

## **Agenda**

1. MEETING CALL TO ORDER  
**Speaker(s):** Board President
  - 1.1. Reading of Public Meeting Notice  
**Speaker(s):** Board President
    - 1.1.1. Open Meetings Act  
**Speaker(s):** Board President
  - 1.2. Roll Call  
**Speaker(s):** President Richters
    - 1.2.1. Action to Excuse Board Member(s) if Necessary  
**Speaker(s):** President Richters
  - 1.3. Centennial Public School Mission Statement: Empower, Challenge, and Support Every Student, Every Day.
  - 1.4. Pledge of Allegiance  
**Speaker(s):** President Richters
  - 1.5. Consent Agenda  
**Speaker(s):** President Richters
    - 1.5.1. Consider Minutes of Previous Meeting and Their Approval  
**Speaker(s):** Board President
    - 1.5.2. Consider General Fund and Activity Fund Bills and Their Approval  
**Speaker(s):** Board President
    - 1.5.3. Consider Activity Accounts and Treasurer's Report  
**Speaker(s):** Board President
  - 1.6. Public Forum  
**Speaker(s):** Board President
    - 1.6.1. Public forum: This is an opportunity for members of the public to speak to items on the agenda or items of concern to the public. If you are not part of the presentation of an agenda item, you need to speak now. Thank you for your participation.  
**Speaker(s):** Board President
2. ACTION ITEMS  
**Speaker(s):** Board President
  - 2.1. DISCUSS, REVIEW, AND CONSIDER APPROVING POLICIES 3012-3023  
**Speaker(s):** SUPT. FORD
  - 2.2. DISCUSS, REVIEW, AND CONSIDER CLASSIFIED BENEFITS FOR 2023-2024 SCHOOL YEAR  
**Speaker(s):** SUPT. FORD
  - 2.3. DISCUSS, REVIEW, AND CONSIDER GRADUATION REQUIREMENTS FOR THE 2023-2024 SCHOOL YEAR  
**Speaker(s):** ADMINISTRATORS

- 2.4. DISCUSS, REVIEW, AND CONSIDER TAKING ACTION TO ACCEPT RESIGNATION  
**Speaker(s):** ADMINISTRATORS
- 2.5. DISCUSS, REVIEW, AND CONSIDER TAKING ACTION TO APPROVE NEW HIRES  
**Speaker(s):** ADMINISTRATORS
- 2.6. DISCUSS, REVIEW, AND CONSIDER TAKING ACTION TO APPROVE BID FOR ELEMENTARY PLAYGROUND BLACKTOP  
**Speaker(s):** ADMINISTRATORS
- 2.7. DISCUSS, REVIEW, AND CONSIDER APPROVING PROPOSED CHANGES TO CENTENNIAL FOUNDATION BYLAWS
- 2.8. DISCUSS, REVIEW, AND CONSIDER APPROVING NOMINATIONS FOR THE CENTENNIAL FOUNDATION BOARD OF DIRECTORS  
**Speaker(s):** SUPT. FORD
- 2.9. DISCUSS, REVIEW, AND CONSIDER DECLARING ITEMS AS SURPLUS FOR SALE OR DISPOSAL  
**Speaker(s):** SUPT. FORD
- 2.10. DISCUSS, REVIEW, AND CONSIDER APPROVING BIDS FOR SCHOOL PHONE SYSTEM  
**Speaker(s):** SUPT. FORD
3. DISCUSSION ITEMS  
**Speaker(s):** Board President
  - 3.1. SUPERINTENDENT REPORT - FINANCE UPDATE, SUMMER PROJECTS, LEGISLATIVE UPDATE  
**Speaker(s):** SUPT. FORD
  - 3.2. ACADEMIC ACHIEVEMENT INFORMATION  
**Speaker(s):** ADMINISTRATORS
  - 3.3. SEWARD COUNTY WELLNESS FOR ALL DISCUSSION  
**Speaker(s):** ADMINISTRATORS
  - 3.4. BOARD SELF EVALUATION  
**Speaker(s):** ADMINISTRATORS
  - 3.5. BOARD RETREAT PLANNING  
**Speaker(s):** ADMINISTRATORS
  - 3.6. NRCSA CONFERENCE REVIEW
  - 3.7. STAFF RECOGNITION  
**Speaker(s):** CHR. RICHTERS
4. ADJOURN  
**Speaker(s):** Board President

# CENTENNIAL PUBLIC SCHOOL

1301 Centennial Avenue  
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Utica, NE 68456-0187  
402-534-2321  
FAX 402-534-2291

Seth Ford  
Superintendent  
402-534-2291

Colin Bargaen  
H.S. Principal

Jenny Wagner  
Asst. Prin./A.D.

Brad Luce  
Elem. Principal

Cara Stoll  
Special Services

Zach Waller  
Counselor

Rochelle Geiger  
Elem. Counselor

## CENTENNIAL BOARD OF EDUCATION REGULAR MEETING March 9, 2023

Notice of meeting was published in York News Times on February 25, 2023.

Meeting was called to order at 8:00 p.m. with five board members present. Jodi Cast was absent. Administrators present were Mr. Ford, Mr. Luce, Mrs. Stoll and Mrs. Wagner. Mr. Bargaen was absent. Guests were Jarrett Fowler, Shauna Rodine, Drew Rodine, Cissanie Krohe and Allison Krohe.

Motion made by Avery, seconded by Tomes, to excuse Jodi Cast. Members polled: Avery, for; Borchers, for; D. Cast, for; J. Cast, absent; Richters, for; Tomes, for. Motion carried 5-0-1.

Motion made by D. Cast, seconded by Avery, to approve the consent agenda. Members polled: Avery, for; Borchers, for; D. Cast, for; J. Cast, absent; Richters, for; Tomes, for. Motion carried 5-0-1.

Motion made by Borchers, seconded by D. Cast, to approve policies 3002-3011 as presented. Members polled: Avery, for; Borchers, for; D. Cast, for; J. Cast, absent; Richters, for; Tomes, for. Motion carried 5-0-1.

Motion made by Tomes, seconded by Avery, to approve the administrative and classified salaries for the 2023-2024 school year as presented. Members polled: Avery, for; Borchers, for; D. Cast, for; J. Cast, absent; Richters, for; Tomes, for. Motion carried 5-0-1.

Motion made by Richters, seconded by D. Cast, to accept the resignations from Mr. and Mrs. Ronne with regrets and best wishes. Members polled: Avery, for; Borchers, for; D. Cast, for; J. Cast, absent; Richters, for; Tomes, for. Motion carried 5-0-1.

Motion made by D. Cast, seconded by Tomes, to approve policy 4021 as presented. Members polled: Avery, for; Borchers, for; D. Cast, for; J. Cast, absent; Richters, for; Tomes, for. Motion carried 5-0-1.

Motion made by D. Cast, seconded by Borchers, to approve the asbestos abatement bid from Bockmann as presented. Members polled: Avery, for; Borchers, for; D. Cast, for; J. Cast, absent; Richters, for; Tomes, for. Motion carried 5-0-1.

Motion made by Tomes, seconded by Avery, to approve the bid to recoat roof sections D & G as presented. Members polled: Avery, for; Borchers, for; D. Cast, for; J. Cast, absent; Richters, for; Tomes, for. Motion carried 5-0-1.

Motion made by Borchers, seconded by D. Cast, to approve flooring bid from Midwest as presented. Members polled: Avery, for; Borchers, for; D. Cast, for; J. Cast, absent; Richters, for; Tomes, for. Motion carried 5-0-1.

Motion made by Avery, seconded by Tomes, to approve the lighting bid from Voss as presented. Members polled: Avery, for; Borchers, for; D. Cast, for; J. Cast, absent; Richters, for; Tomes, for. Motion carried 5-0-1.

Motion made by Borchers, seconded by D. Cast, to approve the bid for ceiling tile from REW as presented. Members polled: Avery, for; Borchers, for; D. Cast, for; J. Cast, absent; Richters, for; Tomes, for. Motion carried 5-0-1.

Motion made by Richters, seconded by Avery, to approve the bid for elementary playground equipment from Burke as presented. Members polled: Avery, for; Borchers, for; D. Cast, for; J. Cast, absent; Richters, for; Tomes, for. Motion carried 5-0-1.

Motion made by Tomes, seconded by D. Cast, to declare listed items as surplus for immediate sale or disposal. Members polled: Avery, for; Borchers, for; D. Cast, for; J. Cast, absent; Richters, for; Tomes, for. Motion carried 5-0-1.

Heard preschool update

Certified Staff evaluation report

Cissanic Krohe presented the FFA creed

Mrs. Fowler, Mr. Rodine and Mrs. Rodine shared their experiences at the Innovative Schools Summit.

Heard administrators reports.

Heard board reports.

Motion made by D. Cast, seconded by Tomes, to adjourn meeting. Members polled: Avery, for; Borchers, for; D. Cast, for; J. Cast, absent, Richters, for; Tomes, for. Motion carried 5-0-1.

Bryce Borchers, Secretary  
Centennial Board of Education

BB:mr

# Register Report - Last month

3/1/2023 through 3/31/2023

4/4/2023

Date	Account	Num	Description	Memo	Category	Tag	Tax ...	Clr	Amount
<b>BALANCE 2/28/2023</b>									<b>40,749.65</b>
3/2/2023	Elementary	6990	Edgerton Explorit Center	Parent Admission [General]		1st and 2nd G...			R-162.00
3/2/2023	Elementary	884524	First And Second Grade Parents	Parent Admissio... [General]		1st and 2nd G...			R162.00
3/23/2023	Elementary	6991	Freeman Public School		[Boxtops]	Quiz Bowl			R-50.00
<b>3/1/2023 - 3/31/2023</b>									<b>-50.00</b>
<b>BALANCE 3/31/2023</b>									<b>40,699.65</b>
<b>TOTAL INFLOWS</b>									<b>162.00</b>
<b>TOTAL OUTFL...</b>									<b>-212.00</b>
<b>NET TOTAL</b>									<b>-50.00</b>

Activity Fund Balance Report - Detail - Exclude Encumbrances

03/2023 - 03/2023

Regular; Beginning Month 03/2023; Processing Month 03/2023; Accounts to Include Accounts with Activity; Fund Number 05

Fund: 05 ACTIVITIES FUND

Chart of Account Number			Chart of Account Description			Entity Name	Expenses	Revenues	Balance Change	Balance
Entry Date	JR	Reference #	Check Acct	Check #	Description					
<b>05 704 0003</b>			<b>ATHLETICS FUND BALANCE</b>			<b>*Previous Balance</b>				(33,720.43)
05 704 0003			ATHLETICS FUND BALANCE							
05 1710 0003			ATHLETICS ADMISSIONS							
03/30/2023	CR	17319			Gate BA 3/28	Wagner, Jenny	0.00	200.00		
05 1790 0003			ATHLETICS							
03/10/2023	CR	17314			spandex	Wagner, Jenny	0.00	189.00		
03/31/2023	CR	17323			spandex	Struckman, Amanda	0.00	21.00		
03/31/2023	CR	17325			SNC AD stipend	Wagner, Jenny	0.00	1,800.00		
03/31/2023	CR	17329			JHBBB - Sandy Creek ck	Wagner, Jenny	0.00	40.00		
03/31/2023	CR	17335			spandex	Wagner, Jenny	0.00	21.00		
05 2900 352 000 0 000 0003			ATHLETICS OFFICIALS/JUDGES							
03/28/2023	CD	20230328	5	44455	Baseball Umpire 3/28	Donohoe, David	165.00	0.00		
03/28/2023	CD	20230328	5	44456	Baseball Umpire 3/28	Woods, Beau	165.00	0.00		
03/31/2023	CD	20230331	5	44475	BA umpire 3/31	Rosene, Dale	165.00	0.00		
03/31/2023	CD	20230331	5	44476	BA umpire 3/31	Sandoval, Carlos	165.00	0.00		
05 2900 610 000 0 000 0003			ATHLETICS SUPPLIES							
03/08/2023	CD	14V4-7YC4-1Y39	5	44409	storage clipboard	AMAZON CAPITAL SERVICES	78.87	0.00		
03/09/2023	CD	11458	5	44430	Baseball Hats	SPECIAL TS & MORE, INC	830.32	0.00		
03/09/2023	CD	INV239163	5	44431	Track Equipment	MFAC, LLC	2,152.50	0.00		
03/29/2023	CD	1N1V-GGXF-GK1Y	5	44468	Golf supplies	AMAZON CAPITAL SERVICES	1,171.56	0.00		
05 2900 810 000 0 000 0003			ATHLETICS DUES AND FEES							
03/09/2023	CD	20230309	5	44428	Track meet entry fee	CONCORDIA UNIVERSITY ATHLETICS	250.00	0.00		
03/24/2023	CD	20230324	5	44437	Track Meet Entry Fee	Louisville High School	120.00	0.00		
03/28/2023	CD	20230328	5	44439	Track entry fee	Wilber-Clatonia Public Schools	170.00	0.00		
03/28/2023	CD	20230328	5	44440	Golf Entry Fee	Superior High School	75.00	0.00		
03/29/2023	CD	20230329	5	44470	JH Track Entry Fee	Friend High School	100.00	0.00		
03/29/2023	CD	20230329	5	4464	Track meet entry fee	MALCOLM PUBLIC SCHOOLS	180.00	0.00		
05 2900 890 000 0 000 0003			ATHLETICS MISC EXPENSE							
03/03/2023	CD	20230303	5	44402	Food/Rooms/Wristbands State WR	First National Bank Omaha	2,155.42	0.00		
03/03/2023	CD	20230303	5	44402	Amazon Prime Activity Acct	First National Bank Omaha	129.00	0.00		
03/03/2023	CD	20230303	5	44402	Nintendo Switch family membership	First National Bank Omaha	37.44	0.00		
03/08/2023	CD	20230308	5	44411	Dist. GWR Hotel Room for Coach	Geiger, Rochelle	249.76	0.00		
03/09/2023	CD	20230309	5	44414	Winter Sports Help	Fehlhafer, Carson	40.00	0.00		
03/09/2023	CD	20230309	5	44415	Winter sports help	Allen, Darrell	50.00	0.00		
03/09/2023	CD	20230309	5	44416	Winter sports help	Crawford, Dustin	130.00	0.00		
03/09/2023	CD	20230309	5	44417	Winter sports help	Avery, Gavin	50.00	0.00		
03/09/2023	CD	20230309	5	44418	Winter sports help	TARR, JACK	50.00	0.00		
03/09/2023	CD	20230309	5	44419	Winter sports help	Mooney, Josh	40.00	0.00		
03/09/2023	CD	20230309	5	44420	Winter sports help	Kucera, Keaton	240.00	0.00		
03/09/2023	CD	20230309	5	44421	Winter sports help	AVERY, MARK	115.00	0.00		
03/09/2023	CD	20230309	5	44422	Winter sports help	Stuhr, Preston	570.00	0.00		
03/09/2023	CD	20230309	5	44423	Winter sports help	Heine, Russell	40.00	0.00		

**Activity Fund Balance Report - Detail - Exclude Encumbrances**

03/2023 - 03/2023

Regular; Beginning Month 03/2023; Processing Month 03/2023; Accounts to Include Accounts with Activity; Fund Number 05

**Fund: 05 ACTIVITIES FUND**

<u>Chart of Account Number</u>			<u>Chart of Account Description</u>			<u>Entity Name</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Balance Change</u>	<u>Balance</u>
<u>Entry Date</u>	<u>JR</u>	<u>Reference #</u>	<u>Check Acct</u>	<u>Check #</u>	<u>Description</u>					
03/09/2023	CD	20230309	5	44424	Winter sports help	Payne, Sam	50.00	0.00		
03/28/2023	CD	20230328	5	44446	State WR Meal	Centennial General Fund	22.42	0.00		
<b>05 704 0003</b>					<b>ATHLETICS FUND BALANCE</b>	<b>*Current Activity</b>				<b>(7,486.29)</b>
						<b>*Ending Balance:</b>	<b>9,757.29</b>	<b>2,271.00</b>	<b>0.00</b>	<b>(41,206.72)</b>
<b>05 704 0050</b>					<b>CONCESSIONS FUND BALANCE</b>	<b>*Previous Balance</b>				<b>35,762.75</b>
05 704 0050					CONCESSIONS FUND BALANCE					
03/06/2023	GJ				Conc to MS Quiz Bowl Dec 8th Conc.		0.00	0.00		<b>(411.63)</b>
03/09/2023	GJ				Conc to Speech		0.00	0.00		<b>(183.02)</b>
03/09/2023	GJ				Conc to Dist Events		0.00	0.00		<b>(350.33)</b>
03/09/2023	GJ				Conc to MS Quiz Bowl		0.00	0.00		<b>(309.64)</b>
05 1790 0050					CONCESSIONS					
03/10/2023	CR	17306			FFA Dist. CDE's conc.	Klanecky, Nikki	0.00	2,471.38		
03/30/2023	CR	17320			Conc. Alumni Tourney 3/25	Klanecky, Nikki	0.00	541.88		
05 2900 610 000 0 000 0050					CONCESSIONS					
03/08/2023	CD	20230308	5	44404	supplies for concessions	CENTENNIAL MARKET	49.41	0.00		
03/08/2023	CD	20230308	5	44406	Pop Concessions Inside	Chesterman Company	2,277.34	0.00		
03/30/2023	CD	294	5	44473	donuts	BRONCO SPUR	279.72	0.00		
03/30/2023	CD	294	5	44473	pizza	BRONCO SPUR	2,502.40	0.00		
05 2900 890 000 0 000 0050					CONCESSIONS MISC EXPENSE					
03/09/2023	CD	20230309	5	44432	Concessions 2/9	Lion's Club	139.04	0.00		
03/09/2023	CD	20230309	5	44433	Concessions 2/19	Centennial Youth Wrestling	2,007.23	0.00		
03/28/2023	CD	20230328	5	44463	Conc. 1/14	FFA Alumni	707.91	0.00		
03/28/2023	CD	20230328	5	44444	Ice Cream @ JH Track 4/26/2022	Centennial Post Prom	650.00	0.00		
<b>05 704 0050</b>					<b>CONCESSIONS FUND BALANCE</b>	<b>*Current Activity</b>				<b>(6,854.41)</b>
						<b>*Ending Balance:</b>	<b>8,613.05</b>	<b>3,013.26</b>	<b>(1,254.62)</b>	<b>28,908.34</b>
<b>05 704 0051</b>					<b>CONCESSIONS MANAGER FUND BALANCE</b>	<b>*Previous Balance</b>				<b>0.00</b>
						<b>*Ending Balance:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>05 704 0052</b>					<b>BRONCO STORE FUND BALANCE</b>	<b>*Previous Balance</b>				<b>2,533.48</b>
						<b>*Ending Balance:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,533.48</b>
<b>05 704 0053</b>					<b>MARKET 67 FUND BALANCE</b>	<b>*Previous Balance</b>				<b>0.00</b>
						<b>*Ending Balance:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>05 704 0054</b>					<b>BRONCO CLOSET FUND BALANCE</b>	<b>*Previous Balance</b>				<b>906.90</b>
						<b>*Ending Balance:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>906.90</b>
<b>05 704 0055</b>					<b>BRONCO COFFEE &amp; CREATIONS FUND BALANCE</b>	<b>*Previous Balance</b>				<b>45.38</b>
						<b>*Ending Balance:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>45.38</b>
<b>05 704 0056</b>					<b>SUMMER CAMPS FUND BALANCE</b>	<b>*Previous Balance</b>				<b>1,682.00</b>

Activity Fund Balance Report - Detail - Exclude Encumbrances

03/2023 - 03/2023

Regular; Beginning Month 03/2023; Processing Month 03/2023; Accounts to Include Accounts with Activity; Fund Number 05

Fund: 05 ACTIVITIES FUND

Chart of Account Number			Chart of Account Description			Entity Name	Expenses	Revenues	Balance Change	Balance
Entry Date	JR	Reference #	Check Acct	Check #	Description					
05 704 0056					SUMMER CAMPS FUND BALANCE					
05 1790 0056					SUMMER CAMPS					
03/27/2023	CR	AUTO			Alumni Tourney	Square Inc.	0.00	106.92		
03/30/2023	CR	17321			Alumni Tourney 3/25	Wagner, Jenny	0.00	1,900.00		
<b>05 704 0056</b>					<b>SUMMER CAMPS FUND BALANCE</b>	<b>*Current Activity</b>			2,006.92	
						<b>*Ending Balance:</b>	0.00	2,006.92	0.00	3,688.92
<b>05 704 0057</b>					<b>PBIS FUND BALANCE</b>	<b>*Previous Balance</b>				(245.94)
						<b>*Ending Balance:</b>	0.00	0.00	0.00	(245.94)
<b>05 704 0103</b>					<b>DISTRICT EVENTS FUND BALANCE</b>	<b>*Previous Balance</b>				19,365.10
05 704 0103					DISTRICT EVENTS FUND BALANCE					
03/09/2023	GJ				Conc to Dist Events		0.00	0.00	350.33	
05 1750 0103					DISTRICT EVENTS POP MACHINE					
03/10/2023	CR	17311			Coca-Cola	Wagner, Jenny	0.00	38.04		
05 1790 0103					DISTRICT EVENTS					
03/10/2023	CR	17310			G/BBB Sub Districts/ Dist. WR	Wagner, Jenny	0.00	673.72		
05 2900 610 000 0 000 0103					DISTRICT EVENTS					
03/30/2023	CD	294	5	44473	donuts	BRONCO SPUR	49.95	0.00		
03/30/2023	CD	294	5	44473	pizza	BRONCO SPUR	33.98	0.00		
05 2900 890 000 0 000 0103					DISTRICT EVENTS MISC EXPENSE					
03/28/2023	CD	20230328	5	44446	State Dance Ticket	Centennial General Fund	14.25	0.00		
<b>05 704 0103</b>					<b>DISTRICT EVENTS FUND BALANCE</b>	<b>*Current Activity</b>				963.91
						<b>*Ending Balance:</b>	98.18	711.76	350.33	20,329.01
<b>05 704 0104</b>					<b>BOYS BASKETBALL FUND BALANCE</b>	<b>*Previous Balance</b>				720.68
						<b>*Ending Balance:</b>	0.00	0.00	0.00	720.68
<b>05 704 0105</b>					<b>CROSS COUNTRY FUND BALANCE</b>	<b>*Previous Balance</b>				318.03
						<b>*Ending Balance:</b>	0.00	0.00	0.00	318.03
<b>05 704 0106</b>					<b>FOOTBALL FUND BALANCE</b>	<b>*Previous Balance</b>				4,925.07
05 704 0106					FOOTBALL FUND BALANCE					
05 2900 890 000 0 000 0106					FOOTBALL MISC EXPENSE					
03/28/2023	CD	20230328	5	44450	Assistant Coaching	Ehlers, Wyatt	300.00	0.00		
03/28/2023	CD	20230328	5	44451	Assistant Coaching	Kucera, Keaton	300.00	0.00		
03/28/2023	CD	20230328	5	44452	FB Assistant Coach	Gierhan, Kendal	200.00	0.00		
03/28/2023	CD	20230328	5	44453	FB Assistant Coach	Clonce, Logan	200.00	0.00		
03/28/2023	CD	20230328	5	44454	Spring Husker Coaches Clinic	KLANECKY, EVAN WARREN	144.00	0.00		
<b>05 704 0106</b>					<b>FOOTBALL FUND BALANCE</b>	<b>*Current Activity</b>				(1,144.00)
						<b>*Ending Balance:</b>	1,144.00	0.00	0.00	3,781.07
<b>05 704 0107</b>					<b>GIRLS BASKETBALL FUND BALANCE</b>	<b>*Previous Balance</b>				(989.64)

Activity Fund Balance Report - Detail - Exclude Encumbrances

03/2023 - 03/2023

Regular; Beginning Month 03/2023; Processing Month 03/2023; Accounts to Include Accounts with Activity; Fund Number 05

Fund: 05 ACTIVITIES FUND

Chart of Account Number		Chart of Account Description			Entity Name	Expenses	Revenues	Balance Change	Balance
Entry Date	JR	Reference #	Check Acct	Check #	Description				
<b>05 704 0108</b>						<b>GOLF FUND BALANCE</b>			
05 704 0108						*Ending Balance:			
05 1790 0108						0.00	0.00	0.00	(989.64)
03/31/2023 CR 17326						*Previous Balance			
05 704 0108						51.76			
05 704 0108						*Current Activity			
03/31/2023 CR 17326						0.00	24.00		24.00
05 704 0108						*Ending Balance:			
						0.00	24.00	0.00	75.76
<b>05 704 0109</b>						<b>SOFTBALL FUND BALANCE</b>			
						*Previous Balance			
						1,322.39			
						*Ending Balance:			
						0.00	0.00	0.00	1,322.39
<b>05 704 0115</b>						<b>TRACK FUND BALANCE</b>			
05 704 0115						*Previous Balance			
05 1790 0115						631.31			
03/31/2023 CR 17328						*Current Activity			
05 704 0115						0.00	65.00		65.00
05 704 0115						*Ending Balance:			
						0.00	65.00	0.00	696.31
<b>05 704 0116</b>						<b>VOLLEYBALL FUND BALANCE</b>			
05 704 0116						*Previous Balance			
05 1790 0116						5,147.62			
03/10/2023 CR 17315						0.00	400.00		
05 2900 810 000 0 000 0116						VOLLEYBALL DUES AND FEES			
03/08/2023 CD 20230308						240.00	0.00		
03/08/2023 CD 20230308						420.00	0.00		
05 2900 890 000 0 000 0116						VOLLEYBALL MISC			
03/28/2023 CD 20230328						400.00	0.00		
03/28/2023 CD 20230328						450.00	0.00		
05 704 0116						*Current Activity			
						(1,110.00)			
						*Ending Balance:			
						1,510.00	400.00	0.00	4,037.62
<b>05 704 0117</b>						<b>WRESTLING FUND BALANCE</b>			
05 704 0117						*Previous Balance			
05 2900 890 000 0 000 0117						2,866.92			
03/03/2023 CD 20230303						98.64	0.00		
05 704 0117						*Current Activity			
						(98.64)			
						*Ending Balance:			
						98.64	0.00	0.00	2,768.28
05 704 0118						BASEBALL FUND BALANCE			
05 1790 0118						BASEBALL			
03/31/2023 CR 17327						0.00	240.00		
05 704 0118						*Current Activity			
						240.00			

Activity Fund Balance Report - Detail - Exclude Encumbrances

03/2023 - 03/2023

Regular; Beginning Month 03/2023; Processing Month 03/2023; Accounts to Include Accounts with Activity; Fund Number 05

Fund: 05 ACTIVITIES FUND

Chart of Account Number		Chart of Account Description			Entity Name	Expenses	Revenues	Balance Change	Balance
Entry Date	JR	Reference #	Check Acct	Check #	Description				
						0.00	240.00	0.00	240.00
<b>05 704 0204</b>					<b>JH BOYS BASKETBALL FUND BALANCE</b>				18.35
					<b>*Previous Balance</b>				18.35
					<b>*Ending Balance:</b>	0.00	0.00	0.00	18.35
<b>05 704 0207</b>					<b>JH GIRLS BASKETBALL FUND BALANCE</b>				1,588.82
					<b>*Previous Balance</b>				1,588.82
					<b>*Ending Balance:</b>	0.00	0.00	0.00	1,588.82
<b>05 704 0215</b>					<b>JH TRACK FUND BALANCE</b>				135.30
					<b>*Previous Balance</b>				135.30
05 704 0215					JH TRACK FUND BALANCE				
05 1790 0215					JH TRACK				
03/31/2023	CR	17333			shirts	0.00	1,030.50		
<b>05 704 0215</b>					<b>JH TRACK FUND BALANCE</b>				1,030.50
					<b>*Current Activity</b>				1,030.50
					<b>*Ending Balance:</b>	0.00	1,030.50	0.00	1,165.80
<b>05 704 0301</b>					<b>ART FUND BALANCE</b>				19.59
					<b>*Previous Balance</b>				19.59
					<b>*Ending Balance:</b>	0.00	0.00	0.00	19.59
<b>05 704 0302</b>					<b>BAND TRIP FUND BALANCE</b>				8,649.05
					<b>*Previous Balance</b>				8,649.05
					<b>*Ending Balance:</b>	0.00	0.00	0.00	8,649.05
<b>05 704 0303</b>					<b>DANCE/CHEER FUND BALANCE</b>				1,459.19
					<b>*Previous Balance</b>				1,459.19
05 704 0303					DANCE/CHEER FUND BALANCE				
05 2900 610 000 0 000 0303					DANCE/CHEER SUPPLIES				
03/28/2023	CD	74240	5	44441	Spring Sports Locker Signs	91.90	0.00		
<b>05 704 0303</b>					<b>DANCE/CHEER FUND BALANCE</b>				(91.90)
					<b>*Current Activity</b>				(91.90)
					<b>*Ending Balance:</b>	91.90	0.00	0.00	1,367.29
<b>05 704 0305</b>					<b>FBLA FUND BALANCE</b>				3,246.50
					<b>*Previous Balance</b>				3,246.50
05 704 0305					FBLA FUND BALANCE				
05 1790 0305					FBLA				
03/31/2023	CR	17334			SLC	0.00	1,600.00		
05 2900 890 000 0 000 0305					FBLA MISC EXPENSE				
03/28/2023	CD	INV-VAKXUU	5	44447	Miniature Golf	108.00	0.00		
<b>05 704 0305</b>					<b>FBLA FUND BALANCE</b>				1,492.00
					<b>*Current Activity</b>				1,492.00
					<b>*Ending Balance:</b>	108.00	1,600.00	0.00	4,738.50
<b>05 704 0306</b>					<b>FCCLA FUND BALANCE</b>				1,977.73
					<b>*Previous Balance</b>				1,977.73
05 704 0306					FCCLA FUND BALANCE				
05 1790 0306					FCCLA				
03/10/2023	CR	17312			Dist. Reimb. - FCCLA SLC Reg.	0.00	360.00		
03/10/2023	CR	17313			Strawberry fundraiser	0.00	1,837.00		
<b>05 704 0306</b>					<b>FCCLA FUND BALANCE</b>				2,197.00
					<b>*Current Activity</b>				2,197.00

**Activity Fund Balance Report - Detail - Exclude Encumbrances**

03/2023 - 03/2023

Regular; Beginning Month 03/2023; Processing Month 03/2023; Accounts to Include Accounts with Activity; Fund Number 05

