

**Board of Education Regular Meeting
Monday, September 9, 2024 7:00 PM**

**Bayard High School Library
726 4th Avenue
Bayard, NE 69334**

Notice is hereby given that a Board of Education Regular Meeting of the School District of Bayard in the Counties of Morrill, Scotts Bluff, Box Butte, and Banner in the State of Nebraska will be held on Monday, September 9, 2024 at 7:00 PM in the Bayard High School Library located at 726 4th Avenue, Bayard, NE 69334, which meeting shall be open to the public. An agenda for such meeting, kept continuously current is available for public inspection during normal business hours at the office of the Superintendent, located at 726 4th Avenue, Bayard, NE 69334.

AGENDA

- I. Opening the Meeting
 - I.A. Call to Order
 - I.B. Open Meetings Act
 - I.C. Notice of Meeting
 - I.D. Roll Call
 - I.E. Status of Absent Board Members
 - I.F. Pledge of Allegiance
- II. Approval of Agenda
- III. Introduction of Guests
- IV. Public Comments
- V. Consent Agenda
 - V.A. Minutes of Previous Meeting
 - V.B. Bills
 - V.C. Board Member Reports
 - V.D. Reports and Correspondence Requiring No Action
 - V.D.1. General Reports and Financial Reports
 - V.D.2. Reports for Information Only
 - V.E. Adoption of Policies on First Reading
 - V.F. Adoption of Policies on Second Reading
 - V.G. Approval of Contracts within Policy Guidelines
- VI. Student Board Representative for Fall of 2024
- VII. Invited Presentations and Discussions with Presenters
 - VII.A. Report on the 20224 Summer School
- VIII. Principals and District Administrators
- IX. Curriculum and Instruction
- X. Superintendent
- XI. Board Committee Reports and Recommendations
- XII. Discussion Items
 - XII.A. Discussion of the 2024-2025 Budget
 - XII.B. Review and Discussion of Policies 4021 through 4070 in the 4000 series.
- XIII. Action Items
 - XIII.A. Discuss, Consider, and Take All Necessary Action to Accept the NASB Superintendent Search Proposal and Set Date for a Board Work Session.
- XIV. Tour of Facilities
- XV. Set Next Meeting Date

XVI. Adjournment

The Bayard Public Schools Board of Education reserves the right to convene a Closed Session for purposes in accordance with 84-1410(1). The Board of Education also reserves the right to change the order of agenda items at the discretion of the Presiding Officer of the Board of Education.

Bayard School Board of Education Annual Calendar

January	February	March	April	May	June
<ul style="list-style-type: none"> * Oath of Office * Board Officer Elections * Designate Depository of the District * Designate Legal Firm for the District * Designate Auditors for the District * Designate Official to Apply for Grants and Testify Before Legislature * Board Code of Ethics * Discuss Board Committees * Approve Policy Manual * Review of Accountability and Disclosure Commission Conflict of Interest Reporting Form * NASB Legislative Issues Conference 	<ul style="list-style-type: none"> * Committee on American Civics Meeting * Policy Committee Meeting * Board Committee Assignments * Review Draft of School Calendar * Curriculum Review and Approve Course Catalog * Approve Negotiated Agreement with BEA * Update on State Standards Requirements * Discuss and Take Action on Compensation of Principals and Directors * NASB President's Retreat * NASB Budget and Finance Workshop * NSBA Advocacy Institute 	<ul style="list-style-type: none"> * Curriculum Committee Meeting * Building Committee Meeting * Approve School Calendar * Adopt Resolution Pertaining to Non-Resident Students * Tour of School Buildings, Facilities, Bus Barn * Review 5 Year Facilities Plan * Consider Curriculum Proposals * Discuss Compensation of Superintendent * NASB Membership Renewal * NAEP State Convention 	<ul style="list-style-type: none"> * Board Workshop * Board Self-Assessment And Board Goals * Approve FFA Trip to National FFA Convention * Review Strategic Plan Progress Report * Take Action on Compensation of Superintendent * NASB Spring Legal Workshop * NRCSA Conference * NSBA Annual Conference and Exposition 	<ul style="list-style-type: none"> * Review Extra-Duty Assignments * Approve Classified Staff Handbook, Preschool Handbook, and Pathfinders Program Handbook * Finalize Plan for District Summer Improvements * Review Pathfinders Program * Distribute Superintendent Evaluation (Long Form) * Attend Graduation Ceremony * Attend Staff Retirement Recognition 	<ul style="list-style-type: none"> * NSAA Related Activities Budget * Approve Activities Handbook for Head Coaches and Sponsors, Student and Parent Activity Handbook, and Student and Parent Handbook * Review State Aid Certification * Transportation Director Report * Evaluate Superintendent (Long Form) and Superintendent Goals * NASB School Law Seminar

Bayard School Board of Education Annual Calendar

July	August	September	October	November	December
<ul style="list-style-type: none"> * Policy Committee Meeting * Establish Prices for Athletic Admission and Activity Tickets * Establish Prices for School Lunch and Breakfast Programs * Reaffirm Vision Statement, Mission Statement, and Core Covenants * Approve Certificated Staff Handbook and Substitute Teacher Handbook * Hearing on Student Fee Policy, Parental Involvement Policy, Student Anti-Bullying Policy, and School Wellness Policy 	<ul style="list-style-type: none"> * Budget and Audit Committee Meeting for District Budget * Budget and Audit Committee Meeting with Auditors * Tour of School Buildings, Facilities, and Bus Barn * Authorize Payment of Bills Through End of August * Review Annual Emergency Plan * District School Safety Assessment * Board Welcome of New Staff * Board Staff Steak Fry * NASB Area Membership Meetings 	<ul style="list-style-type: none"> * Budget Hearing * Final Tax Request Hearing * Adopt District Budget * Approve Tax Resolution For General Fund, Special Building Fund, and Bond Fund * Review Summer School Program * NASA/NASB Labor Relations Conference 	<ul style="list-style-type: none"> * Policy Committee Meeting * Board Workshop * Consider BEA Request for Recognition as Bargaining Agent * Discuss Negotiations Timeline and Collective Bargaining with BEA * Review Fall District Enrollment Numbers * Review SPED and HAL Programs * Review Statewide Assessment Results * Appoint NASB Delegate Assembly Representative * NASB Facilities and Construction Workshop 	<ul style="list-style-type: none"> * Committee on American Civics Meeting * Teacher Staff Committee Meeting for Negotiations * Approve Audit/Annual Financial Report * Review ACT Results * Prom Plan Presentation * Review District Annual Report * Request Nominations for the Volunteer Section of the Mike Cillessen Memorial Board * Distribute Superintendent Evaluation (Short Form) * NASB State Education Conference * NASB Delegate Assembly 	<ul style="list-style-type: none"> * Teacher Staff Committee Distributes Staff Recognition Items * Select Nominations for the Volunteer Section of the Mike Cillessen Memorial Board * Superintendent Evaluation (Short Form) * NASB New Board Member Workshop

POLICY NO. 9106 - BOARD MEMBER CODE OF ETHICS

Board members' actions, verbal and nonverbal, reflect the attitude and the beliefs of the school district. Therefore, board members must conduct themselves professionally and in a manner fitting to their position.

Each board member shall follow the code of ethics stated in this policy.

AS A SCHOOL BOARD MEMBER:

1. I will listen.
2. I will respect the opinion of others.
3. I will recognize the integrity of my predecessors and associates and the merit of their work.
4. I will be motivated only by an earnest desire to serve my school district and the children of my school district community in the best possible way.
5. I will not use the school district or any part of the school district program for my own personal advantage or for the advantage of my friends or supporters.
6. I will vote for a closed session of the board if the situation requires it, but I will consider "secret" sessions of board members unethical.
7. I will recognize that to promise in advance of a meeting how I will vote on any proposition which is to be considered is to close my mind and agree not to think through other facts and points of view which may be presented in the meeting.
8. I will expect, in board meetings, to spend more time on education programs and procedures than on business details.
9. I will recognize that authority rests with the board in legal session and not with individual members of the board, except as authorized by law.
10. I will make no disparaging remarks, in or out of the board meeting, about other members of the board or their opinions.
11. I will express my honest and most thoughtful opinions frankly in board meetings in an effort to have decisions made for the best interests of the children and the education program.
12. I will insist that the members of the board participate fully in board action and recommend that when special committees are appointed, they serve only in an investigative and advisory capacity.
13. I will abide by majority decisions of the board.
14. I will carefully consider petitions, resolutions and complaints and will act in the best interests of the school district.
15. I will not discuss the confidential business of the board in my home, on the street or in my office; the place for such discussion is the board meeting.
16. I will endeavor to keep informed on local, state and national educational developments of significance so I may become a better board member.

IN MEETING MY RESPONSIBILITY TO MY SCHOOL DISTRICT COMMUNITY:

1. I will consider myself a trustee of public education and will do my best to protect it, conserve it, and advance it, giving to the children of my school district community the educational facilities that are as complete and adequate as it is possible to provide.
2. I will consider it an important responsibility of the board to interpret the aims, methods and attitudes of the school district to the community.
3. I will earnestly try to interpret the needs and attitudes of the school district community and do my best to translate them into the education program of the school district.
4. I will attempt to procure adequate financial support for the school district.
5. I will represent the entire school district rather than individual electors, patrons or groups.
6. I will not regard the school district facilities as my own private property but as the property of the people.

IN MY RELATIONSHIP WITH THE SUPERINTENDENT AND EMPLOYEES:

1. I will function, in meeting the legal responsibility that is mine, as part of a legislative, policy-forming body, not as an administrative officer.
2. I will recognize that it is my responsibility, together with that of my fellow board members, to see the school district is properly run and not to run them myself.
3. I will expect the school district to be administered by the best-trained technical and professional people it is possible to procure within the financial resources of the school district.
4. I will recognize the superintendent as executive officer of the board.
5. I will work through the administrative employees of the board, not over or around them.
6. I will expect the superintendent to keep the board adequately informed through oral and written reports.
7. I will vote to hire employees only after the recommendation of the superintendent has been received.
8. I will insist that contracts be equally binding on teachers and board.
9. I will give the superintendent power commensurate with the superintendent's responsibility and will not in any way interfere with, or seek to undermine, the superintendent's authority.
10. I will give the superintendent friendly counsel and advice.
11. I will present any personal criticism of employees to the superintendent.
12. I will refer complaints to the proper administrative officer.

TO COOPERATE WITH OTHER SCHOOL BOARDS:

1. I will not employ a superintendent, principal or teacher who is already under contract with another school district without first securing assurance from the proper authority that the person can be released from contract.
2. I will consider it unethical to pursue any procedure calculated to embarrass a neighboring board or its representatives.
3. I will not recommend an employee for a position in another school district unless I would employ the individual under similar circumstances.
4. I will answer all inquiries about the standing and ability of an employee to the best of my knowledge and judgment, with complete frankness.
5. I will associate myself with board members of other school districts for the purpose of discussing school district issues and cooperating in the improvement of the education program.

Legal Reference: Neb. Statute 79-526

Adopted: 10-08-12

Reviewed: 1-12-15, 1-11-16, 5-8-17, 1-14-19, 3-11-19, 1-13-20

Public Comment Sign-In Sheet

During the public comments portion of the meeting there is a time limit of 5 minutes per speaker and a time limit of 30 minutes for the duration of the public comments portion of the meeting as per Board Policy NO. 9239. Visitors will be required to identify themselves if they speak at this meeting.

Comments will be received in the order in which individuals have placed their names on the sign-in sheet.

The Board will not respond or take action on public comments.

The Board meeting is a business meeting open to the public but it is not a public meeting.

#	Name: (Please Print)	Signature:
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
21		
22		
23		
24		
25		
26		
27		
28		
29		
30		

Board of Education Regular Meeting

Monday, August 12, 2024 7:00 PM

Bayard High School Library
726 4th Avenue
Bayard, NE 69334

Carolyn Applegate: Present
Joe Applegate: Present
Kim Burry: Present
Randy Eirich: Present
Bill Ferrero: Present
Donna Stuart: Absent

I. Opening the Meeting

I.A. Call to Order

The regular meeting of Bayard Public Schools Board of Education was called to order by President Burry at 07:00p.m. President Burry noted a copy of the Board Member Code of Ethics and the Annual Calendar of the Board of Education were included with the meeting materials for board members' reference.

I.B. Open Meetings Act

The Board President informed the audience that the Open Meetings Act was posted and informed the audience of the Board's policy and procedures regarding public comment.

I.C. Notice of Meeting

The public notice of the regular meeting of the Bayard Board of Education, Morrill County School District No. 21 was published in the Bayard Transcript in accordance with Board Policy No. 9238. The agenda remained on file at the office of the superintendent and was open for public inspection.

I.D. Roll Call

The following members were present: Carolyn Applegate, Kim Burry, Bill Ferrero, Randy Eirich, Joe Applegate, Administrators present: Superintendent Olson, Principals Ehler and Rice, and Director Nesbitt.

Motion Passed: Motion to approve the absence of board member Donna Stuart passed with a motion by Randy Eirich and a second by Bill Ferrero.

Votes: Carolyn Applegate: Yea, Joe Applegate: Yea, Kim Burry: Yea, Randy Eirich: Yea, Bill Ferrero: Yea

I.F. Pledge of Allegiance

II. Approval of Agenda

Motion Passed: Motion to approve the agenda passed with a motion by Joe Applegate and a second by Randy Eirich.

Votes: Carolyn Applegate: Yea, Joe Applegate: Yea, Kim Burry: Yea, Randy Eirich: Yea, Bill Ferrero: Yea

III. Introduction of Guests

IV. Public Comments

Jessica Danikowski addressed the board.

V. Consent Agenda

Motion Passed: Motion to approve the Consent Agenda minus the bills passed with a motion by Joe Applegate and a second by Carolyn Applegate.

Votes: Carolyn Applegate: Yea, Joe Applegate: Yea, Kim Burry: Yea, Randy Eirich: Yea, Bill Ferrero: Yea

V.A. Minutes of Previous Meeting

V.B. Bills

Motion Passed: Motion to approve the bills passed with a motion by Joe Applegate and a second by Randy Eirich

Votes: Carolyn Applegate: Yea, Joe Applegate: Yea, Kim Burry: Yea, Randy Eirich: Yea, Bill Ferrero: Yea

V.C. Board Member Reports

V.D. Reports and Correspondence Requiring No Action

V.D.1. General Reports and Financial Reports

V.D.2. Reports for Information Only

V.E. Adoption of Policies on First Reading

V.F. Adoption of Policies on Second Reading

V.G. Approval of Contracts within Policy Guidelines

VI. Invited Presentations and Discussions with Presenters

VI.A. Safety and Security Presentation

Safety Chairman Bobbie Stuart gave a presentation to the board on the components of the District's Emergency Operations Plans

VII. Principals and District Administrators

Mrs. Ehler presented her report to the board. Academics: Teachers are beginning to return to the building. We will be reviewing test data, organizing intervention groups, and completing training prior to students arriving. Teaching assignments for this year are: Mrs. Rafferty- Kindergarten, Mrs. Batt- First Grade, Ms. Anderson-Howell - Second Grade, Mrs. McKibbin- Third Grade, Mr. James- 4-6 Science/Fourth Grade Homeroom, Ms. Martinez- 4-5 Math/ Fifth Grade Homeroom, Mrs. Ferrero- 6 Math, 4-5 ELA, Sixth Grade Homeroom, Miss Binder- 6 ELA,6 Social Studies, Sixth Grade Homeroom. Several of our staff members attended summer trainings to improve their instruction and increase their skills. Leadership: Leader in Me will focus primarily on Habit 8 Finding Your Voice. This will include setting goals and finding opportunities to engage in passion areas to serve in our school community. We will continue to work with WORDS this year, our first training was August 9. Fall and Spring tutoring will continue. Mrs. Nesbitt has been undergoing training as our Literacy Leader and collecting data as a part of her research. Engagement: A huge thanks to custodians Ms. Walters, Mr. Erdman, and Mr. Muldrow as well as our summer staff Ms. Jones, Miss Dobrinski, Mrs. Moreno, and Mrs.

Leonard for all their hard work this summer making our school look better than ever. Our library has gotten a major refresh with a rearrangement of shelving, removal of unused outlets, and a fresh coat of paint. Mrs. Schluterbusch has worked wonderfully with our custodial staff to make this happen! We will be working with Pathfinders and Beyond School Bells to increase the opportunities for our students, even during the school day. Our partnership with the Tiger Cub Childcare Center continues to improve our Child Find efforts and identifying needs early to provide services that will improve their lives tremendously. We look forward to our open house to welcome children and families back into our building. We are also planning several family and community events for this year. Enrollment Data by classroom as of 8/5/23 Grade Students PreSchool- 3 & 4 year old 37 Kindergarten- 12, 1st- 24, 2nd- 24, 3rd- 18, 4th- 18, 5th- 21, 6th (two sections)- 23 . Enrollment Data by student population Year Students Enrolled 2024-2025 175, 2023-2024 168, 2022-2023 156, 2021-2022 174, 2020-2021 181, 2019-2020 196, 2018-2019 216, 2017-2018 220.

Dr. Rice presented her report to the board. Academics: Our Teacher Inservice kicked off on August 8th with a 3 hour math training. In the next 3 days the staff will complete the required Driver's, Concussion, and Suicide Trainings and listen to a presentation on Mental Health provided by ESU 13. We would like to officially welcome Ms. Doughty, Mrs. Breanna Smith, and Mrs. Becca Smith to our staff. The Fall NSCAS testing window will open on August 19th. We plan to test our students the first week of September. Mrs. Ehler and I will continue to work with the math team as we begin year 2 of implementing the new math curriculum with fidelity.

Mr. Nesbitt presented his report to the board. Leadership: I attended a "Fierce Conversations" training in June sponsored by ESU 13. I have also signed up to be a part of the Leadership Triads where I will be working with other administrators to look at data and improve student outcomes.

Engagement: Teachers will be working together to set individual and building goals based on the Leader in Me and Teacher Evaluation structure. The Open House is planned for Tuesday, August 13th from 4-7pm. During this time we will have staff available to help parents register their students in Infinite Campus and set up their Remind so that we can optimize our communication efforts with families. Parents will also be able to turn in the Student Handbook paperwork and Network Acceptable Use form so that students can be issued their Chromebook.

Community: Our custodial staff is to be commended for their work over the summer. Our buildings and grounds look amazing! Our students represented our school well at the Morrill and Scottsbluff County Fairs. We will have a complete list of accomplishments available at the next board meeting. Our initial enrollment numbers are as follows: > 2024-2025 160 Students (projected) 2023-2024- 151 Students (End of the year), 2022-2023- 163 students (End of the year), 2021-2022 -167 students (End of the year), > 2020-2021 -178 students (End of the year) > 2019-2020 180 students (End of the year) .

Mr. Nesbitt presented his report to the board. Academics: Discussed sending students down in even 1 class to academic intervention to check in with their teachers with coaches. Student packets were sent home that included info on how to sign student acknowledgement forms. I have created a slide show to include lunches, school calendars, and grading policy. Those were discussed on August 8th at the Welcome Back meeting. Leadership: We are using our Wet Bulb Globe Temperature(WBGT) unit to use for the outdoor sports. They have new standards this year. Working with NSAA to ensure we have completed all proper forms, imported students into database, and completing appropriate documents to ensure our school and students are prepared for the upcoming year. Working to ensure that all coaches are up to date on certifications

(cardiac arrest training, heat acclimatization training, CPR, 2-hour bus training, etc.) Identified safety improvements: Wrestling room is done and put back together. We took some steps to help ensure air will move under the mats and we can use a dehumidifier to help keep moisture off the top of the mats. Bleachers in old gym were painted as many were chipped and we had some slipping last year due to stands wearing of the stands. Jeff did an excellent job getting a layer back down and will get the stickers for the steps to ensure they will be safe for patrons. Floors were redone, but they only did one coat to help with cost. Also, the floors were still not bad so one coat was good to help maintain the floors for the upcoming year correctly. Engagement: NSAA Classifications: Football D-2 , Volleyball C-2, Cross Country D , Girls Golf C, Softball C, Classifications for Winter and Spring Activities will be determined by NSAA before seasons start. Participation Numbers: Fall Sports began on Monday, August 12th. We will get actual numbers this week, but have added some estimated numbers from head coaches. Coach Roberts estimates about 8 girls out for golf this year. Coach Wamboldt estimates 15 girls out for volleyball this year. Coach Stuart had 19 out for football this year. Coach Ehler estimates 2 boys and 1 girl out for cross country. Coach Posey estimates 12 girls out for softball this season. Upcoming Events: August 8: Mandatory Concussion meeting at 6:30 in the auditorium. August 12: Start of Fall practices. August 22: Varsity volleyball jamboree at Scottsbluff. We will play Chadron then Minatare in Scottsbluff. August 22: Softball will travel to Chadron to play Southern Valley on the way to Schuyler. ➤ August 23: Football Gatorade Scrimmage August 23: Softball games in Schuyler, NE. August 24: Softball tournament at North Bend Central 9 am. August 26: Softball @ Gering 5 pm, August 27: FFA Labor Auction, August 29: Bayard Golf 9:00 am, XC at Bluffs 1:00 pm, JV/V Volleyball @ Bport 5 pm, August 30: FB Football home vs Morrill @ 7 pm. Reminder all events are subject to change, please watch the school's activity schedule on the website. Bus Driver/Activity Sponsor training (2-hour state mandated training) will be completed during teacher inservices days. Working with Mrs. Perkins to get a CPR date for our new or previous staff that needs CPR/AED training. Mr Erdman and the custodial staff are to be commended for their hard work in completing the floors and gyms and fields prior to the first day of practices. Community: We signed contracts to use the field, a shed, and appropriate equipment for softball. The Bayard Athletic golf tournament was on Saturday, August 3rd. We had multiple activities participate in the golf tournament and we got a good response from the community. We had a full tournament and numerous sponsors from the Panhandle. I will be reaching out and talking with some individuals about volunteering to take tickets, run clock, but I am still working to get other positions filled with volunteers through the sports season. I sent a receipt to Brian Sauer that has dates and fees. I will reach out to ensure he remembers the dates. Fall schedules will be placed at local businesses and we will be distributing those schedules for community members to pick up at locations over the next few weeks. Transportation: Hope called all the kids on the bus routes to check in with them and let them know what routes they will be on. We created our activities calendar for buses for sports activities for the entire year. We will be working with other activities as dates come in and Hope will be working with drivers to get the events covered well in advance this year. We had 2 more people pass the level 1 training for 14 passenger busses to help in case we needed help or a coach can drive themselves to events.

VIII. Curriculum and Instruction

IX. Superintendent

Mr. Olson presented his report to the board. Professional development activities: The following are some of the Finance/Budget related items that I have done during the month of July. July 2nd attended a budget workshop at ESU 10 in Kearney. This was presented by Carl Dietz and he was able to review the proposed budget that was based on a no growth tax base. NASB Alicap safety meeting in Kearney on July 11th. At that time, we were also able to address additional roofing concerns in regard to earlier insurance claims. This has resulted in opening a review of past work and material purchases by Alicap for Bayard Public Schools. Administrator Days July 24-26. The primary focus at Admin. Days was attending NDE workshops on day one which included State Funding, Special Ed. compliance, Title 1 compliance, changes in the portal and in the Grant Management System 2. I also worked with the Help Desk people to clear up errors that existed within our state reporting system known as ADVISOR. Workshops attended on the 26th were those put on by both Perry Law and KSB concerning legal and compliance issues. I also sat in on presentations put on by peers in the areas of Special Ed., Vocational Ed., Distant Learning, and Early Childhood. The final day I spent time with Stephanie DeGroot reviewing both the budget I submitted to Carl in late June/early July and the budget I created which made the assumption of a 5% valuation increase. Aug. 1, following a procedure on my hand we again met with Carl to go over the budget that was created with Stephanie at NDE that took into consideration a 5% valuation increase. Prior to the creation of this I had reached out to Rose in the Assessor's Office and spoke to her about anticipated valuations. She was non-committal but when asked directly did acknowledge that a 5% valuation increase was not out of the realm of possibility. House Keeping Items for the start of the year: Our building and grounds are ready for staff and students. Concerning transportation all required trainings are complete or will be complete prior to Aug. 15th . New teacher orientation went well. We will be presenting a breakdown (schematic of duties) to staff of specifically assigned and co-assigned data collection. Key players in this are Cortney, Heather, and Mrs Schluterbush as our Data Steward. To a lesser extend some duties will fall on Mrs. L. Rafferty, and Mrs. Cochran, Bobbie, and Mrs. Ashmore and the Unit concerning Sped. reporting. The registration and NSAA requirement night went very smoothly. Mr. Nesbitt, Mrs. Jobman and Mrs. Schluterbush did a very good job in addressing both students and parents and in the actual registration process. Also, the importance of gathering accurate data for program funding was well presented. A pleasant surprise is that our enrollment numbers will appear to be a little larger this year again. We will probably have an increase at both the secondary and elementary with our preschool for the age four students most likely maxing out. There is also a wait list at the daycare for our newborns. Keep in mind that we are looking at approximately an 8% drop in the age 5 to 18 population within our district based on our current census. Also, another positive point is that it appears we are very near if not at a zero net option out. On Monday we will be sending 15 corrections to the Scottsbluff district for them to be aware of. These are students that attend Bayard but live within the Scottsbluff district.

X. Board Committee Reports and Recommendations

XI. Discussion Items

XI.A. Review and Discussion of Policies 4000 through 4020 in the 4000 series.

The board discussed policies 4000 through 4020 in the 4000 series.

XII. Action Items

XII.A. Discuss, Consider, and Take All Necessary Action in Regard to Approval of Continuity of Learning Plans for the 2024-2025 School Year

Motion Passed: Motion to approve the 2024-2025 Continuity of Learning and Reopening Plan as Presented passed with a motion by Bill Ferrero and a second by Joe Applegate.

Votes: Carolyn Applegate: Yea, Joe Applegate: Yea, Kim Burry: Yea, Randy Eirich: Yea, Bill Ferrero: Yea

XII.B. Discuss, Consider, and Take All Necessary Action in Regard to Adoption of the School District's Emergency Operations Plans for the 2024-2025 School Term

Motion Passed: Motion to approve the 2024-2025 revisions to the Bayard Public Schools Emergency Operation Plans passed with a motion by Joe Applegate and a second by Randy Eirich.

Carolyn Applegate: Yea, Joe Applegate: Yea, Kim Burry: Yea, Randy Eirich: Yea, Bill Ferrero: Yea

XII.C. Discuss, Consider, and Take All Necessary Action in Regard to Authorizing Transfers to the School Nutrition Fund, Activity Fund, Depreciation Fund, and Employee Benefit Fund Through the End of August 2024

Motion Passed: Motion to authorize the following end of fiscal year transfers from the General Fund: \$75,000 Activities Fund, \$10,000 Employee Benefit Fund, \$60,000 School Nutrition Fund, and \$25,000 to the Depreciation Fund.

XII.D. Discuss, Consider, and Take All Necessary Action to the Continuation of Line of Credit with FNBO for the 2024-2025 School Term.

Motion Passed: Motion to continue a line of credit with FNBO for the 2024-2025 school term passed with a motion by Joe Applegate and a second by Randy Eirich.

Carolyn Applegate: Yea, Joe Applegate: Yea, Kim Burry: Yea, Randy Eirich: Yea, Bill Ferrero: Yea

XII.E. Discuss, Consider, and Take All Necessary Action to the Staff Recognition Event hosted by the Board of Education

Motion Passed: Motion to approve up to \$1,500 for staff recognition dinner passed with a motion by Randy Eirich and a second by Bill Ferrero.

Votes: Carolyn Applegate: Yea, Joe Applegate: Yea, Kim Burry: Yea, Randy Eirich: Yea, Bill Ferrero: Yea

XII.F. Discuss, Consider, and Take All Necessary Action in Regards to Certificated Staff Resignation.

Motion Passed: Motion to approve the resignation of Mr. Olson after the 2024-2025 school term passed with a motion by Joe Applegate and a second by Randy Eirich.

Votes: Bill Ferrero: Nay, Carolyn Applegate: Yea, Joe Applegate: Yea, Kim Burry: Yea, Randy Eirich: Yea

XII.G. Discuss, Consider, and Take All Necessary Action in Regards a Superintendent Search

Motion Passed: Motion for the Board President to seek a firm for a Superintendent Search passed with a motion by Randy Eirich and a second by Bill Ferrero.

Votes: Carolyn Applegate: Yea, Joe Applegate: Yea, Kim Burry: Yea, Randy Eirich: Yea, Bill Ferrero: Yea

XIII. Tour of Facilities

The board will Tour Facilities at the September 2024 board meeting.

XIV. Set Next Meeting Date

Next meeting set for September 9, 2024 at 7:00p.m.

XV. Adjournment

Motion Passed: Motion for adjournment at 8:16p.m. passed with a motion by Bill Ferrero and a second by Randy Eirich.

Votes: : Carolyn Applegate: Yea, Joe Applegate: Yea, Kim Burry: Yea, Randy Eirich: Yea, Bill Ferrero: Yea

Secretary

Bayard Public Schools

9/9/2024

GENERAL FUND

Vendor Name	GL Acct #	Description	Amount
20/20 TECHNOLOGIES LLC	01 1100 352 001 001 1	service	<u>33.75</u>
	Total		33.75
ACE HARDWARE	01 2620 610 002 002 2	keys for elem	<u>39.90</u>
	Total		39.90
ALARM SECURITY TECHNICIANS	01 2620 352 002 002 2	ast monitoring	28.95
	01 2620 352 001 001 1	ast monitoring	<u>28.95</u>
	Total		57.90
Amazon Capital Services	01 3540 610 002 002 2	https://www.amazon.com/Sprogs-	198.06
	01 3540 610 002 002 2	https://www.amazon.com/Sprogs-Sheet-	43.00
	01 1100 610 001 001 1	Weight room equipment	249.01
	01 1100 610 000 000 0	Scissors Bulk 6-Pack, All Purpose Scisso	9.99
	01 1100 610 000 000 0	https://www.amazon.com/Wood-Cased-	59.96
	01 1100 610 000 000 0	https://www.amazon.com/Prang-Semi-	24.43
	01 1100 610 000 000 0	WATERCOLOR PRESS PACK	48.99
	01 2120 610 001 001 1	Hanging File Folderes	119.12
	01 1100 610 001 001 1	expanded clay media	275.70
	01 1100 610 000 000 0	23 pack of glue sticks 1.27 oz	58.00
	01 1100 610 000 000 0	https://www.amazon.com/Prismacolor-	145.80
	01 1100 610 000 000 0	https://www.amazon.com/Sharpie-37001-	20.99
	01 1100 610 000 000 0	https://www.amazon.com/Crayola-	74.26
	01 1100 610 000 000 0	https://www.amazon.com/Sharpie-	71.20
	01 1100 610 000 000 0	https://www.amazon.com/Sharpie-Electro	16.22
	01 1100 610 000 000 0	https://www.amazon.com/Prismacolor-	15.54
	01 1100 610 000 000 0	https://www.amazon.com/Mavalus-Tape-	28.88
	01 1100 610 000 000 0	https://www.amazon.com/Portfolio-Folder	18.69
	01 1100 610 000 000 0	https://www.amazon.com/Model-Magic-	108.52
	01 1100 610 000 000 0	https://www.amazon.com/ARTISTO-	167.92
	01 1100 610 000 000 0	https://www.amazon.com/Crayola-Portfoli	43.96
	01 1100 610 000 000 0	https://www.amazon.com/Crayola-	64.80
	01 1100 610 000 000 0	https://www.amazon.com/Liquitex-Basics-	66.72
	01 1100 610 000 000 0	WATERCOLOR PRESS PACK	48.99
	01 1100 610 000 000 0	shipping	30.39
	01 1100 610 000 000 0	promotions	(43.33)
	01 1100 610 001 001 1	Expanded clay media for hydroponics	<u>522.20</u>
	Total		2,488.01
AMERICAN LEGION	01 2310 610 000 000 0	board staff dinner	<u>1,280.00</u>
	Total		1,280.00
BAYARD AUTOMOTIVE	01 2730 352 000 000 0	repairs	736.17
	01 2730 352 000 000 0	Bus #20 Flat Tire Driver's side rear out	31.50
	01 2730 352 000 000 0	Windshield Wiper Blades	14.06
	01 2710 610 000 000 0	Bus #03A Batteries	604.88
	01 2710 610 000 000 0	Core Charge	80.00
	01 2710 610 000 000 0	Strap Clamp	19.17
	01 2710 610 000 000 0	Dex Cool Antifreeze- Case	106.44
	01 2710 610 000 000 0	Antifreeze - Case	84.90
	01 2710 610 000 000 0	Engine Oil 5W-30 Case	25.98
	01 2710 610 000 000 0	Tire Foam Cleaner	28.52
	01 2710 610 000 000 0	1/4 Close GA NIP	1.99
	01 2710 610 000 000 0	Removable Orange	13.24
	01 2710 610 000 000 0	Light Gray Paint Primer Spray Can	11.99
	01 2730 352 000 000 0	Bus #05 Flat Tire Passenger front	31.50
	01 2730 352 000 000 0	Bus #09C Mechanical RepairsFuel Tank	22.34
	01 2730 352 000 000 0	Air Filter	21.11
	01 2730 352 000 000 0	Oil Filter	9.00
	01 2730 352 000 000 0	5W-30 Oil	25.98
	01 2730 352 000 000 0	Shop Labor Chris Buskirk	<u>125.00</u>
	Total		1,993.77
BAYARD TRANSCRIPT	01 2310 540 000 000 0	publications	293.25
	01 2310 540 000 000 0	publications	8.25
	01 1100 810 001 001 1	subscription	<u>25.00</u>
	Total		326.50
BENZEL PEST CONTROL	01 2620 352 001 001 1	pest control	110.78
	01 2620 352 002 002 2	pest control	<u>110.77</u>
	Total		221.55
BLACK HILLS ENERGY	01 2610 621 000 000 0	#267959 heating fuels	54.80
	01 2610 621 001 001 1	#242155 heating fuels	259.56
	01 2610 621 000 000 0	#462419 heating fuels	<u>177.74</u>
	Total		492.10
BROWN INDUSTRIES, INC	01 2310 610 000 000 0	service pins	126.50

