the alleged grievance, the grievant shall file a written appeal and a request for a hearing before the Board of Education within (5) working days after the receipt of the Level II decision.
  - 2. At the next regularly scheduled board meeting, the Board shall consider such appeal and render a written decision and the reasons therefore, within ten (10) days of such hearing.
  - 3. At such hearing, the grievant shall be allowed to present his/her alleged grievance, personally, or by his/her representative/representatives (legal or organizational). Both the Board and the grievant shall be allowed to call witnesses and present evidence relevant to the alleged grievance. However, the rules of evidence applicable in the courts shall not apply in the board meeting.
  - 4. A full record (tape recording recommended) of such Board hearing shall be kept and made available to the parties involved upon written request.
  - 5. The Board hearing and decision shall constitute the final step in the negotiated grievance procedure. The exhaustion of this grievance procedure shall not be construed by any interested party to bar appeal to the duly constituted courts, pursuant to the Nebraska statutes.

### **Miscellaneous**

- 1. It shall be understood and agreed by all parties involved in the resolution of a grievance/grievances through the use of this grievance procedure, that no reprisals of any kind, implied or intended, shall be brought against the person/persons involved in resolving a grievance/grievances.
- 2. Any grievance may be withdrawn at any level without prejudice or record.
- 3. The grievance shall be initially filed at the level where the decision resulting in the grievance was made.

## **ARTICLE V**

### **Salaries**

#### A. Salary Schedule

- 1. The salary of each teacher covered by this Agreement is to be determined from Schedule A, which is attached hereto and made part hereof. Such salary schedule shall remain during the designated periods.

2. A teacher's position on the salary schedule shall be stated on his/her teacher's contract or contract attachment.
- B. Initial Placement
1. When hired, teachers will receive all credit for up to six years of previous experience if experience was in an approved or an accredited school.
  2. The Board of Education reserves the right to designate any teaching position a special teaching position and to exceed the salary schedule for that position.
- C. Base Salary
- The base salary shall be **\$ 38,250** for the **2021-2022** school year.
- D. Horizontal Movement
1. In the event the teacher anticipates a horizontal increase due to additional summer study, he/she must so inform the Superintendent, in writing, prior to June 1st of the present academic year. His/Her contract will not show this horizontal increase, but will be revised to do so at the beginning of the school term when evidence of work completed has been presented to the Superintendent.
  2. Graduate hours shall earn credit for horizontal advancement on the salary schedule only when such hours are within an endorsed area or are to develop an additional endorsement. The Superintendent must agree to this additional endorsement. Once a step has been attained, it will not be rescinded.
  3. Horizontal movement of more than one column per year is permitted if the teacher has satisfactorily completed and received sufficient hours necessary to qualify for said movement.
- E. Vertical Movement
1. Teachers shall be placed on the proper vertical step in accordance with their experience in the District plus credited prior experience.
  2. A teacher may advance only one step vertically per year on the salary schedule.
- F. Extra Duty
1. Where a contractual agreement has been reached between an individual teacher and the District relating to the performance of extracurricular duties, the salary paid shall be in accordance with provisions of the extra-duty salary schedule attached hereto and made a part hereof.
  2. One sponsor will be assigned for each activity unless more are necessary. If there is more than one sponsor, the percentage will be split.
- G. Miscellaneous Items
1. A teacher/coach will be provided registration fees or mileage at the rate currently paid by the School District for professional growth with prior approval of the Superintendent or his/her designee.
  2. Each teacher will receive at least 40-minutes of plan time to occur between the start and dismissal bell of a regular scheduled school day.

3. Payment for work done at games will be taken care of by the athletic director at a rate of **\$10.00** per night for gate workers, **\$15.00** per night for scorekeepers, and **\$20** per night for officiating.
4. Teachers who are required to drive their private vehicles between school sites as part of their assignments will be paid the current Special Education transportation mileage reimbursement for such driving. **There will be no reimbursement if a school vehicle is available for the teacher's use.**
5. If a first-year teacher elects to be paid in 13 salary payments, the first such salary payment shall be made in August immediately preceding the school fiscal year for which the teacher has been employed, and the remaining 12 salary payments shall be made during the school fiscal year. This only applies to first year teachers who did not hold a teaching contract the previous school year.

## ARTICLE VI

### Insurance

#### A. Health Insurance

1. The Board shall provide the Health Care Insurance described below.  
For the **2021-2022** school year, the Board shall pay the full premium amount for each of the four Blue Cross/Blue Shield tiers as they apply to each teacher covered by this agreement.  
**(\$1,050 Deductible/\$3,600 Deductible HSA Eligible - Dual Choice)**

The Board shall offer a \$3,600 Deductible Health Savings Account concurrent the \$1,050 Deductible Health Insurance Plan. The School District's contribution shall be the equivalent to the contribution made for the \$1,050 Deductible Health Insurance Plans. The difference in annual premiums between the \$1,050 Deductible and \$3,600 Deductible Health Savings Account shall be deposited into teacher's health savings account.

In the event that a new contract hasn't been reached to replace this one, the School District's contribution to Health and Dental insurance shall remain the same, and any increase in Health and Dental insurance will be deducted from salaries. Deducted amounts to be reimbursed upon successful completion of negotiations.

Single dental insurance will be provided for every teacher. **PPO – 100% A, 75% B, 50% C Coverage – Option 2.** Family dental will be available if the teacher elects to pay the additional premium. Any teacher may elect to refuse insurance.

2. Carrier - Blue Cross Blue Shield Insurance Company for **2021-2022** school year.

#### B. Disability Insurance

**The Board will provide disability insurance. Benefits will be 60% of salary not to exceed \$6000.00 per month, to begin after 60 calendar days of disability.**

## ARTICLE VII

### Leaves

The teachers shall be entitled to the following leaves of absence each school year.

#### A. Personal Leave

- Up to **three (3)** days of personal leave of absence for personal, legal, business, household, or family matters which require absence during school hours. Staff will carry over any accrued, unused personal leave days to the next contract year and will get only the number of days needed to bring their total back to three (3) days for the next contract year. For example, a staff member who uses only two (2) days during the current contract year will carry the remaining accrued, unused personal leave day to the next year and will receive two (2) “new” days to bring the staff member’s total to begin the next contract year up to three (3) days. Application to the Principal or Supt. for personal leave shall be made at least three (3) days before taking such leave (except in the case of emergencies) and the applicant for the leave shall not be required to state the reason for taking such leave. One time each school year, staff may trade five (5) sick leave days for one additional personal day which must be used immediately, and staff may not trade in the sick days to bank an additional personal leave day. Conversion of the five (5) sick leave days for one personal leave day will be made the day the personal leave day is actually used. However, no more than **four (4)** personal days total may be used in one year. Upon separation of employment, a staff member may have up to three (3) accrued, unused personal leave days, which will be paid out at the employee’s daily rate based on their scheduled salary the last full year of employment. **(Scheduled Salary / 185)** Amount will be paid the last payroll period of the employee’s last paycheck of the employee’s employment period.

B. Professional Leave

The teachers shall be entitled to leaves of absence with full pay for professional meetings, which require absence during school hours. Use of these days will be with the approval of Administration.

C. Jury Duty Section 25-1640.

Any person who is summoned to serve on jury duty shall not be subjected to discharge from employment, loss of pay, loss of sick leave, loss of vacation time or any other form of penalty as a result of his/her absence from employment due to such jury duty upon giving reasonable notice to his/her employer of such summons. Any person who is summoned to service on jury duty shall be excused upon request from any shift work for those days required to serve as a juror without loss of pay. No employer shall subject an employee to discharge, loss of pay, loss of sick leave, loss of vacation time or any other form of penalty on account of his/her absence from employment by reason of jury duty, except that an employer may reduce the pay of an employee by an amount equal to any compensation, other than expenses, paid by the court for jury duty.

D. Bereavement Leave

Up to two (2) days of paid leave per year shall be granted each teacher in the event of death of a teacher’s spouse, child, son-in-law, daughter-in-law, parents, parent-in-law, brother, sister, brother-in-law, sister-in-law, grandparent, grand-parent-in-law, aunt, uncle, first cousin, or one whose closeness warrants absence, at the discretion of the Administration. In the event additional bereavement days are needed, the teacher shall have the option to use any remaining available sick days.

E. Sick Leave

At the beginning of each school year, each teacher shall be credited with a **nine (9)** day sick leave allowance to be used for absences caused by illness or physical disability of the teacher, spouse, children, parents or parents of spouse. The unused portion of such allowance shall accumulate from year to year to a total of forty-five (45) days. The Board shall furnish to each teacher a written statement at the beginning of each school year setting forth the total of sick leave credit.