**Fund: 05 ACTIVITIES FUND**

Chart of Account Number		Chart of Account Description			Entity Name	Expenses	Revenues	Balance Change	Balance
Entry Date	JR	Reference #	Check Acct	Check #	Description				
<b>*Ending Balance:</b>						0.00	2,197.00	0.00	4,174.73
<b>05 704 0307</b>			<b>FFA FUND BALANCE</b>						<b>*Previous Balance</b>
05 704 0307			FFA FUND BALANCE						36,891.04
05 1790 0307			FFA						
03/31/2023	CR	17330			Dist. CDE & meat fundraiser	0.00	143.07		
03/31/2023	CR	17331			donations & invoices for Dist. CDE's	0.00	363.16		
05 2900 610 000 0 000 0307			FFA						
03/08/2023	CD	20230308	5	44407	donuts for FFA	15.00	0.00		
03/08/2023	CD	20230308	5	44408	Cinnamon rolls & frosting - FFA meeting	46.66	0.00		
03/09/2023	CD	20230309	5	44425	Pulled Pork for FFA Districts	132.80	0.00		
03/09/2023	CD	20230309	5	44427	District FFA Hospitality Room	156.39	0.00		
03/28/2023	CD	1011	5	44445	Judging Shirts and Jacket logo	1,061.51	0.00		
03/29/2023	CD	1145	5	44471	Greenhouse supplies	2,659.55	0.00		
03/30/2023	CD	294	5	44473	pizza	133.92	0.00		
05 2900 810 000 0 000 0307			FFA DUES AND FEES						
03/03/2023	CD	20230303	5	44401	Dist. 5 Livestock Judging-Dist. LDE	441.88	0.00		
03/09/2023	CD	20230309	5	44429	Dist 5 CDE - Dist. Floriculture Contest	40.00	0.00		
03/28/2023	CD	20230328	5	44458	NE Career Development Events at UNL	145.00	0.00		
05 2900 890 000 0 000 0307			FFA MISC EXPENSE						
03/29/2023	CD	20230329	5	44467	FFA SLC Escape Room	200.00	0.00		
<b>05 704 0307</b>			<b>FFA FUND BALANCE</b>						<b>*Current Activity</b>
<b>*Ending Balance:</b>						5,032.71	506.23	0.00	32,364.56
<b>05 704 0308</b>			<b>MUSICAL FUND BALANCE</b>						<b>*Previous Balance</b>
05 704 0308			MUSICAL FUND BALANCE						6,532.36
05 1710 0308			MUSICAL ADMISSIONS						
03/24/2023	CR	17316			musical admission 3/23	0.00	471.00		
03/30/2023	CR	17317			Musical pre-sale tickets	0.00	1,879.00		
03/30/2023	CR	17318			Musical Admission 3/26	0.00	468.00		
05 2900 610 000 0 000 0308			MUSICAL						
03/08/2023	CD	20230308	5	44403	Musical Set	161.60	0.00		
03/28/2023	CD	164M-WW4C-17X1	5	44459	Musical Supplies	439.67	0.00		
03/29/2023	CD	20230329	5	44472	Musical set building/supplies	362.14	0.00		
03/30/2023	CD	20230330	5	44474	Musical Cheerleader Sweatshirts	100.00	0.00		
<b>05 704 0308</b>			<b>MUSICAL FUND BALANCE</b>						<b>*Current Activity</b>
<b>*Ending Balance:</b>						1,063.41	2,818.00	0.00	8,286.95
<b>05 704 0309</b>			<b>NHS FUND BALANCE</b>						<b>*Previous Balance</b>
05 704 0309			NHS FUND BALANCE						40.10

**Activity Fund Balance Report - Detail - Exclude Encumbrances**

03/2023 - 03/2023

Regular; Beginning Month 03/2023; Processing Month 03/2023; Accounts to Include Accounts with Activity; Fund Number 05

**Fund: 05      ACTIVITIES FUND**

<u>Chart of Account Number</u>		<u>Chart of Account Description</u>				<u>Entity Name</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Balance Change</u>	<u>Balance</u>
<u>Entry Date</u>	<u>JR</u>	<u>Reference #</u>	<u>Check Acct</u>	<u>Check #</u>	<u>Description</u>					
						<b>*Ending Balance:</b>	0.00	0.00	0.00	40.10
<b>05 704 0311</b>					<b>ONE ACT FUND BALANCE</b>	<b>*Previous Balance</b>				816.22
						<b>*Ending Balance:</b>	0.00	0.00	0.00	816.22
<b>05 704 0312</b>					<b>QUIZ BOWL FUND BALANCE</b>	<b>*Previous Balance</b>				829.77
						<b>*Ending Balance:</b>	0.00	0.00	0.00	829.77
<b>05 704 0313</b>					<b>SHOW CHOIR FUND BALANCE</b>	<b>*Previous Balance</b>				(1,765.97)
05 704 0313					SHOW CHOIR FUND BALANCE					
05 2900 610 000 0 000 0313					SHOW CHOIR					
03/29/2023	CD	1JKM-4KPK-4Q3H	5	44469	Show Choir outfits	AMAZON CAPITAL SERVICES	823.95	0.00		
<b>05 704 0313</b>					<b>SHOW CHOIR FUND BALANCE</b>	<b>*Current Activity</b>				(823.95)
						<b>*Ending Balance:</b>	823.95	0.00	0.00	(2,589.92)
<b>05 704 0314</b>					<b>SPEECH FUND BALANCE</b>	<b>*Previous Balance</b>				450.63
05 704 0314					SPEECH FUND BALANCE					
03/09/2023	GJ				Conc to Speech		0.00	0.00	183.02	
05 1790 0314					SPEECH					
03/10/2023	CR	17312			Dist. Reimb. - Speech Meets	Rhodes, Marge	0.00	120.00		
05 2900 810 000 0 000 0314					SPEECH DUES & FEES					
03/28/2023	CD	103	5	44457	District Speech	FILLMORE CENTRAL PUBLIC SCHOOL	337.78	0.00		
<b>05 704 0314</b>					<b>SPEECH FUND BALANCE</b>	<b>*Current Activity</b>				(34.76)
						<b>*Ending Balance:</b>	337.78	120.00	183.02	415.87
<b>05 704 0315</b>					<b>STUDENT COUNCIL FUND BALANCE</b>	<b>*Previous Balance</b>				2,342.64
05 704 0315					STUDENT COUNCIL FUND BALANCE					
05 1750 0315					STUDENT COUNCIL POP MACHINE					
03/10/2023	CR	17311			Coca-Cola	Wagner, Jenny	0.00	29.44		
<b>05 704 0315</b>					<b>STUDENT COUNCIL FUND BALANCE</b>	<b>*Current Activity</b>				29.44
						<b>*Ending Balance:</b>	0.00	29.44	0.00	2,372.08
<b>05 704 0316</b>					<b>UNIFIED ACTIVITIES FUND BALANCE</b>	<b>*Previous Balance</b>				155.90
						<b>*Ending Balance:</b>	0.00	0.00	0.00	155.90
<b>05 704 0317</b>					<b>ISTRUMENTAL MUSIC</b>	<b>*Previous Balance</b>				(3,749.53)
05 704 0317					ISTRUMENTAL MUSIC					
05 2900 810 000 0 000 0317					ISTRUMENTAL MUSIC DUES AND FEES					
03/13/2023	CD	4	5	44435	York Middle School Honor Band	York Public School	100.00	0.00		
03/29/2023	CD	20230329	5	44434	Jazz Festival Registration	Northeast Area Jazz Ensemble	150.00	0.00		
<b>05 704 0317</b>					<b>ISTRUMENTAL MUSIC</b>	<b>*Current Activity</b>				(250.00)

Activity Fund Balance Report - Detail - Exclude Encumbrances

03/2023 - 03/2023

Regular; Beginning Month 03/2023; Processing Month 03/2023; Accounts to Include Accounts with Activity; Fund Number 05

Fund: 05 ACTIVITIES FUND

Chart of Account Number		Chart of Account Description					Entity Name	Expenses	Revenues	Balance Change	Balance
Entry Date	JR	Reference #	Check Acct	Check #	Description						
<b>05 704 0318</b>							<b>*Ending Balance:</b>	250.00	0.00	0.00	(3,999.53)
<b>05 704 0318</b>							<b>*Previous Balance</b>				(1,363.20)
05 704 0318							VOCAL MUSIC FUND BALANCE				
05 2900 610 000 0 000 0318							VOCAL MUSIC				
03/28/2023	CD	1VDX-HKK9-1QXK	5	44460	In-ear microphone	AMAZON CAPITAL SERVICES	117.54	0.00			
05 2900 810 000 0 000 0318							VOCAL MUSIC DUES AND FEES				
03/29/2023	CD	20230329	5	44434	Jazz Festival Registration	Northeast Area Jazz Ensemble	150.00	0.00			
<b>05 704 0318</b>							<b>*Current Activity</b>				(267.54)
<b>05 704 0318</b>							<b>*Ending Balance:</b>	267.54	0.00	0.00	(1,630.74)
<b>05 704 0319</b>							<b>*Previous Balance</b>				693.84
05 704 0319							MIDDLE SCHOOL QUIZ BOWL FUND BALANCE				
05 704 0319							MIDDLE SCHOOL QUIZ BOWL FUND BALANCE				
03/06/2023	GJ				Conc to MS Quiz Bowl Dec 8th Conc.		0.00	0.00	411.63		
03/09/2023	GJ				Conc to MS Quiz Bowl		0.00	0.00	309.64		
05 2900 810 000 0 000 0319							MIDDLE SCHOOL QUIZ BOWL DUES & FEES				
03/08/2023	CD	20230308	5	44410	MS Quiz Bowl Meet	Thayer Central Public School	60.00	0.00			
03/28/2023	CD	20230328	5	44449	SNC MS Quiz Bowl	Thayer Central Public School	120.00	0.00			
<b>05 704 0319</b>							<b>*Current Activity</b>				541.27
<b>05 704 0319</b>							<b>*Ending Balance:</b>	180.00	0.00	721.27	1,235.11
<b>05 704 0401</b>							<b>*Previous Balance</b>				1,385.56
<b>05 704 0401</b>							<b>*Ending Balance:</b>	0.00	0.00	0.00	1,385.56
<b>05 704 0403</b>							<b>*Previous Balance</b>				2,203.45
<b>05 704 0403</b>							<b>*Ending Balance:</b>	0.00	0.00	0.00	2,203.45
<b>05 704 0405</b>							<b>*Previous Balance</b>				4,530.09
05 704 0405							CLASS 2024 FUND BALANCE				
05 1790 0405							CLASS 2024				
03/30/2023	CR	17322			Prom Meal & favors	Barjenbruch, Craig	0.00	1,377.00			
05 2900 610 000 0 000 0405							CLASS 2024				
03/29/2023	CD	20230329	5	44465	Prom supplies	BARJENBRUCH, CRAIG JAMES	247.79	0.00			
03/29/2023	CD	20230329	5	44466	decorations for prom	Make My Day LLC	189.00	0.00			
03/31/2023	CD	20230331	5	44477	Prom Balloons	Blow It Up Balloons	174.00	0.00			
<b>05 704 0405</b>							<b>*Current Activity</b>				766.21
<b>05 704 0405</b>							<b>*Ending Balance:</b>	610.79	1,377.00	0.00	5,296.30
<b>05 704 0406</b>							<b>*Previous Balance</b>				1,417.07
<b>05 704 0406</b>							<b>*Ending Balance:</b>	0.00	0.00	0.00	1,417.07

Activity Fund Balance Report - Detail - Exclude Encumbrances

03/2023 - 03/2023

Regular; Beginning Month 03/2023; Processing Month 03/2023; Accounts to Include Accounts with Activity; Fund Number 05

Fund: 05 ACTIVITIES FUND

Chart of Account Number		Chart of Account Description			Entity Name	Expenses	Revenues	Balance Change	Balance
Entry Date	JR	Reference #	Check Acct	Check #	Description				
05 704 0407					CLASS 2026 FUND BALANCE				1,012.37
					<b>*Previous Balance</b>				1,012.37
					<b>*Ending Balance:</b>	0.00	0.00	0.00	1,012.37
05 704 0700					BOOSTER CLUB FUND BALANCE				0.00
					<b>*Previous Balance</b>				0.00
					<b>*Ending Balance:</b>	0.00	0.00	0.00	0.00
05 704 0702					CHROMEBOOK ASSURANCE FUND BALANCE				4,809.44
05 704 0702					CHROMEBOOK ASSURANCE FUND BALANCE				
05 1740 0702					CHROMEBOOK ASSURANCE FEE				
03/01/2023	CR	AUTO			CB Assurance pd by CC on FinalForms	FinalForms Stripe, Transfer	0.00	20.00	
05 2900 890 000 0 000 0702					CHROMEBOOK ASSURANCE MISC EXPENSE				
03/28/2023	CD	1000656726	5	44461	Chromebook repairs	TRAFERA, LLC	75.99	0.00	
05 704 0702					CHROMEBOOK ASSURANCE FUND BALANCE				(55.99)
					<b>*Current Activity</b>				(55.99)
					<b>*Ending Balance:</b>	75.99	20.00	0.00	4,753.45
05 704 0704					JH YEARBOOK FUND BALANCE				(820.59)
					<b>*Previous Balance</b>				(820.59)
					<b>*Ending Balance:</b>	0.00	0.00	0.00	(820.59)
05 704 0705					LIBRARY FUND BALANCE				1,045.49
05 704 0705					LIBRARY FUND BALANCE				
05 1790 0705					LIBRARY				
03/10/2023	CR	17309			Stelling ck - lost book	Breitkreutz, Jessica	0.00	21.43	
03/31/2023	CR	17324			lost books - Foltz ck	Breitkreutz, Jessica	0.00	33.24	
05 2900 890 000 0 000 0705					LIBRARY MISC EXPENSE				
03/09/2023	CD	20230309	5	44426	Centennial Book Fair	CHAPTERS BOOKS & GIFTS	404.63	0.00	
05 704 0705					LIBRARY FUND BALANCE				(349.96)
					<b>*Current Activity</b>				(349.96)
					<b>*Ending Balance:</b>	404.63	54.67	0.00	695.53
05 704 0706					SCIENCE FUND BALANCE				890.81
					<b>*Previous Balance</b>				890.81
					<b>*Ending Balance:</b>	0.00	0.00	0.00	890.81
05 704 0707					WEIGHT ROOM FUND BALANCE				8,071.69
05 704 0707					WEIGHT ROOM FUND BALANCE				
05 1790 0707					WEIGHT ROOM				
03/10/2023	CR	17308			key deposit	Dickey, Susan	0.00	100.00	
05 704 0707					WEIGHT ROOM FUND BALANCE				100.00
					<b>*Current Activity</b>				100.00
					<b>*Ending Balance:</b>	0.00	100.00	0.00	8,171.69
05 704 0708					YEARBOOK FUND BALANCE				1,297.58
					<b>*Previous Balance</b>				1,297.58
05 704 0708					YEARBOOK FUND BALANCE				

Regular; Beginning Month 03/2023; Processing Month 03/2023; Accounts to Include Accounts with Activity; Fund Number 05

**Fund: 05      ACTIVITIES FUND**

<u>Chart of Account Number</u>			<u>Chart of Account Description</u>			<u>Entity Name</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Balance Change</u>	<u>Balance</u>
<u>Entry Date</u>	<u>JR</u>	<u>Reference #</u>	<u>Check Acct</u>	<u>Check #</u>	<u>Description</u>					
05 1790 0708					YEARBOOK					
03/10/2023	CR	17307			button/team pictures	Struckman, Amanda	0.00	324.00		
03/31/2023	CR	17323			team photo	Struckman, Amanda	0.00	10.00		
03/31/2023	CR	17332			button/team photos	Struckman, Amanda	0.00	199.00		
<b>05 704 0708</b>					<b>YEARBOOK FUND BALANCE</b>	<b>*Current Activity</b>			533.00	
						<b>*Ending Balance:</b>	0.00	533.00	0.00	1,830.58
<b>05 704 0709</b>					<b>SHOP/TECH FUND BALANCE</b>	<b>*Previous Balance</b>				1,968.09
						<b>*Ending Balance:</b>	0.00	0.00	0.00	1,968.09
<b>05 704 0710</b>					<b>CHESS CLUB FUND BALANCE</b>	<b>*Previous Balance</b>				161.09
						<b>*Ending Balance:</b>	0.00	0.00	0.00	161.09
<b>05 704 0800</b>					<b>CENTENNIAL CHOICE FUND BALANCE</b>	<b>*Previous Balance</b>				46,153.93
05 704 0800					CENTENNIAL CHOICE FUND BALANCE					
05 2900 890 000 0 000 0800					CENTENNIAL CHOICE MISC EXPENSE					
03/24/2023	CD	20230324	5	44438	Meat Processing	HENDERSON MEAT PROCESSORS	1,104.50	0.00		
<b>05 704 0800</b>					<b>CENTENNIAL CHOICE FUND BALANCE</b>	<b>*Current Activity</b>				(1,104.50)
						<b>*Ending Balance:</b>	1,104.50	0.00	0.00	45,049.43
<b>05 704 0801</b>					<b>DISTRICT REIMBURSEMENT FUND BALANCE</b>	<b>*Previous Balance</b>				(1,238.24)
05 704 0801					DISTRICT REIMBURSEMENT FUND BALANCE					
05 1790 0801					DISTRICT REIMBURSEMENT					
03/10/2023	CR	17312			Dist. Reimb. - Newsletter	Rhodes, Marge	0.00	321.90		
05 2900 890 000 0 000 0801					DISTRICT REIMBURSEMENT MISC EXPENSES					
03/28/2023	CD	20230328	5	44448	Facility Fee for Dist. Music	SUTTON PUBLIC SCHOOLS	100.00	0.00		
<b>05 704 0801</b>					<b>DISTRICT REIMBURSEMENT FUND BALANCE</b>	<b>*Current Activity</b>				221.90
						<b>*Ending Balance:</b>	100.00	321.90	0.00	(1,016.34)
<b>05 704 0900</b>					<b>GENERAL FUND BALANCE</b>	<b>*Previous Balance</b>				11,924.49
05 704 0900					GENERAL FUND BALANCE					
05 1750 0900					GENERAL (CEA) POP MACHINE					
03/10/2023	CR	17311			Coca-Cola	Wagner, Jenny	0.00	49.01		
05 2900 610 000 0 000 0900					GENERAL					
03/08/2023	CD	062586	5	44405	Activity Fund checks	JAYMAR BUSINESS FORMS INC	188.94	0.00		
05 2900 890 000 0 000 0900					GENERAL MISC EXPENSE					
03/21/2023	CD	20230321	5	44436	Freshmen field trip	Clayton Museum	50.00	0.00		
03/28/2023	CD	20230328	5	44462	Coca-Cola	Centennial Education Association	49.01	0.00		
<b>05 704 0900</b>					<b>GENERAL FUND BALANCE</b>	<b>*Current Activity</b>				(238.94)
						<b>*Ending Balance:</b>	287.95	49.01	0.00	11,685.55
					Fund Total: 05		31,960.31	19,488.69	0.00	172,632.41

**Activity Fund Balance Report - Detail - Exclude Encumbrances**

03/2023 - 03/2023

Regular; Beginning Month 03/2023; Processing Month 03/2023; Accounts to Include Accounts with Activity; Fund  
Number 05

**Fund: 05      ACTIVITIES FUND**

Chart of Account Number

Chart of Account Description

<u>Entry Date</u>	<u>JR</u>	<u>Reference #</u>	<u>Check Acct</u>	<u>Check #</u>	<u>Description</u>	<u>Entity Name</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Balance Change</u>	<u>Balance</u>
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**Board Report for Newspaper**  
**APRIL 2023**

<u>Vendor Name</u>	<u>Vendor Description</u>	<u>Amount</u>
ALPHA REHABILITATION	THERAPY SERVICES	394.83
AMAZON CAPITAL SERVICES	SUPPLIES	556.62
APTEGY	WEBSITE HOSTING	4,400.00
ARNOLD MOTOR SUPPLY	AUTO PARTS	2,076.67
AXTELL COMMUNITY SCHOOL	ADMIN FEES	8,298.00
B & H PHOTO	A/V EQUIPMENT	1,937.33
BARJENBRUCH, CRAIG	REIMBURSEMENT	64.93
BEAVER HARDWARE	FACILITY SUPPLIES	121.58
BGNE, INC	AUTO PARTS/SUPPLIES	910.16
BLACK HILLS ENERGY	NATURAL GAS	6,693.24
CAPITAL ONE	SUPPLIES	94.36
CENTENNIAL ACTIVITY FUND	DISTRICT REIMBURSEMENT	1,067.78
CENTENNIAL MARKET	FOOD/SUPPLIES	231.51
CENTRAL NEBRASKA REHABILITATION SERVICES	PHYSICAL THERAPY	7,837.64
CENTRAL VALLEY AG	FUEL	8,871.95
CORNHUSKER INT. TRUCKS INC	EQUIP/MAIN	925.39
CROWNE PLAZZA KEARNEY	LODGING	1,299.50
CULLIGAN OF CRETE	SUPPLIES	88.50
DAS STATE ACCOUNTING	TELEPHONE	238.13
DETWEILER, ASHLEY	MILEAGE	323.00
DEY, JULIE	REIMBURSEMENT	32.68
EASY TIME CLOCK, INC	CLOUD SOFTWARE	83.00
EDUCATIONAL SERVICE UNIT #6	CONTRACTED SERVICES/SUPPLIES	4,157.55
EGAN SUPPLY CO	CUSTODIAL SUPPLIES	1,450.20
FILTER CARE OF NEBRASKA	SUPPLIES	29.50
GRAHAM TIRE COMPANY	TIRES	709.48
GRAINGER	FACILITY SUPPLIES	38.79
GREAT PLAINS PIANO COMPANY	MAINTENANCE	160.00
HILTON OMAHA	LODGING	324.00
HIRERIGHT LLC	PHYSICAL/TESTING	34.40
HOME DEPOT PRO, THE	FACILITY SUPPLIES	3,856.24
HOUCHEN BINDERY LTD	TEXTBOOKS	14.25
IMAGINE LEARNING LLC	SOFTWARE	1,980.00
INSTRUMENTALIST AWARDS LLC	SUPPLIES	111.00
J.W. PEPPER & SON, INC	SHEET MUSIC	195.66
JUNGE REPAIR LLC	REPAIRS	7,577.39
KONICA MINOLTA PREMIER FINANCE	COPIER LEASE	468.43
KOPCHOS SANITATION, INC	SERVICES	731.75
KSB SCHOOL LAW	LEGAL SERVICE	247.50
MATHESON TRI-GAS INC	WELDING SUPPLIES	731.36
MCCORMICK'S HEATING & AIR CONDITIONING	HVAC MAINTENANCE	3,725.48
MCGRAW-HILL LLC	TEXTBOOKS	9,336.02
MIDWEST ALARM SERVICES	MAINTENANCE	163.41
MORENZONI, ELIZABETH	REIMBURSEMENT	47.71

**Board Report for Newspaper  
APRIL 2023**

<u>Vendor Name</u>	<u>Vendor Description</u>	<u>Amount</u>	
NAEIR	SUPPLIES	31.68	
NEBRASKA CENTRAL EQUIPMENT, INC	BUS PARTS/SUPPLIES	210.41	
NORRIS PUBLIC POWER DISTRICT	ELECTRICTY	9,644.58	
ONE SOURCE BACKGROUND COMPANY	SERVICES	57.00	
ORTMEIER, MARK	REIMBURSETMENT	38.49	
PAC N SAVE - SEWARD	SUPPLIES	59.93	
PAYFLEX	FEES	204.00	
POTTER REPAIR	AUTO REPAIR	147.14	
PROVIDENCE WORKING CANINES	SERVICES	568.01	
RESOURCEFUL COMPLIANCE	SUBSCRIPTION	44.95	
RHYME UNIVERSITY	SUPPLIES	139.54	
SEWARD APPLIANCE REPAIR LLC	MAINTENANCE	75.00	
SITE ONE LANDSCAPE SUPPLY	SUPPLIES	251.71	
STAPLES BUSINESS ADVANTAGE	SUPPLIES	306.28	
TRUCK CENTER COMPANIES	BUS REPAIRS	93,005.00	
UNITE PRIVATE NETWORKS, LLC	WAN FIBER	625.27	
UTICA BODY & PAINT	AUTO REPAIRS	561.80	
UTICA PARTS & SERVICE	AUTO REPAIRS/PARTS	48.64	
VERIZON CONNECT FLEET	FLEET GPS	341.10	
VILLAGE OF UTICA	WATER/SEWER	1,375.33	
VOSS LIGHTING	MAINTENANCE SUPPLIES	372.20	
WINDSTREAM	TELEPHONE/INTERNET	489.20	
YORK ACE HARDWARE	SUPPLIES	8.99	
YORK NEWS TIMES	ADV/PRINTING	118.44	
ZITO BUSINESS	INTERNET SERVICE	121.69	
	<b>Fund Total:</b>		<b>191,483.30</b>
	<b>Checking Account Total:</b>		<b>191,483.30</b>

Checking

	<b>SPECIAL BUILDING FUND</b>		
CAPITOL ONE TRADE CREDIT	FACILITY SUPPLIES	1,939.13	
MCCORMICK'S HEATING & AIR CONDITIONING	HVAC MAINTENANCE	3,490.00	
PRIME SECURED	TECHNOLOGY	11,034.00	
	<b>Fund Total:</b>		<b>16,463.13</b>
	<b>Checking Account Total:</b>		<b>16,463.13</b>

## Account Balances - As of 4/4/2023

Account	4/4/2023 Balance
<b>Bank Accounts</b>	
Elementary	40,699.65
Reading Classic	0.00
Savings	2,990.65
<b>TOTAL Bank Accounts</b>	<b>43,690.30</b>
<b>Liability Accounts</b>	
BACKPACK	-24,032.73
Books	-203.84
Boxtops	-2,217.04
Fundraiser	-7,697.00
General	-2,064.53
Girls on the Run	-363.94
Pictures	-1,461.67
Polk Grant	-4,021.40
Supplies Grant	-330.40
<b>TOTAL Liability Accounts</b>	<b>-42,392.55</b>
<b>OVERALL TOTAL</b>	<b>1,297.75</b>

**Activity Fund Balance Report - Summary - Exclude Encumbrances**

03/2023 - 03/2023

Regular; Beginning Month 03/2023; Processing Month 03/2023; Accounts to Include Accounts with Activity; Fund Number 05

**Fund: 05      ACTIVITIES FUND**

<u>Chart of Account Number</u>	<u>Chart of Account Description</u>	<u>Beginning Balance</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Balance Change</u>	<u>Balance</u>
05 704 0003	ATHLETICS FUND BALANCE	(33,720.43)	9,757.29	2,271.00	0.00	(41,206.72)
05 704 0050	CONCESSIONS FUND BALANCE	35,762.75	8,613.05	3,013.26	(1,254.62)	28,908.34
05 704 0051	CONCESSIONS MANAGER FUND BALANCE	0.00	0.00	0.00	0.00	0.00
05 704 0052	BRONCO STORE FUND BALANCE	2,533.48	0.00	0.00	0.00	2,533.48
05 704 0053	MARKET 67 FUND BALANCE	0.00	0.00	0.00	0.00	0.00
05 704 0054	BRONCO CLOSET FUND BALANCE	906.90	0.00	0.00	0.00	906.90
05 704 0055	BRONCO COFFEE & CREATIONS FUND BALANCE	45.38	0.00	0.00	0.00	45.38
05 704 0056	SUMMER CAMPS FUND BALANCE	1,682.00	0.00	2,006.92	0.00	3,688.92
05 704 0057	PBIS FUND BALANCE	(245.94)	0.00	0.00	0.00	(245.94)
05 704 0103	DISTRICT EVENTS FUND BALANCE	19,365.10	98.18	711.76	350.33	20,329.01
05 704 0104	BOYS BASKETBALL FUND BALANCE	720.68	0.00	0.00	0.00	720.68
05 704 0105	CROSS COUNTRY FUND BALANCE	318.03	0.00	0.00	0.00	318.03
05 704 0106	FOOTBALL FUND BALANCE	4,925.07	1,144.00	0.00	0.00	3,781.07
05 704 0107	GIRLS BASKETBALL FUND BALANCE	(989.64)	0.00	0.00	0.00	(989.64)
05 704 0108	GOLF FUND BALANCE	51.76	0.00	24.00	0.00	75.76
05 704 0109	SOFTBALL FUND BALANCE	1,322.39	0.00	0.00	0.00	1,322.39
05 704 0115	TRACK FUND BALANCE	631.31	0.00	65.00	0.00	696.31
05 704 0116	VOLLEYBALL FUND BALANCE	5,147.62	1,510.00	400.00	0.00	4,037.62
05 704 0117	WRESTLING FUND BALANCE	2,866.92	98.64	0.00	0.00	2,768.28
05 704 0118	BASEBALL FUND BALANCE	0.00	0.00	240.00	0.00	240.00
05 704 0204	JH BOYS BASKETBALL FUND BALANCE	18.35	0.00	0.00	0.00	18.35
05 704 0207	JH GIRLS BASKETBALL FUND BALANCE	1,588.82	0.00	0.00	0.00	1,588.82
05 704 0215	JH TRACK FUND BALANCE	135.30	0.00	1,030.50	0.00	1,165.80
05 704 0301	ART FUND BALANCE	19.59	0.00	0.00	0.00	19.59
05 704 0302	BAND TRIP FUND BALANCE	8,649.05	0.00	0.00	0.00	8,649.05
05 704 0303	DANCE/CHEER FUND BALANCE	1,459.19	91.90	0.00	0.00	1,367.29
05 704 0305	FBLA FUND BALANCE	3,246.50	108.00	1,600.00	0.00	4,738.50
05 704 0306	FCCLA FUND BALANCE	1,977.73	0.00	2,197.00	0.00	4,174.73
05 704 0307	FFA FUND BALANCE	36,891.04	5,032.71	506.23	0.00	32,364.56
05 704 0308	MUSICAL FUND BALANCE	6,532.36	1,063.41	2,818.00	0.00	8,286.95
05 704 0309	NHS FUND BALANCE	40.10	0.00	0.00	0.00	40.10
05 704 0311	ONE ACT FUND BALANCE	816.22	0.00	0.00	0.00	816.22
05 704 0312	QUIZ BOWL FUND BALANCE	829.77	0.00	0.00	0.00	829.77
05 704 0313	SHOW CHOIR FUND BALANCE	(1,765.97)	823.95	0.00	0.00	(2,589.92)
05 704 0314	SPEECH FUND BALANCE	450.63	337.78	120.00	183.02	415.87
05 704 0315	STUDENT COUNCIL FUND BALANCE	2,342.64	0.00	29.44	0.00	2,372.08

**Activity Fund Balance Report - Summary - Exclude Encumbrances**

03/2023 - 03/2023

Regular; Beginning Month 03/2023; Processing Month 03/2023; Accounts to Include Accounts with Activity; Fund Number 05

