

BOX BUTTE COUNTY SCHOOL DISTRICT #07-0010

HEMINGFORD PUBLIC SCHOOLS

BOARD OF EDUCATION MEETING AGENDA

Monday, January 9, 2023

South Campus

The Board of Education of School District 07-0010 will meet on Monday, January 9, 2023 in the South Campus as duly advertised in the Hemingford Ledger.

- I. Pledge of Allegiance
- II. Oath of Office for New Board Member
- III. Oath of Office for Student Board Representative
- IV. Notices
- V. Call Meeting to Order
 - V.A. Roll Call
 - V.B. Excuse Absent Board Member(s)
- VI. Organize the 2023 Board of Education
 - VI.A. Nominate and Elect President of the Board of Education
 - VI.B. Nominate and Elect Vice-President of the Board of Education
 - VI.C. Nominate and Elect Secretary of the Board of Education
 - VI.D. Discuss, Consider, and Take All Necessary Action in Regard to Appointment of Board Treasurer/Clerk
- VII. Approval of Agenda
- VIII. Report from Board Committee(s)
- IX. Regular Meeting Agenda
 - IX.A. Recognition of Student Achievements/Bobcat Excellence (Approximately 5:45 PM)
 - IX.B. Public Participation (Maximum of 30 Minutes Allotted for this Portion of the Meeting)
 - IX.C. Correspondence
 - IX.D. Consent Agenda
 - Approve minutes for December 12, 2022 meeting and December 2, 2022 work session
 - Approve Treasurer's Report
 - Approve School Activity Fund Report
 - Approve Control Budget
 - IX.E. Payment of Claims
 - IX.F. Discuss, Consider, and Take All Necessary Action Regarding the Annual Readoption of Existing Policies, Regulations, and Handbooks for the governance of the school district.

- IX.G. Discuss, Consider, and Take All Necessary Action Regarding the Re-Adoption of the Board Code of Ethics Policy 0202.01
- IX.H. Discuss, Consider, and Take All Necessary Action in Regard to Designation of Depositories for School District Funds
- IX.I. Discuss, Consider, and Take All Necessary Action in Regard to Board Appointment of Authorized Representative for Local, State, and Federal Matters
- IX.J. Discuss, Consider, and Take All Necessary Action in Regard to Designation of Legal Counsel for the School District
- IX.K. Discuss, Consider, and Take All Necessary Action Regarding Designation of Auditors for the District
- IX.L. Discuss, Consider, and Take All Necessary Action Regarding the Annual Appointment of a Non-Discrimination Compliance Coordinator to meet Federal equal employment opportunity requirements and a Title IX Coordinator for Title IX Enforcement.
- IX.M. Discuss, Consider, and Take All Necessary Action Regarding the Adoption of the Proposed Mission, Vision, and School Improvement Goals
- IX.N. Discuss, Consider, and Take All Necessary Action in Regard to the Resignation of Certificated Staff Member(s)
- X. Discussion/Possible Action Items
 - X.A. Discussion Regarding Completion and Filing of Nebraska Accountability and Disclosure Commission Potential Conflict of Interest Forms
 - X.B. Discussion Regarding Upcoming Strategic Plan Community Engagement Session
- XI. Student Board Representative Report
- XII. Administration Reports
- XIII. Superintendent Report
- XIV. Policy Review
- XV. Items For Next Board Meeting
- XVI. Adjournment

OATH OF OFFICE

Board members are public officials, and as such they may wish to pledge to uphold the Nebraska and the United States Constitution and carry out the responsibilities of the office to the best of the board member's ability.

Each school board member before entering upon their respective duties may be given the following oath of office at the first meeting attended as an elected member. The superintendent shall administer this oath of office.

"I, ...(name)..., do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Nebraska, against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely and without mental reservation or for purpose of evasion; and that I will faithfully and impartially perform the duties of the office of the Hemingford School District #10 Board of Education according to law, and to the best of my ability. And I do further swear that I do not advocate, nor am I a member of any political party or organization that advocates the overthrow of the government of the United States or of this state by force or violence; and that during such time as I am in this position I will not advocate nor become a member of any political party or organization that advocates the overthrow of the government of the United States or of this state by force or violence. So help me God."

Legal Reference: Neb. Statute 11-101
 Frans v. Young, Nebraska (1890)

Cross Reference: 101 Legal Status of the School District
 201.01 Board Powers and Responsibilities
 201.02 Board Membership - Elections/Appointment
 202.01 Board Member Code of Ethics

Approved _____ Reviewed _____ Revised _____



**BOX BUTTE COUNTY SCHOOL DISTRICT #10
BOARD MEMBER OATH OF OFFICE**

“I, Micki Votruba, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Nebraska, against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely and without mental reservation or for purpose of evasion; and that I will faithfully and impartially perform the duties of the office of the Hemingford School District #10 Board of Education according to law, and to the best of my ability. And I do further swear that I do not advocate, nor am I a member of any political party or organization that advocates the overthrow of the government of the United States or of this state by force or violence; and that during such time as I am in this position I will not advocate nor become a member of any political party or organization that advocates the overthrow of the government of the United States or of this state by force or violence. So help me God.”

Printed Name: Micki Votruba

Signature: Micki Votruba

Date: 01 / 09 / 2023



**BOX BUTTE COUNTY SCHOOL DISTRICT #10
STUDENT REPRESENTATIVE OATH OF OFFICE**

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

Printed Name: Cody Rathjen

Signature: Cody Rathjen

Date: 1 / 9 / 2023



**BOX BUTTE COUNTY SCHOOL DISTRICT #10
STUDENT REPRESENTATIVE OATH OF OFFICE**

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

Printed Name: _____

Signature: _____

Date: ____/____/____



**BOX BUTTE COUNTY SCHOOL DISTRICT #10
BOARD MEMBER OATH OF OFFICE**

“I, Micki Votruba, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Nebraska, against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely and without mental reservation or for purpose of evasion; and that I will faithfully and impartially perform the duties of the office of the Hemingford School District #10 Board of Education according to law, and to the best of my ability. And I do further swear that I do not advocate, nor am I a member of any political party or organization that advocates the overthrow of the government of the United States or of this state by force or violence; and that during such time as I am in this position I will not advocate nor become a member of any political party or organization that advocates the overthrow of the government of the United States or of this state by force or violence. So help me God.”

Printed Name: Micki Votruba

Signature: Micki Votruba

Date: 01 / 09 / 2023



**BOX BUTTE COUNTY SCHOOL DISTRICT #10
STUDENT REPRESENTATIVE OATH OF OFFICE**

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

Printed Name: Cody Rathjen

Signature: Cody Rathjen

Date: 1 / 9 / 2023

Welcome to the Hemingford Public Schools Board of Education Meeting.

The board welcomes citizens to attend board meetings to become acquainted with the programs and operations of the district. Members of the public are also encouraged to share their ideas and opinions with the Board during the agenda item labeled "Public Comment". Comments or questions from the audience at any other time during the meeting except for the agenda item "Public Comment" will be declared out of order.

School board meetings are a meeting held in public; however, the meetings are not public meetings.

TALKING POINTS FOR BOARD MEETING

3 MINUTES PER INDIVIDUAL/30 MINUTES ON TOPIC

The board chair will recognize these individuals to make their comments at the appropriate time. Only those speakers recognized by the board chair shall be allowed to speak. Comments by others are out of order. If disruptive, the individual making the comments, or other individuals causing disruption may be asked to leave the board meeting.

The purpose of public participation is a forum for the public to provide information and be heard by the members of the board. By law, the board is not allowed to respond, discuss, or take action on items that are not included in the published agenda.

Any written or printed materials to be circulated for a meeting of the school board must be submitted to the superintendent by the **Thursday** preceding a Monday night meeting. (Per policy # 0204.12)

*If you want to speak, you must fill out a Public Comment Request Card. When you have completed this, please submit the card to the superintendent. The cards will be numbered as they are received by the superintendent. You will be called on, by the board president, according to the number on your completed Public Comment Request Card. The board president will signal when the speaker has 30 seconds remaining.

*By law, you must state your name, address, and we ask that you state the topic you are addressing, before you begin.

*If you are planning to speak about personnel or student matters involving an individual, please understand that our policies require that such concerns initially be directed to the administration for consideration. Board members **may not** respond to any questions you ask or comments you make about individual staff members or students.

+++++tear off+++++tear off+++++tear off+++++

Number	
--------	--

Hemingford School District—Board of Education
Public Comment Request Card
Name:
District resident: <input type="checkbox"/> Yes <input type="checkbox"/> No
Address:
City/State/Zip Code:
Agenda Item or Topic to address:
Signature:



Order Confirmation

Order# 0000347068

Client

HEMINGFORD SCHOOL DISTRICT 10

Phone: 3084873328

Account: 1041036

Address: PO BOX 217
HEMINGFORD NE 693480217

Payor

HEMINGFORD SCHOOL DISTRICT 10

Phone: 3084873328

Account: 1041036

Address: PO BOX 217
HEMINGFORD NE 693480217

Ad Content Proof

Note: Ad size does not reflect actual ad

MEETING NOTICE

**Regular Board Meeting
at 5:00 pm on January 9th at South Campus**

Notice is hereby given that a regular meeting of the Board of Education of the School District of Hemingford, in the Counties of Box Butte, Dawes, and Sheridan in the State of Nebraska, A/K/A School District #10 of Box Butte County, Nebraska, will be held at 5:00 p.m. on Monday the 9th day of January 2023, at South Campus (816 Niobrara Avenue, Hemingford, Nebraska), which meeting shall be open to the public. An agenda for such meeting, kept continuously current, is available for public inspection at the office of the Superintendent, located at 913 Niobrara Avenue, Hemingford, Nebraska 68948.