F. Sick Leave Bank

1. The sick leave bank is voluntary. Each full-time teacher wishing to join the sick leave bank will initially contribute two (2) of his or her sick leave days. Part-time teachers will contribute a percentage equal to their employment status. Those wishing to join must notify the Administration by September 1 of each school year.

2. The sick leave bank is cumulative to sixty (60) days. After a teacher has participated, they may have to contribute additional days in the future years to bring the balance of the sick bank to sixty (60) days.
3. Application for sick leave must be submitted on a form provided by the Superintendent. Individuals applying for withdrawal must have exhausted their accumulated sick leave and personal leave. The superintendent, Principal and two members of the Teachers Association will review the request for approval. Records of the sick leave bank membership, days accumulated and days borrowed shall be kept by the Superintendent or his/her designee.

## **ARTICLE VIII**

### **Safety**

A certified staff member shall be selected annually by the High Plains Community Education Association to be on the District #75 safety committee. The High Plains Community Education Association shall notify the district Superintendent of the name of this representative by September 1 of each school year.

## **ARTICLE X**

### **Miscellaneous**

- A. **Mileage**  
Staff will receive mileage at the rate equal to Special Education Transportation for pre-approved travel, if a school vehicle is not available. Mileage will be paid following the regular board meeting when the teacher hands in transportation reimbursement form.
- B. **IRS Section 125 Plan**  
The District will pay the administration fee for a plan commonly know as a “Section 125 Plan”. The plan is also commonly known as a “Cafeteria Plan”.
- C. **Sub Pay for Covering Classes**  
Teachers who must cover other classes when a substitute is not available will be compensated **\$20.00** for each period equivalent to a high school class period. The covering of classes must result in losing the only plan period said teacher has during the teaching day. Teachers requesting sub pay must fill out a form in each buildings office and have it verified by the Administration, or his/her designee, to be eligible for said pay.

## **High Plains Community Schools Teacher Educational Tuition Reimbursement Program (Effective September 1, 2018)**

**Establishment of Tuition Reimbursement Program.** A total of up to \$25,000 may be available for educational credits on a first come first serve basis for employees subject to this Agreement on the terms outlined below. Employees must apply for funds after successfully completing courses in curriculum instruction or their educational field.

**Definitions.** For the purpose of defining the terms of this provision, the following definitions will apply:

- “district” will refer to High Plains Public Schools.
- “teacher” means any certified employee who is regularly employed for the instruction of pupils in the public schools;
- “teach” means and includes, but is not limited to, the following responsibilities: (a) The organization and management of the classroom or the physical area in which the learning experiences of pupils take place; (b) the assessment and diagnosis of the individual educational needs of the pupils; (c) the planning, selecting, organizing, prescribing, and directing of the learning experiences of pupils; (d) the planning of teaching strategies and the selection of available materials and equipment to be used; and (e) the evaluation and reporting of student progress;
- “administrator” will refer to the district employee whose title and function includes superintendent or principal;
- “administration” will refer to the collective set of district administrators;
- “college course” will refer to classwork culminating in an end-of-term grade that is not deemed as an audit or pass/fail at an accredited post-secondary education institution;

**Purpose.** This benefit is made available to the teachers employed by the district to provide financial relief for a teacher to pursue educational enhancement that returns benefit to the district.

**Other Program Restrictions.** No administration courses will qualify. Reimbursements are for tuition costs from Nebraska institutions only. Reimbursement will not be provided for the costs of text books, travel, or any other non-tuition expense.

There is no maximum reimbursement per person, but employees eligible for the Program may be assessed taxable income in accordance with the then-current IRS regulations, including any required deductions and withholdings as required by law.

**Qualifications.** College courses that are eligible for the benefit must either be (a) in, relating to, or a prerequisite for college courses, specific to the subject area or subject matter the teacher is teaching in the district; or (b) in, relating to, or a prerequisite for college courses, specific to a new endorsed instructional area that is pre-approved by the administration. College courses in administration, unless specifically required for reference material, resource management or student guidance, will not be covered by this benefit.

**Procedure.** The teacher will notify the administration prior to registering for a college course of their interest in taking a particular college course or courses. The teacher will provide the administration with the estimated tuition costs associated with the course or courses, and the administration will provide back to the teacher the availability of the reimbursement budget for covering the college course or courses.

The teacher can then register for the college course and provide the administration with a copy of a successful registration to the college course. This will set the date to give “first come, first served” priority in providing reimbursement.

The teacher will complete the course, and when the grades for the college course are made available, the teacher will supply an official report of the grade achieved along with a receipt or other proof of the amount the teacher paid to take the college course, to the administration. The district will reimburse the teacher within 30 days of receiving the verification of attaining at least a “B” in the college course and proof that the teacher had paid for the college course.

**\*\*This is a fringe benefit not subject to retirement\*\***

## EXTRA DUTY SCHEDULE

Head Football	
Head Volleyball	11% (1-2 yrs.) 12% (3-4 yrs.) 13% (5-6 yrs.) 14%(7+ yrs)
Head Wrestling	
Head Track (2 assignments)	
Head Softball	
Head Golf	
Head Boys Basketball	
Head Girls Basketball	
Asst. Football (2 assignments)	
Asst. Softball (2 assignments)	
Asst. Volleyball	7% (1-2 yrs.) 8% (3-4 yrs.) 9% (5-6 yrs.) 10% (7+yrs)
Asst. Wrestling	
Asst. Track	
Asst. Boys Basketball	
Asst. Girls Basketball	
M.S. Football (2 assignments)	
M.S. Volleyball (2 assignments)	4%
M.S. Wrestling	
M.S. Boys Basketball	
M.S. Girls Basketball	
M.S. Track (2 assignments)	
Athletic Director	16%
HPC Club	10%
Music (Inst. & Vocal)	10%
FFA	8%
Play (2 assignments/split)	8% (4.0+4.0)
Speech (2 assignments/split)	8% (4.0+4.0)
Concessions (Man.-Asst.)	8% (4.5+ 3.5)
Senior Class	6%
Junior Class	6%
Summer Weight Program	6%
Infinite Campus	6%
FCCLA	5%
FBLA	5%
Yearbook	5%
H.S. Quiz Bowl	4%
School Improvement	4% (2% + 2% if split)
HPC-TV Live Stream/Media	3%
H.S. Student Council	3%
M.S. Quiz Bowl	2%
HPC Website	2%
HPC Activities Google Calendar	2%
Music (Jr. High)	2%
M.S. Student Council	2%
Newsletter	2%
Freshman Class	1%
Sophomore Class	1%
National Honor Society	1%
Assistant Summer Weights	\$10hr

**HIGH PLAINS COMMUNITY SCHOOLS  
OFFICE OF THE SUPERINTENDENT  
POLK, NE 68654  
CERTIFIED PERSONNEL - 2021-2022 SCHOOL YEAR  
OFFICIAL SALARY SCHEDULE**

Base	38250						
	A	B	C	D	E	F	G
STEPS	BA	BA+9	BA+18	BA+27	BA+36/MA	MA+9	MA+18
1	1.000 38250	1.045 39971.25	1.090 41692.50	1.135 43413.75	1.180 45135.00	1.225 46856.25	1.270 48577.50
2	1.040 39780	1.085 41501.25	1.130 43222.50	1.175 44943.75	1.220 46665.00	1.265 48386.25	1.310 50107.50
3	1.080 41310	1.125 43031.25	1.170 44752.50	1.215 46473.75	1.260 48195.00	1.305 49916.25	1.350 51637.50
4	1.120 42840	1.165 44561.25	1.210 46282.50	1.255 48003.75	1.300 49725.00	1.345 51446.25	1.390 53167.50
5	1.160 44370	1.205 46091.25	1.250 47812.50	1.295 49533.75	1.340 51255.00	1.385 52976.25	1.430 54697.50
6	1.200 45900	1.245 47621.25	1.290 49342.50	1.335 51063.75	1.380 52785.00	1.425 54506.25	1.470 56227.50
7	1.240 47430	1.285 49151.25	1.330 50872.50	1.375 52593.75	1.420 54315.00	1.465 56036.25	1.510 57757.50
8		1.325 50681.25	1.370 52402.50	1.415 54123.75	1.460 55845.00	1.505 57566.25	1.550 59287.50
9			1.410 53932.50	1.455 55653.75	1.500 57375.00	1.545 59096.25	1.590 60817.50
10				1.495 57183.75	1.540 58905.00	1.585 60626.25	1.630 62347.50
11					1.580 60435.00	1.625 62156.25	1.670 63877.50
12					1.620 61965.00	1.665 63686.25	1.710 65407.50
13						1.705 65216.25	1.750 66937.50
14							1.790 68467.50

**8. HPC Elementary Air Compressor for Boiler**

Your Single Source Service Provider



Council Bluffs/Omaha | Sioux City | Kearney | Sturgis | Lincoln | Denver

November 18, 2020

**QUOTE NUMBER: Q2005886**

**MATT HODGSON**

Rasmussen Mechanical Services  
2120 Avenue N  
Kearney, NE 68848

**MIKE HOWELL**

HIGH PLAINS COMM SCHOOL - CLARK  
205 PEARL STREET  
CLARKS, Nebraska  
68628

**Proposal**

**Subject: Air Compressor replacement**

**Mike Howell,**

Rasmussen Mechanical Services is pleased to quote the following scope of work during normal working conditions unless specified otherwise in the scope below.