**Fund: 05      ACTIVITIES FUND**

<u>Chart of Account Number</u>	<u>Chart of Account Description</u>	<u>Beginning Balance</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Balance Change</u>	<u>Balance</u>
05 704 0316	UNIFIED ACTIVITIES FUND BALANCE	155.90	0.00	0.00	0.00	155.90
05 704 0317	ISTRUMENTAL MUSIC	(3,749.53)	250.00	0.00	0.00	(3,999.53)
05 704 0318	VOCAL MUSIC FUND BALANCE	(1,363.20)	267.54	0.00	0.00	(1,630.74)
05 704 0319	MIDDLE SCHOOL QUIZ BOWL FUND BALANCE	693.84	180.00	0.00	721.27	1,235.11
05 704 0401	CLASS 2021 FUND BALANCE	1,385.56	0.00	0.00	0.00	1,385.56
05 704 0403	CLASS 2023 FUND BALANCE	2,203.45	0.00	0.00	0.00	2,203.45
05 704 0405	CLASS 2024 FUND BALANCE	4,530.09	610.79	1,377.00	0.00	5,296.30
05 704 0406	CLASS 2025 FUND BALANCE	1,417.07	0.00	0.00	0.00	1,417.07
05 704 0407	CLASS 2026 FUND BALANCE	1,012.37	0.00	0.00	0.00	1,012.37
05 704 0700	BOOSTER CLUB FUND BALANCE	0.00	0.00	0.00	0.00	0.00
05 704 0702	CHROMEBOOK ASSURANCE FUND BALANCE	4,809.44	75.99	20.00	0.00	4,753.45
05 704 0704	JH YEARBOOK FUND BALANCE	(820.59)	0.00	0.00	0.00	(820.59)
05 704 0705	LIBRARY FUND BALANCE	1,045.49	404.63	54.67	0.00	695.53
05 704 0706	SCIENCE FUND BALANCE	890.81	0.00	0.00	0.00	890.81
05 704 0707	WEIGHT ROOM FUND BALANCE	8,071.69	0.00	100.00	0.00	8,171.69
05 704 0708	YEARBOOK FUND BALANCE	1,297.58	0.00	533.00	0.00	1,830.58
05 704 0709	SHOP/TECH FUND BALANCE	1,968.09	0.00	0.00	0.00	1,968.09
05 704 0710	CHESS CLUB FUND BALANCE	161.09	0.00	0.00	0.00	161.09
05 704 0800	CENTENNIAL CHOICE FUND BALANCE	46,153.93	1,104.50	0.00	0.00	45,049.43
05 704 0801	DISTRICT REIMBURSEMENT FUND BALANCE	(1,238.24)	100.00	321.90	0.00	(1,016.34)
05 704 0900	GENERAL FUND BALANCE	11,924.49	287.95	49.01	0.00	11,685.55
Fund Total: 05		185,104.03	31,960.31	19,488.69	0.00	172,632.41

April 2023  
 March 2023 Bank Statement

**CENTENNIAL PUBLIC SCHOOL INVESTMENTS**

FUND	BANK	TYPE OF INVESTMENT	INT. RATE	AMOUNT	INT.REC
Lunch Fund	First Bank of Utica	Checking 180000		<u>\$78,232.69</u>	
			Total	\$78,232.69	
Depreciation Fund	Farmers & Merchants	MMA 436 949		<u>\$11,570.18</u>	\$0.00
			Total	\$11,570.18	
Unemployment Ins.	Cornerstone Bank	CD# 90917		\$58,485.81	\$0.00
	Cornerstone Bank	MMA 81190		<u>\$10,054.71</u>	<u>\$7.71</u>
			Total	\$68,540.52	\$7.71
Building Fund	First Bank of Utica	Checking 18 064 6		\$477,010.74	\$141.41
		Bond Fund 180034		<u>\$457,348.84</u>	<u>\$135.32</u>
			Total	\$934,359.58	\$276.73
General Account	York State, Gresham	CD 5204		\$185,672.35	\$0.00
	First Bank of Utica	PayFlex Acct		<u>\$31,273.18</u>	
			Total	\$216,945.53	\$0.00
	First Bank of Utica	Checking 180505		<u>\$1,324,339.70</u>	\$450.28
		General Fund Total		\$1,541,285.23	
		Total Invested All Accounts Combined		<u>\$2,633,988.20</u>	

Total amount invested at Farmers & Merchants . . . . . \$11,570.18  
 Total amount invested at First Bank of Utica . . . . . \$2,368,205.15  
 Total amount invested at Cornerstone Bank, Waco . . . . . \$68,540.52  
 Total amount invested at York State, Gresham . . . . . \$185,672.35  
 Total Invested \$2,633,988.20

KAREN A. HAASE  
STEVE WILLIAMS  
BOBBY TRUHE



COADY H. PRUETT  
JORDAN JOHNSON  
SHARI RUSSELL, Paralegal

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## M E M O R A N D U M

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We have attached the 3000 series policies that deal with Business Operations.

**Policy 3001. Budgets.** This policy deals specifically with creating budget and related requirements. It notes that the Superintendent is responsible for developing the budget.

**Policy 3002. Deposits.** This policy sets out general guidelines for how to handle money collected by the district. Note that the procedures outlined in this policy apply to anyone acting on behalf of the district, which includes employees, students and volunteers. Your board should determine the amount of cash that it is comfortable in keeping in the building overnight.

**Policy 3003. Bidding for Construction, Remodeling, Repair, or Site Improvements.** This policy sets out the process that the board will follow when it is going to solicit bids for construction and related projects.

The second section sets out the process that the District will follow when it is undertaking a construction project that has an anticipated cost of less than \$100,000. Under state law, school districts are only required to engage in the formal solicitation of bids when they are undertaking construction with a cost of more than \$100,000, but most districts want to follow some structured process for obtaining quotes or estimates before they begin smaller projects. This section also includes the ability for the district to use the ESUCC Coop for these non-bid projects.

The third section sets out the formal requirements of Nebraska's bidding statutes.

**Policy 3003.1. Bidding for Construction, Remodeling, Repair, or Related Projects Financed with Federal Funds.** This policy sets out the requirements that you must follow when you use federal funds for construction. Please note that this policy will apply to any construction financed with federal funds, regardless of how much the anticipated project

will cost. If the construction project has an anticipated cost of more than \$100,000, then you will have to comply with both policy 3003 and 3003.1.

**Policy 3004. General Purchasing and Procurement.** This policy sets out general guidelines for purchasing equipment and supplies which are not purchased with federal funds. Please review it carefully to be sure that it accurately describes your process in a general way. Note that there is a provision in this policy which states that use of statewide cooperative purchasing programs for school districts, such as ESUCC's Coop Purchasing, satisfies any requirement under this policy or state law to the extent such a bid or quote is not otherwise independently required by law.

The board must make a decision about two parts of the fourth section of this policy. You must tell staff how many days prior to a board meeting they have to submit receipts for reimbursement. You must also set the amount at which you will require staff to secure written quotes and/or estimates. Due to the way the federal regulations work, we strongly urge you to set that limit at **\$10,000**. As you will see, the EDGAR regulations have one set of rules for purchases under \$10,000, another set of rules for purchases between \$10,000 and \$250,000, and a third set of rules for purchase over \$250,000. We think it will be confusing for the district to adopt a fourth set of rules for purchases below \$10,000 but above some other limit set by the board. Having said all that, the board is certainly entitled to adopt a lower threshold than \$10,000 in this policy because it applies to purchases not made with federal funds.

**Policy 3004.1: Fiscal Management for Purchasing and Procurement Using Federal Funds.** This policy sets out all of the elements that are required by the Education Department General Administrative Regulations (EDGAR). These regulations apply to all federal grants that are made by the US Department of Education to local school districts directly and to all funds that pass from the federal government through state departments of education to local schools. That means you will need to follow this policy for purchases for your food program, special education, Title I and any other federal program. The first section recites that this policy will only apply to purchases made with federal dollars. This keeps your staff from having to jump through the hoops in this policy if they are spending state or local funds. All of your staff who work in areas where federal funds are spent (cooks, special ed and Title I paraeducators, etc.) should be trained on this policy.

**Policy 3005. School Activities Fund.** This policy governs school activity funds and it provides that funds remaining after graduation may be transferred to any district account. Notice that this policy attempts to address

the problem of unspent senior class funds by permitting the funds to be transferred at the board's discretion or kept in that class's fund. If your board follows a different practice, contact us or your regular school attorney to be sure that your practice is lawful.

**Policy 3006. [Intentionally Left Blank]**

**Policy 3007. Review of Bills.** This policy provides a good set of checks and balances which is always a subject of focus for the State Auditor.

**Policy 3008. Grants, Gifts and Bequests.** Although it is generally a good thing when people want to give the school district donations, boards need to have control over what is donated and how it is used. This policy allows the superintendent to accept the donation of personal items (like coats for a winter closet drive) and of cash donations up to a limit set by your board. All other donations must be approved by the board.

**Policy 3009. Audits.** This policy states that you will obtain an annual audit as required by law. It also states that the district does not use generally accepted accounting principles. Most schools do not have the staff or other resources to comply with GAAP and state statute specifically provides that schools do not have to follow GAAP. Nonetheless, the state auditor will frequently criticize schools for not following GAAP. This policy will help schools defend against that sort of criticism.

**Policy 3010. Insurance.** This policy addresses insurance as it relates to protecting the school district, the board as a corporate body, individual board members, appointed officers, employees, and volunteers from financial loss arising from any claim, demand, suit or judgment. The school district's insurance should be reviewed annually or as the need arises.

**Policy 3011. Transportation.** This policy addresses transportation. Please review it to make sure it is consistent with your transportation plan. If you have adopted a different plan, substitute yours for our form plan. If you would like us to review it, please e-mail it to us.

**Policy 3012. School Meal Program.** This policy addresses the provision of a meal program for students and the meal charge policy. The Meal Program section outlines the district's responsibilities to create a program, set costs, and/or contract with a private company to manage the program. It also states that the district will notify families of the costs and the procedure for signing up for free or reduced-price meals. The Meal Charge Policy outlines the district's duty under federal regulations to establish procedures and provide notice for how the school will handle student meals

when a student's meal account is delinquent. We have provided four options for boards to choose from.

**Policy 3013. Emergency Closings.** This policy on emergency closing states that school will be held on each day of the school calendar unless the superintendent determines that school should not be in session. Note that the policy uses the "impossible or impracticable" wording from the mandatory attendance statute, which should support the district if a parent ever claims bad weather as a defense to a truancy charge.

**Policy 3014. Use of School Property.** Over the last several years, schools and ESUs in Nebraska have seen an increase in the variety and frequency of groups wanting to utilize district facilities. Districts in Nebraska and throughout the country have been involved in significant litigation regarding facility use, and many others have been forced to resolve facility use questions with entities like the ACLU. In response, our policy takes a comprehensive look at these issues. We will highlight the main provisions for your board to focus on, below:

***Accounting for "Regular Uses."*** Many districts permit patrons to use facilities such as the weight room and track on a regular basis. Some districts have designated hours, and others permit patrons to keep keys or fobs to access the facilities. Most districts use some sort of application and agreement for these uses separate from their general facility use application. The first section of the policy is an attempt to capture these regular, individual uses and permit them with only one application. We have also included an Application, Release, Waiver, and Agreement document. Rather than requiring patrons to apply for a facility use permission every time, we hope this one-time application process protects the district to the maximum extent possible and eases the administrative burden when patrons use the facilities regularly.

***Prohibiting Commercial Use.*** This is a very tricky area for many districts. Most districts do not want to turn the school and school activities into shopping malls. However, most schools do want to permit booster clubs and student groups to raise funds which support school students and activities. From a purely legal perspective, the district is almost always better off prohibiting others from profiting by using district facilities. One recent example is an athletic trainer who wanted to host a workout class in the school weight room and charge money for patrons to attend. The trainer sought to take advantage of the facility being open to

community use and planned to use the district's equipment and facilities rent-free to host the class. As a result of requests like this, we have written the policy to prohibit commercial uses which result in personal financial gain. If your district has a practice of permitting commercial uses, such as fitness classes, for-profit craft fairs, and other such events, you should contact us directly to assist you in preparing a policy provision which best protects the district.

***Redefined Groupings.*** The policy breaks out groups using facilities into four separate categories: curriculum-related student groups, extracurricular student groups, non-curriculum related student groups, and non-student groups. This grouping system closely tracks the Supreme Court cases and assists in drawing clearer lines for requirements of various groups depending upon their alignment with district curriculum and activity offerings. For example, the policy says that all student groups are given priority over other outside groups.

***Charging Fees for Admission.*** The last section of the policy prohibits groups which use school facilities from charging admissions fees. This is a *major* question in many districts, and our provision may not be consistent with your district's practices and preferences for supporting your community groups. **Please read this section carefully and be sure to discuss it fully with your entire board.**

The Political Subdivision Tort Claims Act exempts schools from liability when their facilities are used for "recreational" purposes, but only if the group using facilities does not charge a fee to participate in or spectate the event. Likewise, if the district maintains control over the event/facilities, such as providing supervision or custodial services, the protection from liability may not apply.

These protections came about as a result of court cases where political subdivisions were sued because someone attending an event held in public facilities was injured. In one case, for example, a patron suffered an ankle injury stepping in an animal burrow on a courthouse lawn during a town celebration. The public policy behind these protections says that schools should be encouraged to permit others to use their facilities. As an incentive to permit the recreational use of district facilities, school districts should not be held liable for damages suffered

when patrons are participating or spectating “recreational” activities on school grounds. The definitions in the statutes are quite broad, providing protection to schools in many cases.

However, in order to maintain the protections of this law, schools cannot permit outside groups to charge a fee to attend the facility and cannot maintain control over the facility. If someone has to pay a fee to attend an activity, and if the district maintains control over the facility, then the patron(s) has a greater expectation of protection from possible dangers. But if the school does not maintain control and the entity using the facility does not charge an admission fee, the district is only liable for its “gross negligence” rather than standard negligence.

As you can see, this is one of the more complex policies in our service. Please feel free to call us and work through these issues one-by-one whenever it is convenient for you.

**Policy 3015. Time Away From School Activities.** This policy states that school activities will not be held on Wednesday nights or Sundays. This policy intentionally considers these days “time away from activities” and specifically and intentionally does not contemplate the types of activities in which students may be engaged on those days. **If you have other days designated for time away from school activities, modify the policy accordingly.**

**Policy 3016. Smoking.** Many districts are struggling with effective policy solutions to electronic cigarettes, vapor pens, and similar technology. In 2014 the Unicameral made it a criminal violation for any minor under the age of 18 to use “vapor products or alternative nicotine products.” Accordingly, we recommend that your general tobacco use policy to include an option which prohibits the use of vape pens, electronic cigarettes, and the like. While this policy applies to all students and staff, it applies generally to all district patrons and visitors. This policy has 3 options. You should select one or a combination of these policies.

**Policy 3017 Press Releases.** This policy requires administrative approval of press releases regarding school-related activities and events.

**Policy 3018. Denial of Access to School Premises.** This policy provides a method for denying access to school activities or school premises. It permits an administrator to limit or deny access to certain school activities or school premises for various reasons.

**Policy 3019. Sale or Disposal of School Property.** This policy states that the sale of school property must be made with the best interests of the school and taxpayers in mind. It sets forth the statutory requirement that the sale of school property be approved by a two-thirds vote of the board of education at a regular board meeting.

**Policy 3020. Copyright Compliance.** This policy addresses copyright compliance and discusses the steps district administrators must take or may take when an infringement occurs. It states that teachers and students may not use any media in a manner that is in violation of applicable copyright laws. If staff or students subject the district to payment for copyright violations, the district may require the offending student or staff member to make the district whole. **Please note: even if there is a technical infraction which occurs because of a staff member or student, one protection for educational institutions against copyright liability is to distribute materials and provide training to staff and students about the importance of copyright compliance. This policy requires you to distribute materials to students and staff for the purpose of preserving that defense.**

**Policy 3021. Operation of School Business Office** This policy describes the days and hours that the business office will be open. Some boards prefer that the district's business office be open during regular business hours. **You should revise the policy to describe the district's practice.**

**Policy 3022. Volunteers.** This policy addresses the use of volunteers. We recommend having most volunteers sign a volunteer services agreement, though we recognize that in some instances the volunteer's involvement will be insubstantial. The policy also prohibits people from volunteering if they refuse to comply with a requested background check. If you need assistance in creating or updating your volunteer services agreement, we would be happy to help

**Policy 3023. Record Management and Retention.** School districts must comply with two sets of laws governing the retention and deletion of records. The Federal Rules of Civil Procedure require government entities to retain some electronic records with metadata intact and to state with specificity when they will delete electronic records. Nebraska's Records Management Act and the record retention schedules adopted by the Nebraska Secretary of State's Record Management Division outline when schools may delete both physical and digital records. The schedules which apply to school districts are Schedule 10 and Schedule 24. This policy outlines how the school district will comply with all of these various laws and regulations.

This policy has several options for you to adopt, depending on whether you use a cloud-based productivity suite and, if so, which suite you use. If you use a cloud-based service such as Google Apps for Education or Office 365, you will need to select the retention level you have selected from your service provider. If you still use internal servers to host your e-mail, you will need to consult with your technology coordinator to determine how long the district stores e-mail and other electronic data. There is no obligation to retain all of your e-mail in their original format, but you must identify your retention schedule for these records.

Under Schedule 24, "short term communications" must be maintained for at least 6 months, which is why we have included that retention period for school-affiliated social media posts. Please note that all this means is that staff using school-affiliated social media posts cannot delete their posts for at least 6 months. If you use Twitter, for example, to announce sports scores, you just cannot go back and delete old Tweets at the end of the school year. You do not have to print these posts -- leaving them on the social media application counts as "maintaining" under the schedules.

Your retention obligations for security video is covered by Schedule 24. After consulting with the Secretary of State's office, we have categorized security video as "working papers" which can be destroyed as soon as the school determined that there is no need to keep it. Schools will have to complete an annual disposition report regarding this footage. The Secretary of State's Office was gracious enough to provide us with a sample disposition report on security video footage, which we have included as an example with the forms for the 3000 series.

**Policy 3024. Booster Clubs and Parent Teacher Organizations.**

This policy addresses booster clubs and parent-teacher organizations. There are two variations that can be used. In both cases, we suggest that the district: (1) take complete control over the organization's finances or (2) keep the school's finances and the organization's finances completely separate. Regardless of which approach is used, the key is to make the relationship clear in the policy. We have attached policies which address both situations.

**Policy 3025. Returned and Outstanding Checks.** This policy deals with insufficient fund checks. It states that a person who wrote a bad check must pay the school the amount of the check in cash plus an additional \$30 (the board should choose the amount) to cover costs to the district. It also gives the district the authority to refuse to accept checks from people whose checks are repeatedly returned for insufficient funds. The policy also addresses checks which are outstanding and authorizes the superintendent to review them and resolve any issues related to outstanding checks, including

stopping payment and reissuing the checks. **These terms are not statutorily required and the board may set its own standards.**

**Policy 3026. Handbooks.** This policy covers handbooks. It states that handbooks are intended to convey information and explain school regulations and procedures. It points out that the handbooks are not contracts and that the administration has the authority to change handbook provisions during the year so long as the changes are consistent with board policy. It also makes clear that the handbooks are trumped, when inconsistent, by board policy and state law.

**Policy 3027. Resolution of Conflicts Between Parents Over School Issues.** This policy addresses the resolution of conflicts between parents over school issues. It explains that the school will not become involved in disputes between parents regarding such issues as court orders, student records, and picking up children at school.

**Policy 3028. Sex Offenders.** This policy deals with sex offenders and emphasizes the importance of students' safety at school. It states that the school will notify staff members, parents, and students (1) of any registered sex offenders residing in the school district and (2) of the availability of information about sex offenders on the State Patrol's web page. If your district does not distribute this list to staff, parents, and students, you should.

**Policy 3029. Distribution of Flyers Advertising Non-School Issues.** This policy addresses the distribution of flyers advertising activities of non-school organizations. The first numbered paragraph sets forth prohibitions against flyers with statements that are inappropriate for a school setting. The remaining paragraphs set forth procedures and requirements for flyers.

**Policy 3030. Automatic External Defibrillator Program.** This policy deals with automatic external defibrillators (AED). Some organizations offer to donate both the AED and the cost of its upkeep. The attached policy is designed to limit the school district's potential liability while incorporating the policy elements recommended by the American Medical Association and the American Heart Association. You will have to identify a medical advisor and should be sure that the person designated as the AED Program Coordinator understands his/her obligations under the policy and is willing to fulfill those responsibilities. **Note that you will have to identify a Program Coordinator and Medical Advisor.**

**Policy 3031. Students Electing to Attend School in Adjoining State.** This policy addresses requests for students to attend schools in an

adjoining state. It restricts approval of out-of-state enrollment except when (1) the student will suffer extreme and unusual harm if not allowed to attend school in an adjoining state; or (2) the district's financial circumstances will be unaffected by the out-of-state transfer.

**Policy 3032. Copyrighting Fees for School District Records.** addresses the copying fees for School District Records should they be requested. You will have to identify what amount you will charge for each request.

**Policy 3033. Lending Textbooks to Children Enrolled in Private Schools.** This policy complies with Rule 4 of the Nebraska Department of Education. It addresses lending textbooks to children enrolled in private schools and the process for individuals to fill out an application for the textbooks. The procedures and timelines laid out in the policy are required by NDE.

Rule 4 has a very broad definition of the term "textbook." Although we do not recite that definition in the policy itself, administrators and boards should understand that "textbook" includes digital resources and subscriptions:

Textbook shall mean any instructional material that is designated for use by individual students in classroom instruction as the principal source of study material, in any of grades kindergarten through grade 12 in the public school(s) of each school district. The following, if designated for use by individual students as the principal source of study material, are likewise to be considered textbooks for purposes of this chapter: multiple texts; electronic and digital subscriptions; and hard-copy, write-in work texts if accessible by students pursuant to a multi-year subscription entered into by the school district. Instructional material that is in a non-tangible, electronic or digital format, e.g. web-based (on-line) material, accessible by students through a subscription or license agreement entered into by the school district, is a textbook if the individual student's access ceases within the timeframe described in Section 003.01 of this chapter. The following are not to be considered textbooks: library books, teacher's editions, hard-copy supplemental workbooks and any book or material designated for classroom, and not individual use (e.g. "Big Books" and the like).

For many years, when homeschool parents have asked to borrow textbooks from the school district, it has merely been a matter of loaning out an extra book, which did not impose any additional cost on the school. With this much

broader definition of “textbook” homeschool and private school parents could seek to access digital textbooks or other electronic resources. If the school pays a per-user subscription for these resources, the district is not required to pay that cost for the homeschool or private school student. Instead, the district requests funds from NDE to pay for the requested resource. You may also add up to 5% of the cost to defray administrative expense. Then the department will respond to the request by informing the schools whether there are sufficient funds to pay for the requested resource. Schools are only obligated to purchase and lend textbooks only to the extent that the Legislature appropriates funds to the Nebraska Department of Education to be distributed for this purpose.

### **Policy 3034. [Intentionally Left Blank]**

**Policy 3035. Chain of Command.** This policy was created in response to requests from several of our school district clients to provide more effective and efficient assistance to patrons and employees with questions or concerns. You should review this carefully to be sure it accurately describes how your district's chain of command operates.

**Policy 3036. Purchasing (Credit) Card Program.** Many school districts in Nebraska use credit cards to purchase goods and services for school purposes. However, many schools are unaware that, though state law authorizes the use of such credit cards, it also imposes certain obligations upon the district. In addition, the Nebraska Auditor of Public Accounts has chastised some schools in their audits because school personnel failed to maintain adequate supporting documentation for credit card expenses in violation of state law and school district policy. This policy includes everything required by state law and incorporates recommendations made by the State Auditor in previous school district audits. It also tracks changes to federal purchasing and procurement and allows continuity of your purchasing system. After you adopt the policy, we strongly encourage you to provide a copy of it to all employees and require them to acknowledge that they have received and read it.

**Policy 3037. Petty Cash.** The Nebraska State Auditor expressed concern during a recent audit that a school district maintained a petty cash fund without adopting any policy or procedures governing its use. The auditor was particularly concerned about the lack of monitoring and oversight of the fund. If you do not use petty cash, you do not need a policy. However, if you do utilize such a fund, we strongly encourage you to adopt a policy that spells out its amount, who controls it, when it may be used, monitoring procedures, etc. You should review this policy with the administration and the board to make sure that it conforms to your actual practice.

### **Policy 3038. [Intentionally Left Blank]**

**Policy 3039. Threat Assessment and Response.** Schools are required to have a “threat assessment” procedure which they are supposed to use any time someone reports a threat made by a student, staff member, or patron. The idea is that the school can use a data-driven approach to determine what to do in response to such a threat rather than a knee-jerk reaction. There are three options in this policy - one in which a “threat assessment team” investigates and responds to threats; one in which the superintendent performs these tasks alone; and one in which a school district law enforcement unit conducts the investigation. You should select the option that best reflects your district’s practices. However, you cannot use the “law enforcement unit” option unless you have adopted Policy 5054, designating a “law enforcement unit” for your district.

**Policy 3040. School Safety and Security.** We have designed this policy so that it complies with the Safety and Security Protocols. The first section states that the board wants to meet the minimum safety requirements. If your board wants to go beyond the minimum to meet the “exceeds” or “outstanding” level of the rubric, please let us know and we will revise these policies accordingly.

In the next two sections of this policy, we have tried to separate out the obligations for safety and security measures between the superintendent, principals, and the crisis team. You may revise **who** must perform each of the duties identified, but you may not **eliminate** any of these duties and still comply with the Safety and Security Protocols.

Your board should carefully review the section of the policy dealing with memorials and select which option will best fit your district’s needs. We have made two changes to the policy. When a school community experiences the death of a student or a similar tragedy, there is often the very human tendency to want to do something in memory of the deceased student. These memorials can range from spontaneous tributes piled at lockers or parking spaces to more permanent, lasting tributes like placing plaques in halls or planting trees or gardens in the student’s name. There may also be ceremonies or assemblies that bring together members of the school community to share memories and grieve together. While this is a very understandable impulse, the most current psychological research indicates that these sorts of memorials are not good for kids and they create tremendous potential legal issues. The best legal and psychological agrees that it is best practice to disallow student memorials. While we defer to the research, we also know that there can be tremendous political pressure to allow a memorial. So, we

have included two options for memorials. The first is to flatly prohibit them. The second option sets up a process whereby the school's crisis team can consider a request for a memorial and make a recommendation to the board. It is important that you discuss this issue as a board **now** before a crisis event has occurred.

**Policy 3041. Crisis Team Duties.** This policy places the majority of the responsibility for complying with the Safety and Security Protocols on the crisis team. Note that the superintendent names people to serve on the crisis team using the considerations set out in policy 3040 above. The way this is set up, it will be the crisis team that conducts the self-assessment required by NDE. All of you currently have an All-Hazard School Security Plan. It is likely that the Safety and Security Protocols will require substantial revisions to that plan, and this policy places the responsibility for those revisions on the crisis team. Again, we have not included anything in this policy which is not required for minimum compliance with the Safety and Security Protocols.

**Policy 3042. Construction Management at Risk Contracts and Policy 3043. Design-Build Contracts.** The Political Subdivisions Construction Alternatives Act requires a school to have policies in place before it can use the construction management at risk and design-build methods of construction. These policies comply with the requirements of the Act.

**Policy 3044. Incidental or De Minimis Use of Public Resources.** The general rule is that personal uses of "public resources" are not permitted. However, the Nebraska Political Accountability and Disclosure Act allows boards or public entities, such as schools and ESUs, to pass a policy which authorizes board members and employees to use public resources for personal purposes when those uses are "incidental or de minimis." As long as the personal use is accounted for on the board member's or employee's personal taxes, as required by law, the board can authorize these uses to avoid complaints and allegations of misuse. This policy is designed to account for the most common uses we come across, and your board is free to remove or add additional uses consistent with your practices.

**Policy 3045. Use of Sniffer Dogs.** Many schools have decided to use trained drug dogs to conduct "sniff searches" of vehicles on school grounds, school lockers used by students, and other items or areas at the school. Schools have the authority to use drug dogs to conduct "sniff searches" in many, if not most, circumstances. One exception is the use of a dog to sniff a student or staff member. **We strongly discourage school districts from allowing dogs to sniff people.** The tougher questions are whether the school ***should*** implement use drug sniffing dogs and, if so, how

the program should be implemented. This policy includes our recommended procedures in the event that school decides to use drug dogs.

**Policy 3046. Animals at School.** This policy addresses animals on school grounds from all relevant legal perspectives: class pets, therapy animals, and service dogs. The requirements for each are different, with the key being the disability-related considerations for therapy animals (which can include nearly any animal) to service dogs (which include only specially trained dogs and miniature horses). The policy also requires that requests for service animals and requests for therapy animals (where you allow them) that are made by or on behalf of a student with an IEP or a 504 plan be referred to the respective IEP or 504 Team for consideration. There are two options for therapy animals, and you will need to pick one.

**Policy 3047. Data Breach Response.** School districts that are required to provide reasonable security to personal information handled by the district. This policy states the district will implement the appropriate security, and if the district experiences a data breach it will investigate the breach, provide notice to those affected, and notice to the Attorney General. We have also included a section that provides for data governance protocols to be put in place to map the flow of data between software, hardware, and personnel in order to maintain good data hygiene and make sure data breach responses will run smoothly and efficiently.

**Policy 3048. Communicable Diseases.** This policy sets forth steps to take if it is determined that a staff member or student has a high risk communicable disease. Because we get this question all the time, we did want to highlight that, yes, Hepatitis "E" is a real thing included in the DHHS regulations.

**Policy 3049. Drones and Unmanned Aircraft.** With the increasing use of drones and other unmanned aircraft by schools and by private individuals, this policy contemplates some general use restrictions while also factoring in differences for district uses versus personal or private use on school grounds. The policy generally defers to the superintendent or his or her designee to provide permission, designate authorized areas, and impose other restrictions on the use of drones on school property.

**Policy 3050. Technology in the Classroom.** This policy addresses the use of electronic devices and software applications in the classroom that are not selected or purchased by the district. If a teacher brings in a Google Home, Amazon Echo, or similar device; or wants to use a specific application; this policy requires that the teacher notify the administration of the device or application's use, and provides guidance on how the device should be setup.

The policy also restricts the use of assistive technology to prohibit the recording and transmitting of the classroom activities of other students.