	01 2310 610 000 000 0	2 service year pins	16.40
	Total		142.90
CARDMEMBER SERVICE	01 2510 810 000 000 0	canva fee	32.99
	Total		32.99
CENTURY LINK	01 2510 382 000 000 0	#1510 telephone	153.25
	Total		153.25
CITY OF BAYARD	01 2610 621 000 000 0	#31200 electric	37.00
	01 2610 621 001 001 1	#75400 electric	8,548.38
	01 2610 410 001 001 1	#75400 utilities	1,392.00
	01 2610 621 002 002 2	#75600 electric	287.49
	01 2610 410 002 002 2	#75600 utilities	1,601.75
	Total		11,866.62
CONNECTING POINT	01 2410 610 002 002 2	staples	55.86
	01 1100 610 001 001 1	staples	55.86
	Total		111.72
CRABLE, BOB	01 2730 352 000 000 0	bus repair	210.00
	Total		210.00
CULLIGAN WATER CONDITION	01 2610 610 001 001 1	r/o	109.90
	01 2610 610 002 002 2	r/o	27.50
	Total		137.40
DAS STATE ACCOUNTING - CENTRAL	01 1100 382 000 000 0	network	292.87
	Total		292.87
EAKES OFFICE SOLUTIONS	01 2610 610 002 002 2	custodial supplies	610.28
	01 2610 610 002 002 2	custodial supplies	185.70
	01 1100 610 000 000 0	markers	20.88
	01 1160 610 000 000 0	nurse supplies	43.38
	01 1160 610 000 000 0	nurse office supplies	28.25
	Total		888.49
EDUCATIONAL SERVICE UNIT #13	01 1100 382 001 001 1	dl	826.00
	01 1100 382 001 001 1	erate	350.00
	01 1160 591 000 000 0	neva	708.33
	01 1292 591 003 000 0	0-2 sup summer speech	100.96
	01 1292 591 003 000 0	0-2 sup ot	19.65
	01 2161 591 003 002 2	elem ot	122.36
	01 2153 591 003 000 0	0-2 summer speech	1,261.98
	01 2163 591 003 000 0	0-2 ot	245.64
	01 1200 591 003 002 2	sup elem pt	9.79
	01 1200 591 003 002 2	sup elem summer speech	63.70
	01 1200 591 003 001 1	sup secondary summer speech	2.14
	01 1291 591 003 000 0	3-5 sup ot	14.13
	01 1291 591 003 000 0	3-5 instructional prek	123.58
	01 1291 591 003 000 0	sup instructional 3-5 prek	46.98
	01 1291 591 003 000 0	sup 3-5 summer speech	176.64
	01 2152 591 003 000 0	3-5 summer speech	587.25
	01 2151 591 003 002 2	elem summer speech	796.23
	01 2151 591 003 001 1	secondary summer speech	26.73
	01 1291 591 003 000 0	sup 3-5 instructional prek	9.89
	Total		5,491.98
ESU COORDINATING COUNCIL	01 1100 810 001 001 1	movie site license	165.00
	01 1100 810 002 002 2	movie site license	165.00
	01 1100 810 001 001 1	securly	2,455.00
	Total		2,785.00
ETR	01 1100 610 001 001 1	1 Educator manual and 30 student	522.00
	Total		522.00
FNBO CARD	01 2710 610 000 000 0	Cleaning and Protection supplies for bus	283.66
	01 2710 610 000 000 0	2 Gallons of Wizard Tire and Vinyl Shine	166.00
	01 2710 610 000 000 0	Cleaning and Protection supplies for bus	(105.93)
	01 2710 610 000 000 0	Cleaning Chemicals, Scrubbing Tools-19	148.44
	01 2710 610 000 000 0	supplies	31.64
	01 2710 610 000 000 0	Graco Booster Seat	23.26
	01 2710 610 000 000 0	Dash Camera	42.77
	01 2710 610 000 000 0	Driver's Side Rear Seat Belt	40.00
	01 2710 610 000 000 0	Fabuloso Cleaner	4.50
	01 2710 610 000 000 0	Rain-X 2 in 1 Windshield Cleaner	21.00
	01 2710 610 000 000 0	Awesome Cleaner	6.50
	01 2710 610 000 000 0	32 pk bottled water	15.00
	01 2710 610 000 000 0	Tax	2.08
	01 2510 810 000 000 0	fee	1.75
	01 6200 610 004 000 0	Intervention Curriculum	602.00
	01 1200 610 003 002 2	multiscensory ed	125.00
	01 2510 531 000 000 0	mailchimp	13.00
	01 2510 610 000 000 0	Notary Bond	60.00
	01 2510 610 000 000 0	Application Fee	30.00
	01 2510 610 000 000 0	Notary Stamp	36.98

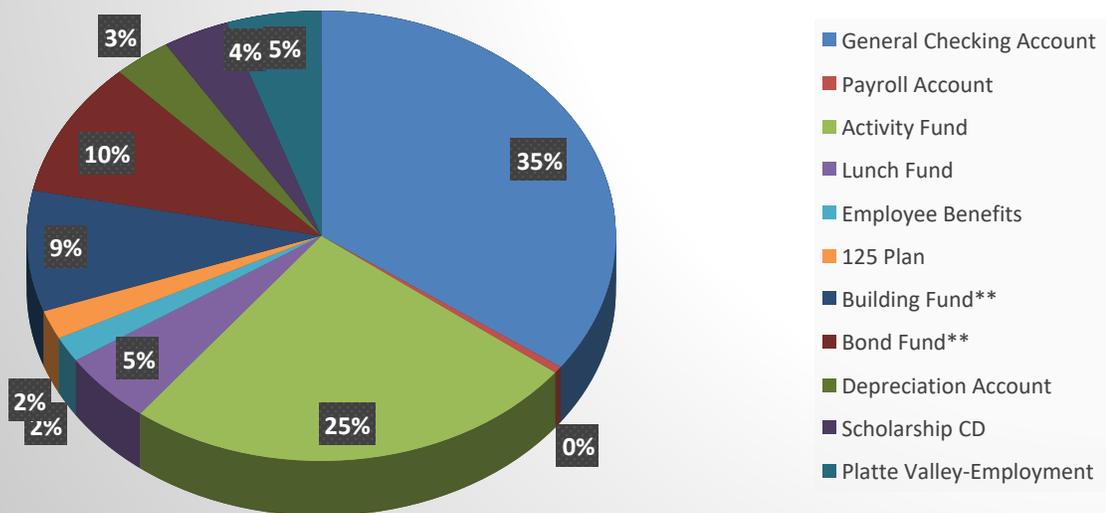
	01 2410 330 001 001 1	Fall Safety & Wellness Conference	77.38
	01 2410 610 001 001 1	new teacher orientation	69.53
	01 1100 810 001 001 1	service agreement	75.00
	01 3599 610 000 000 0	Milwaukee 7 tool kit	499.00
	01 3599 610 000 000 0	Ridgid shop vac.	239.91
	01 3599 610 000 000 0	Shop vac. dust bags	51.84
	01 3599 610 000 000 0	100' ext cord	59.97
	01 2220 610 001 001 1	labels	12.83
	01 1100 610 002 002 2	elementary music curriculum	<u>200.00</u>
	Total		2,833.11
FranklinCovey	01 1100 810 001 001 1	annual membership and coaching days	6,050.00
	01 1100 810 002 002 2	annual membership and coaching days	<u>6,050.00</u>
	Total		12,100.00
IDEAL/BLUFFS FACILITY SOLUTION	01 2610 610 001 001 1	school supplies	3,101.09
	01 2610 610 002 002 2	CUStodial supplies	<u>654.38</u>
	Total		3,755.47
KUSKIE STATION LLC	01 2610 626 001 001 1	fuel	<u>153.80</u>
	Total		153.80
LIFETRACK SERVICES	01 2410 610 001 001 1	Life Tracks Services Senior Surveys	<u>435.00</u>
	Total		435.00
MAIN STREET APPLIANCE	01 2620 733 001 001 1	Washer/Dryer set	<u>1,900.00</u>
	Total		1,900.00
MCI COMM SERVICE	01 2510 382 000 000 0	telephone	<u>32.19</u>
	Total		32.19
MENARDS	01 2620 610 001 001 1	wire	13.45
	01 1100 610 001 001 1	shop supplies	240.62
	01 2610 610 002 002 2	shelf brackets	<u>4.94</u>
	Total		259.01
MID-AMERICAN RESEARCH CHEMIC	01 2610 610 002 002 2	dazzle	366.00
	01 2610 610 002 002 2	tuff stuff	628.00
	01 2610 610 002 002 2	citromella	131.00
	01 2610 610 002 002 2	room service xl	164.00
	01 2610 610 002 002 2	pumps	99.20
	01 2610 610 002 002 2	freight	<u>303.48</u>
	Total		1,691.68
Muldrow, Jared	01 2610 580 002 002 2	mileage reimbursement	<u>21.44</u>
	Total		21.44
NORTHWEST EVALUATION ASSOCI.	01 1100 610 000 000 0	map growth	<u>1,575.00</u>
	Total		1,575.00
ONE SOURCE	01 2510 810 000 000 0	background check	<u>24.00</u>
	Total		24.00
PLATTE RIVER GLASS	01 2710 610 000 000 0	Bus #3 Windshield Replacement	105.00
	01 2730 352 000 000 0	Labor	90.00
	01 2730 352 000 000 0	Bus #3 Windshield Replacement	204.00
	01 2730 352 000 000 0	Bus #5 Windshield Replacement	204.00
	01 2730 352 000 000 0	Bus #20 Windshield Replacement	204.00
	01 2730 352 000 000 0	Bus #03A Windshield Replacement	204.00
	01 2730 352 000 000 0	1.5 hrs for each bus for cutting glass a	900.00
	01 2730 352 000 000 0	Bus #09C 2010 GMC Savana Windshield	159.00
	01 2730 352 000 000 0	Bus #11 2011 Chevy Windshield	159.00
	01 2730 352 000 000 0	1 hr each for #09C & #11	<u>200.00</u>
	Total		2,429.00
QUADIENT FINANCE USA, INC	01 2510 531 000 000 0	postage	<u>539.00</u>
	Total		539.00
QUICK CARE MEDICAL SERVICES	01 2710 340 000 000 0	driver physical	<u>125.00</u>
	Total		125.00
SCHOOL NURSE SUPPLY INC.	01 1160 610 000 000 0	medical supplies	<u>710.36</u>
	Total		710.36
SOAR PEDIATRIC THERAPY, LLC	01 2173 591 003 000 0	0-2 pt	345.66
	01 2172 591 003 000 0	3-5 pt	47.25
	01 2171 591 003 002 2	elem pt	<u>94.50</u>
	Total		487.41
STAR-HERALD	01 2220 640 001 001 1	renewal	<u>448.99</u>
	Total		448.99
Stuart, Bobbie	01 2510 580 000 000 0	mileage reimb	<u>140.70</u>
	Total		140.70
TEACHING STRATEGIES LLC	01 3540 610 002 002 2	Digital resources	<u>530.00</u>
	Total		530.00
TIME MANAGEMENT SYSTEMS	01 2510 810 000 000 0	timeclock	<u>188.50</u>
	Total		188.50
VALLEY AUTO LOCATORS	01 2730 352 000 000 0	brake pad set brake rotors steering idle	3,853.71
	01 2730 352 000 000 0	DOT Inspection	119.60
	01 2730 352 000 000 0	Parts-Headlight Restorer	20.39

	Total	<u>3,993.70</u>
VERIZON	01 2710 610 000 000 0 bus gps	<u>210.47</u>
	Total	210.47
VIRCO, INC	01 1100 733 001 001 1 desks	<u>1,567.14</u>
	Total	1,567.14
ZANER-BLOSER	01 1100 610 002 002 2 handwriting books	<u>680.02</u>
	Total	680.02
	General Fund Total	\$66,399.69
	Building Fund	\$0.00
	Payroll	\$411,844.32

BAYARD PUBLIC SCHOOL
 TREASURER REPORT
 BANK STATEMENT BALANCES as of August 2024

General Checking Account	\$	559,810.05	
Payroll Account	\$	7,768.01	
Activity Fund	\$	403,180.04	
Lunch Fund	\$	82,567.82	
Employee Benefits	\$	29,168.19	
125 Plan	\$	33,093.77	
Building Fund**	\$	139,270.69	
Bond Fund**	\$	156,051.40	
Depreciation Account	\$	51,146.97	
Scholarship CD	\$	58,465.10	
Platte Valley-Employment	\$	83,307.24	
	\$		1,603,829.28

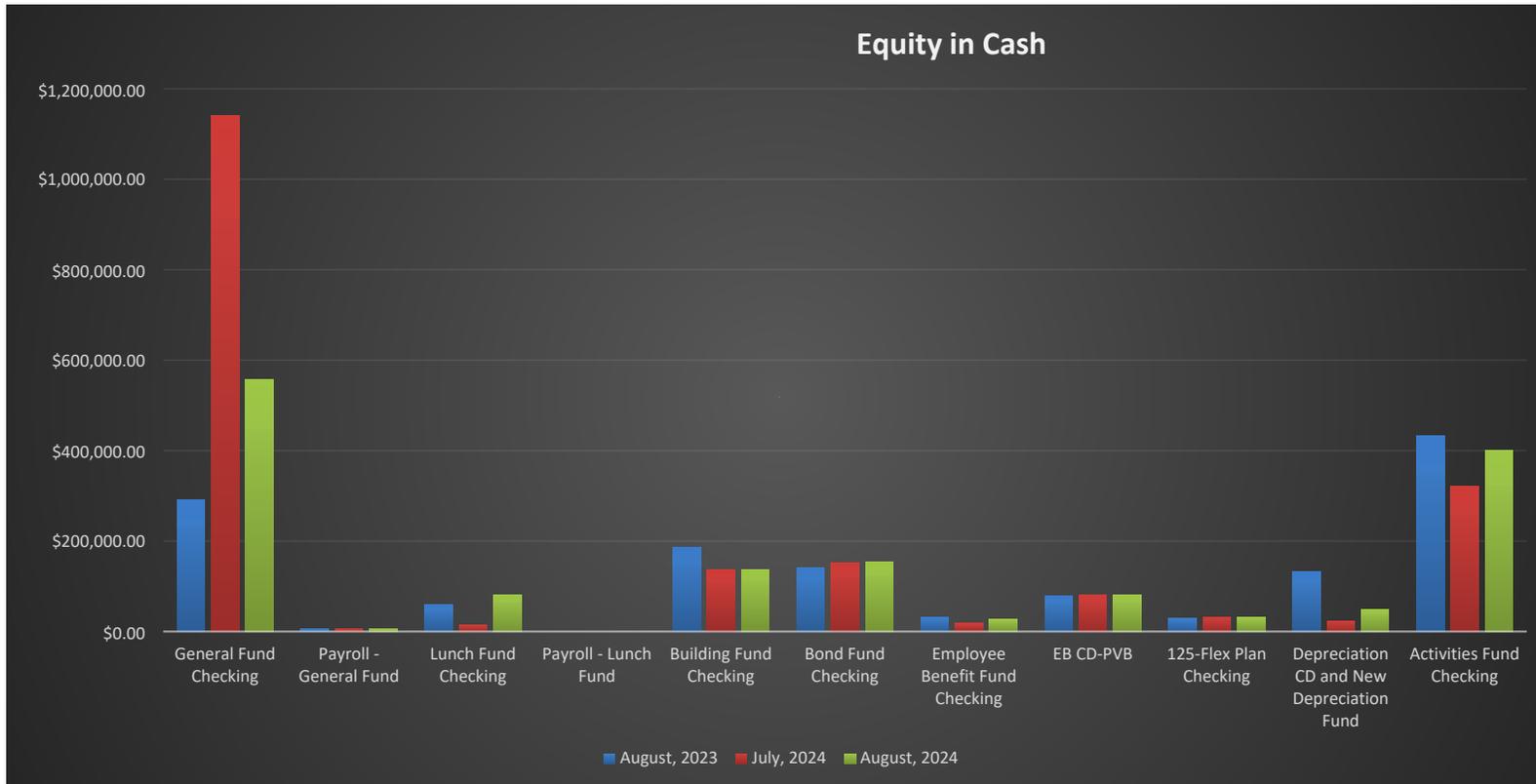
Account Percentages



Bayard Public Schools

Equity in Cash August 31, 2024

Fund	Fund #	August, 2023 PRIOR YEAR BALANCE	July, 2024 PRIOR MONTH BALANCE	August, 2024 REVENUES	August, 2024 EXPENSES	August, 2024 ENDING BALANCE
General Fund Checking	01-101	\$293,057.07	1,142,450.30	264,401.69	(847,041.94)	\$559,810.05
Payroll - General Fund	01-104	\$7,800.24	\$ 7,779.31	367,534.54	(367,545.84)	\$ 7,768.01
Lunch Fund Checking	02-101	\$61,019.88	16,958.04	67,637.11	(2,027.33)	\$82,567.82
Payroll - Lunch Fund	02-104	\$0.00	0.00	1,744.68	(1,744.68)	\$0.00
Building Fund Checking	03-101	\$187,686.44	137,792.02	1,478.67	0.00	\$139,270.69
Bond Fund Checking	04-101	\$143,215.84	153,353.51	2,697.89	0.00	\$156,051.40
Employee Benefit Fund Checking	05-101	\$33,331.59	20,254.62	10,044.10	(1,130.53)	\$29,168.19
EB CD-PVB	05-106-1000	\$80,856.60	83,307.24	0.00	0.00	\$83,307.24
125-Flex Plan Checking	05-107	\$31,241.12	33,385.66	3,624.98	(3,916.87)	\$33,093.77
Depreciation CD and New Depreciation Fund	06-101	\$134,905.70	26,117.05	25,029.92	0.00	\$51,146.97
Activities Fund Checking	07-101	\$434,419.82	323,377.60	126,717.29	(46,914.85)	\$403,180.04
Scholarship CD	07-114	\$55,964.41	57,833.09	632.01	0.00	\$58,465.10
TOTAL		\$1,463,498.71	\$ 2,002,608.44	\$ 871,542.88	\$ (1,270,322.04)	\$1,603,829.28



NASB BOARD NOTES



A MONTHLY PUBLICATION FROM THE NEBRASKA ASSOCIATION OF SCHOOL BOARDS



Leadership

Innovation

Vision

Engagement

#liveNASB

#weLIVEhere

1,960,000 Nebraskans

324,000 Students

1,700 Locally Elected School Board Members

260 Member Districts/ESUs

ONE NEBRASKA

Snapshots



IN THIS EDITION OF BOARD NOTES ...

FEELS LIKE FALL AGAIN

AT THE BOARD TABLE

ALICAP RETURNING \$1.5 MILLION TO ITS MEMBERS

AS SPECIAL SESSION WRAPS, WORK STILL TO DO

HOW WELL DO YOU KNOW YOUR BOARD'S POLICIES?

ALL SYSTEMS GO

SCHOOL BOARD MEMBER OF THE YEAR NOMINATIONS DUE

2024 LABOR RELATIONS - OCTOBER 2-3

REALIZE THE POWER OF PARTNERSHIP

THIS MONTH IN ... AND MUCH MORE!

The NASB provides programs, services, and advocacy to strengthen public education for all Nebraskans. Learn more at www.NASBonline.org

TRAINING, NETWORKING, ENGAGEMENT & EVENTS



Leadership

Innovation

Vision

Engagement

#liveNASB

#weLIVEhere



1,960,000 Nebraskans 324,000 Students 1,700 Locally Elected School Board Members 260 Member Districts/ESUs ONE NEBRASKA

<https://members.nasbonline.org/events>

To register for an NASB event, click on the 'My Membership' link, then navigate to the 'Events' dropdown and select 'Register'. If you do not have an email and password to log in or have forgotten it, please contact NASB at 402-423-4951 for assistance.



Legislative Special Session Began Thursday, July 25, and Ended Tuesday, August 20. See Page 6

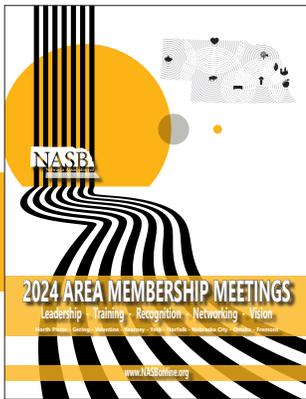
Now Hiring! NASB is hiring a Board Leadership Associate ... visit the About Us page to learn more.



School Board Members - If your district or ESU currently participates in the **Educators Health Alliance (EHA)**, health and dental plan, you have the option to enroll in the plans during the month of August. Open enrollment information is available at the district or ESU office and monthly premiums can be paid to the school district or ESU directly. If you enrolled in the health and dental coverage and you serve at least 5 consecutive years and are over the age of 50, you can continue your health and dental coverage through your district or ESU on the direct bill plan. For more information, please reach out to your school district or ESU or Greg Long at greg@ehaplan.org

Area Membership Meetings began August 20

- August 20 - North Platte ✓
- August 21 - Gering ✓
- August 22 - Valentine ✓
- August 27 - Kearney
- August 28 - York



- September 4 - Norfolk
- September 11 - Nebraska City
- September 24 - Omaha
- September 25 - Fremont



Labor Relations Conference - October 2-3 - Lincoln

Statewide General Election Day - November 5

State Education Conference - November 20-22 - CHI Health Center Omaha

Delegate Assembly - November 22

New Board Member Workshops - December 2024

Norfolk - Kearney - Gering - North Platte - York - Omaha

FEELS LIKE FALL AGAIN

Leadership

Innovation

Vision

Engagement

#liveNASB

#weLIVEhere



1,960,000 Nebraskans

324,000 Students

1,700 Locally Elected School Board Members

260 Member Districts/ESUs

ONE NEBRASKA

<https://members.nasbonline.org/events/area-membership-meetings>

Three down. Six to go.

Last week saw members of the NASB Staff load up and travel west to North Platte, Gering, and Valentine to kick off the 2024 Area Membership Meetings.

This year's agenda includes a general welcome from members of the NASB Board of Directors followed by a more than timely Legislative Update, keying in on all the important items that came from both the regular session (which seems like years ago), and the special session that wrapped up last week. There is also a look ahead with some action items for you as school leaders.

Two rounds of breakout sessions followed, with dinner and recognition after that! Congrats to all of those boards, and board members being honored this year on either an individual or full board level. Those can all be viewed at:

<https://members.nasbonline.org/programs-services/award-of-achievement-recipients>

We jump back on the road this week with stops in Kearney and York, and then close out September in Norfolk, Nebraska City, Omaha, and Fremont! Register now if you have not already done so, or feel free to join us on-site if online registration has already closed for your desired location.

<https://members.nasbonline.org/events/area-membership-meetings>



- August 20 - North Platte
- August 21 - Gering
- August 22 - Valentine
- August 27 - Kearney
- August 28 - York
- September 4 - Norfolk
- September 11 - Nebraska City
- September 24 - Omaha
- September 25 - Fremont

AGENDA

- 4:30 PM - Registration & Exhibitors
- 5:00 PM - Opening Session
- 5:15 PM - Legislative Update
- 5:50 PM - Break & Exhibitors
- 6:05 PM - Training Sessions #1
- 6:35 PM - Break & Exhibitors
- 6:50 PM - Training Sessions #2
- 7:20 PM - Dinner & Recognition

2024 AREA MEMBERSHIP MEETINGS

Leadership - Training - Recognition - Networking - Vision

North Platte - Gering - Valentine - Kearney - York - Norfolk - Nebraska City - Omaha - Fremont

Topics include: Legislative Update; How Does Nebraska Compare?; School Claims, Insurance Trends and High-Risk Activities; Accountability and Stakeholder Engagement; Networks of Support: Inspiring Local Leadership; Open Meetings, Option Enrollments, and Ouch, Title IX!; Support for Board and Superintendent Leadership Success

AT THE BOARD TABLE

Leadership

Innovation

Vision

Engagement

#liveNASB

#weLIVEhere



1,960,000 Nebraskans

324,000 Students

1,700 Locally Elected School Board Members

260 Member Districts/ESUs

ONE NEBRASKA

BOARD AGENDA ITEMS FOR YOUR MONTHLY MEETINGS

<https://members.nasbonline.org/board-leadership>



Each month, this space reflects recommended regular board meeting agenda items to include in the upcoming board meeting agenda. Please contact Marcia at mherring@NASBonline.org if you have questions or recommendations for improving the Board Meeting Annual Calendar.

SEPTEMBER BOARD AGENDA ITEMS

Please see the August 15th email from mherring@NASBonline.org and shiggins@NASBonline.org for the draft of the September Board Meeting Agenda. If you have questions or need us to resend the email, please feel free to contact Marcia at 402-450-5152 or Stacie at 402-209-1608.

NASB LEARNING OPPORTUNITIES FOR BOARD CANDIDATES, OR NEWLY APPOINTED/ELECTED BOARD MEMBERS

NASB Candidate Webinar coming in October. We are planning a Lunch and Learn and evening time block to provide the additional opportunity to participate in this workshop that was provided this past July.

NASB New Board Member Workshops

Monday, December 2 - Norfolk Country Club
Tuesday, December 3 - Kearney Holiday Inn
Wednesday, December 4 - Gering Civic Center
Thursday, December 5 - North Platte - Venue 304
Register by Monday, November 25, 2024

Tuesday, December 10 - York - Holthus Center
Wednesday, December 11 - La Vista Conference Center
Register by Thursday, December 5, 2024

Target Audience

Newly elected board members, appointed board members, experienced board members, ESU board members, Superintendents, ESU Administrators

Topics to be covered

NASB Board Governance Standards, Open Meetings Act, board meetings, board-superintendent communication, public comment, closed/executive session, conflict of interest, mission, vision, and goals, policy governance, community and stakeholder engagement, community alignment, student learning, NASB Annual Board Calendar, board committees, board self-assessment, superintendent evaluation, scenarios, board professional development

Awards of Achievement Points Earned: 15



ALICAP RETURNING \$1.5 MILLION TO ITS MEMBERS

Leadership

Innovation

Vision

Engagement

#liveNASB

#weLIVEhere



1,960,000 Nebraskans

324,000 Students

1,700 Locally Elected School Board Members

260 Member Districts/ESUs

ONE NEBRASKA

<https://alicap.org/>

The ALICAP Board of Trustees is proud to announce that it is returning \$1.5 million back to member school districts and educational service units (ESUs) for the 2024-2025 school year in the form of a dividend.

ALICAP provides property, liability, errors and omissions, auto, workers' compensation, pollution, and cyber security insurance to school districts and ESUs that choose to join.

ALICAP is formed under Nebraska's Intergovernmental Risk Management Act, which allows Nebraska's public schools to pool its assets together to provide insurance services to its members. This pooling concept has proven to be a success as over \$30 million has been returned to schools and ESUs in the form of a dividend since 1990. This concept of shared risk management has demonstrated cost savings for Nebraska schools, ESUs, and taxpayers.



Returning dividends to the members is a key characteristic that sets ALICAP apart from the typical insurance provider. Each member district/ESU is an owner of the ALICAP pool, and when the pool has a surplus from any given year, those dollars may be returned to the owners, instead of the traditional insurance provider's stockholders.

ALICAP provides coverage to 206 school districts and ESUs in Nebraska and is governed by school board members and administrators representing its participating members. "I'm proud of ALICAP and what we've been able to do for Nebraska's schools," said Megan Boldt, NASB Associate Executive Director and Director of ALICAP. "ALICAP made six promises to its members back in 1990 and we've stayed true to them over the past 34 years."

To learn more, visit www.ALICAP.org, or contact Megan Boldt, at mboldt@NASBonline.org.



WELCOME NEW SUPERINTENDENTS FOR 2024-25

Bertrand – Nicole LeClaire

Bloomfield – Todd Strom

Boone Central – Damon McDonald

Callaway – JD Furrow

Columbus – Chip Kay

Cozad – Dan Endorf

Deshler – Wade Finley

Dundy County Stratton – Alan Garey

Elba – Dana Wiseman

Elm Creek – Kim Beran

ESU 6 – Brian Maschmann

ESU 7 – Kris Elmshaeuser

ESU CC – Larianne Polk

Fairbury – Devin Embray

Franklin – Galen Boldt

Gretna – Travis Lightle

High Plains – Jason Brown

Homer – Joey Lefdal

Isanti – Greg Shepard

Learning Community – Gerald Kuhn

Loomis – Nate Weaver

Milford – Mitch Kubicek

Morrill – Todd Chessmore

Norris – Derrick Joel

Omaha – Matt Ray

Raymond Central – Bryon Hanson

Sandhills – Jamie Isom

Sargent – Byron Olsen

Sioux County – Liz Baker

Summerland – Molly Aschoff

Sutherland – Ted Classen

Sutton – Brad Best

Tri County – Randy Schlueter

Twin River – Chris Lecher

Walthill – Seth Sackman

Wilber-Clatonia – Justin Petersen

AS SPECIAL SESSION WRAPS, WORK STILL TO DO

Leadership

Innovation

Vision

Engagement

#liveNASB

#weLIVEhere



1,960,000 Nebraskans

324,000 Students

1,700 Locally Elected School Board Members

260 Member Districts/ESUs

ONE NEBRASKA

<https://members.nasbonline.org/government-relations>

SPECIAL SESSION ...

Well ... that was interesting. Seventeen working days over four weeks, 105 bills and measures introduced. So what actually happened?

The Legislature started with debate on LB 1, introduced by Senator Linehan on the Governor's behalf. Quickly dubbed "The Pillen Plan," the bill would raise well over one billion dollars in new and increased sales taxes. The bill represented an enormous erosion of local control as it included intent language to completely remove general fund levy authority without any "backstop" language allowing for levy return if the State fails its funding obligations. LB 1 hit a dead end quickly, primarily because of resistance from groups opposing new and raised taxes. NASB testified in opposition to this bill.

Next came LB 9 from Senator Hughes. This bill reduced levies from \$1.05 to \$0.25 gradually over 10 years, included backstop language, long advocated by the education community. NASB testified in a neutral capacity, as we liked much of this bill but needed more discussion and modeling to see its full impact. LB 9 lasted just over a day before being discarded.

With the quick demise of LB 9, LB 34 became the committee's primary vehicle for reform. It paired down revenue raises through tax increases and immediately dropped max levies to \$0.45. There was no "backstop," and initial modeling showed a negative funding impact, particularly to rural schools. NASB along with the entire education coalition opposed LB 34 as amended.

This led to LB 34, 2.0 as further amendments were explored. No revenue raises, but the bill moved "1107 dollars" to the front end for those not claiming them, utilized cash sweeps, and decreased appropriations through LB 2 & LB 3 to increase dollars into the fund. Schools were left out of any spending or revenue cap decisions; however, cities and counties were not so lucky and were left with a zero percent or CPI-like growth factor.



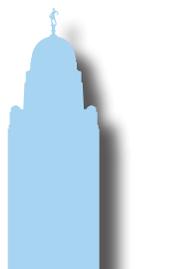
After several weeks, education was left right where we were before the Special Session began. However, there is still a lot of work to do. The narrative remains that spending is the problem and reducing spending at the local level is the solution. Said one Senator on the floor, "Spending controls are the ONLY way we can reduce property taxes in the long run."

Come hear about the Special and Regular Session at Area Membership Meetings and look for strategies for the upcoming 2025 session from your Advocacy Team.

INTERIM HEARINGS ...

A few of the interim hearings NASB is following this Fall have been scheduled.

- LR 384 (Linehan) - Examine nonprofit organizations, their nonprofit status, the way they use their nontaxable income, and the ways they use their nontaxable income for political purposes (Thursday, September 5 and Friday, September 6 at 1:30 PM in Revenue)
- LR 349 (Linehan) - Examine the funding sources, including tax incentives & other methods, used for early childhood education programs in Nebraska (Friday, September 13 at 1:30 PM in Revenue)
- LR 367 (Day) - Examine mechanisms to slow the rise of property tax valuations during periods of rapid property value increases (Friday, September 20 at 1:30 PM in Revenue)
- LR 418 (Dover) - Examine the current property tax valuation process (Friday, September 20 at 1:30 PM in Revenue)



HOW WELL DO YOU KNOW YOUR BOARD'S POLICIES?

Leadership

Innovation

Vision

Engagement

#liveNASB

#weLIVEhere



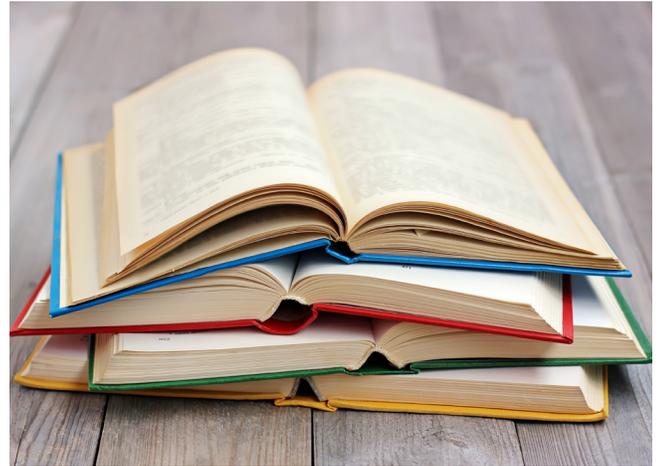
1,960,000 Nebraskans 324,000 Students 1,700 Locally Elected School Board Members 260 Member Districts/ESUs ONE NEBRASKA

<https://members.nasbonline.org/programs-services/online-policy-services>

Your Board Policy Manual holds the collective decisions of your School Board, providing expectations and direction to your district when the Board is not in session. It serves as the continuing plan by which you govern your district and move it toward the goals and vision you and your staff have created together.

Updating and reorganizing your board policy manual while keeping previous decisions of the board in place is a time intensive process. Each district has a different history and, over the years, has made numerous important local board decisions differently than its neighboring districts. NASB provides the only Policy Update and Customization Service that keeps those previous decisions in place rather than throwing out your policy manual to replace it with a generic one. Unfortunately, your policy manual may have obsolete, inaccurate, or unnecessary information that misleads or confuses your board members and staff. Worse yet, it may be missing important policy revisions that have occurred over the past several years and are critically important in setting expectations for the governance of your district or the direction of board discussions.

There are also basic protections that must be in place for your students, their parents, and your employees which may be reviewed prior to receiving important grants, funds, or certifications. Many of the most recently revised policies are quite lengthy and detailed due to the Every Student Succeeds Act and may be audited by state or federal agencies.



The goal of the NASB Policy Customization Service is to create a completed, customized policy manual with legal referencing and indexing that reflects in writing the operation of your own district. It should serve as a starting point on many of the important questions that come before the board over the course of the year. This is a great time to consider beginning a board manual customization to give your board and administrators a much more accurate, complete, and user-friendly board policy manual for the future.

To learn more, contact Jim Luebbe at jluebbe@NASBOnline.org

From the Office of the Attorney General

Dear School Board Members:

As another school year is approaching, let me again thank you for your enduring dedication to educating and nurturing the next generation of Nebraskans. Our Team hopes as you help prepare for this year, you will share our Know Modern Day Slavery video series with professionals in your buildings. This video series provides an understanding of the signs of trafficking to aid in identifying and reporting human trafficking. The series and supplemental materials are available at this link:

<https://negov.sharefile.com/d-s33060a2208fb49ec8ac46ffff7fbc797>

This year, we have expanded our resources to include content designed for students. In the link above, you will find folders with content designated for both educators and high school students. We hope that by educating students on the risk factors and signs of human trafficking, we will be able to help prevent this crime.

Thank you for your service to our state. Your commitment to helping end human trafficking in Nebraska is to be commended.

Sincerely,
Mike Hilgers
Nebraska Attorney General

ALL SYSTEMS GO

Leadership

Innovation

Vision

Engagement

#liveNASB

#weLIVEhere



1,960,000 Nebraskans

324,000 Students

1,700 Locally Elected School Board Members

260 Member Districts/ESUs

ONE NEBRASKA

<https://members.nasbonline.org/about-us/nasb-staff>

We look forward to seeing you at the State Education Conference, November 20-22, at the CHI Health Conference Center in Omaha.

There will be two Pre-Conference Sessions on Wednesday, November 20 from 1:00 to 4:00 PM. Topics are "Navigating Board Conflict and the Hidden Costs of Dysfunction" and "Harnessing the Power of AI."

We will have three general sessions and 58 breakout sessions over the course of the Conference. There will be something for everyone!