**Inclusions:**

Quincy REciprocating Air Compressor

- 60 Gallon tank
- 2 H.P.
- 200/3/60
- Refrigerated air Dryer
- Tank Drain
- Vibration pads

Labor to remove old and install new

**Price**

Rasmussen Mechanical Services will furnish the Equipment, Materials, Tools, Labor, Supervision and Services as outlined in the above Scope of Work for the net sum of:

*Eight Thousand Four Hundred Nine Dollars and 00/100....\$8,409.00*

**Terms and Conditions**

- Note: This Proposal is valid for 30 days from date of submission.
- Sales Tax is not included in price.
- Invoices to be paid, Net 30 Days per Seller's Terms and Conditions, <https://www.rasmech.com/terms>

NOTICE: THIS PROPOSAL IS CONTINGENT ON A LACK OF IMPACT BY THE CORONAVIRUS NATIONAL EMERGENCY. Given the existence of the coronavirus pandemic, Rasmussen Mechanical Services will use its best efforts to staff and supply this project to be meet the scheduled completion date. However, Rasmussen Mechanical Services reserves its right to seek an excusable extension of time if Rasmussen Mechanical Services or its subcontractors and suppliers are unable to maintain planned crew sizes due to the illness, supply shortages or governmental restraints on business, travel and/or assembly. To the extent that the project is suspended pursuant to the terms of the proposed Rasmussen Mechanical Services, we intend to seek additional costs associated with the suspension.

Rasmussen Mechanical Services is grateful for the opportunity to be of service. Thank you for considering our Proposal and we look forward to working with you. If there are any question, please contact me.

Respectfully Submitted,



**Matt Hodgson**  
HVAC Sales

**Rasmussen Mechanical Services**

Phone:  
Mobile: +1 4022909893  
Email: matt.hodgson@rasmech.com

**Boiler Repair | Burner Services | HVAC | Industrial Air | Mechanical Construction | Temperature Controls**

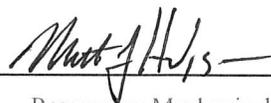
**Confidentiality Note:** This Proposal may contain confidential and/or private information. If you received this Proposal in error please delete and notify sender.

**Buyer's Acceptance**

**Approved by Seller**

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Authorized Signature for: HIGH PLAINS  
COMM SCHOOL - CLARK




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Rasmussen Mechanical Services

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Date of Acceptance

**QUOTE NUMBER: Q2005886**

10-18-2020

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Date of Acceptance

**9. HPC Option Enrollment Resolution**

## **RESOLUTION ON SCHOOL DISTRICT STANDARDS FOR ACCEPTANCE OR REJECTION OF OPTION ENROLLMENT APPLICATIONS**

WHEREAS, **High Plains Community Schools** is committed to providing an education of high quality to its students in an economically efficient manner; and

WHEREAS, the school district's faculty, facilities, and equipment can serve only a limited number of students effectively; and

WHEREAS, the **High Plains Community Schools** Board of Education, in consultation with the administration, has reviewed the school district's faculty, facilities, equipment, interdisciplinary efforts and interrelationships of grades, subjects, and faculty; and has determined the maximum number of students it can serve effectively at any given grade level and in total;

NOW, THEREFORE BE IT RESOLVED that the board adopts the following standards for acceptance or rejection of option enrollment applications:

**Programmatic Capacity.** The board declares the following grade levels, programs, classes, and school buildings to be at capacity such that no option applications into any of the following will be accepted: **K-12 Special Education.**

**Other Standards.** The school district shall not accept an option student when acceptance of the student:

- (a) Would increase the operating costs of the school district, such as by requiring the hiring of new staff or contracting with outside entities to provide services to the student;
- (b) Would require the procurement of new equipment, technology, or furnishings;
- (c) Would cause or require the rearrangement of caseloads for staff and contracted professionals;
- (d) Is reasonably deemed by appropriate school staff to pose a potential risk to the health or safety of students or staff;
- (e) May pose a risk of adversely affecting the quality of educational services being provided to resident students, as determined by appropriate school staff.

After the above resolution was read, board member \_\_\_\_\_ moved for passage of the motion. Board member \_\_\_\_\_ seconded the motion. After discussion, and on roll call vote, the following members voted in favor of the motion: \_\_\_\_\_.

The following members voted against the motion:

\_\_\_\_\_.

The following members did not vote:

\_\_\_\_\_.

Having been consented to by a majority of the voting members, the board president declared the motion to have been passed and adopted.

**Dated this 14th day of December, 2020.**

\_\_\_\_\_  
President, Board of Education

## 10. 2021-2022 School Calendar



# High Plains Community Schools 2021-2022



August, 2021						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

- 13, 16, 17 Teacher Workdays
- 17 Elem Open House 5:30 MS/HS Open House 6:30
- 18 School Begins - 1:30 Dismiss
- 19 Picture Day - Jr/Sr High
- 20 Picture Day - PK-6
- 25 1:30 Dismissal

November, 2021						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

- 11 HPC Veteran's Day Ceremony
- 17 1:30 pm dis. (Staff Development)
- 24-26 No School - Thanksgiving Vacation

February, 2022						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

- 9 1:30 pm dis. (Staff Development)
- 10 1:30pm dis. - PK-12 PT Conf. 2-8:00pm
- 11 PK-6 No School PT Conf / 7-12 in session

May, 2022						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

- 14 Graduation
- 17, 18 K-12 1:30 pm dis. / Semester test
- 17 K-6 Last Day of School - 1:30 dismissal
- 18 PK-6 No School PD
- 19 7-12 Last day - End of Semester - Noon Dismissal
- 20 Teacher Workday

September, 2021						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

- 6 Labor Day (No School)
- 16 1:30pm dis. - PK-12 PT Conf. 2-8:00pm
- 17 PK-6 No School PT conf / 7-12 in session
- 22 1:30 pm dis. (Staff Development)

December, 2021						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

- 8 1:30 pm dis. (Staff Development)
- 20 PK-12 1:30 pm dis. / Semester test
- 21 PK-6 No School PD
- 21 7-12 Semester Tests 1:30 dis / End of 1st Semester

March, 2022						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

- 9 End of 3rd Quarter - 45 days
- 10, 11 Spring Break
- 23 1:30 dis. (Staff Development)

School Hours			
<b>HS</b>	Mo - Fr	8:10am - 3:40pm	
<b>MS</b>	Mo - Fr	8:10am - 3:40pm	
<b>ELEM</b>	Mo - Fr	8:20am - 3:37pm	

1st Sem. - 85	2nd Sem. - 92
1st Qrt - 42	3rd Qrt - 46
2nd Qrt - 43	4th Qrt - 47
178 - Student Days	
185 - Teacher Contract Days	

October, 2021						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

- 8 K-6 No School - PD
- 15 End of Quarter 1 - 42 days
- 20 1:30 pm dis. (Staff Development)
- 29 No School - Teacher Comp day for PT Conf.

January, 2022						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

- 3 Teacher Flex day
- 4 School Resumes - 2nd Sem. begins
- 17 No School - MLK P.D.