Published in the Hemingford Ledger
Hemingford, NE
December 29, 2022 ZNEZ

Sales Rep **Accnt Rep** **Ordered By**
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Fax:
EMail: khanks@gubn.org

Total Amount \$6.70
Payment Amount \$0.00

Status **Materials**

Amount Due \$6.70 **Tear Sheets** **Proofs** **Affidavits** **Blind Box**
Tax Amount: 0.00 0 0 1

Payment Meth: Invoice Statement **PO Number:**

Ad Number **Ad Type** **Ad Size** **Color**
0000347068-01 CLS Legal Liner SH 1 X 23 li \$0.00

Production Method
AdBooker (Liner)

Product and Zone **Placement** **Position** **# Inserts**
HLP Ledger C-Legal Ads Meetings and Events 1

Run Schedule Invoice Text: MEETING NOTICE Regular Board Meeting at 5:00 pm on

Run Dates 12/29/2022

TagLine: MEETING NOTICE



Order Confirmation

Order# 0000347065

Client

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Phone: 3084873328

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Address: PO BOX 217
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Phone: 3084873328

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Address: PO BOX 217
HEMINGFORD NE 693480217

Ad Content Proof

Note: Ad size does not reflect actual ad

MEETING NOTICE

Notice of Possible Quorum of Board of Education Present at Strategic Plan Community Engagement Meeting

Notice is hereby given that a quorum of the Board of Education of the School District of Hemingford, in the Counties of Box Butte, Dawes, and Sheridan in the State of Nebraska, A/K/A School District #10 of Box Butte County, Nebraska, may be present during a strategic plan community engagement meeting be held 7:00 p.m. Tuesday, January 31, 2023 in the high school gym (913 Niobrara Avenue, Hemingford, Nebraska).

Published in the Hemingford Ledger
Hemingford, NE
December 29, 2022 ZNEZ

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SSH_Open echipperfield Travis

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EMail: khanks@gubn.org

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0000347065-01 CLS Legal Liner SH 1 X 20 li \$0.00

Production Method
AdBooker (Liner)

Product and Zone **Placement** **Position** **# Inserts**
HLP Ledger C-Legal Ads Meetings and Events 1

Run Schedule Invoice Text: MEETING NOTICE Notice of Possible Quorum of Board of

Run Dates 12/29/2022

TagLine: QUORUM NOTICE

BOARD ORGANIZATIONAL MEETING

An annual organizational board meeting shall be held at which all newly elected board members will assume their duties and take the oath of office. At the annual meeting, the board shall appoint all necessary board officers and committees for a term of one year or until the election of their successors.

The superintendent shall assume chairmanship of the meeting for the purpose of electing a board president. Ballots for officers may be cast in secret but the total vote for each candidate shall be recorded by the secretary.

The board shall also appoint the superintendent or another qualified employee as the district's Non-discrimination Compliance Coordinator for the year to meet federal Equal Employment Opportunity requirements.

The board shall pass a resolution for re-adoption of all existing policies, regulations, and handbooks for the governance of the district.

Legal Reference: Neb. Statute 79-724
 84-712
 84-1413

Cross Reference: 201.01 Board Powers and Responsibilities
 201.02 Board Membership - Elections/Appointment

Approved _____ Reviewed _____ Revised _____

TREASURER

It shall be the responsibility of the board to annually appoint a board clerk/treasurer.

It shall be the responsibility of the treasurer to receive the funds collected for the district by the county treasurer, to pay out the funds for expenses approved by the board, to maintain accurate accounting records for each fund, to manage district's investments for the maximum benefit to the district, to report monthly and annually the status of all district funds and investments, and to file required reports with the appropriate state agencies and other entities.

The treasurer will work with the secretary to coordinate the recording, preserving and reporting of financial records, reports, cash flow needs and district investments.

If the treasurer is unable or unwilling to carry out the duties required, it shall be the responsibility of the superintendent or other person designated by board policy to carry out the duties of the treasurer.

The treasurer shall do one of the following within ten days after election to the position:

1. Give bond in an amount set by the board of not less than \$500 and not more than double the amount of money to come into his/her hands as treasurer at any one time.
2. Give evidence of an equal amount of insurance coverage by the district.

The cost of the bond or insurance coverage will be paid by the school district.

Legal Reference: Neb. Statute 79-586 to 590

Cross Reference: 201.01 Board Powers and Responsibilities
 700 Business Operation

Approved _____ Reviewed _____ Revised _____

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

December 12, 2022
Board of Education Regular Meeting Minutes

A regular meeting of the Board of Education of School District 07-0010 was called to order at 5:00 PM at South Campus by Justin Ansley. Notice of the meeting was given in advance through the Hemingford Ledger. Board members were notified in advance of the meeting.

Justin Ansley: Present, Brett Cullan: Present, Rick Horstman: Present, Blanche Randolph: Present, Trish Schumacher: Present, Troy Turek: Present.

Motion by Rick Horstman that the Agenda be approved as presented Seconded by Trish Schumacher Roll Call: Ansley: Aye, Cullan: Aye, Horstman: Aye, Randolph: Aye, Schumacher: Aye, Turek: Aye 6-0-0 Motion carried.

Motion by Troy Turek to approve the Consent Agenda Seconded by Blanche Randolph Roll Call: Ansley: Aye, Cullan: Aye, Horstman: Aye, Randolph: Aye, Schumacher: Aye, Turek: Aye 6-0-0 Motion carried.

Motion by Brett Cullan General Fund claims for December be approved as presented in the amount of \$86,546.58 Seconded by Troy Turek Roll Call: Ansley: Aye, Cullan: Aye, Horstman: Aye, Randolph: Aye, Schumacher: Aye, Turek: Aye 6-0-0 Motion carried.

Motion by Troy Turek accept the proposal from Eagle Chevrolet Buick for the purchase of one Suburban and accept the proposal from Team Chevrolet for the purchase of one Suburban to increase the likelihood of receiving allocated vehicles from the manufacturer and to keep bus 12 for a spare (instead of trading as planned) Seconded by Rick Horstman Roll Call: Ansley: Aye, Cullan: Aye, Horstman: Aye, Randolph: Aye, Schumacher: Aye, Turek: Aye 6-0-0 Motion carried.

Motion by Blanche Randolph authorize the school to enter a pilot partnership with Bannisters Leadership Academy for the provision of services to students at no cost to the school district and families of students Seconded by Brett Cullan Roll Call: Ansley: Aye, Cullan: Aye, Horstman: Aye, Randolph: Aye, Schumacher: Aye, Turek: Aye 6-0-0 Motion carried.

Motion by Blanche Randolph motion to extend the superintendent contract for the 2023-2024 school year Seconded by Troy Turek Roll Call: Ansley: Aye, Cullan: Aye, Horstman: Aye, Randolph: Aye, Schumacher: Aye, Turek: Aye 6-0-0 Motion carried.

Motion by Troy Turek adopt superintendent goals as presented Seconded by Trish Schumacher Roll Call: Ansley: Aye, Cullan: Aye, Horstman: Aye, Randolph: Aye, Schumacher: Aye, Turek: Aye 6-0-0 Motion carried.

A Student Board Representative Report was provided by Arielle Lawrence. Administrative Reports were provided by Mr. Arneson, Mrs. Curtis, Mrs. Plog, and Dr. Miller.

Policy review for the month was conducted for polices 0506.03 through 0508.03. Policies 0506.50, 0506.09, and 0506.10 were identified for future revision.

The board will review policies 0508.04 through 050801E4 for next month.

Meeting was adjourned at 6:54 PM.

The next regular meeting of the Hemingford Board of Education will be held on January 9 at 5:00 PM at South Campus.

Dr. Travis Miller
Superintendent

Blanche Randolph
Board Secretary

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

December 6, 2022
Board of Education Work Session Meeting Minutes

A work session meeting of the Board of Education of School District 07-0010 was called to order at 10:00 AM at Mobius Conference Room by Justin Ansley. Notice of the meeting was given in advance through the Hemingford Ledger. Board members were notified in advance of the meeting.

Justin Ansley: Present, Brett Cullan: Present, Rick Horstman: Present, Blanche Randolph: Present, Trish Schumacher: Present, Troy Turek: Present.

Board Member Elect, Micki Votruba was also present.

Motion by Brett Cullan that the Agenda be approved as presented Seconded by Blanche Randolph Roll Call: Ansley: Aye, Cullan: Aye, Horstman: Aye, Randolph: Aye, Schumacher: Aye, Turek: Aye 6-0-0 Motion carried.

The board held discussion on the following items:

Review and Discussion of Strategic Plan and Development of a Dashboard for Monitoring/Reporting Progress on the Plan

Discussion Regarding Financial Education and Business Operations

Discussion Regarding Open Meetings Acts and Protocols for Receiving and Responding to Public Comment

Discussion Regarding Future Community Engagement Session

Discussion Regarding Prioritization of Potential Building Needs

Discussion Regarding District Accomplishments and Future Opportunities

No action was taken. The meeting was adjourned by Justin Ansley at 4:33 pm

Dr. Travis Miller
Superintendent

Blanche Randolph
Board Secretary

Activity Fund Balance Report - Summary - Exclude Encumbrances
09/2022 - 01/2023

Regular; Beginning Month 09/2022; Processing Month 01/2023; Accounts to Include Accounts with Activity; Fund Number 05