**Policy 3051. Opioid Overdose Prevention and Response.** Naloxone, also known by its brand name Narcan, has been used by emergency responders and health care professionals for many years as an opioid antagonist to reduce deaths and negative consequences of individuals experiencing opioid overdose. Although Nebraska has a naloxone statute allowing for dispensing naloxone without a prescription, the Department of Health and Human Services, Division of Public Health, has also issued a standing order to facilitate the availability of naloxone. This policy allows the district to take advantage of those laws and have naloxone available to administer by appropriately trained staff. Much like the policy on AED's, it is permissive and you should consult with your school nurse and local authorities if you want to have a naloxone program.

**Policy 3052. Leasing Personal Property.** This policy provides the authority for authorized personnel to lease personal property (e.g., equipment, goods, etc.) from vendors for school district use. A decision will need to be made as to the total lease amount above which written quotes/estimates will be required to be obtained from multiple vendors.

This policy also provides the authority for the Superintendent to lease out district-owned personal property that is not needed for school purposes. Decisions will have to be made concerning (1) the threshold (dollar amount) of the fair market value of the personal property in question under which the Superintendent may lease out such property without board authorization, and (2) the maximum number of days that the Superintendent can agree to lease out district-owned personal property.

**Policy 3053. Nondiscrimination.** This policy satisfies the requirement that a school district have a policy which forbids discrimination for unlawful reasons.

School districts with 50 or more employees are required to appoint a responsible person to coordinate the administrative requirements of ADA compliance and to respond to complaints filed by the public. In this policy, the 504 coordinator is the same person as the ADA coordinator. If you do not want your 504 coordinator to serve as your ADA coordinator let us know and we can work with you to customize this policy.

**Policy 3054. Law Enforcement Unit.** This policy allows the board to designate a law enforcement unit for the district. The district is permitted to designate any individual or group as it's law enforcement unit. The disclosure

of records created and maintained by a law enforcement unit for a law enforcement purpose is not restricted by state and federal student record laws, so this policy further outlines how law enforcement unit records should be maintained and how they may be disclosed. Designating a law enforcement unit implicates complex legal and privacy considerations, and we encourage you to reach out for advice on these issues before adopting this policy.

**Policy 3055. School Resource Officers.** On and after January 1, 2021, school must have a memorandum of understanding in effect with any law enforcement agency that provides school resource officers and any security agency which provides security guards to schools in a school district. Each MOU must include policies that address six specific issues. We have developed this policy to ensure that every policy provision required by the new SRO statutes exists and can be incorporated into any MOU.

**Policy 3056. Guest Speakers.** Some schools have invited guest speakers into school with little to no knowledge of the guest speaker's message, experience, or intent. Not surprisingly, not all guest speaker appearances went as smoothly as one would hope when there is little research done about the guest speaker. This policy includes a process and procedure to research guest speakers so that everyone involved has a clear understanding of the guest speaker's purpose and message. This will help the school determine if the proposed message complies with school district policies and its fundamental values and to avoid unwanted surprises for everyone involved.

**Policy 3057. Title IX.** This policy went into effect on August 14, 2020. It is required by federal regulations, including all of the components of the "formal grievance process" laid out in those regulations. The policy includes the applicable definitions, procedures, and obligations, such as mandatory training. This policy must also be included in full in all handbooks to provide notice to all students, parents, and staff, and a copy must also be provided to your local education association. The policy along with other information must be posted in a conspicuous location on your website. Any time the policy is updated or amended, you must update your handbooks, provide copies to required parties, and update your website.

**Policy 3058. Naming School District Facilities and Property.** This policy is optional, and you are not required to adopt the policy unless you believe you will undertake a project or receive a request for naming rights. If you have already sold or given naming rights away, you should ensure this policy does not impact any existing agreements or obligations. We have included this policy within our service at the request of several subscribing schools. There are multiple ways to create such a policy. Our model policy

attempts to provide as much flexibility to boards as possible while also being mindful of legal complications that can arise when schools permit outside individuals or entities to have control over naming rights within schools, such as on building facades or within certain rooms or areas of school buildings.

# CENTENNIAL GRADUATION REQUIREMENTS

The Centennial Board of Education believes the many benefits of a high school education cannot be fully realized in less than four years. Further, it views the entire senior year as an important period during which the student should be able to enjoy many experiences providing academic growth and enrichment, exploration of new areas, and social growth and maturity.

All students (grades 9-12) are required to register for and complete a minimum of 60 hours of credit each year. Exception: (Students enrolled in vocal music may register for 56 hours of credit.) All seniors are required to successfully complete a minimum of 45 hours of credit in their fourth year of high school.

<u>Required Credit Hours</u>	<u>Credits</u>
<b>ENGLISH - 40 CREDIT HOURS</b>	
Grade 9      English 9	10
Grade 10     English 10	10
Grade 11     English 11 or 2 semesters of electives	10
Grade 12     English 12, Adv English, Applied English 12 or 2 semesters of electives	10
<u>Electives:</u> Western NE Lit, War Lit, Holocaust Lit, Creative Writing	
<b>MATHEMATICS - 30 CREDIT HOURS</b>	
Grade 9      Algebra A, Algebra I, Algebra II	10
Grade 10     Algebra B, Algebra I, Algebra II, Geometry, Applied Math	10
Grade 11-12 <u>Choices:</u> Algebra II, Geometry, Applied Math, Consumer Math,	10
Trig/Pre-Calculus, College Prep Math, College Alg, Calculus	
<b>SCIENCE - 30 CREDIT HOURS</b>	
Grade 9      Physical Science	10
Grade 10     General Biology	10
Grade 11     Chemistry I/II, Forensic Sci, Environmental Sci, Zoology, Marine Bio	10
Grade 12 <u>Choices:</u> Physics, Anatomy, Chemistry I/II, Adv Biology	10
<b>SOCIAL STUDIES - 30 CREDIT HOURS</b>	
Grade 9      World History	10
Grade 10     American History	10
Grade 11- 12   Government	10
<b>BUSINESS - 10 CREDIT HOURS</b>	
Grade 11 - 12   Economics/Personal Finance	10

<u>Required Credit Hours</u>	<u>Credits</u>
<b>PHYSICAL EDUCATION - 10 CREDIT HOURS</b>	
Grade 9      P.E/Health	10
<b>COMPUTER TECHNOLOGY - 10 CREDIT HOURS</b>	
Grade 9      Information Technology	5
Grade 9      Computer Science	5
<b>SPEECH - 5 CREDIT HOURS</b>	
Grade 10, 11, or 12      Speech	5

**ALL OF THE ABOVE CLASSES MERIT FIVE (5) CREDIT HOURS PER SEMESTER**

<b>TOTAL REQUIRED CREDIT HOURS -</b>	<b>175</b>
<b>TOTAL ELECTIVE CREDIT HOURS -</b>	<b><u>+65</u></b>
<b>TOTAL CREDIT HOURS FOR GRADUATION -</b>	<b>240</b>

**COMMUNITY SERVICE REQUIREMENT - 60 HOURS (15 hours/school year)**

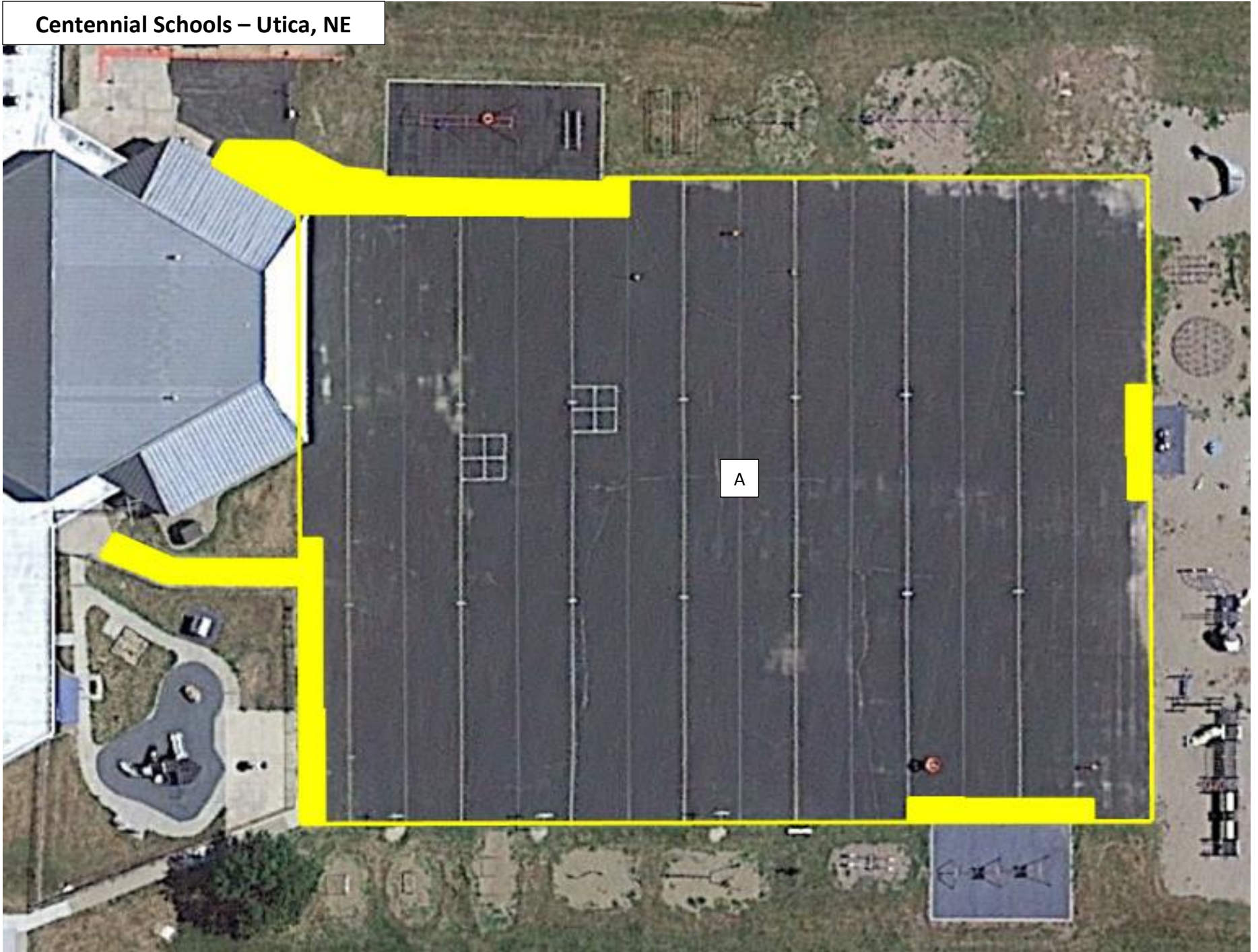
Community Service Hours **MUST BE PRE-APPROVED** by the principal or guidance counselor. **In an effort to help students keep pace over their 4 years of high school, students will not be able to participate in the Homecoming dance, Winter Formal, Prom, or Class Competition Day Out of School if they have not met the following:**

- Freshmen (must have 5 hours completed & turned in by Prom/Day Out of School)
- Sophomores (must have 15 hours completed & turned in by Homecoming and 20 hours completed & turned in by Prom/Day Out of School)
- Juniors (must have 30 hours completed & turned in by Homecoming and 35 hours completed & turned in by Prom/Day Out of School)
- Seniors (must have 45 hours completed & turned in by Homecoming and 50 hours completed & turned in by Prom/Day Out of School)

**DRIVERS EDUCATION**

Students successfully completing driver education at Centennial will receive three (3) credit hours. Driver education grades do not count toward student grade point averages.

Centennial Schools – Utica, NE

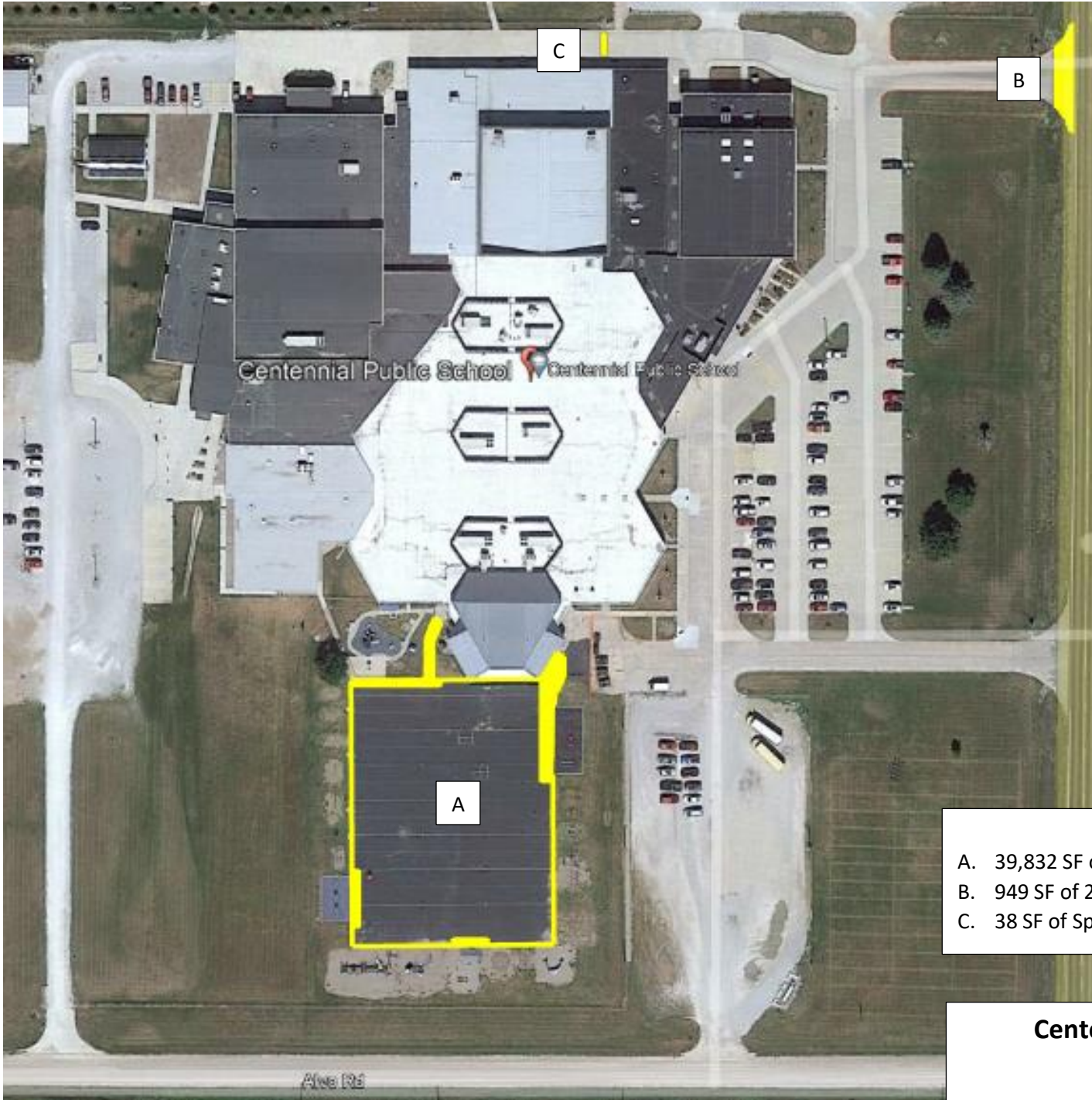


Centennial Schools – Utica, NE



C

B



Asphalt Repairs

- A. 39,832 SF of 1-1/2" Overlay w/ Transition Milling
- B. 949 SF of 2" Mill & Overlay
- C. 38 SF of Speed Bump

**Centennial Schools – Utica, NE**

**Area Map**



## Byrne & Jones Construction

13801 238<sup>th</sup> Street  
Greenwood, NE 68366  
www.byrneandjones.com

April 4, 2023

### Project: Centennial Public Schools – Utica, NE Asphalt Repairs

Byrne & Jones Construction is pleased to submit the following proposal for the referenced project.

#### 1-1/2" Asphalt Overlay (39,832 SF)

- Sweep clean area of debris & apply ss-1h tack coat
- Supply & install 1-1/2" Asphalt in 1 lift
- **Note:** Asphalt base repairs performed @ \$4.50/SF if required after milling operations. These areas will be identified/documented/approved by owner prior to completion
  - \$81,450.00

#### 2" Asphalt Patching (949 SF)

- Coldmill existing asphalt 2" deep & dispose of millings
- Clean & apply SS-1H tack coat
- Supply & install 2" Asphalt in 1 lift
- **Note:** Asphalt base repairs performed @ \$4.50/SF if required after milling operations. These areas will be identified/documented/approved by owner prior to completion
  - \$2,850.00

#### Install New Asphalt Speed Bump in Concrete Drive (38 SF)

- Coldmill existing concrete 2" deep & dispose of millings
- Supply & install asphalt speed bump in 1 lift
  - \$1,000.00
- **Project Total \$85,300.00**

#### Price Based on:

- **Note:** Asphalt pricing is volatile. Pricing above is guaranteed for 30 days – Additional costs/deductive costs may apply depending on award
- Both parties accepting mutually agreeable contract language
- Items directly quoted above
- All repairs/changes to sprinklers to be done by others
- Completing the work during normal weekday/daytime hours

**Price Excludes:** bond (Add 2%), permits, concrete/subgrade testing, night or weekend work

This proposal is good for 30 days unless a signed contract is received.

Thank you for your consideration,

---

Ryan Stanbrough  
Byrne & Jones Construction  
402-980-4565

# PROPOSAL



AMERICA'S PAVEMENT MAINTENANCE SPECIALIST

<https://apms-lincoln.com/>

PO Box 81271  
Lincoln, NE 68501  
402-610-1606

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Proposal Submitted To

Dan Tesar  
Centennial School

1301 Centennial Ave  
68456

(402) 534-2321

dan.tesar@centennialbroncos.  
org

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Work to be Performed At

Utica School Playground 2023

1301 Centennial Ave  
Utica, NE 68456

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Company Contact

Ken McVeigh

3/17/2023

ESTIMATE DATE: 3/17/2023

Dan Tesar  
Centennial School

Utica School Playground 2023  
1301 Centennial Ave  
Utica, NE 68456



<https://apms-lincoln.com/>

## **1.5" Asphalt Overlay (\$62,390)**

### **1.5" Asphalt Overlay**

Mill transitional edges and overlay existing area with approximately 1.5" of asphalt.

## **Asphalt Milling and Replacement (\$6,185)**

### **Asphalt Milling and Replacement**

Misc. Milling of edges and decayed pavement to approximate depth of 2.5-3" or to concrete base, clean, tack and replace with topping type hot mix. Scope includes 1,070 sqft at north drive entrance and speedbump on north side of the building.

## **Total Bid: \$68,575**

### **Qualifications / Exclusions**

2023 prices based on 1 trip mobilization

Unless specified prices subject to change if all scopes of work are not accepted

Crack sealing does not include any concrete to asphalt cold joints

Sealing of 1/4-inch or larger singular non-spider web cracks only.

Customer responsible for turning off sprinkler systems 48 hours prior to work.

APMS inc. is not responsible for damages resulting from sprinkler systems.

Customer is responsible for clearing of lots of cars and obstructions prior to our arrival.

Customer is responsible to keep traffic off of completed projects until safe to drive on.

Customer agrees to authorize and pay for any towing of vehicles needed.

Price subject to change if major production cost beyond our control increases occur.

No excavation or repairs to unsuitable subgrade below proposed depths.

No testing, inspections, permits by APMS

Underground locates responsibility of customer

Engineering and Layout by others.

APMS is not responsible for underground utilities/sprinkler lines.

Progress Billing for multiple phase projects, payment due 15 days after completion & billing of each phase.

Full payment due net 15 days.

Proposal is good for 15 days.

Sincerely,  
APMS Inc

Ken McVeigh

Acceptance: As an authorized agent for the above, I accept this proposal for \$\_\_\_\_\_.

Signature:\_\_\_\_\_ Date:\_\_\_\_\_.

**BYLAWS**  
**OF**  
**CENTENNIAL SCHOOL FOUNDATION**

**ARTICLE I.**

**REGISTERED OFFICE**

The registered office of the corporation is 1301 Centennial Avenue, Utica, Nebraska 68456. The corporation may establish other offices as may be determined by the Board of Directors.

**ARTICLE II.**

**DIRECTORS**

1. General Powers. The business and affairs of the corporation shall be managed by its Board of directors, which shall have and shall exercise all of the powers of the corporation subject to the limitations imposed by the Articles and by these Bylaws.
2. Number. The number of Directors on the Board of Directors shall be a minimum of nine (9) a maximum of eleven (11), one of which shall at all times be a member of the Board of Education of Seward County School District 567.
3. Election; Term. Regular elections to the Board of Directors shall be by a majority vote of the members of the Board of Education of Seward County School District 567 present and voting at the first regularly scheduled meeting in March of each calendar year and their terms shall be as provided in the Articles of Incorporation, except that a vacancy on the Board of Directors whether created by the death, resignation, or removal of a Director or by an increase in the number of Directors may be filled at any time. Directors so elected shall take office at the next regularly scheduled meeting.
4. Regular Meetings. A regular annual meeting of the Board of Directors shall be held within the first three (3) months of the calendar year for the purpose of electing officers of the corporation. The Board of Directors may provide by resolution the time and place for the holding of additional regular meetings of the Board of Directors without other notice than such resolution.
5. Special Meetings. Special meetings of the Board of Directors may be called by, or at the request of, the President or any two Directors. The person or persons authorized to call such special meetings may fix any time and place for such special meetings.
6. Notice. Notice of any special meeting shall be given by mail posted at least three days prior to such meeting, or personally or electronically delivered. If mailed, such notice shall be deemed to be delivered when deposited in the United States mail so addressed, with postage there on prepaid. If notice be given electronically, such notice shall be deemed to be delivered when the notice is delivered. Any Director may waive notice of any meeting. The attendance of a

Director at a meeting shall constitute a waiver of notice of such meeting, except where a Director attends a meeting for the express purpose of objecting to the transaction of any business because the meeting is not lawfully called or convened. Any business may be transacted at any Directors' meeting, of which notice has been given, and at any meeting at which all Directors are present, whether or not notice or waiver thereof has been given.

7. Chairman. The President, or in his absence, the Vice President, or in the absence of both of them, the Chairman chosen by the Directors present, shall preside at all meetings of the Board of Directors.
8. Quorum. Three of the Directors shall constitute a quorum for the transaction of business at any meeting of the Board of Directors, but if less than a quorum is present at a meeting, a majority of the Directors present may adjourn the meeting from time to time without further notice.
9. Manner of Action. The act of the majority of the Directors present at a meeting at which a quorum is present shall be the act of the Board of Directors.
10. Parliamentary Authority. The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern this corporation in all cases to which they are not inconsistent with the Bylaws, Articles of Incorporation, and any special rules of order adopted by this corporation.

### ARTICLE III.

#### OFFICERS

1. Number. The officers of the corporation shall be a President, a Vice President, a Secretary, and a Treasurer each of whom shall be elected by the Board of Directors. ~~who shall be the Secretary of the Board of Education of Seward County School District 567.~~
2. Election and Term of Office. The officers of the corporation to be elected by the Board of Directors shall be elected annually by the Board of Directors at the regular annual meeting of the Board of Directors. If the election of officers shall not be held at such meeting, such election shall be held soon thereafter as conveniently may be. Each officer shall hold office until his successor shall have been duly elected and shall have qualified or until his death or until he shall resign or shall have been removed in the manner hereinafter provided.
3. Removal; Resignation. The Board of Directors, by a majority vote of the Directors at any meeting, may remove from office any officer of the corporation and at any meeting may accept the resignation of any officer of the corporation.
4. Vacancies. Any vacancies occurring in the office of President, Vice President, Secretary or Treasurer by death, resignation, removal, or otherwise may be filled for the unexpired portion of the term of the Board of Directors at a special meeting called for such purpose, but such vacancies need not be filled until the first annual meeting of the Board of Directors subsequent to the vacation of the office, if the Board of Directors does not deem it advisable to fill the vacancy prior to that meeting.
5. President. The President shall be the chief executive officer of the corporation and, subject to the direction and under the supervision of the Board of Directors,

shall have general charge of the business affairs and property of the corporation and control of its several officers. The President shall have such other duties and responsibilities and may exercise such other powers as are usually incident to the office or as from time to time may be assigned to the President by these Bylaws or the Board of Directors.

6. Vice President. At the request of the President, or in his absence or disability, the Vice President shall perform all of the duties of the President. When so acting, the Vice President shall have all of the powers of, and be subject to all the restrictions upon, the President. The Vice President shall have such other duties and responsibilities and may exercise such other powers as from time to time may be assigned to the Vice President by these Bylaws, the Board of Directors, or the President.
7. Secretary. It shall be the duty of the Secretary to keep an accurate record of accounts and proceedings of all Directors' meetings; give all notices required by law, by the Board of Directors, by the Articles of Incorporation, or by these Bylaws; and assist in keeping the books of account of the corporation and its correspondence. The Secretary shall have such other powers as are usually incident to the office or as from time to time may be assigned to the Secretary by these Bylaws, the Board of Directors, or the President. The Board of Directors or the President may delegate all or part of the authority and duties of the Secretary to Assistant Secretaries.
8. Treasurer. The board of directors shall elect, employ, or appoint a treasurer who need not be a member of the board. The Treasurer shall have custody of the corporation's funds; keep full and accurate accounts of all receipts and disbursements of the corporation, an inventory of assets, and a record of the liabilities of the corporation; deposit all money and other securities in such depositories as may be designated by the Board of Directors, disburse the funds of the corporation as ordered by the President or the Board of Directors, taking proper vouchers for disbursements; and prepare all statements and reports required by law, by the President, or by the Board of Directors. The Treasurer shall have such other duties and responsibilities and may exercise such other powers as are usually incident to the office or as from time to time may be assigned to the Treasurer by these Bylaws, the Board of Directors, or the President.

#### **ARTICLE IV.**

#### **COMMITTEES**

Committees of the Board of Directors. The Board of Directors shall have full power to constitute such committees as it deems necessary or desirable to advise or assist it in the transaction of the business of the corporation. The members of such committees need not be Directors of the corporation. Each such committee shall have only that authority and responsibility which is expressly delegated to it by the Board of Directors at the time the committee is organized or from time to time thereafter.

#### **ARTICLE V.**

## **FISCAL YEAR**

The fiscal year of the corporation shall end on December 31 of each year hereafter.

## **ARTICLE VI.**

### **WAIVER OF NOTICE**

Whenever any notice is required to be given to any Director of the corporation under the provisions of these Bylaws or under the provisions of the Articles of Incorporation or under the provisions of the Nebraska Nonprofit Corporation Act, a waiver thereof in writing, signed by the Director entitled to such notice, whether before or after the time stated therein, shall be deemed equivalent to the giving of such notice.

## **ARTICLE VII.**

### **AGENTS AND REPRESENTATIVES**

The Board of Directors may appoint such agents and representatives of the corporation with such powers and to perform such acts or duties on behalf of the corporation as the Board of Directors may see fit, so far as may be consistent with these Bylaws, to the extent authorized or permitted by law.

## **ARTICLE VIII.**

### **CONTRACTS**

The Board of Directors, except as in these Bylaws otherwise provided, may authorize any officer or agent to enter into any contract or execute and deliver any instrument in the name of and on behalf of the corporation, and such authority may be general or confined to a specific instance, and unless so authorized by the Board of Directors, no officer, agent, or employee shall have any power or authority to bind the corporation by any contract or engagement, or to pledge its credit, or render it liable pecuniarily for any purpose or to any amount.

## **ARTICLE IX.**

### **VOTING STOCK OWNED BY THE CORPORATION**

Unless otherwise ordered by the Board of Directors, the President shall have full power and authority on behalf of the corporation to vote either in person or by proxy at any meeting of stockholders of any corporation in which this corporation may hold stock, and at any such meeting may possess and exercise all of the rights and powers incident to the ownership of such stock which, as the owner thereof, this corporation might have possessed and exercised if present. The Board of Directors may confer like powers upon any other person and may revoke any such powers as granted at its pleasure.

## **ARTICLE X.**

### **PROHIBITION AGAINST SHARING IN CORPORATE EARNINGS**

No Director, officer, or employee of or member of a committee of or person connected with the corporation, or any other private individual shall receive any of the net earnings or pecuniary profit from the operations of the corporation, provided, that this shall not prevent the payment to any such person of such reasonable compensation for services rendered to or for the corporation in effecting any of its purposes as shall be fixed by the Board of Directors, and no such person or persons shall be entitled to share in the distribution of any of the corporate assets upon the dissolution of the corporation. Upon dissolution or winding up of the affairs of the corporation, whether voluntary or involuntary, the assets of the corporation, after all debts have been satisfied, then remaining in the hands of the Board of Directors shall be distributed, transferred, conveyed, delivered, and paid over as provided in the Articles of Incorporation.

# Deena Haberman

2008 Road 24, Gresham NE 68367 (402) 363-9042 deenahaberman@icloud.com

3/29/2023

To Whom it May Concern:

I have heard with interest about an opening on the Centennial Foundation Committee. I am submitting this letter for your consideration of my interest in joining the committee.

I have experience teaching fourth and fifth grades for the past 28 years at Seward Public Schools. I also have experience substituting all grade levels from Preschool through High School. My two children, Krysta and Brayden, as well as my husband, Gary, are all graduates of Centennial Public School.

My son, Brayden, was a recipient of the Dale and Eudece Jones scholarship when he was a senior at Centennial. This scholarship allowed him to pursue his undergraduate college degree at a college we otherwise couldn't have afforded, which led him to multiple acceptances at medical schools. Without the financial help of that scholarship, I'm not sure he'd be where he is today in achieving his dream of becoming a doctor. I'd like a chance to give back my time in appreciation for what this committee has done for our family.

Please let me know if there is any other information you need from me. Thank you for your consideration.

Sincerely,

Deena Haberman



**STERLING WINKELMAN**

## **CONTACT**

---

PO Box 507  
Utica, NE 68456  
sterling@krothins.com  
402-366-0515

## **CENTENNIAL SCHOOL FOUNDATION**

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03/27/2023

Dear Centennial School foundation,

I would like to be considered for a position on the Board for the Centennial School Foundation.

I grew up just outside of Utica and have lived in this community almost my entire life. I was a 1996 graduate of Centennial and would like the opportunity to give back to the community that has been so good to me. My wife and daughter also graduated from Centennial and my son is currently a student. I believe we need to do as much as we can to support our younger people in the community so they may decide to stay around the Utica area to raise families of their own.

Thank you for your consideration.

Sincerely,  
Sterling Winkelman



## Memorandum

**DATE:** April 3, 2023

**TO:** Centennial Board of Education

**FROM:** Dan Tesar, IT & Operations Director

**SUBJECT:** Surplus Property

As per Board Policy #3019, the following items need to be declared surplus so that we may sell, recycle, or otherwise dispose of them.

