

BOX BUTTE COUNTY SCHOOL DISTRICT #07-0010

HEMINGFORD PUBLIC SCHOOLS

BOARD OF EDUCATION MEETING AGENDA

Monday, January 10, 2022

South Campus

The Board of Education of School District 07-0010 will meet on Monday, January 10, 2022 in the South Campus as duly advertised in the Hemingford Ledger.

- I. Pledge of Allegiance
- II. NOTICES
- III. Call Meeting to Order
 - III.A. ROLL CALL
 - III.B. Excuse Absent Board Member(s)
- IV. Approval of Agenda
 - IV.A. Reorganization of the Board of Education
- V. Regular Meeting Agenda
 - V.A. Public Participation (MAXIMUM OF 30 MINUTES ALLOTTED FOR THIS PORTION)
 - V.B. Correspondence
 - V.C. Consent Agenda
 - Approve minutes for December 13 Regular meeting and December 15 Special meeting, 2021 meeting
 - Approve Treasurer's Report
 - Approve School Activity Fund Report
 - Approve Receipts Summary Report
 - Approve Control Budget
 - V.D. Payment of Claims
 - V.E. Policy 204.07 - Meeting Notice
 - V.F. Superintendent Search Service
 - V.G. Financial Consultant
 - V.H. 2020-2021 Audit
 - V.I. Early Retirement Incentive Program
- VI. Discussion/Possible Action Items
 - VI.A. Ann Payne
 - VI.B. Imprest Account
 - VI.C. ESSERS and Return to Learn Plan
 - VI.D. Annual Report
 - VI.E. 8th Graders earning high school credit
- VII. Administration Reports

- VIII. Superintendent Report
- IX. Report from Board Committee
- X. VIIA. Policy Review
- XI. Items For Next Board Meeting
- XII. Adjournment
- XIII. Posting:

Hemingford Ledger

Posted: 1/6/2022

BOX BUTTE COUNTY SCHOOL DISTRICT 07-0010
HEMINGFORD PUBLIC SCHOOLS
HEMINGFORD, NEBRASKA
December 13, 2021

A regular meeting of the Board of Education of School District 07-0010 was called to order at 5:01 PM at South Campus. Notice of the meeting was given in advance through the Hemingford Ledger. Board members were notified in advance of the meeting.

Members Present: Ansley, Cullan, Horstman, Randolph, Schumacher, Turek
Absent:

Motion by Cullan to approve the agenda as presented. Second by Horstman. Roll Call: Ansley-Aye; Cullan-Aye; Horstman-Aye; Randolph-Aye; Schumacher-Aye; Turek-Aye—6-0-0—Motion carried

Motion by Turek to approve the Consent Agenda. Second by Cullan. Roll Call: Ansley-Aye; Cullan-Aye; Horstman-Aye; Randolph-Aye; Schumacher-Aye; Turek-Aye—6-0-0—Motion carried

Motion by Turek to approve claims for \$66,576.61. Second by Cullan. Roll Call: Ansley-Aye; Cullan-Aye; Horstman-Aye; Randolph-Aye; Schumacher-Aye; Turek-Aye—6-0-0—Motion carried

Motion by Turek to approve the contract of Misty Curtis as the 7-12 principal starting with the 2022-2023 school year. Second by Randolph. Roll Call: Ansley-Aye; Cullan-Aye; Horstman-Aye; Randolph-Aye; Schumacher-Aye; Turek-Aye—6-0-0—Motion carried

Motion by Cullan to approve the 2022-2023 Negotiated Agreement. Second by Schumacher. Roll Call: Ansley-Aye; Cullan-Aye; Horstman-Aye; Randolph-Aye; Schumacher-Aye; Turek-Aye—6-0-0—Motion carried

Motion by Horstman to approve the replacement of the existing intrusion system, add water sensors and monitoring at a cost of \$10,495.70. Second by Turek. Roll Call: Ansley-Aye; Cullan-Aye; Horstman-Aye; Randolph-Aye; Schumacher-Aye; Turek-Aye—6-0-0—Motion carried

No action on Keyless Entry-Main entries

No action on Keyless Entry-G, J, K and 5 entries on gym

Motion by Schumacher to approve the board president as a signor with the Bank of the West, including the line of credit. Second by Cullan. Roll Call: Ansley-Aye; Cullan-Aye; Horstman-Aye; Randolph-Aye; Schumacher-Aye; Turek-Aye—6-0-0—Motion carried

No action on Bus Purchase.

Mr. Arneson talked about music program, IN venture Day and test scores.

SPED - Mrs. Plog

1. This year our school is going to return to the ESU #13 Regional In-service Day in Scottsbluff on Monday, February 21, 2022. All our PreK-12 teachers and paras are registered for the presentation by Matt McNiff titled "What to do if They Don't." Matt McNiff was the Keynote speaker at the Para Conference in Kearney earlier this school year. He is a very dynamic speaker with practical and realistic strategies that teachers and paras can use in the classroom. When I heard that he would

be at the Scottsbluff in-service, I asked Mr. Isom if we could send our entire staff over to hear his day-long presentation. Hopefully, it will address some of the apathy that we are seeing in our school.

The bus will leave from Hemingford around 7:15 AM, stopping in Alliance to pick up staff, arriving for registration around 8:45 AM. The presentation runs from 9:00-3:00 with an hour for lunch, provided by ESU #13. The bus will arrive back at Alliance around 4:00 and at Hemingford around 4:30. The staff can choose to drive over separately. I attached Matt McNiff's bio and the presentation summary to this report, but I will also bring hard copies to the board meeting. If you have any questions, please reach out, thanks!

2. One of our classroom paras will not be returning for the remainder of the school year. We are going to try not to replace her and see how it goes. I will be covering her before school duties, Deb Campbell will be covering her recess duties and Mr. Arneson will be covering her noon duties. The two classroom teachers understand and said they will try to make it work. With the staffing shortages hitting all businesses, it would be difficult to find someone to hire. Our paras start out at minimum wage, currently \$9.00 an hour.

7-12 Principal

Winter sports are in full swing. Both basketball and wrestling have had multiple competitions already this year. The invite held on December 2nd was a huge success in highlighting girls wrestling.

One Act had an amazing season this year as Panhandle and Western Trails champions, district champion, and state runner-up.

There will be an end of the semester pep rally on December 21 during 7th and 8th periods.

Superintendent Isom shared information on Mrs. Talkington's project on GoFundMe account was sponsored by Horace Mann. Information was shared on a bill that will be in the legislation involving state aid. The bill adds 1% sales tax with all money going to education. This is a property tax relief bill.

Reports from board committees were covered in regular meeting: Negotiations, Transportation, Building.

Policy Review—Policies 0203.7 through 0206.5 were reviewed. Policy 0204.07 will need wording change. Next month Policies 0300.01 through 0302.08.

Motion by Schumacher to convene to executive session at 5:54 PM. Second by Cullan. Roll Call: Ansley-Aye; Cullan-Aye; Horstman-Aye; Randolph-Aye; Schumacher-Aye; Turek-Aye—6-0-0—Motion carried

Motion by Cullan to reconvene to regular session at 6:21 PM. Second by Schumacher. Roll Call: Ansley-Aye; Cullan-Aye; Horstman-Aye; Randolph-Aye; Schumacher-Aye; Turek-Aye—6-0-0—Motion carried

The board will have a special meeting Wednesday, December 15 at 5:30 PM at south campus.

The board will have a workshop on January 13.

Meeting adjourned at 6:26 PM.

Charles Isom
Superintendent

Blanche Randolph
Board Secretary

Next regular meeting is scheduled for January 10, 2022 at 5 PM at south campus.

BOX BUTTE COUNTY SCHOOL DISTRICT 07-0010
HEMINGFORD PUBLIC SCHOOLS
HEMINGFORD, NEBRASKA
December 15, 2021

A special meeting of the Board of Education of School District 07-0010 was called to order at 5:30 PM at South Campus by Justin Ansley. Notice of the meeting was posted in advance of the meeting. Board members were notified in advance of the meeting.

Members Present: Ansley, Cullan, Horstman, Randolph, Schumacher, Turek
Absent:

Motion by Schumacher to approve agenda as presented. Second by Randolph. Roll Call: Ansley-Aye, Cullan-Aye, Horstman-Aye, Randolph-Aye, Schumacher-Aye, Turek-Aye—6-0-0—Motion carried

Motion to go into executive session at 5:32 PM by Turek. Second by Horstman. Roll Call: Ansley-Aye, Cullan-Aye, Horstman-Aye, Randolph-Aye, Schumacher-Aye, Turek-Aye—6-0-0—Motion carried

Motion by Randolph to reconvene to regular session at 6:34 PM. Second by Schumacher. Roll Call: Ansley-Aye, Cullan-Aye, Horstman-Aye, Randolph-Aye, Schumacher-Aye, Turek-Aye—6-0-0—Motion carried

President Ansley turned the meeting over to Schumacher.

Motion by Ansley to accept the resignation of Charles Isom as superintendent-with regrets-effective June 30, 2022. Second by Turek. Roll Call: Ansley-Aye, Cullan-Aye, Horstman-Aye, Randolph-Aye, Schumacher-Aye, Turek-Aye—6-0-0—Motion carried

Meeting adjourned at 6:42 PM.

Charles Isom
Board Clerk

Blanche Randolph
Board Secretary

Current Cash Balance Report

ALL Data

Date: 12/01/21 thru 12/31/21

Arranged by:
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
A ATHLETICS					
1010 Athletics / Activities	16,955.13	3,926.00	7,778.38	0.00	13,102.75
1020 Athletic Club / Concession Stand	15,652.46	3,543.95	2,092.24	0.00	17,104.17
1030 Cheerleaders - Fundraising	4,934.11	0.00	406.50	0.00	4,527.61
1035 Football Fundraising	12,084.52	0.00	0.00	0.00	12,084.52
1040 Volleyball - Fundraising	173.58	0.00	0.00	0.00	173.58
1045 Wrestling Fundraiser	622.04	0.00	0.00	0.00	622.04
1050 CC Fundraiser	1,807.82	0.00	0.00	0.00	1,807.82
1055 Track Fundraising	1,225.00	0.00	0.00	0.00	1,225.00
A ATHLETICS Totals:	53,454.66	7,469.95	10,277.12	0.00	50,647.49
B CLUBS AND ORGANIZATIONS					
3010 DC Trip-World Stride	18,789.32	4,747.48	4,836.79	0.00	18,700.01
3020 Dramatics	-5,978.70	673.50	763.00	0.00	-6,068.20
3030 FFA	28,089.15	9,394.00	1,238.49	0.00	36,244.66
3035 SHOP MATERIALS	2,244.00	0.00	0.00	0.00	2,244.00
3040 FCCLA	970.76	0.00	307.10	0.00	663.66
3050 Honor Society	199.45	31.00	0.00	0.00	230.45
3070 Music	4,897.86	0.00	0.00	0.00	4,897.86
3080 Scholarships	626.00	0.00	0.00	0.00	626.00
3090 StuCo - Middle School	4,351.94	0.00	0.00	0.00	4,351.94
3100 Student Council	3,530.18	0.00	-448.31	0.00	3,978.49
3110 Health Professions Club	989.17	0.00	0.00	0.00	989.17
3120 Yearbook	16,238.02	1,500.00	0.00	0.00	17,738.02
3200 Science	316.96	350.00	110.89	0.00	556.07
B CLUBS AND ORGANIZATIONS Totals:	75,264.11	16,695.98	6,807.96	0.00	85,152.13
C MISCELLANEOUS					
4010 Courtesy Fund	1,668.37	0.00	0.00	0.00	1,668.37
4020 Elementary Teachers	8,889.80	0.00	0.00	0.00	8,889.80
4025 High School Teachers	8,402.81	0.00	0.00	0.00	8,402.81
4040 Miscellaneous / Student Stuff	9,006.62	0.00	576.05	0.00	8,430.57
4045 Bookfair	5,270.82	0.00	0.00	0.00	5,270.82
4050 Art	970.54	0.00	0.00	0.00	970.54
C MISCELLANEOUS Totals:	34,208.96	0.00	576.05	0.00	33,632.91
D CLASSES					
2021 Class of 2021 - (Graduated)	1,827.72	0.00	0.00	0.00	1,827.72
2022 Class of 2022 - Seniors	1,610.91	0.00	0.00	0.00	1,610.91
2023 Class of 2023 - Juniors	3,664.16	0.00	0.00	0.00	3,664.16
2024 Class of 2024 - Sophmores	878.06	0.00	0.00	0.00	878.06
2025 Class of 2025 -- Freshmen	3,829.30	0.00	0.00	0.00	3,829.30
2026 Class of 2026 - 8th Grade	349.00	0.00	0.00	0.00	349.00
2027 Class of 2027 - 7th Grade	450.00	0.00	0.00	0.00	450.00
D CLASSES Totals:	12,609.15	0.00	0.00	0.00	12,609.15
G Graduated Classes					
1999 Class of 1999 - (Graduated)	0.00	0.00	0.00	0.00	0.00
2000 Class of 2000 - (Graduated)	0.00	0.00	0.00	0.00	0.00
2001 Class of 2001 - (Graduated)	25.00	0.00	0.00	0.00	25.00
2002 Class of 2002 - (Graduated)	0.00	0.00	0.00	0.00	0.00
2003 Class of 2003 - (Graduated)	0.00	0.00	0.00	0.00	0.00
2004 Class of 2004 - (Graduated)	0.00	0.00	0.00	0.00	0.00
2005 Class of 2005 - (Graduated)	0.00	0.00	0.00	0.00	0.00
2006 Class of 2006 - (Graduated)	0.00	0.00	0.00	0.00	0.00
2007 Class of 2007 - (Graduated)	0.00	0.00	0.00	0.00	0.00
2008 Class of 2008 - (Graduated)	0.00	0.00	0.00	0.00	0.00

ALL Data

Current Cash Balance Report

Arranged by:

Date: 12/01/21 thru 12/31/21

Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
2009 Class of 2009 - (Graduated)	0.00	0.00	0.00	0.00	0.00
2010 Class of 2010 - (Graduated)	0.00	0.00	0.00	0.00	0.00
2011 Class of 2011 - Graduated	387.41	0.00	0.00	0.00	387.41
2012 Class of 2012 - Graduated	1,618.35	0.00	0.00	0.00	1,618.35
2013 Class of 2013 - Graduated	1,029.69	0.00	0.00	0.00	1,029.69
2014 Class of 2014 - Graduated	380.72	0.00	0.00	0.00	380.72
2015 Class of 2015 - Graduated	23.33	0.00	0.00	0.00	23.33
2016 Class of 2016 - Graduated	118.12	0.00	0.00	0.00	118.12
2017 Class of 2017 - (Graduated)	0.00	0.00	0.00	0.00	0.00
2018 Class of 2018 - (Graduated)	680.23	0.00	0.00	0.00	680.23
2019 Class of 2019 - (Graduated)	0.00	0.00	0.00	0.00	0.00
2020 Class of 2020 - (Graduated)	3,512.74	0.00	0.00	0.00	3,512.74
3060 Football Fundraiser	0.00	0.00	0.00	0.00	0.00
3125 Track Fundraising	0.00	0.00	0.00	0.00	0.00
4030 HPS Health Club	0.00	0.00	0.00	0.00	0.00
G Graduated Classes Totals:	<u>7,775.59</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>7,775.59</u>
Report Totals:	183,312.47	24,165.93	17,661.13	0.00	189,817.27

SELECTED Data

Expense Budget Report

Arranged by:
Account Number

Date Range: YTD thru 01/31/2022

Account	Description	Budget	Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01	GENERAL FUND					
01-2-01100-000-000	Instructional Services	0.00	0.00	0.00	0.00	0.00
01-2-01100-110-001	Coaches Salaries - HS	90,000.00	44,894.39	0.00	45,105.61	50.11
01-2-01100-110-002	Coaches Salaries - EL	30,000.00	1,340.20	0.00	28,659.80	95.53
01-2-01100-111-001	Teacher Salaries - HS	944,994.00	279,956.85	0.00	665,037.15	70.37
01-2-01100-111-002	Teacher Salaries - EL	1,200,000.00	370,818.09	0.00	829,181.91	69.09
01-2-01100-112-001	Aides Salaries - HS	64,000.00	12,832.94	0.00	51,167.06	79.94
01-2-01100-112-002	Aides Salaries - EL	142,000.00	12,910.84	0.00	129,089.16	90.90
01-2-01100-113-001	Substitute Salaries - HS	35,000.00	10,394.30	0.00	24,605.70	70.30
01-2-01100-113-002	Substitute Salaries - EL	18,000.00	9,895.00	0.00	8,105.00	45.02
01-2-01100-151-001	Other Benefits - HS Annuity	17,000.00	4,960.00	0.00	12,040.00	70.82
01-2-01100-151-002	Other Benefits - EL Annuity	17,000.00	-1,240.00	0.00	18,240.00	107.29
01-2-01100-210-001	Life Insurance - Coaches HS	750.00	-5.00	0.00	755.00	100.66
01-2-01100-210-002	Life Insurance - Coaches EL	500.00	129.17	0.00	370.83	74.16
01-2-01100-211-001	Life Insurance - HS Teachers	5,400.00	6,370.97	0.00	-970.97	-17.98
01-2-01100-211-002	Life Insurance - EL Teachers	5,600.00	8,439.98	0.00	-2,839.98	-50.71
01-2-01100-212-001	Aides OT Salaries - HS	0.00	5.00	0.00	-5.00	0.00
01-2-01100-212-002	Life Insurance - EL Aide	250.00	629.98	0.00	-379.98	-151.99
01-2-01100-213-001	Life Insurance - Sub HS	100.00	55.25	0.00	44.75	44.75
01-2-01100-213-002	Retirement - Sub EL	0.00	17.12	0.00	-17.12	0.00
01-2-01100-220-001	Social Security - HS Coaches	6,600.00	3,380.28	0.00	3,219.72	48.78
01-2-01100-220-002	Social Security - EL Coaches	2,000.00	93.49	0.00	1,906.51	95.32
01-2-01100-221-001	Social Security - HS Teachers	64,000.00	20,595.70	0.00	43,404.30	67.81
01-2-01100-221-002	Social Security - EL Teachers	86,000.00	27,300.74	0.00	58,699.26	68.25
01-2-01100-222-001	Social Security HS- Aides	4,600.00	942.69	0.00	3,657.31	79.50
01-2-01100-222-002	Social Security EL- Aides	8,000.00	863.54	0.00	7,136.46	89.20
01-2-01100-223-001	Social Security - SUB HS	3,000.00	774.57	0.00	2,225.43	74.18
01-2-01100-223-002	Social Security - SUB EL	1,500.00	741.60	0.00	758.40	50.56
01-2-01100-230-001	Retirement -Coaches HS	6,000.00	3,195.48	0.00	2,804.52	46.74
01-2-01100-230-002	Retirement - Coaches EL	2,600.00	132.39	0.00	2,467.61	94.90
01-2-01100-231-001	Retirement Teachers HS	87,000.00	27,601.40	0.00	59,398.60	68.27
01-2-01100-231-002	Retirement - EL Teachers	120,000.00	36,738.53	0.00	83,261.47	69.38
01-2-01100-232-001	Retirement - Aide HS	6,000.00	1,276.04	0.00	4,723.96	78.73
01-2-01100-232-002	Retirement - Aide EL	13,000.00	1,207.04	0.00	11,792.96	90.71
01-2-01100-233-001	Retirement - Sub HS	1,000.00	330.34	0.00	669.66	66.96
01-2-01100-233-002	Retirement - Sub EL	100.00	120.51	0.00	-20.51	-20.51
01-2-01100-237-001	Increased Retirement - HS	0.00	0.00	0.00	0.00	0.00
01-2-01100-237-002	Increased Retirement - EL	0.00	0.00	0.00	0.00	0.00
01-2-01100-239-001	Early Retr or Term - HS	0.00	0.00	0.00	0.00	0.00
01-2-01100-239-002	Early Retr or Term - EL	0.00	0.00	0.00	0.00	0.00
01-2-01100-281-001	Health Insurance - HS	290,000.00	56,209.68	0.00	233,790.32	80.61
01-2-01100-281-002	Health Insurance - EL	345,500.00	85,435.68	0.00	260,064.32	75.27
01-2-01100-360-001	Tuition Paid Other Districts	0.00	0.00	0.00	0.00	0.00

SELECTED Data

Expense Budget Report

Arranged by:
Account Number

Date Range: YTD thru 01/31/2022

Account	Description	Budget	Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-01100-412-001	Supplies-Expendable	0.00	832.18	0.00	-832.18	0.00
01-2-01100-412-002	Supplies-Expendable Wkbks-	7,000.00	-44.04	0.00	7,044.04	100.62
01-2-01100-430-001	Equip Maint & Repairs - HS	0.00	0.00	0.00	0.00	0.00
01-2-01100-430-002	Equip Maint & Repairs - EL	0.00	0.00	0.00	0.00	0.00
01-2-01100-431-001	Equip Maint & Repairs - HS	0.00	0.00	0.00	0.00	0.00
01-2-01100-431-002	Equip Maint & Repairs - EL	0.00	0.00	0.00	0.00	0.00
01-2-01100-440-001	Rental-Other	0.00	0.00	0.00	0.00	0.00
01-2-01100-580-000	Student fees & travel	0.00	-1,000.00	0.00	1,000.00	0.00
01-2-01100-610-001	General Supplies HS	30,000.00	5,248.69	0.00	24,751.31	82.50
01-2-01100-610-002	General Supplies EL	20,000.00	17,313.83	0.00	2,686.17	13.43
01-2-01100-640-001	Textbooks - HS	1,000.00	4,069.23	0.00	-3,069.23	-306.92
01-2-01100-640-002	Textbooks - EL	0.00	0.00	0.00	0.00	0.00
01-2-01100-650-001	General Supplies - HS	2,000.00	-2,249.62	0.00	4,249.62	212.48
01-2-01100-650-002	General Supplies - EL	5,000.00	19.24	0.00	4,980.76	99.61
01-2-01100-733-001	Furniture & Equipment - HS	0.00	0.00	0.00	0.00	0.00
01-2-01100-733-002	Furniture & Equipment - EL	0.00	0.00	0.00	0.00	0.00
01-2-01100-810-001	Dues & Fees HS	2,000.00	269.00	0.00	1,731.00	86.55
01-2-01120-000-001	Science Department	100.00	0.00	0.00	100.00	100.00
01-2-01120-411-002	Science Supplies/Earth/Life	0.00	707.82	0.00	-707.82	0.00
01-2-01120-412-002	Science Supplies/Bio/Zoology	1,000.00	756.13	0.00	243.87	24.38
01-2-01120-430-001	Equipment Repairs - HS	0.00	0.00	0.00	0.00	0.00
01-2-01120-430-002	Equipment Repairs - EL	0.00	0.00	0.00	0.00	0.00
01-2-01120-610-001	Science	1,000.00	1,764.59	0.00	-764.59	-76.45
01-2-01120-733-001	Science Furniture &	0.00	0.00	0.00	0.00	0.00
01-2-01130-000-000	Music Department	0.00	0.00	0.00	0.00	0.00
01-2-01130-430-001	Equipment Repairs - HS	750.00	-433.55	0.00	1,183.55	157.80
01-2-01130-430-002	Equipment Repairs - EL	0.00	260.00	0.00	-260.00	0.00
01-2-01130-580-001	Music Fees & Travel	750.00	0.00	0.00	750.00	100.00
01-2-01130-610-001	Music Supplies - HS	2,000.00	940.70	0.00	1,059.30	52.96
01-2-01130-610-002	Music Supplies - EL	1,000.00	2,539.23	0.00	-1,539.23	-153.92
01-2-01130-733-001	Music Furniture & Equip - HS	1,000.00	0.00	0.00	1,000.00	100.00
01-2-01130-733-002	Music Furniture & Equip - EL	750.00	497.43	0.00	252.57	33.67
01-2-01140-000-000	Art Department	0.00	0.00	0.00	0.00	0.00
01-2-01140-610-002	Art Supplies	6,000.00	2,891.87	0.00	3,108.13	51.80
01-2-01140-733-002	Art Furniture & Equipment	0.00	0.00	0.00	0.00	0.00
01-2-01150-000-000	Voag Department	0.00	0.00	0.00	0.00	0.00
01-2-01150-430-001	Voag Equip. Repairs	0.00	37.99	0.00	-37.99	0.00
01-2-01150-580-001	Voag Travel Expense	0.00	97.15	0.00	-97.15	0.00
01-2-01150-610-001	Voag Supplies	6,000.00	3,620.60	0.00	2,379.40	39.65
01-2-01150-650-001	Voag Software	1,000.00	0.00	0.00	1,000.00	100.00
01-2-01150-733-001	Voag Furniture & Equipment	0.00	0.00	0.00	0.00	0.00
01-2-01150-810-001	Voag Dues & Fees	750.00	175.00	0.00	575.00	76.66
01-2-01160-110-001	Poverty Programs HS	0.00	0.00	0.00	0.00	0.00