General session titles include:

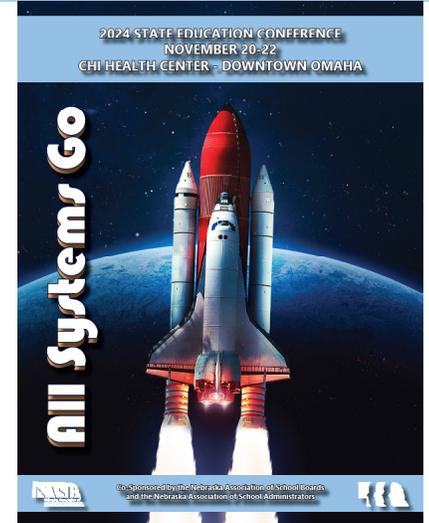
- Inspiring Hope Through the Power of Commitment and Positivity Beyond the Game: Applying "ALL IN" to Life - Gian Paul Gonzalez
- Running Toward Chaos - Dr. Natalie Stavas
- What's on the Horizon at the Nebraska Department of Education? - Brian Maher

Registration for the State Education Conference is a process consisting of two steps. First, you will register for the Conference; second, you will submit your request for a room at the Conference hotels.

Conference registration will open Wednesday, September 11. Once your Conference registration is complete, you will receive an email with your NASB Registration code and a Conference Hotel Room Request link. The room request process will open on Wednesday, September 25. If you would like to request a room at the Hilton hotel, you must register for the Conference and complete the room request before October 20, or until full. If you would like to request a room at the Marriott hotel, you must register for the Conference and complete the room request before November 8, or until full.

You will receive an email with specific registration instructions right before registration opens. Call NASB at 402-423-4951 or email sendorf@NASBonline.org with questions.

We look forward to seeing you in November!



All Systems Go

SCHOOL BOARD MEMBER OF THE YEAR NOMINATIONS DUE

Leadership

Innovation

Vision

Engagement

#liveNASB

#weLIVEhere



1,960,000 Nebraskans 324,000 Students 1,700 Locally Elected School Board Members 260 Member Districts/ESUs ONE NEBRASKA

<https://members.nasbonline.org/board-leadership/ann-mactier-school-board-member-of-the-year-award>

NASB and the State Board of Education are now seeking nominations for the annual Ann Mactier Award, recognizing one local school board member for their policy leadership and contributions to curriculum and instruction in Nebraska public schools.

Please consider nominating a deserving board member for this honor. Application deadline for deserving candidates is September 20, 2024. For further details contact Marcia Herring at 402-423-4951.



Previous winners include:

- | | | |
|--|-----------------------------------|---|
| 2023 - Allison Welch - Conestoga | 2016 - Terri Haynes - Chadron | 2009 - Ron Pearson - ESU #3 |
| 2022 - Marcia Mahon - South Sioux City | 2015 - Linda Richards - Ralston | 2008 - Sandra Jensen - Omaha |
| 2021 - Steve Koch - Hershey | 2014 - Brad Krivohlavek - Norfolk | 2007 - John Hansen - Bellevue |
| 2020 - Marian Holstein - Winnebago | 2013 - Patty Bentzinger - Norris | 2006 - Fred Tafoya - Papillion La Vista |
| 2019 - Valerie Fisher - Papillion La Vista | 2012 - Kathy Bartek - Falls City | 2005 - Wayne Erickson - Wisner-Pilger |
| 2018 - Kathy Danek - Lincoln | 2011 - Julie Agard - Kearney | 2004 - Ann Mactier - Omaha |
| 2017 - Bonnie Hinkle - Grand Island | 2010 - Kim Fasse - Elkhorn | |

2024 LABOR RELATIONS - OCTOBER 2-3

Wednesday, October 2

Preconference Workshop: The ABCs of Negotiations with The Perry Law Firm
The single biggest part of a school district's budget is personnel costs. Salaries and benefits alone usually represent around 90% of a district's total expenses. Therefore, it is absolutely essential that a district understand the negotiation process and legal requirements in order to ensure that these expenses are a reasonable and good use of taxpayer dollars. In this session, we will walk through the negotiation process and offer practical suggestions, including specific items to consider heading into the 2025-26 negotiations timeline.

Social: After the Preconference, head down a few blocks into the Haymarket to Tomahawks Axe Throwing for some thrilling, safe, and social entertainment.

Thursday, October 3

Keynote: From Chaos to Clarity: How to be your best when things are at their worst with Marianne Renner
Today's new world is bringing more chaos and uncertainty than ever before. New challenges and constant change can take a toll on performance. How do you show up and bring your very best even during the most trying times? Get inspired and learn tools to get the best out of yourself and those around you.

Concurrent Session Topics Include: Wages and Payment Collection; Negotiations and Arrays; Retirement; EHA Health Care Member Support; HR Hot Topics; Legal Updates; Workers Comp; FLSA; Federal Labor Case Law; Superintendent Role in Board Relations; And More!

For more information and to register go to <https://members.nasbonline.org/events/labor-relations-conference>



THIS MONTH IN ...

Leadership

Innovation

Vision

Engagement

#liveNASB

#weLIVEhere



1,960,000 Nebraskans

324,000 Students

1,700 Locally Elected School Board Members

260 Member Districts/ESUs

ONE NEBRASKA

... ALICAP & INSURANCE

ALICAP's Annual Billing Statements have been mailed out, and payments are due back by September 30th. If any member district/ESU needs an electronic copy, please email Megan Boldt at mboldt@NASBonline.org

ALICAP continues to grow in members. Welcome to our newest school districts: Maywood, Crofton, Exeter-Milligan, Syracuse-Dunbar-Avooca, Red Cloud, and Conestoga!

We are happy to have you all in the pool!

Thanks, Megan!

... POLICY

Statutes regarding excessive absenteeism have created some unnecessary problems in the past when a student missed several weeks of school due to illness but was able to keep up with coursework from home. LB1029, passed this year, specifically exempts mental or physical illness from those reasons for unexcused absences that may be considered as excessive. Also approved was LB1329 which strengthens the option of conducting an educational evaluation of the reason for absences.

Contact Jim to learn more!

... EDUCATION LEADERSHIP SEARCH

Is your district or ESU in need of a proposal for a search process?

Do you have a question about a specific vacancy or the number of searches the state may see this year?

Catch up with us at your local Area Membership meeting.

Contact Shari Becker with questions sbecker@NASBonline.org

... FOUNDATION

The Nebraska Public Leadership Foundation (NPLF) has created a scholarship program for high school seniors who are pursuing higher education to become a teacher in a Nebraska public school system.

In thousands of classrooms across Nebraska, teachers lead our students to discover new and important facts and ideas, the steppingstones that shape their future. NPLF supports the students who want to give to the overall mission of success for every student in Nebraska. Please consider helping today's student leaders become tomorrow's education leaders by donating to the NPLF Student Scholarship Program at www.nepublicleadership.org

... BOARD LEADERSHIP

Check out "At the Board Table" on page 4.

Marcia, Katie, Caden, Stacie, Ben, Stephanie & McKenna

... AWARDS OF ACHIEVEMENT

We will be recognizing board members for achieving new levels of success at their local Area Membership Meeting. We will also recognize ESU and school district boards earning a board award for the 2023-24 points year. Visit the Events page to register for a meeting!

... DATA ANALYTICS

If you may be in one of the districts that needed to attend a Joint Public Meeting due to exceeding your allowable growth rate, or believe you may fall into that group next year, it's worthwhile having a good grasp of your district's financial and demographic data.

Items such as levy rates and per pupil expenditures along with their comparison to nearby districts are important to know when patrons or taxpayers ask about your budget.

We can provide useful summaries to illustrate how your district's valuation, levy, cost per pupil, and poverty indicators compare to others.

Contact Jim Luebbe if you are interested in creating one of these summaries for your own school.

THIS MONTH IN ...

Leadership

Innovation

Vision

Engagement

#liveNASB

#weLIVEhere



1,960,000 Nebraskans 324,000 Students 1,700 Locally Elected School Board Members 260 Member Districts/ESUs ONE NEBRASKA

... ENERGY PURCHASING

With the uncertainties over economics, interest rates, and the elections, there has been a significant degree of price volatility going into the cooler Fall months. Your market specialists in NJUMP and CJUMP continue to monitor these changes on a daily basis to find great opportunities for pricing in your future natural gas needs.

Contact Jim to learn more!

... ADVOCACY & GOVERNMENT RELATIONS

Check out Page 6 for the latest on the Special Session, upcoming Interim Hearings, Candidates and more. As always, stay engaged and informed!

Call Colby & Matt with questions any time!

... TECHNOLOGY

Welcome Sparq Meetings
Subscriber: Elba Public Schools
Welcome Sparq Negotiations
Subscribers: Bloomfield Community Schools, and Grand Island Public Schools

Darion - dmiller@NASBonline.org
Nicole - nkobus@NASBonline.org
www.sparqdata.com



Paul Grieger
Managing Director,
Public Finance
402-392-7986
pgrieger@dadco.com



Cody Wickham
Senior Vice President,
Public Finance
402-392-7989
cwickham@dadco.com



Andy Forney
Senior Vice President,
Public Finance
402-392-7988
aforney@dadco.com

Building a Better Future with Nebraska's Public Finance Partner

D.A. Davidson & Co. has long been a leader in innovative debt financing for school districts. What we're most proud of are the relationships we've nourished and the strong community improvements that are made as a result.

Our public finance professionals take a personal interest and a hands-on approach, carrying our deals from start to finish. Because you deserve solutions tailored to fit you.

- School Bond Issues
- Tax Anticipation / Construction Notes
- Lease-Purchase Financing
- QCPUF Bonds
- Refinancing Bond Issues



D | A | DAVIDSON

450 Regency Parkway, Suite 400 | Omaha, NE 68114
dadavidson.com | D.A. Davidson & Co. member FINRA and SIPC

... NOW HIRING

NASB is hiring a Board Leadership Associate! If you or someone you know might be interested in this position, visit our About Us page to learn more!

<https://members.nasbonline.org/about-us>

... MEMBER ENGAGEMENT

This is our favorite time of year! The NASB staff gets to hit the road and spend time with all of you. In addition to Area Membership Meetings, we look forward to seeing you at Labor Relations and the State Education Conference. We have some cool stuff on the horizon!

REALIZE THE POWER OF PARTNERSHIP

Leadership

Innovation

Vision

Engagement

#liveNASB

#weLIVEhere



1,960,000 Nebraskans

324,000 Students

1,700 Locally Elected School Board Members

260 Member Districts/ESUs

ONE NEBRASKA

PIPER | SANDLER

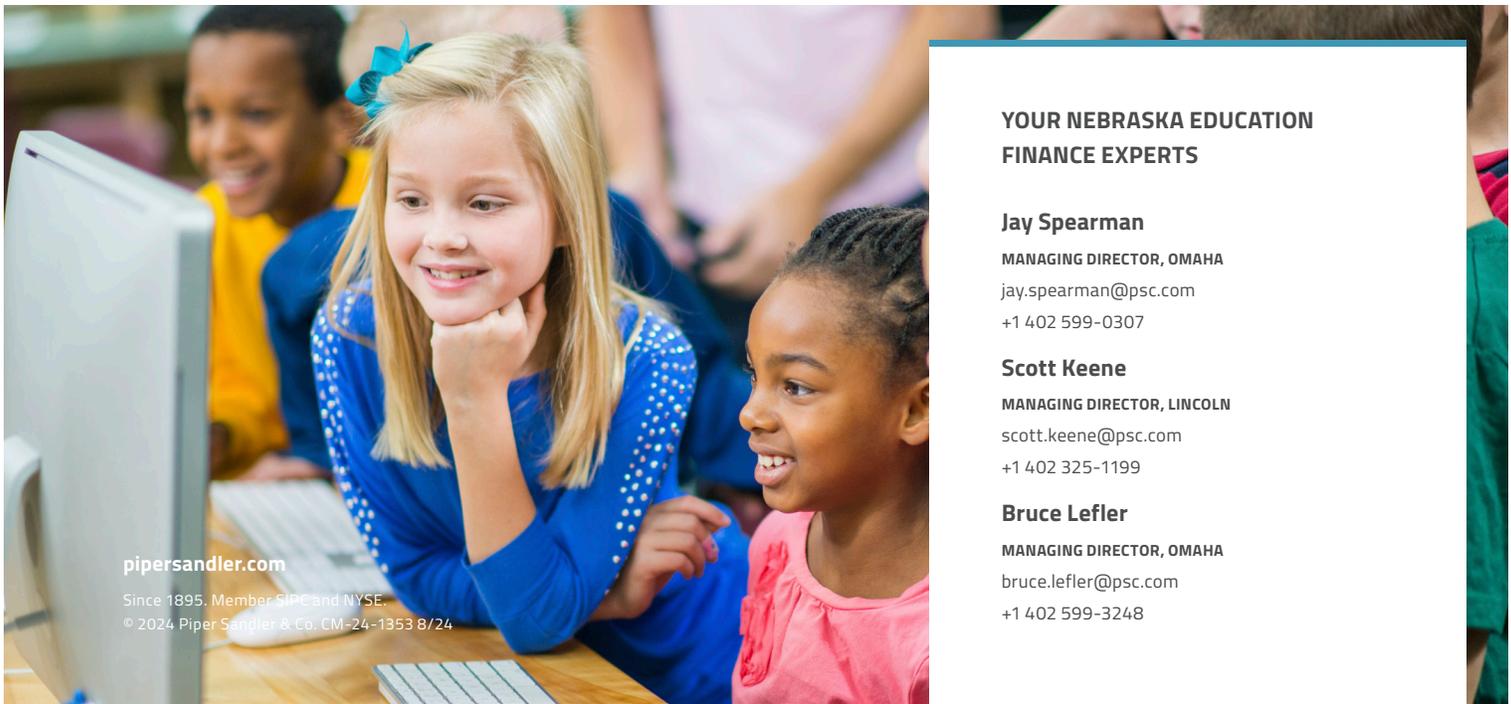
Realize the power of partnership®

NASB Lease Purchase Program

Piper Sandler is a leader in providing flexible, efficient financing solutions to Nebraska public schools.

Piper Sandler is here to assist you with your financing through the NASB Lease Purchase Program for all types of equipment purchases including but not limited to vehicles, computers, instructional equipment, portable classrooms, grounds equipment, cafeteria equipment, office equipment and furniture, heating and cooling units, and much more. Leases through the NASB Lease Purchase Program have a seven-year maximum maturity and are typically paid from the building fund. Our finance experts are ready to assist you with any questions you have.

Committed to Nebraska Public Schools



YOUR NEBRASKA EDUCATION FINANCE EXPERTS

Jay Spearman

MANAGING DIRECTOR, OMAHA

jay.spearman@psc.com

+1 402 599-0307

Scott Keene

MANAGING DIRECTOR, LINCOLN

scott.keene@psc.com

+1 402 325-1199

Bruce Lefler

MANAGING DIRECTOR, OMAHA

bruce.lefler@psc.com

+1 402 599-3248

pipersandler.com

Since 1895. Member SIPC and NYSE.

© 2024 Piper Sandler & Co. CM-24-1353 8/24

YOUR NASB BOARD OF DIRECTORS & STAFF

Leadership

Innovation

Vision

Engagement

#liveNASB

#weLIVEhere



Sandy Noffsinger - President
Dundy County Stratton



Stacy Jolley - President-Elect
Millard



Brad Wilkins - Vice President
Ainsworth



Kim Burry - Past President
Bayard

YOUR NASB OFFICERS AND REGION DIRECTORS

<https://members.nasbonline.org/board-of-directors>



Region 1 - Neal Kanel
HTRS



Region 2 - Sarah Centineo
Bellevue



Region 3 - Renee Vokt
Elkhorn



Region 4 - Elizabeth Kumru
Ralston



Region 5 - Shavonna Holman
Omaha



Region 6 - Ricky Smith
Omaha



Region 7 - Tracy Casady
Omaha



Region 8 - Don Mayhew
Lincoln



Region 9 - Piyush Srivastav
Lincoln



Region 10 - Ed Swotek
Malcolm



Region 11 - Jim Vlach
Lyons-Decatur Northeast



Region 12 - Lisa Wagner
Central City



Region 13 - Marilyn Bohn
ESU 10



Region 14 - Steve Koch
Hershey



Region 15 - Allison Sandman
Wau नेता-Palisade



Region 16 - Suzanne Sapp
Ashland-Greenwood



Region 17 - Michelle Reikofski
Osmond



Region 18 - Susan Ernest
Leyton



Region 19 - Amanda McGill Johnson
Millard

YOUR NASB STAFF

<https://members.nasbonline.org/about-us/nasb-staff>



John Spatz
Executive Director



Nate Alspaugh
IT Specialist



Ben Anderjaska
Board Leadership Data
and Support Specialist



Makenzie Barry
ALICAP Data &
Financial Specialist



Shari Becker
Director of Education
Leadership Search Service



Matt Belka
Director of Marketing,
Communications & Advocacy



Megan Boldt
Associate Executive Director
Director of ALICAP



Craig Caples
Director of Technology



Colby Coash
Associate Executive Director
Dir. of Government Relations



Katie Corfield
Board Leadership Online
Survey Specialist



McKenna DeRiese
Board Leadership
Administrative Assistant



Sharon Endorf
Director of
Member Engagement



Caden Frank
Board Leadership Community
Engagement Specialist



Marcia Herring
Director of Board Leadership



Stacie Higgins
Board Leadership Specialist



Sallie Horky
Chief Operating Officer



Rachel Horstman
Business Manager



Kem Loecker
Executive Administrative
Assistant



Jim Luebbe
Director of Policy Services



Avary Pansing Brooks
Event Planning &
Engagement Assistant



Stephanie Summers
Board Leadership Specialist



Lindsey Wooton
Administrative Specialist

YOUR 2024 NASB AFFILIATES

Leadership

Innovation

Vision

Engagement

#liveNASB

#weLIVEhere



1,960,000 Nebraskans

324,000 Students

1,700 Locally Elected School Board Members

260 Member Districts/ESUs

ONE NEBRASKA

View the full, detailed listings with contact info at:

<https://members.nasbonline.org/about-us/affiliate-members>

YOUR 2024 PLATINUM AFFILIATES

YOUR 2024 GOLD AFFILIATES

YOUR 2024 NASB AFFILIATES

Leadership

Innovation

Vision

Engagement

#liveNASB

#weLIVEhere

View the full, detailed listings with contact info at:
<https://members.nasbonline.org/about-us/affiliate-members>

ACCOUNTING

Watts and Hershberger, P.C.

ARCHITECTS

Alley Poyner Macchietto Architecture

BCDM Architects
PLATINUM LEVEL AFFILIATE

BVH Architecture
PLATINUM LEVEL AFFILIATE

Carlson West Povondra Architects
PLATINUM LEVEL AFFILIATE

Clark & Enersen
GOLD LEVEL AFFILIATE

CMBA Architects
PLATINUM LEVEL AFFILIATE

DLR Group
GOLD LEVEL AFFILIATE

AWARDS & PLAQUES

Awards Unlimited

BUILDING CONTROLS AND BUILDING SERVICES

Navitas
GOLD LEVEL AFFILIATE

CONSTRUCTION SERVICES

914 Coatings
GOLD LEVEL AFFILIATE

BD Construction
GOLD LEVEL AFFILIATE

Boyd Jones
PLATINUM LEVEL AFFILIATE

Cheever Construction
GOLD LEVEL AFFILIATE

Hausmann Construction
PLATINUM LEVEL AFFILIATE

MCL Construction
GOLD LEVEL AFFILIATE

Project Control

Sampson Construction
PLATINUM LEVEL AFFILIATE

ENERGY SERVICES

Facility Advocates
PLATINUM LEVEL AFFILIATE

EQUIPMENT AND FURNITURE

Outdoor Recreation Products
PLATINUM LEVEL AFFILIATE

FINANCIAL SERVICES

Ameritas Investment Company

D.A. Davidson & CO.
PLATINUM LEVEL AFFILIATE

Nebraska Liquid Asset Fund
PLATINUM LEVEL AFFILIATE

Northland, (First National Capital Markets)
PLATINUM LEVEL AFFILIATE

Piper Sandler
PLATINUM LEVEL AFFILIATE

FOOD SERVICE

Lunchtime Solutions
GOLD LEVEL AFFILIATE

Opa! Food Management

FUNDRAISING

Omaha Public Schools Foundation
GOLD LEVEL AFFILIATE

INSURANCE SERVICES

American Fidelity
PLATINUM LEVEL AFFILIATE

Blue Cross Blue Shield of Nebraska
GOLD LEVEL AFFILIATE

National Insurance Services

Public Risk Management/ALICAP
PLATINUM LEVEL AFFILIATE

LEGAL SERVICES

Mueller Robak, LLC

PLAYGROUND/SCOREBOARDS/SURFACING

Creative Sites, LLC
SILVER LEVEL AFFILIATE

PLAYGROUND/SCOREBOARDS (CONTINUED)

Crouch Recreation
PLATINUM LEVEL AFFILIATE

Cunningham Recreation/GameTime

Fisher Tracks, Inc.

SAFETY & SECURITY SERVICES

One Source The Background Check Company
GOLD LEVEL AFFILIATE

STUDENT SERVICES

Doane University
GOLD LEVEL AFFILIATE

TeamMates Mentoring Program
SILVER LEVEL AFFILIATE

TECHNOLOGY/SOFTWARE

Bishop Business
PLATINUM LEVEL AFFILIATE

Enviser
PLATINUM LEVEL AFFILIATE

Hamilton
PLATINUM LEVEL AFFILIATE

Sparq Data Solutions
PLATINUM LEVEL AFFILIATE

TRANSPORTATION PRODUCTS

Cornhusker International
GOLD LEVEL AFFILIATE

Master's Transportation
GOLD LEVEL AFFILIATE

BOARD NOTES IS PUBLISHED ON A MONTHLY BASIS AS A MEMBER SERVICE. ADVERTISING IS AVAILABLE IN EVERY ISSUE. TO ADVERTISE OR BECOME AN AFFILIATE, PLEASE CONTACT MATT BELKA FOR FURTHER INFORMATION. ARTICLES OR ADVERTISING CONTAINED HEREIN DO NOT NECESSARILY REPRESENT THE VIEWS OR POLICIES OF NASB.



1311 STOCKWELL STREET
LINCOLN, NE 68502
WWW.NASBONLINE.ORG

RETURN SERVICE REQUESTED

NASB BOARD NOTES



A MONTHLY PUBLICATION FROM THE NEBRASKA ASSOCIATION OF SCHOOL BOARDS



Leadership

Innovation

Vision

Engagement

#liveNASB

#weLIVEhere

1,960,000 Nebraskans

324,000 Students

1,700 Locally Elected School Board Members

260 Member Districts/ESUs

ONE NEBRASKA



The NASB provides programs, services and advocacy to strengthen public education for all Nebraskans. Learn more at www.NASBonline.org

Detail Check Register

Checking Account: 7		Student Activity					
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
Check Number: 1776 Check Type: Check Check Date: 08/05/2024 Vendor: AWUN Awards Unlimited Check Total: 362.50							
94969	08/05/2024		medals	07 2900 610 102 000 0	362.50		
Check Number: 1777 Check Type: Check Check Date: 08/05/2024 Vendor: WESTATESBA CASH Check Total: 1,080.00							
20240805	08/05/2024	24-001269	1st place payout	07 2900 610 142 000 0	480.00		
20240805	08/05/2024	24-001269	2nd place payout	07 2900 610 142 000 0	360.00		
20240805	08/05/2024	24-001269	3rd place payout	07 2900 610 142 000 0	240.00		
Check Number: 1778 Check Type: Check Check Date: 08/05/2024 Vendor: GRANCANYON GRAND CANYON UNIVERSITY Check Total: 500.00							
maser fall 2024	08/05/2024		maser fall 24 pankowski scholarship	07 2900 610 308 000 0	500.00		
Check Number: 1779 Check Type: Check Check Date: 08/05/2024 Vendor: JOST JOSTENS Check Total: 2,242.20							
1396612	08/05/2024		2024 yearbook	07 2900 610 112 000 0	2,242.20		
Check Number: 1780 Check Type: Check Check Date: 08/05/2024 Vendor: UNK University of NE Kearney Check Total: 500.00							
millerfall24	08/05/2024		miller fall 24 pankowski scholarship	07 2900 610 308 000 0	500.00		
Check Number: 1781 Check Type: Check Check Date: 08/09/2024 Vendor: SYNCB Amazon Capital Services Check Total: 39.77							
11xg-rkkj-n44p	08/05/2024	24-001219	https://www.amazon.com/IKAYAS-H-Stakes-I	07 2900 610 102 000 0	27.49		
11xg-rkkj-n44p	08/05/2024	24-001219	https://www.amazon.com/Stakes-Inches-Wed	07 2900 610 102 000 0	12.28		
Check Number: 1782 Check Type: Check Check Date: 08/09/2024 Vendor: CHIMROCKGC CHIMNEY ROCK GOLF COURSE Check Total: 4,080.00							
20240808	08/08/2024		athletic golf tourn greenfees	07 2900 610 142 000 0	2,880.00		
20240808	08/08/2024		girls golf tourn aug23	07 2900 810 102 000 0	500.00		
20240808	08/08/2024		xc oct23	07 2900 810 102 000 0	200.00		
20240808	08/08/2024		boys golf tourn may24	07 2900 810 102 000 0	500.00		
Check Number: 1783 Check Type: Check Check Date: 08/09/2024 Vendor: FNBOCARD FNBO CARD Check Total: 4,928.10							
20240809	08/09/2024	24-001250	Cardstock for exhibitor cards for fair	07 2900 610 124 000 0	21.39		
20240809-0001	08/09/2024		fair	07 2900 610 124 000 0	12.00		
aug24nesbitt	08/09/2024		supplies for weightroom	07 2900 610 102 000 0	901.97		
aug24rice	08/09/2024		camp fuel	07 2900 610 125 000 0	81.04		
aug24stuart	08/09/2024		nat ed rising	07 2900 580 152 000 0	3,911.70		
Check Number: 1784 Check Type: Check Check Date: 08/09/2024 Vendor: MEN MENARDS Check Total: 695.91							
06743	07/17/2024	24-001252	wrestling room	07 2900 610 102 000 0	695.91		

Detail Check Register

Checking Account: 7

Student Activity

Check Number:	Check Type:	Check Date:	Vendor:		Check Total:
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
1785	Check	08/09/2024	SCHOOHEALT	SCHOOL HEALTH CORPORATION	1,907.73
cinv000050650a	07/24/2024		medical supplies/ field paint	07 2900 610 102 000 0	1,907.73
1786	Check	08/09/2024	WINKAR	Karter Winter	60.00
20240809	08/09/2024		reimburse training fee	07 2900 810 102 000 0	60.00
1787	Check	08/16/2024	AWUN	Awards Unlimited	10.78
205840	08/15/2024		shipping	07 2900 610 102 000 0	10.78
1788	Check	08/16/2024	CARRLUMB	CARR-TRUMBULL LUMBER CO	42.87
2408-180638	08/16/2024	24-001300	field chalk	07 2900 610 102 000 0	42.87
1789	Check	08/16/2024	CHRICHARLE	CHARLES CHRISTENSEN	168.20
20240816	08/16/2024	24-001308	fee	07 2900 352 102 000 0	150.00
20240816	08/16/2024	24-001308	mileage	07 2900 352 102 000 0	18.20
1790	Check	08/16/2024	FORNDALE	DALE FORNANDER	168.20
20240816	08/16/2024	24-001306	fee	07 2900 352 102 000 0	150.00
20240816	08/16/2024	24-001306	mileage	07 2900 352 102 000 0	18.20
1791	Check	08/16/2024	GARSPO	GARRETSON'S SPORT CENTER	1,507.59
15831	08/15/2024	24-001285	helmet reconditioning	07 2900 352 102 000 0	1,507.59
1792	Check	08/16/2024	HUDL	Hudl	9,400.00
h00092671	08/15/2024	24-001286	Hudl registration	07 2900 810 102 000 0	9,400.00
1793	Check	08/16/2024	MYERRICK	RICK MeYER	150.00
20240816	08/16/2024	24-001307	fee	07 2900 352 102 000 0	150.00
1794	Check	08/16/2024	NORTHBEND	NORTH BEND CENTRAL PUBLIC SCHOOLS	130.00
20240816	08/16/2024	24-001311	Entry fee for Softball tourney	07 2900 810 102 000 0	130.00
1795	Check	08/16/2024	NORTHROCK	NORTH OF THE ROCK DESIGNS	1,300.00

Detail Check Register

Checking Account: 7		Student Activity						
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	<u>Check Total:</u>		
20240815	08/15/2024	24-001288	Staff TShirts	07 2900 610 133 000 0	420.00			
290	08/16/2024		elem tshirts	07 2900 610 122 000 0	880.00			
Check Number: 1796	Check Type: Check	Check Date: 08/16/2024	Vendor: SEECHR	CHRIS SEEBOHM	Check Total:	150.00		
20240816	08/16/2024	24-001309	fee	07 2900 352 102 000 0	150.00			
Check Number: 1797	Check Type: Check	Check Date: 08/16/2024	Vendor: WILDROOT	WILD ROOTS	Check Total:	554.34		
1536	08/15/2024	24-001296	Poinsettia plugs FFA	07 2900 610 124 000 0	554.34			
Check Number: 1798	Check Type: Check	Check Date: 08/27/2024	Vendor: ANDERSONS	ANDERSON'S	Check Total:	147.97		
2451687	08/23/2024		homecoming	07 2900 610 101 000 0	147.97			
Check Number: 1799	Check Type: Check	Check Date: 08/27/2024	Vendor: BIESREAG	REAGAN BIESECKER	Check Total:	252.50		
20240827	08/27/2024	24-001347	officials fees	07 2900 352 102 000 0	225.00			
20240827	08/27/2024	24-001347	mileage	07 2900 352 102 000 0	27.50			
Check Number: 1800	Check Type: Check	Check Date: 08/27/2024	Vendor: BIESREAG	REAGAN BIESECKER	Check Total:	172.50		
20240827-0001	08/27/2024	24-001349	officials fees v	07 2900 352 102 000 0	75.00			
20240827-0001	08/27/2024	24-001349	officials fees jv	07 2900 352 102 000 0	70.00			
20240827-0001	08/27/2024	24-001349	mileage	07 2900 352 102 000 0	27.50			
Check Number: 1801	Check Type: Check	Check Date: 08/27/2024	Vendor: CREEKVALLE	Creek Valley Public School	Check Total:	45.00		
20240827	08/27/2024	24-001344	GGolf Entry Fee	07 2900 810 102 000 0	45.00			
Check Number: 1802	Check Type: Check	Check Date: 08/27/2024	Vendor: CRODON	DON CRONE	Check Total:	150.00		
20240827	08/27/2024	24-001364	officials fee football	07 2900 352 102 000 0	150.00			
Check Number: 1803	Check Type: Check	Check Date: 08/27/2024	Vendor: DEANJEROD	JEROD DEAN	Check Total:	75.00		
20240827	08/27/2024	24-001353	officials fees	07 2900 352 102 000 0	75.00			
Check Number: 1804	Check Type: Check	Check Date: 08/27/2024	Vendor: GOMASH	ASHLEY GOMPERT	Check Total:	142.50		
20240827	08/27/2024	24-001356	Officials fees	07 2900 352 102 000 0	130.00			
20240827	08/27/2024	24-001356	mileage	07 2900 352 102 000 0	12.50			
Check Number: 1805	Check Type: Check	Check Date: 08/27/2024	Vendor: GORLEVI	Levi Gorsuch	Check Total:	125.00		
20240823	08/23/2024	24-001322	vb camp	07 2900 610 105 000 0	125.00			

Detail Check Register

Checking Account: 7		Student Activity				
Check Number: 1806	Check Type: Check	Check Date: 08/27/2024	Vendor: IMPAPP	IMPACT APPLICATIONS	Check Total:	520.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
20247213	08/23/2024		subscription concussion training	07 2900 810 102 000 0	520.00	
Check Number: 1807	Check Type: Check	Check Date: 08/27/2024	Vendor: KIMBALL	Kimball Public Schools	Check Total:	50.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
20240827	08/27/2024	24-001343	GGolf entry fee	07 2900 810 102 000 0	50.00	
Check Number: 1808	Check Type: Check	Check Date: 08/27/2024	Vendor: KRAUSTODD	TODD KRAUS	Check Total:	125.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
20240827	08/27/2024	24-001355	officials fees	07 2900 352 102 000 0	75.00	
20240827	08/27/2024	24-001355	1 time fee	07 2900 352 102 000 0	50.00	
Check Number: 1809	Check Type: Check	Check Date: 08/27/2024	Vendor: LEASPE	SPENCER LEASE	Check Total:	75.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
20240827	08/27/2024	24-001354	officials fees	07 2900 352 102 000 0	75.00	
Check Number: 1810	Check Type: Check	Check Date: 08/27/2024	Vendor: MENGTO	TODD MENGJENI	Check Total:	142.50
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
20240827	08/27/2024	24-001357	officials fees	07 2900 352 102 000 0	130.00	
20240827	08/27/2024	24-001357	mileage	07 2900 352 102 000 0	12.50	
Check Number: 1811	Check Type: Check	Check Date: 08/27/2024	Vendor: MAC CONF	MINUTEMAN ACTIVITIES CONFERENCE	Check Total:	1,750.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
24-25	08/23/2024	24-001325	Mac Dues 24-25	07 2900 810 102 000 0	1,750.00	
Check Number: 1812	Check Type: Check	Check Date: 08/27/2024	Vendor: MITCHSTACY	STACY MITCHELL	Check Total:	252.50
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
20240827	08/27/2024	24-001348	officials fees	07 2900 352 102 000 0	225.00	
20240827	08/27/2024	24-001348	mileage	07 2900 352 102 000 0	27.50	
Check Number: 1813	Check Type: Check	Check Date: 08/27/2024	Vendor: MRAMOR	MORGAN MRACEK	Check Total:	150.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
20240827	08/27/2024	24-001365	officials fee football	07 2900 352 102 000 0	150.00	
Check Number: 1814	Check Type: Check	Check Date: 08/27/2024	Vendor: NSESA	Nebraska Schools eSports Association	Check Total:	125.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
2024-07	08/26/2024		esports dues	07 2900 810 102 000 0	125.00	
Check Number: 1815	Check Type: Check	Check Date: 08/27/2024	Vendor: NORTHROCK	NORTH OF THE ROCK DESIGNS	Check Total:	930.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
292	08/26/2024		hs vb shirts	07 2900 610 105 000 0	440.00	
293	08/26/2024		sc shirts	07 2900 610 119 000 0	280.00	
294	08/26/2024		hs fb shirts	07 2900 610 125 000 0	210.00	