Fund: 05 ACTIVITY FUND

<u>Chart of Account Number</u>	<u>Chart of Account Description</u>	<u>Beginning Balance</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Balance Change</u>	<u>Balance</u>
05 704	FUND BALANCE	52,081.85	0.00	0.00	0.00	52,081.85
05 704 1010	ATHLETICS / ACTIVITIES	(93,883.60)	32,947.74	13,642.39	0.00	(113,188.95)
05 704 1020	ATHLETIC CLUB / CONCESSION STAND	3,675.28	11,502.24	9,162.50	0.00	1,335.54
05 704 1030	CHEERLEADERS - FUNDRAISING	4,999.72	6,650.93	2,417.25	0.00	766.04
05 704 1035	FOOTBALL FUNDRAISING	32,516.30	16,841.37	218.00	0.00	15,892.93
05 704 1040	VOLLEYBALL - FUNDRAISING	3,058.48	2,156.75	1,052.44	0.00	1,954.17
05 704 1045	WRESTLING FUNDRAISER	1,174.02	820.97	3,128.18	0.00	3,481.23
05 704 1050	CC FUNDRAISER	2,353.82	818.51	2,120.40	0.00	3,655.71
05 704 1055	TRACK FUNDRAISING	241.46	0.00	0.00	0.00	241.46
05 704 1056	GIRLS ATH FUNDRAISING	0.00	6,914.00	12,548.00	0.00	5,634.00
05 704 1999	GRADUATED CLASSES	8,783.66	0.00	0.00	0.00	8,783.66
05 704 2022	CLASS OF 2022	(281.40)	0.00	0.00	0.00	(281.40)
05 704 2023	CLASS OF 2023	2,006.85	1,080.00	0.00	0.00	926.85
05 704 2024	CLASS OF 2024	1,600.31	0.00	541.61	0.00	2,141.92
05 704 2025	CLASS OF 2025	5,462.85	242.84	0.00	0.00	5,220.01
05 704 2026	CLASS OF 2026	405.00	0.00	140.00	0.00	545.00
05 704 2027	CLASS OF 2027	675.00	0.00	367.90	0.00	1,042.90
05 704 2028	CLASS OF 2028	100.00	0.00	70.00	0.00	170.00
05 704 3010	DC TRIP-WORLD STRIDE	15,253.72	105.00	10,245.78	0.00	25,394.50
05 704 3020	DRAMATICS	(9,952.91)	1,861.12	623.00	0.00	(11,191.03)
05 704 3030	FFA	40,676.57	14,429.54	1,717.65	0.00	27,964.68
05 704 3035	SHOP MATERIALS	5,921.45	682.34	564.00	0.00	5,803.11
05 704 3040	FCCLA	1,482.35	2,299.06	2,043.00	0.00	1,226.29
05 704 3050	HONOR SOCIETY	(1,649.56)	506.36	449.00	0.00	(1,706.92)
05 704 3060	FOOTBALL FUNDRAISER	0.00	169.50	0.00	0.00	(169.50)
05 704 3070	MUSIC	4,967.36	629.99	879.22	0.00	5,216.59
05 704 3080	SCHOLARSHIPS	968.00	0.00	1,564.00	0.00	2,532.00
05 704 3090	STUCO - MIDDLE SCHOOL	4,351.94	255.66	0.00	0.00	4,096.28
05 704 3100	STUDENT COUNCIL	3,527.97	332.66	251.00	0.00	3,446.31
05 704 3110	HEALTH PROFESSIONS CLUB	989.17	0.00	0.00	0.00	989.17
05 704 3120	YEARBOOK	18,038.02	6,692.69	400.00	0.00	11,745.33
05 704 3200	SCIENCE	556.07	0.00	350.00	0.00	906.07
05 704 4010	COURTESY FUND	1,811.87	98.75	300.00	0.00	2,013.12
05 704 4020	ELEMENTARY TEACHERS	8,915.40	0.00	0.00	0.00	8,915.40
05 704 4021	ELEM PRINCIPAL FUND	0.00	0.00	516.25	0.00	516.25
05 704 4025	HIGH SCHOOL TEACHERS	8,077.81	0.00	0.00	0.00	8,077.81

Activity Fund Balance Report - Summary - Exclude Encumbrances
 09/2022 - 01/2023

Regular; Beginning Month 09/2022; Processing Month 01/2023; Accounts to Include Accounts with Activity; Fund Number 05

Fund: 05 ACTIVITY FUND

<u>Chart of Account Number</u>	<u>Chart of Account Description</u>	<u>Beginning Balance</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Balance Change</u>	<u>Balance</u>
05 704 4026	HS PRINCIPAL FUND	0.00	13.86	600.00	0.00	586.14
05 704 4040	MISCELLANEOUS / STUDENT STUFF	2,958.32	337.49	83.07	0.00	2,703.90
05 704 4045	BOOKFAIR	5,209.93	235.02	0.00	0.00	4,974.91
05 704 4050	ART	900.54	178.14	0.00	0.00	722.40
05 704 4060	HOPE SQUAD	227.96	762.10	2,274.42	0.00	1,740.28
05 704 4070	BOBCAT CARES	0.00	0.00	1,250.00	0.00	1,250.00
Fund Total: 05		138,201.58	109,564.63	69,519.06	0.00	98,156.01

**Expenditure Report by Function/Object -
Summary**

01/08/2023 01:56 PM

Regular; Processing Month 01/2023; Function Number 64 Records Selected; Fund
Number 01

User ID: KAH

Function Number		Revised Budget	Expended During Month	Expenditures to Date	% of Budget	Balance at EOM	A/ P Outstanding	P/ O Outstanding	Unencumbered Balance
01	GENERAL FUND								
1100	REGULAR INSTRUCTIONAL PROGRAMS	3,629,800.00	258,229.31	1,324,277.90	36.48	2,305,522.10	0.00	0.00	2,305,522.10
1120	1120	100.00	0.00	60.00	60.00	40.00	0.00	0.00	40.00
1130	1130	6,250.00	0.00	2,497.68	39.96	3,752.32	0.00	0.00	3,752.32
1140	1140	11,000.00	0.00	771.30	7.01	10,228.70	0.00	0.00	10,228.70
1150	VO AG PROGRAM	9,250.00	511.66	3,413.47	36.90	5,836.53	0.00	0.00	5,836.53
1170	1170	2,000.00	0.00	687.90	34.40	1,312.10	0.00	0.00	1,312.10
1180	1180	4,000.00	197.95	2,226.62	55.67	1,773.38	0.00	0.00	1,773.38
1190	EARLY CHILDHOOD ED PROGRAMS	156,600.00	11,735.44	58,727.23	37.50	97,872.77	0.00	0.00	97,872.77
1200	SPECIAL EDUCATION INSTRUCTIONAL PROGRAMS	928,600.00	59,051.80	313,941.03	33.81	614,658.97	0.00	0.00	614,658.97
1213	1213	1,000.00	0.00	0.00	0.00	1,000.00	0.00	0.00	1,000.00
2120	GUIDANCE SERVICES	117,700.00	5,767.87	30,250.22	25.70	87,449.78	0.00	0.00	87,449.78
2130	HEALTH SERVICES	91,000.00	5,988.26	31,369.07	34.47	59,630.93	0.00	0.00	59,630.93
2141	PSYCHOLOGICAL SERVICES SPED SCHOOL AGE	37,000.00	1,900.80	7,603.20	20.55	29,396.80	0.00	0.00	29,396.80
2142	PSYCHOLOGICAL SERVICES SPED AGE 3-5	500.00	0.00	0.00	0.00	500.00	0.00	0.00	500.00
2150	SPEECH & AUDIOLOGY SERVICES	1,000.00	0.00	318.25	31.83	681.75	0.00	0.00	681.75
2151	SPEECH & AUDIOLOGY SERV SPED SCHOOL AGE	500.00	0.00	0.00	0.00	500.00	0.00	0.00	500.00
2152	SPEECH & AUDIOLOGY SERV SPED AGE 3-5	250.00	0.00	0.00	0.00	250.00	0.00	0.00	250.00
2161	OT SERVICES SPED SCHOOL AGE	19,100.00	1,987.65	9,701.62	50.79	9,398.38	0.00	0.00	9,398.38
2162	OT SERVICES SPED AGE 3-5	5,000.00	0.00	553.34	11.07	4,446.66	0.00	0.00	4,446.66
2163	OT SERVICES SPED AGE 0-2	12,200.00	378.60	3,887.80	31.87	8,312.20	0.00	0.00	8,312.20
2171	PT SERVICES SPED SCHOOL AGE	22,000.00	1,326.21	6,864.87	31.20	15,135.13	0.00	0.00	15,135.13
2172	PT SERVICES SPED AGE 3-5	5,500.00	0.00	380.29	6.91	5,119.71	0.00	0.00	5,119.71
2173	PT SERVICES SPED AGE 0-2	4,000.00	228.35	2,967.50	74.19	1,032.50	0.00	0.00	1,032.50
2180	VISION SERVICES	1,000.00	0.00	0.00	0.00	1,000.00	0.00	0.00	1,000.00
2181	VISION SERVICES SPED SCHOOL AGE	5,000.00	384.75	2,187.00	43.74	2,813.00	0.00	0.00	2,813.00
2190	OTHER PUPIL SUPPORT SERVICES	10,000.00	543.30	7,040.20	70.40	2,959.80	0.00	0.00	2,959.80
2210	IMPROVEMENT OF INSTRUCTION	6,500.00	0.00	19.76	0.30	6,480.24	0.00	0.00	6,480.24
2211	SCHOOL IMPROVEMENT	6,000.00	0.00	1,819.95	30.33	4,180.05	0.00	0.00	4,180.05
2212	INST STAFF CURR DEV	0.00	0.00	123.00	0.00	(123.00)	0.00	0.00	(123.00)
2213	INST STAFF TRAINING	28,500.00	750.00	3,074.33	10.79	25,425.67	0.00	0.00	25,425.67
2220	LIBRARY/MEDIA SERVICES	154,700.00	2,063.49	11,100.21	7.18	143,599.79	0.00	0.00	143,599.79
2224	EDUCATIONAL TELEVISION SERVICES	25,000.00	1,966.46	9,819.30	39.28	15,180.70	0.00	0.00	15,180.70
2230	INSTRUCTION-RELATED TECHNOLOGY	121,500.00	5,088.21	27,879.57	22.95	93,620.43	0.00	0.00	93,620.43
2310	BOARD OF EDUCATION	127,000.00	1,651.50	37,407.13	29.45	89,592.87	0.00	0.00	89,592.87
2320	EXECUTIVE ADMINISTRATION	188,300.00	14,179.68	73,515.30	39.04	114,784.70	0.00	0.00	114,784.70
2330	DISTRICT LEGAL SERVICES	15,000.00	628.00	3,325.00	22.17	11,675.00	0.00	0.00	11,675.00
2410	OFFICE OF PRINCIPAL	385,590.00	33,094.27	166,741.53	43.24	218,848.47	0.00	0.00	218,848.47
2510	GENERAL ADMIN-BUSINESS SERVICE	222,750.00	6,213.58	66,974.21	30.07	155,775.79	0.00	0.00	155,775.79
2610	SUPPORT SERVICES OPERATION OF BUILDING	391,000.00	32,588.56	159,974.39	40.91	231,025.61	0.00	0.00	231,025.61
2620	SUPPORT SERVICES-MAINT OF BUILDING	160,100.00	11,783.00	58,794.53	36.72	101,305.47	0.00	0.00	101,305.47
2650	VEHICLE OPP, ACQUISITION AND MAINTENANCE	145,000.00	0.00	0.00	0.00	145,000.00	0.00	0.00	145,000.00
2670	SAFETY	30,000.00	812.00	7,627.27	25.42	22,372.73	0.00	0.00	22,372.73
2710	VEHICLE OPP & PURCH REG ED	556,250.00	23,780.34	165,528.10	29.76	390,721.90	0.00	0.00	390,721.90
2711	VEHICLE OPP & PURCH LCC	10,000.00	0.00	5,912.66	59.13	4,087.34	0.00	0.00	4,087.34
2712	VEHICLE OPP & PURCH SCHOOL AGE SPED	1,000.00	0.00	0.00	0.00	1,000.00	0.00	0.00	1,000.00
2713	VEHICLE OPP & PURCH AGE 0-5 SPED	1,000.00	0.00	0.00	0.00	1,000.00	0.00	0.00	1,000.00
2730	VEHICLE SERV & MAINT REG ED	60,000.00	90.83	26,898.10	44.83	33,101.90	0.00	0.00	33,101.90
2732	VEHICLE SERV & MAINT SCHOOL AGE SPED	1,000.00	0.00	0.00	0.00	1,000.00	0.00	0.00	1,000.00
2790	OTHER TRANS REG STUDENTS	10,000.00	0.00	0.00	0.00	10,000.00	0.00	0.00	10,000.00
2792	OTHER TRANS SCHOOL AGE SPED	32,100.00	0.00	0.00	0.00	32,100.00	0.00	0.00	32,100.00
3300	COMMUNITY SERVICES	10,000.00	0.00	3,465.83	34.66	6,534.17	0.00	0.00	6,534.17
3512	DISTANCE EDUCATION INCENTIVE PAYMENTS	0.00	8,704.01	38,350.49	0.00	(38,350.49)	0.00	0.00	(38,350.49)