- Qty 1 TRUE Glass-front two-door refrigerator
- Qty 1 2006 International School Bus VIN: 4DRBUAFM16B242690 (Bus 05A)

**Customer:**

Centennial Public Schools  
 Dan Tesar  
 1301 Centennial Avenue  
 Utica, NE 68456

**Prepared by:**

Anthony Wilkason  
 awilkason@kidwellinc.com  
 (402) 475-9151

**Project: Mitel MiVoice Business - 6910/6930/6940 Option**



**Description:**

Qty

**Core Infrastructure**

MiVoice Border Gateway Virtual	1
MiCollab Virtual Appliance	1
MiVBusiness Enterprise SW for 3300 (no users)	1
MiVoice Business Reporter Starter Pack	1
SMB Controller 8/38G	1
SMBC Trunk card 4FXO	1
SMBC Trunk card 2FXO	1

**Enterprise Software**

NPUM Record A Call	1
MiCollab NPUM Mailbox License	5
MCD Mailbox License	1
UCCv4.0 Standard User for MiVoice Business License - 50 Pack	1
UCCv4.0 Standard User for MiVoice Business License	32
MiVoice Business License - Enterprise User	12
MiVoice Business Reporter Extension - 50 Pack	1
MiVoice Business Reporter Virtual Server	1

**Devices**

6910 IP Phone	10
6930w IP Phone	66
6940w IP Phone	16

**Miscellaneous**

6900 Wall Mount Kits - 10 Pack	1
M695 PKM	5
Power Cord C7	1



Rack Mount Kit SMBC/Mitel 415	1
System modul 2 DSPX resources	2
Algo 8301 IP Page Adapter	1
Algo 8028 IP Doorphone	1
Mitel SWA - Software Assurance Support	1
- 1 Year	
- Standard	
 Freight	 1
Kidwell Telephony Implementation Services	
- Includes End User Training	
- (2) Hours of Admin Training	

**Kidwell Managed Phone Support Agreement**

Kidwell Managed Phone Support Agreement	1	<b>Not Included in Quote</b>
- Kidwell will assess issues remotely. If an onsite visit is necessary, trip charges may apply.		
- Trip charges will be applied if the issue is with client's equipment.		
- Please see attached contract for coverage, terms and conditions		

This option can be added for: \$4416.00 \_\_\_\_\_ (Initials)

<b>Sourcewell Phone Hardware and Software Pricing Total:</b>	\$47,501.26
<b>Proposal Grand Total:</b>	\$60,587.00

**Terms:**

- Sales tax has not been included
- 50% Deposit is due on signature on all proposals above \$5,000
- Accounts not paid within thirty days are subject to a finance charge of 1% monthly, and an annual rate of 12%.
- **ADDITIONAL FEES WILL APPLY IF PAYMENT IS MADE BY CREDIT CARD**

**Approval:**

**Shawn Phillips** / **4/5/2023**

Authorized Kidwell Signature / Date

\_\_\_\_\_ / \_\_\_\_\_

Authorized Customer Signature / Date



**Kidwell Telephone Implementation Scope of Work**

**Important Contact Information**

Service Desk: [servicedesk@kidwellinc.com](mailto:servicedesk@kidwellinc.com) – 402.473.7787, Toll Free – 877.473.7787  
Project Manager: Joey Beard - [jbeard@kidwellinc.com](mailto:jbeard@kidwellinc.com) - 402.473.7774  
Telephony Solutions Expert: Greg Jones - [gjones@kidwellinc.com](mailto:gjones@kidwellinc.com) - 402.817.3556  
Telephony Solutions Expert: Anthony Wilkason - [awilkason@kidwellinc.com](mailto:awilkason@kidwellinc.com) - 402.473.7780

**Important Implementation Notes (Please review and sign below)**

- No sales tax has been included for material and labor in this proposal.
- All other required taxes will be charged and added to the proposal price on invoicing.
- No charges from the local telephone company services / service changes included.
- Quote does not include data networking hardware or Kidwell provided network configuration services.
- Customer’s local area network must meet or exceed Mitel best practice standards.
- Quote assumes use of existing cable and that cable meets specifications.
- Quote assumes wide area data connection between locations meets Mitel standard (if applicable).
- Use of Internet connectivity between locations does not guarantee voice quality.
- Diagnosing ISP/Telephone company lines, existing system hardware/software not included.
- Cutover to be done M-Th, 8am – 5pm unless other arrangements have been made with Kidwell.
- Kidwell does not warrant the functionality of owner’s existing hardware or software.
- Modifications to the installation made by the customer/another vendor voids Kidwell’s warranty.
- Kidwell will warrant the installation per the scope for 30 days from acceptance. This warranty covers “Break/Fix” issues. This warranty does NOT cover new “Moves, Adds, and Changes” to the hardware / software of the system.
- All hardware/software will be installed in accordance with the manufacturer’s specifications.

**Special Note regarding 3<sup>rd</sup> Party devices (Door locks, overhead paging, special access devices, etc.)**

Kidwell cannot guarantee 3<sup>rd</sup> party devices will be compatible with the new system. Kidwell will make every effort to reuse existing 3<sup>rd</sup> party devices. If unable to achieve compatibility, the customer will be responsible for any labor and new equipment necessary to accomplish integration with these devices. Please be sure to fully review your company’s telecommunication system and any devices connected.

**Special Note regarding Virtual Environment installations**

Customer is responsible for HyperVisor / VMware Environment, including:

- All applicable licensing
- All virtual resources
- Kidwell will supply customer/customer IT vendor with necessary specifications for Mitel server/apps
- Kidwell is not responsible for the support or upgrades on the customer’s virtual environment

**Special Note regarding Fax functionality on IP networks or over ISP-based SIP Lines**

Kidwell highly recommends keeping all Fax lines/services dedicated on traditional telephone company lines. Faxing over IP or SIP is an unreliable technology. Kidwell cannot warrant or guarantee customers reliable fax operations when using Fax over IP or Fax over SIP services.

I have read and understand the Implementation Notes above.

Authorized Signature: \_\_\_\_\_

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



### **Project Summary**

Upon acceptance of this proposal, Kidwell will install your new Mitel Unified Communication system. As part of Kidwell's proposal, we have included material and labor. Items or services that are not listed in the "Included in Scope" section are considered "Outside of Scope" items.

### **Kidwell Standard Services**

#### **Included in Scope**

- Project Management
- Mitel Application installation
- Design of Call Flows
- Configure users
- Project Timeline
- Configure Call Routing
- User Training plan (see Training section)
- Connect phone company lines to system
- Electronic training documents
- Placement and connection of telephones
- System cutover
- Initial recording of system prompts
- Complete system operation testing
- First day live support
- Perform initial system backup/save
- Remote access (Kidwell uses the ScreenConnect product)

#### **Excluded from Scope (below services available for an additional charge upon request)**

- Desktop Client software (if applicable)
- E-mail server hardware/setup
- Network assessment and QoS
- Data and voice wiring
- Server racks
- UPS units
- Troubleshooting of Data Network issues
- Shipping costs for Manufacturer Warranty Claims (If not under Kidwell Support)

#### **MiVoice Office 250 Basic User Training**

- Electronic User and Quick Reference Guides
- Link(s) to video user training that introduces the system's features to the users
- In-person training for primary call handling staff on the day of system activation

#### **MiVoice Office 250/ Business Full User Training**

(This training option is available for the MiVO250 product only when advanced applications are part of the project.) All resources included in Basic User Training plus:

- 1.5 hours per 8 users of formal classroom style training. The customer will be responsible for providing an adequate room environment that supports:
  - Eight (8) users with room for the Kidwell trainer
  - TV Screen / Projection facilities to support eight (8) users
  - Network connectivity / laptops / PCs to support eight (8) users
  - Customer will need to provide and maintain a schedule / user sign-off sheet for training



**MiVoice Business / MiVoice Connect Advanced User Training (Desktop Client)**

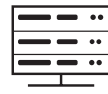
- Kidwell will provide 1.5 hours of end user training per 8 users
- Classroom-style training requiring room with TV/screen/projection facilities and data network access
- Customer will be required to provide and maintain training sign-off sheet
- Kidwell will review training agenda and required documentation
- Customer receives onsite post-cut support day of cutover



**Project Phases and Responsibilities Definition**

The following information details the project roadmap and actions required by both Kidwell and the customer. An “X” indicates primary responsibility. If both parties have an “X”, that particular aspect is a “shared” responsibility.

<b>Phase 1 – Order Materials</b>	<b>Kidwell</b>	<b>Customer</b>
Order/Receive Mitel system and determine delivery ETA	X	
Order Music-on-hold equipment (if applicable)	X	X
Order paging equipment (if applicable)	X	
Order UPS units / Install & Test UPS units (if applicable)	X	X
Order Telephone company services / lines (if applicable)	X	X
Confirm receipt of equipment/apps (whether provided by Kidwell or customer)	X	X
<b>Phase 2 – Project Kickoff</b>	<b>Kidwell</b>	<b>Customer</b>
Schedule initial project call with customer	X	
Confirm telephone application and services purchased	X	X
Send customer User/Extension list sheet	X	
Send customer server requirements (when server supplied by customer)	X	
Discuss any special applications (Door entry, remote users, etc.)		X
Establish desired system cutover date (may change as project progresses)	X	X
<b>Phase 3 – Database Gathering</b>	<b>Kidwell</b>	<b>Customer</b>
Determine IP scheme, DHCP scope/ranges system/phones (if applicable)	X	X
Identify all telephone users and any special calling restrictions	X	X
Define Automated Attendant menus	X	X
Define any Group Ringing (ring multiple users on incoming calls)	X	X
Define Music-On-Hold requirements (if applicable)	X	X
Define Paging requirements (if applicable)	X	X
Define typical customer Open, Closed, and Holiday schedules	X	X
Define overall Call Flow requirements based on provided information	X	
Schedule call with customer to confirm determined Call Flow	X	
<b>Phase 4 – System Programming / Hardware Installation</b>	<b>Kidwell</b>	<b>Customer</b>
If customer supplied server, confirm server is ready per requirements	X	
If customer supplied server, establish remote access (ScreenConnect)	X	X
Install applicable Mitel software on servers (physical or virtual)	X	
Program system Users / Call Flow as determined by info gathered in Phase 3	X	
Record initial Automated Attendant recordings	X	X
Schedule physical equipment installation with customer	X	
Install desktop telephone sets	X	
Mitel desktop software / client installation (if applicable)		X
<b>Phase 5 – User Training / System Cutover</b>	<b>Kidwell</b>	<b>Customer</b>
Schedule and conduct User training classes	X	X
<b>Phase 6 – System Cutover / System Testing / First Day Live</b>	<b>Kidwell</b>	<b>Customer</b>
Extension to Extension calls / Extension to Voice Mail calls	X	X
Inbound Call Routing / Outbound Call Routing (local, LD, Toll-Free, Int'l, 911)	X	X
Group Ringing / Music-On-Hold / Overhead Paging – Paging Groups (if applicable)	X	X
Kidwell will support the customer as necessary including “on the fly” call flow adjustments and user support to the extent necessary to ensure the system is performing to the customer’s needs and expectations.	-	-



# Kidwell Phone System: Rate Agreement

## Rates

Kidwell agrees to provide remote or onsite support services for the following rates

- Scheduled/Business Hour Labor - \$120/hr
- After-hours/Emergency Labor - \$150/hr

## Services

Available Service Include:

- Break/Fix Mitel Support
- User Management
- System Configuration
- Training
- Solution Deseign

## Terms

- Time will be billed in 15 minute increments
- Travel to be billed from the nearest Kidwell location to and from the customer's location
- Kidwell will provide best effort support (Does not include Service Legal Agreement Guarantees)
- All customers with active Fully Managed Service Agreements will receive priority services

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

Customer Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Kidwell Signature: \_\_\_\_\_

## LOCATIONS

[kidwellinc.com](http://kidwellinc.com)

**LINCOLN OFFICE**  
 3333 Folkways Cir  
 Lincoln, NE 68504  
 402-475-9151

**OMAHA OFFICE**  
 10840 Old Mil Rd #100  
 Omaha, NE 68154  
 402-333-2333

**KEARNEY OFFICE**  
 414 East 6th Street  
 Kearney, NE 68847  
 308-233-5111



Servicing  
 Nebraska  
 Since 1948



**Contract Terms & Conditions**

**Fees.** All fees are payable in U.S. currency. Unless otherwise noted, all fees are due upon receipt of the statement, and are delinquent thirty (30) days after the date of the statement. Customer shall be responsible to pay all sales, use, excise and similar taxes. If any statement is not paid in full within thirty (30) days of the statement, interest will accrue on the unpaid balance at the rate of twelve percent (12%) per annum until paid.

**Facilities.** For services provided on the Customer’s premises, Customer shall provide a safe work site for performance of the services, and shall provide such assistance as may be reasonably necessary for the efficient performance by Kidwell employees.

**Disclaimer of Warranties.** Kidwell warrants that the services provided will be performed in accordance with the Customer’s approved work plan, and in a workmanlike manner determined to be most appropriate under the circumstances. This warranty is the sole warranty, and it is in lieu of all other warranties, either express or implied.

**Employees.** Customer shall not hire, engage or employ any employee of Kidwell involved with this current project, during the period ending twelve (12) months after the earlier of (i) the last date that Kidwell renders any services to Customer; or (ii) termination of the employee's employment with Kidwell. Kidwell shall be entitled to specific performance of this provision.

**Confidentiality.** Each party covenants and agrees to hold and keep the other party’s confidential information in confidence and it will not disclose such confidential information to anyone without the other’s prior written consent. The party receiving such confidential information will not use, or permit others to use, such confidential information for any purpose other than in accordance with this Agreement, and shall not make any unauthorized copy of any confidential information and will use its best efforts to avoid disclosure, dissemination or unauthorized use of the other’s confidential information.

**Remedies.** The parties shall have the following remedies:

**Correction.** Customer’s exclusive remedy for any breach of warranty or error in services rendered by Kidwell shall be limited to correction of the error in workmanship through its time and efforts at no additional charge to Customer. If the error results from incorrect or incomplete data or information provided to Kidwell, Customer shall be liable to Kidwell for the cost to correct the error at its customary time and material charges.

**Performance.** If Customer defaults in payment or otherwise, Kidwell at its sole and exclusive option, shall have the right to suspend performance of the services until such default is cured, and such suspension shall be without liability or obligation to Customer or any third party, and without prejudice to the rights and remedies of Kidwell pursuant to this Agreement.

**Limitation of Liability.** In no event shall either party be liable for any indirect, incidental, special, punitive, or consequential damages whatsoever arising out of or in connection with this Agreement, including, but not limited to, loss of profits, revenue, data or use, incurred or suffered by the other party or any third party even if the other party or any other party has been advised of the possibility of damages. Customer’s exclusive remedy for any breach of warranty or error in services rendered by the Company shall be limited to correction of the error in workmanship through its time and efforts at no additional charge to Customer. Except for personal injury caused by Company’s negligence or willful misconduct, the entire liability of Company for any damage or expense from any cause whatsoever shall in no event exceed the total Fees paid by Customer to Company under this Agreement during the twelve (12) month period immediately preceding such event. No action or proceeding against Company, its affiliates or subsidiaries, or its suppliers may be commenced more than twelve (12) months after the claim arises.

**Independent Contractor.** Kidwell and Customer have the relationship of independent contractors and neither is the agent, partner, joint venturer, or employee of or with the other and no fiduciary relationship between the parties exists. Neither party shall have the right to bind or obligate the other in any manner, nor shall it represent that it has any such right to do so.

**Governing Law.** This Agreement shall be governed by and construed in accordance with substantive laws of the State of Nebraska.

**Force Majeure.** The performance by either party of any of the undertakings set forth in this Agreement shall not be deemed untimely to the extent any late performance or nonperformance is due to acts of God, acts of war, civil disturbance, acts of government, including, but not limited to, government or court orders or any other act or event beyond the control of the affected party.

**Entire Agreement.** This Agreement sets forth the entire agreement between the parties concerning the subject hereof, and supersedes all prior and contemporaneous written or oral negotiations and agreements between them concerning the subject matter hereof.

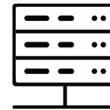
**Company Name:** \_\_\_\_\_

**Date of Acceptance:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_



## Kidwell Phone Systems: Fully Managed - **MiVoice Business**

### Proactive Support

- Yearly Phone System Health Check
- Dedicated Account Manager

### Support Services

- Minor System Moves
- Minor User/System Changes
- Phone System Software Support
- Carrier Ticket Support
- Fax & SIP Device Support
- RMA Management

### Service Level Agreement

- Emergency Response
  - 1 Hour Response
- Standard Support
  - 24 Business Hours

### Outside Contract Services

\*All services can be performed at a rate of \$110/hour

- Major Moves, Adds, Changes
- New Hardware Installation
- Additional Training Sessions
- Carrier Services Issue Remediation Beyond 24 Hours
- Licenses

\*Please see Phone System Terms & Conditions for term definitions

## LOCATIONS

[kidwellinc.com](http://kidwellinc.com)

OMAHA OFFICE  
10840 Old Mill Rd #100  
Omaha, NE 68154  
Tel 402-333-2333

LINCOLN OFFICE  
3333 Folkways Circle  
Lincoln, NE 68504  
Tel 402-475-9151

KEARNEY OFFICE  
5609 1st Ave Suite C  
Kearney, NE 68847  
Tel 308-233-5111



Serving  
Nebraska  
Since 1948



## Phone Support Agreement Terms & Conditions

This Agreement is by and between Kidwell, INC, a Nebraska corporation (“we”, “us”, or “MSP”), and the person or entity signing below as a Customer (“you” or “Customer”) and is made and entered into as of the latest date shown in the signature blocks below (the “Effective Date”).

This Agreement sets forth the terms and conditions upon which the MSP will provide services (the “Services”) to Customer.

### DEFINITIONS

- The following definitions and rule of interpretation apply in this Agreement. Certain defined terms may be also set forth elsewhere in this Agreement.
  - Agreement:** the MSA, the Appendices hereto, the Services Description, and the Service Level agreement adopted by the Customer;
  - Customer:** the person, firm or company who purchases Services from the Service Provider;
  - Server Monitoring:** software to monitor the Customer’s phone system server;
  - Services:** the Services to be provided by the Service Provider set out in the Services Description and Service Level Agreement, and as otherwise agreed from time to time;
  - Service Provider:** Kidwell, Inc. with headquarters at 3333 Folkways Circle, Lincoln, NE 68504;
  - Onsite Support:** the type of services requiring the Service Provider, its agents, engineers or contractors to be physically present at the Customer’s business location to provide the Services. Onsite Support may be carried out by the Service Provider’s engineer, agent or contractor.
  - Normal Business Hours:** shall be 7:30am – 5:30pm (Central Time) Monday through Friday, excluding legal holidays recognized under the laws of the State of Nebraska or the United States of America.
  - After Hours:** After 5:30pm until 7:30 am (Central Time) Monday through Friday, weekends and legal holidays recognized under the laws of the State of Nebraska or the United States of America.
  - Service Desk Email:** servicedesk@kidwellinc.com
  - Service Desk Contact Numbers:** 402-473-7787 (Lincoln Area Customers) or 402-333-4357 (Omaha Area Customers);
  - Business Day:** Any day other than a Saturday, Sunday, or any other legal holidays recognized under the laws of the State of Nebraska or the United States of America.
  - Service Request (Add, Change, Move) -** A request from a user for information, or advice, or for a Standard Change or for Access a phone service. For example, to reset a password, or to provide standard services for a new user. Service Requests are usually handled by a Service Desk, and do not require a request for change to be submitted.
  - Incident (Break Fix) -** An unplanned interruption to phone service or a reduction in the quality of phone service. Failure of a configuration item that has not yet impacted Service is also an Incident. For example, failure of one disk from a mirror set is an Incident.
  - Service Level Agreement:** the document in which the Customer selects the priority level of service to be provided by Service Provider and the fees structure for such Services and billing frequency.

### SUPPORT SERVICES AGREEMENT

- Services.** MSP shall provide Customer with the “Services” as described in this Agreement and as described in any schedules attached hereto (the “Schedules”). All such Services shall be subject to the terms and conditions of this Agreement and any terms or conditions printed on the Schedules. The term “Services”, when used within a Schedule attached hereto, shall refer to the services to be provided under that Schedule only. MSP shall provide Customer with 60 days advance written notice of any changes to the terms and conditions of this agreement. Customer may choose to opt out of such changes with written notification to MSP within 60 days of receiving the initial change notification and terminate the agreement without penalty. Customer agrees to pay any outstanding charges on the agreement up and until the date of termination.
- Initial Schedules.** A Schedule may be deemed attached hereto only when both parties have executed and agreed upon the Schedule in writing.
- Remote Access.** MSP will attempt to resolve issues over the phone or via remote access. If an issue is unable to be resolved in the manner, MSP will schedule an engineer for an on-site visit. MSP reserves the right to dispatch an engineer for any phone support exceeding 30 minutes or at the sole discretion of MSP should common practice dictate it would be more efficient to address the issue onsite.

### SERVICE FEES AND PAYMENT SCHEDULE

- Initial Setup Fee.** MSP will perform the INSTALLATION as detailed herein or in any attached schedules. Customer agrees to pay any installation fees defined herein.
- Fees.** All fees are payable in U.S. currency. Unless otherwise noted, all fees are due upon receipt of the statement, and are delinquent thirty (30) days after the date of the statement. Customer shall be responsible to pay all sales, use, excise and similar taxes. If any statement is not paid in full within thirty (30) days of the statement, interest will accrue on the unpaid balance at the rate of twelve percent (12%) per annum until paid.
- Yearly Fee.** MSP will provide the services to the CUSTOMER as detailed herein or in any schedules attached to this agreement. The yearly service fee will be invoiced on or about 30 days prior to the renewal year in which services are provided, allowing you time to review your billing.
- Credit Card.** Credit cards will not be accepted as payment on this account.
- Late Payment.** Late Payment is defined: (a) for ACH payments, payments refused by the issuing bank, and (b) for invoiced payments, payments not received within standard terms following our sending it via e-mail to your billing liaison. There is a late payment penalty of 1% of the amount past due. In addition, all past due amounts, including the late charge, shall bear interest at the lower of two percent per month or the applicable maximum legal rate. If there is any late payment(s) on your account, MSP, at its sole discretion and without waiving other rights it may have, may suspend, interrupt, or disconnect the Services on your account, without notice to you.
- Hourly Rate.** The hourly rates are defined for all system engineers and are billable for services outside the scope specifically defined in this agreement or any attached schedule(s) and may be changed with 60-days written notice. The hourly rate is for time worked outside of the standard agreement.
- Additional Charges.** There shall be added to the charges due an amount equal to all taxes based upon all services, equipment, hardware, software, freight and other applicable charges. This includes all state and local sales and use taxes based on gross revenue, and any taxes or amount in lieu thereof paid or payable by MSP in respect to the foregoing.
- Billing.** MSP will invoice CUSTOMER for all additional approved services, charges, hardware, software, and taxes on demand according to customer terms. All fees for the services provided in this agreement are invoiced in advance and pre-paid.
- Terms.** All invoices and payments are due NET30 unless other terms are approved by MSP.
- Taxes.** Customer shall be responsible for and shall pay all sales, use, excise, personal property, ad valorem, and other taxes which are imposed against, upon or relating to the Equipment or Services or the use, registration, rental, shipment, transportation, delivery, ownership or operation thereof, and on or relating to the Fees, but shall not include any taxes solely based upon measured by the income of the Company.

### TERM AND TERMINATION

- TERM.** The initial term for Services provided is one (1) year from date of deployment starting at the beginning of the calendar month in which services are deployed. This Agreement shall automatically renew for successive one-year terms for the life of the Customer relationship. This Agreement may be terminated at any time by either party upon thirty (30) days written notice to the other party after the initial term.
- MSP will provide services in a competent manner, comparable to industry standards. If MSP does not provide services in such manner and cannot rectify the problem(s), within sixty (60) days from CUSTOMER written notice in which CUSTOMER identifies the problem(s), CUSTOMER will have the right to terminate the respective Schedule only.
- MSP, at its sole discretion, may terminate this Agreement if CUSTOMER: (a) becomes the subject of any proceedings under the Bankruptcy Act or other insolvency law, voluntary or involuntary, if such proceeding is not dismissed within ninety (90) days; (b) suffers a receiver to be appointed for its affairs or property; or (c) enters into an assignment, or other an arrangement, for the benefit of its creditors, or suffers an attachment against or a seizure of a substantial part of its assets, equipment or its parts and inventories. However, CUSTOMER’s responsibility for past due amounts shall survive each bankruptcy proceeding provided the acknowledgment of such liability by CUSTOMER will not affect the discharge of CUSTOMER regarding other general creditors.
- In the case of default by either party under this Agreement, the defaulting party will reimburse the non-defaulting party for all costs and expenses arising from the default, including reasonable attorney fees if the non-defaulting party engages in legal counsel to preserve or enforce such rights under this Agreement, including the collection of any payments due.
- Termination of this Agreement will not adversely affect any right existing as of the effective date of termination. The rights and remedies provided under this Agreement are cumulative and in addition to any other rights or remedies available at law and in equity, and any other contract instrument or paper.

Proposal Number: KIDQ18357-02



6. At termination, all payments due prior to such termination will be deemed to have been earned, and Service Provider shall have no obligation for any refund. Customer shall immediately return all property owned and/or provided by Service Provider related to the MSA.

**EQUIPMENT AND FACILITIES.**

- 1. **Loaned Equipment.** CUSTOMER agrees that certain items shall remain the property of MSP, and must be returned if requested. CUSTOMER further agrees to cease the use of any technology that remains the property of MSP upon termination of this agreement. If any equipment at the Customer site owned by MSP is stolen, damaged or destroyed, CUSTOMER must pay the equivalent of the current retail replacement value of the device within 15 days of said event.
2. **Crash Equipment.** CUSTOMER agrees to the terms of the Crash Agreement addendum attached to this agreement.
3. **Facilities.** For services provided on the Customer's premises, Customer shall provide a safe work site for performance of the services, and shall provide such assistance as may be reasonably necessary for the efficient performance by Kidwell employees.

**INSURANCE COVERAGE**

MSP shall maintain at its sole expense commercial general liability insurance for personal injury and property damage for a general aggregate of \$1,000,000; worker's compensation insurance as required by law; and hired and non-owned automobile liability insurance for the combined single limit of \$1,000,000. At CUSTOMER's request, MSP further agrees to furnish CUSTOMER with certificates, including renewal certificates, evidencing such coverage within thirty (30) days of commencing performance under this Agreement, at every renewal and at other times as may be reasonably requested by CUSTOMER.

**INDEMNITY.**

Customer and Company hereby agree to indemnify, defend and hold each other harmless from and against any and all loss, damage, cost, expense or liability, including reasonable attorneys' fees, to the extent arising from the acts or omissions of the indemnitor.

**NOTICES**

All notices herein provided for or which may be given in connection with this Agreement shall be sent via regular mail, postage prepaid, or by facsimile. If any such notice shall be given by CUSTOMER to MSP, it shall be addressed to:

Kidwell, INC
3333 Folkways Circle
Lincoln, NE 68504

**Disclaimer of Warranties.** Kidwell warrants that the services provided will be performed in accordance with the Customer's approved work plan, and in a workmanlike manner determined to be most appropriate under the circumstances. This warranty is the sole warranty, and it is in lieu of all other warranties, either express or implied.

**Limitation of Liability.** In no event shall either party be liable for any indirect, incidental, special, punitive, or consequential damages whatsoever arising out of or in connection with this Agreement, including, but not limited to, loss of profits, revenue, data or use, incurred or suffered by the other party or any third party even if the other party or any other party has been advised of the possibility of damages. Customer's exclusive remedy for any breach of warranty or error in services rendered by the Company shall be limited to correction of the error in workmanship through its time and efforts at no additional charge to Customer. Except for personal injury caused by Company's negligence or willful misconduct, the entire liability of Company for any damage or expense from any cause whatsoever shall in no event exceed the total Fees paid by Customer to Company under this Agreement during the twelve (12) month period immediately preceding such event. No action or proceeding against Company, its affiliates or subsidiaries, or its suppliers may be commenced more than twelve (12) months after the claim arises.

**INTELLECTUAL PROPERTY**

All Intellectual Property Rights and all other rights in the Services shall be owned by the Service Provider. For the Term, the Service Provider hereby licenses all such rights to the Customer in consideration of the Yearly Fees and on a non-exclusive basis to such extent as is necessary.

**CONFIDENTIALITY AND SOLICITATION OF EMPLOYEES**

**Confidentiality.** Each party covenants and agrees to hold and keep the other party's confidential information in confidence and it will not disclose such confidential information to anyone without the other's prior written consent. The party receiving such confidential information will not use, or permit others to use, such confidential information for any purpose other than in accordance with this Agreement, and shall not make any unauthorized copy of any confidential information and will use its best efforts to avoid disclosure, dissemination or unauthorized use of the other's confidential information.

**Employees.** Customer shall not hire, engage or employ any employee of Kidwell involved with this current project, during the period ending twelve (12) months after the earlier of (i) the last date that Kidwell renders any services to Customer; or (ii) termination of the employee's employment with Kidwell. Kidwell shall be entitled to specific performance of this provision.

**CUSTOMER RESPONSIBILITIES**

- 1. CUSTOMER must provide MSP with all appropriate usernames and passwords required to access network resources (i.e. Administrator usernames and passwords, router telnet passwords) and maintain all necessary media, license keys, and vendor contact numbers and provide access to that information when needed.
2. Customer shall be responsible for evaluating its own Network and security procedures and for self-assessment unless Service Provider has agreed to provide the
3. same as part of the Services.
4. Customer shall carry out and maintain restorable backup copies of all relevant software license by Customer and make the same available to Service Provider upon reasonable request related to providing the Services.
5. Customer has designated one or more Primary Authorized Contact Person(s) above and may designate one or more Authorized Contact Person(s) with respect to individual Schedules attached hereto. The Authorized Contact Person(s) shall be the points of contact for and shall have authority to provide all work direction to Company and other actions necessarily related thereto.

**Governing Law.** This Agreement shall be governed by and construed in accordance with substantive laws of the State of Nebraska.

**Force Majeure.** The performance by either party of any of the undertakings set forth in this Agreement shall not be deemed untimely to the extent any late performance or nonperformance is due to acts of God, acts of war, civil disturbance, acts of government, including, but not limited to, government or court orders or any other act or event beyond the control of the affected party.