Detail Check Register

Checking Account: 7

Student Activity

Check Number:	Check Type:	Check Date:	Vendor:		Check Total:
1816	Check	08/27/2024	PSZABREND	BRENDA PSZANKA	172.50
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
20240827	08/27/2024	24-001350	officials fees v	07 2900 352 102 000 0	75.00
20240827	08/27/2024	24-001350	officials fees jv	07 2900 352 102 000 0	70.00
20240827	08/27/2024	24-001350	mileage	07 2900 352 102 000 0	27.50
1817	Check	08/27/2024	QUALINNKEA	QUALITY INN-KEARNEY	1,350.50
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
20240823	08/23/2024		state di lodging	07 2900 580 143 000 0	675.25
20240823	08/23/2024		state di lodging	07 2900 610 121 000 0	675.25
1818	Check	08/27/2024	SCHLUBRETT	BRETT SCHLUTERBUSCH	125.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
20240827	08/27/2024	24-001352	Officials fees	07 2900 352 102 000 0	75.00
20240827	08/27/2024	24-001352	1 time fee	07 2900 352 102 000 0	50.00
1819	Check	08/27/2024	SCHLUTBRYA	BRYAN SCHLUTERBUSH	144.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
20240827	08/27/2024	24-001351	officials fees	07 2900 352 102 000 0	75.00
20240827	08/27/2024	24-001351	1 time fee	07 2900 352 102 000 0	50.00
20240827	08/27/2024	24-001351	mileage	07 2900 352 102 000 0	19.00
1820	Check	08/27/2024	SCBSCHOOL	SCOTTSBLUFF PUBLIC SCHOOLS	75.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
20240827	08/27/2024	24-001345	XC Entry Fee	07 2900 810 102 000 0	75.00
1821	Check	08/27/2024	SHERTIM	TIM SHERLOCK	206.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
20240827	08/27/2024	24-001363	officials fee	07 2900 352 102 000 0	150.00
20240827	08/27/2024	24-001363	mileage	07 2900 352 102 000 0	56.00
1822	Check	08/27/2024	SHETYL	TYLER SHERLOCK	150.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
20240827	08/27/2024	24-001367	officials fee football	07 2900 352 102 000 0	150.00
1823	Check	08/27/2024	STRTRO	TROY STRANG	150.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
20240827	08/27/2024	24-001366	officials fee football	07 2900 352 102 000 0	150.00
1824	Check	08/27/2024	WESTTRAIL	Western Trails Conference	1,500.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
24-25	08/23/2024	24-001324	Dues 24-25	07 2900 810 102 000 0	1,500.00
1825	Check	08/30/2024	EASTWYCO	EASTERN WYOMING COLLEGE	200.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>

Detail Check Register

Checking Account: 7		Student Activity				
fall24maag(0181605)	08/30/2024		Maag Post Prom Scholarship	07 2900 610 134 000 0	200.00	
Check Number: 1826	Check Type: Check	Check Date: 08/30/2024	Vendor: FUNDRAISIN	Fundraising University	Check Total:	6,894.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
inv-fru6677	08/30/2024	25-000003	Cookie dough	07 2900 610 125 000 0	6,894.00	
Check Number: 1827	Check Type: Check	Check Date: 08/30/2024	Vendor: MUSCHO	THE MUSICIAN'S CHOICE, LLC	Check Total:	75.19
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
9260	08/30/2024		music	07 2900 610 135 000 0	75.19	
Check Number: 1828	Check Type: Check	Check Date: 08/30/2024	Vendor: NORTHROCK	NORTH OF THE ROCK DESIGNS	Check Total:	360.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
295	08/30/2024		cheer shirts	07 2900 610 132 000 0	360.00	
Check Number: 1829	Check Type: Check	Check Date: 08/30/2024	Vendor: SOUEASAP	SOUTHEASTERN PERFORMANCE APPAREL	Check Total:	204.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
530812	08/30/2024	24-001320	Tux pants shirts	07 2900 610 135 000 0	189.00	
530812	08/30/2024	24-001320	shipping	07 2900 610 135 000 0	15.00	
Check Number: 1830	Check Type: Check	Check Date: 08/30/2024	Vendor: UNZTRO	TROY UNZICKER	Check Total:	168.20
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
20240830	08/30/2024	24-001392	officials fees	07 2900 352 102 000 0	150.00	
20240830	08/30/2024	24-001392	mileage	07 2900 352 102 000 0	18.20	

*Denotes Expensed Invoice Item

Checking Account ID: 7

Total without Voids: 46,983.05

Fund: 01 GENERAL FUND

Account Number	Description	Revised Budget	During Month	To Date	% of Budget	Budget Balance
01 1100	Local Property Tax	0.00	24,679.57	3,098,204.69	0.00	(3,098,204.69)
01 1115	Carline Tax	0.00	0.00	17,641.64	0.00	(17,641.64)
01 1120	Public Power District Tax	0.00	0.00	2,631.48	0.00	(2,631.48)
01 1125	Motor Vehicle Tax	0.00	13,752.60	181,760.06	0.00	(181,760.06)
01 1370	Preschool Tuition & Fees	0.00	0.00	1,530.63	0.00	(1,530.63)
01 1510	Interest - Checking	0.00	1,201.19	11,384.29	0.00	(11,384.29)
01 1911	Local License Fees	0.00	0.00	855.00	0.00	(855.00)
01 1925	CATEGORICAL GRANTS-CORP RECEIPTS	0.00	5,000.42	5,000.42	0.00	(5,000.42)
01 1951	Misc from Other NE school	0.00	0.00	200.00	0.00	(200.00)
01 1990	Other Local Receipts	0.00	3,224.49	11,885.57	0.00	(11,885.57)
	Subtotal: LOCAL RECIEPTS	0.00	47,858.27	3,331,093.78	0.00	(3,331,093.78)
01 2110	County Fines & License	0.00	2,753.31	22,565.95	0.00	(22,565.95)
01 2130	OTHER COUNTY SOURCES	0.00	0.00	0.00	0.00	0.00
01 2210	Educational Services Unit	0.00	0.00	1,258.40	0.00	(1,258.40)
	Subtotal: COUNTY AND ESU RECEIPTS	0.00	2,753.31	23,824.35	0.00	(23,824.35)
01 3110	State Aid	0.00	0.00	1,847,221.00	0.00	(1,847,221.00)
01 3120	SP ED School Age	0.00	0.00	465,230.00	0.00	(465,230.00)
01 3125	SP ED Trans. School Age	0.00	0.00	7,495.00	0.00	(7,495.00)
01 3130	Homestead Exemption	0.00	13,032.70	78,199.56	0.00	(78,199.56)
01 3131	Property Tax Credit	0.00	0.00	226,065.08	0.00	(226,065.08)
01 3180	Pro-Rate Motor Vehicle	0.00	0.00	7,687.09	0.00	(7,687.09)
01 3400	State Apportionment	0.00	0.00	63,319.06	0.00	(63,319.06)
01 3512	Distant Education Incentive Payment	0.00	0.00	12,000.00	0.00	(12,000.00)
01 3535	HAL	0.00	0.00	4,653.00	0.00	(4,653.00)
01 3540	STATE EARLY CHILDHOOD	0.00	0.00	14,124.00	0.00	(14,124.00)
01 3551	State CTE	0.00	0.00	7,500.00	0.00	(7,500.00)
	Subtotal: STATE RECEIPTS	0.00	13,032.70	2,733,493.79	0.00	(2,733,493.79)
01 4212	Title I CSI Improvement Grant	0.00	0.00	16,257.00	0.00	(16,257.00)
01 4309	HEAD START	0.00	0.00	21,050.50	0.00	(21,050.50)
01 4310	Title VI - REAP NDE	0.00	0.00	20,522.00	0.00	(20,522.00)
01 4421	IDEA 6421	0.00	0.00	10,737.00	0.00	(10,737.00)
01 4422	IDEA 6422	0.00	0.00	661.00	0.00	(661.00)
01 4505	TITLE I NCLB IMPROVING BASIC PRGRMS ACCO	0.00	0.00	119,128.00	0.00	(119,128.00)
01 4509	Title II Part A - Training/Recruiti	0.00	0.00	16,638.00	0.00	(16,638.00)
01 4516	IDEA Preschool Base 619	0.00	0.00	1,168.00	0.00	(1,168.00)
01 4518	IDEA Part B to age 21	0.00	0.00	99,366.00	0.00	(99,366.00)
01 4530	Other Federal Categorical Receipts	0.00	0.00	15,586.00	0.00	(15,586.00)
01 4531	TITLE IV, PART B NCLB - 21ST CENT COMM	0.00	0.00	45,966.00	0.00	(45,966.00)
01 4708	Medicaid in Public Schools - MIPS	0.00	0.00	18,594.12	0.00	(18,594.12)
01 4709	MECCA	0.00	0.00	2,642.38	0.00	(2,642.38)
01 4988	ESSER ELO-After School	0.00	0.00	12,474.00	0.00	(12,474.00)
01 4998	ESSER III	0.00	184,370.00	339,628.00	0.00	(339,628.00)
	Subtotal: FEDERAL RECEIPTS	0.00	184,370.00	740,418.00	0.00	(740,418.00)
01 5200	Fund Transfers In	0.00	0.00	13,622.30	0.00	(13,622.30)
01 5301	Insurance Adjustments/Claims	0.00	3,710.51	6,198.51	0.00	(6,198.51)
	Subtotal: NON-REVENUE RECEIPTS	0.00	3,710.51	19,820.81	0.00	(19,820.81)
	Fund Total:	0.00	251,724.79	6,848,650.73	0.00	(6,848,650.73)

Fund: 02 Lunch Fund

<u>Account Number</u>	<u>Description</u>	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
02 1510	Interest-Lunch Fund	0.00	28.65	430.30	0.00	(430.30)
02 1611	Sale of Lunches/Meals	0.00	0.00	16,862.83	0.00	(16,862.83)
02 1620	Daily sales- Non reimbursable programs	0.00	0.00	23,501.25	0.00	(23,501.25)
02 1990	Other Local Receipts	0.00	0.00	920.20	0.00	(920.20)
	Subtotal: LOCAL RECIEPTS	0.00	28.65	41,714.58	0.00	(41,714.58)
02 3150	State Reimbursement	0.00	0.00	1,647.96	0.00	(1,647.96)
	Subtotal: STATE RECEIPTS	0.00	0.00	1,647.96	0.00	(1,647.96)
02 4210	Federal Reimbursement	0.00	7,524.61	213,087.15	0.00	(213,087.15)
	Subtotal: FEDERAL RECEIPTS	0.00	7,524.61	213,087.15	0.00	(213,087.15)
02 5200	Fund Transers In	0.00	60,000.00	60,000.00	0.00	(60,000.00)
	Subtotal: NON-REVENUE RECEIPTS	0.00	60,000.00	60,000.00	0.00	(60,000.00)
	Fund Total:	0.00	67,553.26	316,449.69	0.00	(316,449.69)

Fund: 03 Building Fund

<u>Account Number</u>	<u>Description</u>	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
03 1100	Local Property Taxes	0.00	855.67	110,738.07	0.00	(110,738.07)
03 1115	Carline Taxes	0.00	0.00	463.99	0.00	(463.99)
03 1120	PUBLIC POWER DIST SALES TAX	0.00	0.00	85.10	0.00	(85.10)
03 1510 0901	Interest-Cking	0.00	170.05	1,788.10	0.00	(1,788.10)
Subtotal: LOCAL RECIEPTS		0.00	1,025.72	113,075.26	0.00	(113,075.26)
03 3130	Homestead Exemption	0.00	87.63	2,427.53	0.00	(2,427.53)
03 3131	Property Tax Credit	0.00	365.32	8,141.84	0.00	(8,141.84)
03 3180	Pro-Rate Motor Vehicle	0.00	0.00	271.25	0.00	(271.25)
Subtotal: STATE RECEIPTS		0.00	452.95	10,840.62	0.00	(10,840.62)
Fund Total:		0.00	1,478.67	123,915.88	0.00	(123,915.88)

Fund: 04 Bond Fund

<u>Account Number</u>	<u>Description</u>	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
04 1100	Local Property Tax	0.00	1,842.69	204,566.10	0.00	(204,566.10)
04 1115	Carline Tax	0.00	0.00	772.82	0.00	(772.82)
04 1510 0901	Interest - Checking	0.00	189.93	2,859.09	0.00	(2,859.09)
Subtotal: LOCAL RECIEPTS		0.00	2,032.62	208,198.01	0.00	(208,198.01)
04 3130	Homestead Exemption	0.00	665.27	3,991.62	0.00	(3,991.62)
04 3131	Property Tax Credit	0.00	0.00	11,296.04	0.00	(11,296.04)
04 3180	Pro-Rate Motor Vehicle	0.00	0.00	339.89	0.00	(339.89)
Subtotal: STATE RECEIPTS		0.00	665.27	15,627.55	0.00	(15,627.55)
Fund Total:		0.00	2,697.89	223,825.56	0.00	(223,825.56)

Fund: 05 Employee Benefits

<u>Account Number</u>	<u>Description</u>	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
05 1510 0903	Interest - Unemployment Savings	0.00	25.62	2,598.73	0.00	(2,598.73)
05 1510 0904	Interest - EMB Checking	0.00	0.00	162.19	0.00	(162.19)
	Subtotal: LOCAL RECIEPTS	0.00	25.62	2,760.92	0.00	(2,760.92)
05 5200 290	Fund Transers In	0.00	10,000.00	10,000.00	0.00	(10,000.00)
	Subtotal: NON-REVENUE RECEIPTS	0.00	10,000.00	10,000.00	0.00	(10,000.00)
	Fund Total:	0.00	10,025.62	12,760.92	0.00	(12,760.92)

Fund: 06 Depreciation

<u>Account Number</u>	<u>Description</u>	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
06 1510 0903	Interest - Depreciation Fund	0.00	29.92	899.77	0.00	(899.77)
	Subtotal: LOCAL RECIEPTS	0.00	29.92	899.77	0.00	(899.77)
06 5200	Fund Transers In	0.00	25,000.00	25,000.00	0.00	(25,000.00)
	Subtotal: NON-REVENUE RECEIPTS	0.00	25,000.00	25,000.00	0.00	(25,000.00)
	Fund Total:	0.00	25,029.92	25,899.77	0.00	(25,899.77)

Fund: 07 Student Activity

<u>Account Number</u>	<u>Description</u>	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
07 1510 0110	INTEREST	0.00	1,053.97	8,072.90	0.00	(8,072.90)
07 1710 0102	ACTIVITIES GATE REVENUE	0.00	423.00	31,061.31	0.00	(31,061.31)
07 1710 0116	Band Revenue	0.00	0.00	5.00	0.00	(5.00)
07 1710 0117	BEA Revenue	0.00	0.00	240.00	0.00	(240.00)
07 1710 0147	College Ready Grant	0.00	0.00	2,500.00	0.00	(2,500.00)
07 1740 0126	Industrial Arts- Fees	0.00	164.75	407.62	0.00	(407.62)
07 1740 0133	Secondary Fees	0.00	0.00	129.00	0.00	(129.00)
07 1741 0101	SPEECH REVENUE	0.00	0.00	1,149.00	0.00	(1,149.00)
07 1741 0102	ACTIVITIES REVENUE	0.00	365.00	10,291.00	0.00	(10,291.00)
07 1741 0114	Girls Basketball Revenue	0.00	0.00	1,416.00	0.00	(1,416.00)
07 1790 0102	Other Activity Income (fundraising/sports hosting)	0.00	131.00	5,988.67	0.00	(5,988.67)
07 1790 0103	STUCCO-Other Activity Income (fundraising/sports hosting)	0.00	0.00	3,852.00	0.00	(3,852.00)
07 1790 0104	Track-Other Activity Income (fundraising/sports hosting)	0.00	0.00	1,206.50	0.00	(1,206.50)
07 1790 0105	Volleyball- Other Activity Income (fundraising/sports hosting)	0.00	125.00	2,843.50	0.00	(2,843.50)
07 1790 0106	Wrestling-Other Activity Income (fundraising/sports hosting)	0.00	1,035.00	9,394.00	0.00	(9,394.00)
07 1790 0112	Annual-Other Activity Income (fundraising/sports hosting)	0.00	80.00	4,063.00	0.00	(4,063.00)
07 1790 0114	Other Activity Income (fundraising/sports hosting)	0.00	282.00	3,085.76	0.00	(3,085.76)
07 1790 0115	Other Activity Income (fundraising/sports hosting)	0.00	0.00	2,019.75	0.00	(2,019.75)
07 1790 0118	Concessions- Other Activity Income (fundraising/sports hosting)	0.00	166.05	5,915.46	0.00	(5,915.46)
07 1790 0119	XC-Other Activity Income (fundraising/sports hosting)	0.00	421.00	1,667.50	0.00	(1,667.50)
07 1790 0120	Courtesy- Other Activity Income (fundraising/sports hosting)	0.00	0.00	450.00	0.00	(450.00)
07 1790 0121	Elem DI-Other Activity Income (fundraising/sports hosting)	0.00	0.00	1,808.43	0.00	(1,808.43)
07 1790 0122	Elem Fund-Other Activity Income (fundraising/sports hosting)	0.00	274.95	9,771.58	0.00	(9,771.58)
07 1790 0124	FFA- Other Activity Income (fundraising/sports hosting)	0.00	15,085.00	40,032.36	0.00	(40,032.36)
07 1790 0125	Football-Other Activity Income (fundraising/sports hosting)	0.00	11,209.00	12,325.50	0.00	(12,325.50)
07 1790 0131	One Acts-Other Activity Income (fundraising/sports hosting)	0.00	0.00	1,106.57	0.00	(1,106.57)
07 1790 0132	Cheer Other Activity Income (fundraising/sports hosting)	0.00	239.00	3,666.50	0.00	(3,666.50)
07 1790 0133	Secondary-Other Activity Income (fundraising/sports hosting)	0.00	455.00	1,591.34	0.00	(1,591.34)
07 1790 0134	Post Prom-Other Activity Income (fundraising/sports hosting)	0.00	0.00	5,125.00	0.00	(5,125.00)
07 1790 0135	Choir-Other Activity Income (fundraising/sports hosting)	0.00	416.33	12,974.69	0.00	(12,974.69)
07 1790 0138	TigerCare- Other Activity Income (fundraising/sports hosting)	0.00	157.00	2,120.00	0.00	(2,120.00)
07 1790 0140	Wellness-Other Activity Income (fundraising/sports hosting)	0.00	0.00	5,495.00	0.00	(5,495.00)
07 1790 0142	Athletic Golf Tourn-Other Activity Income (fundraising/sports hosting)	0.00	13,332.50	2,517.50	0.00	(2,517.50)
07 1790 0143	HS DI- Other Activity Income (fundraising/sports hosting)	0.00	0.00	1,714.84	0.00	(1,714.84)
07 1790 0146	Elem STUCCO- Other Activity Income (fundraising/sports hosting)	0.00	0.00	2,421.00	0.00	(2,421.00)
07 1790 0150	Poster Printer-Other Activity Income (fundraising/sports hosting)	0.00	0.00	5.00	0.00	(5.00)
07 1790 0152	Educators Rising Star-Other Activity Income (fundraising/sports hosting)	0.00	0.00	15,508.47	0.00	(15,508.47)
07 1790 0153	Softball- Other Activity Income (fundraising/sports hosting)	0.00	1,808.75	4,901.01	0.00	(4,901.01)
07 1790 0155	Girls Wrestling-Other Activity Income (fundraising/sports hosting)	0.00	680.00	5,635.26	0.00	(5,635.26)

Fund: 07 Student Activity

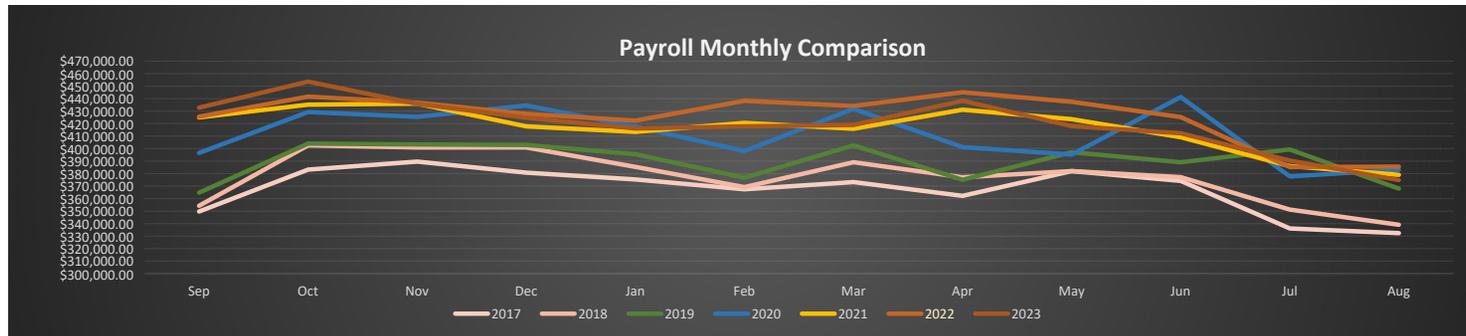
<u>Account Number</u>	<u>Description</u>	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
07 1790 0156	Esports-Other Activity Income (fundraising/sports hosting)	0.00	0.00	1,406.25	0.00	(1,406.25)
07 1790 0157	TIGER PRIDE Other Activity Income (fundraising/sports hosting)	0.00	70.00	2,608.00	0.00	(2,608.00)
07 1790 0158	Youth Sports-Other Activity Income (fundraising/sports hosting)	0.00	0.00	1,331.42	0.00	(1,331.42)
07 1790 0224	Class 2024-Other Activity Income (fundraising/sports hosting)	0.00	0.00	40.00	0.00	(40.00)
07 1790 0225	Class 2025 Other Activity Income (fundraising/sports hosting)	0.00	0.00	4,208.00	0.00	(4,208.00)
07 1790 0226	Class 2026- Other Activity Income (fundraising/sports hosting)	0.00	0.00	3,433.00	0.00	(3,433.00)
07 1790 0227	Class 2027Other Activity Income (fundraising/sports hosting)	0.00	0.00	730.00	0.00	(730.00)
07 1790 0228	Class 2028 Other Activity Income (fundraising/sports hosting)	0.00	0.00	1,632.75	0.00	(1,632.75)
07 1790 0229	Other Activity Income (fundraising/sports hosting)	0.00	0.00	1,829.00	0.00	(1,829.00)
07 1920 0102	CONTRIBUTIONS & DONATIONS	0.00	0.00	600.00	0.00	(600.00)
07 1920 0104	CONTRIBUTIONS & DONATIONS	0.00	0.00	3,220.00	0.00	(3,220.00)
07 1920 0128	Memorial- CONTRIBUTIONS & DONATIONS	0.00	0.00	8,390.00	0.00	(8,390.00)
07 1920 0138	TigerCare- CONTRIBUTIONS & DONATIONS	0.00	25.00	462.00	0.00	(462.00)
	Subtotal: LOCAL RECIEPTS	0.00	47,999.30	254,368.44	0.00	(254,368.44)
07 5200	Fund Transers In	0.00	75,000.00	75,000.00	0.00	(75,000.00)
	Subtotal: NON-REVENUE RECEIPTS	0.00	75,000.00	75,000.00	0.00	(75,000.00)
	Fund Total:	0.00	122,999.30	329,368.44	0.00	(329,368.44)

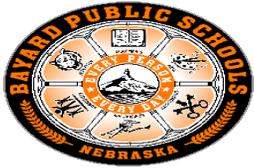
Revenue Summary Report
Processing Month: 08/2024

	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
Grand Total:	0.00	481,509.45	7,880,870.99	0.00	(7,880,870.99)



	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025 Notes
Sep	\$346,572.05	\$349,677.03	\$354,248.27	\$364,733.37	\$396,528.05	\$424,950.99	\$425,574.29	\$432,747.40	\$420,467.94	\$411,844.32 retiree payout 2022
Oct	\$373,084.19	\$383,212.42	\$402,595.54	\$404,054.78	\$429,285.24	\$435,183.91	\$441,632.83	\$453,600.99	\$433,787.45	retiree payout 2022
Nov	\$371,043.99	\$389,610.43	\$400,909.40	\$403,299.96	\$425,426.51	\$436,011.47	\$436,846.03	\$435,809.74	\$444,261.45	
Dec	\$383,584.51	\$380,765.64	\$400,909.40	\$402,933.43	\$434,523.55	\$417,810.82	\$427,794.00	\$424,709.38	\$429,947.73	
Jan	\$358,636.43	\$375,341.82	\$385,398.10	\$395,527.82	\$417,581.90	\$413,398.94	\$422,377.80	\$416,109.91	\$420,998.33	
Feb	\$356,124.34	\$367,465.44	\$369,212.38	\$376,713.71	\$398,048.99	\$420,567.01	\$438,245.99	\$417,793.26	\$440,999.75	
Mar	\$368,732.47	\$373,224.95	\$389,117.39	\$402,633.08	\$431,831.29	\$415,869.62	\$434,120.13	\$418,920.36	\$436,879.22	
Apr	\$363,078.02	\$362,200.93	\$377,058.65	\$375,061.17	\$401,185.42	\$431,124.85	\$445,100.89	\$438,278.55	\$424,661.41	
May	\$370,130.63	\$381,990.69	\$382,035.74	\$397,113.66	\$395,230.24	\$423,564.57	\$437,471.03	\$418,015.61	\$435,589.57	
Jun	\$369,788.31	\$374,166.69	\$377,175.46	\$389,086.28	\$441,278.96	\$409,128.47	\$425,248.86	\$412,300.04	\$409,928.61	Jun20 was early retirement p/o
Jul	\$343,703.33	\$336,113.70	\$351,217.41	\$399,312.17	\$377,751.50	\$386,036.37	\$385,242.84	\$390,439.35	\$376,259.51	Jul 19 was CSI summer work admin payout 2022
Aug	\$327,857.22	\$332,377.42	\$339,058.60	\$367,987.54	\$383,108.66	\$379,015.87	\$385,588.49	\$374,826.09	\$369,279.22	
Totals	\$ 4,332,335.49	\$ 4,406,147.16	\$ 4,528,936.34	\$ 4,678,456.97	\$ 4,931,780.31	\$ 4,992,662.89	\$ 5,105,243.18	\$ 5,033,550.68	\$ 5,043,060.19	
								monthly avg	\$ 420,255.02	
								remaining proj		
								total projected	\$ 5,043,060.19	
								nutrition is paid out of nutrition fund not general		





	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
Sep	\$23,047.53	\$24,359.90	\$171,566.38	\$91,881.69	\$230,217.46	\$179,009.21	\$144,245.35	\$91,751.88	\$103,307.14	\$66,399.69
Oct	\$67,788.48	\$69,143.17	\$62,865.31	\$101,910.30	\$104,740.02	\$103,691.94	\$84,163.83	\$85,879.28	\$53,774.08	
Nov	\$197,912.25	\$71,308.01	\$89,512.28	\$130,784.22	\$104,289.77	\$101,981.48	\$92,280.59	\$117,083.56	\$66,458.17	
Dec	\$74,396.80	\$64,049.52	\$52,089.14	\$111,294.80	\$95,245.00	\$133,950.86	\$126,390.19	\$111,897.46	\$101,916.95	
Jan	\$81,447.39	\$54,125.15	\$58,279.03	\$112,244.24	\$96,089.58	\$69,957.40	\$99,283.84	\$72,152.92	\$99,555.98	
Feb	\$62,346.90	\$83,702.16	\$72,978.05	\$78,813.69	\$90,194.19	\$92,989.55	\$95,171.49	\$80,726.74	\$169,024.56	
Mar	\$73,868.09	\$73,523.74	\$47,086.56	\$68,361.77	\$101,336.15	\$95,563.07	\$82,274.72	\$79,916.41	\$96,745.54	
Apr	\$71,501.44	\$112,676.18	\$46,112.70	\$74,255.26	\$71,200.21	\$90,420.33	\$98,930.56	\$89,088.24	\$72,559.80	
May	\$42,336.68	\$69,580.36	\$100,515.26	\$118,608.54	\$78,216.37	\$129,899.99	\$96,559.92	\$115,110.85	\$177,561.16	
Jun	\$71,037.17	\$90,328.61	\$81,103.97	\$81,912.13	\$100,996.69	\$108,177.33	\$106,869.61	\$111,748.97	\$126,153.05	
Jul	\$71,868.88	\$82,411.64	\$89,967.59	\$220,046.89	\$77,056.42	\$85,632.42	\$100,305.98	\$82,910.13	\$67,194.00	
Aug	\$169,975.25	\$131,508.47	\$144,908.12	\$152,592.70	\$194,496.26	\$276,804.95	\$306,696.73	\$290,854.99	\$296,978.59	
Totals	\$1,007,526.86	\$926,716.91	\$1,016,984.39	\$1,342,706.23	\$1,344,078.12	\$1,468,078.53	\$1,433,172.81	\$1,329,121.43	\$1,431,229.02	
								monthly avg	\$119,269.09	
								remaining proj		
								Projection	\$1,431,229.02	

NASB BOARD QUICKS

A MONTHLY E-UPDATE OF KEY DATES FROM THE NEBRASKA ASSOCIATION OF SCHOOL BOARDS

SEPTEMBER
2024

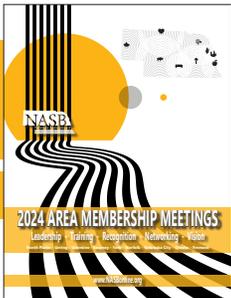
1,900,000 Nebraskans 329,000 Students 1,700 Locally Elected School Board Members 260 Member Districts/ESUs ONE NEBRASKA

To register for an NASB event, click on the 'My Membership' link, then navigate to the 'Events' dropdown and select 'Register'. If you do not have an email and password to log in or have forgotten it, please contact NASB at 402-423-4951 for assistance. All Dates & Locations Tentative & Subject to Change

JOIN US!

Events & Networking - <https://members.nasbonline.org/events>

Now Hiring! NASB is hiring a Board Leadership Associate ... visit the About Us page to learn more.



Area Membership Meetings began August 20

North Platte - Gering - Valentine - Kearney - York - Norfolk ✓

September 11 - Nebraska City

September 24 - Omaha

September 25 - Fremont



Labor Relations Conference - October 2-3 - Lincoln

Statewide General Election Day - November 5

Check out our Legislative Candidate Questionnaires at <https://members.nasbonline.org/government-relations/candidate-questionnaires-videos>

State Education Conference - November 20-22 - Omaha

2 Pre-Conferences - 58 Breakouts - 3 General Sessions

Registration Opens September 11 ...

Hotel Room Requests Open September 25 ...

Delegate Assembly - November 22



Continued on Page 2



Leadership

Innovation

Vision

Engagement

#liveNASB

#weLIVEhere

NASB provides programs, services, and advocacy to strengthen public education for all Nebraskans. Learn more at www.NASBonline.org

NASB BOARD QUICKS

SEPTEMBER 2024

A MONTHLY E-UPDATE OF KEY DATES FROM THE NEBRASKA ASSOCIATION OF SCHOOL BOARDS

1,900,000 Nebraskans 329,000 Students 1,700 Locally Elected School Board Members 260 Member Districts/ESUs ONE NEBRASKA

PAGE 2



New Board Member Workshops

- December 2 - Norfolk
- December 3 - Kearney
- December 4 - Gering
- December 5 - North Platte
- December 10 - York
- December 11 - Omaha

YOUR 2024 PLATINUM AFFILIATES

If your business would like to become an Affiliate Member of NASB, please visit: <https://members.nasbonline.org/about-us/affiliate-members>

Leadership Innovation Vision Engagement #liveNASB #weLIVEhere

NASB provides programs, services, and advocacy to strengthen public education for all Nebraskans. Learn more at www.NASBonline.org



sba

SCHOOL BUSINESS AFFAIRS

September 2024 | Volume 90, Number 8

Association of School Business Officials International®

OPTIMIZING EFFICIENCY AND SECURITY WITH TECHNOLOGY

**Technology and Education Finance
Ramping Up Your Cybersecurity
Moving Records Management to Center Stage
Also: The 2024 Eagle and Pinnacle Award Recipients**

WHAT KIND OF LEADER DO YOU WANT TO BE?

ASBO INTERNATIONAL'S
LEADERSHIP FORUM

MARCH 6-7, 2025 | TAMPA, FL

Discover the leader within you at the 2025 Leadership Forum! With an updated program, new content, and fresh speakers, this event is tailored to address the ever-evolving challenges facing school business leaders.

asbointl.org/LeadershipForum



EAGLE INSTITUTE

Proudly Sponsored by: Equitable

Leadership Forum attendees can enrich their experience by joining the 2025 Eagle Institute Workshop on March 5 in Tampa, FL.

**Requires an additional fee and is only available for LF registrants. Spaces are limited.*

ASBO INTERNATIONAL PARTNERS

STRATEGIC



MEMBERSHIP



EDUCATION SUBSCRIPTION

ASBO BUNDLE

ASBO International's District Membership and Education subscription bundle provides your team with publications, resources, and more than 160 online courses to ensure you can be at the top of your game.

READY TO GET STARTED?

asbointl.org/Bundle



ASSOCIATION OF
SCHOOL BUSINESS OFFICIALS
INTERNATIONAL



sba

September 2024 | Volume 90, Number 8

OPTIMIZING EFFICIENCY AND SECURITY WITH TECHNOLOGY

8 Education Finance and Technology: Looking Ahead to 2025

2025 will be pivotal for determining best use of funding for education technology.

BY MATTHEW LENTZ, MPA, PCSBA, SFO

10 Ramping Up Your Cybersecurity

Education leaders explore the importance of and path to cybersecurity.

BY KEITH R. KRUEGER, CAE; JAMES M. ROWAN, CAE, SFO; AND DAVID R. SCHULER, PhD

14 How to Survive a Security Breach

A case study in how to respond to a cybersecurity attack.

BY CHRISTY FISHER

17 Moving Records Management to Center Stage

Digitizing decades worth of paper files can seem daunting, but it's critical and can be done.

BY SCOTT A. HANSEN AND MATTHEW HANCOCK

20 The Basics of Leasing versus Buying Chromebooks

Faced with dwindling federal dollars, districts must decide if leasing technology makes sense.

BY HENRY ORTIZ

22 Revisiting "Can Your District Survive a Data Disaster?"

Refreshing pertinent tips and tools from a decade ago.

BY MARIA A. PARRY, CPA, PSA, SFO



24 Five Tips for Optimizing Efficiency in the Budgeting Process
Strategies for streamlining processes, improving transparency, and making informed decisions.
 BY MATT BENATI

27 Conspicuous Honesty and the School Business Official
What is conspicuous honesty and does it really matter?
 BY CINDY M. REILMANN, CPA, SFO

30 The Benefits of Our Partnerships
An ASBO International partnership enhances procurement for districts across the United States.
 BY JAMES M. ROWAN, CAE, SFO

ASBO SPECIAL

28 2024 ASBO International Eagle Award Recipients

29 2024 ASBO International Pinnacle Award Recipients

DEPARTMENTS

5 PRESIDENT'S MESSAGE
Balancing Innovation and Security
Exploring the multi-faceted world of technology.
 BY RYAN S. STECHSCHULTE

6 PUBLISHER'S MESSAGE
All About the Tech
An overview of this month's issue.
 BY SIOBHÁN MCMAHON, CAE

7 EXECUTIVE DIRECTOR'S MESSAGE
Enhancing Efficiency in the School Business Office with AI
AI can prove to be a boost to efficiency in the operations of the school business office.
 BY JAMES M. ROWAN, CAE, SFO

33 SAFETY AND SECURITY
The School of the Future Is the Hotel of Today
The hotel industry can be a model for the future of school security.
 BY VICTOR P. HAYEK, EdD, SFO

35 BACK TO BASICS
Cash Flow Basics and Investing
With a plan in hand, SBOs can ensure cash flow analysis goes smoothly.
 BY MARIA A. PARRY, CPA, PSA, SFO

39 LEGAL ISSUES
A Primer on Collective Bargaining
A revisit of what can be one of the most challenging aspects of a school business professional's job.
 BY CHARLES J. RUSSO, JD, EdD

41 AD INDEX

44 MEET THE MEMBER
Melissa Geyman Sell

ASBO INTERNATIONAL

EDUCATION GUIDE



**ON-DEMAND
WEBINARS**

**ON-DEMAND
BUNDLES**

**ON-DEMAND
COURSES**

**UPCOMING LIVE
EDUCATION**

LIVE



SFO EXAM PREP WORKSHOP FOR SBOS

Monday, November 4 – Friday, November 8 - 12:00 to 1:00 PM ET (Daily M-F)

Get more details and register online at [Learn.asbointl.org](https://www.asbointl.org).