Expenditure Report by Function/Object -
Summary

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Regular; Processing Month 01/2023; Function Number 64 Records Selected; Fund
Number 01

User ID: KAH

Function Number		Revised Budget	Expended During Month	Expenditures to Date	% of Budget	Balance at EOM	A/ P Outstanding	P/ O Outstanding	Unencumbered Balance
3535	HIGH ABILITY LEARNERS	4,000.00	196.42	1,663.09	41.58	2,336.91	0.00	0.00	2,336.91
6200	TITLE I, PART A ESSA IMP BASIC BY LOCAL	102,600.00	8,695.38	44,360.32	43.24	58,239.68	0.00	0.00	58,239.68
6401	6401	7,000.00	0.00	0.00	0.00	7,000.00	0.00	0.00	7,000.00
6406	IDEA PRESCHOOL(619) BASE ALLOC	48,600.00	0.00	211.05	0.43	48,388.95	0.00	0.00	48,388.95
6410	IDEA ENROLLMENT/POVERTY	110,000.00	0.00	0.00	0.00	110,000.00	0.00	0.00	110,000.00
6990	OTHER FED CATEGORICAL RECEIPTS	0.00	0.00	9,566.92	0.00	(9,566.92)	0.00	0.00	(9,566.92)
6992	REAP	0.00	0.00	344.95	0.00	(344.95)	0.00	0.00	(344.95)
6996	6996	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6997	ESSER II	144,028.00	0.00	89,612.00	62.22	54,416.00	0.00	0.00	54,416.00
6998	ESSER III	275,000.00	0.00	175,720.76	63.90	99,279.24	0.00	0.00	99,279.24
8000	TRANSFERS (OUTGOING)	175,000.00	0.00	0.00	0.00	175,000.00	0.00	0.00	175,000.00
9000	NON-PROGRAM EXPENDITURES	0.00	1,670.66	8,353.30	0.00	(8,353.30)	0.00	0.00	(8,353.30)
01	GENERAL FUND	8,634,868.00	502,188.34	3,007,909.54	34.83	5,626,958.46	0.00	0.00	5,626,958.46

HEMINGFORD PUBLIC SCHOOLS

JANUARY 9, 2023

GENERAL FUND:

Statement Balance 12-31-2022	\$ 721,445.68
-Outstanding Checks	<u>\$ -31,901.75</u>
Balance 12-31-2022	\$ 689,543.93

+ January Tax Receipts:	\$ 864,107.76
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Subtotal: General Fund	\$1,554,087.86
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January Bills:	\$ 60,858.11
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January Payroll:	<u>\$ 463,601.31</u>
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-Total January Expenses:	\$ 524,459.42
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Balance General Fund:	<u><u>\$1,029,628.44</u></u>
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BUILDING FUND:

Checking Balance 12-31-2022	\$ 1,537,644.01
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Liquid Asset Fund	\$ 406,643.11
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2 CD's: 30 month (.15%)- Mat. 10-18-23 (BOW)	\$ 155,418.89
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12 month – (NE Bank)	\$ 154,636.32
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January Tax Receipts:	<u>\$ 41,298.98</u>
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Building Fund Balance 12-31-2022	<u><u>\$ 2,295,641.31</u></u>
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User ID: KAH

Vendor Name	Description	Amount
Checking Account ID 1	Fund Number 01	GENERAL FUND
21ST CENTURY EQUIPMENT	RELAY	15.69
21ST CENTURY EQUIPMENT	MAINTENANCE SUPPLY	101.14
21ST CENTURY EQUIPMENT	TRACTOR PARTS	84.17
Check Number 5493	Total 21ST CENTURY EQUIPMENT	<u>201.00</u>
AMAZON	CLASSROOM SUPPLY	479.29
AMAZON	PRIME SUBSCRIPTION	139.00
AMAZON	AG ED AMAZON 2022-11 STMT	244.91
Check Number 5490	Total AMAZON	<u>863.20</u>
BLACK HILLS ENERGY	GAS - SCHOOL BUILDING	3,808.31
BLACK HILLS ENERGY	SUPT HOUSE - GAS	114.55
Check Number 5494	Total BLACK HILLS ENERGY	<u>3,922.86</u>
BLUE SUSHI	ST MUSIC CONFERENCE	23.64
Check Number 5490	Total BLUE SUSHI	<u>23.64</u>
BLUUM OF TEXAS LLC	G SUITE FULL DOMAIN LICENSE	2,995.20
Check Number 5495	Total BLUUM OF TEXAS LLC	<u>2,995.20</u>
BOX BUTTE AG SERVICE, INC	MAINTENANCE SUPPLY	48.52
Check Number 5496	Total BOX BUTTE AG SERVICE, INC	<u>48.52</u>
BOX BUTTE COUNTY CLERK	GENERAL ELECTION EXPENSE	333.56
Check Number 5497	Total BOX BUTTE COUNTY CLERK	<u>333.56</u>
CAPITAL BUSINESS SYSTEMS, INC	COPIER LEASE PMT	994.47
Check Number 5492	Total CAPITAL BUSINESS SYSTEMS, INC	<u>994.47</u>
CHROMEBOOK PARTS.COM	LCD PANELS FOR CHROMEBOOK	69.98
Check Number 5498	Total CHROMEBOOK PARTS.COM	<u>69.98</u>
CRESCENT ELECTRIC SUPPLY CO.	LIGHTS/WIRE	299.93
Check Number 5499	Total CRESCENT ELECTRIC SUPPLY CO.	<u>299.93</u>
CULLIGAN WATER CONDITIONING	SOFT WATER RENTAL	171.67
CULLIGAN WATER CONDITIONING	SOFT WATER SERVICE	34.50
Check Number 5500	Total CULLIGAN WATER CONDITIONING	<u>206.17</u>
DARREN'S CARQUEST AUTO PARTS	TRACTOR MAINTENANCE	49.56
DARREN'S CARQUEST AUTO PARTS	SNOW REMOVAL SUPPLIES FOR EQ	964.68
DARREN'S CARQUEST AUTO PARTS	FUEL LINE	13.32
Check Number 5501	Total DARREN'S CARQUEST AUTO PARTS	<u>1,027.56</u>
DAS STATE ACCOUNTING - CENTRAL FINANCE	PARTICIPATION FEE	238.13
Check Number 5502	Total DAS STATE ACCOUNTING - CENTRAL FINANCE	<u>238.13</u>
DAWES COUNTY CLERK	ELECTION COSTS	100.00
Check Number 5503	Total DAWES COUNTY CLERK	<u>100.00</u>
DEAN, JOSHUA	TUITION REIMB FOR COLLEGE CLASS	750.00
Check Number 5504	Total DEAN, JOSHUA	<u>750.00</u>

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User ID: KAH

Vendor Name	Description	Amount
ED PUZZLE	SPEECH RESOURCE	12.50
ED PUZZLE	SCIENCE SUBSCRIPTION	11.50
Check Number 5490 Total	ED PUZZLE	<u>24.00</u>
EDUCATIONAL SERVICE UNIT #13	DL;INTERNET;NEVA;MIPS;COUNSELING	2,360.73
EDUCATIONAL SERVICE UNIT #13	PSYCH;LOW VISION;SPED;SUPERVISION	2,556.85
Check Number 5505 Total	EDUCATIONAL SERVICE UNIT #13	<u>4,917.58</u>
EL TORO MEXICAN RESTAURANT	ST ED CONFERENCE	60.06
Check Number 5490 Total	EL TORO MEXICAN RESTAURANT	<u>60.06</u>
EXPRESS PARCS	PARKING - CORNHUSKER - ST MUSIC	11.25
Check Number 5490 Total	EXPRESS PARCS	<u>11.25</u>
FAMILY DOLLAR	MUSIC SUPPLIES	71.16
Check Number 5490 Total	FAMILY DOLLAR	<u>71.16</u>
FARMERS COOP	AG SHOP SUPPLIES	66.42
FARMERS COOP	MAINENANCE SUPPLIES	27.96
FARMERS COOP	TRANSPORTATION SUPPLIES	80.97
Check Number 5506 Total	FARMERS COOP	<u>175.35</u>
FIX IT FROSTY, LLC	SCHOOL BOARD SPECIAL MTG MEAL	165.00
Check Number 5507 Total	FIX IT FROSTY, LLC	<u>165.00</u>
FREDDYS	SUI WORKSHOP	16.14
Check Number 5490 Total	FREDDYS	<u>16.14</u>
FUEL TRIPS- ELAN	FUEL FOR NOV TRIPS- CREDIT CARD PAID	444.20
Check Number 5490 Total	FUEL TRIPS- ELAN	<u>444.20</u>
GOGGLE G SUITE	GOOGLE GSUITE	12.00
Check Number 5490 Total	GOGGLE G SUITE	<u>12.00</u>
H & H SANITATION	MONTHLY ROLL OFF BOX	120.00
Check Number 5508 Total	H & H SANITATION	<u>120.00</u>
HEMINGFORD CHAMBER OF COMMERCE	CHAMBER BUCKS	4,800.00
Check Number 5416 Total	HEMINGFORD CHAMBER OF COMMERCE	<u>4,800.00</u>
HEMINGFORD CO-OP TELEPHONE CO	TELEPHONE/INTERNET	1,125.32
Check Number 5509 Total	HEMINGFORD CO-OP TELEPHONE CO	<u>1,125.32</u>
HEMINGFORD MUNICIPAL UTILITIE	UTILITIES	8,611.65
Check Number 5510 Total	HEMINGFORD MUNICIPAL UTILITIE	<u>8,611.65</u>
HILTON OMAHA	ST ED CONFERENCE	29.95
Check Number 5490 Total	HILTON OMAHA	<u>29.95</u>
HIRO 88	ST ED CONFERENCE	71.68
Check Number 5490 Total	HIRO 88	<u>71.68</u>