**Entire Agreement.** This Agreement sets forth the entire agreement between the parties concerning the subject hereof, and supersedes all prior and contemporaneous written or oral negotiations and agreements between them concerning the subject matter hereof.

By signing below, you acknowledge and agree that, prior to signing, you read the entire Agreement, consulted with legal counsel of your choice (or had the opportunity to consult with legal counsel of your choice but declined to do so), you are authorized to enter such agreement, and you are willfully bound by all the terms and conditions set forth in this Agreement. Further, by our signature below, we likewise agree to be legally bound by the Agreement and by all the terms and conditions set forth in it.

Customer

MSP

Signature

Signature

Printed Name/Title

Printed Name/Title

Date

Date



## Appendix A – Service Information

### Incident Response Times

Affected Service	Response Time	Resolution Action Plan
Service not available (all users and functions unavailable)	4-Hours	4-Hours
Significant loss of service (large number of users or business critical functions affected, business process can continue)	4-Hours	4-Hours
Limited loss of service (limited number of users or functions affected, business process can continue)	48-Hours	48-Hours
Small service loss or service request	48-Hours	48-Hours

\*\*Hours are measured in real-time.

### Support Tiers

The following details and describes our Support Tier levels:

Support Tier	Description
Tier 1 Support	Basic technical troubleshooting of endpoint devices. (PCs, Phone, Headset) These are issues that can be resolved with basic troubleshooting skills ( i.e. Rebooting the computer or phone, general operating system knowledge, password resets or general application knowledge) These issues should be resolved by the Service Desk. The majority of Tier 1 issues should be able to be resolved in less than 15 minutes.
Tier 2 Support	Moderate level issues that require specific knowledge of the client, hardware or application. These issues will take longer to resolve than Tier 1 issues. These are issues that have been escalated from the Service Desk and should be resolved by Field Services. These issues with coincide more with infrastructure such as, switches, routers, servers, configuration and may require onsite presents for troubleshooting.
Tier 3 Support	These are more complex issues that affect the Phone System. These issues are larger wide spread issues that affect the business at an enterprise wide level and can include issues with ISP, entire network issues, network wide application support.



## Service Request Escalation Procedure

1. Support Request is received via Service Desk Email or Contact Numbers
2. Service Ticket is created
3. Issue is identified and documented in service management system
4. Issue is qualified to determine if it can be resolved through Tier 1 Support

If the issue can be resolved through Tier 1 Support:

1. Level 1 resolution – issue is worked to successful resolution
2. Quality Control – Issue is verified to be resolved to Customers satisfaction
3. Service Ticket is closed after complete problem resolution details have been updated in PSA System

If the issue cannot be resolved through Tier 1 Support:

4. Issue is escalated to Tier 2 Support
5. Issue is qualified to determine if it can be resolved by Tier 2 Support

If issue can be resolved through Tier 2 Support:

1. Level 2 Resolution – issue is worked to successful resolution
2. Quality Control – Issue is verified to be resolved to Customer's satisfaction
3. Service Ticket is closed, after complete problem resolution details have been updated in PSA system

If issue cannot be resolved through Tier 2 Support:

1. Issue is escalated to Tier 3 Support
2. Issue is qualified to determine if it can be resolved through Tier 3 Support

If issue can be resolved through Tier 3 Support:

1. Level 3 Resolution – issue is worked to successful resolution
2. Quality Control – Issue is verified to be resolved to Customer's satisfaction
3. Service Ticket is closed, after complete problem resolution details have been updated in PSA system

If issue cannot be resolved through Tier 3 Support:

1. Issue is escalated to Onsite Support
2. Issue is qualified to determine if it can be resolved through Onsite support

If issue can be resolved through Onsite support:

1. Onsite Resolution – issue is worked to successfully resolution
2. Quality Control – Issue is verified to be resolved to Customer's satisfaction
3. Service Ticket is closed, after complete problem resolution details have been updated in PSA system

If issue cannot be resolved through Onsite support:

1. Phone Manager Decision Point – request is updated with complete details of all activity performed



## Appendix B – Services & Rates

### The Services

Service Type	Services Description	Fully Managed
<b>Major Phone System Move</b>	A major system move is defined as the physical location change of equipment from one address to.	Not Included
<b>Minor Endpoint Move</b>	A minor endpoint move is defined as the physical location change of equipment not moving addresses or equaling more than 25% of the total hardware of the phone system.	Included
<b>Major System Add</b>	A major system addition is defined as an additional software configuration or feature change within the phone system.	Not Included
<b>User System Add</b>	A user system addition is defined as the configuration of new user accounts on the phone system.	Included
<b>Major System Change</b>	A major system change is defined as the configuration change or re-programing of 30% or more of the phone system and its settings.	Not Included
<b>Minor System Change</b>	A minor system change is defined as the configuration change of the following services: hunt groups, schedules, auto attendants, or user accounts not totaling more than 30% of the phone system being changed.	Included
<b>Phone System Server Monitoring</b>	Kidwell provides remote monitoring of the phone system server or remote management device to verify uptime connectivity. **Kidwell provided/installed equipment only**	Included
<b>Phone System Server Security Software</b>	Kidwell provides an anti-malware license for the phone system server in order to maintain security on the device. Kidwell does not provide security software for any other devices associated with the phone system outside of the server.	Included
<b>New Hardware Installation</b>	New hardware installation is any additional piece of equipment that is purchased for the phone system not already included on current support.	Not Included
<b>Yearly Software Upgrade</b>	A yearly software upgrade is provided to deliver features and software updates.	Included
<b>Yearly Health Check</b>	A yearly health check is performed to assess usage, hardware, software, and licensing as well as provide possible recommendations.	Included
<b>Phone System Software Support</b>	Support related to the software of the phone system and its general operations including bug fix support, break-fix support, and system administration.	Included
<b>Carrier Ticket Support</b>	Assistance in creating and maintaining a support ticket with a carrier during a degraded service incident.	Included
<b>Carrier Changes</b>	Assistance in changing the providing carrier of phone services for the phone system.	Not Included
<b>Fax Server Support</b>	Support of the fax software and systems if originally purchased and installed by Kidwell.	Included
<b>Additional Device Support</b>	Support of additional devices such as paging, handheld phones, or speakers if originally purchased and installed by Kidwell.	Included
<b>RMA Support</b>	Support related to creating RMA tickets and replacing under contract hardware through the manufacturer.	Included
<b>Dedicated Client Manager</b>	Assigned Client Manager to serve as a single point of contact for all questions related to billing, support, or proposals.	Included



**Part 2**

**Service Rates & Covered Equipment**

**Service Rates (effective as of the date of the Master Services Agreement)**

<b>Labor</b>	<b>Labor Type</b>	<b>Rate</b>
Kidwell Outside Contract Support	Service	\$110/hour
Kidwell Project Labor	Project	\$120/hour



## Appendix C - CRASH EQUIPMENT ADDENDUM

Kidwell does not guarantee that crash equipment will be available in all situations.

Kidwell will waive the initial usage as part of the agreement, but any usage after the initial period will convert to the posted daily rate.

After the maximum rental period, the equipment is purchased by the customer and daily rate billing will cease.

For all Mitel Blue customers, replacement equipment will be used prior to crash equipment.

### FEE STRUCTURE

EQUIPMENT	WAIVED USAGE PERIOD	DAILY RATE AFTER INITIAL PERIOD	MAXIMUM RENTAL
Dell Server with VMware	5 Days	\$50/per day	180 Days
Mitel Switch	5 Days	\$25/per day	180 Days
PoE Switch	5 Days	\$25/per day	180 Days
PoE Injector	5 Days	\$5/per day	90 Days
Desk Phone	5 Days	\$10/per day	90 Days
Wireless Access Point	5 Days	\$10/per day	90 Days
Phone Switch	5 Days	\$25/per day	180 Days
IP Phone	10 Days	\$10/per day	90 Days
Phone System Hardware	5 Days	\$25/per day	180 Days



We have prepared a quote for you

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## Centennial Phone System RFP 2023

Quote # 009809 v3

Prepared for:

**Centennial Public Schools**

Dan Tesar  
dan.tesar@centennialbroncos.org

Prepared by:

**Prime Secured**

Dave Kanne  
dkanne@primecominc.com

Friday, March 24, 2023

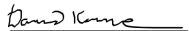
Centennial Public Schools  
Dan Tesar  
1301 Centennial Avenue  
Utica, NE 68456  
dan.tesar@centennialbroncos.org

Dear Dan,

Thank you for inviting Prime Secured to participate in the selection process for your project. Prime Secured was founded in 2001 with a commitment to deliver quality solutions, installed by certified technicians, and supported by a dedicated customer support team. With over 17 years' experience focused in physical security and infrastructure, we are able to meet the growing needs of the corporate enterprise sector. Our extensive experience makes us a premier integration partner who understands the strengths and complexities of today's physical security solutions.

Our unique approach to project implementation focuses on end to end project management, engineered design, and professional deployment. Our experienced technical support team will be there after deployment to manage your systems and be your liaison to our engineering team. The Prime Secured team understands that each customer engagement is unique and requires great attention to detail before, during, and after your project is launched.

Thank you again for your time and consideration through the initial phase of this process. We look forward to the opportunity to partner with you.



Dave Kanne  
Outside Sales Representative  
Prime Secured

## ► Statement of Work

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### Installation Materials

**Notice:** Due to industrywide supply chain shortages, some materials may have delays that could impact project schedules. Prime Secured is working with manufacturers and distributors to ensure materials are delivered in a timely manner where possible. As part of our effort, Prime Secured may also be contacting you regarding alternative materials to support your project. Thank you for your patience during these challenging times.

### Scope of Project

#### Statement of Work – SOW

Prime Communications will install a new Avaya IP Office Premise-based VoIP Phone System at Centennial Public School located in Utica Nebraska as their Campus wide Voice Communications Solution. This system will provide increased capability through the use of VoIP Phones and Smartphone Mobile apps to be used on the School's internal LAN and WiFi Networks. Specifically Prime Communications will do the following below under Installation.

On-premise IP phone system Requirements per RFP

? 5 CO Lines

- The Avaya IPO System proposed will accommodate the 5 CO Line requirements

? Call accounting/reporting software

- Through Datel SWEET! Call Detail Reporting – Cradle to Grave Call Detail Collection and Reporting

? Call recording capability (emergency situations) downloadable as .mp3 or other

- On Demand (by User) or Automatic Call Recording is built in through the Voicemail Pro (.wav files)

? Caller ID capable

- If the Caller ID is delivered on the Analog POTS Line the System will present it to the Users

? Doorphone & DOC capable

- Provided through the use of an AXIS door unit and 3<sup>rd</sup> Party License included in proposal

? Web-based GUI Software interface for administration

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## ► Statement of Work

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- Built into the System

? Interface to existing customer-owned Telecor TII/XL intercom system for zoned all-call paging

- Built in with the Combo Card is the required ATM port required for this connection

? All phones shall have second ethernet port for computing device

- Yes all Gig port pass-through

? Speakerphones

- All phones have built in Speakerphones

? Voicemail & Greeting Tree (auto-attendant) with remote company greeting change

- The included Voicemail Pro offers sophisticated Call Flow capabilities so Yes

? Call park / hold capable

- Built into System

? Direct Extension Dialing (from external # to select stations)

- The System is capable of DID (Direct Inward Dial) directly to stations/extensions with the PRI Card included in our proposal however this would require a PRI/T1 Line/Trunk from Telco in order to make this work

? Receive voicemail via email

- This is built in for every user in the system, including Group/Guest Voicemail without additional Licensing

? Receive on-premise calls on smartphone via an app

- The Smartphone Mobile App can be used on the School's internal WiFi as a mobile VoIP Client on the system to receive on-premise calls (station to station or transferred calls from the main secretary phone) or to make outbound calls on the phone System's attached trunking. To use the Smartphone Mobile App outside of the School's WiFi (cellular mode) however requires that the School has digital trunking utilizing a PRI Trunk or SIP Trunk to connect those calls. The required hardware PRI card is included in the proposal however this does not include the PRI Trunk/Line provisioned by the local Telco carrier or any associated costs of the circuit.

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## ► Statement of Work

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? Emergency 911 notification (notify admins of 911 call in building)

- The Avaya IP Office System creates an Alarm or SNMP trap for any incidence of 911 being called, this trap can be sent to a receiving server that is configured to collect these types of error/trap messages. The receiving server and app are not included in this proposal

? 66 – 4.3” LCD/12 programmable keys/speaker phones (Mitel 6930w or equivalent)

? Include license to receive VM to email and make calls via app on smartphone

- The Avaya J179 SIP phone is included. VM to Email is free for any User & the Power User License for the App

? 16 – 7” color touch LCD/speaker phones (Mitel 6940w or equivalent)

? Include license to receive VM to email and make calls via app on smartphone

- The Avaya J189 SIP phone is proposed and the data sheet is included. It is not a touch screen. While Avaya offers multiple touch screen options, in usage within our own company we found that touch screen phones are cumbersome to use and all of our internal test users opted to go 'back' to a non-touchscreen phone so we strongly do not recommend them. Again VM to Email is free for any User & the Power User License is there for the App

? 10 – 3.4” mono display/8 programmable keys (Mitel 6910 or equivalent)

- The Avaya J139 phone is included

? 5—Phone expansion modules; 28 programmable keys/3 pages (Mitel M695 or equivalent)

- JEM button expansion modules are include with 24 programmable buttons/3 pages

? 1 – doorphone tied to electronic door lock

- An AXIS intercom door unit and required 3<sup>rd</sup> Party License are included

## Installation

### Labor – System Installation

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## ► Statement of Work

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Configuration and Installation of the following systems/components

- Avaya IP500V2 System Controller rack mounted in the technology closet.
- Installation of the Applications Server (hosting the Voicemail) on a Customer supplied Server or VM.
- Preferred Voicemail Auto-Attendant applications (including Night-time Auto-Attendant, Emergency Paging notification (pre-recorded announcement paging within the Building to specific phone groups), Campus Closed application (ability to implement inclement weather closed recording via a simple phone call) and Remote Recordings application (for re-recording specific greetings easily 'on-the-fly') will be configured.
- Prime will go to each phone location and determine 'which' available Cat5E jack would be best suited for connection to the new VoIP phone and document this for later patching at the IDF/MDF.
- Will Patch the discovered and documented phone jack locations to POE Switch ports at the IDF/MDF.
- Will assist in the extraction of the current phone system Configuration to be used in the new Phone System.
- Will design and configure the extension dial plan to be used in the new Phone System based on Customer preference and requirements.
- Will work with the Customer to determine current phone configuration and feature requirements at each Station location, will build a configuration in the Avaya based on the existing phone system deployment configuration, and will also include additional features of the Avaya system.
- Configuration, placement, and connection of all 92 SIP phones included in this proposal (with some placement assistance from the Customer), including tracing and mapping the Network Jack at each location at the IDF/MDF and verifying the patching location to the existing Switching by port. The phones will be configured and placed at the desktop (but not yet plugged in if there is an existing IP phone at that jack) prior to the cutover.
- Configuration of the one-X Portal Application server to provide mobile capability on the internal WiFi.
- Configuration of the first 10 Users that will require the mobile app to work on their Droid or Apple Smartphones for mobile use on the internal WiFi within the School Campus. Will assist the Administrator in the configuration of the remaining users.
- Work with the Customer to help set up access on the internal WiFi network for the mobile app.
- Configuration of any required Hunt Group(s) particularly for the Call Handling at the front office and Paging through the phones.
- Three 4-Pair Cat5E cables will be run to the existing 'telephone' board for copper connection to the existing Telco Lines and/or any other non-IP devices.
- Configuration, Pre-Test, and Cutover of the existing Analog CO trunks.
- Configuration and Pre-Test of Call Routing via the CO Trunks.
- Configuration of the Trunk/Line or Station/Extension to be used for Paging within the School.
- After determination has been made if the Paging System requires FXO or FXS interface, connect

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## ► Statement of Work

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and test the appropriate interface on the IP Office System to the Paging System and verify the operation/functionality.

- A total of 2 hours of System Admin training (changing User Names etc.).
- A total of 1 hour of phone training for the Administrative staff in 2 sessions.
- A total of 2 hours of phone training for the teaching staff in 4 sessions.
- A tailored comprehensive 'quick reference guide' for phone usage for other employees and/or new hires.
- Maintenance with Avaya is included in this quote for **3 Years pre-paid**. Maintenance is available in 1, 3 and 5 year durations however for the included promotional discounts a minimum of 3 years is required.

### Recommendations

Our experience with K-12 schools is that the J139 SIP phone is more than sufficient for classroom teachers as their phone requirements are not high (special resource teachers 'may' benefit from the additional buttons provided by the J179 SIP phones). The difference in cost between the J179 and the J139 is \$118.58 per phone or **a savings of \$7,114.80** if 60 of the J179 phones were replaced by the J139 model (save 6 J179's for the resource teachers).

Intercom integration with Genetec is not included in this proposal.

### Davis Bacon Requirements

This quote complies with any and all Davis Bacon requirements .

## Phone System

Product Description	Price	Qty	Extended Price
<b>Avaya IP Office IP500V2 Controller</b>			
IPO IP500 V2A CNTRL UNIT	\$273.20	1	\$273.20
Avaya IP Office IP500 v.2.0 - Media Only - IP Telephony - Flash Card - PC	\$21.20	1	\$21.20
IPO R11 ESSNTL ED LIC	\$211.20	1	\$211.20
IPO IP500 V2 COMBO CARD ATM4 V2 TAA	\$252.40	2	\$504.80
IPO MC VCM 64 V2 PRODUCT	\$147.20	1	\$147.20
IP OFFICE R10+ CTI LIC:DS	\$260.40	1	\$260.40
Avaya Standard Power Cord - 110V AC	\$7.60	1	\$7.60
IP OFFICE IP500 RACK MOUNTING KIT	\$25.20	1	\$25.20
Avaya ISDN Cable - 9.84 ft Network Cable - First End: 1 x RJ-45 Network - Second End: 1 x RJ-45 Network - Red	\$2.02	5	\$10.10
<b>SIP Station 3rd Party Endpoint Licenses for Door Access (1 Channel)</b>			
IP OFFICE R10+ 3RD PARTY IP ENDPOINT 1 LIC:CU	\$70.00	1	\$70.00
A8105-E NETWORK VIDEO DR STN	\$868.40	1	\$868.40
<b>Voicemail Pro Preferred Edition (total 8 Channels)</b>			
IPO R11 PREFRD VM PRO LIC	\$808.00	1	\$808.00
IPO R10 VM PRO 2 PLDS LIC	\$698.35	2	\$1,396.70
<b>Avaya SIP Phones and IP Endpoint Licensing</b>			
IP OFFICE R10+ AVAYA IP ENDPOINT 1 LIC:CU	\$30.00	92	\$2,760.00
Avaya J179 IP Phone - Corded - Corded - Wall Mountable, Tabletop - VoIP - 2 x Network (RJ-45) - PoE Ports	\$211.76	66	\$13,976.16
J189 IP PHONE	\$254.12	16	\$4,065.92
J100 EXP MOD 24B	\$156.26	5	\$781.30
Avaya J139 IP Phone - Corded - Corded - Wall Mountable, Desktop - VoIP - 2 x Network (RJ-45) - PoE Ports	\$93.18	10	\$931.80
<b>Power User Licensing for Local Softphone Users and/or Local VoIP Smartphone App for 10 Users</b>			
IPO R11 PWR USER 1 LIC	\$70.00	82	\$5,740.00
<b>PRI Trunk Interface and Licensing for 8 Channels - Required to operate Mobile App outside of School WiFi on Cellular Network</b>			

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## Phone System

Product Description	Price	Qty	Extended Price
Note this does not include monthly Telco costs for PRI Trunk and/or DID numbers			
Avaya IP Office 500 Trunk Card Primary Rate 1 Universal	\$399.60	1	\$399.60
Datel SWEET! Call Detail Reporting – Cradle to Grave Call Detail Reporting - Yearly Hosted Cost			
Cloud SWEET! - Base Price	\$257.14	1	\$257.14
3 Year Avaya Maintenance / IPOSS Coverage / Includes Free OS Software upgrades for the System			
Avaya 24x7 Remote Tech Support / Advanced Parts Replacement / 4 Hour Response			
IPO RTS 24X7 APR 4HR - 500 V2 3YPP, MTC CONTRACT	\$2,013.75	1	\$2,013.75
Miscellaneous Installation / Cabling Materials			
Quiktron 10ft Value Series Cat.6 Booted Patch Cord - Blue - 10 ft Category 6 Network Cable for Network Device - First End: 1 x RJ-45 Network - Male - Second End: 1 x RJ-45 Network - Male - Patch Cable - 24 AWG - Blue - 1	\$3.50	30	\$105.00
VS 15' BLU SNAGLESS C6 CM	\$7.41	50	\$370.50
VS 25' BLU SNAGLESS C6 CM	\$9.13	15	\$136.95
Installation Consumables	\$21.43	3	\$64.29

**Subtotal: \$36,206.41**

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## Centennial Phone System RFP 2023



**Prepared by:**  
**Prime Secured**  
Dave Kanne  
(402) 884-8473  
dkanne@primecominc.com

**Prepared for:**  
**Centennial Public Schools**  
1301 Centennial Avenue  
Utica, NE 68456  
Dan Tesar  
(402) 534-2321  
dan.tesar@centennialbroncos.org

**Quote Information:**  
**Quote #: 009809**  
Version: 3  
Delivery Date: 03/24/2023  
Expiration Date: 03/31/2023


### Quote Summary

Description	Amount
Phone System	\$36,206.41
Professional Services	\$15,466.40
<b>Total:</b>	<b>\$51,672.81</b>

Sales Tax Not Included.  
Applicable sales tax will be calculated and added upon invoicing

Payment Terms: Net 30.  
Material is invoiced upon order.  
Labor will be invoiced monthly.

### Prime Secured

Signature:   
Name: Dave Kanne  
Title: Outside Sales Representative  
Date: 03/24/2023

### Centennial Public Schools

Signature: \_\_\_\_\_  
Name: Dan Tesar  
Date: \_\_\_\_\_

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## ► Exclusions and Clarifications

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### Sales Tax

*By Default, Prime Secured does not include sales tax on quotes unless specifically requested. Applicable sales tax will be calculated and added upon invoicing*

### Exclusions and Clarifications

#### Exclusions

- The Customer will need to provide a Server (or VM instance) for the Application Server (Voicemail Pro and one-X Portal applications for Mobile Apps). Sever Specs can be provided on request (a VM is recommended).
- This proposal does not include any cabling beyond patching connections at the IT Closet Racks. A Network jack will need to be in close proximity to any location requiring a VoIP Phone.
- It is presumed that the existing Network cabling for phones is in place where the phones need to be placed, and that the Jacks are terminated for IP capability (568B). No additional cabling is included in this quote.
- It is presumed that the Required POE Switching will be in place and patched to all phone locations; no patch cables are included in this quote for patching of the Switches in the IT room nor are any Switches included
- Network configuration for Voice VLANs and QOS will be presumed to be in place; Prime Communications will assist the Network Administrator with the configuration of the Network in setting up the Voice VLANs etc.
- The Patch Cables needed at the IDF Rack to connect the POE Switching port to the cable location port are NOT included in this proposal and are presumed to already be in place and patched to the required location.
- The Patch Cables for the VoIP Phones (the cable from the Phone to the RJ45/Ethernet Jack at the Wall Plate where the phone is to be placed) are included and will be used to patch in the IP Phones. A mix of 10' patch cables, 15' patch cables and 25' patch cables are included; the majority are 15' due to the predicted long connections required to connect some of the IP Phones in the Classrooms.
- IP Phones will be configured and placed at each required location prior to system Cutover.
- A Customer provided Server will be required for the Application Server that the Voicemail runs on. The requirements are not high, a VM will do as well. Prime can quote a Server for this purpose if the Customer would like us to. Specs can be provided upon request.
- 2-3 U or Rack space is required for the Avaya IP Office System.
- A Power outlet will need to be within 5 feet of where the system will be mounted in the IT rack.
- An approved Ground within the technology room or closet is required for proper system grounding.
- The IT Room should also have appropriate air handling in place for heat distribution and humidity.
- It is strongly recommended that the IT Room has conditioned power via a UPS; note that a UPS is not included in this Proposal however Prime Communications can provide a quote for a UPS if requested.
- There is not an MOH (Music On Hold) device included in this proposal. The System can load and play a 90 second music file for hold music or a music device with a mini-plug can be plugged into the IP Office System as the music source (specialized music device or ipod for example). A MOH device can be added to this quote if desired.
- Any work not explicitly included in this scope of work is implicitly excluded from the project.

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## ► Terms & Conditions

### Terms & Conditions - Prime Standard

#### TERMS AND CONDITIONS OF CONTRACT FOR SALE

**1. CONTRACT BETWEEN BUYER AND SELLER:** These terms and conditions of sale, together with a services agreement (if any) (which is incorporated herein by this reference) (collectively, these “Terms”), are the only terms which govern the sale of the products and/or services (collectively, the “Goods”) described herein by Prime Secured, Inc. (“Seller”) to the person or entity purchasing the Goods (“Buyer”). Buyer will be deemed to have assented to the Terms by (a) executing and delivering an acknowledgement of these Terms to Seller or (b) acceptance of any of the Goods. No additional or different specifications will be binding upon Seller unless specifically agreed to in writing. Any additional or different terms already or hereafter proposed by Buyer, whether in a purchase order or otherwise, are hereby rejected and shall not apply; failure of Seller to object to provisions contained in any purchase order or other communication from Buyer shall not be construed as a waiver of these Terms nor an acceptance of any such provisions. Any invoice, together with these Terms, comprises the entire agreement between the parties with respect to the supply of the Goods, and any contract arising therefrom shall be governed solely by the invoice and these Terms (the “Contract”), which supersede all prior or contemporaneous understandings, negotiations, representations and warranties, and communications, both written and oral. In the event of a conflict between a provision of this Contract and a provision of any other applicable document, including all SOWs, change orders, service agreements and schedules, the provision imposing the more demanding term, condition, duty or standard of performance on Buyer, or the greater limitation on the nature and type of relief or damages allowed to Buyer, shall control.

**2. DELAYS:** If either party is delayed or prevented from performing its obligations under this Contract as a result of any cause beyond its reasonable control, including, without limitation, acts of God, fire, riots, acts of war, terrorism or insurrection, labor disputes, transportation delays, governmental regulations, utility or communication interruptions, rejection of domain name by registration company, transportation delays, power failure, computer failure, failure of Buyer’s computer system, Seller system downtime for routine maintenance, network problems or telecommunications failure (each a “Force Majeure Event”), the delay shall be excused during the continuance of, and to the extent of, such cause, and the period of performance shall be extended to the extent necessary to allow performance after the cause of delay has been removed.

**3. LIABILITY:** BUYER AGREES THAT, IN NO EVENT WILL SELLER’S LIABILITY WITH RESPECT TO ANY CLAIM UNDER THIS CONTRACT EXCEED THE FEES PAID TO SELLER BY BUYER DURING THE SIX (6) MONTH PERIOD IMMEDIATELY PRECEDING THE DATE OF THE EVENT THAT GAVE RISE TO THE CLAIM. IN NO EVENT SHALL SELLER BE LIABLE FOR ANY INDIRECT, INCIDENTAL, EXEMPLARY, PUNITIVE, SPECIAL, OR CONSEQUENTIAL DAMAGES ARISING OUT OF OR RELATING TO THIS CONTRACT EVEN IF SELLER HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. IF A STATE DOES NOT PERMIT THE EXCLUSION OR LIMITATION OF LIABILITY AS SET FORTH HEREIN, LIABILITY IS LIMITED TO THE EXTENT PERMITTED BY APPLICABLE LAW.

**4. WARRANTY:** (a) Seller warrants, for a period of 12 months from the completion of any services provided pursuant to this Contract, that the services (i) shall be performed diligently and in a good and workmanlike manner, in accordance with the terms hereof, and (ii) shall conform to applicable specifications. As Buyer’s sole and exclusive remedy for Seller’s breach of the foregoing warranty, Seller will, in its reasonable discretion, re-perform any services Seller reasonably determines did not meet this warranty at the time the services were rendered. Seller’s obligations in relation to the warranty set out in this Section 4(a) shall be limited to such re-performance and shall be conditional upon Buyer notifying Seller in writing of any alleged defect within 10 days after its discovery. Such notice shall include an explanation of the claimed warranty defect and proof of date of performance of the services for which warranty coverage is sought.

(b) The warranty set out in Section 4(a) shall not apply to: (i) defects caused by abuse, negligence or accident, acts of nature (including lightning strikes), improper operation, or power surge/loss; (ii) equipment that has been maintained, repaired or modified by persons other than Seller or persons authorized by Seller; (iii) equipment that has been used or serviced otherwise than in conformity with Seller’s applicable specifications, manuals, bulletins or instructions; (iv) equipment that has been improperly used, stored or operated; (v) preventative maintenance, inspections or any other maintenance required to keep the system operational; or (vi) consumable items, including but not limited to printer heads, access cards and other items designed to fail in order to protect the equipment (*i.e.*, fuses and surge protectors).

(c) Warranties on products sold but not manufactured by the Seller are expressly limited to the terms of warranties of the manufacturer of such products. Seller shall use its reasonable efforts to transfer to Buyer the benefit of any warranty or guarantee given to Seller by the manufacturer of such third party products.

(d) EXCEPT AS OTHERWISE NOTED IN THIS CONTRACT OR IN THE APPLICABLE SERVICES AGREEMENT, BUYER AGREES THAT ALL GOODS PROVIDED PURSUANT TO THIS CONTRACT ARE PROVIDED ON AN “AS IS,” AND “AS AVAILABLE” BASIS. SELLER AND ITS LICENSORS EXPRESSLY DISCLAIM ALL WARRANTIES OF ANY KIND PERTAINING TO THE GOODS, WHETHER EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO THE IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE AND NON-INFRINGEMENT. NEITHER SELLER NOR ITS LICENSORS MAKES ANY WARRANTY THAT THE GOODS OR SERVICES PROVIDED HEREUNDER WILL MEET BUYER’S REQUIREMENTS, NOR DO SELLER OR ITS LICENSORS MAKE ANY WARRANTY AS TO THE RESULTS THAT MAY BE OBTAINED FROM THE GOODS OR SERVICES OR AS TO THE ACCURACY OR RELIABILITY OF ANY INFORMATION OBTAINED THROUGH THE GOODS OR SERVICES. TO THE EXTENT ANY JURISDICTION DOES NOT PERMIT THE EXCLUSION OF CERTAIN

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## ► Terms & Conditions

WARRANTIES, SOME OF THE ABOVE EXCLUSIONS MAY NOT APPLY TO BUYER.