ON-DEMAND WEBINARS

CROWDFUNDING BEST PRACTICES FOR K-12 SCHOOL DISTRICTS AND FOR DISTANCE LEARNING

Learn from crowdfunding policy experts and district leaders on how to implement best practices in your district to uphold financial accountability, maintain control over resources, and ensure student safety.

HELPING NEW PRINCIPALS UNDERSTAND THEIR FINANCIAL RESPONSIBILITIES

This course will teach school business officials how to develop a partnership with their new school principals through a year-long financial training program that will help new principals understand their financial responsibilities.

WEBINAR SERIES/MASTER CLASS

EMPOWERING SCHOOL BUSINESS OFFICIALS WITH THE POWER OF AI TECHNOLOGY

Join us for a two-day immersive webinar series, where you'll be introduced to the world of AI and learn how it can significantly improve your workflow. Worried this is too advanced for you? Don't be! This webinar series is tailored for beginners, ensuring an approachable and engaging experience for all!

ON-DEMAND BUNDLES

PAYROLL OPERATIONS BUNDLE

Dive into the heart of K-12 payroll operations and journey through the vital intricacies of managing school payroll systems in this five-webinar Power Professional Bundle. This adventure brings to life the critical roles of stakeholders, unpacks the financial impact of payroll on educational planning, and navigates the rich landscape of diverse employee payroll needs. By the last session, you'll be ready to steer your school's payroll operations with confidence and precision.

**EDUCATION
SUBSCRIPTIONS:**

Purchase an entire year of professional development for one low price and gain access to over 150 on-demand courses.

Search the entire catalog of on-demand learning opportunities and register at [Learn.asbointl.org](https://www.asbointl.org)



Balancing Innovation and Security



By Ryan S. Stechschulte

2024 Board of Directors

John Hutchison
Immediate Past
President



Wanda Erb,
PCABA, RSBA, SFO
Vice President



Mike Barragan
Director through 2024



Lynn Knight, CSRM
Director through 2024



Sharie Lewis, CPA, SFO
Director through 2025



Karen Smith,
RTSBA, CPA, CIA
Director through 2025



Melissa Fettkether
Director through 2026



Gina Lanier, SFO
Director through 2026



The theme of this issue of *SBA* is one of particular interest, I'm certain. It highlights the delicate balance between embracing innovative tools and ensuring the security of our digital environments. Topics include cybersecurity, records management, data protection, and budgeting for technology.

In today's world, cybersecurity is more critical than ever. Districts, often seen as prime targets for cyberattacks due to their vast amounts of sensitive data, must prioritize robust cybersecurity measures to protect their systems and data. Investing in advanced cybersecurity infrastructure, including firewalls, intrusion detection systems, and regular vulnerability assessments, is essential. However, technology alone isn't enough. We must also foster a culture of awareness and vigilance among staff and students.

Efficient records management is another critical component of our technological strategy. With the volume of digital records growing exponentially, schools must adopt comprehensive records management systems that streamline operations and ensure compliance with legal and regulatory requirements.

Implementing electronic document management systems (EDMS) can transform how we handle records, making them easily accessible and manageable.

Data protection is a multifaceted challenge that requires a strategic approach to ensure the privacy and security of student and staff information. Compliance with regulations such as the Family Educational Rights and Privacy Act (FERPA) and the General Data Protection Regulation (GDPR) is non-negotiable. To this end, encryption of sensitive data, both in transit and at rest, is crucial.

Schools must also implement strict access controls to ensure that only authorized personnel can access certain types of information. By adopting a proactive stance on data protection, we comply with legal standards and build trust within our communities.

The rapid pace of technological advancement requires careful planning and budgeting to stay ahead. Anticipating future technology needs and aligning them with our educational goals is a key responsibility of school business officials.

Developing a strategic technology plan involves evaluating current systems, forecasting future needs, and prioritizing investments that offer the greatest return.

Budgeting for technology should be viewed as an ongoing process, with regular reviews and adjustments to address emerging trends and challenges.

A Strategic Imperative

Optimizing efficiency and security with technology is not merely an operational necessity but a strategic imperative. At ASBO, we are committed to supporting our members with the resources, training, and recognition they need to excel in their roles.

As we champion technological advancements, it is also important to recognize the outstanding contributions of our members. This month, we highlight the Eagle Awards and Pinnacle Awards recipients and celebrate those who have demonstrated exceptional leadership and innovation in school business management.

Together, let us continue to lead the way in integrating technology into our schools, ensuring that we not only meet today's challenges but also anticipate and prepare for the opportunities of tomorrow.

Thank you for your dedication and commitment to excellence. YOU ARE THE DIFFERENCE

Ryan S. Stechschulte

Treasurer/CFO

Toledo City (Ohio) School District

ALL ABOUT THE TECH



As we look toward 2025, the landscape of education finance and technology is evolving rapidly. This issue of *School Business Affairs* delves into the crucial topics that school business professionals must navigate to ensure their districts remain secure, efficient, and well-prepared for the challenges ahead.

Matthew Lentz kicks off with a forward-looking analysis in “Education Finance and Technology: Looking Ahead to 2025,” exploring how 2025 will be a pivotal year for determining the best use of funding for educational technology. As federal dollars continue to dwindle, decision-makers must become even more strategic in their financial planning, a theme that resonates throughout this edition.

In the realm of cybersecurity, we’re bringing together three powerhouses to share their concerns and insights. Keith Krueger, executive director of the Consortium for School Networking (CoSN), our very own James Rowan, executive director of ASBO International, and David Schuler, executive director of AASA, The Superintendents Association, combine their expertise in “Ramping Up Your Cybersecurity.” They provide a comprehensive look at why cybersecurity is more critical than ever and offer a road-map to avoid the pitfalls that could threaten our schools.

Digitization and records management are also under the spotlight, as Scott Hansen and Matthew Hancock discuss the necessity of “Moving Records Management to Center Stage.” Meanwhile, Henry Ortiz’s article, “The Basics of Leasing versus Buying Chromebooks,” provides practical advice on managing technology investments in a cost-effective manner.

This issue also revisits past wisdom, with Maria Parry’s “Revisiting ‘Can Your District Survive a Data Disaster?’” refreshing cybersecurity guidance from a decade ago that remains relevant today. Matt Benti offers strategies for streamlining budgeting processes, and Cindy Reilmann explores “Conspicuous Honesty and the School Business Official.”

In addition to these insights, and those offered in our regular columns, we are proud to showcase the winners of the 2024 ASBO International Eagle and Pinnacle Awards, celebrating excellence in school business leadership.

As you explore this edition, I hope you find valuable takeaways that can be applied in your own districts.

— *Siobhán McMahon, CAE*

Colophon: During production of this issue, Siobhán took her daughters back to college, Pat geared up for fall races, and Susan moved one son to Cambridge, Massachusetts, for a new job and the other to Richmond, Virginia, for college.



School Business Affairs

September 2024 | Volume 90, Number 8

SCHOOL BUSINESS AFFAIRS

(ISSN 0036-651X) is the professional journal of the Association of School Business Officials International and is published monthly by the association.

2024 BOARD OF DIRECTORS

- PRESIDENT** — Ryan Stechschulte
- VICE PRESIDENT** — Wanda Erb, PCSBA, RSBA, SFO
- IMMEDIATE PAST PRESIDENT** — John Hutchison, CPA, MBA, SFO
- EXECUTIVE DIRECTOR** — James M. Rowan, CAE, SFO

DIRECTORS

- Mike Barragan
- Lynn Knight, CSRM
- Sharie Lewis, CPA, SFO
- Karen Smith, RTSBA, CPA, CIA
- Melissa Fettkether
- Gina Lanier, SFO

PUBLICATIONS POLICY

The materials published in each issue represent the ideas, beliefs, or opinions of those who write them and are not necessarily the views or policies of the Association of School Business Officials International. Material that appears in *School Business Affairs* may not be reproduced in any manner without written permission.

EDITORIAL ADVISORY COMMITTEE

- CHAIR** — Cindy Reilmann, CPA, SFO
- VICE CHAIR** — Louis J. Pepe, MBA, RSBA, SFO
- Leslie Peterson, MBA, SFO
- Brenda Burkett, CPA, CSBA, SFO
- Tamara Mitchell, SFO
- Robert Saul, MBA, PCSBA, SFO
- Howard Barber, CPA, MCCPO, SFO
- Victor Hayek, EdD, SFO
- Maria Anne Parry, CPA, PSA, SFO
- Kari Austin, SFO
- BOARD LIAISON** — Wanda Erb

EDITORIAL STAFF

- PUBLICATIONS DIRECTOR** — Siobhán McMahon, CAE
- EDITOR** — Patricia George
- CONTENT MANAGER** — Susan Anderson
- DESIGN** — Regina Troyer
- Carter Publishing Studio
- www.carterpublishingstudio.com

EDITORIAL OFFICES

11160 C-1 South Lakes Drive, #808
 Reston, VA 20191
 Phone: 866.682.2729
 Home Page: www.asbointl.org
 Email: pgeorge@asbointl.org

ADVERTISING INFORMATION

The Association Partner
 312 Paseo Reyes Drive • St. Augustine, FL 32095
 Phone: 904.686.8360
 Case Aldridge
case@theassociationpartner.com

SUBSCRIPTION RATE

Seventy dollars of ASBO members' annual dues are designated for *School Business Affairs* subscription.

© 2024, ASBO International



Enhancing Efficiency in the School Business Office with AI

By James M. Rowan, CAE, SFO

AI can prove to be a boost to efficiency in the school business office.

The integration of artificial intelligence (AI) across various sectors has revolutionized how tasks are performed, streamlining processes and enhancing productivity. By automating routine tasks, providing data-driven insights, and improving resource management, AI can significantly boost efficiency in the school business office. However, the implementation of AI also requires robust safeguards to protect data, privacy, and assets.

Streamlining Administrative Tasks

One of the primary benefits of AI in the school business office is the automation of repetitive administrative tasks that often consume a considerable amount of time and resources, detracting from more strategic functions. AI can handle tasks such as payroll processing, invoice management, and inventory tracking with greater accuracy and speed.

Data-Driven Decision Making

AI can enhance decision-making processes by providing actionable insights derived from data analysis. School business offices handle vast amounts of data related to budgeting, expenditures, and resource allocation. AI algorithms can analyze this data to identify trends, forecast future needs, and optimize budget distribution.

Enhanced Communication and Collaboration

AI-powered tools can improve communication and collaboration within the school business office. Virtual assistants and chatbots can provide instant responses to queries from staff and stakeholders, facilitating smoother interactions. These tools can also schedule meetings, send reminders, and manage workflows, ensuring that tasks are completed on time and stakeholders are kept informed.

Resource Management and Optimization

Effective resource management is crucial for

the smooth operation of any educational institution. AI can optimize the use of resources such as facilities, equipment, and supplies. For instance, AI-driven systems can monitor energy consumption and suggest ways to reduce costs. They can also manage inventory levels, ensuring that supplies are ordered in a timely manner and waste is minimized.

Safeguarding Data, Privacy, and Assets

While the benefits of AI are clear, its implementation in the school business office must be accompanied by stringent safeguards to protect data, privacy, and assets.

The following aspects are essential to ensure robust protection: data encryption, access controls, regular audits and monitoring, compliance with regulations, training and awareness, and an incident response plan that clearly outlines steps to be taken in the event of a breach.

Conclusion

The integration of AI into the school business office holds immense potential for enhancing efficiency and productivity. By automating routine tasks, providing data-driven insights, and optimizing resource management, AI can transform how schools operate.

However, the implementation of AI must be accompanied by robust safeguards to protect data, privacy, and assets. By taking proactive measures to secure sensitive information, schools can harness the benefits of AI while ensuring the safety and integrity of their operations.

ASBO International will be hosting a virtual AI Symposium on December 3–4 to address topics such as understanding and adopting AI, developing and implementing ethical guidelines, enhancing education outcomes through AI, and fostering policy dialogue and collaboration.

Visit ASBO International's Learn site <https://learn.asbointl.org> for information.

Education Finance and Technology: Looking Ahead to 2025

Next year will be pivotal for determining best use of funding for technology across the school district.

By Matthew Lentz, MPA, PCSBA, SFO



DEEMERWHA STUDIO/STOCK.ADOBE.COM

As a school finance leader, you likely have made or heard many of these statements in the past year:

- Expenditures for technology and related cloud technology have increased significantly over the past five years.
- Our processes are less paper intensive and more reliant on technology; we want to do more, but cost is an obstacle.
- The shortage of accountants has increased our vacancy rate and challenges our ability to meet deadlines.

- Technology purchased in 2020 is approaching end of life, and we are uncertain of how to fund and sustain it with the expiration of Elementary and Secondary School Emergency Relief (ESSER) funding and local limitations of new funding sources.

These statements and other observations regarding the strategic direction of budgeting, management, planning, and implementation of technology point to the need to refocus our technology investments.

Given the expiration of ESSER funding this year, 2025 will be pivotal for resetting post-COVID-19 pandemic finance and determining a path toward supporting

ongoing learning, efficient administration of operational and noninstructional needs, and enrollment and demographic changes.

The following suggestions may provide a strategic direction for school business leaders and their teams.

Develop a Multiyear Plan

Although the technology landscape will continue to change, it's important to develop a base financial plan for device replacement, upgrades, and edtech funding to support your strategic plan.

The goal in developing a multiyear plan should be to ensure alignment of technology with district needs and to establish a process for technology replacement, deployment, and evaluation. Use student performance data and other metrics as points of discussion for delving deeper into the use and effectiveness of technology.

Decisions about the direction of technology should include a cross-functional team and include end users, those familiar with the larger district strategic plan, and individuals with a variety of experiences with and responsibility for technology.

For example, our technology department wanted to update our help desk ticket process and included other departments in the discussions, which led to innovative practices regarding how the system could benefit other departments.

By aligning with a strategic plan and developing a multiyear plan based on priorities and data, your organization will be better able to navigate the changing technology landscape, including managing priorities, funding, and logistics.

Communication is critical throughout the planning and implementation. As part of the multiyear plan, consider establishing milestones for communication in 2025 and beyond regarding changes, priorities, and feedback so internal and external stakeholders can understand not only the plan but also the vision for implementation.

Identify Risks

Cyber risks will only increase over the coming years, so a plan for communicating risks as well as mitigating risks among departments is critical. In identifying risks, both internal and external, include your insurance provider and other consultants in your discussions and planning.

Consider developing a “tabletop” exercise for responding to a cyber risk or data breach. An option may be to develop a plan at an off-peak time to restore your network infrastructure from a backup to determine shortcomings, as well as the accuracy of backups and the restoration.



DELICIO FERNANDES/PEOPLEIMAGES.COM/ISTOCK.ADOBE.COM

Consider developing a “tabletop” exercise for responding to a cyber risk or data breach.

Evaluate the Options

In the rush to roll out new technology, organizations often fail to consider important factors such as integration, user experience, and workflow. As you look at your technology work plan for 2025 and beyond, review these factors and consider improvements to your internal financial and operational processes.

Deploy Lean or other process reviews to examine your organization's needs and then work with your providers to make improvements accordingly. Also consider the strategic planning priorities previously developed and identify next steps and best processes to address needs and balance financial and other realities.

Benchmark

Establish comparative benchmarks for spending on student technology, as well as administrative technology. Many tools are available to help you establish these baselines.

Watch the Market

When monitoring data in your organization, consider noting the actions and advice of leaders in technology, as well as global trends, including acquisitions of technology products and other adjustments that can help your organization align with market trends.

Additionally, connect with business partners to discuss your needs and learn how their business direction is changing for 2025 and beyond.

Matthew Lentz is the chief financial officer for Esperanza Academy Charter School in Philadelphia, Pennsylvania.
Email: mlentz@esperanza.us

Ramping Up Your Cybersecurity

Education leaders explore the importance of and path to cybersecurity.

By Keith R. Krueger, CAE; James M. Rowan, CAE, SFO; and David R. Schuler, PhD



MZ/STOCK.ADOBE.COM

It's Thursday afternoon. Someone sitting at the coffee shop on the corner of 5th and Main Streets alerts Anytown School District that the district's data has been hijacked, stating, "I'm the only one with the key. Pay me \$2 million, and I'll provide a password so you can retrieve your data in time to make payroll tomorrow."

Anytown School District has 1,000 employees, which means 1,000 social security numbers, 1,000 home addresses and phone numbers, 1,000 bank account numbers, 1,000 routing numbers, and 1,000 email addresses, all stored in the district's computer system, are now inaccessible.

Anytown School District has fallen victim to a cyberattack.

A breach like this is more common than you might think, given the ever-growing sophistication of the cyber underworld. Ransomware attacks cost education institutions more than \$53 billion in downtime between 2018

and 2023; U.S. schools alone lost an estimated \$35.1 billion, according to Comparitech.

The District Leader Perspective

The *2024 State of EdTech Leadership* report, an annual survey administered by the Consortium of School Networking (CoSN) in partnership with AASA, The Superintendents Association, indicates that cybersecurity remains a top concern for edtech leaders, with 99% of districts taking measures to improve data protection. The survey of 980 edtech leaders from across the United States reported that an increasing number of districts are on a path toward implementing cybersecurity best practices.

How are districts responding to this urgent call to protect district data? Superintendents Mark Benigni, Peter Aiken, and Gustavo Balderas, and assistant superintendent of finance John Brucato provide their perspectives.

What is your district's overall approach to cybersecurity?

Mark Benigni, Meriden (Conn.) Public Schools: We try to build that culture of trust with our families. We do everything we can to protect student data and prevent data breaches. However, we also recognize that there are malicious actors out there who want to take advantage of school systems just like they're trying to take advantage of individual families and businesses.

How you react to the situation also lends to your credibility and your reputation.

Recently, we received an Education Security Preparedness Grant from IBM to help our schools prepare for and respond to the growing number of cyberattacks.

John Brucato, Briarcliff Manor (N.Y.) Unified Free School District: Our district has strict policies in place to protect our students and staff from cybersecurity threats. Our IT team is constantly monitoring our infrastructure and traffic to ensure any breaches or loss of important information are minimized. All employees must undergo annual cybersecurity training with information on the latest trends and threats made available.

Peter Aiken, Central York (Pa.) School District: Once you have that data breach or you have that hack, then you go into reactive mode. There's nothing that frustrates the public more than to say "Hey, we want more information" when we can't provide it. I think that's where that keen emphasis comes in: How can we be proactive in making sure that we're communicating in front of all this and really providing professional development ahead of all this?

Gustavo Balderas, Beaverton (Ore.) School District: It's a level of trust with your community and all stakeholders. It's how we react after and how we communicate to our stakeholders, our kids, our faculty, our parents, our broader community, and the local media.

How you react to the situation also lends to your credibility and your reputation. It's about making sure you react quickly with all the information that you can share and be resolved right afterward in terms of what you're going to do to deter it in the future.

Scaled-Up Cyber Awareness

Cyber criminals are more organized than we think and will go where they find success, which is why the

education space continues to be a target. According to the [U.S. Government Accountability Office](#), 647,000 American students were affected by ransomware attacks on K–12 schools in 2021. This explains why a robust cybersecurity defense plan is as important to a school district as any other crisis plan.

If your school district is lagging in this area and using outdated technology to protect internal systems, implementing a robust cybersecurity plan would be a substantial lift and investment, which means having that crucial conversation to prioritize adequate funds to upgrade protocols.

How do you bring cyber awareness to everyone in your district?

Brucato: In our district, all staff must participate in annual trainings. Throughout the year, our IT staff members generate random phishing emails that are sent to staff in order to simulate a real-world scam attempt. All staff members are able to report potential threats through an automated system and are encouraged to do so any time an email seems suspect.

Benigni: It starts with education and students. Part of the process could be having staff complete cybersecurity training as part of the annual training requirements. We do it as part of onboarding new staff members. We have our IT department share best practice emails throughout the district. All students receive digital citizenship and online safety instruction.

Aiken: I continue to stress professional development. The past two districts I served in worked with an outside agency. If we had somebody continue to click that "dancing monkey," we specifically worked with that individual. I think the vast majority of our staff appreciate that. It's in their face now and they get it.

Balderas: For us, it's making sure people understand our cybersecurity practices, from kids to families to staff, and making sure we're responsible for the information that we gather from our kids and our families and we keep it at a high level. We are constantly communicating to our staff and families regarding what we are doing. It's a constant training that we need to stay in front of.

Bottom line: A district may wish to bring in cybersecurity experts to examine what is already being done and to provide an objective, top-to-bottom view of the capability of systems to determine where the school system is as an organization and how it's protecting data and students against external threats.

Locking Down

You might say "We already have a robust system" or "We already have the necessary infrastructure." But

HELPFUL RESOURCES

The authors recommend the following resources.

- Webinar: Proactive Leadership Regarding Cybersecurity in School Systems, presented by CoSN and AASA. <https://home.edweb.net/webinar/supers20240108/>
- 2024 State of EdTech District Leadership Survey, published by CoSN in partnership with AASA. www.cosn.org/stateofedtech2024
- Back to School Safely: Cybersecurity For K-12 Schools/Fact Sheet published by AASA. <http://tinyurl.com/AASACybersecurity>
- February 2024 issue of AASA's *School Administrator*: Playing Defense Against Cyberattacks. <https://www.aasa.org/publications/publication/february-2024-school-administrator>
- CoSN/Cybersecurity Resources. <https://www.cosn.org/edtech-topics/cybersecurity/>
- AASA Cybersecurity Resources: aasa.org/cybersecurity
- The AASA Student & Child Privacy Center. <https://www.aasa.org/resources/student-child-privacy-center>

- ASBO International's [Best of School Business Affairs Magazine "Cybersecurity Edition"](#)
- [ASBO International & CoSN Toolkit: Working Together For Student Success: A Guide for SBOs & CTOs](#)
- Webinars from the ASBO International 2023 Annual Conference & Exp, available at <https://learn.asbointl.org>.
 - Creating Safer Learning Environments to Protect the K-12 Community <https://learn.asbointl.org/topclass/topclass.do?expand=OfferingDetails-Offeringid=433646>
 - Cyber Attacks Are Increasing <https://learn.asbointl.org/topclass/topclass.do?expand=OfferingDetails-Offeringid=437110>
 - Cybersecurity and Your School: Dealing with Vendors <https://learn.asbointl.org/topclass/topclass.do?expand=OfferingDetails-Offeringid=437849>

what are you doing to improve year after year? From an operations perspective, because everything runs off the network—security systems, cameras, locks, HVAC systems, bus schedules, cafeteria plans—those are some of the areas an attacker can manipulate to make your systems vulnerable, compromising the essential operations of a school.

Some attackers may masquerade as legitimate sources, spoofing themselves as employees or perhaps as concerned vendors offering to help a district mitigate the exact threats they're imposing. Students themselves might initiate the risk.

You can't implement best practices without sharing the context—the "why."

Many districts use a two-pronged authentication method, going beyond passwords and using a text message to verify who is attempting to log in. Some employees may see the added security as an inconvenience, which is why building a culture around the importance of data security is critical. You can't implement best practices without sharing the context—the "why."

How do you improve your existing systems/protocols year after year?

Balderas: We have multifactor authentication for our kids to make sure that it's not just the old one click—instead, it's two or three clicks. I know people don't like that, but it keeps us safe. It's not an end-all-be-all, but it helps us

and it ensures people know we have everything possible in our systems to protect student data.

Benigni: It's education of staff and students for sure. We had a student take advantage of an unlocked teacher gradebook and significantly improve their grades. We want to look at how we time out those gradebooks, making sure that teachers are protecting that valuable data, and how we work with our students, too.

We also have done our own phishing campaigns to heighten awareness for staff and see who's clicking on that link that maybe they shouldn't click on. We can reinforce our own practices to keep everyone safe and protected.

Brucato: Our IT staff keeps up to date on the latest cybersecurity trends, threats, and best practices. We meet with the IT staff regularly to review policies and procedures and make necessary modifications to our practices to ensure compliance.

Aiken: The other one that we wrestle with now, too, is making sure our outside vendors bring that same level of security and appreciation for security that we're obviously trying to enhance here. There is no sense in us trying to lock things down airtight if some of these vendors aren't operating with the same set of rules.

Bottom line: Effective cybersecurity goes well beyond the efforts of the tech team. Many districts cannot afford a dedicated employee to focus solely on cybersecurity, so everyone must play a part. Some districts, such as

Beaverton School District, work with external partners, including local law enforcement and the local FBI office.

Communicating, Understanding, and Respecting the “Why”

We must work together to better understand the risks of leaving our systems and our data unprotected as cyber criminals continue hammering away at our systems. We cannot shy away from this critical issue. It will become more complex as the sophistication of the attacks escalates.

How do you communicate the importance of cyber awareness and emphasize why it’s important?

Benigni: Keeping student information safe needs to be priority one—that’s part of the balancing act—and then giving access as appropriate and asking those questions: Why do you need access? How can we monitor users who have access?

Aiken: The training piece is critical not only for staff but students as well. The more available we make ourselves and the better we are at communicating the why behind it all, the better.

Balderas: When working with educators, we need to ensure they understand the why behind these protective

filters, why we have these rules of engagement. They need to know that it’s to protect them and the students.

Brucato: School districts maintain a lot of sensitive information which can be a primary target for attackers. The SBO and administrative team need to be in regular communication with their IT department and have an appreciation for all of the time it takes to mitigate threats on a daily basis.

Do not underinvest in your technology and technology staff. Whether it’s state of the art hardware, software or professional development, make budget allocations to stay ahead of any emerging threat. It’s also worth considering an IT auditor to review your operations and make recommendations for improvement.

Bottom line: It’s important to take stock of where you are. Not knowing the robustness of your cybersecurity system will leave your district rudderless. However, having a path toward improvement should be at the top of every district’s priority list.

Keith Krueger is the executive director of the Consortium for School Network (CoSN). Email: keith@cosn.org

James Rowan is the executive director of the Association of School Business Officials, International (ASBO). Email: jrowan@asbointl.org

David Schuler is the executive director of AASA, The School Superintendents Association. Email: dschuler@aasa.org

THIS IS YOUR
SFO® CERTIFICATION JOURNEY



YOUR professional development
YOUR achievement
YOUR designation
on YOUR time

The journey is as valuable as the designation.

asbointl.org/Certification

How to Survive a Security Breach

A case study in responding to a cybersecurity attack.

By Christy Fisher

The calls started coming in first thing on a Friday morning—Norman Public Schools employees couldn't log into the school district network. Then came the call from the finance office reporting a message on the computer screen: "Your files have been encrypted."

A cybersecurity attack is every organization's nightmare, and we were now in the middle of one. As chief technology officer, I knew there was no time to waste.

I immediately called our CFO, who called our cyber insurance carrier, which deployed an incident response team and a team of attorneys who are experts in process and negotiations. From that point on, all negotiations were handled by our cyber insurance team and our attorney. Law enforcement and the FBI contacted us because they had been monitoring this group for a while.

Based on the investigations, it was determined the following student information was potentially impacted: name, social security number, directory information, and educational records, including test scores, final grades, disability information, and socio-economic indicators. In addition, it was determined that the driver's license numbers for some staff members were potentially affected.

Because of the history of data that school districts must carry on students and employees, schools are a good target for attackers right now. Student information is especially valuable and goes for a higher price on the "dark web" because students do not yet have a credit history.

Early Response

Our monitoring service directed us to "pull the plug" on everyone on the network, and the incident response team coordinated our next steps, which included:

Establishing a communication process. Our district leadership, including the IT department, had daily meetings with the attorneys, finance office, and communications team. It was important that we keep the community informed, and these meetings ensured we were all sending the same message.

Because we were not sure whether our communications were being monitored, we communicated with our



response team and attorneys using email addresses that were not part of our domain system.

Our communications office immediately released a statement to parents explaining that the Norman Public Schools networks were experiencing a malicious ransomware attack and that the technology services team was working with our third-party cybersecurity experts and law enforcement. The statement directed the families to turn off and unplug any NPS-issued devices until further notice.

Collecting data to build forensics. The response team gathered forensics to determine where the breach originated, its path, and the scope of the breach. During this process, we kept a daily activity log—things happen so quickly that it's often hard to remember every detail. We also documented money spent for incidentals, such as thumb drives, to gather data, as well as overtime, as this information is important for insurance claims.

Contacting cloud-hosted services. Most of our systems are now cloud-hosted, meaning we access systems such as our student information system, financial management system, learning management systems, etc., via the web, and the data associated with those systems is housed and backed up off-premises.

We notified those companies so that they could lock down our information and investigate from their side to determine if their systems were compromised.

Recovery Mode

When we had a handle on the extent of the breach, including what files were compromised and what devices might be infected, we started the recovery process. This included:

Establishing our primary goal. With so many people working in different areas to recover, we determined early on that we needed to prioritize our goals. For us, that primary goal was making sure we were able to run payroll, and no employees would go unpaid.

Once those systems were recovered and we knew payroll would happen, we could go on to the next goal: getting the network restored so classrooms could return to their normal operating procedures.

Clearing all devices. We assessed all devices and determined that the issue was limited to PC devices; Apple products were not affected. We removed all PCs (laptops and desktops) from the network and put “do not turn on” signs on them until we were able to clear them and bring them back online.

Because we had detailed floor plans of all of our district-owned buildings and an asset management system, we were able to go into buildings that not everyone was familiar with and find devices that needed to be investigated and shut down.

Restoring systems. The network was segregated by site, so when the time came to bring the network back up, we could do it site-by-site, e.g., administration, high school, middle school, and elementary school. We replaced devices necessary to get our financial team online so that payroll could be run. We then moved toward removing potentially infected devices from one building at a time so that we could bring networks at that location back online.

Addressing new network communications. In many cases, servers were still being processed through forensics, so in order to get our critical systems back online, we set up new servers and restored backups from a safe date. We had to set up an entirely new DNS, so if a nightly process was looking for a server with a particular name or IP address, it was possible that those processes needed to be modified accordingly.

Critical Systems

For Norman Public Schools, in addition to cybersecurity insurance, the following strategies help protect us from vulnerabilities:

Immutable Backup: We were able to get back online as quickly as we did because we had a solid off-site backup system, which allowed us to restore our data back to a day that was determined to be safe.

End-point detection and response: Every device in the district is loaded with software that identifies a possible problem and then locks that device down from the network so the problem does not spread to other devices. This system is monitored by a company that notifies us directly if they see a potential issue.

Multi-factor authentication: A second method of identification is required for all users when they log into the system.

Vulnerability and penetration testing: Periodically, a third-party vendor attempts to break into the system and then provides a report of our system’s potential weaknesses.

Phishing training: An email program sends “scam” emails to employees and then provides training if the employee fails to realize it was a scam. Training is incorporated into annual employee training modules.

System patches and updates: This is a base-level requirement to ensure systems are updated to the most recent version and, therefore, protected from any new hacking methods. This is relatively easy to do at the district/server level but harder to accomplish on individual machines, so a plan must be in place to ensure devices are updated regularly.

Privileged account management: A limited number of people have access to servers and background processes, and all critical systems require multi-factor authentication for access.

Security assessment: All systems and protections are reviewed annually to make sure that no gaps exist with the ever-changing cyber climate.

Guidance from Lessons Learned

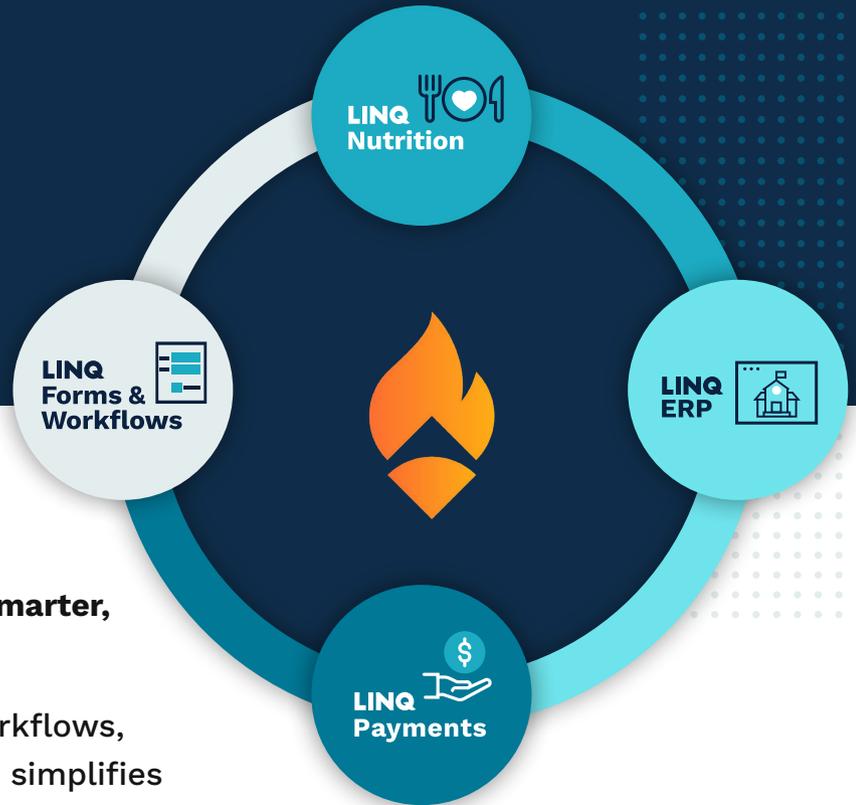
Here are some key strategies to help your district recover quickly from a cyberattack:

- When you get the “your files have been encrypted” call, ask the person who reported the incident to snap a photo on their phone—it is a key piece of evidence the forensics team needs to begin their tracing.
- At the end of each day, document everything you can remember; you will be asked many times to recount the order in which things happened, and with each day that passes, it is more difficult to remember them.
- Cyber insurance is an absolute must and should be your first official call. Cyber insurance companies have coverage requirements, so you’ll need to take steps to meet those requirements.
- Regularly communicating with your patrons is critical, even if it is just to say that “today there was no change.” If you aren’t communicating, the rumors are more likely to spread.
- Having a solid off-site backup system is key. If you are able to take your systems back to a time before the system was hacked, you will not need to negotiate to get your critical files unencrypted.

Christy Fisher is the chief technology officer for Norman Public Schools in Norman, Oklahoma. Email: cfisher@normanps.org

Simplify K-12 Operations With A Single, Trusted Technology Partner

We help schools do more
with less—and we've been
doing it for 35 years.



Our integrated solutions enable **smarter, faster, and better** operations.

Find out how LINQ automates workflows, delivers deeper data insights, and simplifies compliance so your teams can:

- Save time, money, and stress
- Create longer budget forecasts
- Lock down sensitive data
- Focus on strategic goals

GET A CUSTOM DEMO TODAY



LINQ.COM | 888.GO4.LINQ



Experience end-to-end
K-12 simplicity at Booth
#111 during the ASBO Annual
Conference & Expo.