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Vendor Name	Description	Amount
HUSS AUTO REPAIR	FORD # 1 SERVICE	90.83
Check Number 5511 Total	HUSS AUTO REPAIR	90.83
IDEAL LINEN AND UNIFORM	CUSTODIAL SUPPLIES	104.86
IDEAL LINEN AND UNIFORM	CUSTODIAL SUPPLIES	104.86
Check Number 5512 Total	IDEAL LINEN AND UNIFORM	209.72
IDEAL/BLUFFS FACILITY SOLUTIONS	BONA-GYM FLOOR FINISH	5,059.20
IDEAL/BLUFFS FACILITY SOLUTIONS	CUSTODIAL SUPPLIES	287.01
IDEAL/BLUFFS FACILITY SOLUTIONS	CUSTODIAL SUPPLIES	118.60
Check Number 5513 Total	IDEAL/BLUFFS FACILITY SOLUTIONS	5,464.81
JACKS REFRIGERATION SERVICE	PLEATED FILTERS	1,809.06
JACKS REFRIGERATION SERVICE	THERMOSTAT	222.00
Check Number 5514 Total	JACKS REFRIGERATION SERVICE	2,031.06
JAYMAR BUSINESS FORMS INC	EOY FORMS	166.40
Check Number 5515 Total	JAYMAR BUSINESS FORMS INC	166.40
KEATING & ASSOCIATES, INC.	PARTICIPATION FEE	207.50
Check Number 5516 Total	KEATING & ASSOCIATES, INC.	207.50
KIMBALL MIDWEST	MAINTENANCE SUPPLIES	199.59
Check Number 5517 Total	KIMBALL MIDWEST	199.59
KSB School Law PC, LLO	LEGAL SERVICES	628.00
Check Number 5518 Total	KSB School Law PC, LLO	628.00
LAQUINTA OMAHA AIRPORT	SPED LOAW CONF LODGING	194.04
Check Number 5490 Total	LAQUINTA OMAHA AIRPORT	194.04
LINCOLN MARRIOT CORNHUSKER	MEAL - ST MUSIC	10.77
Check Number 5490 Total	LINCOLN MARRIOT CORNHUSKER	10.77
LISA BRIGGS, OT, LLC	OT SERVICE	2,366.25
Check Number 5519 Total	LISA BRIGGS, OT, LLC	2,366.25
MOBIUS COMMUNICATIONS CO	1ST QTR CAMERA MAINTENANCE	600.00
Check Number 5520 Total	MOBIUS COMMUNICATIONS CO	600.00
NCECBVI	PAYMENT 4 OF 10	4,600.00
Check Number 5521 Total	NCECBVI	4,600.00
NE COUNCIL OF SCHOOL ADMINISTRATORS	NAESP/NSASSP - REG	10.00
NE COUNCIL OF SCHOOL ADMINISTRATORS	NAESP/NSASSP PRINCIPALS CONF - EL	190.00
Check Number 5522 Total	NE COUNCIL OF SCHOOL ADMINISTRATORS	200.00
NORTHWEST PIPE FITTINGS, INC	GAS VALVE - WATER HEATER	184.56
Check Number 5523 Total	NORTHWEST PIPE FITTINGS, INC	184.56
PANHANDLE SALES & SERVICE	KEYS	60.00
PANHANDLE SALES & SERVICE	KEYS/SERVICE CALL	365.00
Check Number 5524 Total	PANHANDLE SALES & SERVICE	425.00

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Vendor Name	Description	Amount
PEPPERJAX GRILL	ST MUSIC CONFERENCE	14.19
Check Number 5490 Total	PEPPERJAX GRILL	14.19
PHILLIPS F & T, INC.	DYED DIESEL #1	28.31
Check Number 5525 Total	PHILLIPS F & T, INC.	28.31
POMP'S TIRE SERVICE	BUS TIRES	814.34
Check Number 5526 Total	POMP'S TIRE SERVICE	814.34
PROMAXIMA MANUFACTURING, LLC	URETHANE ROLL PADS	382.40
Check Number 5527 Total	PROMAXIMA MANUFACTURING, LLC	382.40
PROTEX CENTRAL INC.	SOUTH CAMPUS - FIRE ALARM INSPEC	212.00
Check Number 5528 Total	PROTEX CENTRAL INC.	212.00
RABEN'S MARKET	FAMILY CONSUMER SCIENCE STMT	350.74
RABEN'S MARKET	FCS-SUPPLIES	197.95
RABEN'S MARKET	CUSTODIAL SUPPLIES	28.15
Check Number 5529 Total	RABEN'S MARKET	576.84
RAISING CANES	ST MUSIC CONFERENCE	7.24
Check Number 5490 Total	RAISING CANES	7.24
RICE, KELLEY	CLIFTON STRENGTHS PMT-BOARD	319.44
Check Number 5530 Total	RICE, KELLEY	319.44
ROCKY MOUNTAIN AIR SOLUTIONS	AG ED GAS SUPPLY	404.74
ROCKY MOUNTAIN AIR SOLUTIONS	RENTAL	40.50
Check Number 5531 Total	ROCKY MOUNTAIN AIR SOLUTIONS	445.24
RSCHOOLTODAY	ACTIVITY SCHEDULER	401.70
RSCHOOLTODAY	ONE SESSION-J REDDEN	61.33
Check Number 5532 Total	RSCHOOLTODAY	463.03
SOAR PEDIATRIC THERAPY, LLC	PT SERVICES	1,554.56
Check Number 5533 Total	SOAR PEDIATRIC THERAPY, LLC	1,554.56
SOUTHERN CALIFORNITA SCIENCE OLYMPIAD	SCIENCE OLYMPIAD REGISTRATION	85.00
Check Number 5534 Total	SOUTHERN CALIFORNITA SCIENCE OLYMPIAD	85.00
SYS CLOUD INC.	BACKUP GOOGLE WORKSPACE	1,560.00
Check Number 5535 Total	SYS CLOUD INC.	1,560.00
TREASURED GROUNDS	SAFETY THREAT ASSESSMT MTG	75.67
TREASURED GROUNDS	NEW TEACHER MTG	134.83
Check Number 5490 Total	TREASURED GROUNDS	210.50
U.S. POSTAL SERVICE	POSTAGE	7.49
Check Number 5490 Total	U.S. POSTAL SERVICE	7.49
UNITED STATES TREASURY	NOTICE CPI: SEPT 30, 2022 FORM 941	3,104.88
Check Number 5415 Total	UNITED STATES TREASURY	3,104.88

Vendor Name	Description	Amount
VALENTINOS	SUI WORKSHOP	13.08
Check Number 5490 Total VALENTINOS		<u>13.08</u>
VALOR GENERAL STORE	SWIFFERS	51.36
VALOR GENERAL STORE	CUSTODIAL SUPPLIES	58.99
Check Number 5536 Total VALOR GENERAL STORE		<u>110.35</u>
VILLAGE PIZZA	LIONS CLUB SCREENING LUNCH	44.00
Check Number 5490 Total VILLAGE PIZZA		<u>44.00</u>
VINCENZOS	ST MUSIC CONFERENCE	19.95
Check Number 5490 Total VINCENZOS		<u>19.95</u>
WALL STREET JOURNAL	SUBSCRIPTION	38.99
Check Number 5490 Total WALL STREET JOURNAL		<u>38.99</u>
WENDYS	SUI WORKSHOP	12.19
Check Number 5490 Total WENDYS		<u>12.19</u>
WESTERN NE NEWSPAPERS	ADVERTISING	526.00
Check Number 5537 Total WESTERN NE NEWSPAPERS		<u>526.00</u>
Fund Number 01		<u>60,858.11</u>
Checking Account ID 1		<u>60,858.11</u>

Vendor Name	Description	Amount
Checking Account ID 6	Fund Number 06	
	NUTRITION FUND	
ALLIANCE GROCERY KART	FOOD	50.63
Check Number 7034 Total	ALLIANCE GROCERY KART	<u>50.63</u>
CASH-WA DISTRIBUTING	FOOD	1,392.32
CASH-WA DISTRIBUTING	FOOD	1,276.41
CASH-WA DISTRIBUTING	FOOD	1,299.38
CASH-WA DISTRIBUTING	FOOD	967.82
CASH-WA DISTRIBUTING	FOOD	1,778.09
CASH-WA DISTRIBUTING	FOOD	1,479.79
CASH-WA DISTRIBUTING	FOOD	1,706.86
CASH-WA DISTRIBUTING	FOOD	1,076.36
CASH-WA DISTRIBUTING	FOOD	(225.60)
CASH-WA DISTRIBUTING	FOOD	(45.91)
Check Number 7035 Total	CASH-WA DISTRIBUTING	<u>10,705.52</u>
DECKER EQUIPMENT/SCHOOL FIX	ONE CAFETERIA ROUND TABLE	2,061.59
Check Number 7036 Total	DECKER EQUIPMENT/SCHOOL FIX	<u>2,061.59</u>
HENTON, JENNIFER	LUNCH REFUND	7.30
Check Number 7037 Total	HENTON, JENNIFER	<u>7.30</u>
HILAND DAIRY	MILK	2,250.37
Check Number 7038 Total	HILAND DAIRY	<u>2,250.37</u>
RABEN'S MARKET	FOOD	342.23
Check Number 7039 Total	RABEN'S MARKET	<u>342.23</u>
SIMPLY CLEAN	DISHWASHER SUPPLIES/SERVICE	238.20
Check Number 7040 Total	SIMPLY CLEAN	<u>238.20</u>
US FOODS	FOOD	2,172.83
US FOODS	FOOD	1,247.43
Check Number 7041 Total	US FOODS	<u>3,420.26</u>
Fund Number 06		<u>19,076.10</u>
Checking Account ID 6		<u>19,076.10</u>

BOARD MEMBER CODE OF ETHICS

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

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

AS A SCHOOL BOARD MEMBER:

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

Approved _____ Reviewed _____ Revised _____

IN MEETING MY RESPONSIBILITY TO MY SCHOOL DISTRICT COMMUNITY:

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

IN MY RELATIONSHIP WITH THE SUPERINTENDENT AND EMPLOYEES:

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



Hemingford Public Schools

Proposed Mission, Vision, and School Improvement Goals
Presented to Board of Education January 9, 2023

Mission Statement

Empowering individuals to become Resourceful, Respectful, and Responsible Lifelong Learners.