**5. ADVICE BY SELLER:** The giving or failure to give advice or recommendation of any character by Seller shall not impose any liability upon Seller nor grant to the Buyer any license to the use of any of Seller's patents, trademarks, trade names, technology, or any other intellectual property.

**6. CREDITWORTHINESS:** All shipments to be made hereunder shall at all times be subject to the approval of Seller's Credit Department and, if the financial responsibility of Buyer is unsatisfactory, or becomes impaired, or if Buyer fails to make any payment in accordance with the terms of this Contract, then, in any such event, Seller may defer or decline to make any shipments hereunder except upon receipt of security satisfactory to Seller or cash payments in advance, or it may terminate this Contract.

**7. ASSIGNMENT:** This Contract, together with all rights, liabilities and obligations arising thereunder, may be assigned wholly or in part by Seller to any one or more of the entities affiliated with the Seller, without the necessity of prior notice to Buyer. Buyer may not assign its rights or obligations under this Contract without Seller's prior written consent, which may be withheld or conditioned at the discretion of Seller.

**8. TAXES:** The price specified herein or in any invoice does not include the amount of any present or future tax applicable to the sale, manufacture, delivery, use and/or other handling of material hereunder, and any such taxes shall be paid by the Buyer.

**9. CHANGES:** Seller assumes no responsibility for any changes in the specifications outlined in the original order, unless such changes are confirmed in writing by Buyer and accepted in writing by Seller. Any price variation resulting from such changes shall become effective immediately upon the acceptance of such changes. Seller assumes no responsibility for additional costs which result from changes made by the Buyer in shipping or production schedules, if such changes cause an increase in Seller's cost or in the time of performance of this Contract, unless such changes are confirmed in writing by the Buyer and accepted in writing by the Seller. Additional costs arising from changes which have not been accepted in writing by the Seller will be claimed against the Buyer. Such claim is to be payable upon presentation.

**10. PRICE; PAYMENT:** The price specified in this Contract or any invoice for any Goods provided hereunder may be changed by Seller upon 10 days written notice to Buyer. Seller shall furnish Buyer an invoice, which shall describe the Goods purchased and the amount due to Seller. Buyer shall pay all amounts due and owing within 30 days. Any payment that is past due to Seller by more than 30 days shall bear interest at the rate of 18% per annum or the highest rate allowed by applicable law (whichever is lower). Buyer shall reimburse Seller for all reasonable costs and expenses incurred (including reasonable attorneys' fees) in collecting any overdue amounts.

**11. MATERIALS:** If materials or equipment which the Seller is required to furnish the Buyer hereunder become unavailable either temporarily or permanently through causes beyond the control and without the fault of the Seller, then in case of temporary unavailability, the contract time shall be extended by change order for such period of time as the Seller shall be delayed by such unavailability and, in the case of permanent unavailability, the Seller shall be excused from the requirement of furnishing such materials or equipment. The Buyer agrees to pay the Seller any increase in cost between the cost of the materials or equipment which have become permanently unavailable and the cost of the closest substitute which is then reasonably available.

**12. EQUIPMENT:** Any tools or equipment which Seller constructs or acquires specifically and solely for use on Buyer's order, shall be and remain Seller's property and in Seller's sole possession and control, and any changes made by Seller therefore shall be for the use of such equipment only. When for a term of 1 year no orders are accepted from Buyer for products to be made with such equipment, Seller may make such disposition thereof as it desires without liability to Buyer. Seller shall have no responsibility for loss or damages to such equipment or any material owned or furnished by Buyer while in Seller's possession. Tool charges designated as estimated will vary in accordance with actual cost.

**13. SITE CONDITIONS:** If, in the course of providing services or installing equipment, Seller encounters any condition that it deems to be, in its reasonable discretion, unsafe, hazardous, or otherwise impacts its ability to safely perform its obligations, including, but not limited to, the presence of hazardous materials, upon notification of such conditions by Seller, Buyer shall promptly take any action necessary to remove or remediate such condition or material. Seller may suspend services until such condition has been remediated by Buyer to the satisfaction of Seller; provided, however, that if Buyer fails to correct the condition within thirty (30) days after receipt of notice of such condition, Seller shall have the right to terminate this Contract upon notice to Buyer, without incurring any additional liability. The cost of any investigation (including consultant's fees and attorneys' fees and testing), removal, remediation, restoration and/or abatement of such conditions shall be borne solely by Buyer.

**14. INTELLECTUAL PROPERTY:** Buyer acknowledges and agrees that Seller, its licensors and manufacturers of any equipment or deliverables may own or maintain certain trademark, copyright, patent, inventions, trade secret or other intellectual property rights (the "Intellectual Property") in and to the deliverables, services, equipment or any other product or service made available to Buyer under this Contract. Buyer further acknowledges and agrees that Seller, its licensors and/or third party manufacturers own all right, title and interest in and to such Intellectual Property, and Buyer will refrain from modifying, enhancing, reverse engineering, updating, improving or otherwise commercializing such Intellectual Property, except as expressly authorized under this Contract. Seller may from time to time arrange for Buyer's purchase, lease or license of equipment or deliverables that amount to third party hardware, equipment, software, services, or other products not owned by Seller. Buyer's use of such third party equipment or deliverables is governed by the terms and conditions provided by such third party, and Buyer agrees to abide by all such terms and conditions. Seller makes no independent representations and warranties with respect to any third party equipment or deliverables, and shall have no liability arising out of or relating to Buyer's use thereof. Seller agrees to pass through to Buyer any warranties provided by a manufacturer of such third party equipment or deliverable to Buyer, if applicable. Any third party warranties are the exclusive remedies of Buyer with respect to third party equipment or deliverables. Except as expressly set forth in these terms and conditions, Buyer acknowledges and agrees that nothing in these terms and conditions shall transfer any right, title or interest in any of Seller's Intellectual Property.

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## ► Terms & Conditions

**15. POINT OF DELIVERY:** Delivery to carrier at point of shipment shall constitute delivery to Buyer and Buyer shall assume all risk for subsequent loss or damage. Title to the Goods shall transfer at such deliver point. The fact that in some instances a different "F.O.B." point may be shown on the face hereof, or that all or a part of freight charges may be prepaid, assumed, or allowed by Seller, is for Buyer's convenience only.

**16. INDEMNIFICATION:** Buyer agrees to indemnify and hold Seller and each of its respective affiliates, officers, directors, agents and employees harmless from and against any and all claims, demands, liabilities, obligations, losses, damages, penalties, fines, amounts paid in settlement, interest, expenses and disbursements of any kind and nature whatsoever (including attorneys' fees, court costs, accountants' fees and fees of expert witnesses, which shall be paid as incurred), arising out of, resulting from, relating to, in the nature of or caused by any suit, investigation, proceeding, demand or claim by any third party (collectively, "Claims"), arising out of or related to (a) an alleged violation by Buyer of this Contract, (b) a claim of intellectual property infringement arising out of or relating to any use by Seller of items supplied by Buyer or deliverables prepared by Seller based upon specifications provided by Buyer, (c) a claim of a violation of any applicable rule, law, regulation, court order or decree or other like item while using a service or deliverable provided by Seller, regardless of whether such person has been authorized to use such services or deliverables by Buyer, (d) a material breach of any representation, warranty, or obligation made by Buyer hereunder, or by any allegation which, if true, would constitute a breach of said representation and warranty, or (e) any personal injury (including death) or property damage arising out of, resulting from, relating to, in the nature of or caused by the gross negligence or willful misconduct of Buyer, its officers, directors, agents or employees. Without limiting the generality of the foregoing, Buyer shall pay Seller all reasonable fees incurred, including attorneys' fees, for time spent by Seller in responding to third party complaints regarding Buyer's use of any service, equipment or deliverables provided by Seller.

**17. WAIVERS:** No waiver by Seller of any breach of any provision hereof shall constitute a waiver of any other breach or of such provision. Seller's failure to object to provisions contained in any communication from Buyer shall not be deemed an acceptance of such provisions or as a waiver of the provisions of this Contract.

**18. GOVERNING LAW:** This Contract shall be construed, interpreted and enforced according to the laws of the State of Nebraska, without giving effect to the conflicts of law principles thereof, and excluding the United Nations Convention on Contracts for the International Sale of Goods. To the extent applicable, each party expressly consents to the exclusive jurisdiction of the federal, state and local courts serving Douglas County, Nebraska, to govern all disputes arising out of this Contract.

**19. CANCELLATION:** This Contract is subject to cancellation by Buyer only upon Seller's accepting such cancellation in writing, and the effective date of such cancellation shall be the date of such acceptance. The date of such acceptance notwithstanding, Seller shall have the right to continue the processing of the materials or articles affected to the point at which the processing can be halted with the least inconvenience to the Seller under the circumstances. Payment of cancellation charges shall be made by Buyer upon receipt of statement of same. Cancellation charges shall not exceed the purchase price of the cancelled portion of this Contract.

**20. TIME LIMITATION ON CLAIMS:** Any course of dealing between the parties to the contrary notwithstanding, at Seller's election, any claim for breach of warranty, shortage, failure or delay in delivery or otherwise shall be deemed waived by Buyer unless presented in writing to Seller within the specified warranty period in the case of claims of breach of warranty, or within sixty (60) days from date of agreed delivery in case of other claims. Causes of action for breach of this Contract shall not be asserted after (1) year from the date said cause of action accrues, provided that this limitation shall not apply to actions by Seller to recover the purchase price of Goods sold hereunder.

**21. CONFIDENTIALITY:** Any specifications, designs, patterns, samples or other similar items or other technical, commercial or financial information relating to Seller's business (the "Information") which Buyer may obtain or which Seller may disclose to Buyer in connection with this Contract, shall be deemed to be confidential and Buyer shall not use the Information for its own purposes (other than for this Contract), nor shall Buyer disclose the Information to any person or firm except as may be specifically authorized by Seller in writing.

**NOTWITHSTANDING ANY INCONSISTENT OR ADDITIONAL TERMS THAT MAY BE EMBODIED IN YOUR PURCHASE ORDER, SELLER WILL ACCEPT YOUR ORDER SUBJECT ONLY TO THE TERMS OF THE WRITTEN CONTRACT BETWEEN US UNDER WHICH YOUR ORDER IS PLACED. IF NO SUCH CONTRACT EXISTS SELLER WILL ACCEPT YOUR ORDER ONLY ON THE EXPRESS CONDITION THAT YOU ASSENT TO THE TERMS AND CONDITIONS CONTAINED IN THIS CONTRACT.**

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	2022-2023 Disbursements					
Month	Total Expenditures	Cumulative Spent	% of Budget	Average % of Budget	Cum. % of Budget Spent	Average % Spent
September	\$864,530	\$864,530	8.86%	8.43%	8.86%	8.43%
October	\$742,506	\$1,609,820	7.61%	8.44%	16.50%	16.87%
November	\$751,972	\$2,362,867	7.71%	8.73%	24.23%	25.60%
December	\$713,708	\$3,080,740	7.32%	7.90%	31.59%	33.49%
January	\$707,638	\$3,789,319	7.26%	7.87%	38.85%	41.36%
February	\$765,691	\$4,560,578	7.85%	8.07%	46.76%	49.42%
March	\$741,726	\$5,309,158	7.60%	7.72%	54.43%	57.15%
April	\$803,312	\$6,112,470	8.24%	8.16%	62.67%	65.30%
May		\$6,112,470	0.00%	8.20%	62.67%	73.51%
June				7.99%		81.50%
July		\$6,112,470	0.00%	8.48%	62.67%	89.98%
August				10.02%		100.00%
2021 Budgeted Disbursements	\$9,753,686					
	Cumulative:					
	September	October	November	December	January	February
Projected Expenses	\$822,082	\$1,645,378	\$2,496,495	\$3,266,813	\$4,034,062	\$4,820,756
Actual Expenses	\$864,530	\$1,607,036	\$2,359,008	\$3,080,740	\$3,789,319	\$4,560,578
Difference	-\$42,448	\$38,342	\$137,487	\$186,073	\$244,743	\$260,178
	March	April	May	June	July	August
Projected Expenses	\$5,574,006	\$6,369,624	\$7,169,463	\$7,948,930	\$8,776,078	\$9,753,686
Actual Expenses	\$5,309,158	\$6,112,470	\$6,112,470	\$6,112,470	\$6,112,470	
Difference	\$264,848	\$257,153	\$1,056,993	\$1,836,459	\$2,663,607	\$9,753,686

	Revenue	Payroll Totals	Bill Totals	Expense Totals	Revenue/Expense Differential
<b>September</b>					
19-20	\$1,245,424	\$510,646	\$254,145	\$764,791	\$480,632
20-21	\$1,305,737	\$475,820	\$242,571	\$718,391	\$587,346
21-22	\$1,400,580	\$588,442	\$153,833	\$742,275	\$658,305
22-23	\$1,563,086	\$638,324	\$225,472	\$863,796	\$699,290
<b>Average</b>	<b>\$1,378,707</b>	<b>\$553,308</b>	<b>\$219,005</b>	<b>\$772,313</b>	<b>\$606,393</b>
<b>October</b>					
19-20	\$612,148	\$557,782	\$150,631	\$708,413	-\$96,265
20-21	\$506,008	\$587,674	\$127,043	\$714,717	-\$208,709
21-22	\$476,870	\$643,689	\$104,862	\$748,551	-\$271,681
22-23	\$515,470	\$641,805	\$102,588	\$744,392	-\$228,922
<b>Average</b>	<b>\$527,624</b>	<b>\$570,156</b>	<b>\$131,409</b>	<b>\$701,566</b>	<b>-\$169,714</b>
<b>November</b>					
19-20	\$94,744	\$553,131	\$124,486	\$677,617	-\$582,873
20-21	\$145,732	\$581,408	\$111,904	\$693,312	-\$547,580
21-22	\$129,756	\$608,501	\$215,170	\$823,671	-\$693,915
22-23	\$122,074	\$635,248	\$114,671	\$749,918	-\$627,844
<b>Average</b>	<b>\$123,077</b>	<b>\$563,877</b>	<b>\$141,586</b>	<b>\$705,463</b>	<b>-\$578,793</b>
<b>December</b>					
19-20	\$620,322	\$530,459	\$89,074	\$619,533	\$789
20-21	\$114,690	\$566,956	\$92,587	\$659,543	-\$544,853
21-22	\$275,182	\$596,356	\$114,068	\$710,424	-\$435,242
22-23	\$185,764	\$621,091	\$95,341	\$716,432	-\$530,668
<b>Average</b>	<b>\$298,990</b>	<b>\$578,715</b>	<b>\$97,768</b>	<b>\$676,483</b>	<b>-\$353,738</b>
<b>January</b>					
19-20	\$1,355,556	\$521,271	\$203,784	\$725,055	\$630,501
20-21	\$1,054,783	\$550,335	\$108,849	\$659,184	\$395,599
21-22	\$1,690,334	\$580,961	\$124,153	\$705,114	\$985,220
22-23	\$1,724,396	\$585,495	\$120,330	\$705,825	\$1,018,571
<b>Average</b>	<b>\$1,351,505</b>	<b>\$526,994</b>	<b>\$149,297</b>	<b>\$676,291</b>	<b>\$675,213</b>
<b>February</b>					
19-20	\$403,069	\$525,114	\$100,446	\$625,560	-\$222,491
20-21	\$918,255	\$559,130	\$87,330	\$646,460	\$271,795
21-22	\$922,640	\$605,566	\$133,808	\$739,374	\$183,267
22-23	\$1,209,231	\$607,215	\$157,257	\$764,472	\$444,759
<b>Average</b>	<b>\$742,248</b>	<b>\$547,870</b>	<b>\$106,014</b>	<b>\$653,884</b>	<b>\$88,364</b>
<b>March</b>					
18-19	\$357,641	\$486,400	\$123,424	\$609,824	-\$252,183
19-20	\$482,128	\$527,888	\$105,005	\$632,893	-\$150,765
20-21	\$589,949	\$555,260	\$89,282	\$644,542	-\$54,592
21-22	\$305,057	\$599,437	\$95,671	\$695,108	-\$390,051
22-23	\$392,202	\$605,397	\$135,111	\$741,726	-\$349,524
<b>Average</b>	<b>\$433,694</b>	<b>\$542,246</b>	<b>\$103,346</b>	<b>\$645,592</b>	<b>-\$211,898</b>
<b>April</b>					
19-20	\$745,356	\$519,905	\$95,675	\$615,580	\$129,776
20-21	\$815,295	\$583,512	\$96,815	\$680,327	\$134,968
21-22	\$799,070	\$594,898	\$139,819	\$734,717	\$64,353
22-23		\$611,829	\$191,483	\$803,312	
<b>Average</b>	<b>\$653,409</b>	<b>\$546,738</b>	<b>\$111,203</b>	<b>\$657,941</b>	<b>-\$4,532</b>
<b>May</b>					
18-19	\$1,986,420	\$554,729	\$107,805	\$662,534	\$1,323,887
19-20	\$1,382,036	\$515,904	\$94,945	\$610,849	\$771,187
20-21	\$1,690,128	\$598,668	\$100,856	\$699,524	\$990,604
21-22	\$2,030,275	\$603,899	\$117,669	\$721,568	\$1,308,707
22-23					
<b>Average</b>	<b>\$1,772,215</b>	<b>\$568,300</b>	<b>\$105,319</b>	<b>\$673,619</b>	<b>\$1,098,596</b>
<b>June</b>					
19-20	\$1,111,769	\$489,587	\$76,837	\$566,424	\$545,345
20-21	\$865,361	\$550,119	\$112,314	\$662,433	\$202,929
21-22	\$710,439	\$578,502	\$145,767	\$724,269	-\$13,830
22-23					
<b>Average</b>	<b>\$917,165</b>	<b>\$507,844</b>	<b>\$126,622</b>	<b>\$634,465</b>	<b>\$282,700</b>
<b>July</b>					
19-20	\$108,115	\$438,238	\$127,678	\$565,916	-\$457,801
20-21	\$110,638	\$509,851	\$180,007	\$689,858	-\$579,221
21-22	\$84,305	\$519,122	\$263,775	\$782,897	-\$698,592
22-23					
<b>Average</b>	<b>\$98,998</b>	<b>\$469,638</b>	<b>\$171,799</b>	<b>\$641,437</b>	<b>-\$542,439</b>
<b>August</b>					
19-20	\$44,812	\$441,134	\$387,455	\$828,590	-\$783,777
20-21	\$162,558	\$505,218	\$310,232	\$815,450	-\$652,891
21-22	\$236,606	\$504,895	\$144,109	\$649,004	-\$412,398
22-23					
<b>Average</b>	<b>\$134,777</b>	<b>\$465,948</b>	<b>\$274,957</b>	<b>\$740,904</b>	<b>-\$606,128</b>





# Academic Achievement Information

April 2023



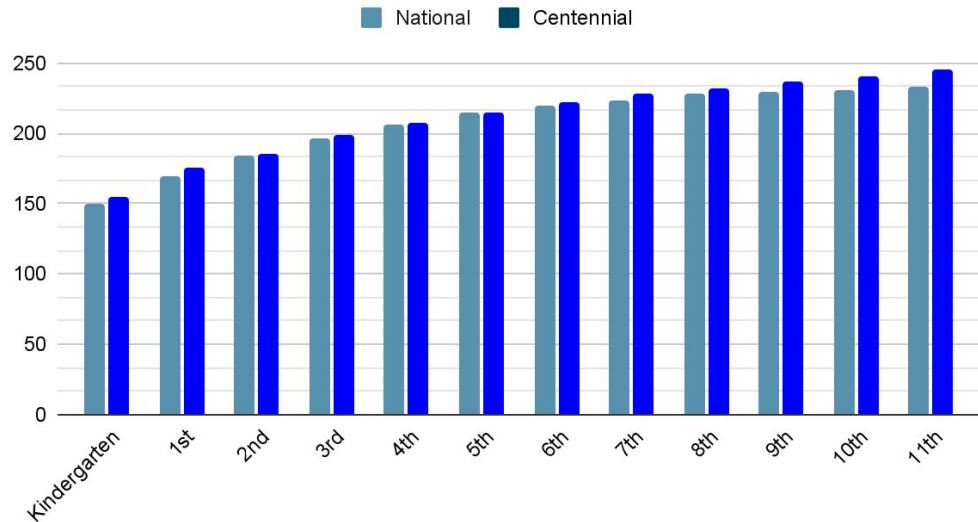


Refer to Handout for Class Average Data

# Academic Performance - Math

- Since 2014 the average Centennial Junior student's score in math is in the 71st percentile nationally on the MAP test
  - RIT Growth Difference
  - National-83
  - Centennial-90.11
- Statewide Testing - NSCAS
  - 56% Proficient - 77th out of 244 in the state

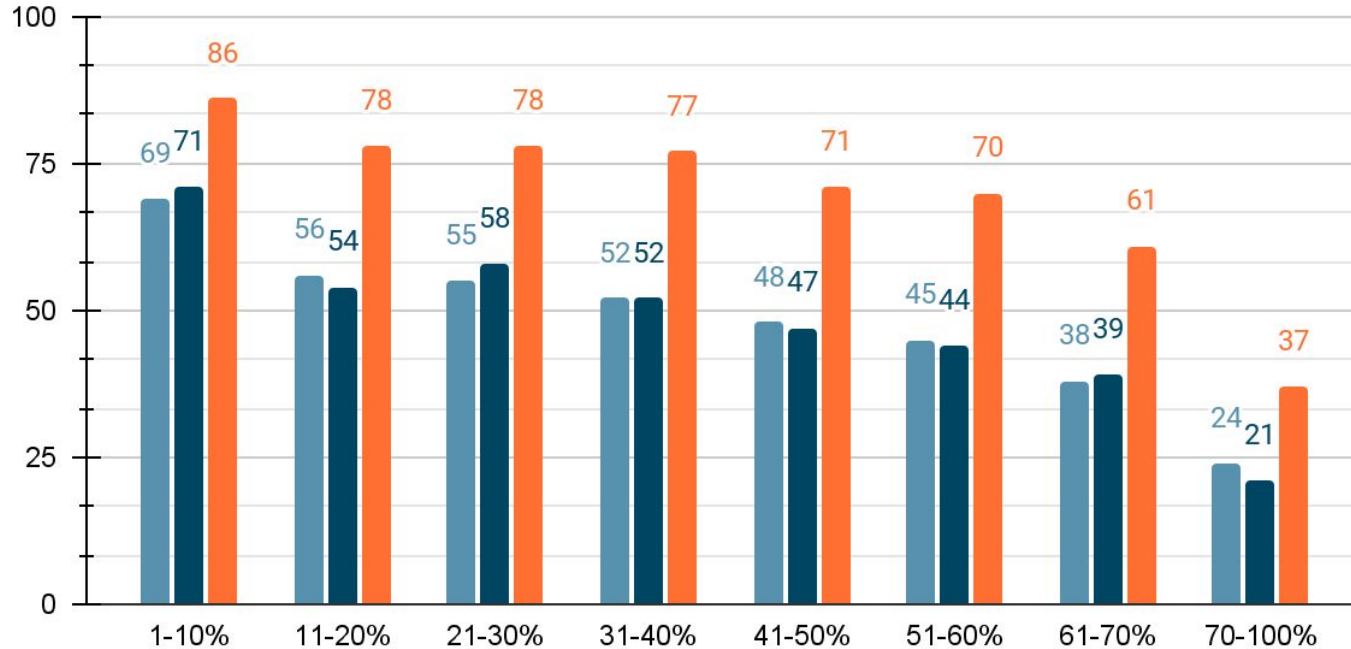
Math MAP Scores



# NSCAS Research Project

## 21-22 NSCAS Analysis

■ ELA % Prof.   ■ Math % Prof.   ■ Science % Prof.



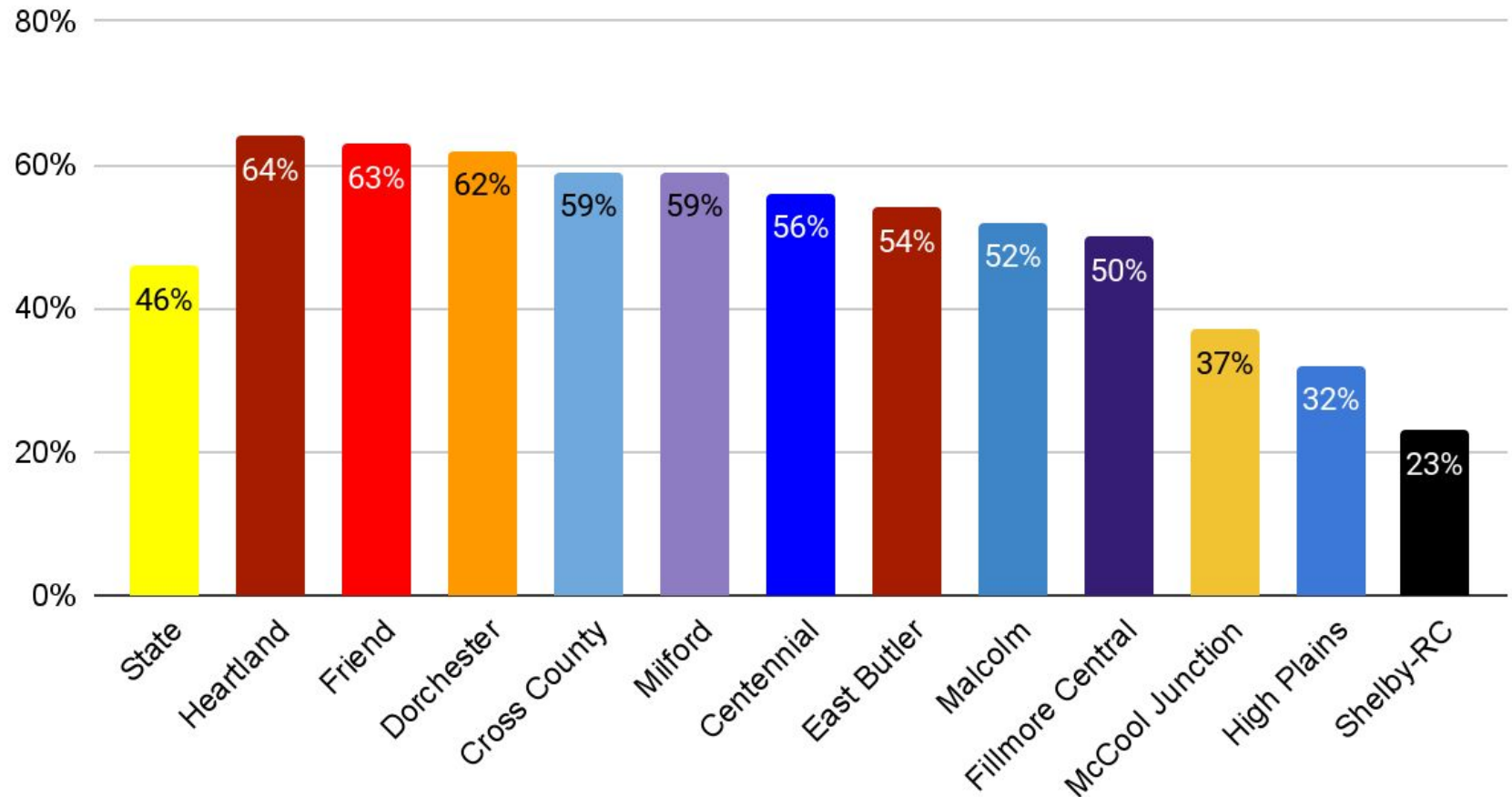
Centennial - 47% F/R

ELA - 51%

Math - 56%

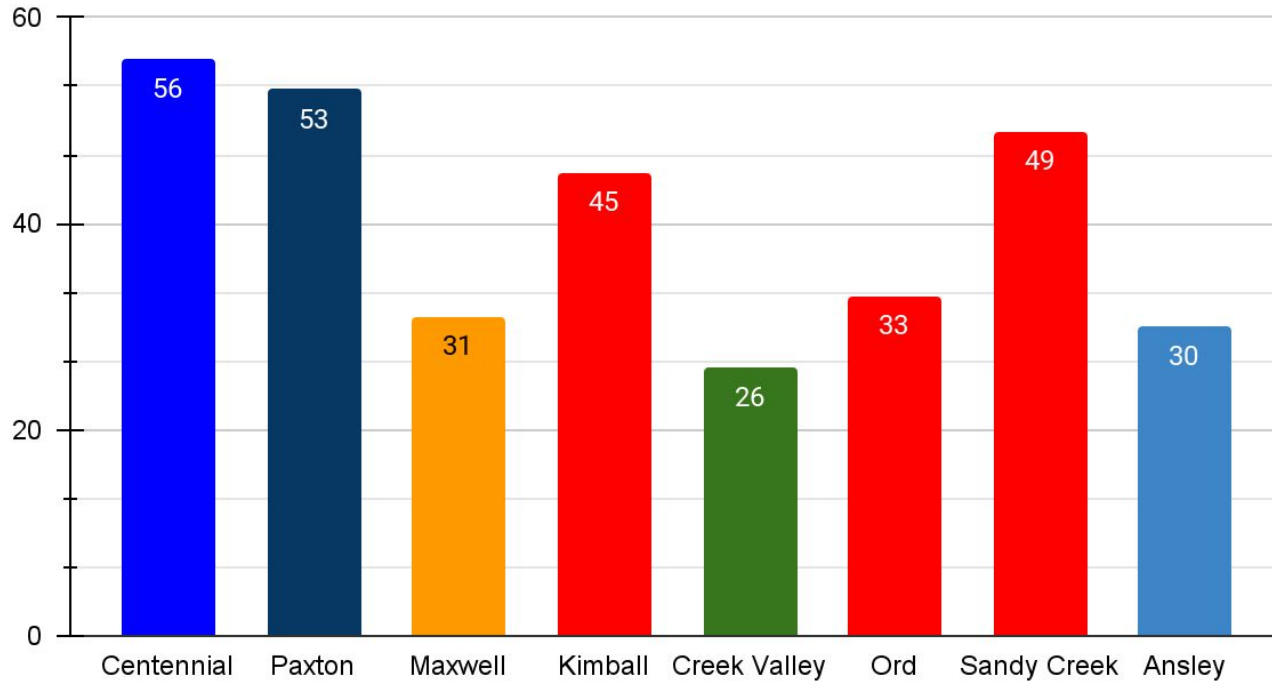
Science - 87%

# Array NSCAS Math Proficiency Scores



# Math Performance Continued

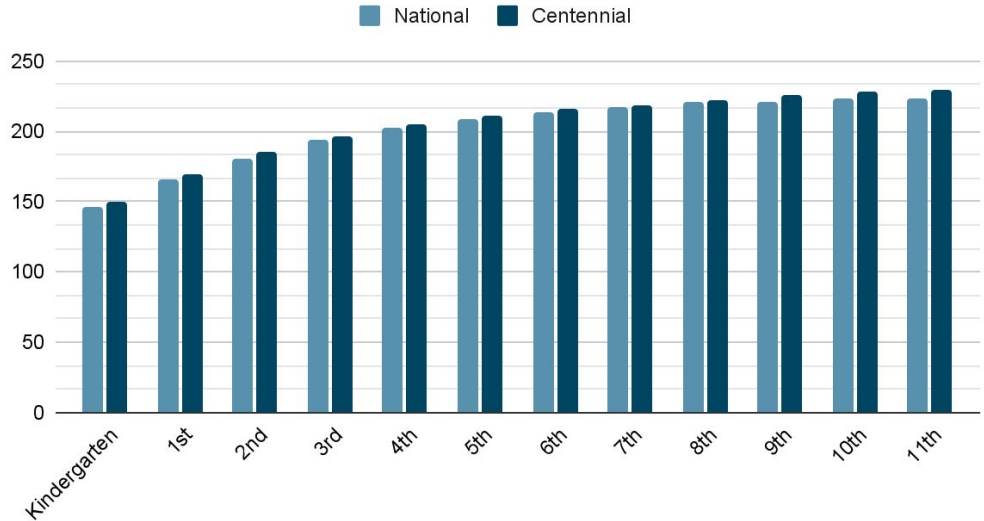
Comparison of Schools NSCAS Math with Identical F/R