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Account	Description	Budget	Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-01160-110-002	Poverty Programs EL	0.00	0.00	0.00	0.00	0.00
01-2-01170-000-001	Business Department	0.00	0.00	0.00	0.00	0.00
01-2-01170-412-002	Business Expendable	0.00	0.00	0.00	0.00	0.00
01-2-01170-430-001	Business Equipment Repairs	0.00	0.00	0.00	0.00	0.00
01-2-01170-610-001	Business Supplies	1,000.00	2,898.09	0.00	-1,898.09	-189.80
01-2-01170-733-001	Business Furniture & Equip.	0.00	0.00	0.00	0.00	0.00
01-2-01180-430-001	FCS Equipment Repairs	0.00	0.00	0.00	0.00	0.00
01-2-01180-580-001	FCS Fees & Travel	2,000.00	330.62	0.00	1,669.38	83.46
01-2-01180-610-001	FCS Supplies	6,000.00	1,728.99	0.00	4,271.01	71.18
01-2-01180-733-001	FCS Furniture & Equipment	0.00	0.00	0.00	0.00	0.00
01-2-01200-000-000	Sped - School Age	0.00	0.00	0.00	0.00	0.00
01-2-01200-111-002	Sped Teacher Salaries - EL	180,000.00	65,642.92	0.00	114,357.08	63.53
01-2-01200-112-001	Sped Aides Salaries - HS	52,000.00	20,541.85	0.00	31,458.15	60.49
01-2-01200-112-002	Sped Aides Salaries - EL	45,000.00	54,898.18	0.00	-9,898.18	-21.99
01-2-01200-113-001	Sped Substitute Salaires-HS	0.00	0.00	0.00	0.00	0.00
01-2-01200-113-002	Sped Substitute Salaries-EL	0.00	1,120.00	0.00	-1,120.00	0.00
01-2-01200-116-001	Sped OT/PT - Nurse - HS	3,000.00	0.00	0.00	3,000.00	100.00
01-2-01200-116-002	Sped OT/PT - Nurse - EL	19,000.00	0.00	0.00	19,000.00	100.00
01-2-01200-151-001	Sped Other Benefits - HS	0.00	0.00	0.00	0.00	0.00
01-2-01200-151-002	Sped Other Benefits - EL	8,000.00	620.00	0.00	7,380.00	92.25
01-2-01200-210-001	Sped Life Ins - HS	50.00	5.00	0.00	45.00	90.00
01-2-01200-210-002	Sped Life Ins - EL	50.00	5.00	0.00	45.00	90.00
01-2-01200-211-001	Sped Life Ins - HS Teachers	350.00	25.00	0.00	325.00	92.85
01-2-01200-211-002	Sped Life Ins - EL Teachers	350.00	15.00	0.00	335.00	95.71
01-2-01200-212-001	Sped Life Ins - HS Aide	100.00	5.00	0.00	95.00	95.00
01-2-01200-212-002	Sped Life Ins - EL Aide	0.00	1,882.05	0.00	-1,882.05	0.00
01-2-01200-221-001	Sped Soc Sec - HS Teachers	9,500.00	2,670.19	0.00	6,829.81	71.89
01-2-01200-221-002	Sped Soc Sec - EL Teachers	13,500.00	4,816.89	0.00	8,683.11	64.31
01-2-01200-222-001	Sped Soc Sec -Aide HS	4,000.00	1,561.55	0.00	2,438.45	60.96
01-2-01200-222-002	Sped Soc Sec -Aide EL	3,750.00	3,342.09	0.00	407.91	10.87
01-2-01200-223-001	Sped Soc Sec - Sub HS	0.00	0.00	0.00	0.00	0.00
01-2-01200-223-002	Sped Soc Sec - Sub EL	0.00	69.28	0.00	-69.28	0.00
01-2-01200-231-001	Sped Retirement - HS	13,000.00	3,566.68	0.00	9,433.32	72.56
01-2-01200-231-002	Sped Retirement - EL	17,500.00	6,484.04	0.00	11,015.96	62.94
01-2-01200-232-001	Sped Retirement - Aide HS	4,800.00	1,899.72	0.00	2,900.28	60.42
01-2-01200-232-002	Sped Retirement - Aide EL	4,500.00	5,057.29	0.00	-557.29	-12.38
01-2-01200-233-002	Sped Retirement - Aide EL	0.00	110.63	0.00	-110.63	0.00
01-2-01200-237-001	Increased Sped Retirement -	0.00	0.00	0.00	0.00	0.00
01-2-01200-237-002	Increased Sped Retirement -	0.00	0.00	0.00	0.00	0.00
01-2-01200-281-001	Sped Health Ins HS	0.00	0.00	0.00	0.00	0.00
01-2-01200-281-002	Sped Health Ins - EL	59,300.00	15,351.03	0.00	43,948.97	74.11
01-2-01200-330-000	Sped Other - Inservice	0.00	639.20	0.00	-639.20	0.00
01-2-01200-340-000	Sped Other Prof Serv	8,000.00	-7,652.29	0.00	15,652.29	195.65

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01-2-01200-411-001	Sped Speech Supplies-EL	750.00	0.00	0.00	750.00	100.00
01-2-01200-411-002	Sped Speech Supplies-HS	0.00	0.00	0.00	0.00	0.00
01-2-01200-569-000	Contracted Services - Misc	130,000.00	-79,467.73	0.00	209,467.73	161.12
01-2-01200-580-001	Sped Travel Expense - HS	0.00	158.40	0.00	-158.40	0.00
01-2-01200-580-002	Sped Travel Expense - EL	0.00	890.51	0.00	-890.51	0.00
01-2-01200-591-000	ESU Supervision SA SpEd	2,500.00	6,712.05	0.00	-4,212.05	-168.48
01-2-01200-591-001	ESU Supervision SA - HS	0.00	2,243.28	0.00	-2,243.28	0.00
01-2-01200-591-002	ESU Supervision SpEd SA	0.00	0.00	0.00	0.00	0.00
01-2-01200-610-001	Sped Teaching Supplies - HS	750.00	2,146.01	0.00	-1,396.01	-186.13
01-2-01200-610-002	Sped Teaching Supplies - EL	3,000.00	0.00	0.00	3,000.00	100.00
01-2-01200-733-001	Sped Furniture &	0.00	0.00	0.00	0.00	0.00
01-2-01200-733-002	Sped Furniture &	0.00	0.00	0.00	0.00	0.00
01-2-01200-735-000	Sped Technology	0.00	0.00	0.00	0.00	0.00
01-2-01200-810-001	Sped Dues & Fees - HS	20,000.00	5,197.22	0.00	14,802.78	74.01
01-2-01200-810-002	Sped Dues & Fees - EL	750.00	-45.00	0.00	795.00	106.00
01-2-01200-890-001	Sped Misc Expense - HS	0.00	862.00	0.00	-862.00	0.00
01-2-01200-890-002	Sped Misc Expense - EL	0.00	863.33	0.00	-863.33	0.00
01-2-01212-320-001	Sped Director - ESU - HS	0.00	0.00	0.00	0.00	0.00
01-2-01212-320-002	Sped Director - ESU - EL	0.00	0.00	0.00	0.00	0.00
01-2-01213-591-001	Resource ESU HS	0.00	0.00	0.00	0.00	0.00
01-2-01213-591-002	Resource-Vision ESU	1,000.00	280.00	0.00	720.00	72.00
01-2-01252-591-002	ESU Speech Services BAF	0.00	0.00	0.00	0.00	0.00
01-2-01253-591-002	ESU Speech Services BAF	0.00	0.00	0.00	0.00	0.00
01-2-01291-591-002	ESU Supervision BAF 3-5	0.00	0.00	0.00	0.00	0.00
01-2-01292-591-002	ESU Supervision BAF 0-2	0.00	0.00	0.00	0.00	0.00
01-2-02120-000-000	Support/Guidance	0.00	0.00	0.00	0.00	0.00
01-2-02120-111-000	Salary - Guidance Counselor	79,000.00	24,996.46	0.00	54,003.54	68.35
01-2-02120-211-000	Life Insurance	70.00	5.00	0.00	65.00	92.85
01-2-02120-221-000	Social Security	6,200.00	1,881.14	0.00	4,318.86	69.65
01-2-02120-231-000	Retirement	7,500.00	2,469.11	0.00	5,030.89	67.07
01-2-02120-237-000	Increased Retirement	0.00	0.00	0.00	0.00	0.00
01-2-02120-281-000	Health Insurance	20,000.00	4,229.24	0.00	15,770.76	78.85
01-2-02120-580-000	Travel Expense	250.00	324.54	0.00	-74.54	-29.81
01-2-02120-591-002	ESU NonSpEd Therapeutic	0.00	256.50	0.00	-256.50	0.00
01-2-02120-610-000	Guidance Supplies	1,000.00	-56.00	0.00	1,056.00	105.60
01-2-02120-733-000	Guidance Equipment	200.00	0.00	0.00	200.00	100.00
01-2-02130-000-000	Support/Health	0.00	0.00	0.00	0.00	0.00
01-2-02130-111-000	Nurse Salary	54,955.00	12,206.00	0.00	42,749.00	77.78
01-2-02130-151-000	Nurse Other Benefits	0.00	0.00	0.00	0.00	0.00
01-2-02130-211-000	Nurse Life Ins	75.00	8,397.48	0.00	-8,322.48	-11,096.64
01-2-02130-221-000	Nurse Soc Sec	3,500.00	724.30	0.00	2,775.70	79.30
01-2-02130-231-000	Nurse Retirement	5,000.00	1,205.68	0.00	3,794.32	75.88
01-2-02130-237-000	Increased Nurse Retirement	0.00	0.00	0.00	0.00	0.00

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01-2-02130-281-000	Nurse Health Ins	25,250.00	-1,356.76	0.00	26,606.76	105.37
01-2-02130-320-000	Purchased Services - Nurse	500.00	0.00	0.00	500.00	100.00
01-2-02130-580-000	Nurse Travel Expense	0.00	0.00	0.00	0.00	0.00
01-2-02130-610-000	Supplies - Health	5,000.00	940.90	0.00	4,059.10	81.18
01-2-02130-733-000	Furniture & Equipment-Health	1,000.00	0.00	0.00	1,000.00	100.00
01-2-02130-810-000	Nurse Dues & Fees	750.00	620.00	0.00	130.00	17.33
01-2-02140-230-000	Psychologist - Non Sped	0.00	0.00	0.00	0.00	0.00
01-2-02141-591-001	Psychologist - ESU - HS	15,000.00	4,640.81	0.00	10,359.19	69.06
01-2-02141-591-002	Psychologist - ESU - EL	16,000.00	2,554.11	0.00	13,445.89	84.03
01-2-02142-591-000	Psychologist ESU - BAF 3-5	0.00	101.08	0.00	-101.08	0.00
01-2-02150-320-001	Speech - HS Non ESU	0.00	0.00	0.00	0.00	0.00
01-2-02150-320-002	Speech - EL Non ESU	250.00	603.05	0.00	-353.05	-141.22
01-2-02151-591-001	Speech Services ESU	0.00	0.00	0.00	0.00	0.00
01-2-02151-591-002	Speech Services	750.00	53.98	0.00	696.02	92.80
01-2-02152-591-000	Speech Services BAF	250.00	0.00	0.00	250.00	100.00
01-2-02161-320-000	OT SA	0.00	4,611.68	0.00	-4,611.68	0.00
01-2-02161-320-001	OT/PT - HS Non ESU	0.00	102.70	0.00	-102.70	0.00
01-2-02161-320-002	OT/PT - EL Non ESU	5,000.00	2,144.95	0.00	2,855.05	57.10
01-2-02161-333-000	OT SA-MILEAGE	0.00	227.52	0.00	-227.52	0.00
01-2-02161-591-001	OT Services	1,000.00	0.00	0.00	1,000.00	100.00
01-2-02162-320-000	OT 3-5	6,000.00	1,112.99	0.00	4,887.01	81.45
01-2-02162-333-000	OT 3-5 MILEAGE	0.00	51.84	0.00	-51.84	0.00
01-2-02163-320-000	OT 0-2	0.00	117.60	0.00	-117.60	0.00
01-2-02163-333-000	OT 0-2 MILEAGE	0.00	282.16	0.00	-282.16	0.00
01-2-02163-591-000	OT Services BAF	100.00	298.25	0.00	-198.25	-198.25
01-2-02171-320-000	PT Services SA	0.00	4,851.92	0.00	-4,851.92	0.00
01-2-02171-320-001	PT Services SA	3,000.00	76.05	0.00	2,923.95	97.46
01-2-02171-333-000	PT Mileage SA	0.00	710.64	0.00	-710.64	0.00
01-2-02171-591-002	PT Services	2,750.00	5,396.02	0.00	-2,646.02	-96.21
01-2-02172-320-000	PT Services 3-5	200.00	439.78	0.00	-239.78	-119.89
01-2-02173-320-000	PT Services 0-3	0.00	362.08	0.00	-362.08	0.00
01-2-02173-333-000	PT Mileage 0-3	0.00	2.24	0.00	-2.24	0.00
01-2-02180-332-000	Sped Transpt-Mileage To	700.00	0.00	0.00	700.00	100.00
01-2-02180-591-001	Resource - ESU - HS	2,000.00	87.04	0.00	1,912.96	95.64
01-2-02181-320-000	Vision Services SA	0.00	448.00	0.00	-448.00	0.00
01-2-02181-333-000	SA Vision Mileage	2,000.00	1,353.73	0.00	646.27	32.31
01-2-02181-591-002	Vision Services EL	1,000.00	2,065.50	0.00	-1,065.50	-106.55
01-2-02182-591-000	Vision Services BAF	0.00	0.00	0.00	0.00	0.00
01-2-02190-591-000	ESU Purchased Services	500.00	7,368.29	0.00	-6,868.29	-1,373.65
01-2-02210-000-000	Staff Development	6,000.00	0.00	0.00	6,000.00	100.00
01-2-02210-111-000	DIS Salary	0.00	0.00	0.00	0.00	0.00
01-2-02210-140-000	DIS Salary - Clerical	0.00	0.00	0.00	0.00	0.00
01-2-02210-210-000	Life Insurance	0.00	0.00	0.00	0.00	0.00

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01-2-02210-221-000	Social Security	0.00	0.00	0.00	0.00	0.00
01-2-02210-231-000	Retirement	0.00	0.00	0.00	0.00	0.00
01-2-02210-237-000	Increased Retirement	0.00	0.00	0.00	0.00	0.00
01-2-02210-281-000	Health Insurance	0.00	0.00	0.00	0.00	0.00
01-2-02210-291-000	Other Benefits-Annuity	0.00	0.00	0.00	0.00	0.00
01-2-02210-330-000	STAFF DEVELOPMENT	0.00	0.00	0.00	0.00	0.00
01-2-02210-540-000	Professional Services	0.00	0.00	0.00	0.00	0.00
01-2-02210-580-000	Travel Exp Staff Development	5,000.00	694.78	0.00	4,305.22	86.10
01-2-02210-610-000	Supplies - Staff Development	5,000.00	0.00	0.00	5,000.00	100.00
01-2-02210-810-000	Dues & Fees - Staff Dev.	7,500.00	478.51	0.00	7,021.49	93.61
01-2-02213-330-000	Professional	0.00	0.00	0.00	0.00	0.00
01-2-02213-591-000	Inst. Staff Development	2,500.00	80.00	0.00	2,420.00	96.80
01-2-02213-610-000	Staff Develop Supplies	1,500.00	0.00	0.00	1,500.00	100.00
01-2-02213-810-000	Staff Dues & Fees	6,050.00	0.00	0.00	6,050.00	100.00
01-2-02220-000-001	Support/Library & Staff	0.00	0.00	0.00	0.00	0.00
01-2-02220-110-001	Salary - Librarian	70,000.00	25,728.65	0.00	44,271.35	63.24
01-2-02220-114-001	Library Aides	16,000.00	6,975.75	0.00	9,024.25	56.40
01-2-02220-210-001	Social Security	0.00	0.00	0.00	0.00	0.00
01-2-02220-220-001	Social Security	0.00	1,895.08	0.00	-1,895.08	0.00
01-2-02220-220-002	Social Security	750.00	0.00	0.00	750.00	100.00
01-2-02220-221-001	Social Security	0.00	0.00	0.00	0.00	0.00
01-2-02220-224-001	Library Aides--FICA	1,000.00	505.42	0.00	494.58	49.45
01-2-02220-230-001	Retirement	9,000.00	3,175.44	0.00	5,824.56	64.71
01-2-02220-230-002	Retirement Libr EL Aide	800.00	0.00	0.00	800.00	100.00
01-2-02220-231-001	Retirement Librarian	12,500.00	0.00	0.00	12,500.00	100.00
01-2-02220-234-001	Library Aides - Retirement	1,500.00	689.07	0.00	810.93	54.06
01-2-02220-237-001	Increased Retirement Library	0.00	0.00	0.00	0.00	0.00
01-2-02220-237-002	Increased Libr EL Aide	0.00	0.00	0.00	0.00	0.00
01-2-02220-260-001	Life Insurance	200.00	10.00	0.00	190.00	95.00
01-2-02220-281-001	Library Health Ins	0.00	1,229.96	0.00	-1,229.96	0.00
01-2-02220-340-001	Library - Secured Services	0.00	500.00	0.00	-500.00	0.00
01-2-02220-610-001	Supplies - Library	2,000.00	704.14	0.00	1,295.86	64.79
01-2-02220-640-001	Library Books	3,000.00	582.92	0.00	2,417.08	80.56
01-2-02220-642-001	Audio Visual Materials	750.00	0.00	0.00	750.00	100.00
01-2-02220-650-001	Computer Softw/Hardw	2,000.00	0.00	0.00	2,000.00	100.00
01-2-02220-670-001	Travel Expense	0.00	0.00	0.00	0.00	0.00
01-2-02220-733-001	Furniture & Equipment	500.00	0.00	0.00	500.00	100.00
01-2-02220-890-001	Other Expnse	0.00	153.19	0.00	-153.19	0.00
01-2-02224-382-001	Telecommunications	0.00	6,349.21	0.00	-6,349.21	0.00
01-2-02224-382-002	Internet Fees/LDL Fees	25,950.00	1,738.04	0.00	24,211.96	93.30
01-2-02230-000-000	Computer Department	1,500.00	0.00	0.00	1,500.00	100.00
01-2-02230-432-000	Computer Technician	8,500.00	600.36	0.00	7,899.64	92.93
01-2-02230-432-001	Equipment Repairs - HS	1,500.00	851.40	0.00	648.60	43.24

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01-2-02230-432-002	Equipment Repairs - EL	500.00	0.00	0.00	500.00	100.00
01-2-02230-443-000	Copier Contracts	20,000.00	5,599.81	0.00	14,400.19	72.00
01-2-02230-643-001	Web/Cloud HS	14,000.00	979.69	0.00	13,020.31	93.00
01-2-02230-643-002	Web/Cloud EL	8,000.00	780.00	0.00	7,220.00	90.25
01-2-02230-650-000	Computer Hardware	0.00	360.67	0.00	-360.67	0.00
01-2-02230-650-001	Computer Hardware - HS	25,000.00	34,282.96	0.00	-9,282.96	-37.13
01-2-02230-650-002	Computer Hardware - EL	20,000.00	0.00	0.00	20,000.00	100.00
01-2-02230-734-001	Computer Supplies - HS	25,000.00	4,662.85	0.00	20,337.15	81.34
01-2-02230-734-002	Computer Supplies - EL	5,000.00	4,713.15	0.00	286.85	5.73
01-2-02230-735-001	Computer Software - HS	24,500.00	15,114.81	0.00	9,385.19	38.30
01-2-02230-735-002	Computer Software - EL	17,500.00	13,266.47	0.00	4,233.53	24.19
01-2-02310-000-000	Board Of Education	0.00	0.00	0.00	0.00	0.00
01-2-02310-239-000	Other - Early Leave Incentive	0.00	0.00	0.00	0.00	0.00
01-2-02310-340-000	Prof Services - Auditors	16,000.00	25,092.16	0.00	-9,092.16	-56.82
01-2-02310-520-000	Liability Insurance	93,250.00	89,936.00	0.00	3,314.00	3.55
01-2-02310-540-000	Advertising & Printing	5,000.00	2,137.85	0.00	2,862.15	57.24
01-2-02310-580-000	Travel Expense	1,000.00	291.86	0.00	708.14	70.81
01-2-02310-610-000	Supplies - Board Of Education	250.00	0.00	0.00	250.00	100.00
01-2-02310-810-000	Dues & Fees - Board	17,000.00	33,994.08	0.00	-16,994.08	-99.96
01-2-02320-000-000	General Administration	0.00	0.00	0.00	0.00	0.00
01-2-02320-105-000	Salary, Superintendent	110,000.00	36,666.67	0.00	73,333.33	66.66
01-2-02320-116-000	Salaries, Clerical	0.00	0.00	0.00	0.00	0.00
01-2-02320-215-000	Life Insurance	100.00	10.00	0.00	90.00	90.00
01-2-02320-225-000	Social Security	8,000.00	2,612.97	0.00	5,387.03	67.33
01-2-02320-235-000	Retirement	11,250.00	3,661.36	0.00	7,588.64	67.45
01-2-02320-237-000	Increased Retirement	0.00	0.00	0.00	0.00	0.00
01-2-02320-285-000	Health Insurance	26,000.00	6,671.82	0.00	19,328.18	74.33
01-2-02320-295-000	Other Benefits	1,200.00	400.00	0.00	800.00	66.66
01-2-02320-580-000	Travel Expense	1,000.00	0.00	0.00	1,000.00	100.00
01-2-02320-610-000	Supplies, Office	0.00	203.72	0.00	-203.72	0.00
01-2-02320-733-000	Furniture & Equipment	0.00	0.00	0.00	0.00	0.00
01-2-02320-810-000	Dues & Fees	3,500.00	200.00	0.00	3,300.00	94.28
01-2-02320-890-000	Other Expense	20,950.00	-1,532.26	0.00	22,482.26	107.31
01-2-02330-317-000	Legal Services	15,000.00	785.00	0.00	14,215.00	94.76
01-2-02410-000-000	Office Of The Principal	0.00	0.00	0.00	0.00	0.00
01-2-02410-110-001	HS Salaries - Clerical	30,000.00	0.00	0.00	30,000.00	100.00
01-2-02410-110-002	EL Salaries - Clerical	42,000.00	14,835.70	0.00	27,164.30	64.67
01-2-02410-111-001	HS Principal Salary	89,000.00	30,082.57	0.00	58,917.43	66.19
01-2-02410-111-002	EL Principal Salary	89,000.00	29,492.04	0.00	59,507.96	66.86
01-2-02410-210-001	Life Insurance - HS Prin	120.00	10.00	0.00	110.00	91.66
01-2-02410-210-002	Life Insurance - EL Prin	120.00	10.00	0.00	110.00	91.66
01-2-02410-211-001	Life Insurance - HS	75.00	-15.00	0.00	90.00	120.00
01-2-02410-211-002	Life Insurance - EL	75.00	5.00	0.00	70.00	93.33