Vision Statement

Our vision at Hemingford Public Schools is to work with parents and the community to:

- create a safe and healthy learning environment for all,
- provide and promote opportunities for academic success,
- inspire involvement using career interests and strengths, and
- prepare caring, responsible, and successful citizens

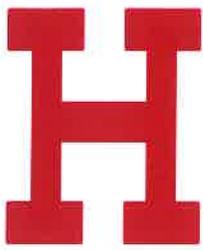
School Improvement Goals

Academic Goal:

All students will demonstrate growth in math on state and/or national assessments by the end of the 2025-2026 school year.

Instructional Goal:

Students and teachers will be engaged in evidence-based instructional strategies to improve learning.



Hemingford Public Schools

Dr. Travis Miller, Superintendent
Misty Curtis, High School Principal
Eric Arneson, Elementary Principal
Mandy Plog, Special Education Director

Fax: (308) 487-5215
High School: (308) 487-3328
Elementary: (308) 487-3330

913 Niobrara Ave, PO Box 217
Hemingford, NE 69348
www.hemingfordschools.org

7 December 2022

Re: Resignation following conclusion of 2022-23 school year

To the Board Members, Administrators, and Stakeholders of Hemingford Public Schools:

I would like to resign as a high school social studies teacher and coach at Hemingford Public Schools at the conclusion of the 2022-2023 school year. Please accept this letter as a formal notice of my resignation.

It has been a blessing to work for Hemingford Public Schools for the past 15 years. Hemingford has been and will always be home for me. I have found immense satisfaction and gratification in teaching and coaching the many students I have had the privilege of working with in my classroom and/or field of play. One of the many lessons I have taught to my own students is the importance of leaving a legacy. It is my hope that the work I have done at Hemingford Public Schools will have a lasting, positive impact on the lives and character of my current and former students and is also something the district can be proud of.

As I have been pondering this decision for the past several months, it has been a difficult process because of the love that I have for impacting the lives of future generations and the support that the community of Hemingford has shown to me throughout my tenure. However, I have chosen to pursue a career in trucking to better support my family financially. This new chapter in my life is exciting, and also bittersweet upon reflection of the chapter that is closing.

The future of Hemingford Public Schools is very bright with the students that we have coming into new roles of leadership. We also have tremendous staff in place to support and challenge the students under the new leadership of our administration. It truly is a great time to be a Bobcat! I plan to put everything I have into the remaining opportunities to positively impact the students of Hemingford through my classroom, the basketball court, the golf course, and the WorldStrides Washington, D.C. trip.

Lastly, I want to do anything and everything in my power to make sure the transition to finding and hiring a new social studies teacher goes as smoothly as possible. If there is anything I can do to assist the district in this transition, please let me know. Once again, it has been an absolute pleasure and blessing to have had the opportunity to teach and coach at Hemingford Public Schools. Thank you!

With respect and gratitude,

Joe Collins

NEBRASKA ACCOUNTABILITY AND DISCLOSURE COMMISSION 1225 L St., Suite 400 P.O. Box 95086 Lincoln, NE 68509 (402) 471-2522	POTENTIAL CONFLICT OF INTEREST STATEMENT	POSTMARK DATE	
		MICROFILM NUMBER	
BEFORE COMPLETING THIS FORM READ THE FILING REQUIREMENTS ON PAGE 3		OFFICE USE ONLY	
NADC FORM C-2A (Village, City, School Officials Except Omaha and Lincoln Officials)			

- An official of a village or city holding elective office or an official of a school district holding elective office must file this form if he or she has a potential conflict of interest.
- **Officials of the cities of Lincoln and Omaha** holding elective office with a potential conflict of interest **should not use this form.** Use Form C-2.
- This form should be filed with the person who normally keeps records for the school district, city or village. **There is no requirement to file this form with the Nebraska Accountability and Disclosure Commission.**
- Persons who fail to disclose a potential conflict of interest or who otherwise do not comply with the law are subject to penalties.

ITEM 1	NAME, ADDRESS AND TELEPHONE NUMBER
---------------	-------------------------------------------

Name _____ Telephone No. _____
 Last First Middle

Address _____
 STREET ADDRESS OR RURAL ROUTE City STATE ZIP CODE

ITEM 2	TITLE, AGENCY (City, Village, School), ADDRESS AND PHONE
---------------	-----------------------------------------------------------------

Your Title _____ Agency _____

Agency Address _____

Agency Phone _____

ITEM 3	DESCRIBE POTENTIAL CONFLICT OF INTEREST IN DETAIL (Use Item 6 Continuation, if necessary)
---------------	--------------------------------------------------------------------------------------------------

Date action is to be taken or decision is to be made: _____

Description of Potential Conflict:

ITEM 4 PERSONS WHO MAY RECEIVE FINANCIAL BENEFIT OR DETRIMENT

You

Member of your Immediate Family: _____
NAME

Business With Which You

Are Associated (See Definitions) _____
NAME OF BUSINESS

ITEM 5 NATURE OF FINANCIAL BENEFIT OR DETRIMENT

ITEM 6 CONTINUATION

(SIGNATURE)

(DATE)

General Information - Filing Requirements

I. What is a Potential Conflict of Interest? - A public official has a potential conflict of interest if he or she is faced with taking an official action or making an official decision which may result in a financial benefit or a financial detriment to the public official; a member of his or her immediate family; or a business with which he or she is associated. The financial effect of the action or decision must be distinguishable from the financial effect on the general public or a broad segment of it.

II. Who Must File:

- A. An official of a city or village holding elective office who has a potential conflict of interest. An official of the cities of Lincoln or Omaha holding elective office who has a potential conflict of interest should not file this form, but instead should use Form C-2.
- B. An official of a school district holding elective office who has a potential conflict of interest.
- C. An elective office is a public office normally filled by an election. A person appointed to fill a vacancy in a public office normally filled by election holds an elective office.

III. When and Where to File:

- A. This form should be filed as soon as the person holding elective office is aware that he or she may have a potential conflict of interest and prior to the time that the action is to be taken or the decision made.

- B. This form should be filed with the person who normally keeps records for the governing body of the official holding elective office. For example, the person who keeps records for a city or village may be the city clerk or village clerk. **This form does not need to be filed with the Commission.**
- C. The person filing the form should abstain from participating in or voting on the matter in which he or she has a potential conflict of interest. However, if the person wants an opinion from the Commission as to whether he or she has an actual conflict of interest requiring abstention or non-participation, he or she may send a copy of the form to the Commission along with request for an opinion.

Disclosure of Contractual Interests by Local Officers. If you are a local elected official disclosing an interest in a contract or an open account in which a local governing body on which you serve is a party, use NADC Form C-3, Contractual Interest Statement.

Disclosure of the Employment of Immediate Family Members. If you are disclosing the employment of an immediate family member, use NADC Form C-4, Employment of Immediate Family Members Disclosure Statement.

Definitions

Immediate family shall mean a child residing in your household, your spouse or an individual claimed by you or your spouse as a dependent for federal income tax purposes.

Business shall mean any corporation, partnership, limited liability company, sole proprietorship, firm, enterprise, franchise, association, organization, self-employed individual, holding company, joint-stock company, receivership, trust, activity, or entity. NOTE: The definition includes for profit and non-profit entities.

Business with which you are associated shall mean a business: (1) of which you are the sole proprietor; (2) or in which you are a partner, director, or officer; (3) or in which you or a member of your immediate family is a stockholder of closed corporation stock worth \$1,000 or more at fair market value or which represents more than a 5 percent equity interest, or is a stockholder of publicly traded stock worth \$10,000 or more at fair market value or which represents more than a 10 percent equity interest.

Elective office shall mean a public office filled by an election, except for federal offices. A person who is appointed to fill a vacancy in a public office which is ordinarily elective holds an elective office.

Person means a business, individual, proprietorship, firm partnership, joint venture, syndicate, business trust, labor organization, company, corporation, association, committee, or any other organization or group of persons acting jointly.

Statutory Authority: Section 49-1499.03 Revised Statutes of Nebraska.

Student Board Representative
Board of Education Report
Date:1/9/2023

Submitted by: Cody Rathjen

1. Student Activities
 - a. Creel Weber has recently achieved a total of 100 career wins in his high school wrestling career.
 - b. Basketball has a clean sweep with boy and girls beating Minitare.
 - c. Speech is getting ready to get the season in full swing.

2. Other Pertinent Student Information/Feedback from Students
 - a. Some students have made the comment that HPS should have an auditorium

3. SAoL (Student Acts of Leadership)
 - a. None noticed yet

4. Progress on Student Board Member Initiative
 - a. I have had the idea to start a school program to gain money to enhance parts of the school that are outside its standard budget.
 - i. I have set up an Instagram account and I have started a Wix Site on it. I'll bring the link to the next meeting because it is a W.I.P.
 1. Instagram: project_hemingford_high
 - ii. The main objective this year is to raise enough money for a new scoreboard at the football field.

Hemingford Public Schools

Administrative Reports to Board of Education

January 9, 2023

Mr. Arneson

HES Enrollment

PreSchool	Kindergarten	1st Grade	2nd Grade	3rd Grade	4th Grade	5th Grade	6th Grade	Total
19 (1)	23 (0)	24 (-1)	36 (0)	26 (0)	32 (-1)	39 (1)	23 (-1)	222 (-1)

Thank You

- For your gift of Chamber Bucks to all the staff.

Congratulations

- Mrs. Clark for being the Star-Herald Coach of the year

Assessment Update

- NSCAS Growth and MAP Growth winter testing will begin next week. We are also planning on administering the Pre-ACT for 9th graders.

Strategic Plan Updates:

Personnel Effectiveness: Staff Collaboration

- CIP committees met on January 4th and shared during our in-service time.

Curriculum

- Ordered some additional materials for TCI Social Studies.

School Improvement

- We set our goals on January 4th and we are already working on some PD for math standards work.

Culture/Community Engagement

- The music concert is Thursday, January 12th. We are still planning on Live Streaming it.