April, 2022						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

- 15, 18 Easter Break
- 20 1:30 pm dis. (Staff Development)
- 20 No Kindergarten - Kinder Round up

First, Last or Resume Day
Vacation Day
End of quarter/Semester Tests
Parent/Teacher Conferences
Teacher Flex Day
1:30 pm dis. (Staff Development)
Teacher Workdays/In-Service

**EVERY STUDENT.  
EVERY DAY.  
EVERY WAY.  
ROLL STORM!!!**

**11. Policy**

**12. Financial Reports**

**12.1. Lunch report**

**High Plains Community Schools  
HOT LUNCH PROGRAM  
December Meeting**

ACTIVITY	BALANCE FORWARD	INCOME	EXPENDITURES	BALANCE ON HAND
<i>Balance Forward</i>	9,738.02			
INCOME				
Child Payments		490.99		
Adult Payments		277.00		
A La Carte		315.30		
Federal Reimbursement				
State Reimbursement		20,663.67		
Food Sales - Special Function		0.00		
Miscellaneous Income:		10,178.87		
district transfer				
EXPENDITURES				
Food			15,192.59	
Salary Reimbursement			0.00	
Equipment/Supplies			0.00	
Program Refunds			0.00	
Miscellaneous Expense			0.00	
<i>TOTALS</i>	9,738.02	31,925.83	15,192.59	26,471.26
SUMMARY OF ACTIVITY				
Balance Fwd	9,738.02			
Deposits	31,925.83			
Checks Paid	15,192.59			
-Checks Outstanding				
+Deposits in Transit				
<i>Rec Balance</i>	26,471.26			

\*\* \$36.60 cash kept on hand

Signed: Sarah Engler, Secretary

**Detail of Food Expense:**

Cash-Wa \$12910.11    CC Mall \$72.00    US Foods \$832.64    Hiland-\$1377.84

**Bills To Be Paid:**

**Kitchen Report**

	Nov. 2020	Nov. 2019	Difference
Days Served This Month	15	16	
# of Lunches Served	2548	3136	-588
Daily Average Number of Lunches	170	196	-26
Total Food Costs for Lunch	\$12,945	\$7,324	\$5,621
Average Cost per Lunch	\$5.08	\$2.34	
# of Breakfasts Served	1109	935	174
Daily Average Number of Breakfasts	74	58	16
Total Food Costs for Breakfasts	\$1,438	\$814	\$624
Average Cost per Breakfast	\$1.30	\$0.87	

**School Nutrition Fund, 2020-21**  
**Balance as of 11/30/2020**

<b>Disbursements &amp; Transfers</b>	<b>Source #</b>	<b>November</b>	<b>YTD</b>
Salaries	100	0.00	13,957.75
Employee Benefits	200	0.00	3,285.47
Purchased Services	300	0.00	0.00
Supplies & Materials (Excludes Food)	600	809.37	1,683.46
Food	630	14,383.22	32,981.00
Capital Outlay Over \$5000	700	0.00	0.00
Transfer to General Fund		0.00	0.00
<b>Total Disbursements &amp; Transfers</b>		15,192.59	51,907.68

**Beg. Balance, Receipts & Transfers**

Beginning Balance, 09/01/2019			10,900.25
Sales of Lunches/Milk	1610	1,083.29	7,500.88
State Reimbursement	3150	20,663.67	40,159.17
Federal Reimbursement	4210	0.00	0.00
Food Sales - Special Functions	1630	0.00	68.33
Transfers from General Fund	5200	10,178.87	20,203.55
Equipment Grant			
<b>Total Resources Available</b>		31,925.83	78,832.18

Total Fund Balance			37,824.75
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## 12.2. Activity Reports

Nov 2020			Totals		\$20,459.44	\$13,777.26
DATE	CHECK	COLUMN	CATEGORY		DEBIT	CREDIT
11-2-20	18131	Vaughn Pedersen	HPC-TV	STRIV	\$120.00	
	18132	Nathan Ertzner	HPC-TV	STRIV	\$115.00	
	18133	Sarah Person	HPC-TV	STRIV	\$40.00	
	18134	York High School	DRAMA	Entry Fee	\$150.00	
	18135	Mustang Inc	FFA	2 Jackets	\$129.98	
	18136	Tom Hofmann	FFA	Feed Farmer	\$176.40	
	18137	Fran Lott	NHS	Pumpkin Patch Adm	\$102.00	
	18138	Miller Trophy	CHEER	Car Show	\$348.50	
	18139	Shelly Urkoski	ATH	Trainer-Fall	\$800.00	
	18140	HPC Lunch	FFA	Feed Farmer	\$168.87	
	18141	Premier Sports Offic Assn	ATH	4 FB Games	\$40.00	
	18142	Varsity	CHEER	Uniforms	\$5,087.30	
	18143	Pioneer Mfg Co	ATH	FB Field Paint	\$192.00	
	18144	Cash Wa Dist.	CONC	Candy	\$80.70	
	18145	Cardmember Serv	MISC	General	\$1,571.99	
		"	DRAMA	whiteboard/easel	\$109.90	
		"	NHS	Certificate/pins	\$69.60	
	18146	Corbey Grause	ATH	Fall Extra Duty	\$655.00	
	18147	Jason Church			\$280.00	
	18148	Logan Russell			\$150.00	
	18149	Lance Russell			\$50.00	
	18150	Jon Bos			\$100.00	
	18151	Jim Pekarek			\$160.00	
	18152	Tom Hofmann			\$280.00	
	18153	Alan Rieken			\$60.00	
	18154	Jeff Gress			\$60.00	
	18155	Shane Strobel			\$160.00	
	18156	Dave Carlson			\$30.00	
	18157	Riley Carlstrom			\$15.00	
	18158	Kyle Beck			\$15.00	
	18159	Omar Ramirez			\$160.00	
	18160	Lynn Hofmann			\$205.00	
	18161	Bre Helgoth			\$40.00	
	18162	Tabitha Rieken			\$15.00	
	18163	Kristi Lindburg			\$30.00	
	18164	Jenna Rieken			\$30.00	
	18165	Aaron Rohde			\$15.00	
	18166	Becky Carlstrom			\$135.00	
	18167	Stephanie Carlson			\$15.00	
	18168	Karol Bankson			\$45.00	
	18169	Sue Wilgocki			\$90.00	
	18170	Dorinda Brown			\$15.00	
	18171	Laura Hedrick			\$15.00	
	18172	Tiffany Carlstrom			\$150.00	
	18173	Shelly Urkoski			\$60.00	
	18174	Katie Bowman			\$30.00	
	18175	Cindy Wurtz			\$65.00	
	18176	Fred Holmes			\$55.00	
	18177	Carrie Swanson			\$40.00	

11-12-20		Deposit	LAP	Deposit		\$25.00
		"	METALS	Sign		\$80.00
		"	SPIRIT	SR Sem. gutters		\$80.00
		"	FFA			\$110.00
		"	MISC	General		\$1,571.99
		"	TEACH			\$1,288.57
		"	YEAR	Ads		\$1,015.00
		Deposit	HS STU	Machines		\$222.87
		Deposit	MUSIC	Veterans Parade		\$100.00
		"	MUSIC	Greenery		\$1,501.20
11-12-20	18178	Advanced Agri-Direct	FFA	Concrete Waterer	\$556.61	
	18179	Willow Creek Honey	FFA	Honey Order	\$576.00	
	18180	Fischers Portables	ATH	2 Portable Toilets	\$170.00	
	18181	York Printing	FAME	Digitize 4 files	\$28.25	
	18182	Kully Pipe & Steel	METALS	Student Projects	\$358.65	
	18183	Misko Sports	ATH	JH/HS FB Practice Jersey	\$265.00	
	18184	The Meat Hook	FFA	Feed Farmer	\$188.58	
	18185	Lynn Hofmann	DRAMA	Makeup	\$89.12	
	18186	Walmart	HS STU	Candy	\$43.44	
11-16-20	18187	Northern Wreaths	MUSIC TRIP	Greenery	\$755.25	
11-17-20	18188	Clarks Lumber	DRAMA	Plywood	\$62.93	
	18189	Custom Sports	ATH	Shooting Shirts	\$264.00	
	18190	Yanda's	DRAMA	Training on Lights	\$479.98	
	18191	Kristi Farley	CHEER	Reimbursement	\$170.00	
	18192	Nicole Quast	CHEER	Reimbursement	\$170.00	
	18193	Zandra Kalkwarf	CHEER	Reimbursement	\$170.00	
	18194	rSchool Today	ATH	20-21 Activity Scheduler	\$300.00	
	18195	Mariann VonRein	DRAMA	CRC Judge	\$209.50	
	18196	JoAnn Koontz	DRAMA	CRC Judge	\$197.50	
	18197	Amy Hostetler	DRAMA	CRC Judge	\$205.00	
11-18-20		Deposit	LAP	Deposit		\$15.00
		"	METALS	Signs		\$310.00
		"	DRAMA	Pullovers		\$614.90
		Deposit	FFA	Fundraiser		\$6,027.00
11-19-20	18198	Cardmember Serv	ATH	Sportsmans Summit	\$140.00	
		"	MISC	General	\$544.69	
		"	FFA		\$100.00	
		"	DRAMA	Props	\$168.35	
		"	MS STU	Pop / Candy	\$41.88	
	18199	The Meat Hook	BEEF	30 # Hamburger	\$99.00	
	18200	Menards	FFA	Shed	\$1,232.51	
		"	DRAMA	Paint	\$20.96	
	18201	Crossroads Conference	ATH	CRC Dues	\$250.00	
11-20-20		Deposit	DRAMA	Pullover		\$50.00
		"	YEAR	Ads		\$490.00
		Deposit	HS STU	Machines		\$269.48
11-30-20		NSF Check	FFA		\$45.00	
11-30-20		Interest				\$6.25
11-30-20	17939	Breanne Helgoth	ATH	Check 3-3-20 extra duty	\$30.00	