SELECTED Data

Expense Budget Report

Arranged by:
Account Number

Date Range: YTD thru 01/31/2022

Account	Description	Budget	Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-02410-220-001	Social Security - HS Clerical	2,000.00	0.00	0.00	2,000.00	100.00
01-2-02410-220-002	Social Security - EL Clerical	3,200.00	1,104.32	0.00	2,095.68	65.49
01-2-02410-221-001	Social Security - HS	7,000.00	2,222.92	0.00	4,777.08	68.24
01-2-02410-221-002	Social Security - EL	7,000.00	2,256.16	0.00	4,743.84	67.76
01-2-02410-230-001	Retirement - HS Clerical	2,000.00	0.00	0.00	2,000.00	100.00
01-2-02410-230-002	Retirement - EL Clerical	4,250.00	1,465.45	0.00	2,784.55	65.51
01-2-02410-231-001	Retirement - HS	9,000.00	2,971.51	0.00	6,028.49	66.98
01-2-02410-231-002	Retirement - EL	8,750.00	2,913.16	0.00	5,836.84	66.70
01-2-02410-237-001	Increased Retirement - HS	0.00	0.00	0.00	0.00	0.00
01-2-02410-237-002	Increased Retirement - EL	0.00	0.00	0.00	0.00	0.00
01-2-02410-281-001	Health Insurance - HS	26,000.00	6,075.88	0.00	19,924.12	76.63
01-2-02410-281-002	Health Insurance - EL	26,000.00	6,671.82	0.00	19,328.18	74.33
01-2-02410-291-001	Other Benefits - HS	2,100.00	0.00	0.00	2,100.00	100.00
01-2-02410-291-002	Other Benefits - EL	0.00	0.00	0.00	0.00	0.00
01-2-02410-431-001	Equipment Repairs - HS	0.00	0.00	0.00	0.00	0.00
01-2-02410-431-002	Equipment Repairs - EL	0.00	0.00	0.00	0.00	0.00
01-2-02410-580-001	Travel Expense - HS	0.00	0.00	0.00	0.00	0.00
01-2-02410-580-002	Travel Expense - EL	0.00	55.00	0.00	-55.00	0.00
01-2-02410-610-001	Supplies - HS Prin. Office	500.00	601.44	0.00	-101.44	-20.28
01-2-02410-610-002	Supplies - EL Prin. Office	500.00	835.94	0.00	-335.94	-67.18
01-2-02410-733-001	Furniture & Equipment - HS	0.00	0.00	0.00	0.00	0.00
01-2-02410-733-002	Furniture & Equipment - EL	0.00	0.00	0.00	0.00	0.00
01-2-02410-810-001	Dues & Fees - HS	1,000.00	285.00	0.00	715.00	71.50
01-2-02410-810-002	Dues & Fees - EL	500.00	135.00	0.00	365.00	73.00
01-2-02410-890-001	Other Expense - HS	4,500.00	974.85	0.00	3,525.15	78.33
01-2-02410-890-002	Other Expense - EL	3,810.00	974.85	0.00	2,835.15	74.41
01-2-02440-221-002	Social Security - EL	0.00	0.00	0.00	0.00	0.00
01-2-02500-642-000	Fidelity Bond Premium	0.00	0.00	0.00	0.00	0.00
01-2-02510-000-000	Support - Business	0.00	0.00	0.00	0.00	0.00
01-2-02510-110-000	Salary - Business Manager	36,000.00	30,141.75	0.00	5,858.25	16.27
01-2-02510-210-000	Life Insurance	75.00	227.04	0.00	-152.04	-202.72
01-2-02510-220-000	Social Security	2,500.00	2,305.82	0.00	194.18	7.76
01-2-02510-230-000	Retirement	3,500.00	712.37	0.00	2,787.63	79.64
01-2-02510-237-000	Increased Retirement	0.00	0.00	0.00	0.00	0.00
01-2-02510-260-000	Unemployment Expense	0.00	0.00	0.00	0.00	0.00
01-2-02510-280-000	Health Insurance	7,500.00	-3,814.86	0.00	11,314.86	150.86
01-2-02510-290-000	Other Benefits	0.00	0.00	0.00	0.00	0.00
01-2-02510-340-000	Equipment Repairs	250.00	0.00	0.00	250.00	100.00
01-2-02510-382-000	Telephone Service	18,500.00	6,692.69	0.00	11,807.31	63.82
01-2-02510-440-000	Lease Payment	22,500.00	0.00	0.00	22,500.00	100.00
01-2-02510-531-000	Postage	4,500.00	417.12	0.00	4,082.88	90.73
01-2-02510-580-000	Travel Expense	750.00	4,065.60	0.00	-3,315.60	-442.08
01-2-02510-610-000	Supplies	6,000.00	2,003.61	0.00	3,996.39	66.60

SELECTED Data

Expense Budget Report

Arranged by:
Account Number

Date Range: YTD thru 01/31/2022

Account	Description	Budget	Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-02510-732-000	Vehicle Acquisition	34,150.00	0.00	0.00	34,150.00	100.00
01-2-02510-733-000	Furniture & Equipment	750.00	0.00	0.00	750.00	100.00
01-2-02510-734-000	Computer Software &	20,000.00	7,285.00	0.00	12,715.00	63.57
01-2-02510-810-000	Dues & Fees	4,500.00	23,949.41	0.00	-19,449.41	-432.20
01-2-02510-831-000	Energy Loan Payments	0.00	0.00	0.00	0.00	0.00
01-2-02510-835-000	Interest On Bonds & Loans	0.00	415.35	0.00	-415.35	0.00
01-2-02610-000-000	Operation Of Plant	0.00	0.00	0.00	0.00	0.00
01-2-02610-110-000	Salaries, Custodians	130,000.00	47,000.43	0.00	82,999.57	63.84
01-2-02610-130-000	Overtime, Custodians	4,000.00	3,572.86	0.00	427.14	10.67
01-2-02610-210-000	Life Ins.	250.00	1,879.94	0.00	-1,629.94	-651.97
01-2-02610-220-000	Social Security	10,000.00	3,561.53	0.00	6,438.47	64.38
01-2-02610-230-000	Retirement	14,000.00	4,891.07	0.00	9,108.93	65.06
01-2-02610-237-000	Increased Retirement	0.00	0.00	0.00	0.00	0.00
01-2-02610-280-000	Health Ins.	30,000.00	7,401.95	0.00	22,598.05	75.32
01-2-02610-340-000	Secured Services	22,500.00	5,667.88	0.00	16,832.12	74.80
01-2-02610-410-000	Water & Sewer	10,000.00	8,946.30	0.00	1,053.70	10.53
01-2-02610-580-000	Travel Expense	2,000.00	0.00	0.00	2,000.00	100.00
01-2-02610-610-000	Supplies	51,000.00	24,497.66	0.00	26,502.34	51.96
01-2-02610-621-000	Fuel	18,000.00	7,312.02	0.00	10,687.98	59.37
01-2-02610-622-000	Electricity	45,000.00	26,898.71	0.00	18,101.29	40.22
01-2-02610-733-000	Equipment	1,000.00	0.00	0.00	1,000.00	100.00
01-2-02610-890-000	Other Expense	0.00	0.00	0.00	0.00	0.00
01-2-02620-000-000	Maintenance Of Plant	0.00	138.00	0.00	-138.00	0.00
01-2-02620-110-000	Salaries, Maintenance	57,000.00	18,037.80	0.00	38,962.20	68.35
01-2-02620-130-000	Overtime - Maintenance	8,500.00	1,122.00	0.00	7,378.00	86.80
01-2-02620-210-000	Life Ins.	60.00	10.00	0.00	50.00	83.33
01-2-02620-220-000	Social Security	5,000.00	1,448.54	0.00	3,551.46	71.02
01-2-02620-230-000	Retirement	6,000.00	1,796.09	0.00	4,203.91	70.06
01-2-02620-237-000	Increased Retirement	0.00	0.00	0.00	0.00	0.00
01-2-02620-280-000	Health Ins.	23,000.00	4,856.81	0.00	18,143.19	78.88
01-2-02620-290-000	Other Benefits	0.00	0.00	0.00	0.00	0.00
01-2-02620-431-000	Repairmen & Building Upkeep	50,000.00	-909.20	0.00	50,909.20	101.81
01-2-02620-580-000	Other Expense, Travel	0.00	0.00	0.00	0.00	0.00
01-2-02620-610-000	Maint, Bldg, Grounds Supplies	30,000.00	4,281.63	0.00	25,718.37	85.72
01-2-02620-733-000	Furniture & Equipment	0.00	0.00	0.00	0.00	0.00
01-2-02620-890-000	Other Expense, Teacherage	0.00	0.00	0.00	0.00	0.00
01-2-02630-431-000	Teacherage - Repairmen	0.00	0.00	0.00	0.00	0.00
01-2-02630-610-000	Teacherage - Supplies	0.00	0.00	0.00	0.00	0.00
01-2-02630-733-000	Teacherage - Equipment	0.00	0.00	0.00	0.00	0.00
01-2-02650-520-000	Property Insurance	0.00	0.00	0.00	0.00	0.00
01-2-02650-732-000	Vehicle Acquisition	127,121.00	0.00	0.00	127,121.00	100.00
01-2-02670-000-000	Support/Safety	0.00	0.00	0.00	0.00	0.00
01-2-02670-610-000	Safety Expenses	33,500.00	13,320.17	0.00	20,179.83	60.23

SELECTED Data

Expense Budget ReportArranged by:
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Account	Description	Budget	Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-02710-000-000	Pupil Transportation	25,000.00	0.00	0.00	25,000.00	100.00
01-2-02710-110-000	Salaries, Bus Drivers	200,000.00	74,284.14	0.00	125,715.86	62.85
01-2-02710-210-000	Life Ins.	250.00	15.00	0.00	235.00	94.00
01-2-02710-220-000	Social Security	16,000.00	5,675.37	0.00	10,324.63	64.52
01-2-02710-230-000	Retirement	18,000.00	6,621.73	0.00	11,378.27	63.21
01-2-02710-237-000	Increased Retirement	0.00	0.00	0.00	0.00	0.00
01-2-02710-280-000	Health Insurance	27,000.00	3,745.60	0.00	23,254.40	86.12
01-2-02710-290-000	Other Benefits (Health Exams)	5,000.00	611.00	0.00	4,389.00	87.78
01-2-02710-350-000	Purchased Services	600.00	4,495.00	0.00	-3,895.00	-649.16
01-2-02710-490-000	Tires & Parts	60,000.00	10,850.41	0.00	49,149.59	81.91
01-2-02710-510-000	Student Transportation	0.00	9,659.15	0.00	-9,659.15	0.00
01-2-02710-519-000	Contract Pupil Transportation	0.00	0.00	0.00	0.00	0.00
01-2-02710-520-000	Vehicle Insurance	750.00	0.00	0.00	750.00	100.00
01-2-02710-626-000	Gas & Oil	75,000.00	25,451.14	0.00	49,548.86	66.06
01-2-02710-732-000	Vehicle Acquisition	100,000.00	0.00	0.00	100,000.00	100.00
01-2-02710-890-000	Other Expense	0.00	405.00	0.00	-405.00	0.00
01-2-02711-510-000	Option Student Transportation	17,000.00	12,920.42	0.00	4,079.58	23.99
01-2-02711-511-000	Option Student Transportation	0.00	0.00	0.00	0.00	0.00
01-2-02712-332-000	Sped Trans Mile to Parents	0.00	0.00	0.00	0.00	0.00
01-2-02712-510-000	SpEd Trans SA	0.00	0.00	0.00	0.00	0.00
01-2-02712-569-002	SpEd Mileage Elem	0.00	0.00	0.00	0.00	0.00
01-2-02712-626-000	SpED Transportation Fuel	3,000.00	0.00	0.00	3,000.00	100.00
01-2-02713-510-000	SpEd Trans Below 5	1,000.00	0.00	0.00	1,000.00	100.00
01-2-02730-431-000	TRANSPORTATION	0.00	0.00	0.00	0.00	0.00
01-2-02730-732-000	Vehicle Maintenance	15,000.00	5,344.15	0.00	9,655.85	64.37
01-2-02732-431-000	TRANSPORTATION SpEd	0.00	0.00	0.00	0.00	0.00
01-2-02732-732-000	SpEd Vehicle Maintenance	4,000.00	95.96	0.00	3,904.04	97.60
01-2-02760-332-000	Sped Transpt Mileage to Prnts	0.00	0.00	0.00	0.00	0.00
01-2-02790-510-000	Student Transportation	400.00	0.00	0.00	400.00	100.00
01-2-02792-210-000	SpEd Tran Life	60.00	5.00	0.00	55.00	91.66
01-2-02792-220-000	SpEd Tran Social Security	1,300.00	472.90	0.00	827.10	63.62
01-2-02792-230-000	SpEd Tran Retirement	1,300.00	614.83	0.00	685.17	52.70
01-2-02792-237-000	Increased Retirement SpEd	16,990.00	0.00	0.00	16,990.00	100.00
01-2-02792-510-000	SpEd Transportation	19,000.00	6,846.75	0.00	12,153.25	63.96
01-2-03300-890-000	Community Service	82,425.00	0.00	0.00	82,425.00	100.00
01-2-03500-560-000	State Categorical Grants	0.00	327.54	0.00	-327.54	0.00
01-2-04320-530-000	Federal Catagorical Grants	0.00	0.00	0.00	0.00	0.00
01-2-04320-670-000	Title V Innovative Programs	0.00	0.00	0.00	0.00	0.00
01-2-06000-111-000	Summer School	0.00	0.00	0.00	0.00	0.00
01-2-06200-000-000	Federal Programs	0.00	0.00	0.00	0.00	0.00
01-2-06200-111-002	Title I - Salary	62,000.00	20,510.39	0.00	41,489.61	66.91
01-2-06200-211-002	Life Insurance	70.00	5.00	0.00	65.00	92.85
01-2-06200-221-002	Social Security	4,300.00	1,360.20	0.00	2,939.80	68.36

SELECTED Data

Expense Budget Report

Arranged by:
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Date Range: YTD thru 01/31/2022

Account	Description	Budget	Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-06200-231-002	Retirement	6,000.00	2,025.98	0.00	3,974.02	66.23
01-2-06200-237-002	Increased Retirement	0.00	0.00	0.00	0.00	0.00
01-2-06200-281-002	Health Insurance	26,000.00	6,354.93	0.00	19,645.07	75.55
01-2-06200-290-002	Other Benefits - TSA	0.00	0.00	0.00	0.00	0.00
01-2-06200-519-002	Title I-Transpntn-Parents	0.00	0.00	0.00	0.00	0.00
01-2-06200-610-002	Title I - Supplies	5,000.00	0.00	0.00	5,000.00	100.00
01-2-06200-650-002	Title I - Computer Equipment	0.00	0.00	0.00	0.00	0.00
01-2-06200-670-002	Title I - Travel Expense	0.00	0.00	0.00	0.00	0.00
01-2-06200-733-002	Title I - Furniture & Equip	0.00	0.00	0.00	0.00	0.00
01-2-06200-890-002	Title I - Misc. Other Expense	0.00	0.00	0.00	0.00	0.00
01-2-06210-580-002	Title I - Improvements/Travel	0.00	0.00	0.00	0.00	0.00
01-2-06210-640-002	Title I - Improvements	0.00	0.00	0.00	0.00	0.00
01-2-06310-000-000	Title II-A Tchr/Prin Training	0.00	0.00	0.00	0.00	0.00
01-2-06310-111-000	Title II-A Salaries	0.00	0.00	0.00	0.00	0.00
01-2-06310-221-000	Title II-A Social Security	0.00	0.00	0.00	0.00	0.00
01-2-06310-350-000	Title II-A Prof Development	0.00	0.00	0.00	0.00	0.00
01-2-06310-580-000	Title II-A Travel	0.00	0.00	0.00	0.00	0.00
01-2-06310-610-000	Title IIA / Supplies	0.00	0.00	0.00	0.00	0.00
01-2-06310-810-000	Title II-A / Dues & Fees	0.00	0.00	0.00	0.00	0.00
01-2-06401-110-002	Sped BAF Aides	20,000.00	7,011.02	0.00	12,988.98	64.94
01-2-06401-220-002	SPED BAF Fica	1,500.00	479.63	0.00	1,020.37	68.02
01-2-06401-230-002	SPED BAF Ret	2,000.00	692.54	0.00	1,307.46	65.37
01-2-06401-237-002	Increased Retirement BAF	0.00	0.00	0.00	0.00	0.00
01-2-06402-111-002	Sped BAF Transport-Salary	0.00	0.00	0.00	0.00	0.00
01-2-06402-221-002	Sped BAF Transport-Soc Sec	0.00	120.14	0.00	-120.14	0.00
01-2-06402-231-002	Sped BAF Transpntn - Ret.	0.00	176.82	0.00	-176.82	0.00
01-2-06402-332-002	Sped BAF - Mileage To	0.00	0.00	0.00	0.00	0.00
01-2-06402-561-002	PreSchool Trans - Pd To	0.00	1,790.10	0.00	-1,790.10	0.00
01-2-06404-110-000	SpEd IDEA - Base - 4404	0.00	0.00	0.00	0.00	0.00
01-2-06404-200-000	SpEd IDEA - Base - 4404	0.00	0.00	0.00	0.00	0.00
01-2-06406-110-002	Sped - PreSchool - 4406	0.00	0.00	0.00	0.00	0.00
01-2-06406-111-002	Sped BAF Salaries	70,000.00	23,628.06	0.00	46,371.94	66.24
01-2-06406-113-002	Sped BAF Substitutes	0.00	0.00	0.00	0.00	0.00
01-2-06406-200-002	Sped - PreSchool - 4406	0.00	0.00	0.00	0.00	0.00
01-2-06406-210-002	Life Insurance	120.00	10.00	0.00	110.00	91.66
01-2-06406-211-002	Life Insurance	0.00	0.00	0.00	0.00	0.00
01-2-06406-220-002	Social Security Aide	0.00	0.00	0.00	0.00	0.00
01-2-06406-221-002	Social Security	5,500.00	1,684.32	0.00	3,815.68	69.37
01-2-06406-223-002	SocSec Sped BAF Sub	0.00	0.00	0.00	0.00	0.00
01-2-06406-230-002	Retirement Aide	0.00	0.00	0.00	0.00	0.00
01-2-06406-231-002	Retirement	8,000.00	2,344.83	0.00	5,655.17	70.68
01-2-06406-237-002	Increased Retirement	0.00	0.00	0.00	0.00	0.00
01-2-06406-281-002	Health Insurance	26,000.00	6,641.20	0.00	19,358.80	74.45