Mrs. Curtis**HHS Enrollment**

7th Grade	8th Grade	9th Grade	10th Grade	11th Grade	12th Grade	Total
26 (0)	29 (0)	34 (0)	26 (0)	22 (0)	34 (0)	171 (0)

Thank You

- Mr. Arenson for the delicious chocolates.
- Nebraska Bank for a meat and cheese tray.
- Mrs. Dopheide for bringing cupcakes for all students and staff.
- The Board and Administration for the gift of staff chamber bucks.
- Community and staff members that came in and voted on our door decorations.

Congratulations

- Creel Weber for achieving his 100th career win in wrestling.
- Students and staff for an outstanding performance during the Holiday Play and overcoming the challenges brought on by the weather.

Strategic Plan Updates:**Personnel Effectiveness: Staff Collaboration**

- Staff partook in Secret Santa activities.
- During our welcome back staff meeting staff members did a What I Think About You activity where they wrote kind words about each other on plates on their backs.

Curriculum

- Eligibility process current practice is to pull grades from weekly quarter grade standings. This allows students to have the ability to improve their grade in real time.

School Improvement

- On our January 4 PD day SIP/MTSS team members met with Amy Trauernicht from ESU 13 to work through our CIP document entering school and student demographic information, assessment data, and to determine school improvement goals and action plans.
- School improvement goals were based on data collected by all staff members during a previous PD session. Based on the information collected the team segregated the goal and strategies to meet the goal. The team also looked at current data to define data facts.

Culture/Community Engagement

- We enjoyed sharing our band concert and art show with the community on December 6th.
- The K-12 Vocal music concert and art show is rescheduled for January 12 at 7:00 pm.
- Many students and staff members were apart of the Community Holiday plan and put on a wonderful performance.

Mrs. Plog

(Special Education numbers current as of 1/9/23)

Birth-3
3

PreSchool	Kindergarten	1st Grade	2nd Grade	3rd Grade	4th Grade	5th Grade	6th Grade	Total
5	11	9	3	3	4	8	3 (-1)	46 (1)

7th Grade	8th Grade	9th Grade	10th Grade	11th Grade	12th Grade	12+ (To age 21)	Total
4	6	5	8	5	2	1	31

Total Enrollment in PowerSchool - 397

Total Special Education Students - 80 (-1)

Special Education Percentage - 20.1%

State Average- 16% (As of 2020-2021, most recent data year available)

- Drug Policy Task Force Meeting - Rescheduled for this Thursday, January 12, 2023, at 5:30 PM, here at South Campus. We will be finished by 7:00 PM so everyone can attend the Vocal Music Concert. I sent a reminder today to all community members that expressed an interest on the survey to be a part of the task force meeting.
- Three members of the school board are going to visit with students in Mr. Bailey Branson's Senior American Government classes next week on Tuesday, January 17 to hear input from the students on the Random Drug Testing of Students Involved in Extra-Curricular Activities.
- Michelle Hoxworth, our speech/language pathologist, will be having surgery on January 18, 2023. She will be out for around two weeks. We are extremely lucky to have another certified professional willing to sub for her while she is out. If you see Stephanie Ansley, please tell her thank you for subbing for us while Michelle is recovering. (I have Michelle's permission to share this information. No HIPPA violation here!)

Hemingford Special Education Policy - 612.01 through 612.17 (added 612.18 and 612.19)

Draft Policy with comments - Updated 12/2/22

(Everything highlighted can be removed from the actual policy)

****Question: Do we want to re-number everything or make things fit into the current numbering system?**

I left the current numbering, but added two extra policy sections (612.18 and 612.19) where we did not have something similar and added six additional subsections (612.041, 612.042, 612.043, 612.044, 612.045, 612.046) to the Evaluation section.

File: 612.01

FREE APPROPRIATE PUBLIC EDUCATION (NDE Sample XIV, pg. 76)

Hemingford Public School district will provide a free appropriate public education to children with disabilities eligible for special education services in accordance with state and Federal regulations. An IEP outlines each student's individual education plan and will be reasonably designed to meet the unique educational needs of the student.

The district ensures that a free appropriate public education is available to all children with disabilities residing in the district through the school year in which the student reaches 21 years of age, including children with disabilities who have been suspended or expelled.

File: 612.02

FULL EDUCATIONAL OPPORTUNITY GOAL (This one does not have an NDE sample policy. Do we want to take it out or leave it in? I am fine either way.)

The district has a goal of providing a full educational opportunity to all children with disabilities and a detailed timetable for accomplishing that goal.

File: 612.03 (NDE Sample V, pg. 14)

CHILD FIND

Hemingford Public School district will develop procedures to ensure all children within the district have access to the child find process. The district will provide multiple methods to provide parents, guardians, and community members with information regarding how to refer a child for an evaluation and the identification process. Each school building will have a designated contact person who is knowledgeable about the district procedures, and the district will designate a contact person to oversee the child find process. The child find process will be consistent with Federal and state regulations (34 CFR § 300 111 and 300 131; 92 NAC 51-006 and 92 NAC 51-015 03).

All children with disabilities residing in the district, including children with disabilities who are homeless children or wards of the state and children with disabilities attending non-public schools,

regardless of the severity of their disabilities, and who are in need of special education and related services, are identified, located, and evaluated and a practical method is developed and implemented to determine which children with disabilities are currently receiving needed special education and related services.

File: 612.04 (NDE Sample VII, pg. 27)

EVALUATION

When a child is suspected of having a disability, Hemingford Public School district will complete a comprehensive initial evaluation within 45 school days or 60 calendar days (whichever comes first) from the date of parental consent to determine eligibility for special education services. All evaluations (both initial evaluations and reevaluations) will be completed by multidisciplinary qualified professionals and will follow Federal and state regulations. The documented results of the evaluation will be provided to parents and included in student files. The district will use a variety of assessment instruments to ensure district teams have access to appropriate measures to complete evaluations. The district and school psychologist will follow publisher guidelines for assessments (professional qualifications, use of materials, interpretations) and will not use outdated or culturally inappropriate tools. The district and school psychologist will ensure assessment instrument regulations are followed. All evaluation components will be coordinated with the Educational Service Unit and at no expense to the parent.

File: 612.04 (NDE Sample VIII, pg. 35) (612.041-612.046 were added)

ADDITIONAL EVALUATION REQUIREMENTS FOR SLD

Hemingford Public School district will collect students' reading and math performance data at least one time a year. School teams will make data-based decisions to determine who is in need of general education interventions. Interventions will include evidence-based practices. The students' progress will be monitored in the area of the deficit. School teams will review all collected data, and if it is suspected that a student has a specific learning disability, the student will be referred for an evaluation. The parent has a right to request an evaluation at any time. The district will develop procedures to ensure compliance with all Federal and state regulations concerning evaluations. District special education staff will be trained annually on procedures and district-level policies.

File: 612.042 (NDE Sample IX, pg. 39)

REEVALUATION

All evaluations (initial evaluations and reevaluations) will be completed by multidisciplinary qualified professionals and will follow Federal and state regulations. The documented results of the evaluation will be provided to parents and included in student files. The district will coordinate the use of a variety of assessment instruments to ensure district teams have access to appropriate measures to complete evaluations. The district and school psychologist will follow publisher guidelines for assessments (professional qualifications, use of materials, interpretations) and will not use outdated tools. All past evaluations will be reviewed before making decisions regarding current evaluation or

reevaluation needs. The district will develop procedures to ensure compliance with all Federal and state regulations concerning evaluations and ensure regulations are followed.

File: 612.043 (NDE Sample X, pg. 44)

INDEPENDENT EDUCATION EVALUATIONS

The parent, guardian, or appointed surrogate will be notified of procedural safeguards consistent with Federal and state regulations (34 CFR § 300 502 and 92 NAC 51-006 07) associated with Independent Education Evaluations (IEEs) at the time of evaluation. When a parent, guardian, or appointed surrogate disagrees with the outcomes of an evaluation and requests an IEE, Hemingford Public School district will respond to the request within 10 school days with a decision to move forward with the IEE or initiate a hearing to determine the appropriateness of the evaluation (consistent with 92 NAC 51-006 07D). The parent, guardian, or appointed surrogate will be given written notice of the decision. The district will maintain procedures outlining criteria associated with the evaluation and provide information to the parent upon request. The school team will consider independent evaluations (whether provided at parent or public expense) when making decisions.

File: 612.044 (NDE Sample XI, pg. 56)

DISABILITY VERIFICATION

A multidisciplinary team will identify whether a child is eligible for special education services after the completion of a comprehensive evaluation based on disability categories identified by state and Federal regulations (34 CFR §300 8; 92 NAC 51-006 04). The district does include the category of developmental delay.

File: 612.045 (NDE Sample XII, pg. 59)

ELIGIBILITY

Eligibility for services will be determined by a multidisciplinary team based on the results of a comprehensive evaluation. The team is responsible for ruling out if the determinant factor is due to a lack of appropriate instruction in reading or math or due to a lack of English proficiency. The team will prepare a written report documenting all evaluation findings in accordance with state and Federal requirements. The district will develop procedures determining who is responsible for providing the parent with a written report and the documentation of such actions. When a student is not eligible for services, the school multidisciplinary team will determine if general education interventions or strategies are needed.

File: 612.046 (NDE Sample XIII, pg. 67)

CONSENT (EVALUATION AND PLACEMENT)

Hemingford Public School district staff will provide the parent, guardian, or appointed surrogate (when applicable) with information regarding decisions to evaluate (what they are proposing or rejecting, reasons for decisions, all options considered, why other options were rejected, what information was

used to make decisions, and any other relevant information.) Staff will seek written permission for evaluation on the district SRS consent form which will provide state and Federal requirements consistent with 34 CFR §300 9; and 92 NAC 51-009. Informed consent for special education placement will be obtained on the SRS Initial Placement form and IEP form before services are initiated. Revocation of consent for evaluation or services must be documented by the parent in writing. Reasonable efforts will be taken to obtain parent written signature for revocation of services, including phone, email, and mail requests.

File: 612.05 (This one does not have an NDE sample policy. Let's add the highlighted words to Placement and LRE Section 612.08)

INDIVIDUALIZED EDUCATION PROGRAM AND FAMILY SERVICES PLAN

The district ensures that an Individualized Education Program (IEP), or an Individualized Family Service Plan (IFSP) is developed, reviewed, and revised for each child with a disability in accordance with 92 NAC 51-007.

Every report of alleged violations of the district's special education policies that can be interpreted at the outset to fall within the protections of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of an ongoing investigation of these policies, potential issues of sexual harassment or discrimination are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged sexual harassment or discrimination as well as the incidents of alleged violations of the special education policies.