Moving Records Management to Center Stage

Digitizing decades worth of paper files can seem daunting, but it is important and it can be done.

By Scott A. Hansen and Matthew Hancock



COURTESY OF SCHOOL DISTRICT OF MANATEE COUNTY, BRADENTON, FLORIDA

Staff in Florida's School District of Manatee County worked together to convert more than 2,000 boxes of district records into a digital format.

Although K–12 records management is a “behind-the-scenes” task that gets little attention as long as everything goes smoothly, districts must pay close attention to the processes. When records management is in the spotlight, it is often because something has gone wrong.

Records management can be complex and challenging, especially for school districts that rely on paper-based systems for enrollment records, student data and transcripts, employment applications, and more. Paper-based records systems take up valuable storage space, are time-consuming to search, and are susceptible to damage or destruction.

Digitizing decades worth of paper files can seem daunting, but it can be done. The School District of Manatee County in Florida provides a case in point.

The Launch of Project Digitize

In response in part to an audit finding, leaders of the 50,000-student School District of Manatee County launched Project Digitize. This massive six-year initiative involves converting more than 2,000 boxes of district records—more than 6 million documents—into a digital format and moving the data into a secure cloud-based system.

Initially, the school district, like many other districts, stored its records in large rooms filled with file cabinets containing paper files. In addition to taking up valuable space, these records were kept in rooms without adequate air conditioning and could have degraded in the Florida climate.

Project Digitize drastically streamlined records management, made the records more accessible for staff members, and eliminated physical storage space where records had the potential for environmental damage.

Implementation Steps

Launching Project Digitize involved the following steps:

Getting buy-in. Support from stakeholders is critical to ensuring the success of a project of this scale. With the audit findings as a catalyst, district leaders made the case to stakeholders—including staff and school board members—to bring everyone on board. **Tip:** When making the case for digitization, contrast its benefits with the risks of doing nothing.

Creating a plan. The School District of Manatee County's technology department created a comprehensive plan for Project Digitize that detailed the process, the goals, and the staff responsible for each task along the way. **Tip:** Have a realistic time line and budget, and assign specific tasks to designated departments.

Finding partners. Most school districts lack the capability for in-house online records management. When the School District of Manatee County contemplated Project Digitize, it needed to partner with providers who had expertise in records management. An online records management software company for cloud-based storage and a high-speed scanner company were available to digitize the documents. **Tip:** Evaluate technology partners to ensure that they are reliable and will provide ongoing support, even after the project has been completed.

Teaming up. To be successful, Project Digitize needed the cooperation and participation of teams throughout the district. The Project Digitize execution team included members of the print services department, technology staff, and records management staff. The student demographics staff trained the school registrars and helped each school prepare for the project.

Each school was to assign staff members to sort through old documents and determine what to keep and scan and what to destroy; they also prepared the documents for digitization by following specific instructions, including removing staples and paper clips and preparing individual student folders.

The student folders were filed in standard banker-style boxes, and each box was labeled using a specific format. Staff members then downloaded and completed a scanning manifest spreadsheet for each box. The execution

team was available to help individual schools. **Tip:** Preparation is everything. Designate staff training time within normal work hours.

Strategies for Success

Digitization projects vary from district to district; however, some universal strategies apply to individual projects.

Be date-driven. A saying in the technology department at the School District of Manatee County reminds us, "If we're trying to accomplish something and we don't have a date, it's just a hobby." Create realistic goals and determine completion dates for the project; allow flexibility in timing.

Keep security top of mind. Data security is important when dealing with sensitive student records. When vetting vendors, ask about their data encryption and how they ensure that only authorized staff members can access the information.

Provide training before, during, and after the project. Training everyone to use a new system is important; however, follow-up training will give users an opportunity to ask questions and be assured that everything is going well.

Create a team environment. To succeed, district-wide projects must be a team effort. Everyone involved in the project must feel like part of the team and be invested in the team effort.

Build relationships. The School District of Manatee County's project leader, Scott Hansen, was involved in the day-to-day execution of the project, doing walk-throughs and helping scan the records in each school. Leadership team members doing the scanning in the field demonstrated their investment in the process and the project.

Beyond the Scanning

With its now-digitized records of all active and recently graduated students, the district plans to digitize older records, records of inactive students, and inactive staff records by December 2027.

The online system streamlines the process for fulfilling record requests and sets fees for those requests. In the 2022–2023 school year, the district generated more than \$37,000 to help pay for the ongoing cost of scanner supplies and maintenance.

Scott Hansen is chief technology officer at the School District of Manatee County in Bradenton, Florida. Email: hansens@manateeschools.net

Matthew Hancock is director of customer success and support for Scribbles Software in Charlotte, North Carolina. Email: mhancock@scribsoft.com

Voya® can help
you realize
greater value
by getting your
workplace
benefits and
savings in sync.

Help boost employee engagement
Save time with a simplified experience



Neither Voya® nor its representatives offer tax or legal advice.
Please consult your tax or legal advisor before making a tax-related investment/ insurance decision.
Products and services offered through the Voya® family of companies.
©2022 Voya Services Company. All rights reserved. CN2320279_0824

PLAN | INVEST | PROTECT

VOYA
FINANCIAL

The Basics of Leasing versus Buying Chromebooks

Faced with dwindling federal dollars, districts must decide if leasing Chromebooks makes sense.

By Henry Ortiz

It's safe to say that technology has become an integral part of the learning experience. Whether it's digital whiteboards, projectors, or Chromebooks, it's difficult to imagine a classroom without these tools. Chromebooks in particular—with their affordable price and user-friendly interface—have gained prominence in K–12 classrooms.

According to an EdTech report, Chromebooks accounted for more than a 60% share of the K–12 device market in the United States in 2020. The reasons for their acceptance are clear to those who use them: affordability, ease of use, integration with Google Workspace for Education, and an extensive catalog of education apps for collaboration and learning.

However, school districts, once flush with American Rescue Plan stimulus funding to support remote learning, are now wrestling with their long-term strategies to maintain, repair, and replace their Chromebook inventories. One decision that requires district personnel's attention is whether to lease or buy replacement Chromebooks.

Leasing is a contractual agreement that allows school districts to use the Chromebooks for a fixed period—usually one to four years—in exchange for a monthly or annual fee. Some contracts may include a buyout of their Chromebooks at the end of the lease agreement. The buyout option is the outright purchase of the Chromebooks, which gives the school district full ownership and control over the devices from the moment of purchase.

So what is the best option? As expected, both approaches have benefits and drawbacks. Let's review the pros and cons, with a focus on cost, flexibility, and device quality.



DEMPHOTO/STOCK.ADOBE.COM

Cost of Chromebooks

Cost is likely the main factor influencing the decision to lease or buy Chromebooks. Leasing and buying have different cost implications for a district's budget, cash flow, and return on investment.

Leasing Chromebooks can be more affordable in the short term as it reduces the up-front cost and spreads the payments over time. Additionally, leasing may include warranties, insurance, and technical support that can lower the maintenance and repair costs for the district. Also, leasing provides stability as costs are fixed over the length of the agreement.

Buying Chromebooks can be more cost-effective in the long term as it eliminates the recurring fees and interest rates that come with leasing. Buying can also give the district more equity and resale value, as the

Table 1. Advantages and Disadvantages of Buying or Leasing Chromebooks

Aspect	Leasing	Buying
Cost	Lower up-front cost; higher recurring fixed cost	Higher up-front cost; lower recurring cost
Flexibility	More adaptable to changing needs and opportunities	Less adaptable to changing needs and opportunities
Device quality	Higher and more consistent performance and reliability	Lower and more variable performance and reliability

devices can be sold or donated after their useful life. In addition, there is no risk of a buyout fee or balloon payment to retain ownership of the devices.

Leasing and buying have different cost implications for a district's budget, cash flow, and return on investment.

Flexibility

Another factor that affects the choice between leasing and buying Chromebooks is flexibility. Leasing and buying have different implications for the district's ability to adapt to changing needs, preferences, and opportunities.

Leasing Chromebooks can offer more flexibility, as it allows the district to negotiate terms to upgrade to newer models and features more frequently. Moreover, leasing can provide more options for financing and vendor selection, as the district can shop around for the best deals and terms.

Buying Chromebooks offers less flexibility, as it commits the district to a longer ownership cycle. Moreover, depending on enrollment numbers and refresh cycles, the investment needed to replace inventory may limit the district's ability to fund other critical technology projects. Buying can also limit the district's ability to respond to technological and educational innovations, as the devices may become outdated or incompatible with newer software and standards—always a risk with technology!

Device Quality

The final factor that may influence the decision to lease or buy Chromebooks is device quality. Leasing and

buying have different consequences for the performance, reliability, and usability of the devices.

By negotiating a shorter lease, districts can ensure higher device quality, as it allows them to renegotiate more frequently for devices that are newer and likely more advanced. Furthermore, leasing can enhance the device quality within the district's inventory, as the lease terms can include warranties, insurance, and technical support that ensure timely repairs and replacements.

Buying Chromebooks can compromise device quality, as the devices are likely to age and deteriorate over time. Despite all guidance given in our acceptable use policies, Chromebooks are subject to treatment that will age them significantly faster than their expiration date. Buying can also result in more variable and diverse device quality, as the devices may be different models or come from different vendors, depending on the most affordable option at that time.

Conclusion

The decision to lease or buy Chromebooks—or any other digital learning device—depends on the school district's goals, priorities, and, most importantly, budget constraints. Table 1 summarizes the main advantages and disadvantages of leasing versus buying Chromebooks.

Ultimately, there is no one-size-fits-all approach to replacing or maintaining Chromebook inventories. Deciding whether to lease or buy Chromebooks requires school districts to do a careful and comprehensive analysis of the costs and benefits of each option, as well as the trade-offs and risks involved.

Technology leaders should consider the feedback and preferences of the district's stakeholders, such as students, teachers, and administrators who use the devices daily. By doing so, district leaders can make an informed and strategic decision that best suits the district's needs and goals.

Henry Ortiz is the director of technology services for the Conejo Valley Unified School District in Thousand Oaks, California. Email: HOrtiz@conejoUSD.org

Revisiting “Can Your District Survive a Data Disaster?”

Refreshing pertinent tips and tools from a decade ago.

By Maria A. Parry, CPA, PSA, SFO

In 2011, the internet was in middle school, but it soon moved up to high school. Amazon introduced the Kindle, Facebook was still privately owned, the Blackberry was becoming a dinosaur, and the mobile internet was on fire.

That year, an article by Gary Smith in *School Business Affairs* brought to light several issues business officials should be aware of in determining the safety of their data systems. Much of Smith’s observations are relevant today.

Rather than discuss ways to avoid data disasters, Smith’s article—“Can Your District Survive a Data Disaster?”—outlines what to do if a disaster occurs. Smith provides real-life examples of data disasters in a school district and concludes with recommended strategies for districts to protect their data in case of an emergency.

Data Vulnerabilities

According to Smith, there are three reasons school business administrators may not realize or recognize that their recovery plans have, in fact, left them vulnerable to unacceptable long-term data disruption:

1. The assumption that business data are safe.

Each data storage system faces some kind of threat. The article mentions internet viruses as a concern—a precursor to today’s cyberattacks. Smith also explains that if the data recovery locations are inoperable, the district can potentially face data loss.

Today, a majority of districts use cloud storage options rather than tape backups. However, cloud storage is not fail-safe; cloud security breaches have occurred—most notably affecting companies such as Facebook, LinkedIn, and Accenture (Arcserve 2023).

2. Reliance on tape backup systems to retain and restore data in the event of a server malfunction. Tape backups are not always dependable. Although a majority of districts have moved away from



tape backups, they still exist, although often in a different format, such as a jump drive or external hard drive. This is a low-cost way to back up files, but it takes effort to routinely check to see whether the files have been accurately backed up. Manually backing up files to the cloud is also a low-cost solution. But again, the files must be confirmed to make sure that the cloud backups are working.

Another issue that has arisen since this article was published is the increased number of hosted websites for school districts. In the past, districts added software programs to their servers, and the district was responsible for the data.

Today, most companies that host the programs (at an additional cost) allow the district technology team to focus on other areas. Hosted cloud storage can be a low-risk solution. In addition, the host servers have multiple locations to avoid any major outages.

In 2019, our district was the victim of a cyberattack. The files and programs that were on the server were unavailable, but the employees who stored their files in the cloud were able to continue working.

The seamless adjustment for employees whose files were in the cloud was a major factor in my decision as a business administrator to move my files to the cloud. I had resisted doing so because I thought that many

sensitive files would lose their confidentiality, which was not the case.

3. Failure to consider a recovery time objective in the data recovery plan. This concern is still relevant today. Smith discusses confirming and planning for a data issue and how long it takes for the district to be back up and running. This issue may not be as critical to the district today; however, with the increase in cyberattacks in the past five years, it is an area that districts should explore.

The article recommends a hybrid solution for effective data recovery: prompt data recovery within budgetary frames. This solution is still relevant, but it has been upgraded to today's technology. Instead of using disk-to-disk and tape backups, a district could implement an air-gapped backup system that duplicates files within the building while also duplicating files in the cloud (Stonefly 2024).

For example, a single school would have one backup server on-site and a second server on the opposite end of the building in the event of a power outage, fire, damage, or other disruption. In case of unusual activity, such as overheating, the compromised server would shut down immediately, and the second server would take over. This system is similar to some boiler HVAC systems; if a fault

occurs, the backup boilers take over rather than shut down the entire system.

There are two additional recommendations for districts to protect data: (1) purchase a cyber insurance policy and (2) create and follow through with a five-year technology plan.

In conclusion, the 2011 article's recommendations still apply to today's technology. By swapping out obsolete technology for new and future technologies, school business officials can better protect their data.

References

Arcserve (blog). 2023. 7 Most Infamous Cloud Security Breaches. December 20. www.arcserve.com/blog/7-most-infamous-cloud-security-breaches.

Smith, G. 2011. Can Your District Survive a Data Disaster? *School Business Affairs*. January. 15–17.

Stonefly. 2024. What Are Air-Gapped Backups? How Air-Gapped Backups Work. <https://stonefly.com/resources/what-are-air-gapped-backups/>.

Maria Parry is the school business administrator for Monmouth Regional High School in Tinton Falls, New Jersey. She is a member of ASBO International's Editorial Advisory Committee. Email: mparry@monmouthregional.net

Theodore Ragavas, Monmouth Regional High School technology supervisor, contributed to this article.

VOLUNTEER AND
COLLABORATE WITH
YOUR PEERS

Apply for an ASBO
International committee.

To view the current openings,
visit asbointl.org/Committees.



Five Tips for Optimizing Efficiency in the Budgeting Process

Strategies for streamlining processes, improving transparency, and making informed decisions.

By Matt Benati



WICHAYADA/STOCK.ADOBE.COM

Creating a school budget is a complex process that requires careful planning, solid collaboration, and effective communication. With the right strategies and tools, school business professionals can streamline the process, improve transparency, and make informed decisions that benefit their students and the school community.

Here are five tips for optimizing efficiency in your school budgeting process.

Tip 1. Start with a Vision and a Plan

A successful budget begins with a clear vision for your school system’s future. What are your educational goals and priorities? How do you plan to achieve them? Are your goals aligned with your school community’s expectations?

Your vision will serve as a compass for allocating resources and making decisions.

Demonstrate your vision for the future. State your long-term goals and the steps needed to reach them. Goals could include improving student outcomes, expanding programs, or investing in infrastructure.

Communicate priorities. Clearly identify your top priorities and how they align with your vision. This step will focus your budget discussions and ensure that resources are allocated where they matter most.

Make the plan the foundation for your budget. Use your vision and plan to guide your team in developing a comprehensive budget that outlines your anticipated revenues and expenditures.

Don't just share the plan, share the progress. Regularly communicate your progress toward achieving your goals. Doing so will demonstrate accountability and build trust with stakeholders.

Tip 2. Make Collaboration Easy

Efficient budgeting requires collaboration across departments. By automating processes and providing user-friendly tools, you can simplify the process for department heads and streamline communications.

Ensure that all stakeholders understand the process. Offer training and support to make sure that everyone feels comfortable with your budgeting process.

Use templated forms to make requests easy. Simplify the budget request process with standardized templates that guide users to include the necessary information.

Automate reminders to keep everyone on track. Set automatic reminders for deadlines and follow-ups to prevent delays. This feature is often built into budgeting software.

Let department heads own their portion of the budget. Give department heads the autonomy to manage their budgets. Giving them direct access to the budget fosters a sense of ownership and accountability and helps them see how their department budget fits within the overall school budget.

Tip 3. Make Scenario Planning Easy

Scenario planning is a powerful tool for visualizing various financial outcomes and preparing for potential challenges. You can make informed decisions and develop multiple “what if” contingency plans by considering different possibilities.

Scenario planning shows you the impact of different funding levels, enrollment changes, or unexpected expenses. It's also effective for internal collaboration and presentations. Share the results of your planning with stakeholders to justify your budget decisions.

Scenario planning formats include several types:

Personnel budgeting scenario planning. Explore staffing scenarios to optimize your workforce and manage costs. This approach is particularly useful for union negotiations and the district's budgetary challenges as Elementary and Secondary School Emergency Relief funds evaporate.

Capital budgeting scenario planning. Evaluate the financial feasibility of various capital projects so you can prioritize investments based on resources.

Multiyear scenario planning. Extend your scenario planning to multiple years to gain a longer-term perspective. It can help you plan for future challenges and opportunities.

Tip 4. Present to Engage

Your budget presentation should be more than just numbers on a page. Using visuals and narratives to add context can make your budget more accessible and engaging for everyone.

Display your budget in a prominent location on your website. Make it easy for the public to access and view your budget.

Optimize your book with the Americans with Disabilities Act. Ensure that your budget book is accessible to individuals with disabilities.

Use graphs and narratives to tell your story. Incorporate visuals and clear explanations to describe budget decisions and show how they affect the overall budget.

Tip 5. Leverage Technology

Modern budgeting software can automate tedious tasks, improve accuracy, and provide valuable insights through scenario planning.

Forget Excel; cloud-based software is in. Cloud-based solutions offer greater flexibility, collaboration, and real-time updates.

Work smarter, not harder. Automate manual processes like data entry, calculations, and report generation.

Automate. Use technology to streamline workflows (like collecting and prioritizing budget requests from department heads), identify trends, and forecast future needs.

By implementing these tips, you can transform your school budgeting process into a more collaborative, efficient, and transparent system.

Matt Benati is vice president of marketing for ClearGov. Email: mbenati@cleargov.com

Looking for resources, information, tools, connections?
Visit asbointl.org today and advance your career and the school business profession.



Navigating today
and tomorrow.
**We can help
with that.**

BMO



At BMO, we understand the dynamics of government entities. From managing your capital and debt structure to controlling costs, our industry professionals can help your organization run more efficiently. That's how we can help you navigate a bright future.

commercial.bmo.com/governments

Conspicuous Honesty and the School Business Official

What is conspicuous honesty and does it really matter?

By Cindy M. Reilmann, CPA, SFO

One of the wonders of technology today is the ability to access others' thoughts on topics that resonate with us. I subscribe to a weekly email, "Weekly Ethics Thought," from clinical psychologist Christopher Bauer (christopherbauer.com).

One of Bauer's weekly "ethics thoughts" was particularly appropriate for school business officials (SBOs) in today's world: "How to Be Conspicuously Honest (and Why It Matters)."

What Is Conspicuously Honest?

Merriam-Webster defines "conspicuous" as "obvious to the eye or mind; attracting attention." Typically, school business officials don't like to attract attention unless we are celebrating something great that's happening in our district.

As SBOs, we should want our honesty to be obvious to our stakeholders; thus, we want to be viewed as conspicuously honest. "Honest" is defined as "free from fraud or deception; legitimate, truthful."

When you think about your own personal characteristics, is honesty the first word you think of or the last?

During the past few years, K–12 public education has been under attack in various ways. It's more important than ever for education leaders, including SBOs, to be viewed as completely honest, free of any deceit.

We must gain the trust of our communities so they view us as credible, whether that credibility relates to finances, academics, or student well-being.

What does conspicuously honest mean to you? How would you apply it in your own world of work? And why does it matter?

Bauer suggests that if we want our honesty to be conspicuous so that it becomes an accepted part of how we are viewed and branded, we should begin by thinking about the specific actions we take to build and maintain trust. Then, we put those actions forward in our conversations, our professional development, and the supervision we provide so that all employees engage in these behaviors with their contacts.

Does such conspicuous honesty really matter? Bauer says: "The simplest test is this: Would you rather deal with a department, agency, or company you trust or one where you either aren't sure or already know that they can't be trusted? It's tough to imagine that the former wouldn't win every time."

In All Honesty

When you think about your own personal characteristics, is honesty the first word you think of or the last? If honesty is not the first word, why not? Is honesty an integrally accepted part of how you're viewed and branded?

School business officials are in a position of public trust, with regard to both the financial aspects of their school district and the overall safety and well-being of the students we serve. Can we honestly say that everything we do is in the best interest of those students? I sure hope so.

If nothing else, we should be viewed as people of honesty and integrity by our students' parents and our communities. We should be conspicuously honest. As writer Charles H. Brower said, "Honesty is not only the best policy, it is rare enough today to make you pleasantly conspicuous."

Cindy Reilmann is chief financial officer for the Special School District of St. Louis County, Town & Country, Missouri, and chair of ASBO International's Editorial Advisory Committee. Email: cmreilmann@ssdmo.org



Honoring Visionary Leadership

The highest honor in school business, the Eagle Awards recognize K–12 business professionals for their exemplary leadership and service to their districts and the school business profession. The awards, sponsored by Equitable, honor leadership, service, and achievement. Congratulations to this year’s recipients.

Proud Sponsor



EQUITABLE

2024 INTERNATIONAL EAGLE AWARD RECIPIENT

Michele Trongaard, CPA, RTSBA, SFO



Associate Superintendent of Business and Finance, Mansfield Independent School District, Mansfield, Texas

Before joining Mansfield ISD, Trongaard served for 17 years in Wylie (Texas) ISD, becoming the district’s first female CFO. She came to Mansfield at the onset of COVID-19 and made a point of visiting all 48 campus principals throughout the year, explaining that “it was essential in building relationships and ensuring the success of Mansfield ISD.”

COVID was just one of the challenges Trongaard has faced with resilience and perseverance. She also navigated her district through \$55 million in hailstorm damage, a school shooting with multiple injuries, and a cyberattack on the fourth day of school in 2022 that resulted in the loss of financial records.

An active member of ASBO International and a Certified Administrator of School Finance and Operations (SFO), she has led her districts to the Meritorious Budget Award and the Certificate of Excellence in Financial Reporting. In 2019, she achieved the Pinnacle of Achievement Award for ingenuity and resourcefulness.

2024 DISTINGUISHED EAGLE AWARD RECIPIENTS

Jill Barragan



Assistant Superintendent of Business Operations Paradise Valley Unified School District Phoenix, Arizona

Whether it’s mentoring colleagues, investing in her staff, advocating for equitable funding, or serving her local community, Jill Barragan has a reputation for advancing the goals of education through her work as a school business administrator.

For example, concerned about the underrepresentation of women in school district leadership, she worked with Arizona ASBO to institute the Women’s Executive Leadership Development Series to empower and equip women with the skills, knowledge, self-efficacy, and networks to thrive in executive positions.

Jack Mitchell, EdD, SFO



Assistant Superintendent for Business Valley Stream Union Free School District 24 Valley Stream, New York

Jack Mitchell’s commitment to leadership is evident in his service to his district and profession. An active member of New York ASBO and ASBO International, he has served on a variety of committees, conducted workshops, written articles, and presented at conferences. A fierce advocate for education, he has lobbied at the New York state capitol and advocated for education funding.

A Certified Administrator of School Finance and Operations, Mitchell co-hosted ASBO International’s *SBO Perspectives* podcast for three years and has contributed to ASBO International’s Editorial Advisory Committee and Human Resources track. He also is a member of ASBO’s Vision35 Task Force.

Mary Ellen Normen



Administrator for Business and Finance Lincoln Public Schools Lincoln, Massachusetts

Mary Ellen Normen’s commitment to the profession is evidenced by the countless hours she has devoted to guiding and supporting colleagues, sharing her knowledge, and empowering others to develop leadership skills.

A past Massachusetts ASBO Board Member, she received the association’s prestigious President’s Award in 2015 and 2023 in recognition of her contributions to the profession.

Normen led a restructuring of the MASBO board into a more collaborative and data-driving organization. She currently serves on ASBO International’s Education Committee.



Honoring Innovation in School Business Management

The Pinnacle Awards, sponsored by Virco, Inc., celebrate the work of outstanding districts whose innovative solutions maximize resources and enhance student achievement.

PINNACLE OF EXCELLENCE AWARD

Howard-Suamico School District

Green Bay, Wisconsin



Our Roadmap to Reunification

Howard-Suamico School District turned an environmental safety crisis into an opportunity to strengthen safety processes and procedures, build community relationships, and share lessons learned with other districts.

In Spring 2022, the district experienced a large-scale evacuation and reunification of approximately 900 students when an unknown odor was detected at one of the district's middle schools. "Although the odor proved harmless in the end," according to assistant superintendent of operations Michael Juech, "the situation tested many areas of the emergency preparedness of the district and helped identify opportunities for growth, training, and improvement. The district was able to use the experience to steer our vision of what safety and security needed to include."

Juech says the district developed strong collaborative relationships with first responders and community leaders, was able through a grant to provide training around safety and reunification and had the opportunity to share what they learned with their colleagues in other districts.

PINNACLE OF ACHIEVEMENT AWARDS

Hanover County Public Schools

Ashland, Virginia



Excellence in Collaboration: Expanding PreK Availability

Hanover County Public Schools launched a collaborative initiative that addressed the need for more streamlined preK education in the community. Christina Berta, assistant superintendent of business and operations, explains that "through strategic thinking and collaboration," the district's instructional and finance teams were able to move from a model of three separate pre-school programs to create a comprehensive preK setting that includes special education and general education students in one classroom.

Mansfield Independent School District

Mansfield, Texas



Jandrucko Early Learners Academy

Mansfield Independent School District developed a unique experiential learning environment for early learners. After associate superintendent of operations Jeffrey Brogden suggested a visit to a regional service center that utilizes experiential exhibits for elementary school students, Mansfield district leaders and stakeholders collaborated to establish an early learners academy that engages preK students in a full time curriculum of experiential learning and immersion

on a daily basis. The district encourages others to visit and observe. "It is our district's goal to improve all public education opportunities," Brogden says.

Pattonville School District

St. Ann, Missouri



Utilizing the Purchasing Process to Extend Learning Opportunities

Pattonville School District uses a purchasing process to leverage the district's ability to provide extended-learning opportunities to students and expose them to a variety of careers.

Chief financial officer/operating officer Mary Jo Gruber explains that the district uses value-added services, which are additional offerings provided by businesses that go beyond their core product or service offerings, to provide extended learning opportunities for students.

"For example," Gruber says, "construction companies allow students to job shadow, accounting firms perform onsite visits to a classroom to connect the current curriculum to real-life accounting, or engineering firms sponsor robotics leagues or scholarships for AI events."

Proud Sponsor



Equipment for Educators™

The Benefits of Our Partnerships

An ASBO International partnership enhances procurement for districts across the United States.

By James M. Rowan, CAE, SFO

ASBO International has remained steadfast in its commitment to support public K–12 school districts through strategic partnerships and initiatives aimed at fostering efficiency and fiscal responsibility. Our collaboration with GOVMVMT is a partnership forged to enhance the procurement landscape for educational institutions across the country.

Cooperative procurement is a core practice that many K–12 districts rely on to save time and money, keep projects on time and on budget, and leverage staff time and resources. ASBO International has long supported cooperative purchasing as a strategy, having been a founding sponsor of the first national local government cooperative, U.S. Communities.

Why GOVMVMT?

ASBO partners with GovMVMT for several reasons:

Nonprofit Organization. GOVMVMT is a true nonprofit organization. Their status as a nonprofit organization means that meeting the needs of public entities is central to all they do.

Lead Public Agency Model. Every contract offered through GOVMVMT has been publicly solicited and is held by a lead public agency on behalf of all other local and state agencies in the United States.

The lead agency takes responsibility for structuring the bid documents and is supported by a national team of public procurement professionals to review responses, document the bid tallies, and award the contract to qualified firms.

Public Agency Oversight. GOVMVMT provides program oversight and compliance with professional public procurement standards through its advisory council. The council consists of public procurement professionals who represent municipalities, K–12 schools, higher education, and state government.

Members provide input on product lines, serve as lead public agencies, review committee members, and advise them on all aspects of the program.

Quality over Quantity. GOVMVMT focuses on quality contracts, and all of their solicitations comply with

national and state requirements for solicitation advertising and notification.

Typically, their contracts are single awards, which encourages suppliers to put forward their best value.

Nationwide Availability. GOVMVMT contracts are legally allowed in all 50 states and the District of Columbia. Their website provides links to all states authorizing statutes. However, additional statutes or local ordinances may apply, so we urge all districts to have their legal counsel review their contracts to ensure compliance with all solicitation requirements.

Low Fees to Suppliers. GOVMVMT's supplier fees are some of the lowest in the industry, ensuring that prices to public agencies remain low. Low fees attract top-tier suppliers, enriching the marketplace and driving value for buyers.

Best Value Commitment. Prior to awarding a contract to a supplier, GOVMVMT requires the supplier to agree to specific terms and conditions. A key commitment is that the offering is the best value offering the supplier provides to the government sector.

Unlock GOVMVMT's Benefits

I encourage you to start reaping the benefits of our partnership with GOVMVMT.

Registration is free and easy. By registering you keep district procurement professionals in the loop as new contracts and suppliers are added.

Use the contracts. All GOVMVMT contracts are available to public agencies, and nonprofit organizations and public agencies are not required to commit to minimum purchasing amounts. Agencies can use the program as frequently or as little as they desire.

Every contract was solicited, evaluated, and awarded by a school district, city, county, state, or public higher education institution. Every contract is held by an actual public agency, not a third-party organization.

For more information please visit <https://asbointl.org/govmvt> or contact me at jrowan@asbointl.org.

Jim Rowan is the executive director of ASBO International.
Email: jrowan@asbointl.org



JOIN THE MOVEMENT

A Non-Profit Public Purchasing Program

- ✓ True Lead Agency Model
- ✓ Public Agency Oversight
- ✓ Top-tier Suppliers

GovMVM provides a credible, collaborative environment where public agencies and top-tier suppliers can work together to provide quality offerings for a true public benefit. ASBO International and GovMVM have formed an exclusive partnership to offer publicly bid contracts that conform to the highest public procurement standards. If you're interested in joining our movement or would like to learn more, please register at govmvm.org/register. No fees or minimum spend.

First-class Suppliers





403(b) & 457(b) PLAN COMPLIANCE AND ADMINISTRATION SERVICES



Full IRS Audit Support
Including On-site Assistance



Comprehensive Plan
Evaluation & Maintenance



Full-Service Transaction
Adjudication & Recordkeeping



State-of-the-Art Remittance &
Enrollment Tools & Services

Our team has been dedicated to
servicing the 403(b) & 457(b)
Compliance and Administration
needs of public education
employers for over 27 years.

1.888.777.5827 | www.tsacg.com



2024
CONFERENCE
SPONSOR



The School of the Future Is the Hotel of Today

By Victor P. Hayek, EdD, SFO

This column is the eighth in a monthly series on safety and security-related topics.

Parents, educators, and policymakers are always seeking ways to keep students safe. While attending a recent conference, I discovered one potential model that could shape the future of school security: the hotel industry.

Upon check-in at my hotel, I received a key card that was coded for my room and also gave me access to the elevator, gym, and pool. In addition to the key card access system, I could lock and unlock my door through the hotel's app. I scanned my card to enter the elevator and again to enter my room. The TV was on, displaying "Welcome, Victor." Wow, what a system! It could instantly grant and revoke access while being courteous and friendly.

My key card was programmed to work only during my stay; it was deactivated upon checkout. This control safeguards hotel guests so that only authorized people can gain entry to the hotel's rooms and ancillary facilities.

Hotels are not the only industry with these commonplace security measures. Digital key card access systems are also used in offices, in hospitals, on cruise ships, and in courthouses, among others. These systems have enhanced features, including a photo, identifying name, department or position, and even color codes, so safety and security officers can easily identify an individual.

I thought, "Why can't we do that for schools?" I then quickly realized the answer: money. Hotels are for-profit businesses with a primary goal of generating revenue, which requires customers' confidence in safety and security. As such, they invest in technology to protect their guests and their assets; the measures are built into the cost of constructing and operating the hotel.

Conversely, schools are typically funded by public tax dollars and are subject to budget

constraints. When schools are built, the focus is often on keeping costs as low as possible.

Security as a Priority

Because of the growing awareness of school safety, many districts recently have invested in enhanced security measures. However, the challenge continues to be the cost. Most schools were designed and built many years ago when flexibility in construction was not a high priority, and retrofitting is more costly than integrating security measures during design.

However, even with limited funds, schools can improve school security and provide a safer environment for students and staff without significant financial investment:

- Establish and enforce visitor check-in procedures to ensure that only authorized individuals are allowed on campus;
- Conduct regular safety drills to prepare students and staff for emergencies;
- Train staff to recognize and respond to potential security threats;
- Encourage students and staff to report any suspicious activity or behavior;
- Collaborate with local law enforcement to develop and implement security plans;
- Secure all doors and windows and ensure that they are locked when not in use; and
- Increase adult supervision during high-traffic times, such as arrival and dismissal.

No security system is foolproof; however, these measures can go a long way toward reducing threats and safeguarding our schools as safe places for learning and growth.

Victor Hayek is the deputy superintendent of business services and chief business official for the Conejo Valley Unified School District in Thousand Oaks, California. He is a member of ASBO International's Editorial Advisory Committee. Email vhayek@conejousd.org

It's time to stop giving educators so much busywork.

Ricoh Intelligent Workflow Automation

More time with kids. Less time filling out forms and looking for information. That's the promise of Ricoh Intelligent Workflow automation. It helps schools streamline office workflows, capture and store information electronically, provide easy access across platforms — and keep it all secure.

To learn how we're helping educators turn TMI into ROI, visit www.ricoh-usa.com/K-12

We ♥ TMI



RICOH
imagine. change.



Cash Flow Basics and Investing

By Maria A. Parry, CPA, SFO

With a plan in hand, SBOs can ensure cash flow analysis goes smoothly.

BBOURDAGES/STOCK.ADOBE.COM

School business officials face a plethora of decisions daily. They must be on top of today's agenda, worry about what is due tomorrow, determine what is needed to reach the end of the fiscal year, and decide what can be done for long-term planning and forecasting.

Tackling all these tasks can be overwhelming; however, if you have a plan, the blood pressure monitor should soon start dropping back to normal levels.

Along with bank reconciliations, cash flow analysis provides guidance on how the district can cover expenditures in the near and upcoming future. There are different methods of looking at cash flow.

In this scenario, the budgeted revenues and expenditures are input as a guide, and then compared with actual revenues and expenditures monthly, calculating the differences (Figure 1).

The cash flow at the bottom of Figure 1 provides a broad look at revenues and expenditures on one page. This worksheet

also provides additional guidance on whether your budgeted revenues are sufficient for the year, and whether any shortfalls in revenues will occur the upcoming months.