SELECTED Data

Expense Budget Report

Arranged by:
Account Number

Date Range: YTD thru 01/31/2022

Account	Description	Budget	Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-06406-320-002	Sped BAF Contracted	3,510.00	0.00	0.00	3,510.00	100.00
01-2-06406-561-002	Sped BAF Tuition Pd Oth Dist	0.00	0.00	0.00	0.00	0.00
01-2-06406-580-002	Sped BAF Travel Expense	0.00	0.00	0.00	0.00	0.00
01-2-06406-610-002	Sped BAF - Supplies	0.00	151.80	0.00	-151.80	0.00
01-2-06406-733-002	Sped BAF Furn & Equip.	0.00	0.00	0.00	0.00	0.00
01-2-06406-810-002	Sped BAF Dues & Fees	0.00	0.00	0.00	0.00	0.00
01-2-06406-890-002	Sped BAF Misc Expense	0.00	275.30	0.00	-275.30	0.00
01-2-06410-110-000	Sped IDEA - EP	0.00	0.00	0.00	0.00	0.00
01-2-06410-111-001	Sped IDEA Salaries	130,000.00	36,108.22	0.00	93,891.78	72.22
01-2-06410-200-000	Sped IDEA - EP	0.00	0.00	0.00	0.00	0.00
01-2-06410-210-001	Life Ins - IDEA Part B	0.00	0.00	0.00	0.00	0.00
01-2-06410-221-001	Soc Sec IDEA - Part B	0.00	0.00	0.00	0.00	0.00
01-2-06410-231-001	Retirement IDEA Part B	0.00	0.00	0.00	0.00	0.00
01-2-06410-281-000	Sped IDEA - EP	0.00	0.00	0.00	0.00	0.00
01-2-06410-281-001	Health Ins IDEA Part B	0.00	0.00	0.00	0.00	0.00
01-2-06410-320-000	Sped IDEA - EP	0.00	0.00	0.00	0.00	0.00
01-2-06455-350-000	Medicaid/NEBMAC \$\$\$pent	0.00	0.00	0.00	0.00	0.00
01-2-06500-000-000	Federal Funds	0.00	0.00	0.00	0.00	0.00
01-2-06590-110-000	ARRA Aides Salary	0.00	0.00	0.00	0.00	0.00
01-2-06610-610-000	ARRA IDEA B Supplies	0.00	0.00	0.00	0.00	0.00
01-2-06610-650-000	ARRA IDEA B Hardware	0.00	1,374.20	0.00	-1,374.20	0.00
01-2-06610-732-000	ARRA IDEA B Vehicle	0.00	0.00	0.00	0.00	0.00
01-2-06610-733-100	ARRA IDEA B Furniture	0.00	0.00	0.00	0.00	0.00
01-2-06630-610-000	ARRA IDEAB PreSchool	0.00	0.00	0.00	0.00	0.00
01-2-06810-000-000	Title I ARRA Part A	0.00	0.00	0.00	0.00	0.00
01-2-06810-610-000	Title I ARRA - Supplies	0.00	0.00	0.00	0.00	0.00
01-2-06810-640-000	Title I ARRA - Books	0.00	0.00	0.00	0.00	0.00
01-2-06810-650-000	Title I ARRA - Software	0.00	0.00	0.00	0.00	0.00
01-2-06810-733-000	Title I ARRA - Furniture	0.00	0.00	0.00	0.00	0.00
01-2-06960-610-000	Title IV-A Safe/Drug Free	0.00	0.00	0.00	0.00	0.00
01-2-06985-490-000	Title II-D Tech License Fees	0.00	0.00	0.00	0.00	0.00
01-2-06985-580-000	Title II-D Travel / Prof	0.00	0.00	0.00	0.00	0.00
01-2-06985-650-000	Title II-D Technology	0.00	0.00	0.00	0.00	0.00
01-2-06985-810-000	Title II-D Tech / Prof Develo	0.00	0.00	0.00	0.00	0.00
01-2-06996-111-000	COVID -- Salaries	0.00	0.00	0.00	0.00	0.00
01-2-06996-211-000	COVID -- Benefits	0.00	0.00	0.00	0.00	0.00
01-2-06996-420-000	COVID -- Cleaning Supplies	0.00	0.00	0.00	0.00	0.00
01-2-06996-430-000	COVID -- Repairs	0.00	0.00	0.00	0.00	0.00
01-2-06997-610-000	ESSRS II	136,000.00	57,093.80	0.00	78,906.20	58.01
01-2-06998-610-000	ESSRS III	400,000.00	0.00	0.00	400,000.00	100.00
01-2-08000-000-000	Transfers	0.00	0.00	0.00	0.00	0.00
01-2-08000-720-000	Interfund Loan-Building Fund	0.00	0.00	0.00	0.00	0.00
01-2-08000-790-000	Transfers-Depreciation Fund	0.00	0.00	0.00	0.00	0.00

SELECTED Data

Expense Budget Report

Arranged by:
Account Number

Date Range: YTD thru 01/31/2022

Account	Description	Budget	Expenditures	Payables & Encumbrances	Unencumbered Balance	Percent Remaining
01-2-08000-912	Trnsfr to School Nutrition	0.00	0.00	0.00	0.00	0.00
01-2-08000-912-000	Transfers - Lunch Program	35,000.00	0.00	0.00	35,000.00	100.00
01-2-08000-913-000	Transfers To Activity Acct's	40,000.00	40,000.00	0.00	0.00	0.00
01-2-08000-914-000	Other Transfers	100,000.00	13,076.25	0.00	86,923.75	86.92
01-2-09000-890-000	Non-Program Disbursements	0.00	30,109.47	0.00	-30,109.47	0.00
01-2-20500-000	Disbursements	0.00	0.00	0.00	0.00	0.00
01 Current Year Account Totals:		8,234,825.00	2,411,435.47	0.00	5,823,389.53	70.71
01 FUND Totals:		8,234,825.00	2,411,435.47	0.00	5,823,389.53	70.71
Report Totals:		8,234,825.00	2,411,435.47	0.00	5,823,389.53	70.71

HEMINGFORD PUBLIC SCHOOLS

January 10, 2022

GENERAL FUND:

Statement Balance 12-31-21: \$ 488,412.44

-Outstanding Checks \$ 17,263.36

Balance 12-31-21 \$ 471,149.08

+ January Tax Receipts: \$ 875,775.84

Subtotal: General Fund \$ 1,346,924.92

January Bills: \$ 80,681.34

January Payroll: \$ 490,383.05

-Total December Expense: **\$ 571,064.39**

Balance General Fund: \$ 775,860.53

BUILDING FUND:

Checking Balance 12-31-21 \$1,452,885.73

Liquid Asset Fund \$ 401,272.42

2 CD's \$ 155,182.73

\$ 154,374.96

January Tax Receipts: \$ 32,492.53

Building Fund Balance 12-31-21 \$2,183,070.11

ALL Data

Check History Report

Arranged by:
Check Status

Date Range: 01/01/2022 thru 01/31/2022

Bank ID	Bank Name	Date	Number	Origin	Description	Status	Paid To	Amount
A	Comm 1st State Bank							
		01/07/2022	00083089	AP	PHONE ALLOWANCE	Outstanding	Eric Arneson	600.00
		01/07/2022	00083090	AP	VOAG SUPPLIES	Outstanding	B & C Steel Corp.	204.11
		01/07/2022	00083091	AP	VISION RESOURCE	Outstanding	Glenda M Bierfreund	280.00
		01/07/2022	00083092	AP	GAS UTILITY	Outstanding	Black Hills Energy	3,524.66
		01/07/2022	00083093	AP	MONTHLY BANK	Outstanding	Bank of the West	262.41
		01/07/2022	00083094	AP	OT	Outstanding	Lisa Briggs, OT, LLC	2,104.00
		01/07/2022	00083095	AP	PEST CONTROL	Outstanding	Bud's Pest Control	100.00
		01/07/2022	00083096	AP	COPIER LEASE	Outstanding	Capital Business Systems, Inc	1,018.32
		01/07/2022	00083097	AP	CURRICULUM	Outstanding	Cengage Learning	200.00
		01/07/2022	00083098	AP	OT/PT/SPEECH	Outstanding	Chadron Public Schools	254.25
		01/07/2022	00083099	AP	WATER SERVICE	Outstanding	Culligan Water Conditioning	209.67
		01/07/2022	00083100	AP	MAINTENANCE SUPPLY	Outstanding	Darren's Carquest Auto Parts	336.88
		01/07/2022	00083101	AP	DL/NEVA/INTERNET/MIP	Outstanding	Educational Service Unit #13	7,612.36
		01/07/2022	00083102	AP	DEC 2021 STMT BAL	Outstanding	Farmers Co-Op	161.42
		01/07/2022	00083103	AP	2020-21 AUDIT	Outstanding	Gardner, Loutzenhiser & Ryan P	25,092.16
		01/07/2022	00083104	AP	EOY TAX FORMS	Outstanding	Harris School Solutions	742.40
		01/07/2022	00083105	AP	CHAMBER DUES	Outstanding	Hemingford Chamber of Commerce	100.00
		01/07/2022	00083106	AP	TELEPHONE SERVICE	Outstanding	Hemingford Co-Op Telephone Co	1,092.23
		01/07/2022	00083107	AP	UTILITITES	Outstanding	Hemingford Municipal Utilitie	6,953.11
		01/07/2022	00083108	AP	ELECTRICAL -	Outstanding	Hill Top Electric, Inc	283.25
		01/07/2022	00083109	AP	SPED VEHICLE	Outstanding	Huss Auto Repair	294.96
		01/07/2022	00083110	AP	CUSTODIAL SUPPLY	Outstanding	Ideal/Bluffs Facility Solution	2,951.57
		01/07/2022	00083111	AP	MAINTENANCE SUPPLY	Outstanding	Jacks Refrigeration Service	148.82
		01/07/2022	00083112	AP	ACADEMIC	Outstanding	JourneyEd.com, Inc.	321.51
		01/07/2022	00083113	AP	2021-12 MILEAGE	Outstanding	Joyce Klemke	508.20
		01/07/2022	00083114	AP	PHONE ALLOWANCE	Outstanding	Daniel Kluver	600.00
		01/07/2022	00083115	AP	SPED CONFERENCE	Outstanding	LaQuinta Inn & Suites Kearney	338.85
		01/07/2022	00083116	AP	ART SUPPLY	Outstanding	NASCO	254.60
		01/07/2022	00083117	AP	FLEET WASH	Outstanding	Paradise	30.00
		01/07/2022	00083118	AP	INTERCOM EQUIPMENT	Outstanding	Protex Central Inc.	1,434.29
		01/07/2022	00083119	AP	FCS STMT	Outstanding	Raben's Market	313.39
		01/07/2022	00083120	AP	CUSTODIAL SUPPLIES	Outstanding	Scottsbluff Corporate	192.59
		01/07/2022	00083121	AP	SUI LICENSE	Outstanding	Software Unlimited, Inc.	7,285.00
		01/07/2022	00083122	AP	MEETING	Outstanding	SPARQ DATA Solutions	2,600.00
		01/07/2022	00083123	AP	ADVERTISING	Outstanding	Scottsbluff Star Herald / Adv	178.50
		01/07/2022	00083124	AP	SUBSCRIPTION - ESUCC	Outstanding	SYSCLOUD, INC.	1,560.00
		01/07/2022	00083125	AP	EQUATIO UNL LICENSE	Outstanding	TextHelp	400.00
		01/07/2022	00083126	AP	CAR 1 AND CAR 2	Outstanding	Todd's Body Shop	1,000.00
		01/07/2022	00083127	AP	G SUITE FULL LICENSE	Outstanding	CDI Dallas, LLC	3,304.67
		01/07/2022	00083128	AP	VEHICLE RPAIR	Outstanding	21st Century Equipment	563.16
		01/07/2022	00083129	AP	MAINTENANCE SUPPLY	Outstanding	Valor General Store	16.99
		01/07/2022	00083130	AP	2021-12 FUEL	Outstanding	Westco	5,024.91

Check History Report

ALL Data

Date Range: 01/01/2022 thru 01/31/2022

Arranged by:
Check Status

Bank ID	Bank Name	Date	Number	Origin	Description	Status	Paid To	Amount
		01/10/2022	00083131	AP	COOKING	Outstanding	Americinn Omaha, NE	188.10
		01/10/2022	00083132	AP	ALTOSAX/TROMBONE	Outstanding	Mar-Bow Music Co.	40.00
							Totals For Bank ID: A	<u>80,681.34</u>
D	BOW - Building							
		01/07/2022	00001195	AP	REFINISH FLOORS	Outstanding	J.J. Pratt Enterprises, LLC	2,800.00
							Totals For Bank ID: D	<u>2,800.00</u>
							Report Totals:	<u>83,481.34</u>

Meetings

The formation of policy is public business and will be conducted openly in accordance with the Nebraska Open Meetings Act.

1. Types of Meetings

- a. The board shall hold its regular meetings on or before the third Monday of each month.
- b. Special and emergency meetings may be called as provided by law.
- c. The board may schedule work sessions and retreats in order to provide board members and administrators with the opportunity to plan, research, and engage in discussion.

2. Notice

Posting on Website; Local Paper Optional The board shall give reasonable advance publicized notice of the time and place of each of its meetings, which generally will be 48 hours or more in advance of the meeting. Such notice shall be transmitted to all members of the board and to the public. Notice of regular and special meetings shall be posted on the school district's website. Such notice shall contain a statement that the agenda shall be readily available for public inspection at the administration office of the school during the normal business hours. In addition, the superintendent is authorized, but not required, to publish the notice of any meeting in a newspaper of general circulation within the district if, in the opinion of the superintendent, it is convenient and useful to do so. And the superintendent is authorized, but not required, to post the meeting at the following locations: United States Post Office-Hemingford Branch, Bank of the West, Hemingford Public Library, Raben's, Hemingford Ledger and at the school.

When it is necessary to hold an emergency meeting without reasonable advance public notice, the nature of the emergency shall be stated in the minutes of the meeting, and any formal action taken in such meeting shall pertain only to the emergency. Complete minutes of such emergency meetings specifying the nature of the emergency and any formal action taken at the meeting shall be made available to the public no later than the end of the next regular business day.

3. Weather Delays

In the event of inclement weather which makes it dangerous or unreasonable for board members or members of the public to attend a meeting for which notice has already been given, such meeting may be postponed by the board president. The board will communicate the delay and the updated date, time, and location of the postponed meeting to members of the public by posting it on the district's website and by following the same communication protocol that the district follows when student attendance at school is called off due to inclement weather. When possible, the board president and superintendent will attempt to communicate the information to local media members and business owners to assist in notifying the public of the delay.

Adopted on: _____

Revised on: _____

Reviewed on: _____

A Proposal Prepared for

***Hemingford Public
School District #10
Hemingford, Nebraska***

for

*The Search and Selection of a
Superintendent of Schools*

submitted by

MCPHERSON *MJ* JACOBSON, LLC

EXECUTIVE RECRUITMENT & DEVELOPMENT



11725 Arbor Street, Suite 220
Omaha, Nebraska 68144
Phone: 888-375-4814/402-991-7031
Fax: 402-991-7168
Email: mail@macnjake.com
Website: www.macnjake.com



MCPHERSON *MJ* **JACOBSON, LLC**

EXECUTIVE RECRUITMENT & DEVELOPMENT

11725 ARBOR STREET, SUITE 220 ♦ OMAHA, NEBRASKA 68144 ♦ 402-991-7031/888-375-4814
FAX: 402-991-7168 ♦ EMAIL: MAIL@MACNJAKE.COM ♦ WEBSITE: WWW.MACNJAKE.COM

January 6, 2022

Board of Education
Hemingford Public School District #10
913 Niobrara PO Box 217
Hemingford, Nebraska 69348

Thank you for the opportunity to respond to your request for information. The enclosed proposal describes the professional services McPherson & Jacobson, L.L.C. will provide Hemingford Public School District #10 in ensuring your superintendent search secures quality leadership for the district.

McPherson & Jacobson will work with the board to design a search that meets the unique needs of your school district. Our firm's five-phase protocol allows the board to concentrate on the most important segments: the interview and selection of the successful candidate. Our team of consultants, working in conjunction with the board and diverse stakeholder groups you identify, will implement a systematic, comprehensive process culminating in the hiring of the most qualified candidate for your district.

At the core of our firm's work is the belief that every student is entitled to high quality education and that this is dependent upon quality leadership. We understand that students have diverse needs, thus, we focus on the intentional recruitment of a diverse candidate pool that includes ethnic and cultural identity as well as experience in culturally proficient practices that have proven successful in addressing educational equity gaps. This unique approach is made possible through the diverse and extensive network of our consultants who have various levels of expertise in the school system from superintendents, to school board members, to educational equity experts. We believe this has contributed to our successful placement of qualified candidates around the state and nation who have met extensive equity focused criteria and continue to make an impact in the districts they serve.

With over 125 consultants across the United States, McPherson & Jacobson has been successfully conducting searches for governing boards since 1991.

Our contact information:

McPherson & Jacobson, L.L.C.
11725 Arbor St., Suite 220
Omaha, Nebraska 68144
Telephone: 402-991-7031/888-375-4814
Fax: 402-991-7168
Email: mail@macnjake.com

We welcome the opportunity to meet with your board to present our proposal and discuss our proven search process.

Sincerely,

Thomas Jacobson

Thomas Jacobson Ph.D.
McPherson & Jacobson L.L.C.

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About McPherson & Jacobson

The McPherson & Jacobson Difference

“It’s About the Kids”

- WE BELIEVE every student is entitled to a high-quality education. We strongly believe quality education is dependent upon quality leadership.
- OUR MISSION is to ensure your search results in quality leadership for education excellence.

McPherson & Jacobson has developed a protocol that provides for high involvement of stakeholders, while keeping the board in complete control of the process.

One of the hallmarks of McPherson & Jacobson, L.L.C. is the belief that the search for a public executive should be conducted with as much transparency as possible. We have designed a process, which keeps the board in complete control of the search, while inviting various stakeholder groups to provide input and become meaningfully involved in the process.

Qualifications and Background of McPherson & Jacobson, L.L.C.

Leading National Search Firm

McPherson & Jacobson, L.L.C. has been conducting national searches for governing boards since 1991. The firm has placed **over 870 superintendents** and other officials in public and non-profit organizations across the United States. **McPherson & Jacobson is one of the leading national superintendent search firms.**

Nationwide Network of Experienced Consultants

McPherson & Jacobson has **over 125 consultants** across the nation. Over one-fourth of McPherson & Jacobson consultants are minorities or female. Our diverse group of consultants has extensive backgrounds in education and public service including current and former superintendents, assistant superintendents, university professors, and school board members. Over fifty percent have a doctorate degree. Their diversity and expertise ensures your search results in quality leadership for education excellence.

Sustainability in Leadership

Waters and Marzano review of 3.4 million students' achievement scores found that Superintendents' tenure is positively correlated with student achievement.

Organizations using the McPherson & Jacobson protocol have enjoyed sustainability of leadership. Over the last five years, **almost eighty percent** of administrators are in the position for which they were hired. **Over fifty percent** of administrators are still in the position for which they were hired within the past ten years. **Over forty percent** of the administrators selected by governing boards within the past 15 years continue in the position for which they were hired.

McPherson & Jacobson, L.L.C. Equity Policy

McPherson & Jacobson, L.L.C. is dedicated to serving school districts through an equity lens that supports all candidates regardless of cultural and ethnic diversity. In order to achieve this, we must embrace a culture of inclusion and acceptance.

As an organization, we are committed to equitable practices that will ensure the equal access for all candidates. This commitment means that success will not be predicted nor predetermined by race, ethnicity, socioeconomic status, cognitive/physical ability, language, marital status, gender, sexual orientation, gender identity, disability, or religion.

Every decision McPherson & Jacobson, L.L.C. makes will be committed to the following foundational beliefs:

1. Consultants share the moral imperative and collective ownership to identify and eliminate disparities to ensure all candidates have an equal opportunity regardless of their race, ethnicity, socioeconomic status, cognitive/physical ability, language, marital status, gender, sexual orientation, gender identity, disability, or religion;
2. Eliminate barriers in recruitment, hiring, retention, and internal processes;
3. Utilize culturally relevant practices that do not discriminate based upon language, marital status, gender, sexual orientation, gender identity, cognitive/physical ability, or religion;
4. Promote catalytic leadership for educational and community partners;
5. Support the continuing development of all personnel with a focus on their mindset, beliefs, knowledge, and skills, including an understanding of implicit bias and racial identity;
6. Incorporate the voices, cultures, and perspectives of diverse students, families, and communities into decision making to create a sense of belonging for all;
7. Support and comply with State and District policies on equity.

Applicant Diversity

While McPherson & Jacobson does not represent candidates, we keep a data bank of quality candidates. Once a board identifies the characteristics it desires in its new superintendent, the consultants from McPherson & Jacobson, L.L.C. will identify and aggressively recruit, on a national level, candidates who match the board's identified criteria.

McPherson & Jacobson has **over 125 consultants** across the nation. Our diverse group of consultants has extensive backgrounds in education and public service including current and former superintendents, assistant superintendents, university professors, and school board members. Over fifty percent have a doctorate degree. Their diversity and expertise ensures your search results in quality leadership for education excellence.

We use our consultant network to track the careers of successful administrators. We also work closely with universities, colleges, and professional organizations that represent and promote minority and female applicants.

For the past five years, approximately **one-third** of our applicants have been female and almost **one-fourth** of our applicants have been ethnically diverse.

In the past ten years, **one-third** of the boards we have represented have placed women or ethnically diverse candidates.

Search Process

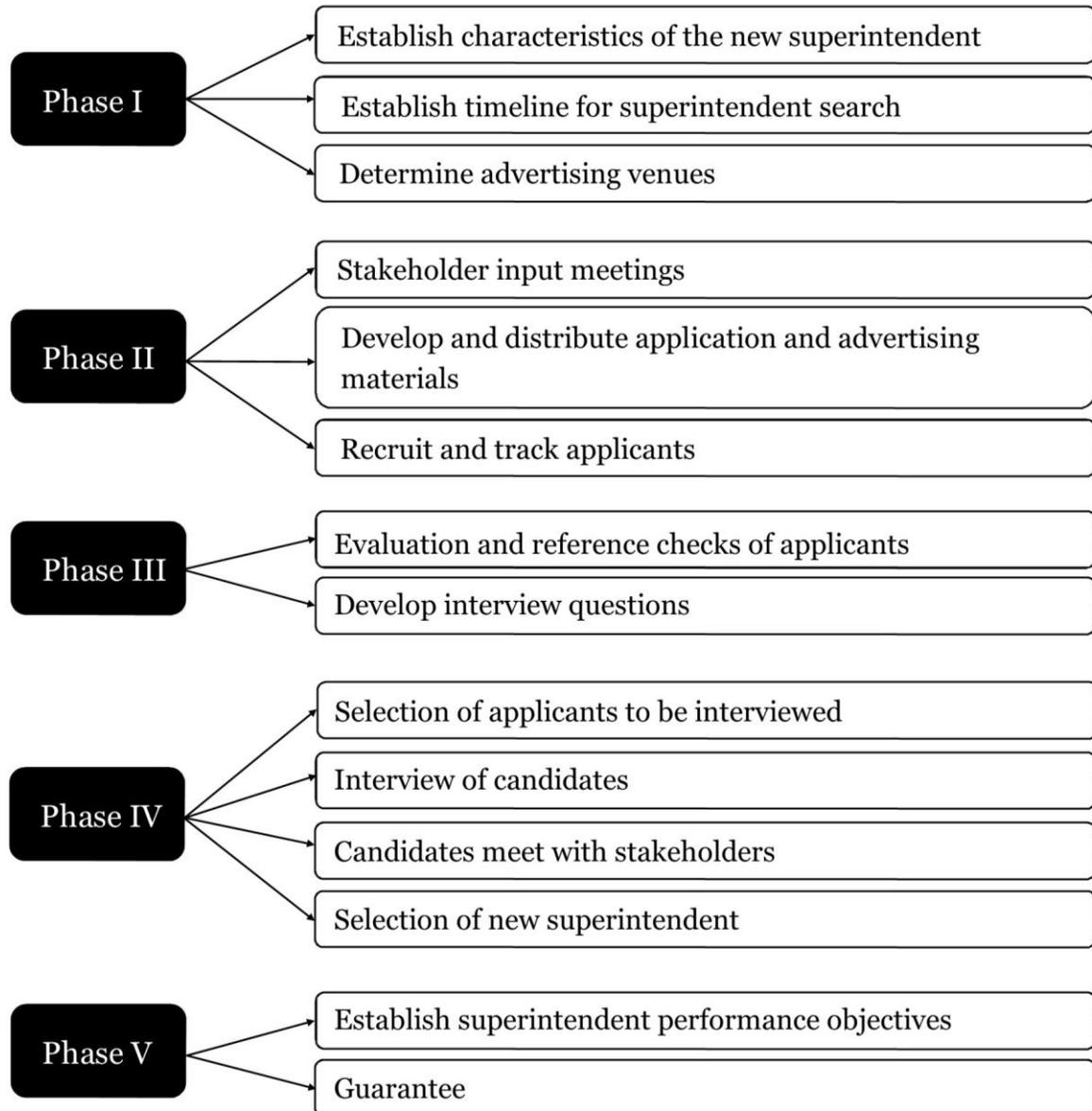
Executive Summary

McPherson & Jacobson L.L.C. provides a comprehensive search process. Below are some of the highlights of our process:

- Our process is comprehensive and provides critical support for the most time-consuming aspects of recruiting and screening the candidates, so the board can focus on interviewing and selection.
- Transparency is a hallmark of our protocol. Stakeholder participation emphasizes the transparency of our process.
- We take the entire board through a consensus decision-making process to identify the top criteria for the selection of the new superintendent.
- We meet with groups to ensure broad-based stakeholder input in the selection process. In addition, we provide an online survey to reach out to anyone who could not attend a stakeholder meeting. The consultants will present a comprehensive written report to the board, which includes all of the comments recorded during the input sessions.
- McPherson & Jacobson's consultants actively recruit candidates that meet the selection criteria. If desired, we will recruit non-traditional candidates.
- Applicant confidentiality is important to attract top candidates. Names remain confidential until the board selects their finalists.
- We continue to work with your school district until a superintendent is hired and in place.
- Phase V provides a continued commitment to work with your board and new superintendent for one year. We help you collaboratively establish annual performance objectives for the new superintendent's first year. Evidence from previous searches shows this phase to be very positive as it fosters a good transition.
- We are so confident of our ability to identify the district's criteria, recruit and screen applicants against those criteria, and assist during the transition period, that we guarantee our service. If your superintendent leaves for whatever reason during the guarantee period, we will repeat the process for no charge except for actual expenses.