Dec 2020			Totals	\$1,371.94	\$540.42
DATE	CHECK	COLUMN	CATEGORY	DEBIT	CREDIT
12-1-20	18202	Jake Brown	ATH JH WR official	\$125.00	
	18203	Conestoga	ATH HS WR Entry	\$125.00	
	18204	Cash	ATH 2 BB Starter Adm Boxes	\$450.00	
	18205	Central City	ATH JH WR Entry	\$30.00	
12-2-20	18206	Josh Hood	ATH Giltner - Boys	\$130.00	
	18207	Derek Westring	ATH "	\$130.00	
	18208	Mathew Wilinon	ATH "	\$130.00	
	18209	Amy Hams	ATH Giltner - Girls	\$70.00	
	18210	Scott Milier	ATH "	\$70.00	
	18211	Mark Ulfers	ATH "	\$70.00	
12-3-20	18212	Menards	DRAMA window film, organizer	\$41.94	
12-4-20		Deposit	HS STU Machines		\$283.42
12-7-20		Deposit	ATH Adm Boys Giltner		\$150.00
		"	ATH Adm Girls Giltner		\$107.00
12-8-20		TRANSFER	From HS Stu to CONC Pop		



Bank Statement Balance		\$145,075.39
Add - Deposits in Transit:		
Outstanding Checks:		\$2,424.50
Ending Balance:		\$142,650.89
Deposits in Transit:		
Date	Amount	
Outstanding Checks:		
Check #		Amount
18072	Raymond Simons	\$100.00
18103	Lower Blue NRD	\$30.00
18124	Zach Hunnel	\$120.00
18134	York High School	\$150.00
18149	Lance Russell	\$50.00
18165	Aaron Rohde	\$15.00
18166	Becky Carlstrom	\$135.00
18170	Dorinda Brown	\$15.00
18179	Willow Creek Honey	\$576.00
18191	Kristi Farley	\$170.00
18194	rSchool Today	\$300.00
18195	Mariann VonRein	\$209.50
18197	Amy Hostetler	\$205.00
18199	The Meat Hook	\$99.00
18201	Crossroads Conf	\$250.00

### 12.3. **General Fund**



	<b><u>Special</u></b>	<b><u>Funds</u></b>	
9/10/20	Building	\$1,400,097.72	
	Depreciation	\$200,031.98	
10/12/20	Building	\$1,541,884.38	
	Depreciation	\$200,040.20	
11/9/20	Building	\$200,048.42	
	Depreciation	\$1,592,938.98	
12/14/20	Building	\$1,584,131.76	Fire panel at HS
	Depreciation	\$198,214.92	Media Reception Desk for Elementar
1/11/21			
2/8/21			
3/8/21			
4/12/21			
5/10/21			
6/14/21			
7/12/21			
8/9/21			

Expenditures			Revenue							Special	Funds	
	YTD	% Spent	Levy	Non-levy	Total	YTD						
Sept	\$430,267.52	7.82%	\$927,731.27	\$26,588.40	\$954,319.67		9/9/19	Building	\$971,670.36			
Oct.	\$418,117.89	\$848,385.41	15.41%	\$418,950.39	\$31,101.31	\$450,051.70	\$1,404,371.37	Depreciation	\$293,157.38			
Nov.	\$396,858.20	\$1,245,243.61	22.62%	\$40,913.53	\$83,477.22	\$124,390.75	\$1,528,762.12	10/14/19	Building	\$1,105,966.43		
Dec.	\$402,155.38	\$1,647,398.99	29.93%	\$14,260.97	\$53,226.04	\$67,487.01	\$1,596,249.13	Depreciation	\$282,515.15	Depreciation		
Jan.	\$439,320.26	\$2,086,719.25	37.91%	\$612,611.68	\$51,211.25	\$663,822.93	\$2,260,072.06	11/11/19	Building	\$1,152,930.71	Band Uni	
Feb.	\$408,581.20	\$2,495,300.45	45.33%	\$182,669.28	\$229,181.77	\$411,851.05	\$2,671,923.11	Depreciation	\$281,393.23	2 new servers		
March	\$431,012.80	\$2,926,313.25	53.16%	\$80,248.94	\$269,851.33	\$350,100.27	\$3,022,023.38	12/9/19	Building	\$1,151,004.88	Science Curric	
April	\$404,223.46	\$3,330,536.71	60.50%	\$166,521.45	\$240,386.44	\$406,907.89	\$3,428,931.27	Depreciation	\$279,766.31	Bus		
May	\$385,922.19	\$3,716,458.90	67.51%	\$1,036,988.96	\$183,070.01	\$1,220,058.97	\$4,648,990.24	1/13/20	Building	\$1,145,443.94	Bus video Cameras	
June	\$433,849.16	\$4,150,308.06	75.39%	\$534,951.97	\$89,619.08	\$624,571.05	\$5,273,561.29	Depreciation	\$174,717.84	Mower		
July	\$498,207.28	\$4,648,515.34	84.44%	\$26,665.24	\$26,114.79	\$52,780.03	\$5,326,341.32	2/10/20	Building	\$1,236,886.09	milk cooler	
Aug	\$399,473.82	\$5,047,989.16	91.70%	\$19,330.14	\$37,945.00	\$57,275.14	\$5,383,616.46	Depreciation	\$165,458.72	Freezer		
EOY Bills	\$46,261.50	\$5,094,250.66	92.54%					3/9/20	Building	\$1,264,411.25		
Activities	\$40,000.00	\$5,134,250.66	93.27%					Depreciation	\$159,975.56			
Empl Ben	\$5,000.00	\$5,139,250.66	93.36%					4/13/20	Building	\$1,288,918.23		
Depreciation	\$164,000	\$5,303,250.66	96.34%	\$4,061,843.82	\$1,321,772.64		\$5,383,616.46	Depreciation	\$140,330.75			
								5/11/20	Building	\$1,335,864.21		
<b>Projected Expenditures</b>	<b>\$5,504,933.00</b>			<b>Projected Revenue</b>		<b>\$5,504,933.00</b>		Depreciation	\$140,337.04			
								6/8/20	Building	\$1,483,330.39		
NDE General Fund and Transfer Allowance		\$5,587,786						Depreciation	\$140,342.62			
				Diff between expenditures & Revenue				7/13/20	Building	\$1,474,023.79		
Average Monthly bills		\$420,665.76		\$80,365.80				Depreciation	\$39,025.98			
								8/10/20	Buidling	\$1,409,973.44		
								Depreciation	\$36,029.55			