Pro: This worksheet is simple and easy to use for budgeting purposes.

Con: It may not resolve what you are looking for regarding cash flow analysis.

In this example, cash balances are used for comparison with estimated revenue and expenditure activity throughout the year. The opening cash balance (live) is then calculated throughout the estimates provided for the year.

The bold numbers in Figure 2 are the actual cash balances throughout the year. The district can estimate the needed monthly cash balance based on the inflow and outflow activity. In this example, the business official can determine whether any changes in scheduling of receipts are necessary to adjust for the expenditures estimated for that month.

Pro: This worksheet is another easy and

	Approved Budget	Jul-22	Aug-22	Sep-22	May-23	Jun-23	totals	Difference Bud vs. Act
Revenues								
<i>Fund 10</i>								
Tax Levy	23,702,371.00	1,955,557.86	1,975,197.58	1,955,557.75	58 1,994,837.55	1,955,557.75	23,702,371.00	0.00
transportation income	342,866.00	37,976.00	27,606.94	21,906.00	80 37,348.98	89,776.56	429,018.35	86,152.35
tuition	0.00		3,500.00	17,500.00	00 15,750.00	7,450.00	90,384.00	90,384.00
Investment Interest	50,052.00	1,736.95	4,861.40	4,784.93	93 48,240.01	50,019.78	268,203.15	218,151.15
facility rentals	125,001.00	16,938.00	17,800.00	22,876.00	00 34,607.00	28,579.50	240,549.50	115,548.50
erate/misc	2,787.00					430.96	430.96	(2,356.04)
state aid	2,345,858.00			593,518.00	00 192,419.00		2,151,239.00	(194,619.00)
solar	115,093.00		12,160.00	12,616.00	00 5,776.00	4,227.35	88,933.69	(26,159.31)
semi	21,244.00	5,833.00	1,093.94	2,575.50	00 313.00	16,602.85	40,109.31	18,865.31
lead testing						2,638.00	2,638.00	2,638.00
refunds of expenditures		23,186.19	30,142.56	75,197.20	66 66,725.90	73,321.35	893,664.65	893,664.65
misc other xscripts/fines	2,026.00	1,483.00	256.00	129.00	20 3,564.00	3,239.00	40,203.67	38,177.67
prior year		299,633.95		416,962.00			717,553.45	717,553.45
FICA		13,134.76	13,134.76	36,856.31	01 107,778.48	36,223.62	682,218.97	682,218.97
stabilization aid					00		677,232.00	677,232.00
fund balance	0.00						1,267,000.00	1,267,000.00
Total Revenues	26,707,298.00	2,355,479.71	2,085,753.18	3,160,478.69	18 2,509,997.92	2,265,428.72	30,024,749.70	31,291,749.70
fund balance	1,267,000.00							
Expenditures								
<i>Fund 10</i>								
Payroll (net and w/h)		460,896.53	441,164.23	1,466,044.21	12 1,452,103.60	1,763,501.87	16,087,370.39	
List of Bills		629,090.05	1,078,312.24	1,237,162.43	12 1,178,340.72	2,110,211.41	13,663,018.57	
Total Expenditures	27,974,298.00	1,089,986.58	1,519,476.47	2,703,206.64	14 2,630,444.32	3,873,713.28	29,750,388.96	
monthly profit/loss	0.00	1,265,493.13	566,276.71	457,272.05	74 (120,446.40)	(1,608,284.56)	274,360.74	without fund balance added
Net Profit/Loss							1,541,360.74	with fund balance added

Figure 1. Budgeted versus Actual Cash Flow

valuable cash flow tool that allows you to plan ahead of an estimate of the cash needed each month for the upcoming year.

Con: The actual expenditures and receipts are not used.

In Figure 3, the opening cash balance is used, and each month an accounting of cash is completed, tying out to the cash balances that make up the general fund. The information is reconciled to the board secretary report cash balances.

Pro: This strategy incorporates everything: cash, receipts, and expenditures. It is an excellent report to add to the monthly work. A column displaying the budget information can be added for comparison purposes.

Con: Although the work may appear repetitive, it is worth the time.

Additional Scenarios

Another example of analysis is multiyear budget planning. Converting a summary worksheet of revenues and expenditures and adding estimated percentages to the account lines will result in a baseline projection model. The adjustments can be as detailed or as broad as needed. Using prior actual expenditures will also enable additional data (found in exhibit J-4 of the Annual Comprehensive Financial Report) to support the work.

Now that cash flows are monitored, what options can a district with excess cash use to earn interest? Investment of district funds is governed by state and federal regulations (the Governmental Accounting Standards Board, for example). A district can invest funds; however, it is highly recommended that you as the business official seek advice from your district’s legal counsel, auditors, or financial advisers.

Cash flow and investing are two areas that fall into the “financial management” column of the business official responsibilities worksheet. For new business officials, or for experienced business

General Fund									
CASH FLOW PROJECTION									
2018-2019	July	August	September	October	November	December	May	June	Totals
Beginning Cash Balance	2,421,588	1,694,784	2,095,671	3,006,013	2,902,772	2,902,772	4,310,493	4,207,253	2,421,588
Cash Receipts:									
County Tax Levy	-	1,013,582	1,013,582	-	-	-	-	-	4,054,328
Tuition From LEA's	-	-	850,000	850,000	850,000	850,000	850,000	850,000	8,500,000
Non-resident fees	-	-	33,000	33,000	33,000	33,000	33,000	33,000	330,000
Misc Rev & Int.	4,650	4,650	4,650	4,650	4,650	4,650	4,650	4,650	55,800
Medicaid	3,097	3,097	3,097	3,097	3,097	3,097	3,097	3,097	37,164
Projected inflows	7,747	1,021,329	1,904,329	890,747	890,747	890,747	890,747	890,747	12,977,292
Cash Disbursements:									
Payroll	334,000	228,000	575,000	575,000	575,000	575,000	575,000	575,000	6,312,000
Payroll Taxes	25,551	17,442	43,988	43,988	43,988	43,988	43,988	43,988	482,868
Bill lists	375,000	375,000	375,000	375,000	375,000	375,000	375,000	375,000	4,500,000
Tuition Refunds	-	-	-	-	-	-	-	-	611,460
Projected outflows	734,551	620,442	993,988	993,988	993,988	993,988	993,988	1,605,448	11,906,328
Ending Cash Balance	1,694,784	2,095,671	3,006,013	2,902,772	2,902,772	2,902,772	4,207,253	3,492,552	3,492,552
Actual	1,763,623	2,318,003	3,113,436	2,793,513	2,793,513	2,793,513	3,874,046	3,104,411	

Figure 2. Budget Projections with Cash Balances

DISTRICT: CASH FLOW ANALYSIS								
FY: 2324								
	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY
BEGINNING CASH BALANCE	22,263,473.13	24,084,549.87	23,988,518.07	22,478,534.88	22,478,534.88	22,478,534.88	20,681,624.64	18,323,458.90
CASH RECEIPTS:								
State Aid	73,399.00	-	842,234.00	-	-	-	179,224.00	179,225.00
Tax Levy - Operating	2,014,701.59	2,014,701.59	1,997,059.67	1,997,059.67	1,997,059.67	1,997,059.67	2,014,701.59	2,041,681.01
Tax Levy - Debt Service	-	-	-	-	-	-	-	-
Tuition	-	-	-	-	-	-	-	-
accounts receivable	17,254.48	119,695.69	7,003.58	-	-	-	26,868.77	85,120.47
refunds of expenditures/reimbursements	67,699.85	61,234.64	165,489.65	-	-	-	110,612.65	176,973.66
interest	52,426.35	55,368.34	60,178.28	-	-	-	54,058.30	48,510.08
solar	-	8,360.00	-	-	-	-	7,144.00	5,776.00
facility use	8,337.00	13,260.00	19,050.00	-	-	-	32,429.00	16,672.50
Miscellaneous	-	-	-	-	-	-	-	-
Medicaid	-	799.54	-	-	-	-	-	-
prior year	192,419.00	-	-	-	-	-	-	-
fund 20	176,496.00	24,851.00	32,414.00	-	-	-	33,849.00	35,489.00
fund 29	-	155.56	10,014.75	-	-	-	11,741.85	19,580.14
fund 30	-	-	-	-	-	-	-	198,509.00
fund 40	1,066,354.00	95,782.50	-	-	-	-	1,057,015.83	590,855.00
TOTAL RECEIPTS	3,669,087.27	2,394,208.86	3,133,443.93	3,133,443.93	3,133,443.93	3,133,443.93	3,527,644.99	3,398,391.86
CASH DISBURSEMENTS:								
Fund 10	13,835.94	13,835.94	71,559.16	-	-	-	71,043.43	277,446.17
Fund 11	1,295,027.29	1,348,056.26	2,545,411.93	-	-	-	2,307,335.36	2,651,650.15
Fund 12	-	-	18,735.19	-	-	-	31,146.00	3,998.00
Fund 20	34,000.00	226,298.79	180,103.72	-	-	-	138,180.09	147,614.24
Fund 29	5,792.62	410.38	10,199.53	-	-	-	10,513.88	11,819.63
Fund 30	23,275.00	901,639.29	1,817,417.59	-	-	-	73,564.46	417,759.86
Fund 40	476,079.68	-	-	-	-	-	3,254,027.51	-
TOTAL DISBURSEMENTS	1,848,010.53	2,490,240.66	4,643,427.12	4,643,427.12	4,643,427.12	4,643,427.12	5,885,810.73	3,510,288.05
ENDING CASH BALANCE	24,084,549.87	23,988,518.07	22,478,534.88	22,478,534.88	22,478,534.88	22,478,534.88	18,323,458.90	18,211,562.71
ACTUAL	24,084,549.87	23,988,518.07	22,478,534.88	22,478,534.88	22,478,534.88	22,478,534.88	18,323,458.90	18,211,562.71
DIFFERENCE	-	-	-	-	-	-	-	-
Fund 10	4,189,953.68	5,095,197.06	5,544,225.76	5,544,225.76	5,544,225.76	5,544,225.76	4,580,336.47	4,188,625.53
Fund 10	37,225.28	37,225.28	37,225.28	37,225.28	37,225.28	37,225.28	37,225.28	37,225.28
Fund 20	82,197.19	(119,565.26)	(260,974.78)	(260,974.78)	(260,974.78)	(260,974.78)	232,699.64	133,175.39
Fund 29	127,063.42	126,758.84	126,574.06	126,574.06	126,574.06	126,574.06	183,510.07	191,244.93
Fund 30	18,137,834.20	17,242,843.55	15,425,425.96	15,425,425.96	15,425,425.96	15,425,425.96	13,880,640.52	13,661,389.66
Fund 40	1,510,276.10	1,606,058.60	1,606,058.60	1,606,058.60	1,606,058.60	1,606,058.60	(590,953.08)	(98.08)
	24,084,549.87	23,988,518.07	22,478,534.88	22,478,534.88	22,478,534.88	22,478,534.88	18,323,458.90	18,211,562.71

Figure 3. Cash Balances Tied to the Board Secretary Report

officials who are newly employed in a district, looking at cash flows can be the first step to understanding whether action must be taken to freeze spending, or whether the district is on target with its monthly spending. The worksheets may take time to compile, but they will be an

excellent source of data when giving a financial overview of the district.

Maria Parry is the school business administrator for Monmouth Regional High School in Tinton Falls, New Jersey. She is also a member of ASBO International’s Editorial Advisory Committee. Email: mparry@monmouthregional.net



Visit asbointl.org/COE

PREPARE FOR YOUR FIRST ANNUAL COMPREHENSIVE FINANCIAL REPORT (ACFR)

Use **ASBO International's resources to help.**

REVIEW the COE *Checklist*.

STUDY award-winning *examples* from ASBO International's Certificate of Excellence in Financial Reporting (COE) program.

VIEW this session on *ASBO Learn* for expert ACFR preparation techniques and tips:

- Recipe for Preparing an ACFR? Just Add the Statistical Section!



IT'S NEVER TOO LATE TO START WORKING ON YOUR ACFR!

Questions? Contact us at COE@asbointl.org

PROUD SPONSOR





Come visit us at
ASBO
AC&E 24!
Booths
601 & 603!

We make complex benefits and retirement plans simple!



Simplify

Retirement plans, investment advisory services, and a wide array of employee benefits and insurance options all under one roof with US.



Streamline

We act as an extension of your HR team, streamlining benefits administration and offering multi-mode enrollment.



Save

Save time and reduce costs through unique retirement benefits like the Special Pay Plan.



U.S. Retirement & Benefits Partners (USRBP) is a leading independent, national financial services firm founded to provide employee benefits programs and retirement plans that uniquely support K-12 school districts. We currently serve more than 15,000 employer clients, over 3.5 million participants, and more than 45% of school districts in the U.S. through regional Partner Firms, including U.S. BENCOR/MidAmerica, U.S. Employee Benefits Services Group and U.S. OMNI&TSACG.



A Primer on Collective Bargaining

By Charles J. Russo, JD, EdD

A review of what can be one of the most challenging aspects of a school business professional's job.

Collective bargaining in education is modeled on the process used in private industrial labor relations as ushered in by the federal National Labor Relations Act (NLRA) originally enacted in 1935 and updated multiple times since. In addition, states have adopted their own labor relations acts covering teacher bargaining.

Bargaining Units

Prior to negotiating with their boards, teachers' unions must organize bargaining units. Once state-level public employment relations boards recognize local units, they are the exclusive bargaining agents of their members. Boards cannot directly negotiate with teachers wishing to bypass their unions (*Board of Education of Region 16 v. State Board of Labor Relations* 2010).

To avoid conflicts of interest, bargaining units form around communities of interest such that teachers, typically called professional staff, are in one unit and other employees, usually identified as classified staff, are in another. SBOs and other education leaders, as confidential employees, usually cannot form unions.

Union Duties

Unions have the duty to represent all employees (*Service Employees International Union Local No. 150 v. Wisconsin Employment Relations Commission* 2010), but not nonmembers (*Wu v. Public Employment Relations Board* 2022) in good faith before, during, and after bargaining. Unions must also represent individuals or groups who file meritorious claims against their school boards (*Connelly v. Steel Valley Education Association* 2015) consistent with established time frames (*Malcom v. Association of Supervisors and Administrators of Rochester* 2021).

Key Union Rights

The three key union rights are fair share fees for nonmembers, dues collection, and communications with members.

Fair Share Fees. Concerned about the cost of bargaining, unions charge nonmembers fair share or agency fees to recoup their expenses to pay for the benefits members receive. After the Supreme Court upheld fair share fees in *Abood v. Detroit Board of Education* (1977) it reversed course in *Janus v. American Federation of State, County, and Municipal Employees Council 31* (2018), a non-school case.

In *Janus*, the justices invalidated a plan in Illinois charging non-union member public employees mandatory fair share fees as a violation of their First Amendment rights by forcing them to engage in compelled speech by requiring them to subsidize private speech on matters of substantial public concern with which they might not have agreed.

Dues Collection/Payroll Deductions. In *Ysursa v. Pocatello Education Association* (2009) the Supreme Court upheld a ban on public employee payroll deductions for local political activities because it advanced Idaho's interest in separating government operations from partisan politics. The court noted that school officials were "under no obligation to aid the Unions in their political activities" (p. 359). Unions remain free to collect membership dues via voluntary payroll check-off deductions by members.

Union Member Communications. Union leaders have the right to communicate with their members at work. In *Perry Education Association v. Perry Local Educators' Association* (1983), a dispute from Indiana, the Supreme Court ruled that the union representing the teachers could use the school mail delivery system, but restricted other employee organizations from doing so.

Scope of Bargaining

Bargaining topics fit into three categories: mandatory, prohibited, and permissive. Mandatory topics cover salaries and hours along with other terms and conditions of employment. Some topics, however, present judicial difficulties in categorizing topics. For example, courts disagree whether class size and teacher evaluations are prohibited, mandatory, or permissive topics.

Acknowledging the challenge of placing all topics neatly into these three sometimes overlapping categories, the following subsections review issues arising under each.

Mandatory Topics

When considering whether proposals are subject to mandatory bargaining, the Supreme Court of Iowa offered a useful two-part test. First, proposals had to fall within the meaning of subjects listed in the state's bargaining statute. Second, proposals must not be outside of the scope of bargaining.

Among the items courts found to be mandatory subjects of bargaining are having a vacation policy (*Service Employees International Union v. Douglas County School District 001* 2013), requiring teachers to submit lesson plans online (*School District of Indian River County v. Florida Public Employees Relations Commission* 2011), providing holiday pay (*Cadott Education Association v. Wisconsin Employment Relations Commission* 1995), providing early retirement incentives (*Ringgold School District v. Ringgold Education Association* 1997), providing stipends for release time to work on union business (*Rozenblit v. Lyles* 2021), enforcing a teacher dress code (*Polk County Board of Education v. Polk County Education Association* 2004), and imposing an attendance policy for teachers (*Chester Upland School District v. Pennsylvania Labor Relations Board* 2016).

Prohibited Topics

Among the topics courts treated as prohibited topics of bargaining as managerial prerogatives or rights are: contracting out for non-instructional services (*Pontiac School District v. Pontiac Education Association* 2012), granting tenure (*Mindemann v. Independent School District No. 6 of Caddo County* 1989), withholding salary increments (*Board of Education of Township of Bernards v. Bernards Township Education Association* 1979), developing school calendars (*Public Employee Relations Board v. Washington Teachers' Union Local 6* 1989), and appointing either principals (*Berkshire Hills Regional School District Commission v. Berkshire Hills Education Association* 1978) or department heads (*Maine School Administrative District No. 61 Board of Directors v. Lake Region Teachers Association* 1989).

Permissive Topics

Among permissive topics courts identified are the timing and effective dates of layoffs (*West Bend Education Association v. Wisconsin Employment Relations Commission* 1984), the imposition of involuntary furlough days (*Matter of Robbinsville Township Board of Education v. Washington Township Education Association* 2016), and year-round schooling (*Racine Education Association v. Wisconsin Employment Relations Commission* 1997).

Dispute Resolution

School boards and unions ordinarily resolve labor disputes through grievances that, depending on state statutes and local contracts, may pass through multiple stages before being subject to arbitration. Arbitration refers to the process whereby parties agree to be bound by the decisions of the third parties they select; depending on the jurisdiction, arbitration can be non-binding.

As an alternative to judicial review, courts typically uphold

arbitration awards as long as they “draw [their] essence from the collective bargaining agreement[s] at issue” (*United Steelworkers of America v. Enterprise Wheel & Car Corp.* 1960, p. 597) and are neither arbitrary nor capricious. In the process, courts often consider whether past practices between the parties affect the implementation of contracts.

There are two forms of arbitration. The key distinction between interest and rights or grievance arbitration is that the former focuses on the terms of agreements while the latter addresses the application of provisions in existing contracts.

The Supreme Court of New Hampshire enunciated a three-part test for evaluating whether disputes are arbitrable. This test considers (1) if issues are reserved to the exclusive authority of school boards; (2) if proposals primarily impact terms and conditions of employment rather than managerial prerogatives; and (3) if proposals are incorporated into bargaining agreements, neither the resulting contractual term nor the grievance process may interfere with the board's responsibilities (*In re Kennedy* 2011a, b).

Among the issues courts agreed were subject to arbitration were failing to pay teachers for preparation periods (*Board of Education of the City of Waterbury v. Waterbury Teachers Association* 2020), eliminating a composition period for English teachers (*North Providence School Committee v. North Providence Federation of Teachers, Local 920* 2008), class sizes in special education (*New Britain Board of Education v. New Britain Federation of Teachers* 2010), extra duty assignments (*Apollo-Ridge School District v. Apollo-Ridge Education Association* 2002), and staff parking (*Board of Education of Yonkers City School District v. Yonkers Federation of Teachers* 2020).

On the other hand, among the topics courts agreed were *not* subject to arbitration were disagreements over poor (*Washington Teachers'*

Union v. District of Columbia Public Schools 2013) or allegedly unfair (*Washington Teachers' Union v. District of Columbia Public Schools 2019*) performance evaluations, whether a teacher should have been rehired as a basketball coach (*Franklin County Board of Education v. Crabtree 2010*), and health insurance (*In re Massena Central School District 2011*).

A final form of dispute resolution occurs when contract negotiations break down and compromise is not possible. When this occurs, the parties can declare an impasse and, depending on state law, proceed to mediation and/or fact-finding.

Strikes and Related Activities

Courts and legislatures typically disapprove of teacher strikes. In the earliest case, Connecticut's highest court rejected strikes as illegal (*Norwalk Teachers' Association v. Board of Education 1951*). Along with common law barriers against them, courts have overwhelmingly upheld statutory bans against teacher strikes absent express legislative authorization.

Courts can punish violations of their orders to end strikes by placing unions and their leaders in contempt (*Reichley v. North Penn School District 1993*), fining organizations and their officials (*Labor Relations Commission v. Fall River Education Association 1981*), losing dues "check-off" privileges (*Buffalo Teachers Federation v. Helsby 1982*), and being jailed for contempt (*In re Black 1967*).

Teachers who participate in illegal strikes may lose pay (*Board of Education of Marshallton-McKean School District v. Sinclair 1977*), may have to reimburse boards for expenses caused by work stoppages (*Passaic Township Board of Education v. Passaic Township Education Association 1987*); and may be fired (*Hortonville Joint School District No. 1 v. Hortonville Education Association 1976*).

Courts also have forbidden teachers from engaging in mass resignations (*Board of Education of the City of N.Y. v. Shanker 1967*) and absences protesting labor issues (*Pruzan v. Board of Education of City of N.Y. 1961*). Because unions rely on picketing as a form of protest over labor issues, courts allow it to continue unless it is likely to be disruptive (*Board of Education of Danville Community Consolidated School District No. 118 v. Danville Education Association 1978*).

Conclusion

Hopefully the better SBOs, their boards, and other education leaders understand the history and practice of bargaining, the more successful they will be in negotiations, enabling them to preserve labor peace to ensure the delivery of the best programming for their students.

References

- Aboud v. Detroit Board of Education*, 431 U.S. 209 (1977).
- Apollo-Ridge School District v. Apollo-Ridge Education Association*, 799 A.2d 911 (Pa. Cmwlth. Ct. 2002).
- Berkshire Hills Regional School District Commission v. Berkshire Hills Education Association*, 377 N.E.2d 940 (Mass. 1978).
- Board of Education of Danville Community Consolidated School District No. 118 v. Danville Education Association*, 376 N.E.2d 430 (Ill. App. Ct. 1978).

Board of Education of Marshallton-McKean School District v. Sinclair, 373 A.2d 572 (Del. 1977).

Board of Education of the City of N.Y. v. Shanker, 286 N.Y.S.2d 453 (N.Y. App. Div. 1967).

Board of Education of Region 16 v. State Board of Labor Relations, 7 A.3d 371 (Conn. 2010).

Board of Education of the City of Waterbury v. Waterbury Teachers Association, 230 A.3d 746 (Conn. Ct. App. 2020).

Board of Education of Township of Bernards v. Bernards Township Education Association, 399 A.2d 620 (N.J. 1979).

Board of Education of Yonkers City School District v. Yonkers Federation of Teachers, 119

Cadott Education Association v. Wisconsin Employment Relations Commission, 540 N.W.2d 21 (Wis. Ct. App. 1995).

Chester Upland School District v. Pennsylvania Labor Relations Board, 150 A.3d 143 (Pa. Cmwlth. Ct. 2016).

Connelly v. Steel Valley Education Association, 119 A.3d 1127 (Pa. Cmwlth. Ct. 2015).

Franklin County Board of Education v. Crabtree, 337 S.W.3d 808 (Tenn. Ct. App. 2010), *reh'g denied*.

Hortonville Joint School District No. 1 v. Hortonville Education Association, 426 U.S. 482 (1976).

Janus v. American Federation of State, County, and Municipal Employees Council 31, 138 S. Ct. 2448 (2018).

Kennedy, In re, 27 A.3d 844 (N.H. 2011a), *as modified on denial of reconsideration* (2011b).

INDEX OF ADVERTISERS

ASBO Certified Administrator of School Finance and Operations (SFO)	page 13
ASBO Certificate of Excellence (COE)	page 37
ASBO District Membership	page 1
ASBO Education Guide	page 4
ASBO International Committee Vacancies	page 23
ASBO Leadership Forum	inside front cover
ASBO Meritorious Budget Award (MBA)	inside back cover
ASBO School Business Insider Podcast	page 42
ASBO Strategic Partners	back cover
BMO	page 26
GOVMVMT	page 31
Lifetouch	page 43
LINQ	page 16
Ricoh	page 34
US OMNI	page 32
USRBP	page 38
Voya	page 19

Labor Relations Commission v. Fall River Education Association, 416 N.E.2d 10 (Mass. 1981).

Maine School Administrative District No. 61 Board of Directors v. Lake Region Teachers Association, 567 A.2d 77 (Me. 1989).

Malcom v. Association of Supervisors and Administrators of Rochester, 831 Fed. Appx 1 (2d Cir. 2021).

Massena Central School District, In re, 918 N.Y.S.2d 228 (N.Y. App. Div. 2011).

Matter of Robbinsville Township Board of Education v. Washington Township Education Association, 149 A.3d 1283 (N.J. 2016).

Mindemann v. Independent School District No. 6 of Caddo County, 771 P.2d 996 (Okla. 1989).

National Labor Relations Act, [29 U.S.C. §§ 151-169](#) (1935).

New Britain Board of Education v. New Britain Federation of Teachers, 754 F. Supp.2d 407 (D. Conn. 2010).

North Carolina, [N.C. Gen. Stat. Ann. § 95-98](#) (1959).

North Providence School Committee v. North Providence Federation of Teachers, 945 A.2d 33 (R.I. 2008).

Norwalk Teachers' Association v. Board of Education, 83 A.2d 482 (Conn. 1951).

Passaic Township Board of Education v. Passaic Township Education Association, 536 A.2d 1276 (N.J. Super. Ct. App. Div. 1987).

Perry Education Association v. Perry Local Educators' Association, [460 U.S. 37](#) (1983).

Polk County Board of Education v. Polk County Education Association, 139 S.W.3d 304 (Tenn. Ct. App. 2004).

Pontiac School District v. Pontiac Education Association, 811 N.W.2d 64 (Mich. Ct. App. 2012).

Pruzan v. Board of Education of City of N.Y., 217 N.Y.S.2d 86 (N.Y. 1961).

Public Employee Relations Board v. Washington Teachers' Union Local 6, 556 A.2d 206 (D.C. 1989).

Racine Education Association v. Wisconsin Employment Relations Commission, 571 N.W.2d 887 (Wis. Ct. App. 1997).

Reichley v. North Penn School District, 626 A.2d 123 (Pa. 1993).

Ringgold School District v. Ringgold Education Association, 694 A.2d 1163 (Pa. Cmwlth. Ct. 1997).

Rozenblit v. Lyles, [243 A.3d 1249](#) (N.J. 2021).

School District of Indian River County v. Florida Pub. Employees Relations

Commission, 64 So. 3d 723 (Fla. District Ct. App. 2011).

Service Employees International Union Local No. 150 v. Wisconsin Employment Relations Commission, 791 N.W.2d 662 (Wis. Ct. App. 2010).

Service Employees International Union v. Douglas County School District 001, 839 N.W.2d 290 (Neb. 2013).

United Steelworkers of America v. Enterprise Wheel & Car Corp., 363 U.S. 593 (1960).

Washington Teachers' Union v. District of Columbia Public Schools, 77 A.3d 441 (D.C. 2013), 207 A.3d 1143 (D.C. 2019).

Wu v. Public Employment Relations Board, 303 Cal.Rptr.3d 693 (Cal. Ct. App. 2022).

Ysursa v. Pocatello Education Association, [555 U.S. 353](#) (2009).

Charles Russo, a member of ASBO's Education Committee, is Joseph Panzer Chair of Education in the School of Education and Health Sciences (SEHS), director of SEHS's doctorate program in educational leadership, and research professor of law at the University of Dayton, Ohio. Email: crussol@udayton.edu

SCHOOL BUSINESS
Insider

ASBO
ASBO INTERNATIONAL

DON'T MISS THE LEADING PODCAST FOR SCHOOL BUSINESS PROFESSIONALS, SCHOOL BUSINESS INSIDER!



Join our host, John Brucato, every Tuesday for new episodes full of timely information and interviews tailored directly for you—the school business professional.

Tune in weekly for discussions on the latest school business news, legislation, and so much more!

asbointl.org/SchoolBusinessInsider



Lifetouch[®]

Think Outside The Picture Envelope

We're more than picture day!

Leverage Lifetouch
and Shutterfly's size
and scale to support
your School
District's strategic
goals and gain
valuable assistance.



Inclusive



**Staff & Student
Wellness**



**Operational
Effectiveness**



**Safety and
Security**

learn more and contact us at

 schools.lifetouch.com



Get to Know

Melissa Geyman Sell

Chief Financial Officer

Harvard, Illinois

Member since 2023.

"ASBO International provides a level of support that has become instrumental in my day-to-day activities. The emails with current topics on the Global School Business Network are a quick way to get updated information. I also use online education for long-range planning to support my goals. I love the trainings and workshops. Having such a wide variety of current topics has been a game changer."

"Get to know your special education and bilingual departments. Substantial funds are managed within both and often there is financial reporting that involves the business department's support. We have an opportunity in the business office to advocate for and impact the lives of students with the budget decisions that are made."

"Finding the optimal balance of communication and identifying the right information to share with stakeholders can be a challenge and an opportunity. Our district has done a wonderful job using branding and social media to tell our story. My goal has been to enhance communication from the business office, ensuring it is clear and understandable."

"Recognize leadership opportunities in others and tell them. All of the advancements in my career happened because someone saw something in me and said something. It takes one person to believe."

Began her education career as a teacher for the visually impaired, then director of special education; worked closely with district business manager and became intrigued about the field of school business.

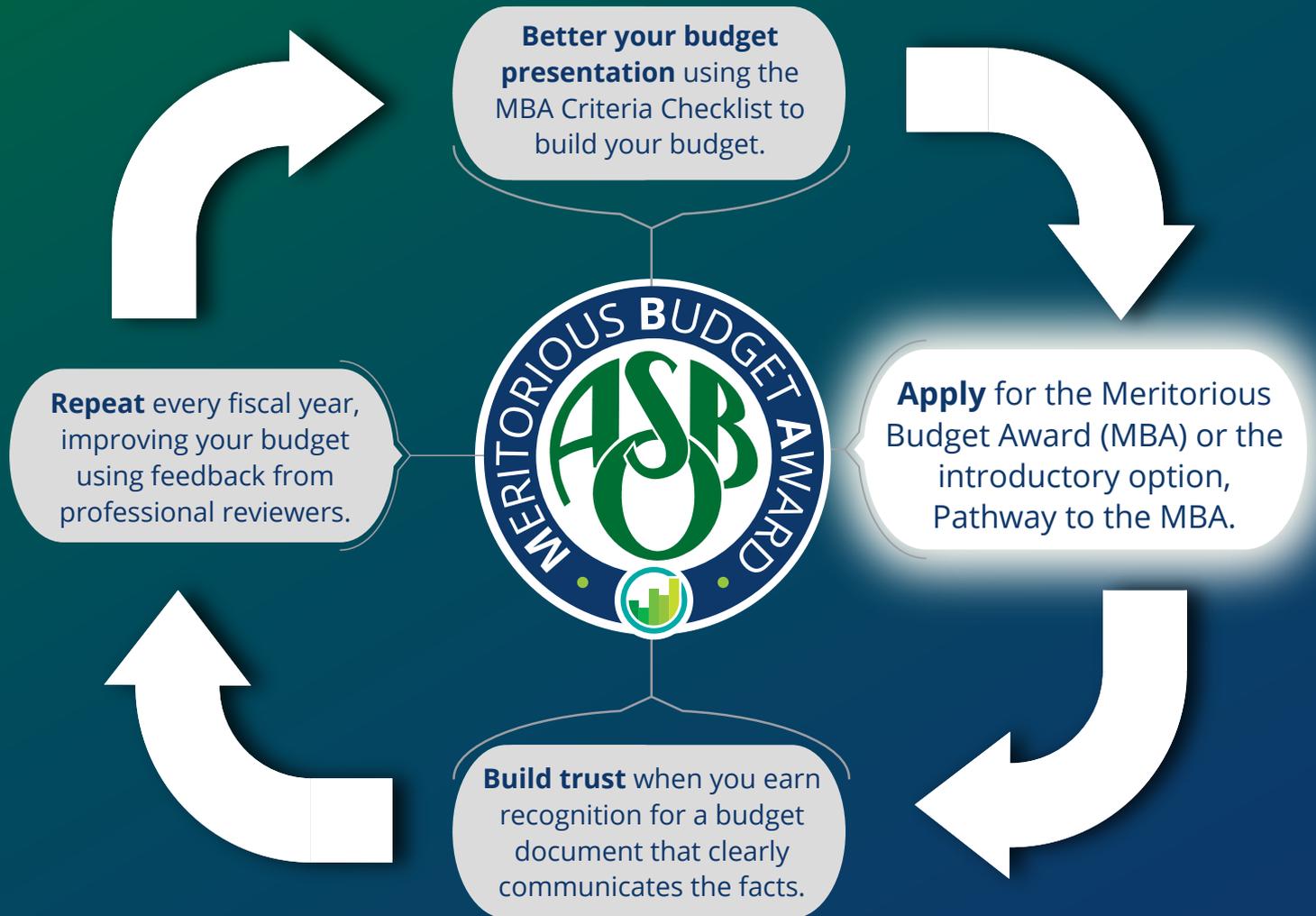
Keeps a red notebook in her office on which her father wrote "Chief School Business Official" on the day she called her parents to share her plans to go back to school and change careers.

"My kids are school-aged and I have loved watching them find their hobbies and talents. I am grateful my job allows me to be present for them."

Learn more about Melissa's school business story at asbointl.org/Spotlight

We believe our individual members and the connections they form are the strength of ASBO International.

TRUST *THE PROCESS.*



NEW ONLINE APPLICATION PROCESS

asbointl.org/MBA



ASSOCIATION OF
SCHOOL BUSINESS OFFICIALS
INTERNATIONAL

– ASBO INTERNATIONAL'S ANNUAL CONFERENCE & EXPO –

ASBO ACE & 24

NASHVILLE, TENNESSEE | SEPTEMBER 18-20

Thank you to our corporate partners.

Their continued support enables ASBO International to provide resources and solutions that help you serve your students and communities.

ASBO INTERNATIONAL PARTNERS

STRATEGIC



AFFINITY



CONFERENCE



MORRILL COUNTY SCHOOL DISTRICT #21
STUDENT REPRESENTATIVE OATH OF OFFICE

I, _____, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Nebraska, against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely and without mental reservation or for purpose of evasion; and that I will faithfully and impartially perform the duties of the office of the Student Representative to the Bayard School District Board of Education according to law, and to the best of my ability. And I do further swear that I do not advocate, nor am I a member of any political party or organization that advocates the overthrow of the government of the United States or of this state by force or violence; and that during such time as I am in this position I will not advocate nor become a member of any political party or organization that advocates the overthrow of the government of the United States or of this state by force or violence. So help me God.

Signature: _____ Date: ____ / ____ / ____

Printed Name: _____

Summer School 2024

Teachers: Mrs. Batt, Mrs. Nesbitt, Ms. Martinez

We focused on Math and Reading skills using IXL, project-based learning, and Into Reading resources.