***Our mission is to ensure your search results in quality
leadership for education excellence.***

Five Phases of a Superintendent Search



Phase I—Initiating the Search Process

- ✓ **Using a group process with the board, identify the most important characteristics of the future superintendent.**

The consultants will assist the board in identifying the most important characteristics the board would like the new superintendent to possess. These characteristics will be used as a template for recruiting and selecting candidates.

- ✓ **Establish appropriate timelines and target dates for the selection process.**

The consultants will prepare a proposed calendar for the search process. Dates for advertising the announcement of vacancy, closing date, dates for interviewing, a target date for selecting the new superintendent, and a date for the new superintendent to begin will be determined.

- ✓ **Determine, with the board, appropriate advertising venues.**

The consultants will assist the board in determining the scope of the search. Appropriate media venues (professional journals, trade papers, newspapers, and websites) and associated costs will be presented for consideration.

- ✓ **Identify appropriate stakeholder groups.**

The board will identify the various stakeholder groups that they want McPherson & Jacobson's consultants to meet with to solicit input into the process.

- ✓ **Assist the board in determining compensation parameters.**

In order to recruit and select top candidates, compensation packages need to be competitive. Our consultants will present data indicating what districts in the same geographic region and similar size are paying superintendents. Whenever possible, they will also present compensation information for districts that recently hired a superintendent. This information is provided for the board's consideration of compensation parameters.

Final compensation decisions will be determined by the board and the selected candidate.

- ✓ **Identify the point of contact for the district**

The board will identify an appropriate staff person to work with the consultants to coordinate the logistics of the search. This includes tasks such as assisting with information for the promotional brochure and coordinating details for stakeholder input and other meetings within the district.

Phase II—Stakeholder Input, Advertising the Position, Recruiting Applicants

- ✓ **Work with the district to schedule the stakeholder input meetings.**

The consultants will work with the district's point of contact to determine the stakeholder input schedule and coordinate notifying the stakeholders about the meetings.

✓ **Meet with groups identified by the board to provide stakeholder input into the selection process.**

The consultants will meet with the stakeholder groups identified by the board and solicit their input into the selection process. Each group is asked to identify the strengths of the school district and community, the issues facing the new superintendent, and the characteristics they would like to see the new superintendent possess.

The board chooses which groups it would like the consultants to meet with, but the most common groups include central office administrators, building administrators, teachers, classified staff, students, and community and business groups. The consultants will assist the board in choosing which groups it wishes to include.

For any unable to attend a stakeholder meeting, we provide an online version of the questions we ask the groups. At the request of the district, the survey can be available in multiple languages.

The results of the stakeholder meetings and online stakeholder input are summarized by the consultants and presented to the board.

✓ **Develop promotional literature and brochures announcing the vacancy.**

In order to attract quality applicants, it is important to promote your school system and community. With on-site assistance from the district, the consultants will assist in preparing an announcement of vacancy that highlights the strengths of your school system and community. Our graphic artist will prepare a professional color brochure that highlights the school district and community, including the board's selection criteria, the board members, and the application procedures and timelines.

✓ **Prepare and place announcement of vacancy.**

McPherson & Jacobson's staff will prepare and place the announcement of vacancy. It will be sent to the state school board and administrator associations, as well as media venues selected by the board. Additionally, McPherson & Jacobson maintains an interactive website (www.macnjake.com) that allows applicants to access all the application materials and apply online. The website averages over 225,000 hits per month.

✓ **Develop an application unique to your vacancy that reflects the selection criteria determined by the board.**

McPherson & Jacobson's staff will create an application form requiring applicants to describe their strengths and experiences relating to each criterion identified by the board. This will be one of the preliminary screening devices used by the consultants when assessing potential candidates.

✓ **Post application information and notify interested applicants.**

McPherson & Jacobson's staff contacts potential applicants and manages all the application materials using our online application software. Our office staff handles this task without assistance from your district.

✓ **Actively recruit applicants who meet the district’s needs.**

While McPherson & Jacobson does not represent candidates, we actively maintain a data bank of quality candidates. Once the board has chosen its selection criteria, we will send the information to all of our consultants across the United States, asking them to nominate candidates who would be a good match. We will encourage those candidates to apply. Some of the best candidates may not be actively seeking another position and will need to be recruited.

McPherson & Jacobson stays current with trends in educational leadership by being an active participant and presenter at national and state education conferences. We participate in Job Central at the American Association of School Administrators conference, the National School Boards Association annual conference, and others such as the AASA Women’s Leadership Conference.

✓ **Confidentiality of Applicants**

McPherson & Jacobson proposes an open process for the search. We believe the public business should be done in public with transparency. We also understand the need for applicants’ confidentiality. Our process keeps the names of all applicants confidential until they are named a finalist for the position, at which time the names of the finalists are made public.

If the board believes that the names of the finalists should be kept confidential until they make their selection, we can do that. This is your search and we will adapt our process to fit your unique needs.

✓ **Keep all applicants informed of their status in the selection process.**

During the application process, McPherson & Jacobson’s staff monitors applicants and notifies them of what is still needed to complete the process.

✓ **Communicate with all Board Members in a timely manner**

The consultants will communicate with all board members keeping them informed of the status of the search throughout the process.

Phase III—Applicant Screening

✓ **Evaluate each applicant against the selection criteria.**

The consultants will read and evaluate all of the completed files submitted by applicants. They will read the application form and all of the additional material in each file and begin reviewing against the selection criteria.

✓ **Conduct reference checks.**

We understand that applicants do not submit references who will not speak highly of them. We begin with the references given and ask them a list of questions relevant to the selection criteria. After asking those questions, we ask each reference to give us the names of other people who can speak of the applicant’s qualifications. We then call those individuals and ask them the same set of questions, including asking them to give us the

names of other people who can speak of the applicant's qualifications. We go a minimum of three people removed from the primary references. What we are looking for is consistency of answers that will verify the applicant's strengths and weaknesses.

In addition to contacting references, the consultants conduct an extensive Internet search of the applicants.

✓ **Pre-Interview and Video of Shortlist Applicants.**

The consultants will pre-interview applicants to be submitted on the shortlist. We will have these applicants submit a video which the consultants can share with the board.

✓ **Assist the board in developing a set of interview questions that reflect the identified selection criteria and characteristics.**

The consultants will present an extensive list of potential interview questions that reflect the selection criteria and characteristics desired by the board. The board members choose interview questions that reflect their criteria and priorities.

If the board chooses to conduct two rounds of interviews, the consultants will assist in developing interview questions for both rounds of interviews.

Phase IV—Reviewing Candidates with the Board, Interviews

✓ **Review candidates with the board and assist board members in determining which candidates they will interview.**

The consultants will present a complete list of applicants, who completed the application process, to the board for its review. We do not eliminate any applicants; however, a short list will be submitted of those applicants who we found most closely met the district's criteria. The consultants will present a reference profile demonstrating the consistent feedback for each short list applicant.

Upon reviewing the recommendations, the consultants will assist the board members in identifying which applicants they wish to consider as candidates for interviews.

✓ **Assist the board in determining interview procedures.**

After the board selects their final candidates to interview, the names of these candidates will be made public upon confirming the interviews (if the board chooses to release the names). During the interview process, the stakeholder groups will have an opportunity to meet the individual candidates.

If the board chooses to conduct semi-finalist interviews, the candidates will only meet with the board. The names of the semi-finalist candidates will remain confidential (in states where an executive session is allowed), and stakeholders will not meet the semi-finalists. The finalist interviews will be conducted as described in the paragraph above.

✓ **Coordinate interview and visitation procedures.**

If the board chooses, McPherson & Jacobson will schedule semi-finalist interviews. Semi-finalist interviews are typically conducted with the board only. After the semi-finalist interviews, the board will select their finalists.

If the board chooses to involve stakeholder groups in the interview process, the consultants will assist in establishing the finalist interview schedule that includes district staff, students, and community groups. A typical interview day will include a tour of the district and community, meeting with stakeholder groups, and a formal interview with the board.

✓ **Assist the groups identified by the board in planning for meeting each candidate and providing feedback to the board.**

If the board chooses to involve stakeholder groups in the interview process, representatives will be selected from the stakeholder groups identified by the board. The purpose of these groups is two-fold: 1) to promote the school district and community to the candidate; and 2) to form an impression of each candidate, which they will share with the board. The board will identify chairpersons for each stakeholder group. The consultants will meet with the chairpersons to discuss their roles and responsibilities. The consultants will also provide the chairpersons with a form to record the group's consensus impressions of each candidate's strengths and any concerns or questions the group may have. Each form will be sealed in an envelope and turned in to the district contact person.

✓ **Coordinate visitation procedures for the candidate's spouse/significant other.**

We encourage boards to invite spouse/significant others to attend the interview day. The consultants will coordinate, with the point of contact, a portion of the interview day for the spouse/significant other to have an expanded visitation of the community. Tours typically include available housing, medical facilities, churches, recreational opportunities, and areas of interest unique to your community.

✓ **Assist the board in making final arrangements for each candidate's visit.**

It is common practice for the district to pay interview expenses for the candidates and their spouse/significant others. To ensure that expenses stay within established guidelines, the consultants will assist the point of contact in making lodging and travel arrangements for each candidate.

✓ **Contact all finalists and schedule their interview dates.**

The consultants will contact the final candidates, notifying them they are finalists for the position and scheduling their interview dates. The consultants will be the contact for answering any questions and coordinating the candidates' visits to the district.

✓ **Notify all applicants not selected for an interview.**

Once the board has selected its final candidates, all other applicants will receive, on behalf of the board, a personalized notification thanking them for taking the time to complete the application materials and notifying them that they are not a finalist.

✓ **Personally contact each finalist who was not offered the position.**

Once a contract has been offered by the board and accepted, the consultants will call each of the other final candidates and thank them on behalf of the board for interviewing for the position. *These candidates are not notified until an offer has been accepted.* If by chance you lose your top candidate, we want to keep viable candidates available.

✓ **Conduct background checks.**

Included in the fee is a criminal/financial/credential verification background check for the selected candidate. For an additional fee, the board can choose background checks for all of the finalists.

Phase V—Transition with Success

✓ **Establish performance objectives for new superintendent.**

Working with the board and new superintendent, the consultant will assist in establishing two or three performance objectives the board wants the superintendent to focus on during the first year. These objectives are beyond the day-to-day school district operations.

Once the performance objectives have been identified, board members will be asked what they will accept as evidence of progress towards the accomplishment of the identified objectives.

The superintendent will take the information generated from this session and develop an action plan for achieving the performance objectives.

✓ **Provide a guarantee.**

If the board chooses to use our complete service, we will guarantee our process for **two (2) years**. If the person selected leaves the position, *FOR WHATEVER REASON*, within the guarantee period, we will repeat the process at no charge except actual expenses.

We are convinced that our process of identifying your most important selection criteria, meaningfully involving stakeholders, screening candidates against the criteria, and working with you during the critical first year, will ensure your search results in quality leadership for education excellence.

Timeline

The timeline for the search process is established when we meet with the board, so we can address the unique needs of the district. However, the time from our first meeting with the board until the finalist is selected is typically a minimum of two to three months.

Search sequence:

- At the beginning of the search
 - The qualities for the new superintendent are identified
 - A formal timeline is established
 - Advertising decisions are made
 - Application information is posted
 - A brochure is created to advertise the district and the vacancy
- At the time designated by the board
 - Stakeholder group meetings are held
 - A summary of stakeholder input is presented to the board
- As applications arrive in our office
 - Applications are monitored and applicants are notified of the deadlines to submit their materials
- After the closing date
 - All the completed applicant files are forwarded to the consultants
 - The consultants begin the review and pre-interview process
- Approximately two to four weeks after the closing date
 - Consultants provide information to the board on all applicants who completed the process
 - Consultants present summary profiles and video interviews of qualified candidates to the board
 - The board selects the candidates it wants to interview
 - McPherson & Jacobson notifies each applicant not selected for an interview
- Soon after the board selects their candidates
 - Semi-finalist interviews are conducted (if chosen by the board)
 - The board interviews its final candidates
 - The board selects their new superintendent
 - A criminal/financial/credential verification background check is conducted on the selected candidate
 - McPherson & Jacobson's consultants contact each candidate who was interviewed to notify them of their status

*Responsibilities of Hemingford Public School District #10
and McPherson & Jacobson, L.L.C.*

Event	McPherson & Jacobson's Tasks	School District's Tasks
1 st board meeting	<ul style="list-style-type: none"> <input type="checkbox"/> The consultant guides the board in determining the following items <ul style="list-style-type: none"> ○ Characteristics for the new superintendent ○ The search calendar ○ Compensation parameters ○ Identify the appropriate constituent groups for stakeholder input ○ Advertising venues <input type="checkbox"/> The consultant works with the Point of Contact to compile: <ul style="list-style-type: none"> ○ Information to create the brochure announcing the vacancy ○ The list of names to be invited to the community input meetings 	<ul style="list-style-type: none"> <input type="checkbox"/> Provides consultant with the necessary information to create the brochure; the name of the Point of Contact; and the Board Contact List <input type="checkbox"/> Reviews and approves the brochure
After 1 st meeting	<ul style="list-style-type: none"> <input type="checkbox"/> Application link is posted online <input type="checkbox"/> Brochure announcing the vacancy is created <input type="checkbox"/> Advertising is started <input type="checkbox"/> Vacancy announcements are sent out <input type="checkbox"/> E-mails are sent to applicants registered with McPherson & Jacobson notifying them about the opening <input type="checkbox"/> E-mails are sent to consultants regarding the opening, requesting they invite candidates to apply for the position <input type="checkbox"/> Opening is posted on social media and additional venues 	<ul style="list-style-type: none"> <input type="checkbox"/> Edit the brochure
During application period	<ul style="list-style-type: none"> <input type="checkbox"/> Consultants recruit candidates that fit the position <input type="checkbox"/> Monitors applicants and where they are in the application process <input type="checkbox"/> Notifies applicants of the closing date for submitting their materials <input type="checkbox"/> Lead consultant keeps the board up to date on the search 	<ul style="list-style-type: none"> <input type="checkbox"/> Posts a link to the McPherson & Jacobson website <input type="checkbox"/> Posts the brochure (announcement of vacancy) on their website <input type="checkbox"/> Advertises the opening on the district's social media platforms

Event	McPherson & Jacobson's Tasks	School District's Tasks
Stakeholder meetings are scheduled	<ul style="list-style-type: none"> <input type="checkbox"/> Home Office sends out invitations to the community stakeholder meeting(s) after receiving the information from the consultant and the district 	<ul style="list-style-type: none"> <input type="checkbox"/> Assists in organizing stakeholder focus groups and meeting schedule <input type="checkbox"/> Names and addresses are sent to Home Office for community meeting invitations <input type="checkbox"/> Posts meeting dates, times, and locations as open public forum <input type="checkbox"/> Assists in translating stakeholder input survey into the additional language(s) requested by the school district
Stakeholder meetings	<ul style="list-style-type: none"> <input type="checkbox"/> Consultants facilitate the stakeholder meetings, recording the input <input type="checkbox"/> An online stakeholder input survey is created, the link is posted on the McPherson & Jacobson website and also provided to the district to post 	<ul style="list-style-type: none"> <input type="checkbox"/> Link to online stakeholder input form(s) is (are) posted on the school district website
Stakeholder meetings completed	<ul style="list-style-type: none"> <input type="checkbox"/> Consultant summarizes key themes and gives the results to the district <input type="checkbox"/> Copy of summary is sent to Home Office <input type="checkbox"/> The stakeholder input summary report is created 	<ul style="list-style-type: none"> <input type="checkbox"/> "Stakeholder Input Report" is posted on the school district website
2 nd board meeting	<ul style="list-style-type: none"> <input type="checkbox"/> Review stakeholder input summary report and provide copies to the district <input type="checkbox"/> The consultant guides the board in determining the following items <ul style="list-style-type: none"> o Interview questions o Length of contract, moving and interview expenses o Spouse/significant other's involvement in interview process o District Interview Schedule o Candidate Daily Interview Schedule <input type="checkbox"/> Interview questions are sent to Home Office to be formatted 	
Prior to 3 rd board meeting	<ul style="list-style-type: none"> <input type="checkbox"/> Applicant packets are reviewed by the consultants and reference checks are performed <input type="checkbox"/> Contact candidates on short list and verify their interest in the position <input type="checkbox"/> Meet with stakeholder group chairs to review schedule, procedures, and screen questions 	

Event	McPherson & Jacobson's Tasks	School District's Tasks
3 rd board meeting	<ul style="list-style-type: none"> <input type="checkbox"/> The consultant facilitates the board's <ul style="list-style-type: none"> <input type="checkbox"/> Review of the list of all applicants <input type="checkbox"/> Overview of candidates on short list <input type="checkbox"/> Selection of finalists <input type="checkbox"/> Finalizing of interview dates & schedule <input type="checkbox"/> Review of interview questions & procedures <input type="checkbox"/> Finalizing candidate & spouse/significant other arrangements <input type="checkbox"/> Contact finalists and schedule interview dates, review schedule, discuss compensation and contractual issues <input type="checkbox"/> Work with Point of Contact to coordinate interviews (transportation, lodging, interview locations, etc.) <input type="checkbox"/> Send Candidate Daily Interview Schedule to each finalist <input type="checkbox"/> Notify the applicants who were not selected to be interviewed 	<ul style="list-style-type: none"> <input type="checkbox"/> Assist with lodging arrangements and welcome gifts <input type="checkbox"/> Arrange for spouse/significant other tour
Interviews	<ul style="list-style-type: none"> <input type="checkbox"/> Call Point of Contact after 1st interview to learn how it went <input type="checkbox"/> Call 1st candidate to learn their perspective and how the interview went <input type="checkbox"/> Suggest any possible improvements <input type="checkbox"/> Be available for questions <input type="checkbox"/> Be present at interviews if request is made by school district (additional fee for this service) 	<ul style="list-style-type: none"> <input type="checkbox"/> One candidate per day <input type="checkbox"/> Board member greets each candidate upon arrival to district <input type="checkbox"/> Informal interview-social setting <input type="checkbox"/> Formal interview <input type="checkbox"/> Spouse/significant other's visitation is coordinated
Finalist selected and accepted	<ul style="list-style-type: none"> <input type="checkbox"/> Call and make offer to candidate <input type="checkbox"/> Verify acceptance <input type="checkbox"/> Conduct criminal/financial/credential verification check on selected candidate <input type="checkbox"/> Call other finalists <input type="checkbox"/> Sends out letter of congratulations to candidate who was chosen 	<ul style="list-style-type: none"> <input type="checkbox"/> Board meets and discusses each candidate individually <input type="checkbox"/> Read input forms submitted by stakeholder input groups <input type="checkbox"/> Have each board member rank order candidates <input type="checkbox"/> Select minimum of #1 and #2 candidate <input type="checkbox"/> Call and make offer to candidate <input type="checkbox"/> Send interview forms and files to the Home Office <input type="checkbox"/> Board evaluates our services
Phase V	<ul style="list-style-type: none"> <input type="checkbox"/> Facilitate board and superintendent's identification of 2-3 performance objectives and evidence of progress the board will accept <input type="checkbox"/> Consultant reviews superintendent's plan 	<ul style="list-style-type: none"> <input type="checkbox"/> Superintendent creates plan with target objectives and timelines <input type="checkbox"/> Plan is sent to consultant to be reviewed <input type="checkbox"/> Board adopts plan

Stakeholder Involvement

Obtaining stakeholder input is an integral part of McPherson & Jacobson's search process. Since 1991, McPherson & Jacobson has conducted over 870 superintendent searches for school districts ranging from 10 to over 300,000 students. For each search, we have coordinated stakeholder input sessions. Besides meeting with stakeholder groups designated by the board, an online input survey is also available for those who cannot attend the meetings. After the meetings have been completed, the board will receive a written report with the findings of the meetings and online input.

Initial stakeholder input sessions

The consultants will meet with groups identified by the board to solicit their input into the selection process. Each group is asked to identify the strengths of the school district and community, the characteristics they would like to see the new superintendent possess, and the issues facing the new superintendent. The results of these meetings are summarized by the consultants and presented to the board. The board chooses which groups it would like the consultants to meet with, but the most common groups include central office administrators, building administrators, teachers, classified staff, students, and community and business groups. The consultants will assist the board in choosing which groups it wishes to include. An online survey option will be provided to stakeholders who are unable to attend the scheduled meetings.

Meeting the candidates

A representative group of eight to twelve people will be selected to represent each of the groups identified by the board. The consultants will meet with a chairperson for each group to discuss their roles and responsibilities. The purposes of these groups are two-fold: one, to promote the school district and community to the candidate; and two, to form an impression of each candidate, which they will share with the board. The consultants will coach each group on how to conduct the meeting with each candidate and what questions they can or cannot ask. The consultants will also provide the chairpersons with a form in which, using group consensus, they will record their impressions of each candidate. The forms will be sealed in an envelope after meeting with each candidate and turned in to the district contact person. Upon completing the interview process with all candidates, the board will receive and open the forms from each group.

Process for Obtaining Staff Input

The consultants will meet with central office administrators, building administrators, teachers, classified staff, and students, to solicit their input into the selection process. Each group is asked to identify the strengths of the school district and community, the characteristics they would like to see the new superintendent possess, and the issues facing the new superintendent. The results of these meetings are summarized by the consultants and presented to the board.