12/08/2020 12:39 PM

Unposted; Batch Description Dec 2020 invoices-0001; Board Checking Account ID 01

User ID: TLB

Vendor Name	Invoice Number	Description	Amount
Checking Account ID 01	Fund Number 01	General Fund	
ACTIVITY FUND	20201119	credit card expenses	544.69
ACTIVITY FUND	HPCTV Fall 2020	Fall HPCTV student coverage	275.00
Total ACTIVITY FUND			819.69
AMERICAN FIRE & LIFE SAFETY, L.L.C.	2159	fire alarm monitoring	900.00
Total AMERICAN FIRE & LIFE SAFETY, L.L.C.			900.00
AURORA NEWS REGISTER	55703/55916/55917	advertising	132.54
AURORA NEWS REGISTER	56357/56640		81.53
Total AURORA NEWS REGISTER			214.07
BERAN, KIMBERLY	ice	icebag	1.89
Total BERAN, KIMBERLY			1.89
BLACK HILLS ENERGY	20201120	monthly-Polk	383.48
Total BLACK HILLS ENERGY			383.48
BLACK HILLS ENERGY	20201120	monthly-Polk	1,034.34
Total BLACK HILLS ENERGY			1,034.34
BLACK HILLS ENERGY	20201120	monthly-Polk	335.23
Total BLACK HILLS ENERGY			335.23
CARL'S SKRAP	194079	trash pickup-Clarks	150.00
CARL'S SKRAP	194080	trash pickup-Polk	185.00
Total CARL'S SKRAP			335.00
CASH-WA DISTRIBUTING (FOOD-POLK)	12683413	coffee creamer-Clarks	41.93
CASH-WA DISTRIBUTING (FOOD-POLK)	12701044-office	office coffee creamer	19.35
Total CASH-WA DISTRIBUTING (FOOD-POLK)			61.28
CASH-WA DISTRIBUTING (NON FOOD POLK)	12692389	office supplies	55.20
Total CASH-WA DISTRIBUTING (NON FOOD POLK)			55.20
CENTRAL NE REFRIGERATION	28823	service-Polk kitchen	635.56
Total CENTRAL NE REFRIGERATION			635.56
CENTRAL NE REHAB SERVICES	Oct 2020 services	OT/PT	5,034.05
Total CENTRAL NE REHAB SERVICES			5,034.05
CENTRAL VALLEY AG	Nov 2020	monthly	3,646.31
Total CENTRAL VALLEY AG			3,646.31
CENTURY HSE CHIROPRACTIC	1098282	bus driver physical-Manstedt	83.00
CENTURY HSE CHIROPRACTIC	10984480	bus driver physical - Combs	83.00
Total CENTURY HSE CHIROPRACTIC			166.00
CLARKS LUMBER	Nov 2020	custodial/classroom	228.77
CLARKS LUMBER	Oct 2020	supplies-custodial/teacher	253.72
Total CLARKS LUMBER			482.49
CORNERSTONE BANK	safe deposit box 20	safe deposit box	10.00

12/08/2020 12:39 PM

Unposted; Batch Description Dec 2020 invoices-0001; Board Checking Account ID 01

User ID: TLB

Vendor Name	Invoice Number	Description	Amount
Total CORNERSTONE BANK			10.00
CROSS COUNTY SCHOOL	Phillips-Dec 2020	Phillips insurance	709.83
Total CROSS COUNTY SCHOOL			709.83
CULLIGAN of YORK	Oct 2020/Nov 2020	water/cooler rental-Polk	275.50
Total CULLIGAN of YORK			275.50
CULLIGAN	54233	water supply-Clarks	170.50
CULLIGAN	54422	water supply-Clarks	128.50
CULLIGAN	54589	water coolers-Clarks	39.00
Total CULLIGAN			338.00
DIODE TECHNOLOGIES INC.	8713	sec camera	172.50
Total DIODE TECHNOLOGIES INC.			172.50
DJI SERVICE LLC	cas 5517881-W2s1f3	supplies-Siemek-HPctv	14.00
Total DJI SERVICE LLC			14.00
EAGLE BROADBAND INVESTMENTS, LLC	20201116	internet line	609.00
Total EAGLE BROADBAND INVESTMENTS, LLC			609.00
EAKES OFFICE SOLUTIONS	8019386-1	custodial-clarks	89.92
EAKES OFFICE SOLUTIONS	8054029-2	custodial	52.74
EAKES OFFICE SOLUTIONS	8139815-0	custodial-Polk and Clarks	482.48
EAKES OFFICE SOLUTIONS	8139815-1	custodial-Polk	6.96
EAKES OFFICE SOLUTIONS	8148419-0	custodial-Polk	87.20
EAKES OFFICE SOLUTIONS	inv241604	monthly fax	51.49
Total EAKES OFFICE SOLUTIONS			770.79
ECOLAB	3399450	pest control-Clarks	89.08
Total ECOLAB			89.08
ECONOMY HOMETOWN MARKET	20201113	FCS-Wilgocki	5.73
ECONOMY HOMETOWN MARKET	20201113-0001	FCS-Wilgocki	12.84
ECONOMY HOMETOWN MARKET	20201204	FCS supplies	68.50
ECONOMY HOMETOWN MARKET	20201208	FCS supplies	18.57
Total ECONOMY HOMETOWN MARKET			105.64
ESU #7	Oct 2020	Oct 2020 sped services	20,595.79
Total ESU #7			20,595.79
ESU 7 PRODUCTION	Nov 2020	production	36.83
Total ESU 7 PRODUCTION			36.83
ESU7	dist learn	distance learning	697.47
ESU7	fees	network fees	61.50
ESU7	Network Nov 2020	network operations	12.50
ESU7	Network Op	network operations	33.75
ESU7	server host nov 2020	server hosting	61.50
Total ESU7			866.72
FRANSSEN, LARRY	1624	bus drug tests	90.00

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Unposted; Batch Description Dec 2020 invoices-0001; Board Checking Account ID 01

User ID: TLB

Vendor Name	Invoice Number	Description	Amount
Total FRANSSEN, LARRY			90.00
FULL BLOOM	432	Funeral-Miller	45.00
Total FULL BLOOM			45.00
GOPHER	9742974	prek supplies	4,948.92
Total GOPHER			4,948.92
HANS SERVICE, LLC	6736	clarks icemaker	174.68
Total HANS SERVICE, LLC			174.68
HOMETOWN LEASING	Dec 2020	copier leases	2,027.74
Total HOMETOWN LEASING			2,027.74
ISLAND SUPPLY WELDING CO	227730	supplies-Hofmann	23.31
ISLAND SUPPLY WELDING CO	228084	supplies-Hofmann	48.00
ISLAND SUPPLY WELDING CO	230080	supplies-THofmann	25.20
Total ISLAND SUPPLY WELDING CO			96.51
J W PEPPER & SON INC	359808524	MS/HS music supplies	203.99
J W PEPPER & SON INC	359975078	MS/HS music supplies	80.00
J W PEPPER & SON INC	360008083	MS/HS music supplies	115.00
J W PEPPER & SON INC	362901213	MS/HS music supplies	57.50
Total J W PEPPER & SON INC			456.49
JENSEN PUBLISHING	72915/72916	advertising	59.76
Total JENSEN PUBLISHING			59.76
KLUTE, ANGELA	Nov 2020	nursing Nov 2020	2,325.65
Total KLUTE, ANGELA			2,325.65
KSB SCHOOL LAW	9197	legal fees	567.50
Total KSB SCHOOL LAW			567.50
MARZANO RESOURCES	M207998	solar wind grant	445.84
Total MARZANO RESOURCES			445.84
MAVERICK INDUSTRIES INC	16359	boiler water testing	80.00
Total MAVERICK INDUSTRIES INC			80.00
MENARDS	30104	custodial/Siemek supplies	81.54
Total MENARDS			81.54
MENARDS	12120	supplies-Hofmann	12.74
Total MENARDS			12.74
MID AMERICAN RESEARCH	0716747-IN	custodial-Clarks	901.00
MID AMERICAN RESEARCH	0716748-IN	custodial-Polk	1,172.00
MID AMERICAN RESEARCH	0717288-IN	custodial-polk	1,389.50
Total MID AMERICAN RESEARCH			3,462.50
MIERAU & CO PC	32176	annual audit	4,875.00
Total MIERAU & CO PC			4,875.00

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Unposted; Batch Description Dec 2020 invoices-0001; Board Checking Account ID 01