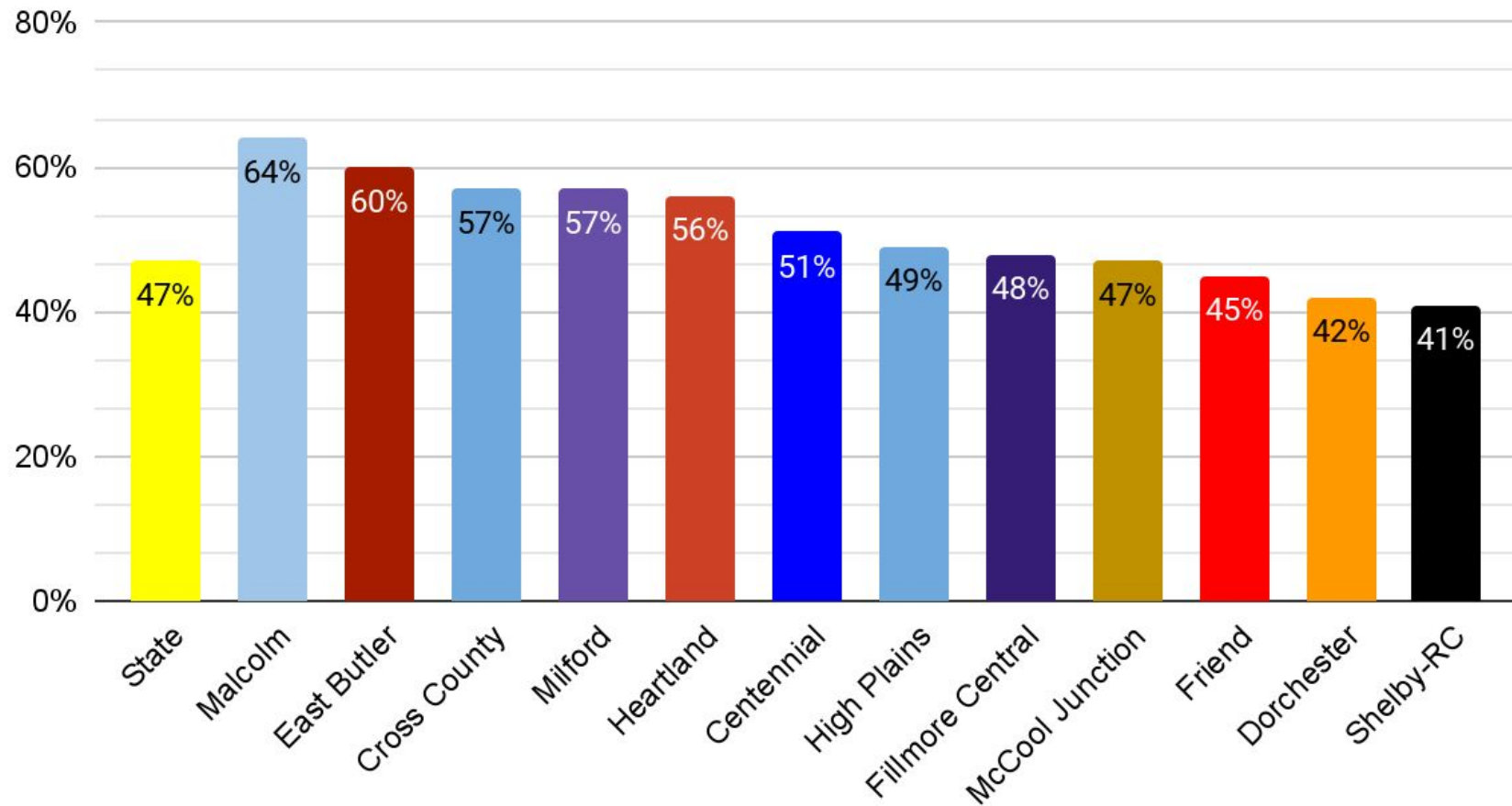
# Academic Performance - Reading

- Since 2014 the average Centennial Junior student's score in reading is in the 60th percentile nationally on the MAP test
- RIT Growth is above the national average - one point
- Statewide Testing - NSCAS
  - 51% Proficient - 104th out of 244 in the State

Centennial MAP Reading Averages vs. National

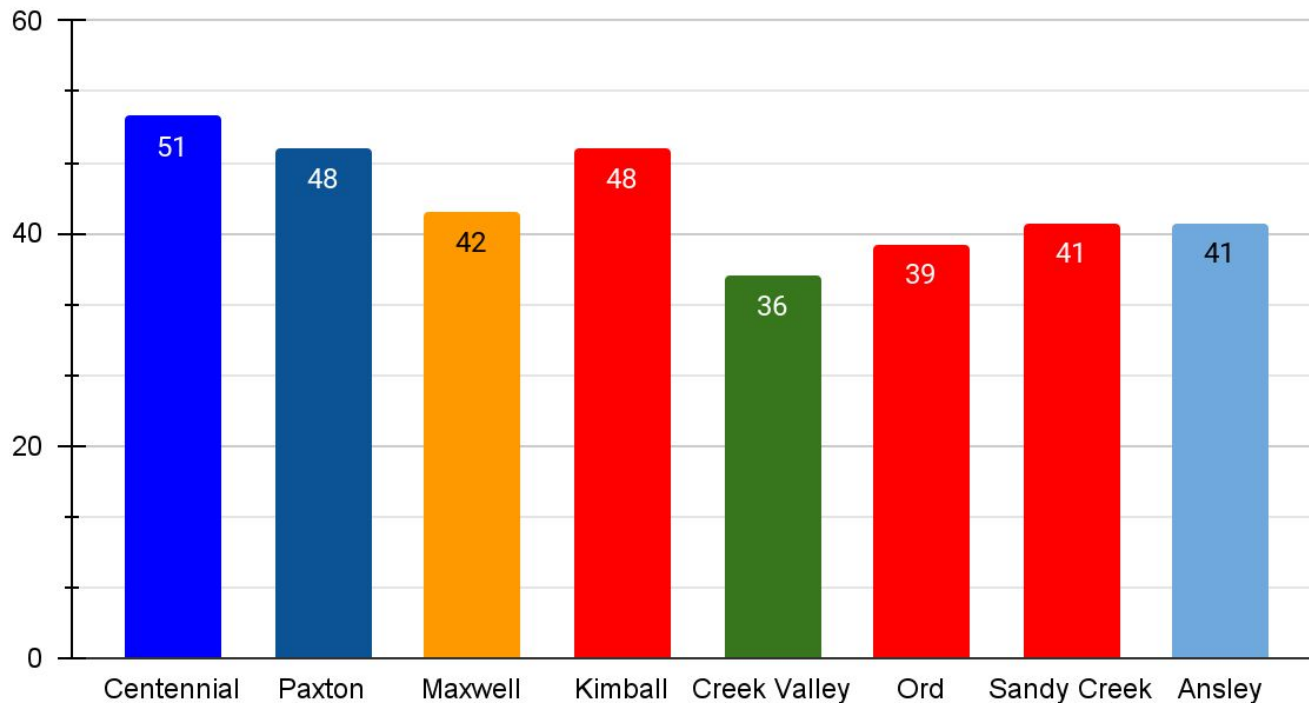


# Array Schools NSCAS Reading Comparison



# Reading Performance Continued

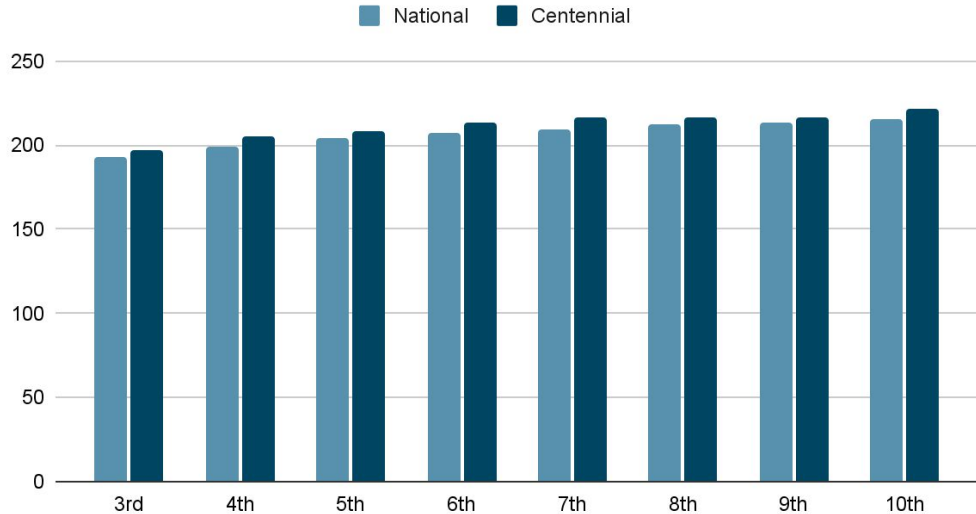
Comparison of Schools NSCAS Reading with identical F/R



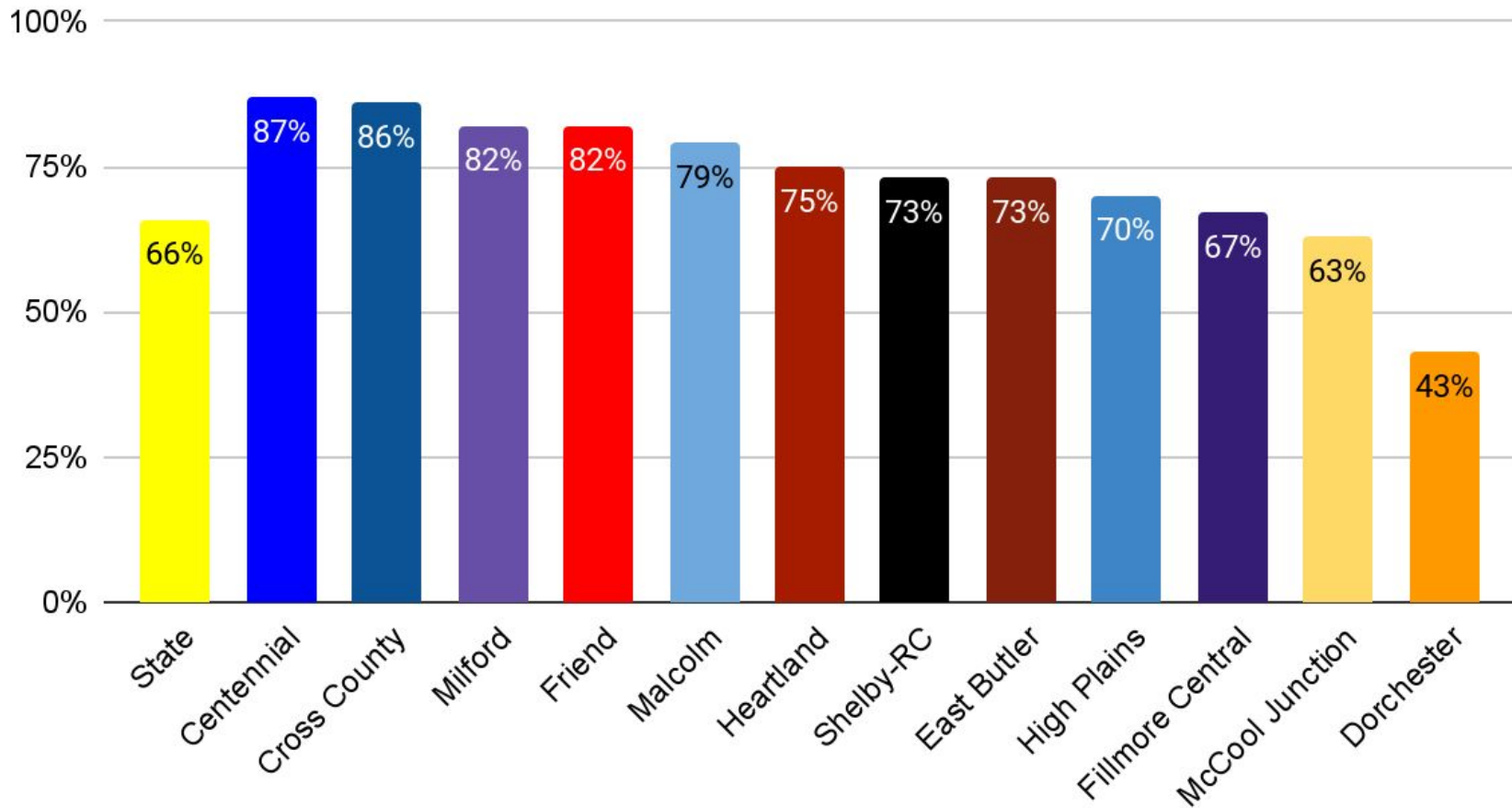
# Academic Performance - Science

- Since 2014 the average Centennial Sophomore student's score in reading is in the 68th percentile nationally on the MAP test
- RIT Growth - 6.5 points better than the national average
- Statewide Testing - NSCAS
  - **87% proficient - 19th out of 244 schools**

Centennial MAP Science Scores vs. National

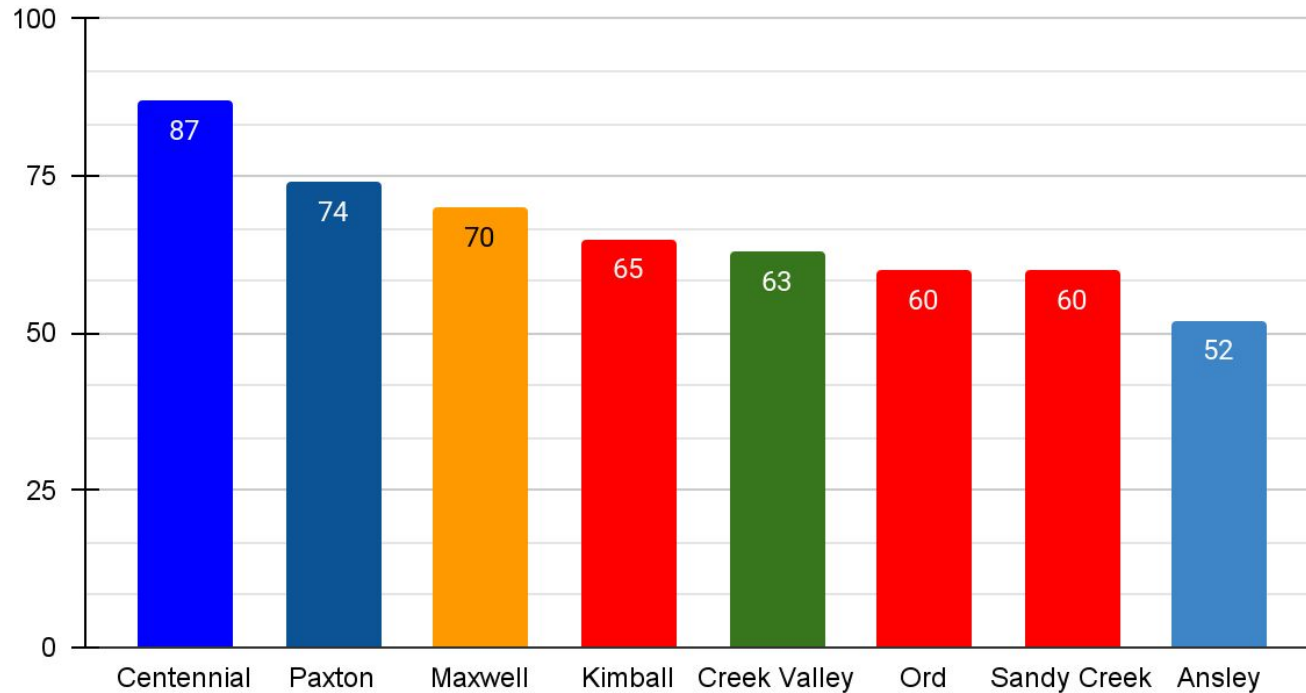


# Array Schools NSCAS Science Proficiencies



# Science Performance Continued

Comparison of Schools NSCAS Science with identical F/R

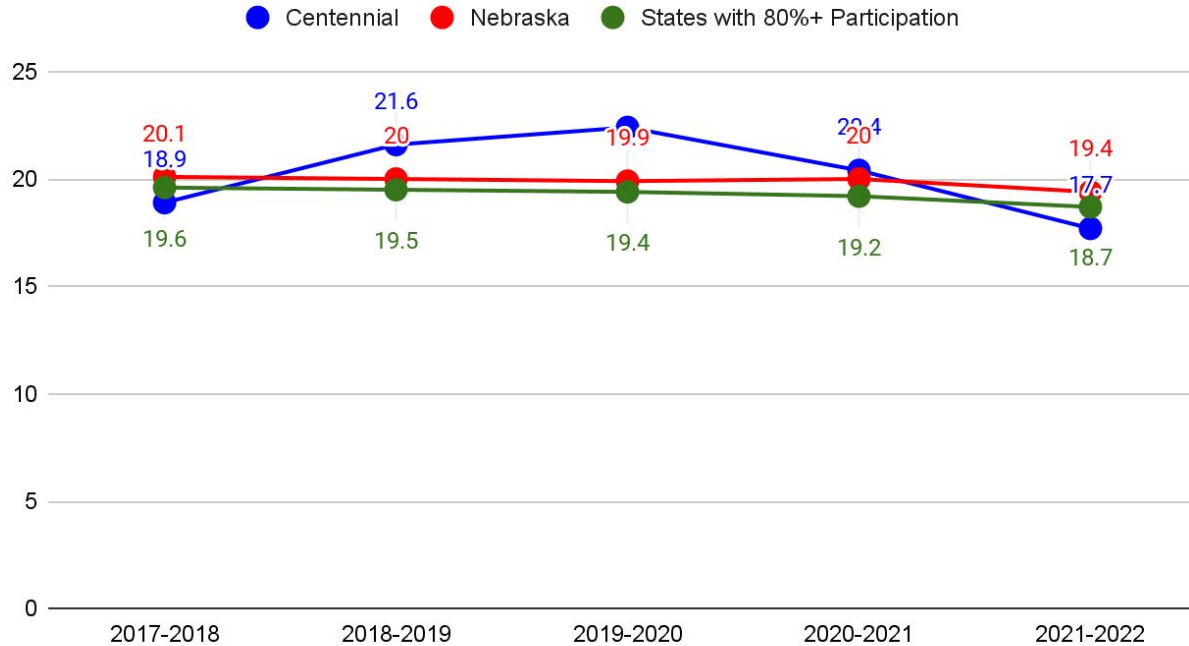


# Nebraska ACT Average Score Rank Among States with 80%+ Participation Rates

Graduation Year	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
Rank	7th	4th	5th	3rd	2nd

# Average ACT Scale Score of Classes

Average ACT Score



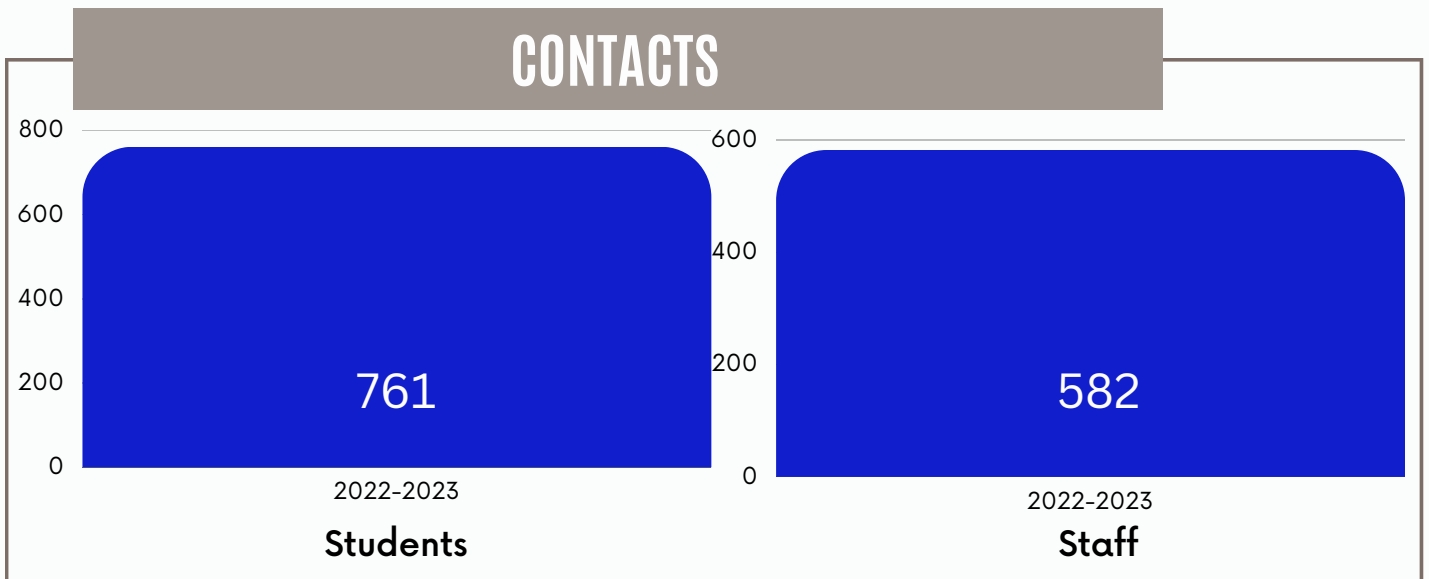


# CENTENNIAL PUBLIC SCHOOLS

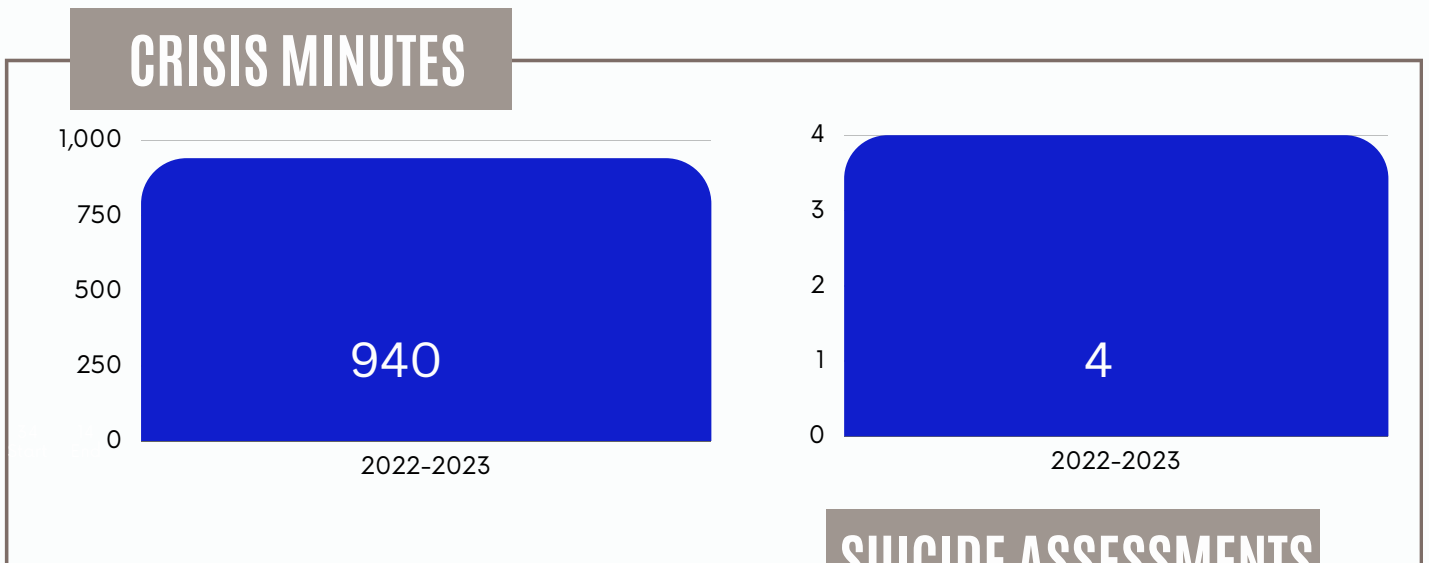
MENTAL HEALTH SUPPORT DATA AUGUST 2022-MARCH 2023

The below information outlines data for students supported by the ESU5 Wellness 4ALL mental health program. The "contacts" are defined as meaningful interactions with staff/students that were more than a simple "hello" with students not seen by the clinician, and staff. These contacts are important as they normalize the presence of a therapist in the school setting, and works to destigmatize mental health and wellness. Over the course of the year, Cole Stark, the mental health therapist assigned to the district made 761 meaningful contacts with students outside of therapy, as well as 582 contacts with staff and faculty. Cole was also involved in almost a thousand minutes of crisis interventions.

## CONTACTS



## CRISIS MINUTES



## SUICIDE ASSESSMENTS



# CENTENNIAL PUBLIC SCHOOLS

## REFERRAL DATA



Anxiety

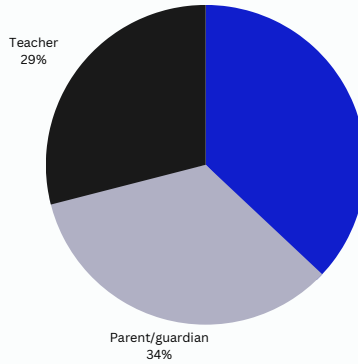


Relationships



Conflict peer

Top Three Reasons for Referrals



Top Three Referral Sources

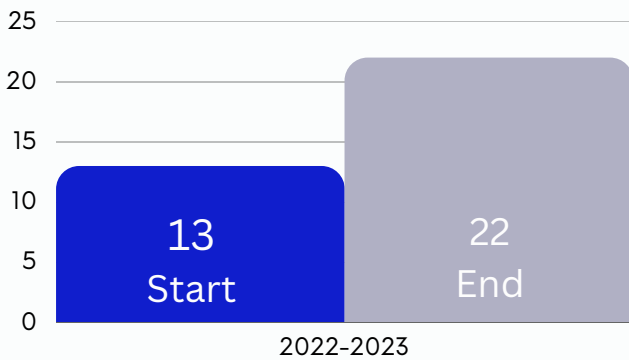
**65.7%**

Percentage of students on IEP

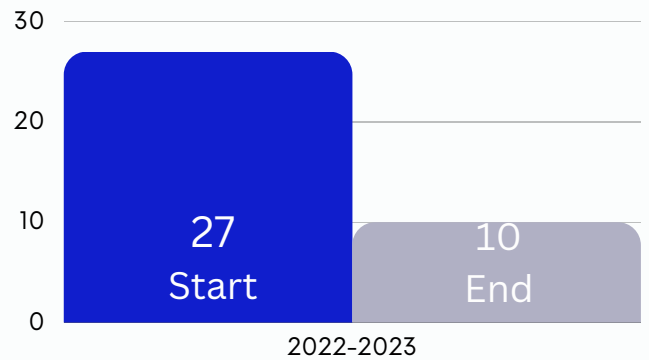
**5.7%**

Percentage of youth receiving outside therapy services

## CENTER FOR EPIDEMIOLOGIC STUDIES DEPRESSION SCALE & ROSENBERG SELF ESTEEM SCALE

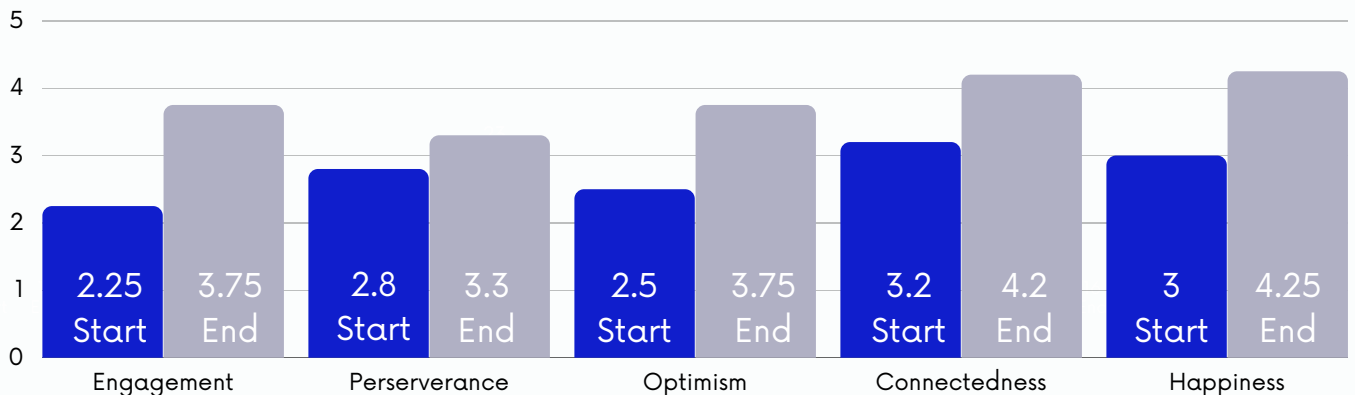


Rosenberg possible range is 0-30. A score of 15 points or lower suggests low self esteem.



CES-DC Possible range is 0-60. A score of 16 points or more is considered depressed.

## EPOCH MEASURE OF WELL-BEING: STUDENT REPORT



Across domains, each item is scored on a 1 to 5 scale (almost never/not at all like me = 1; almost always/very much like me = 5). Cumulative scores for each domain range from 4 to 20.