Our normal protocol is to host meetings for the teachers and classified staff in the afternoon, right after school dismissal to give the maximum opportunity for the staff to participate. Central office and building administrator meetings are scheduled at multiple locations to maximize the opportunities for their input. Student input sessions are not scheduled during class time, they are normally held during lunch breaks.

Process for Obtaining Parent and Community Input

The consultants will meet with parents and community stakeholders, to solicit their input into the selection process. Each group is asked to identify the strengths of the school district and community, the characteristics they would like to see the new superintendent possess, and the issues facing the new superintendent. The results of these meetings are summarized by the consultants and presented to the board.

Our normal protocol is to host meetings for the parents and community stakeholders in the evenings at multiple locations to allow as many stakeholders as possible to give their input.

McPherson & Jacobson will also allow stakeholders to submit their input online.

Process for Including Ethnically Diverse Communities

McPherson & Jacobson will work with the district to determine the best practices to obtain input from ethnically diverse communities in the district. If in-person meetings are required, McPherson & Jacobson will work with the district to obtain the necessary translators.

Process for Obtaining Online Stakeholder Input

McPherson & Jacobson will create an online input survey to allow stakeholders to submit their input. At the request of the district, surveys for multiple languages can be developed and posted.

Cost Proposal

Investment

The fee for conducting the superintendent search is \$6,500 for Phases I-V.

McPherson & Jacobson has the tools to conduct all or some components of the search process electronically. We can work with the board to determine the best practices as the search progresses to determine if in-person or online meetings will best meet the needs of the district.

The total not to exceed amount including expenses is \$7,100 (excluding consultant travel expenses)

Included in the expenses is

- Posting on Nebraska Council of School Administrators
- Posting on Teach in Nebraska
- One (1) day of in-person stakeholder meetings
- Online stakeholder input surveys
- Video interviews of candidates
- Criminal/financial/credential verification background check for the final candidate
- Office expenses

NOTE:

- Expenses may increase if the district chooses additional media advertising.
- Fees and expenses will increase if the district requests additional stakeholder input days.
- Interview expenses for the candidates are not included in the expenses listed.
- There is an additional fee and expenses for the consultants to attend the interview sessions.

McPherson & Jacobson is committed to working with the school district until a superintendent is identified and hired. If a second round of candidate selection is necessary, the only cost to the district would be the additional expenses, there is not an additional fee.

Price Match:

McPherson & Jacobson, L.L.C. will match the search fee for comparable services.

Guarantee:

If the board chooses to use our complete service, we will guarantee our process for **two (2) years**. If the person selected leaves the position, for whatever reason, within the guarantee period, we will repeat the process at no charge except actual expenses.

We are convinced that our process of identifying your most important selection criteria, meaningfully involving stakeholders, screening candidates against the criteria, and working with you during the critical first year, will ensure your search results in quality leadership for education excellence.

Additional Services:

In addition to the basic services provided, McPherson & Jacobson can provide at no additional charge the following services:

- Assist the board in revising and updating the superintendent's job description.
- Assist the board in developing an effective contract.
- Provide assistance in negotiating the contract with the finalist.
- Schedule an on-site visitation to the finalist's home district.

Additional Information

McPherson & Jacobson, L.L.C. Nebraska Consultants

Dr. Steve Joel, National Recruiter, Superintendent, Lincoln, Nebraska

Dr. Mike Cunning, Retired Superintendent, Hershey

Mr. Alan Ehlers, Superintendent, Madison

Dr. Jerry Ehlers, Consultant Emeritus, Retired Superintendent, Ainsworth

Dr. Randall Gilson, Superintendent, Blair

Dr. Tawana Grover, Superintendent, Grand Island Public Schools, Grand Island

Mr. Brandon Lavaley, Superintendent, Wahoo Public Schools, Wahoo

Dr. Mike Lucas, Superintendent, Westside Comm. Schools, Omaha

Dr. Blane McCann, Retired Superintendent, Omaha

Mrs. Jane McDaniel, Former Board Member, Plattsmouth

Dr. Randy Nelson, Consultant Emeritus, Retired Superintendent, Seward

Dr. James Ossian, Professor Emeritus, Wayne State College, Wayne

Dr. Aaron Plas, Superintendent, Lakeview Community Schools, Columbus

Mr. Darren Tobey, Superintendent, Broken Bow

Mr. Antwan Wilson, Professor/Educational Consultant, Lincoln

Dr. Rob Winter, Consultant Emeritus, Retired Superintendent, Grand Island

*Nebraska Searches Conducted by
McPherson & Jacobson, L.L.C.*

Year	District	City	Enrollment
2000/01	Adams Central Jr.-Sr. High School	Hastings	452
2003/04	Ainsworth Community Schools	Ainsworth	548
1997/98	Ainsworth Community Schools	Ainsworth	
2001/02	Allen Consolidated School District	Allen	225
2012/13	Alliance Public Schools	Alliance	1,700
2008/09	Alliance Public Schools	Alliance	1,737
1997/98	Alliance Public Schools	Alliance	2,300
2000/01	Alma Public Schools	Alma	371
2006/07	Anselmo-Merna Public Schools	Merna	257
1994/95	Anselmo-Merna Public Schools	Merna	170
2018/19	Arlington Public Schools	Arlington	660
1999/00	Arlington Public Schools	Arlington	597
1994/95	Arnold Public Schools	Arnold	
1997/98	Auburn Public Schools	Auburn	1,028
2016/17	Axtell Community School	Axtell	264
2011/12	Axtell Community School	Axtell	301
2003/04	Banner County Public School District	Harrisburg	168
1994/95	Banner County Public School District	Harrisburg	209
1997/98	Battle Creek Public Schools	Battle Creek	461
2012/13	Beatrice Public Schools	Beatrice	2,200
1999/00	Beatrice Public Schools	Beatrice	2,320
2011/12	Blair Community Schools	Blair	2,400
2008/09	Blair Community Schools	Blair	2,416
1994/95	Bloomfield Community Schools	Bloomfield	435
2004/05	Boone Central Schools	Albion	654
2013/14	Bridgeport Public Schools	Bridgeport	500
2007/08	Bridgeport Public Schools	Bridgeport	510
2003/04	Bridgeport Public Schools	Bridgeport	533
1998/99	Bridgeport Public Schools	Bridgeport	580
2014/15	Broken Bow Public Schools	Broken Bow	810
2001/02	Brunning-Davenport Unified School District	Davenport	208
2013/14	Central City Public Schools	Central City	690
2001/02	Central City Public Schools	Central City	800
2006/07	Centura Public School	Cairo	550
2017/18	Centura Public Schools	Cairo	486
2003/04	Chadron Public Schools	Chadron	866
2009/10	Chambers Public School	Chambers	203

Year	District	City	Enrollment
2004/05	Chambers Public School	Chambers	203
2017/18	Chase County Schools	Imperial	620
1994/95	Clarks Public Schools		
2009/10	Columbus Public Schools	Columbus	3,600
1997/98	Crawford Public Schools	Crawford	270
2014/15	Creek Valley Public Schools	Chappell	252
2015/16	Crete Public Schools	Crete	1,800
2005/06	Crete Public Schools	Crete	1,465
1998/99	David City Public Schools	David City	597
1996/97	Doniphan Public Schools	Doniphan	
2020/21	Doniphan-Trumbull Public School	Doniphan	426
2017/18	Doniphan-Trumbull Public School	Doniphan	465
2005/06	Doniphan-Trumbull Public School	Doniphan	517
2004/05	Dorchester Public Schools	Dorchester	218
1994/95	Dorchester Public Schools	Dorchester	251
2004/05	Douglas County West Community Schools	Waterloo	720
2011/12	Dundy County Stratton Public Schools	Benkelman	403
1992/93	Elba Public Schools	Elba	141
1998/99	Elkhorn Valley School District No. 80	Tilden	483
1997/98	Elm Creek Public Schools	Elm Creek	358
1997/98	ESU #11--Executive Director	Holdrege	
2007/08	ESU #13--Executive Director	Scottsbluff	14,400
2001/02	ESU #6--Executive Director	Milford	12,850
2011/12	ESU #8--Executive Director	Neligh	
1998/99	ESU #9--Executive Director	Hastings	
2003/04	Eustis-Farnam School District	Eustis	252
2014/15	Fairbury Public Schools	Fairbury	901
1997/98	Fairbury Public Schools	Fairbury	1,068
1994/95	Fairmont Public Schools	Fairmont	
2009/10	Franklin Public Schools	Franklin	350
2002/03	Franklin Public Schools	Franklin	350
1999/00	Franklin Public Schools	Franklin	350
2000/01	Fremont High School (principal)	Fremont	1,350
2005/06	Garden County Public Schools	Oshkosh	289
1994/95	Geneva Public Schools	Geneva	
2000/01	Gering Public Schools	Gering	1,828
2016/17	Gibbon Public Schools	Gibbon	598
2003/04	Gibbon Public Schools	Gibbon	545
2000/01	Gothenburg Public Schools	Gothenburg	860
2015/16	Grand Island Public Schools	Grand Island	9,607

Year	District	City	Enrollment
2010/11	Grand Island Public Schools	Grand Island	8,820
1996/97	Guide Rock Public Schools		
2018/19	Hastings Public Schools	Hastings	3,740
2000/01	Hastings Public Schools	Hastings	3,327
1994/95	Hemingford Public Schools	Hemingford	475
1998/99	Hershey Public Schools	Hershey	476
2004/05	Holdrege Public Schools	Holdrege	943
1999/00	Humboldt Public Schools	Humboldt	
2002/03	Humphrey Public Schools	Humphrey	222
2000/01	Kearney Public Schools	Kearney	4,526
2012/13	Kimball Public Schools	Kimball	543
2008/09	Lakeview Community Schools	Columbus	200
2008/09	Lakeview Community Schools	Columbus	750
2008/09	Laurel-Concord Public Schools	Laurel	351
2015/16	Learning Community of Douglas and Sarpy Counties	Omaha	
2000/01	Leigh Community Schools	Leigh	288
2005/06	Lexington Public Schools	Lexington	2,762
2000/01	Lexington Public Schools	Lexington	2,519
2000/01	Lodgepole Public Schools	Lodgepole	163
2011/12	Logan View Public Schools	Hooper	527
2003/04	Logan View Public Schools	Hooper	634
2004/05	Madison Public Schools	Madison	566
1998/99	Madison Public Schools	Madison	584
2001/02	McCook Public Schools	McCook	1,401
1997/98	McCook Public Schools	McCook	1,597
2013/14	Meridian Public Schools	Daykin	200
2010/11	Meridian Public Schools	Daykin	200
2006/07	Meridian Public Schools	Daykin	200
2003/04	Morrill Public Schools	Morrill	457
2010/11	Mount Michael Benedictine--Head of Schools	Elkhorn	200
1998/99	Mullen Public Schools	Mullen	194
1996/97	Neligh-Oakdale, NE	Neligh	538
2002/03	Newcastle Public Schools	Newcastle	175
2009/10	Norris School District 160	Firth	2,040
2011/12	North Platte Public Schools	North Platte	4,100
1997/98	Ord Public Schools	Ord	622
2019/20	Palmyra Bennet District OR-1 Schools	Palmyra	581
1997/98	Palmyra District OR 1	Palmyra	244
2015/16	Pawnee City Public Schools	Pawnee City	297
2008/09	Pawnee City Public Schools	Pawnee City	280

Year	District	City	Enrollment
1996/97	Paxton Consolidated Schools	Paxton	
2004/05	Pender Public Schools	Pender	353
2001/02	Plattsmouth Community School District	Plattsmouth	1,678
2014/15	Potter-Dix Public Schools	Potter	191
1997/98	Ralston Public Schools	Ralston	3,000
1997/98	Randolph Public Schools	Randolph	
1996/97	Red Cloud Community Schools	Red Cloud	
1992/93	Rising City Public Schools	Rising City	120
1999/00	Rushville Public Schools--District I & VI	Rushville	273
1996/97	Sandy Creek Public Schools		500
1999/00	Schuyler Central Public Schools	Schuyler	
2003/04	Scottsbluff Public Schools	Scottsbluff	2,700
1992/93	Scribner-Synder Community Schools	Scribner	382
2016/17	Seward Public Schools	Seward	1,406
2019/20	Shelton Public Schools	Shelton	300
2015/16	Shelton Public Schools	Shelton	300
2010/11	Shelton Public Schools	Shelton	300
1994/95	Shelton Public Schools	Shelton	362
2006/07	Silver Lake Public Schools	Roseland	254
2017/18	South Central Nebraska Unified #5	Fairfield	681
2000/01	South Central Nebraska Unified School District #5	Fairfield	1,249
2009/10	South Sioux City Community Schools	South Sioux City	3,800
1998/99	South Sioux City Community Schools	South Sioux City	3,130
2016/17	Southern Public Schools	Wymore	395
2000/01	Stanton Community Schools	Stanton	454
2020/21	Summerland Public Schools	Ewing	402
1994/95	Sumner-Eddyville-Miller Public School	Sumner	201
2017/18	Superior Public Schools	Superior	435
1995/96	Superior Public Schools	Superior	
2010/11	Tekamah-Herman Community Schools	Tekamah	579
2002/03	Tri County Public Schools	DeWitt	480
2013/14	Twin River Public Schools	Genoa	480
1999/00	Valentine Rural High School	Valentine	280
1997/98	Wahoo Public Schools District #39	Wahoo	865
1997/98	Wakefield Community Schools	Wakefield	467
2016/17	Waverly School District 145	Waverly	1,920
1997/98	Wayne Community Schools	Wayne	934
1999/00	Weeping Water Public Schools	Weeping Water	435

Year	District	City	Enrollment
2003/04	West Point Public Schools	West Point	694
2010/11	Westside Community Schools	Omaha	5,990
1997/98	Wheeler Central Schools	Bartlett	
2009/10	Wilber Clatonia Public Schools	Wilber	553
2002/03	Wilber-Clatonia Public Schools	Wilber	548
2000/01	Wisner-Pilger Public Schools	Wisner	518
2013/14	Wood River Rural Schools	Wood River	549
1999/00	York Public Schools	York	1,400
2014/15	Yutan Public Schools	Yutan	477

What Board Members Say About McPherson & Jacobson's Search Services

July 2018

McPherson & Jacobson was always reachable and responsive. They took the time to acclimate themselves with our culture, and take the time to understand the needs of our school district as well as our community and teachers. This resulted in their ability to connect us with candidates who met our needs. By the number of highly qualified candidates they presented, it was clear that they took the time to listen and really understand what we were looking for.

Their partnership in this process was greatly appreciated, I personally would highly recommend them as your next partner when embarking on a superintendent search.

Teresa Grabowski
Centura Public School
Cairo, Nebraska

From: Zweiback, Rose [<mailto:zweibackr@unmc.edu>]

Sent: Monday, November 05, 2012 8:25 AM

To: Thomas Jacobson, Ph.D.

Subject: Testimonial

Working with McPherson & Jacobson made our superintendent search a smooth and organized process. Our consultants were our partners. We set the parameters and the goals and they provided the expertise. We wanted the search to invite input from our stakeholders and involve them as much as possible. At the same time, the board had full responsibility for the selection.

I found the consultants from McPherson & Jacobson to be outstanding professionals who provided services of the highest quality. They presented our board with a slate of excellent candidates and then let us do the work of interviewing and selecting the best choice for our district. We appreciated their work, especially the follow-up services in setting evaluation goals for our new superintendent.

I heartily endorse McPherson & Jacobson.

Rosie Zweiback

Vice President

Westside Community Schools Board of Education

Rzweiback@weatside66.org

November 6, 2012

Dr. Thomas Jacobson
McPherson & Jacobson, LLC
7905 L Street, Suite 310
Omaha, NE 68127

Dear Tom:

McPherson & Jacobson's guidance and support were invaluable throughout Westside Community Schools' superintendent search in 2012. Time and perspective have enabled me to identify what for me were your most important contributions to the process.

- **Focus:** The Board discussion and consensus on the key attributes to be sought in candidates for our position - a key step in McPherson & Jacobson's recommended process - maintained the focus of the search on the Board's top priorities.
- **Responsiveness:** McPherson & Jacobson responded to our requests for assistance, predictable or last minute, in a timely and professional manner.
- **National Reach:** The benefits of your national network of consultants were evident both in the field of candidates you were able to access as well as in your ability to vet those candidates effectively.
- **Integrity:** Superintendent searches are notoriously stressful for school boards. McPherson & Jacobson dealt with the difficult and unexpected turns in the process with unwavering integrity and professionalism.

Although my term on the Westside School Board concluded prior to our new superintendent taking office, by all reports he has distinguished himself already in the first few months of what will hopefully be a long tenure. It is no exaggeration to say that we could not have found such an outstanding and experienced leader without you. My sincere thanks to you and Dr. Randy Nelson for your support.

Best regards,

Kathleen Bradley
Westside Community Schools, Omaha, Nebraska

NRCSA Search Options

NRCSA FULL SEARCH

Planning Phase Services: Two meetings.

- **Comprehensive search plan and timeline.
- **Develop district/candidate profile following Board, staff, community meetings. On-line survey available.
- **Develop Staff/Community engagement plan.
- **Research comparable compensation packages.
- **Review Superintendent contract language.
- **Develop NRCSA Vacancy Announcement.

Recruiting/Screening Phase:

- **Widely distribute NRCSA Vacancy Announcement.
- **Advertise in World-Herald and free media.
- **E-mail/personal contacts with potential candidates.
- **Compile/analyze applicant data including NRCSA application form, recommendation letters, proof of certification/endorsement, background questions.
- **Extensive reference check calls; **2 consultants.**
- **Categorize candidates for Board consideration based on fit to the district/candidate profile.

Finalist Selection/Pre-Interview: One meeting.

- **Meet with Board to review all applicant files.
- **Recommend potential finalists to Board.
- **Arrange for One Source background checks for finalists at NRCSA Expense.
- **Apprise Board of open meetings/open records law
- **Assist Board, staff and community committees in developing interview questions and procedures.
- **Provide Board rubric to evaluate finalists.
- **Contact finalists to arrange interviews.

Interview Phase: Consultants monitor in person.

- **Schedule finalist interviews with all groups.
- **Develop and copy interview packets.
- **Develop interview procedures checklist
- **Attend all Interview Day(s) to facilitate process
- **Monitor and assist in selection process in person, if desired.

Cost: \$5,250 for NRCSA Members, \$6,250 for Non Members plus advertising costs & reimbursement for travel to meetings.

Staff: Two NRCSA consultants .

Transition Phase: One meeting.

- **Meet with Board and new Superintendent to plan successful transition.

Warranty: Two years if Superintendent leaves for dissatisfaction or if Board initiates non-renewal or resignation. Follow up search done for expenses only. Must participate Transition Phase.

NRCSA DISCOUNTED SEARCH

Planning Phase Services: One meeting.

- **Similar to Full Search option except the meetings with faculty/staff and community committees are eliminated and profile developed with Board only. On-line survey available.
- **Review of Superintendent contract language eliminated.

Recruiting/Screening Phase:

- **Same as Full Search option. A second consultant assists with reference calls.

Finalist Selection/Pre-Interview: One meeting

- **Similar to Full Search option except One Source background checks are billed to the client.
- **One pre-interview meeting is held with faculty/staff and community committees to develop interview questions and procedures.

Interview Phase: Consultants monitor by phone.

- **Unlike the Full Search option, NRCSA consultants will not attend the Interview Day(s) but will be available by phone.
- **Client asked to copy and distribute finalist materials and interview packets.
- **Consultants available by phone to assist Board in selection process.

Cost: \$3,000 for NRCSA Members, \$4000 for Non Members plus advertising costs & reimbursement for travel to meetings.

Staff: One NRCSA consultant plus assistance on reference checks.

Transition Phase:

- **Not offered.

Warranty:

- **Not offered.

**Nebraska Association of
School Boards
Superintendent Search
Proposal**

Prepared For

Hemingford Public Schools



Nebraska Association of School Boards Mission Statement

“Through Leadership, Innovation, Vision and Engagement, the Nebraska Association of School Boards provides programs, services, and advocacy to strengthen public education for all Nebraskans.”

Hemingford Public Schools Mission Statement

“Empowering individuals to be resourceful, respectful, and responsible lifelong learners.”

December 20, 2021

Hemingford Public Schools Board of Education,

We appreciate the opportunity to share the NASB Search Proposal with the Board of Education. The Nebraska Association of School Boards provides a multitude of services to our members, including superintendent search services. The team at NASB would value the opportunity to work with the school district through the search process.

My name is Shari Becker, and I am the Director of the Nebraska Association of School Boards Education Leadership Search Service. I have been the Director of the Search Service since April of 2013 and worked for the Service for six years prior to becoming the Director. I have worked on over 100 searches, taking the lead on over 70.

Hiring a superintendent is one of the most important decisions a school board will make. The NASB Search Service was designed to benefit our members. We look at the process through the eyes of a board member. We ensure a highly professional search process that will not only attract quality applicants but will also bring credit to the board for the manner in which the search is conducted.

Please contact me at the number below if you have any questions.

Respectfully submitted,

Shari L. Becker

Shari L. Becker
Director of NASB Education Leadership Search Services
402.416.4483 Cell



Education Leadership Search Service
Search Process

Search Service Protocol

In the following section, you will see a detailed outline of the NASB Search Protocol. We typically meet with the full board three times during the search as indicated by Board Work Session I, II and Special Meeting III.

Preliminary Work

- Distribute board survey
- Begin creation of marketing flyer
- Advertise vacancy on NASB Site immediately and other applicable sites when marketing materials are ready

Board Work Session I

- Collaborate with the board to design a timeline to guide the search process
- Review and discuss board survey results and Leadership Profile document

NOTE: Leadership Profile is developed from input directly from board members. The Board will review the Profile and NASB will alter, as necessary. The Profile is then used to guide the Board in selecting interview questions, selecting interview candidates, and assessing the interview process. The Profile will ultimately guide the Retreat in the Fall of 2022.

- Discuss search process details, interview questions and schedule structure

NASB Duties

- Recruit to identify quality applicants
- Receive, process, and screen all completed online applications and supporting documentation
- Conduct comprehensive professional and personal reference checks including internet search, criminal background search, adult/child abuse check and credit check

District Staff/Community Visit

- Engage staff, students, parents, patrons and community leaders through onsite visit
- Distribute an electronic survey to stakeholders of the district to elicit feedback
- Compiled survey comments are provided for board review prior to/at Special Meeting III

Board Work Session II

- Review and discuss current district documents including superintendent job description, superintendent evaluation tool, and superintendent contract (Note: the Association stipulates in the Search agreement that following discussion of the contract, the board will communicate and work with the district's school attorney to authorize any and all changes as the Board deems appropriate

to the contract)

- Discuss NASB Statewide Superintendent Salary Survey and compensation package
- Discuss interview questions and procedures with the board
- Discuss participants and logistics of the interview process with the board

Board Special Meeting III

- NASB presents all applicants and candidate screening results to the Board of Education for review and consideration (unless board requests otherwise)
- NASB provides a Candidate Assessment document for the board's use during the interview and deliberation process to compare candidate materials and candidate interview
- Finalize interview schedule and questions
- Discussion of final details and protocol

Final Duties - Board

- Interview candidates for the position
- Negotiate with the candidate of choice (NASB will assist at the board's request)
- Ratify the contract at an advertised meeting of the board

Final Duties - NASB

- Handle communications with all applicants and interview candidates
- Coordinate travel arrangements for candidates
- Conduct post-interview conference with interview candidates and communicate information to the board
- Conduct Board Retreat or Gallup Strengthsfinder Retreat with the board after August 1, 2022 (and prior to December 31, 2022). This session fee is included in the search fee except for travel to the district.
- Provide a two-year guarantee for boards who complete the Retreat

NASB Applicant Screening Process

It is essential the board understands the experience and attributes each applicant brings to the position. NASB will process and screen all completed applications and supporting documentation. The Association protocol for applicant reference checks and background screenings are qualities that set us apart from competing search consultants. In addition to the references that are provided during the application process, we will contact numerous individuals who have worked with the applicant in their current and past positions.