User ID: TLB

Vendor Name	Invoice Number	Description	Amount
Myer's Insurance Inc	3245	bond	100.00
Total Myer's Insurance Inc			100.00
NABERS LOCKSMITH SERVICE	813	lock at clarks	335.00
Total NABERS LOCKSMITH SERVICE			335.00
NE SAFTEY CENTER	57-8242	Level 1-J Smith	200.00
Total NE SAFTEY CENTER			200.00
Nebraska Safety Center	57-8295	level 1-Combs	200.00
Total Nebraska Safety Center			200.00
NORTHEAST NEBRASKA TELEPHONE COMPANY	Nov 2020	monthly telephone-Clarks	258.42
NORTHEAST NEBRASKA TELEPHONE COMPANY	Oct 2020	telephone-Clarks	282.29
Total NORTHEAST NEBRASKA TELEPHONE COMPANY			540.71
OFFICE NET	949293-0	custodial - Polk	103.88
OFFICE NET	949501-0	supplies-Holmes	15.73
OFFICE NET	950027-0	supplies	6.92
Total OFFICE NET			126.53
OLIVIA AUDIO-VISUAL REPAIR	43546	computer repairs	100.00
Total OLIVIA AUDIO-VISUAL REPAIR			100.00
PLATTE VALLEY COMM	102000228	bus radio and installation-bus 17	754.58
Total PLATTE VALLEY COMM			754.58
POLK COUNTY NEWS LLC	27027	advertising	125.66
POLK COUNTY NEWS LLC	27234	monthly board advertising	67.01
Total POLK COUNTY NEWS LLC			192.67
POLK COUNTY RPPD	20201130	monthly elec-Clarks	544.91
POLK COUNTY RPPD	20201130-0001	hwy 92 light	22.62
POLK COUNTY RPPD	20201208	monthly-Clarks	1,908.48
POLK COUNTY RPPD	5809	power poles at fb field	3,604.41
POLK COUNTY RPPD	ballfield Nov 2020	monthly-Clarks-ballfield	57.39
Total POLK COUNTY RPPD			6,137.81
POLK LIGHT & WATER DEPT	Nov 2020	monthly water/sewer/elec-Polk	3,457.90
Total POLK LIGHT & WATER DEPT			3,457.90
POLK SERVICE & REPAIR	Nov 2020	repairs	908.81
Total POLK SERVICE & REPAIR			908.81
PRESTOX (J.C. EHRLICH CO., INC.)	8731043	pest control-Polk	93.00
Total PRESTOX (J.C. EHRLICH CO., INC.)			93.00
RASMUSSEN MECHANICAL SERVICES INC.	SRV077678	clarks boiler	231.00
RASMUSSEN MECHANICAL SERVICES INC.	srv078238	service boiler-Polk MS bldg	534.00
Total RASMUSSEN MECHANICAL SERVICES INC.			765.00
SAM'S CLUB	2021 membership fee	membership fee	45.00

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Unposted; Batch Description Dec 2020 invoices-0001; Board Checking Account ID 01

User ID: TLB

Vendor Name	Invoice Number	Description	Amount
Total SAM'S CLUB			45.00
SAPP BROTHERS PETROLEUM	Nov 2020	propane/fuel	1,093.73
SAPP BROTHERS PETROLEUM	Oct 2020	fuel	1,107.03
Total SAPP BROTHERS PETROLEUM			2,200.76
SHOUTPOINT, INC	20336	alert now message service	345.00
Total SHOUTPOINT, INC			345.00
STROMSBURG WATER & CONDIT	20201204	supplies-polk	137.50
Total STROMSBURG WATER & CONDIT			137.50
TIME MANAGEMENT SYSTMS	245018	monthly-timeclock	57.50
Total TIME MANAGEMENT SYSTMS			57.50
UNIVERSITY OF NEBRASKA STATE MUSEUM	20201204	Rohde virtual field trip	35.00
Total UNIVERSITY OF NEBRASKA STATE MUSEUM			35.00
US FOODS - (ONCORE/JAN-POLK)	4571259	custodial-Polk	886.89
Total US FOODS - (ONCORE/JAN-POLK)			886.89
US FOODS-GRAND ISLAND (ONCORE/JAN-CLARKS)	4571099	custodial-Clarks	263.10
Total US FOODS-GRAND ISLAND (ONCORE/JAN-CLARKS)			263.10
VILLAGE OF CLARKS	203885	monthly water/sewer-Clarks	223.69
VILLAGE OF CLARKS	Nov 2020	monthly-clarks	139.00
Total VILLAGE OF CLARKS			362.69
WINDSTREAM-CDLEC	20201119	distance learning	54.11
WINDSTREAM-CDLEC	20201207	final billing	30.82
Total WINDSTREAM-CDLEC			84.93
WINDSTREAM	20201130	monthly phone-MS bldg	279.56
Total WINDSTREAM			279.56
WINDSTREAM	20201130	monthly phone-HS	163.32
Total WINDSTREAM			163.32
YORK NEWS TIMES	20601715	board advertising	160.78
Total YORK NEWS TIMES			160.78
YORK VACUUM CENTER	3925-47	custodial-Polk	33.90
Total YORK VACUUM CENTER			33.90
Fund Number 01			77,416.08
Checking Account ID 01			77,416.08

Batch 2

High Plains Community School

Board Report - Board

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Unposted; Batch Description Dec 2020 invoices batch 2

User ID: TLB

Vendor Name	Invoice Number	Description	Amount
Checking Account ID 01	Fund Number 01	General Fund	
CULLIGAN	20201208	water-Clarks	275.00
Total CULLIGAN			275.00
EAKES OFFICE SOLUTIONS	inv247245	monthly fax fee	51.49
Total EAKES OFFICE SOLUTIONS			51.49
JOSTENS INC	25239599	diplomas	208.37
Total JOSTENS INC			208.37
LTA TOWING LLC DBA LONE TREE TOWING/AURORA TOWING	14948	tow bus	562.50
Total LTA TOWING LLC DBA LONE TREE TOWING/AURORA TOWING			562.50
MID AMERICAN RESEARCH	0718766-IN	custodial-Polk	240.22
Total MID AMERICAN RESEARCH			240.22
OFFICE NET	950413-0	supplies-teachers	207.84
Total OFFICE NET			207.84
WINDSTREAM	20201208	monthly	48.33
Total WINDSTREAM			48.33
Fund Number 01			1,593.75
Checking Account ID 01			1,593.75

+ 77416.08

Activity Fund	1288.57
AFLAC	335.92
Ameritas	477.16
BCBS	62,735.82
125 Plan	1529.16
Horace Mann	508.75
HPC HSA	213.29
IRS	54,822.67
NE Dept of Rev	8,112.71
NEPERS	45,818.82
Cornerstone	174,744.74
	<hr/>
	429,597.44

Expenses Comparison  
Increases from 2019-2020

SPED Bill = +\$7,000

Eakes Custodial = \$700

PreK Supplies = +\$4,900

Mid-American Research - +\$3,000  
Custodial

Audit Bill - +\$1,000

**Fixed Increases**

Blue Cross/Blue Shield = +\$8,556.22

Increase Salaries = +\$5,970.28

Total increase from 2019-2020 - \$31,126.5

November Receipts

Financial Statement	First State SN	First State MM	Cornerstone MM	Cornerstone Pay	CD Bank of Clarks
Bank Balance/October	\$308,573.18	\$2,547,091.18	\$74,358.96	\$15,738.05	<b>\$82,996.08</b>
Deposits for month	\$435,000.00	\$133,926.41	\$0.00	\$179,309.92	
Interest for month	\$92.91	\$967.16	\$6.32	\$0.00	
Total available	\$743,666.09	\$2,681,984.75	\$74,365.28	\$195,047.97	
Disbursements	\$428,633.33	\$435,000.00	\$0.00	\$179,309.92	
Bank Balance	\$315,032.76	\$2,246,984.75	\$74,365.28	\$15,738.05	
Outstanding Checks	\$8,600.28				
Bank Balance	<b>\$306,432.48</b>	<b>\$2,246,984.75</b>	<b>\$74,365.28</b>	<b>\$15,738.05</b>	
Certificates of Deposit		<b>80,578.51</b>			