We used our Into Reading Screener for our K-2 students at the beginning and again at the end of our summer school to pilot it into the upcoming year. The screener showed improvement in every student tested. The screener included knowledge of alphabet letter names, reading of CVC and CVCe nonsense words, high-frequency words, multisyllabic words, and WCPM. The screener showed it was helpful in diagnosing specific student needs so we could create a unique learning experience for each student in summer school. It was also useful tool to measure growth from the beginning to the end of our summer school session.

Attendance:

Grade	Number of Students Attended	Total Days Attended	Total Hours Calculated
Kindergarten	6	76	228
1st	4	30	90
2nd	3	42	126
3rd	2	17	51
4th	0	0	0
5th	5	48	144
6th	2	16	48

13 students attended at least 12 days

**Bayard Public Schools
Administrative Reports**

September 9, 2024

Every Person, Every Day. It's a FACT!

[Elementary Principal's Report](#)

[Secondary Principal's Report](#)

[Activity Director's Report](#)



The mission of Bayard Public Schools is to partner with parents to provide a successful educational experience and diverse opportunities.

Elementary Principal's Report

Academics

Our commitment to the pursuit of academic success for every student, every day.

- ❖ PLCs are scheduled every Wednesday with the following groups meeting once a month to discuss student progress, Leader in Me discussions, Teacher goal setting and growth, culture, and other academic needs.
 - K-3
 - 4-6
 - MTSS (Multi-tiered system of support- this outlines everything from our SPED students, to Title, to High Achieving)
 - Whole staff
- ❖ NSCAS Growth for 3-6 and NWEA is being completed. We will use this data for intervention groups, including supporting our high-achieving students.
- ❖ ELA small groups are underway with 2-3 teachers targeting instruction at every grade level.
- ❖ We have “recreated” AR point clubs for the elementary school, recognizing students who go above and beyond in their reading with 25, 50, 75, 100, 150, and 200 points this year. Our goal is to encourage them to read independently. They will have their names posted on the wall in the cafeteria.
- ❖ Several of our teachers and paras will be doing tutoring for WORDS this year. This is to target K-3 students who are below benchmark in reading.
- ❖ Nurse Jobman has started to utilizing the new OrganWise Guys curriculum for health class. It is also coordinating very well with the Fresh Fruits and Vegetables program that the elementary school is participating in.

Leadership

Our commitment to an organizational culture of leadership, empowerment, and excellence for all.

- ❖ Student Lighthouse Team members have been nominated, interviewed, and selected. This group is sponsored by Mrs. James and Mrs. Ferrero. They are going to be in charge of morning announcements and monthly assemblies, along with schoolwide celebrations. They will also be focusing on creating committees for other schoolwide projects.
- ❖ Mrs. Nesbitt is going to be our Literacy Leader through the WORDS program this year. She will be doing an independent project to enhance our interventions for K-6.

Engagement

Our commitment to the intentional and effective use of resources to optimize the educational experience of students, staff, families, and community members.

- ❖ Our partnerships with ESU13, Head Start, and the WORDS Project are well underway.
 - ESU 13- Consultation for student behavior, special education services, and school psychologist services.

The mission of Bayard Public Schools is to partner with parents to provide a successful educational experience and diverse opportunities.

- Head Start- Preschool education and support
- WORDS Project- Coaches are reviewing our screener data and the first individual reading coaching days are September 18 and 27.
- ❖ We have a Rock and Roll theme this year that students are really getting into. Decorations and t-shirts this year are geared towards that as will some of our themed events.
- ❖ The elementary is participating in a Fresh Fruits and Vegetables program that allows us to serve fruits and vegetables two afternoons a week. A huge thank you to Al's Market for partnering with us on this for all of the ordering needs!

Community

Our commitment to programs and services that support the growth and development of the whole child (academic, social, emotional, physical, and nutritional).

- ❖ Grandparent's Day is scheduled for September 20 from 9-10 am.
- ❖ The Elementary students body plans to attend the Homecoming Football game on September 13. They will be supervised by support staff while some of our teachers work on intervention preparations.
- ❖ Our boys in 3-6th grade are participating in Carpenter Center Football.

The mission of Bayard Public Schools is to partner with parents to provide a successful educational experience and diverse opportunities.

Secondary Principal's Report

Academics

Our commitment to the pursuit of academic success for every student, every day.

- ❖ 205 aggregate secondary hours were reported to the state for summer school funding this year. These hours are up from last year, however, we had less students needing to attend.
- ❖ NSCAS/NWEA Testing is in progress. We will be looking at the data during our upcoming inservice day on Sept. 30th.
- ❖ The Amplify Science Curriculum expires at the end of the 24/25 school year. The updated science standards have only slight changes. Mrs. Ehler will visit with the elementary staff to decide if we want to continue with Amplify or move to a different curriculum.
- ❖ Kristin Kasten will continue to support our math teachers this year to help keep us on track.

Leadership

Our commitment to an organizational culture of leadership, empowerment, and excellence for all.

- ❖ I would like to commend the senior class for the leadership they have demonstrated this quarter.
- ❖ Leadership classes started this past week.

Engagement

Our commitment to the intentional and effective use of resources to optimize the educational experience of students, staff, families, and community members.

- ❖ Our Theme this year is "Rock Your Role". Mrs White and Ms. Pahl are commended for helping with the beginning of school activities to promote belonging and inclusion.
- ❖ Mr. Rafferty and the FFA students are to be commended for an outstanding Labor Auction.

Community

Our commitment to programs and services that support the growth and development of the whole child (academic, social, emotional, physical, and nutritional).

- ❖ The senior FFA members once again assisted the City in setting up for Pioneer Days.

The mission of Bayard Public Schools is to partner with parents to provide a successful educational experience and diverse opportunities.

Activity Director's Report

Academics/Activities

Our commitment to the pursuit of academic success for every student, every day.

- ❖ Each week is started by checking the eligibility list. Last week was our first week and we are working with kids to ensure they are utilizing homerooms when available and academic intervention to ensure they keep their grades up. We are working to get the kids on track to be down in no classes.

Leadership

Our commitment to an organizational culture of leadership, empowerment, and excellence for all.

Football: 17 players on the roster. Varsity won a hard-fought game against Morrill and showed some real grit. JV played Hemingford already and learned a lot. The varsity played in Kimball on Saturday. JV will have 3 more games this year to be able to learn and grow.

Volleyball: 16 players on the roster. They got their first win the other night against Creek Valley. They are working hard with so many new players on the varsity floor to learn and grow as a team. The JV has had a few injuries, but still working hard to learn and get games to be better.

XC: 1 girl/2 boys on the HS roster with 3 JH students out. They are young and inexperienced this year but have grown already. We are excited to see the growth of these individuals. They run in some big meets throughout the year before conference meets to take prepare.

Girls Golf: 4 Golfers are out this year. We had 2 girls get all-conference in the WTC meet held in Kimball. Riley Hopkins got 6th and Kali Todd-Hopkins got 7th. As a team, they finished runner-up in the WTC this year. That is a great opportunity for these girls.

Softball – 12 players on the roster. The softball team is off and running. They have a lot of games coming up with some great opportunities to come away with some big wins. The team has grown a lot and is looking to some great competition and pushing to be in a great spot this postseason. They play in Brush, CO for a tourney coming up along with some larger schools. They have a great start to the season and have a great opportunity to win a lot of games this season going into the post-season.

Play Production– Mrs. Posey has started working with the play production crew for the upcoming year. They have a great play in mind and are ready to get started. She has already had a few practices.

The mission of Bayard Public Schools is to partner with parents to provide a successful educational experience and diverse opportunities.

Band - These kids are working hard to get started playing the national anthem and other songs for homecoming football on September 13th. Mrs. Smith has been working with these students to grow and encourage others to participate.

Choir - They have set a date for the Nuggets game again this year and will be singing the national anthem. They will attend the game on February 12th. They have also been working in class to get ready for 21st-century singers and choreography. They have multiple competitions put into place and are getting started this year.

E-Sports - We recently found out that JH students can participate in e-sports as it is not NSAA-sanctioned. Mr. Erdman has had many meetings and gotten a good response this year for our E-sports team. Our returner leading the way is Dallas Eagle-Elk to help that team throughout the season.

FFA - They had their annual auction to begin the year and raised a good amount of money from the people who attended. They are taking kids to Husker Harvest days and their first competition of the year is coming up which is land judging at the beginning of October. Mr. Rafferty is again doing a great job with these students and the greenhouse as well.

Pictures - Elementary pictures will be on 9/17 and high school pictures will be the following day on 9/18.

Engagement

Our commitment to the intentional and effective use of resources to optimize the educational experience of students, staff, families, and community members.

- ❖ **Hudl TV** We are using Hudl TV again this year for our activities. Hudl TV is a free service for those watching or can be charged a fee as part of our previous subscription. It can be run more easily with the cameras we have put into place.
- ❖ I will be working with the broadcasting class to see about getting help to update the TVs downtown on a more regular basis and also the big board during home events in the gym.
- ❖ I applied for a grant through the BCBS of Nebraska and we received \$500 towards a healthy initiative. I wrote it to add the bottle filler for the water fountain just outside the new gym. Talking to Jeff we will get the drinking fountain back up and running with a bottle filler on top, and abandon the other one that has issues and has been leaking for years. This will help our kids and also the looks of that corner outside the new gym.
- ❖ The washer and dryer in the ice room went out. We had the set go out 2 years ago and were able to find a donor for a used set. They only lasted 1 year before the dryer did not dry and the washer is leaking again. Working with Main Street Appliances we were able to buy a high-efficiency, high-quality washer and dryer set for bottom dollar. The new machines will help with custodial towels, towels for activities, jerseys for many if not all programs, cleaning towels for wrestling, and

The mission of Bayard Public Schools is to partner with parents to provide a successful educational experience and diverse opportunities.

other activities such as choir and band uniforms. The unit used appropriately should last between 5-10 years and has a warranty through Main Street Appliances. These new units will help with the longevity of our jerseys and the cleanliness of our towels for multiple uses for multiple events.

Community

Our commitment to programs and services that support the growth and development of the whole child (academic, social, emotional, physical, and nutritional).

- ❖ Numerous businesses in town through the cooperation of Cindy at Tiger Pause have donated enough money to get a pallet of water and a pallet of Gatorade that can be taken to away games for our athletes. This will help ensure we are keeping our kids hydrated throughout the away events. This is an amazing donation and asset from our local businesses.

Al's Market

Anguiano Construction

Asmus Brothers Real Estate

Bayard Auto

Bayard Tiger Paws

Bayard Transcript

BB Associates

Brendal's Restaurant

Chimney Rock Chiropractic

Chimney Rock Golf Course

Chimney Rock Medical Center

Chimney Rock Public Power

Chimney Rock Villa

Corner Café

Flex Fitness 2.1

Freeburg Honey

Jansen's

Jon's Body Shop

Kim Burry, Mary Kay Independent Beauty
Consultant

The mission of Bayard Public Schools is to partner with parents to provide a successful educational experience and diverse opportunities.

Midwest Auto Used Parts

MK Seeds

Nates

Nein's Pharmacy

North of the Rock Designs

NS Perry Construction

NSPIRE

Pepsi Cola of Western Nebraska

Pink Palace

Plummer Insurance Inc

Rice Construction

Santos Garza LLL & Sons Trucking

State Farm (Anette Frerichs)

The Vault

VFW Post 9915

Wigglebuttz Dog Grooming

- ❖ We have been working closely with the City of Bayard to ensure the softball home games will go well later in the year.
- ❖ Tiger Paws will be helping with the softball concessions again this year.
- ❖ We are looking at some possible leadership opportunities that involve students/athletes and the community. (Being involved in leadership conferences they can bring back to the community, etc.)

The mission of Bayard Public Schools is to partner with parents to provide a successful educational experience and diverse opportunities.

The mission of Bayard Public Schools is to partner with parents to provide a successful educational experience and diverse opportunities.

1. Budget review: As part of the Supt. Report I will be providing a hard copy of the recommended budget and a more conservative budget that were sent out earlier to the Finance/Budget committee and later to the At Large Board in addition to Carl Dietz, Stephanie Degroot at NDE Finance and Bobbie. Both budgets trigger the 2% post card notification but stay at or below the 3% Tax Levy Lid Also, both do use all of our Budget Authority. The recommended budget taxes at a higher rate but is designed to provide some cushion in the form of some cash reserve for the upcoming year(s). The more conservative budget is designed to meet immediate needs but not prepare the District for future needs. Please note that we have not made a request to engage in the adoption of a 7% Tax Levy Lid which could generate additional income for the District. While such an adoption makes solid business sense, from the operational perspective and sustainability of the District, it would most likely prove to be, at this time, an unreasonable tax burden on our patrons.
2. I have been working with Jason Hurla at Community Builders, Twin City Roofing and our ALICAP claims representative Maurice Anderson concerning roof repairs and potential long range repairs at both the high school and elementary.
3. We have a pump and valve leak in the elementary boiler system that we need to further review to determine how best to proceed. It was our hope to decommission this system and complete the final stage of the HVAC upgrade but due to financial constraints we chose to put this temporarily on hold.
4. Our Oct. 1 snapshot should reveal solid enrollment numbers with us obtaining a near zero or a slight positive net option enrollment number.
5. We should be in compliance concerning both accreditation and Special Ed. needs in spite of the statewide teacher shortage.
6. We have been more involved in transitional programs for our age 14 and above students concerning career and vocational education. This includes reaching out to more parents concerning their daughter's or son's post-secondary education.
7. We are still in contact with area parochial schools concerning potential shared activities and presenting ourselves as a potential school of progression. Prior to the start of this year all three schools were willing to pass information about Bayard Public Schools on to their families via letters home with students. We now have permission to reach out directly to families with students in their final year at each of the schools. This will allow us to offer both students and parents an opportunity to setup a time to visit and meet our teachers/students.
8. We need to consider the purchase, lease or lease to purchase another cargo container so we can move some of the stored items that are in our downtown building back to the school. We will also be reaching out to students as part of their community service hours to organize a cleaning of the city building in preparation of potential sale. The time table for the possible sale of the aforementioned building should be late winter or early spring. The details for the

possible sale of our smallholdings west of the high school parking lot should be in place by late fall and the possible long term lease of other school holdings should also be in place by late fall or early winter.

POLICY NO. 4021 - SUBSTITUTE TEACHERS

The Bayard Public School District will employ only individuals that meet the Nebraska Department of Education requirements to service as substitute teachers. Substitutes will be paid a per day rate. Pay for working less than a full day will be pro-rated.

Adopted: 8-17-76

Revised: 8-8-77, 7-13-81, 8-14-89, 8-14-00

Reviewed: 4-12-10, 10-11-21

POLICY NO. 4022 - SOCIAL SECURITY NUMBERS

Employee social security numbers shall be kept confidential to the extent required by law. Use of more than the last four digits of an employee's social security number shall be made by the District only for:

1. **Legal Mandates.** Compliance with state or federal laws, rules, or regulations.
2. **Internal Administration.** Internal administrative purposes, including provision of employee social security numbers to third parties for such purposes as administration of personnel benefits and employment screening and staffing. However, the internal administrative uses shall not permit use of employee social security numbers:
 - a. As an identification number for occupational licensing.
 - b. As an identification number for drug-testing purposes except when required by state or federal law.
 - c. As an identification number for District meetings.
 - d. In files with unrestricted access within the District.
 - e. In files accessible by any temporary employee unless the temporary employee is bonded or insured under a blanket corporate surety bond or equivalent commercial insurance.
 - f. For posting any type of District information.
3. **Voluntary Transactions.** Commercial transactions freely and voluntarily entered into by the employee with the District for the purchase of goods or services

The District will not use or require an employee to use more than the last four digits of an employee's social security number for:

1. **Public Posting or Display.** Any public posting or display available to the general public or to an employee's co-workers.

2. **Internet Transmission.** Transmissions over the Internet unless the connection is secure or the information is encrypted.
3. **Internet Access.** To access an Internet web site unless a password, unique personal identification number, or other authentication device is also required to access the Internet web site.
4. **Identifier.** As an employee number for any type of employment-related activity.

Full implementation of this Policy shall occur by September 1, 2008.

Legal Reference: Laws 2007, LB 674

5 USCS 552a (note) (Privacy Act of 1974)

Adopted: 8-13-07

Reviewed: 4-12-10, 10-11-21

POLICY NO. 4023 - MILITARY AND FAMILY MILITARY LEAVE

Military leave and family military leave will be granted to the extent required by state and federal law.

Employees requesting military leave must notify the Superintendent as soon as they receive notification of activation. Employees are to attach a copy of their orders to a District leave request form when they prepare the request for military leave.

Employees requesting to take family military leave under the Nebraska statutes must notify the Superintendent at least 14 days in advance of taking such a leave if the leave will be for 5 or more consecutive days, consult with their supervisor to schedule the leave so as to not unduly disrupt operations of the school, and for leaves of less than 5 days, notify the Superintendent of the leave request as soon as practicable.

Family military leave under the Family and Medical Leave Act (FMLA) will be provided in accordance with that law and subject to the provisions of the Board policy pertaining to FMLA leave.

Legal Reference: Neb. Rev. Stat. 55-160 to 55-160

Neb. Rev. Stat. 55-501 to 55-507

29 U.S.C.A. 2611, et seq. and 29 CFR Part 825

38 USC Sections 4301 to 4333 and 20 CFR Part 1002

Adopted: 5-14-07

Revised: 7-14-08

Reviewed: 4-12-10, 10-11-21

APPLICATION FOR LEAVE UNDER THE FAMILY MILITARY LEAVE ACT

EMPLOYEE: _____ **POSITION:** _____

LEAVE REQUESTED: I request to take a family military leave.

Start Date: _____ End Date: _____

SPOUSE OR CHILD DEPLOYED: _____ (full name)

Is: _____ My Spouse _____ My Child (check one) and has been called to military service lasting 179 days or longer with the State or the United States pursuant to the orders of the _____ Governor or the _____ President of the United States. The dates the deployment orders are in effect are: _____ (start date) _____ (end date).

CERTIFICATION: I certify that the above information is correct. I understand that the family military leave is unpaid. I understand that my benefits will be continued. I will be responsible for my share of health or other insurance premiums. I will on request submit certification from the proper military authority to verify eligibility for the family military leave.

DATED this _____ day of _____ 20_____.

SIGNED BY: _____ (Employee)

ACTION ON FAMILY MILITARY LEAVE REQUEST

Your leave request is:

_____ Granted

_____ Pending. Will be acted on after you submit certification from the proper military authority to verify the deployment orders.

_____ Denied for the reason(s) that:

_____ You failed to give the required advance notice.

_____ The requested leave schedule would unduly disrupt operations of the school. Please contact me to consult about alternative scheduling.

_____ You are not eligible for family military leave.

Comments: _____

DATED this _____ day of _____ 20_____.

BY: _____, Superintendent

POLICY NO. 4024 - WAGE AND DEDUCTION INFORMATION

Within ten working days after a written request is made by an employee, the Superintendent or designee shall furnish the employee with an itemized statement listing the wages earned and the deductions made from the employee's wages for each pay period that earnings and deductions were made. The statement may be in print or electronic format.

Legal Reference: Neb. Rev. Stat. § 48-1230

Adopted: 6-14-10

Reviewed: 10-11-21

POLICY NO. 4026 - PROHIBITION ON AIDING AND ABETTING SEXUAL ABUSE

A school employee, contractor, or agent of the school district is prohibited from assisting another school employee, contractor or agent in obtaining a new job if the individual knows or has probable cause to believe, that such other employee, contractor, or agent engaged in sexual misconduct with a minor or student in violation of the law.

“Assisting” does not include the routine transmission of administrative and personnel files.

Exceptions to giving such assistance may only be made where the exception is authorized by the Every Student Succeeds Act (for example, where the matter has been investigated by law enforcement and the person has been exonerated and approved by the Superintendent or designee.)

Legal Reference: ESSA sec. 8038, § 8546

Adopted: 11-14-16

Reviewed: 10-11-21

POLICY NO. 4027 - WORKPLACE PRIVACY POLICY

1. The District will abide by the Nebraska Workplace Privacy Act and will not:

Require or request that an employee or applicant provide or disclose any user name or password or any other related account information in order to gain access to the employee's or applicant's personal Internet account by way of an electronic communication device;

Require or request that an employee or applicant log into a personal Internet account by way of an electronic communication device in the presence of the District in a manner that enables the District to observe the contents of the employee's or applicant's personal Internet account or provides the District access to the employee's or applicant's personal Internet account;

Require an employee or applicant to add anyone, including the District, to the list of contacts associated with the employee's or applicant's personal Internet account or require or otherwise coerce an employee or applicant to change the settings on the employee's or applicant's personal Internet account which affects the ability of others to view the content of such account;

Take adverse action against, fail to hire, or otherwise penalize an employee or applicant for failure to provide or disclose any of the information or to take any of the actions prohibited by the Workplace Privacy Act.

Require an employee or applicant to waive or limit any protection granted under the Workplace Privacy Act as a condition of continued employment or of applying for or receiving an offer of employment.

Notwithstanding anything to the contrary, all employees must abide by the District's technology policies, procedures and guidelines, including the District's Internet Use policy and/or practice. Pursuant to the Workplace Privacy Act, the District may also:

Monitor, review, access, or block electronic data stored on an electronic communication device supplied by or paid for in whole or in part by the District or stored on the District's network, to the extent permissible under applicable laws;

Access information about an employee or applicant that is in the public domain or is otherwise obtained in compliance with the Workplace Privacy Act;

Conduct an investigation or require an employee to cooperate in an investigation if the District has specific information about potentially wrongful activity taking place on the employee's personal Internet account, for the purpose of ensuring compliance with applicable laws, regulatory requirements, or prohibitions against work-related employee misconduct;

Any other reason permitted by the Workplace Privacy Act.

Legal Reference: Laws 2016, LB 821

Adopted: 11-14-16

Reviewed: 11-8-21

POLICY NO. 4028 - EMPLOYEE FUNDRAISING

Any employee who directly or indirectly seeks to use their position as a District employee to fundraise (such as through a crowd funding initiative) must obtain prior approval from the Superintendent or Superintendent's designee before taking any action to fundraise.

An employee who receives permission to fundraise shall abide by the following requirements:

The employee shall inform the Superintendent or Superintendent's designee of any content (including online messages or requests) that the employee intends to publish.

The employee shall not violate any District policy, rule or law in any fundraising efforts and shall keep all student information confidential.

The employee must account for any money raised through the approved fundraising effort and shall provide evidence to the Superintendent or Superintendent's designee as to how the money was spent.

District employees who engage in fundraising efforts in their private capacities need not abide by this policy.

Date of Adoption: 10-9-17

Reviewed: 11-8-21

POLICY NO. 4031 - APPEARANCE BEFORE LEGISLATIVE BODY

No one may appear before a legislative committee purporting to represent the Bayard Public Schools unless first cleared by the Bayard Board of Education. This policy is not to infringe in any way upon the individual's rights as a private citizen.

Adopted: 8-17-76

Reviewed: 4-12-10, 11-8-21

POLICY NO. 4041 - CERTIFICATED EMPLOYEE SALARY SCHEDULE

The board shall establish salary schedules for certificated employees' positions keeping in mind the financial condition of the school district, the education and experience of the certificated employee, the educational philosophy of the school district, and other factors deemed relevant by the board.

It shall be the responsibility of the superintendent to make recommendations to the board annually regarding the salary schedule. The salary schedule shall be subject to review and modification through the collective bargaining process.

The requirements stated in the Negotiated Agreement between employees in the certified collective bargaining unit and the board regarding wages and salaries of such employees shall be followed.

Adopted: 8-17-76

Reviewed: 11-8-21

Revised: 6-14-10

POLICY NO. 4042 - EXCEPTIONS TO SCHEDULE

The following positions in the Bayard Schools are not considered to be on the salary schedule:

1. Superintendent
2. Principals
3. Special Education Director, Curriculum Director, Activities Director, Assessment Director

Adopted: 8-17-76

Revised: 6-13-05, 2-8-16

Reviewed: 5-10-10, 11-8-21

POLICY NO. 4046 - DISABILITY INSURANCE

Employees of the Bayard Public School District shall be provided a LTD plan. Staff shall purchase long-term disability income protection insurance through a carrier selected by the district. The district shall deduct the insurance premium for each staff member from their monthly salary. The district will add the annual cost of the premium to the staff member's yearly salary.

Adopted: 8-17-76

Reviewed: 5-10-10, 11-8-21

Revised: 8-11-14

POLICY NO. 4047 - REIMBURSEMENT FOR TRAVEL EXPENSE

Recognizing that travel to certain educational conferences and conventions provides school personnel with an opportunity to keep abreast of the latest developments and trends in the field of education which ultimately result in an improved program of instruction for the local school system, and that in the course of conducting school business, certain expenses are incurred, the Board of Education authorizes the reimbursement of expenses incurred therein:

Reimbursement regulations shall be as follows:

a. Meals and Lodging

1. Cost of meals must be itemized by date.
2. Hotel bills should be filed with expense report.
3. Reimbursement for tips will be allowed.

b. Transportation

1. When school representative are attending a conference or conducting school business and a private car is used mileage will be allowed at the current IRS Mileage Rate.
2. Parking and storage charges will be allowed.
3. Transportation by public carrier will be reimbursed at the actual cost of the fare minus the federal tax. (Travel or school district business by public carrier is exempt from federal tax).

Adopted: 8-17-76

Revised: 7-13-81; 3-10-08

Reviewed: 5-10-10, 11-8-21

POLICY NO. 4040 - LIVE WITHIN DISTRICT

The Board of Education requires that persons filling the positions of superintendent, secondary principal, elementary principal, and athletic & activity director/assistant principal for the district, live within the boundaries of the school district.

School employees who live within the district tend to be more involved in school and community activities, can relate to the district's tax base, and are less likely to be absent or tardy due to commuting. However, the Board of Education does not require that all employees of the school live within the district. An employee may live anywhere he/she chooses as long as he/she is able to arrive at school on time and perform his/her duties. Any absence due to weather and/or distance from school will result in forfeiture of pay for the time absent.

Adopted: 8-17-76

Reviewed: 11-8-21

Revised: 6-14-10; 11-11-13, 1-8-18

POLICY NO. 4050 - INSTRUCTIONAL HOURS

Section 79-101, R.R.S., required that the school year for students in grades 9-12 consist of a minimum of 1,080 instructional hours. The minimum school year for students in grades 1-8 shall consist of 1,032 hours.

Definitions:

Instructional Hours – Sixty minutes of class time when more than one-half of the teachers and students are present in the building.

Instructional Time - Any time more than one-half of the teachers and students are present in the building and engaged in learning activities under the supervision of teachers in regularly scheduled classes or approved activities.

The Superintendent of Schools shall, after consultation with staff members, submit to the Board of Education, no later than the Regular March Board Meeting, a suggested school calendar for the ensuing school year. Such calendar shall become official after approval by the Board of Education.

The calendar shall provide for the minimum number of instructional hours as outlined in the first paragraph above.

The following regulations shall be in effect:

1. Passing time between classes shall count as a part of the instructional time. Scheduled recesses shall count as instructional time.
2. Lunch time does *not* count as instructional time.
3. Assemblies and convocations will count as instructional time if, in the opinion of the principal, such activities contribute to student learning.
4. Staff development activities and in-service meetings are not classified as instructional time.
5. Short-time dismissals for fire and tornado drills will be a part of instructional time.

6. Pre-holiday dismissals, dismissals because of weather conditions, or days when school is not held because of weather or other emergencies, do not constitute instructional time.

Scheduling:

1. Athletic contests shall not be scheduled during regular instructional hours without specific approval of the Superintendent of Schools.
2. Non-athletic contests are to be scheduled on Saturday or after school hours whenever possible.
3. Every effort shall be made to avoid interrupting regular classes for activities of any type.
4. Students qualifying for district and state activities, athletic or non-athletic, will be allowed to participate in these contests.
5. Necessary travel time during school hours for the purpose of meeting schedules for athletic or activity events shall be classified as instructional time under the definition of instructional time above.

Adopted: 8-12-85

Reviewed: 5-10-10, 11-8-21

POLICY NO. 4061 - SICK LEAVE

Provision is made for a ten-day sick leave the first year, five days thereafter, cumulative to a maximum of 100 days before accruals cease. Sick leave is granted for personal illness or accident, or for serious illness or accident, or death in the immediate family. Leave must be approved by the Superintendent of Schools.

Immediate family includes: Spouse, child, grandchild, son-in-law, daughter-in-law, parents, father-in-law, mother-in-law, brother, sister, brother-in-law, sister-in-law, and grandparents. Sick leave for these purposes will be limited to five days per year. If needed, additional days may be requested from the building Principals and Superintendent.

This policy shall only apply to non-certificated employees. Sick leave for certificated employees is provided for in such employees' contracts and/or the Negotiated Agreement between the Board and Bayard Education Association, as applicable.

Adopted: 8-17-76

Reviewed: 11-8-21

Revised: 7-13-81; 6-14-10, 3-9-20

POLICY NO. 4062 – INJURY LEAVE

A District employee who believes that they have been physically injured within the employee's scope of employment by another individual who intentionally, knowingly, or recklessly causes bodily injury to such employee must report such injury to the employee's administrator as soon as practical. An administrator will then investigate the circumstances to determine if the employee qualifies for paid injury leave. The employee may be required to provide confirmation from a physician regarding the causation and the period of time for which an employee is unable to work. If the administrator determines that the employee qualifies for paid injury leave, then the employee will receive up to seven calendar days of paid injury leave to cover the amount of time that the employee was otherwise scheduled to work. Such paid injury leave will not count against the employee's other available leave.

If the administrator determines that the employee does not qualify for paid injury leave, then the employee may be required to use other available leave. There is no appeal process for an employee who has been denied a request for paid injury leave.

Legal Reference: LB 1186 (2020)

Effective Date: 8-13-20

Adopted: 12-14-20

Reviewed: 11-8-21

POLICY NO. 4070 – BREASTFEEDING AND PREGNANT AND PARENTING STUDENTS POLICY

Bayard Public Schools provides a supportive environment to enable employees and parenting students to express milk during work hours

Bayard Public Schools supports breastfeeding mothers by accommodating the mother who wishes to express breast milk during her workday when separated from her newborn child. The provisions of this Breastfeeding Policy are intended to meet the requirements of the Fair Labor Standards Act as it relates to breaks for nursing mothers and shall be interpreted in a manner consistent with such requirements.

For up to one year after the child's birth, any employee or parenting student who is breastfeeding her child will be provided reasonable break times to express breast milk for her newborn.

BREAK TIME: Breastfeeding employees or parenting students are allowed to breastfeed or express milk during work hours using their normal breaks and meal times. For time that may be needed beyond the usual break times, employees may use personal leave or may make up the time as negotiated with their supervisors.

A PLACE TO EXPRESS MILK: The principal of each school will, upon request, designate a private room located within the school building for employees or parenting students to breastfeed or express breastmilk. The private room must be shielded from view and free from intrusion from coworkers and the public. A bathroom or toilet stall is not an acceptable or sanitary place for an employee or parenting student to express milk or breastfeed. If employees prefer, they may also breastfeed or express milk in another comfortable and private location agreed upon in consultation with the employee's supervisor.

BREASTMILK STORAGE: Expressed milk can be stored in general employee refrigerators, in designated refrigerators provided in the lactation room or in the employee's personal cooler. Any breast milk stored in the refrigerator must be labeled with the name of the employee or parenting student and the date of expression. Labeled breastmilk can be stored in a designated refrigerator for up to 6 days. Any non-conforming products stored in the refrigerator may be disposed of. Employees storing milk in the refrigerator assume all responsibility for the safety of the milk and the risk of harm for any reason, including improper storage, refrigeration and tampering.

PREGNANT OR PARENTING STUDENTS: The district recognizes that pregnant or parenting students have the right and responsibility to attend school. This attendance right and

responsibility applies to students regardless of their marital or parental status. The district will educate pregnant or parenting students and will provide reasonable accommodations to support and encourage all pregnant or parenting students to obtain their high school diploma. No student will be excluded from, denied the benefit of, or discriminated against under any educational program or activity because of pregnancy or parenting responsibilities.

ATTENDANCE AND LEAVE OF ABSENCES: Pregnant or parenting students will be permitted to attend to their own health care, their child's medical care, or other appointments related to pregnancy or parenting with the benefit of having any such absences or tardiness excused. A student will be permitted to take a leave of absence for pregnancy, childbirth, and any other prenatal and postnatal related medical needs, along with related recovery for the duration that is considered medically necessary by the student's licensed health care provider. At the conclusion of the leave of absence, a student will be immediately enrolled in the district at the same grade and status as when the leave began. Pregnant or parenting students shall be allowed to participate in all activities including extracurricular activities throughout the student's pregnancy and following unless administrators determine such participation poses a significant risk of injury to the student or to others. A pregnant or parenting student may be asked to obtain certification from the student's licensed health care provider regarding the student's safe participation in an extracurricular activity when such certification may be required of students for other conditions which require the attention of a licensed health care provider.

Any absences accumulated due to pregnancy or pregnancy-related conditions, or care for an ill child, should not count towards any district policies in effect under compulsory attendance requirements. Pregnant or parenting students with excused absences or tardiness shall be treated like all other students with excused absences or tardiness for any other medical reasons.

Pregnant or parenting students will be provided with assignments, classwork and any additional support needed to help the student keep up with class requirements due to absences related to pregnancy or parenting.

ALTERNATIVE MEANS TO COMPLETE COURSE WORK: The district will provide at least one alternate method, in addition to traditional classroom instruction to keep pregnant or parenting students in school. Such accommodation(s) may include accessing coursework online,

home-based independent study, or at-home tutoring. Alternative methods of instruction or other alternative programs for pregnant or parenting students are voluntary for the student who may elect whether to engage in an alternative method of instruction or the traditional methods of instruction available to their peers. Pregnant or parenting students shall be allowed to attend their regular classrooms and complete regular coursework.

CHILD CARE: If in-school child care is not provided, a list of qualified licensed child care providers will be provided when requested by pregnant or parenting students. The list will be updated annually and include providers that participate in the quality rating and improvement system and meet all of the quality rating criteria for at least a step three rating in keeping with the Step Up to Quality Child Care Act. Nothing in this policy is intended to prohibit or limit any referral for a student or a student's child to an early Head Start program or any other available community resources.

PRIVACY AND CONFIDENTIALITY: Pregnant or parenting students have the right to have their health and personal information kept confidential in accordance with law. School staff will make every effort to keep personal information and health records confidential and in compliance with Nebraska and federal law.

Information about students' pregnancies and related conditions will not appear in their cumulative record and will not be used when they are being considered for educational or job opportunities, awards or scholarships.

OTHER ACCOMODATIONS: Pregnant or parenting students are here notified that they may request additional reasonable accommodations to ensure continued participation and enrollment in school. Accommodation requests will be evaluated on a case-by-case basis by the building principal. Such accommodations may include but are not limited to: additional frequency allowed for bathroom breaks, additional time allowed in between class periods, a larger desk or additional work space, and adjustments to requirements for physical education as needed.

BULLYING AND HARASSMENT: Pregnant or parenting students have the same rights as other students to be free from discrimination, bullying, and harassment. Such school policies are in place and apply to all students.