This process ensures discussion with 10 to 20-character references per applicant that our screeners will personally contact.

The board will be provided a verbal summary of these calls including programs implemented and strengths of the applicant as well as any concerns or areas of growth for the applicant. We also complete an internet search for each applicant, a check of their certificate with NDE and a One Source background check including adult/child abuse, criminal and credit history for each individual the board selects to interview.

NASB will take their direction from the board regarding what manner the board would like applicants presented. We typically present all names of applicants to the board. We also provide verbal screening information for all applicants. Consultants will lead the board through the strengths of candidates and any areas of growth. We will utilize both open and closed session for this process. NASB will take direction from the board on the number of top candidates they would like us to focus on and the number of finalists the board would like to consider.

Summary of Screening Process

- Screen all completed applications/supporting documentation
- Contact 10-20 references per applicant for verbal questionnaire
- Bring forward all candidates (unless requested otherwise by the board)
- Provide verbal summary of all applicant information to the board
- Share strengths and areas of growth
- Utilize open and closed session for this process
- One Source background check on each interview candidate selected

Board Member References

Ainsworth Community Schools
Jim Arens, Board President
(402) 387-2381

Cozad Community Schools
Michele Starman, Board President

(308) 746-1477

Elm Creek Public Schools
JC Ourada, Board President
ourada007@hotmail.com; (308) 440-2775

Gering Public Schools
BJ Peters, Board President
(308) 631-3932

Pleasanton Public Schools
Matt Pawloski, Board President
(308) 627-2050

Springfield Platteview Community Schools
Cori Swanson, Search Committee Chair
(402) 740-7675

Wakefield Community Schools
Bree Brown, Board President
(402) 369-0401

Wood River Rural Public Schools
Joyce Willoughby, Board President
(308) 379-3511

Consultant Details

The search for a Superintendent of Schools for Hemingford Public Schools will be conducted by Director of Search Services, Shari Becker and staff members that specialize in searches, open meetings law and board development. There is a description below for staff members who assist with searches and are on the leadership team at NASB.

Shari Becker, NASB Director of Education Leadership Search Service

Shari started with the Association Search Service in 2007 as a field consultant and has served as the Director of the Search Service since April 2013. Shari handles recruiting quality educators, facilitating district stakeholder engagement and board work sessions,



and screening applicants. Shari is knowledgeable in Open Meetings Law and tracks all superintendent openings in Nebraska. She has worked on over 100 searches, taking the lead on over 70. Shari is active with the National Affiliation of Superintendent Searches. She is currently serving as chair elect on the leadership team.

Shari brings a wide range of background experience to her role with the Association. Prior to her employment with NASB she provided recruitment, hiring and training services to a local financial/management company for 13 years. She has her Bachelor's degree in Administrative Resource Management as well as a Post-Baccalaureate in Education. Shari is also a Gallup Certified Strengths Coach and an ODR Approved Mediator.

Marcia Herring, NASB Director of Board Leadership



Marcia began her service to public education as a school board member on the Waverly School District Board of Education, completing 12 years of service. She began her work as a superintendent search consultant more than 20 years ago. Marcia served as Director of NASB Search Services for 8 years. Marcia now serves as the Director of Board Leadership. She leads districts through a comprehensive Strategic Planning process, Community Engagement, Board Self-Assessment, Superintendent Evaluation, board retreats and various other services provided through NASB.

NASB Fees Associated with the Search

Option I Search Fee

\$5,500

Includes:

- All details described in Search Service Protocol
- Advertising Options with no fee
- Board Retreat in Fall of 2022
- Two-year Guarantee
- Miscellaneous (One Source background checks, copies, postage, and other office expenses)

Does not include:

Travel expenses for NASB Consultants to include mileage and meals (Mileage billed at the standard IRS rate)

Option 2 Search Fee

\$3,600

Includes:

- All details listed under Meeting I and III on Search Service Protocol
- Application handling and screening of all applications, presentation of all applicants to the board

Does not include:

- Meeting II Elements (including District Visit Survey)
- Two-year guarantee
- Board Retreat in Fall of 2022
- Travel expenses – mileage and meals

HEMINGFORD PUBLIC SCHOOLS
FINANCIAL PLANNING OUTLINE

January 2021

Carl Dietz

I. BUDGET GUIDANCE

- A. NDE Budget Document guidance-We will help guide and train the superintendent and/or business manager in preparing the NDE Budget Document for all funds
- B. Line Item Budget assistance and development-We will assist in the development and completion of a line item General Fund budget for the upcoming year.
- C. District payroll data for certified and classified staff can be created with all data linked to the line item budget (per district request).
- D. We will help prepare a projection of expenditures and receipts for the next 2-5 years based on historical data. (See chart A-1 and A-2 below).
- E. We will assist in preparing all documents for the Board Budget Workshop.
- F. Cash Carryover is a critical part of financial planning. We recommend a cash balance equal to three months of expenditures. Based on your current spending you should have a cash balance of \$1.5-\$2.0 million. The last chart shows the General Fund cash balance projections.

II. GENERAL FUND EXPENDITURES COMPARISON AND ANALYSIS

- A. We will build a comparability study showing your General Fund expenditures compared to other districts in your cost group and provide cost savings suggestions. (See chart B-1 and B-2 below).

III. REVIEW OF FUNDS AND ANALYSIS OF SPENDING

- A. A complete definition and explanation will be provided for all funds on uses and limitations.
- B. Charts will be prepared for cash balances for all funds.
- C. Spending pattern charts will be prepared with the amount and percentage of increases. (See chart C below).
- D. Historical levy information will be provided with suggested levy and tax asking for the next 2-5 years. (See charts D-1 and D-2 below).

IV. CAPITAL REPLACEMENT SCHEDULE- At district request.

Chart A-1 *General Fund Expenses and 4-year projection.

YEAR	REVENUE	PAYROLL	BILLS	TOTAL EXP	BALANCE	% PAYROLL	Payroll inc.
18-19 total	\$ 6,010,773	\$4,540,435	\$1,302,992	\$5,843,427	\$257,432	77.70%	
18-19 Avg	\$ 500,898	\$378,370	\$108,583	\$486,952			
19-20 Total	\$ 6,260,211	\$4,935,218	\$1,545,453	\$6,480,671	\$53,979	76.15%	8.69%
19-20 Avg	\$ 521,684	\$411,268	\$128,788	\$540,056		76.15%	
2021	\$ 6,574,149	\$5,396,390	\$1,166,447	\$6,562,837	\$72,133	82.23%	9.34%
2022 Proj	\$ 6,744,589	\$5,544,620	\$1,227,334	\$6,771,954	(\$27,365)	81.88%	2.75%
2023 Proj	\$ 6,744,589	\$5,683,236	\$1,251,881	\$6,935,116	(\$190,527)	81.95%	2.50%
2024 Proj	\$ 6,744,589	\$5,825,316	\$1,276,918	\$7,102,235	(\$357,646)	82.02%	2.50%
2025 Proj	\$ 6,744,589	\$5,970,949	\$1,302,457	\$7,273,406	(\$528,817)	82.09%	2.50%

Chart A-2 General Fund receipts by category and four year projections.

	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025
Taxes	\$3,541,262	\$3,511,948	\$3,688,758	\$3,719,589	\$3,719,589	\$3,719,589	\$3,719,589
Total Local	\$3,887,393	\$3,850,207	\$4,055,730	\$4,019,589	\$4,019,589	\$4,019,589	\$4,019,589
State	\$1,823,141	\$2,130,157	\$2,096,131	\$2,400,000	\$2,400,000	\$2,400,000	\$2,400,000
Federal	\$286,807	\$286,249	\$270,743	\$285,000	\$285,000	\$285,000	\$285,000
Other	\$27,426	\$41,142	\$137,167	\$40,000	\$40,000	\$40,000	\$40,000
TOTAL	\$6,024,767	\$6,307,755	\$6,559,771	\$6,744,589	\$6,744,589	\$6,744,589	\$6,744,589

Chart B-1 Two-year expense comparison by program code..

CODE #	PROGRAM	2019	2020	Difference
1100	Regular Ed	\$2,920,174	\$3,044,455	\$124,281
1200	Special Ed	\$625,806	\$679,030	\$53,224
2100	Support-Pupil	\$291,176	\$278,754	-\$12,422
2200	Support-Staff	\$285,752	\$254,981	-\$30,771
2300	General Adm	\$319,892	\$352,962	\$33,070
2400	Principal	\$379,634	\$387,797	\$8,163
2500	Bus. Serv.	\$15,359	\$21,430	\$6,071
2600	Buildings	\$456,566	\$420,449	-\$36,117
2700	Transp.	\$185,114	\$194,830	\$9,716
3300	Comm. Serv	\$58,825	\$56,109	-\$2,716
6000	Federal	\$208,200	\$315,259	\$107,059
		\$5,934,811	\$6,250,487	\$315,676
			5.32%	

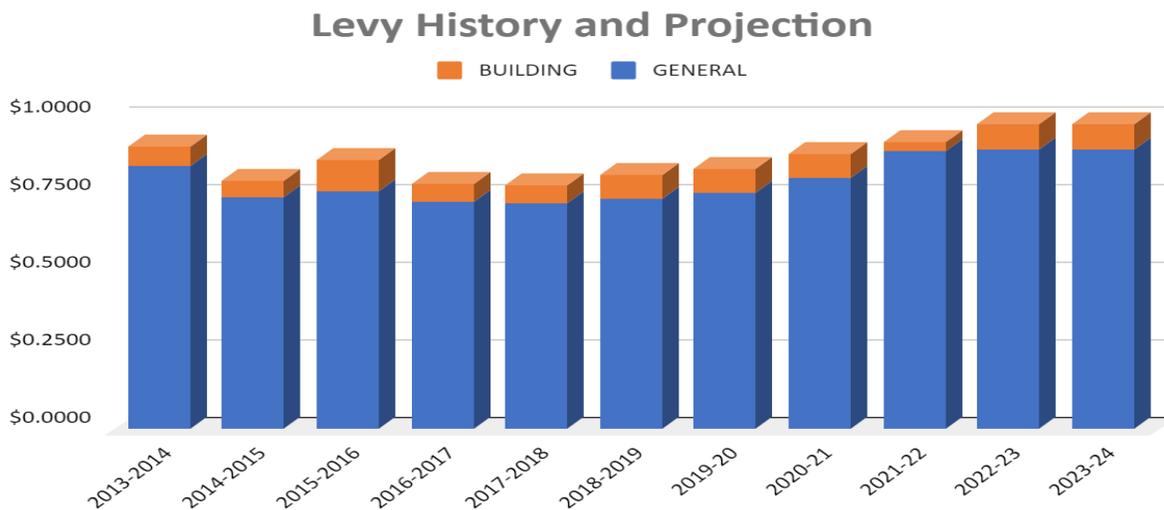
Chart B-2 *This chart is cost per pupil based on Adjusted GFOE for State Aid purposes.

Cost Group for State Aid Purpose				
	Formula Stdt	GFOE	Cost PP	Above/Below
Cross Co	345	\$5,448,615	\$15,793	\$398
Southern Val	346	\$6,759,295	\$19,536	\$4,141
Southern SD	354	\$4,688,094	\$13,243	-\$2,152
Amherst	360	\$3,657,175	\$10,159	-\$5,236
Stanton	361	\$5,663,814	\$15,689	\$295
Morrill	364	\$5,350,664	\$14,700	-\$695
Kimball	369	\$5,426,216	\$14,705	-\$690
Ravenna	372	\$5,603,992	\$15,064	-\$330
Hartington	374	\$5,692,646	\$15,221	-\$174
Tekamah Her	375	\$6,650,803	\$17,735	\$2,341
Heimingsford	376	\$6,481,521	\$17,238	\$1,843
Selby	381	\$5,765,484	\$15,133	-\$262
Summerland	381	\$6,773,763	\$17,779	\$2,384
Sutton	384	\$5,194,589	\$13,528	-\$1,867
Perkins Co	387	\$5,780,445	\$14,937	-\$458
Superior	389	\$5,459,105	\$14,034	-\$1,361
Ainsworth	390	\$6,361,481	\$16,311	\$917
Oakland	391	\$5,339,448	\$13,656	-\$1,739
West Holt	401	\$6,424,107	\$16,020	\$625
Laurel	401	\$6,804,643	\$16,969	\$1,574
Doniphan	405	\$6,415,052	\$15,840	\$445
Avg	367	\$5,797,188	\$15,395	

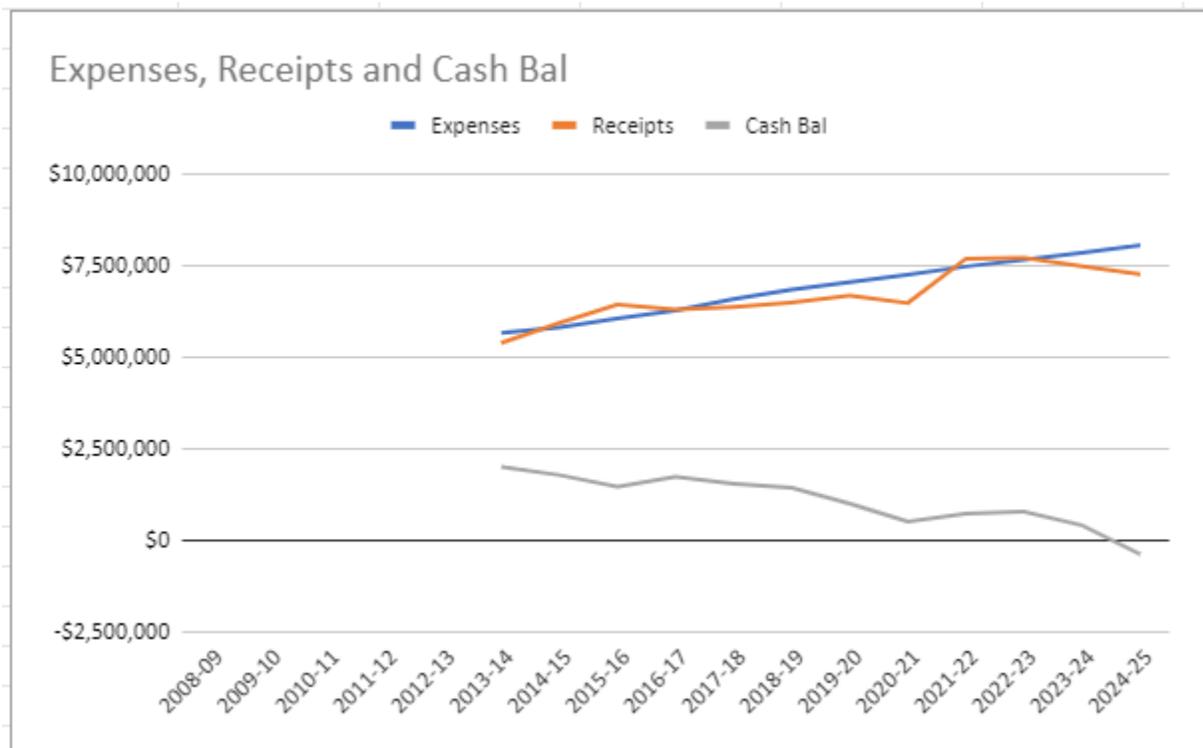
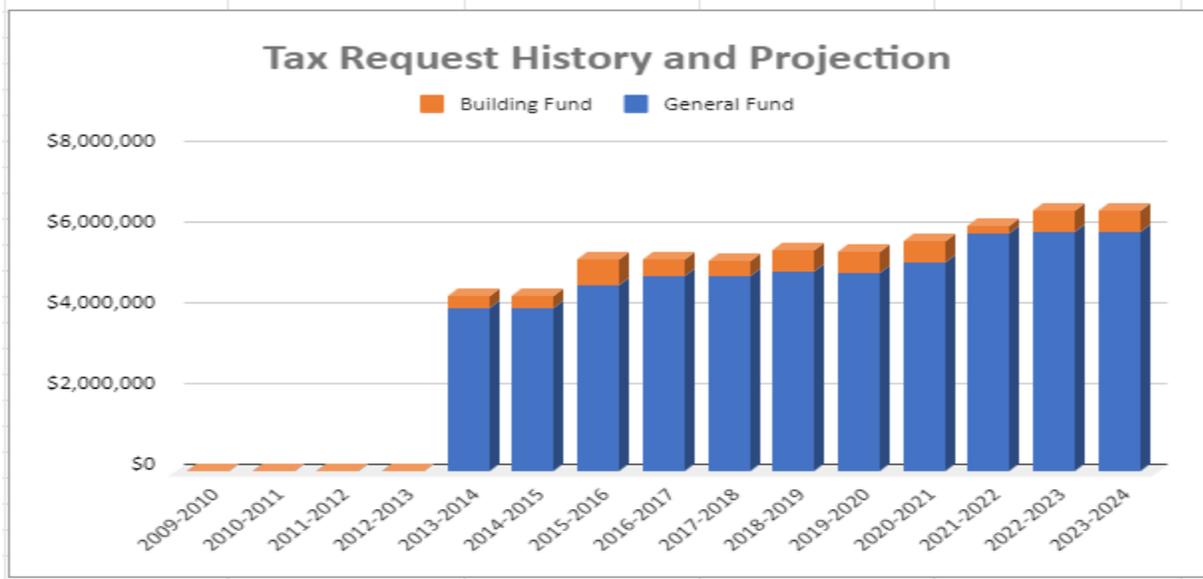
Chart C *Historical AFR General Fund Expenses and percentage increase. (Sample)

2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
\$5,169,134	\$5,296,700	\$5,230,777	\$5,836,419	\$6,473,830	\$6,566,092	\$6,730,244
	2.47%	-1.24%	11.58%	10.92%	1.43%	2.50%

Chart D1-Historical levy for all funds.



***Chart D 2-Historical tax request for all funds.**



CERTIFICATED EMPLOYEE EARLY RETIREMENT APPLICATION FORM

HEMINGFORD PUBLIC SCHOOLS
EARLY RETIREMENT INCENTIVE PROGRAM
APPLICATION AND AGREEMENT

(NOTE: THIS APPLICATION AND AGREEMENT MUST BE SUBMITTED TO THE SUPERINTENDENT'S OFFICE ON OR AFTER Sept., 2021, BUT ON OR BEFORE March, 2022).

This Early Retirement Incentive Program ("ERIP") Application and Agreement is offered and made this ___ day of _____, 20___, between Box Butte County School District 07-0010, a/k/a Hemingford Public School District ("School District"), and Dee Hannaford, ("Eligible Employee"), whose address is 1355 CR # 74, in Hemingford, Nebraska.

WHEREAS, the School District has established an Early Retirement Incentive Program for the purpose of encouraging Eligible Employees who are considering an early leave decision to accelerate their retirement plans; and

WHEREAS, the Eligible Employee is desirous of voluntarily participating in the ERIP sponsored by the School District and in the voluntary termination of the Eligible Employee's employment; and

WHEREAS, the Eligible Employee meets all the criteria for participation in the ERIP set forth in the ERIP program adopted by the Board of Education on March 13, 2000 and

WHEREAS, the Eligible Employee acknowledges that the Eligible Employee has had forty-five (45) or more days to consider the ramifications of participation in the ERIP, and acknowledges that the Eligible Employee's participation in the ERIP is voluntary and that the Eligible Employee was not coerced in any manner to participate in the ERIP sponsored by the School District.

NOW, THEREFORE, in consideration of the mutual covenants, conditions, and stipulations set forth in this Application and Agreement, the Eligible Employee and the School District do hereby agree as follows:

1. ELIGIBLE EMPLOYEE DATE OF BIRTH: December 24, 1963

2. ELIGIBLE EMPLOYEE SALARY SCHEDULE AMOUNT:

TEACHER: Column H; Step 17; Salary Amount 73,056

ADMINISTRATOR: Salary Amount _____.

3. **ELIGIBLE EMPLOYEE RESIGNATION:** The Eligible Employee by signing this Application and Agreement hereby voluntarily, unconditionally, and irrevocably resigns from the Eligible Employee's employment position, relinquishes the Eligible Employee's actual and existing continuing contract rights by law, and resigns from all other employment relations with the School District effective at the end of the 2021-2022 school year, and further hereby waives any and all notice of action by the Board of Education of the School District to accept the resignation and to terminate the Eligible Employee's continuing contract and employment with the School District, and waives any and all rights the Eligible Employee may have under Neb.Rev.Stat. §§79-12,107 to 79-12,121 (old statute numbers), or §§79-824 to 79-839 (new statute numbers), or other laws as they now exist or as they may be amended in the future relating to continued employment or rights of recall. The Eligible Employee further authorizes the Board of Education of the School District to advertise for and contract with a replacement Employee, if deemed appropriate, for the 2022-2023 school year. The School District by approving and signing this Application and Agreement hereby unconditionally and irrevocably accepts the Eligible Employee's resignation ending all employment relations between the School District and the Eligible Employee effective at the end of the 2021-2022 school year. The Eligible Employee authorizes the School District to approve and accept this Application and Agreement immediately upon its presentation to the School District by the Eligible Employee.
4. **EARLY RETIREMENT BENEFITS:**
- a) In consideration of the Eligible Employee's resignation and relinquishment of the Eligible Employee's actual and existing continuing contract rights by law and of other covenants and conditions set forth in this Application and Agreement, the Eligible Employee shall receive a benefit in the amount of \$54,792.00 payable in three (3) equal installments, the first to be paid on the first September 15 immediately following the Eligible Employee's last day of employment; the second payment to be made on the second September 15 immediately following the Eligible Employee's last day of employment; and the third payment to be made on the third September 15 immediately following the Eligible Employee's last day of employment.
- b) **Beneficiary Designation:** The Eligible Employee hereby designates Hemingford, NE
Scott Hannaford, whose address is 1355 County Rd 74, Social Security No. 508-96-5026 Or Tax I.D. No. _____, to be his/her beneficiary in case of his/her death. Any monies due the Eligible Employee will continue to the beneficiary until the total benefit distribution is paid in full pursuant to the provisions of this Agreement.
- c) **Tax Consequences:** Early Retirement Incentive Pay has been determined to be taxable income for state and federal income tax purposes and will be treated as such. It will be reported as a taxable retirement payment. Social Security

percentage and any other required state or federal withholdings or deductions will be subtracted from each payment to the Eligible Employee.