Total Money available **\$2,807,095.15**

December Disbursements \$429,597.44

Receipts:	Budget	November	Last mo Y-T-D	Year to Date	
1100 Taxes	\$4,689,555.34	\$58,522.11	\$1,354,126.89	\$1,412,649.00	
1115 Carline tax	\$7,000.00	\$0.00	\$2,378.21	\$2,378.21	
1120 Public Power District Sales	\$15,000.00	\$0.00	\$0.00	\$0.00	in" lieu 5%" (3300)
1125 Motor Vehicle Taxes	\$165,000.00	\$12,788.25	\$25,346.93	\$38,135.18	
1370 Pre-School Tuition	\$0.00	\$0.00	\$0.00	\$0.00	
1510 Interest	\$10,000.00	\$1,066.39	\$2,237.61	\$3,304.00	
1911 Local License Fees	\$3,000.00	\$300.00	\$0.00	\$300.00	
1925 Categorical Grants	\$0.00	\$0.00	\$250.00	\$250.00	
1990 Other Local Receipts	\$10,000.00	\$10.00	\$3,400.43	\$3,410.43	
2110 County Fines	\$15,000.00	\$1,859.71	\$2,591.95	\$4,451.66	
2210 ESU receipts	\$290.00	\$0.00	\$0.00	\$0.00	
3110 State Aid	\$32,000.00	\$3,246.00	\$6,492.00	\$9,738.00	
3120 Sp. Ed. Program	\$150,000.00	\$0.00	\$0.00	\$0.00	
3125 Sp. Ed. Transportation	\$11,000.00	\$0.00	\$0.00	\$0.00	
3130 Homestead Exemption	\$10,000.00	\$0.00	\$0.00	\$0.00	
3131 Property Tax Credit	\$400,000.00	\$0.00	\$0.00	\$0.00	
3132 Personal Property Tax Credit	\$10,000.00	\$0.00	\$0.00	\$0.00	
3180 Pro-Rata Vehicle	\$6,000.00	\$526.74	\$713.45	\$1,240.19	
3400 State Apportionment	\$25,000.00	\$0.00	\$0.00	\$0.00	
3512 Dist Ed Incentive	\$1,000.00	\$0.00	\$1,929.82	\$1,929.82	
3535 High Ability Learners	\$3,000.00	\$0.00	\$3,675.00	\$3,675.00	
3540 Early Childhood	\$0.00	\$0.00	\$20,411.00	\$20,411.00	
3570 Teacher Education Grant	\$0.00	\$5,002.95	\$1,392.00	\$6,394.95	
4310 REAP	\$20,000.00	\$0.00	\$0.00	\$0.00	
4505 Title I Part A ESSA	\$29,000.00	\$0.00	\$0.00	\$0.00	
4512 IDEA Part B	\$26,000.00	\$0.00	\$0.00	\$0.00	
4519 IDEA Part B school age	\$10,000.00	\$0.00	\$0.00	\$0.00	
4521 IDEA Part B Prop Share	\$2,010.00	\$0.00	\$0.00	\$0.00	
4708 Medicaid	\$3,000.00	\$3,963.51	\$0.00	\$3,963.51	
4709 NASB Medicaid	\$0.00	\$3,748.74	\$0.00	\$3,748.74	
5300 Sale of Property	\$0.00	\$5,612.48	\$7,790.97	\$13,403.45	
5301 Ins. Adjustment	\$0.00	\$0.00	\$0.00	\$0.00	
6996 COVID	\$0.00	\$34,014.00	\$0.00	\$34,014.00	
<b>TOTAL</b>	<b>\$5,652,855.34</b>	<b>\$130,660.88</b>	<b>\$1,432,736.26</b>	<b>\$1,563,397.14</b>	
3100 Hot Lunch/Non Program			\$17,243.22	\$17,243.22	
				\$1,580,640.36	

## 13. Information

## Options to Discontinue Quarantine Frequently Asked Questions

### Q: What if I am in quarantine and start to show COVID-19 symptoms?

You should get a test and isolate until you have your test results.

### Q: What are the symptoms of COVID-19?

Monitor daily for symptom development, which can include a fever (of 100.4 F or above) or chills, cough, shortness of breath or difficulty breathing, tiredness, muscle aches, headaches, loss of taste or smell, sore throat, runny nose, nausea or vomiting, and diarrhea.

### Q: What if I am unable to get a test?

If you cannot get tested, you must isolate for 10 days from onset of symptoms **and** until you have been fever-free without fever reducing medicine for 1 full day **and** your symptoms have improved.

### Q: I thought you couldn't test out of quarantine, why is that now an option?

On Dec. 2, 2020, the Centers for Disease Control and Prevention [released information](#) on new research offering a better understanding of when transmission of COVID-19 is most likely to occur. An individual who had been in close contact with a COVID-19 positive case can get tested on day 5 or after. If no symptoms have developed, and if a negative result is received the individual can discontinue quarantine **after** day 7 since last close contact with a COVID positive individual. CDC requires daily self-monitoring for development of COVID-19 symptoms and masking until **after** day 14 since last close contact exposure with a COVID-19 positive individual. *It is important that the test specimen is collected no earlier than day 5 to provide a more accurate representation of infection.* Based on this new evidence from CDC, the change in policy was made for this to be an available option to discontinue quarantine.

### Q: Why is there also an option to end quarantine after day 10?

On Dec. 2, 2020, the Centers for Disease Control and Prevention [released information](#) on new research offering a better understanding of when transmission of COVID-19 is most likely to occur. If an individual does not complete a diagnostic test and no COVID-19 symptoms had developed, **after** day 10 since last close contact with a COVID positive individual quarantine may be discontinued. CDC requires daily self-monitoring for development of COVID-19 symptoms and masking until **after** day 14 since last close contact exposure with a COVID-19 positive individual. Based on this new evidence from CDC, the change in policy was made for this to be an available option to discontinue quarantine.





## **Q: I thought you had to quarantine for 14 days, why is there now a 7 day or 10 day option?**

On Dec. 2, 2020, the Centers for Disease Control and Prevention [released information](#) on new research offering a better understanding of when transmission of COVID-19 is most likely to occur. *Per the CDC, they are “currently recommending a quarantine period of 14 days. However, based on local circumstances and resources, the following options to shorten quarantine are acceptable alternatives.”* Depending on if the individual seeks diagnostic testing or not determines the timing of when an individual can discontinue quarantine.

## **Q: What is a “diagnostic test”?**

PCR tests and Antigen tests (nasal or oral specimen) are acceptable tests. Antibody test (blood specimen) results cannot be used as a rationale for ending quarantine.

## **Q: What if I’m not showing symptoms, but I receive a positive test result?**

If you receive a positive test result, you need to isolate for ten (10) days.

## **Q: What is self-monitoring for symptom development? How do I do that?**

Monitor daily for symptom development, which can include a fever (of 100.4 F or above) or chills, cough, shortness of breath or difficulty breathing, tiredness, muscle aches, headaches, loss of taste or smell, sore throat, runny nose, nausea or vomiting, and diarrhea.

## **Q: Where can I get a “diagnostic test”?**

Those who may have been exposed to COVID-19 or who are experiencing symptoms can receive a free test through Test Nebraska.

Visit [Testnebraska.com](https://testnebraska.com), or [TestNebraska/es](https://testnebraska.es) for Spanish, to schedule an appointment at one of more than 60 Test Nebraska locations across the state. Those with questions about testing or who need help completing the online assessment can call the Test Nebraska hotline at (402) 207-9377.

## **Q: I am currently in quarantine under the previous DHM? What should I do?**

You can follow this new guidance. Your Local Health Department will not be issuing change letters.

## Outline of Changes to Upcoming DHMs

All Changes Below Are Statewide and Effective at 5:00 pm on Thursday, December 3 2020

### Options to discontinue quarantine:

- Quarantine may discontinue without testing under the following conditions:
  - At least ten (10) days have passed since close contact exposure **AND**
  - No COVID-19 symptoms have developed and the person self-monitors for COVID-19 symptoms and wears a facial covering through day 14 since last close contact.
- Quarantine may discontinue with testing under the following conditions:
  - At least seven (7) days have passed since close contact exposure, no COVID-19 symptoms have developed **AND**
  - Results of a diagnostic specimen test (molecular or antigen) is negative that was collected no earlier than five (5) days since last close contact exposure **AND**
  - The person self-monitors for COVID-19 symptoms and wears a facial covering through day 14 since last close contact.



# COVID EXPOSED HOW TO QUARANTINE

If you have been within **6 feet** of someone with COVID-19 for a total of **15 minutes** or more on any day that they may have been infectious, you are a **close contact**. You must quarantine.

## FOR THE NEXT 14 DAYS...

### WATCH YOURSELF FOR SYMPTOMS OF COVID-19

- Fever or chills
- Cough
- Shortness of breath or trouble breathing
- Tiredness
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

### WEAR A MASK

Whenever you are with any other people, even if you are at home.

Make sure it fits over your mouth and nose.

### CALL YOUR DOCTOR and GET TESTED IF YOU HAVE COVID-19 SYMPTOMS.

Day 1

Day 2

Day 3

Day 4

Day 5

Day 6

Day 7

Day 8

Day 9

Day 10

Day 11

Day 12

Day 13

Day 14

### STAY HOME

If you can't stay home or away from others for 14 days, you *may* be able to shorten your in-home quarantine by meeting the conditions below.



You can get tested on or after day 5. If your test is negative you may be able to discontinue in-home quarantine on day 8 if you don't have symptoms. **Note: antibody tests do not count.**

**With a negative test** - If you have **no symptoms on or before day 7 and tested negative on or after day 5**, you can discontinue in-home quarantine on day 8. **You must keep wearing your mask at all times and monitor for symptoms through day 14.**

**Without a test** - If you have **no symptoms on or before day 10**, you can discontinue in-home quarantine on day 11. **You must keep wearing your mask at all times and monitor for symptoms through day 14.**

**LAST DAY OF QUARANTINE**

## 14. Adjournment