5. **WAIVER AND RELEASE OF CLAIMS:** By entering into this Agreement the Eligible Employee hereby releases, waives, acquits, and forever discharges the School District, all past, present, and future members of the Board of Education of such School District in their official and individual capacities, the Administrators, and all other officers, agents, and employees of the School District, in their official and individual capacities, from any and all claims, however characterized, whether for damages, costs, expenses, compensation, penalties, wages, benefits, reinstatement, attorneys' fees, or attorneys' fees under 42 U.S.C. §1988 or the like, which Eligible Employee may now have or which may accrue in the future with respect to, arising out of, or in relation to the Eligible Employee's employment with the School District including, but not limited to, claims or rights under the Age Discrimination in Employment Act (ADEA) and the Older Workers Benefit Protection Act (OWBPA), 29 USC §§ 621-634, the Employee Retirement Income Security Act of 1974 (ERISA), 29 U.S.C. §1001, et. seq., and the Act Prohibiting Unjust Discrimination in Employment on the Basis of Age, Neb. Rev. Stat. § 48-1001, et seq., Title IX and under Title VII of the Civil Rights Act of 1964, as amended, the Civil Rights Act of 1866 and 1871, as amended from time to time, claims or rights under 42 U.S.C. § 1981, through and including 42 U.S.C. § 1988, the Americans with Disabilities Act, Section 504 of the Rehabilitation Act, the Family Medical Leave Act of 1993, all claims or rights relating to discrimination on the basis of race, ethnic background, color, religion, sex, age, disability, handicap, marital status or national origin before the state or federal EEOC or NEOC, or any other agency or department or the state or federal courts under any state or federal constitution, law, rule, or regulation, all claims or rights relating to libel, slander, breach of confidentiality or privacy, or any claims or rights of whatsoever nature arising under any other state, federal, or local constitution, statute, regulation, or ordinance arising out of the Eligible Employee's employment with the School District, this Application and Agreement, the ERIP, or the Eligible Employee's resignation from such employment. The Eligible Employee further covenants not to sue and hereby agrees not to institute any proceedings against, and agrees to indemnify and hold harmless, the School District or any other persons named herein in their official or individual capacities based on any matter relating to the Eligible Employee's employment at the School District, this Application and Agreement, the ERIP, or the Eligible Employee's resignation.

This waiver, release, covenant not to sue, and indemnification agreement is given in exchange for consideration in addition to that which the Eligible Employee is already entitled to pursuant to law. The Eligible Employee acknowledges that the Eligible Employee has been advised by this Application and Agreement and in writing to consult with an attorney before entering into the ERIP or signing this Application and Agreement. The Eligible Employee further acknowledges that the Eligible Employee has had sufficient time to decide whether or not to execute this ERIP Application and

Agreement, including sufficient time to consider the waiver and release of claims and all other matters contained herein.

- 6. REVOCATION AND CANCELLATION OF AGREEMENT: The Eligible Employee and the School District acknowledge that the Eligible Employee may revoke this Application and Agreement, and any waiver, release of claims, covenant not to sue, or indemnification contained herein, and cancel this Application and Agreement, at any time on or before the expiration of seven (7) days following the date when it was received by the office of the Superintendent.

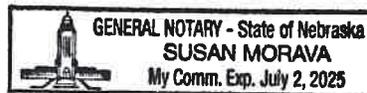
Dee Hannaford
Eligible Employee

STATE OF NEBRASKA)
) ss.
COUNTY OF BOX BUTTE

)
On this 4 day of January, ~~2023~~, I, Dee Hannaford, being first duly sworn upon oath, depose and state that I am the Eligible Employee identified above, that I have read the foregoing Early Retirement Incentive Program Application and Agreement, know the contents thereof, signed the same as my voluntary act and deed, and submit this Application and Agreement for acceptance by the Board of Education.

Dee Hannaford
Eligible Employee

SUBSCRIBED and SWORN to before me this 22 day of January, 2024
Susan Morava
Notary Public



ACCEPTANCE

Upon the action of the Board of Education on the ____ day of _____, 20____, approving and ratifying the foregoing Application and Agreement, and the acceptance by the Board of Education of the resignation of the Eligible Employee identified above, the above Early Retirement Incentive Program Application and Agreement is hereby deemed to have been accepted and approved by the Eligible Employee and the Box Butte County School District 07-0010, a/k/a Hemingford Public School District, and shall be carried into effect by the Administration.

DATED this ____ day of _____, 20__.

BOX BUTTE COUNTY SCHOOL DISTRICT 07-0010,
a/k/a HEMINGFORD PUBLIC SCHOOL DISTRICT

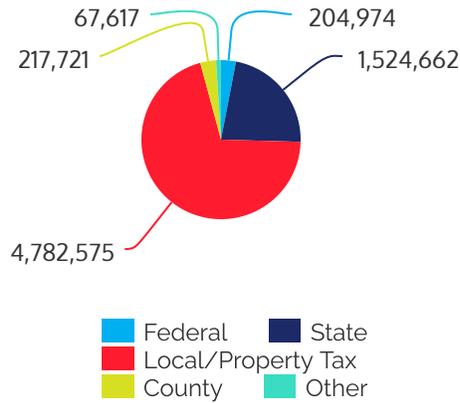
BY: _____
President, Board of Education

Hemingford Public Schools

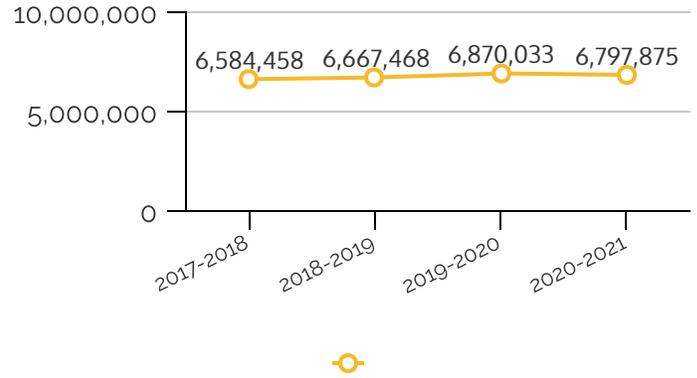
2020-2021 Annual Report

This Annual Report is intended to provide a "snapshot" of information for district patrons. Some of the information is based upon the 2020-2021 and some on the 2021-20212 school year. We encourage you to visit our schools and to take an active role in the education of Hemingford Students. This report is produced by the Superintendent. All comments and questions concerning this report should be directed to the superintendent at 308-487-3328. Thank you.

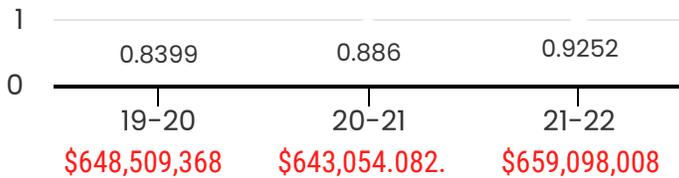
School Finance Receipts Summary of the 2020-2021 audit



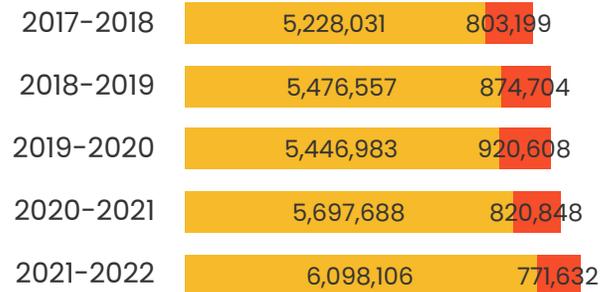
Total General Fund Disbursements



Mill Levy and Valuation



Property Tax Request and State Aid



2019-2020 Certified Staff

Average Teacher Salary

Hemingford	\$52,301
State	\$56,582

Average Years Experience

Hemingford	14.38
State	13.95

Teaching Staff with Masters Degree/Higher

Hemingford	44.07%
State	56.85%

Transportation Facts and Figures



Our Mission

Empowering individuals to be respectful, resourceful and responsible lifelong learners.

Student Population Characteristics

Enrolled in Special Education

HEM: 14.93% State: 15.67%

Mobility Rate

HEM: 2.59% State: 3.95%

Eligible for Free/Reduced Meals

HEM: 39.61% State: 46.33%

PK - 12 Enrollment
2020-2021 Fall Membership

PK-21

K-32

1st-27

2nd-31

3rd-36

4th-30

5th-25

6th-28

7th-36

8th-26

9th-24

10th-38

11th-15

12-27

Total=396

ADM=\$17,341

ADA=\$18,567

Student Population

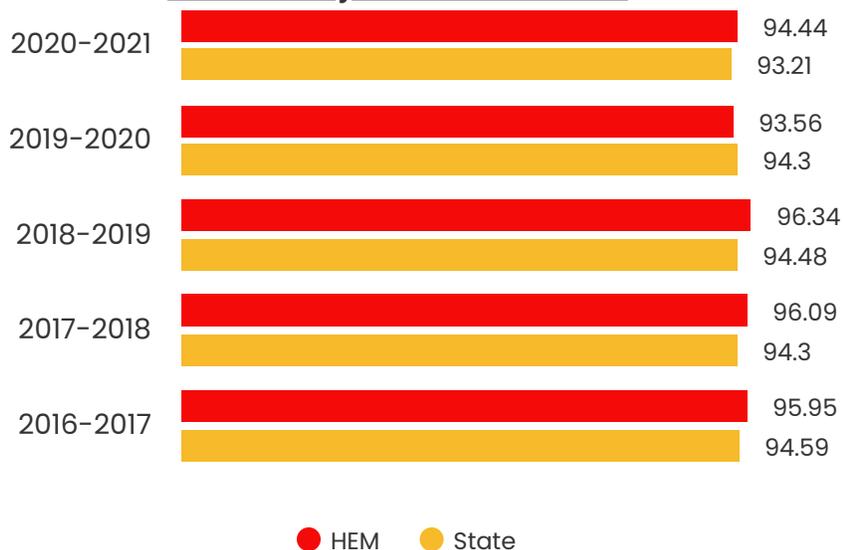
2020-2021 = 390

2019-2020 = 433

2018-2019 = 449

2017-2018 = 427

PK-12 Daily Attendance Data



District Geography

District 10 is made up of land that sits in three counties-Box Butte, Sheridan and Dawes. There are 1,177 square miles.

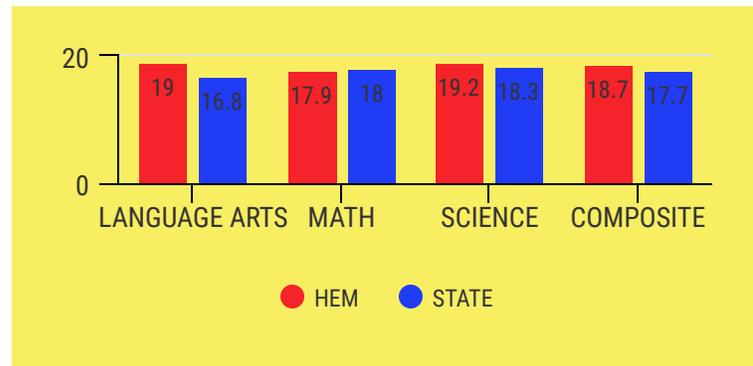
School Board

District 10 is governed by a six member board. Each board member serves four year terms. Present board members-Justin Ansley, Brett Cullan, Rick Horstman, Blanch Randolph, Trish Schumacher and Troy Turek. Kristy Hanks serves as board clerk/treasurer.

ACT INFORMATION-This information reflects the graduating class for the year.

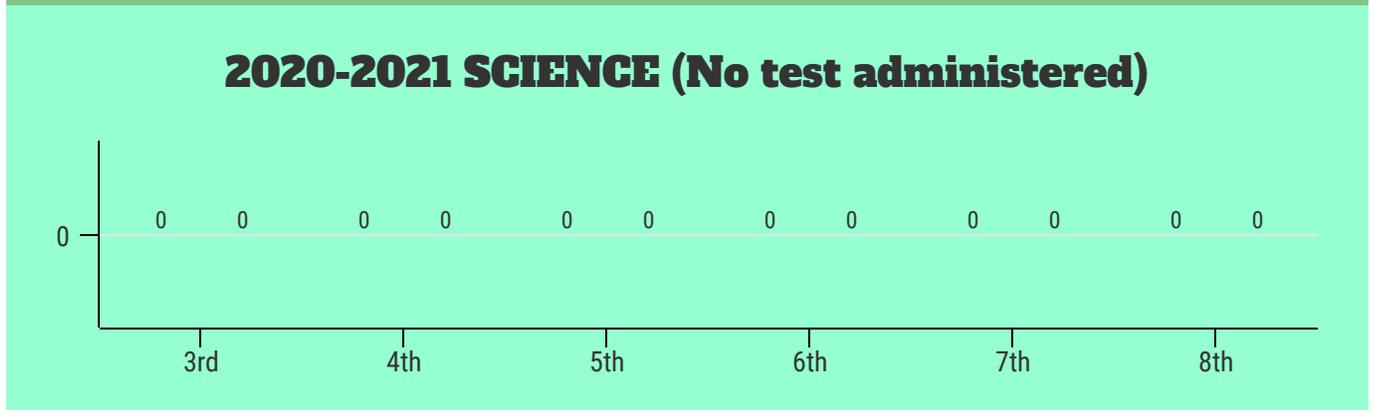
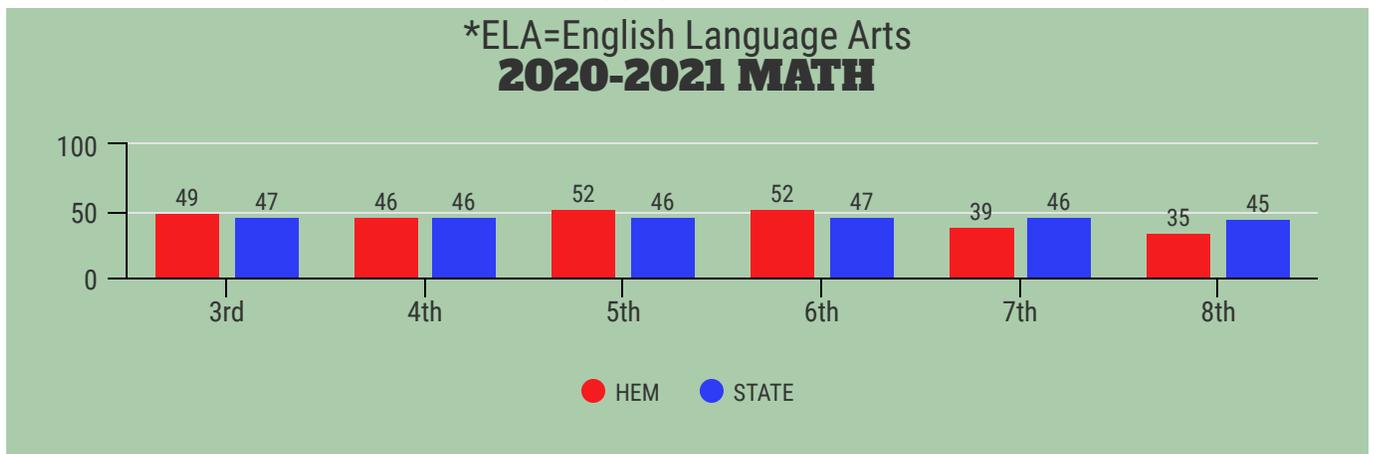


2020-2021 Junior ACT Test Results Statewide-all Juniors take the ACT



NSCAS State Testing

The graph below shows the combined percentage of students on track and at benchmark.



PTI Nebraska - Section 504 Information Sheet

What is Section 504?

Section 504 of the Rehabilitation Act of 1973 is a federal law designed to protect the rights of individuals with disabilities in any program or activity that receives federal financial assistance from the U.S. Department of Education (ED). Section 504 is a civil rights statute which prohibits discrimination against individuals with disabilities. The Office of Civil Rights (OCR), which is a component of the U.S. Department of Education, enforces Section 504.

How can Section 504 help my child in school?

Section 504 requires that a school district provide a “free appropriate public education” (FAPE) to each qualified person with a disability who is in the school district’s jurisdiction, regardless of the nature or severity of the person’s disability. Section 504 guarantees individuals with disabilities equal access to an education.

If your child has a disability, but does not qualify for special education services under the Individuals with Disabilities Act (IDEA) and does not receive services through an Individualized Education Program (IEP), he or she may qualify to receive accommodations and services under Section 504.

What services are available under Section 504?

Section 504 falls under the responsibility of the general education program. Section 504 requires that students with disabilities receive appropriate educational services. Reasonable accommodations must be designed to meet the individual needs of the students to the same extent as the needs of students without disabilities are met. An appropriate education for a student with a disability under the Section 504 regulations may include regular education or parts of special education such as related aids and services to accommodate his or her unique needs.

Section 504 is designed to make sure that students with disabilities may not be excluded from participating in nonacademic services and extracurricular activities on the basis of disability. Students must be provided an opportunity to participate in nonacademic services that is equal to that provided to persons without disabilities. These services and activities may include meals, recess periods, physical education and recreational athletics, transportation, health services (special healthcare plans), recreational activities (such as field trips, assemblies), counseling services, special interest groups or clubs sponsored by school, and referrals to agencies that provide assistance to persons with disabilities and employment of students. Students with disabilities must participate with nondisabled students in both academic and nonacademic services to the maximum extent that is appropriate to their individual needs.

Section 504 does not require specially designed instruction or the development of an IEP with annual goals and objectives or require a written accommodation plan, but the Nebraska Department of Education (NDE) recommends that a written accommodation plan be developed. “A written agreement

for modifications for an individualized program is strongly recommended since the school district must document its efforts to meet evaluation and placement requirements under Section 504.” The written plan should include a description of instructional strategies, accommodations, and any possible related services or supplementary aids that will be provided in the least restrictive environment to the maximum extent possible to help the student be successful in the classroom. This plan should be reviewed at least annually.

What are the eligibility requirements for accommodations under Section 504?

Section 504 defines a person with a disability as any person/student who:

- has a physical or mental impairment which substantially limits one or more major life activities
- has a record of such impairment
- is regarded as having such an impairment

Major life activities are things that are essential for daily living. The following is a list of examples of major life activities as from Section 504 regulations and the American with Disabilities Act Amendment Acts (ADAAA) (Please note this list is not meant to be exhaustive):

- | | | | |
|----------------------|---------------------------|-------------|-----------------|
| --Caring for oneself | --Performing manual tasks | --Walking | --Seeing |
| --Hearing | --Speaking | --Breathing | --Learning |
| --Working | --Eating | --Sleeping | --Standing |
| --Lifting | --Bending | --Reading | --Concentrating |
| --Thinking | --Communicating | | |

Below is also a list of bodily functions that should be considered as major life activities according to the ADAAA. (Again this list is not meant to be exhaustive):

- | | | | |
|----------------|-----------------|----------------------|----------------|
| --Brain | --Circulatory | --Endocrine | --Reproductive |
| --Neurological | --Immune system | --Normal cell growth | --Digestive |
| --Bowel | --Bladder | --Respiratory | |

How does my child qualify for accommodations under Section 504?

Section 504 requires school districts to evaluate students at no cost to the parents to determine eligibility for services and accommodations. To decide on eligibility, the school district must gather and consider information from all sources. The information must be documented and then reviewed by a group of persons knowledgeable about the student and his or her individual needs and school history, and also knowledgeable about the meaning of the evaluation data and placement options.

The information that must be reviewed includes:

- Current educational performance
- Medical and educational records
- Reports from parents, teachers, other school personnel and administrators to determine if further evaluation is necessary

All significant factors related to the learning process must be considered in the evaluation and placement process. These sources and factors include: aptitude and achievement test scores,

documentation of interventions in the general classroom, discipline records, special health care plans, teacher recommendations, physical condition, social and cultural background, and adaptive behavior. Depending on the areas of impairment, sources might also include a speech/language, physical or occupational therapy evaluation when needed.

How do I request testing for a 504 plan?

To request the school to consider your child for 504 services and accommodations, put in a written request asking for an evaluation to determine if your child is a qualified disabled student under Section 504 law. Section 504 requires informed parental consent for initial evaluations so parents need to give their permission before the 504 eligibility process begins.

Section 504 does not specify a particular timeframe for the 504 evaluation process to be completed, but many schools follow the evaluation timeframe established by IDEA law (60 school days) or by their own state special education law (45 school days). Ask your school about their evaluation process in regards to timelines to see if they follow the state-established evaluation timeline. If following state law, within 45 school days of receiving your written request, the school will put together a 504 team who will gather up relevant information about your child from a variety of sources mentioned above and evaluate your student for 504 plan eligibility. This includes reviewing existing information and possibly gathering new information. You will then be notified in writing of the decision as to whether or not your student is eligible for Section 504 services and accommodations.

What happens after my child is determined to have a disability under Section 504?

The school must develop and implement the plan and delivery of all needed services and/or accommodations. The determination of what services and/or accommodations your student needs must be made by a group of persons knowledgeable about your child. Parents should be included in this process whenever possible. It is recommended that this group include the parent(s), your student's classroom teacher(s), the 504 coordinator, the person(s) knowledgeable about the evaluation process/data collection analysis, and the person(s) who may be providing the accommodations, special services or related services. This group may include psychologists, counselors and nursing staff who have relevant information that could help in making decisions about educational needs, services and accommodations. It's important to note that Section 504 does not actually require schools to invite parents to 504 meetings, but NDE states that, "parent participation should always be encouraged."

What are some examples of reasonable accommodations under Section 504?

Accommodations on based on a student's individual needs. Below is a list of reasonable accommodations ideas. (Please note this list is not meant to be exhaustive):

- Provide a structured learning environment
- Repeat and simplify instructions with visual instructions
- Supplement verbal instructions with visual instructions
- Use behavior management techniques
- Adjust class schedules

- Modify test delivery
- Use tape recorders, computer-aided instruction, and other audiovisual equipment
- Select modified textbooks or workbooks
- Tailor homework assignments
- Use of one-to-one tutorials
- Use of classroom paraeducators and note takers
- Possible modifications of nonacademic times such as lunchroom, recess and physical education
- Change student seating
- Change instructional pace
- Change instructional methods
- Change instructional materials
- Provide peer tutoring
- Implement behavioral/academic contracts
- Utilize positive reinforcements (rewards)
- Utilize negative consequences (punishments)
- Utilize supplementary materials

Reference:

Nebraska Department of Education's 504 Technical Assistance Manual:

www.education.ne.gov/sped/technicalassist/ADHDguide.pdf

(Please NOTE: This manual is no longer located on the state's website, but it can be found on PTI Nebraska's website.)