File: 612.06 (NDE Sample VI, pg. 19)

TRANSITION FROM PART C TO PART B

Hemingford Public School district will create procedures to ensure staff participate in transition planning with early intervention programs to ensure participating children are appropriately evaluated, identified, and have services in place by age 3 consistent with Federal regulations (34 CFR § 1 24, 34 CFR § 300 323) and state law (92 NAC 51-005 03).

File: 612.07 (NDE Sample XXI, pg. 170)

ASSESSMENT PARTICIPATION AND REPORTING

For students with disabilities participating in the regular education assessment, Hemingford Public School district will develop guidelines for the provision of appropriate accommodations on assessments. Students will only be eligible for participation in the alternate assessment if they meet state and Federal regulations. The district will develop guidelines for the participation and accommodations of children with disabilities in alternate assessments.

File: 612.08 (NDE Sample XV, pg. 100) Possibly combine the 612.05 IEP section into this one?

PLACEMENT AND LEAST RESTRICTIVE ENVIRONMENT

Individual Education Plans (IEPs) will be developed by teams, which will include all roles identified by Federal and state rules, within 30 days from the initial eligibility decision and at least annually, consistent with state and Federal rules and regulations. The district will use SRS forms to make sure all required components are considered and included. While a draft may be developed before an IEP meeting, the draft will not be considered the final version and shall be reviewed and revised based on the team, including the parent, input and consensus. If a parent requests an alternate means of attendance, the team will offer attendance via phone, zoom, or virtual conferences. Procedures for such options will be developed to ensure confidentiality and to obtain proper signatures.

To the maximum extent appropriate, children with disabilities, including children in public or nonpublic schools and approved service agencies, are educated with children who are not disabled. Special classes, separate schooling, or other removal of children with disabilities from the regular educational environment occurs only when the nature or the severity of the disability is such that education in regular classes with the use of supplementary aids and services cannot be achieved satisfactorily.

File: 612.09 (This one does not have an NDE sample policy. Let's take it out.)

CHILDREN IN NONPUBLIC SCHOOLS

To the extent consistent with the number and location of children with disabilities who are enrolled by their parents in nonpublic elementary and secondary schools, provision is made for the participation of those children in special education and related services in accordance with the requirements contained in 92 NAC 51.

File: 612.10 (NDE Sample XVI, pg. 133)

PROCEDURAL SAFEGUARDS

Hemingford Public School district will implement procedural safeguards outlined in Federal and state regulations (34 CFR § 300 500, 92 NAC 51-009 01). Parents will be given a copy of their procedural safeguards annually or upon initial referral or parental request for evaluation; upon request by a parent; upon receipt by the school district or approved cooperative of the first occurrence of the filing of a complaint under 92 NAC 51-009 11 and the first occurrence of filing a special education due process case under 92 NAC 55; and in accordance with the discipline procedures in 92 NAC 51-016. District procedures will be developed for parent participation in decision making, parent examination of records, record access, release of records, record amendments, confidentiality safeguards, records regarding migratory children with disabilities, retention and destruction of records, insurance process (if applicable), and dispute resolution processes.

File: 612.11 (NDE Sample XX, pg. 161)

TRANSPORTATION

Hemingford Public School district will be responsible for coordinating and supplying transportation needs of children with disabilities within the school district consistent with state and Federal regulations (34 CFR § 300.34, 34 CFR § 300.107, and 34 CFR § 300.179; 92 NAC 51-009.07.07C4a, 92 NAC 51-009.003.49, 92 NAC 51-009.014) including transportation services needed for children birth to 5-year-old, children who are wards of the state, and parentally placed nonpublic students who require services to access academic, related services, and nonacademic services and activities as determined by the child's IEP team. Except when a parent is transporting only his or her child, the board of education shall require that the driver and vehicle meet the standards required by 92 NAC 91 and 92.

File: 612.12 (NDE Sample XIX, pg. 154)

COMPREHENSIVE SYSTEM OF PERSONNEL DEVELOPMENT

Hemingford Public School district will implement a comprehensive system of personnel development including the Danielson Effective Educator model. Procedures shall be developed to meet all requirements of the comprehensive system

The district ensures that personnel necessary to carry out IDEA requirements are appropriately and adequately prepared and trained, including that those personnel have the content knowledge and skills to serve children with disabilities.

File: 612.13 (NDE Sample XXII, pg. 178)

CONFIDENTIALITY

Hemingford Public School district will protect the confidentiality of personally identifiable information in the education records of students with disabilities. The district shall maintain a system of safeguards to protect the confidentiality of students' educational records and personally identifiable information when collecting, retaining, disclosing, and destroying student special education records, in accordance with Board policy, state requirements, and Federal and state law and regulations.

File: 612.14 (This one does not have an NDE sample policy. Let's take it out.)

SUSPENSION AND EXPULSION RATES

The district examines data, including data disaggregated by race and ethnicity, to determine if significant discrepancies are occurring in the rate of long-term suspensions and expulsions of children with disabilities.

File: 612.15 (This one does not have an NDE sample policy. Let's take it out.)

ACCESS TO INSTRUCTIONAL MATERIALS

A school district or approved cooperative that chooses to coordinate with the National Instructional Materials Access Center (NIMAC) when purchasing print instructional materials shall enter into a written contract with the publisher of the print instructional materials to:

1. Require the publisher to prepare and, on or before the delivery of the print instructional materials, provide to the National Instructional Materials Access Center, electronic files containing the contents of the print instructional materials using the Instructional Materials Accessibility Standard (NIMAS); or
2. Purchase instructional materials from a publisher that are produced in or may be rendered in specialized formats.

Nothing in this policy shall be construed to require a school district or approved cooperative to coordinate with the National Instructional Materials Access Center. If a school district or approved cooperative chooses not to coordinate with the National Instructional Materials Access Center, the school district or approved cooperative shall provide an assurance to the Nebraska Department of Education that the school district or approved cooperative will provide instructional materials to students with blindness or other students with print disabilities at the same time as other students.

File: 612.16 (This one does not have an NDE sample policy. Let's take it out.)

OVER-IDENTIFICATION AND DISPROPORTIONALITY

The district has a goal of preventing the inappropriate over-identification of disproportionate representation by race and ethnicity of children as children with disabilities, including children with disabilities with a particular impairment as described in 92 NAC 51-003.10.

“Child with a disability” means a child who has been verified as per 92 NAC 51-006 as a child with autism, a behavior disorder, deaf-blindness, a developmental delay, a hearing impairment including deafness, a mental handicap, multiple impairment, an orthopedic impairment, an other health impairment, a specific learning disability, a speech-language impairment, a traumatic brain injury or a visual impairment including blindness, who because of this impairment needs special education and related services. If, under 92 NAC 51-003.63, it is determined, through an appropriate evaluation under 92 NAC 51-006, that a child has one of the disabilities identified above, but only needs a related service and not special education, the child is not a child with a disability under this Chapter. If the related service required by the child is considered special education rather than a related service, the child would be determined to be a child with a disability.

File: 612.17 (This one does not have an NDE sample policy. Let's leave the highlighted words.)

PROHIBITION ON MANDATORY MEDICATION

The school districts, approved cooperatives and special education and related services providers are prohibited from requiring parents to obtain a prescription for substances identified under Schedules I, II, III, IV, or V in section 202(c) of the Controlled Substances Act (21 U.S.C. 812(c)) for the child as a condition of attending school, receiving an evaluation under 92 NAC 51-006, or receiving services under Chapter 51.

Hemingford Public Schools, special education personnel, and related services providers are prohibited from requiring parents to obtain a prescription for the child as a condition of attending school, receiving an evaluation, or receiving services.

Nothing in this policy shall be construed to create a prohibition against teachers and other school personnel consulting or sharing classroom-based observations with parents or guardians regarding a student's academic and functional performance, or behavior in the classroom or school, or regarding the need for evaluation for special education or related services.

File: 612.18 (NDE Sample XVII, pg. 137)

SURROGATE PARENTS

When parents are represented in special education policy, include “parent, guardian, or appointed surrogate” and then define surrogate within overall policy consistent with 34 CFR § 300.519 and 92 NAC 51-009.10

File: 612.19 (NDE Sample XVIII, pg. 151)

DISCIPLINARY ACTIONS AND REMOVALS

Hemingford Public School district will implement behavioral intervention strategies in a positive and consistent manner to promote appropriate behaviors and improve school climate. Change of placement decisions related to disciplinary removals will be consistent with Federal and state regulations (Section 300.530, 92 NAC 51-009.016). The district will develop procedures to ensure disciplinary procedural safeguards and decision making follows such regulations.

NEBRASKA DEPARTMENT OF EDUCATION
RULE 10 COMPLIANCE CHECKLIST FOR
ACCREDITED PUBLIC SCHOOLS K-12

SCHOOL DISTRICT	SOURCES
SUPERINTENDENT	
SCHEDULED DATE	
CONTACT INFO	
ACCREDITATION SPECIALIST	
FOLLOW UP COMMUNICATION	
PRE-VISIT MEETING	
MEETING SITE	
FOLLOWUP COMMUNICATION	

CODE SECTION	REGULATORY and STATUTORY REQUIREMENTS	MEETS COMPLIANCE Yes / No	COMMENTS Required Actions Recommendations
003	MANDATORY REQUIREMENTS FOR LEGAL OPERATION		
003.01 Certification NSSRS and TEACH data sources	The school system shall use only persons certificated pursuant to 92 NAC 21 to be a teacher or administrator. Pursuant to 79-1603 R.R.S., persons conducting religion or pre kindergarten classes in nonpublic schools which are not counted as a part of the school's courses for purposes of complying with the requirements of this Chapter are excluded from this requirement. Pursuant to 79-802.01 R.R.S., American Indian language teachers who are approved by the tribe to teach their native language are also excluded from this requirement when conducting native language classes.		NSSRS and TEACH databases Roster of teachers
003.05 Graduation requirements (Credits Needed) Lang. Arts 40 credits Math 30 credits Science 30 credits	Each high school shall require from grades nine through twelve at least 200 credit hours for graduation, for which at least 80 percent shall be from the core curriculum. The number of credit hours given for a course may be less than the number of instructional units and may be increased up to 25 percent above the number of instructional units. 003.05A By the 2014-15 school year, school districts shall adopt and implement graduation requirements that meet the highest level of rigor of the standards as specified in the state standards set forth in the appendices of this Chapter, including, but not limited to the following: 003.05A1 Language Arts. Forty credit hours of Language Arts with course content that includes composition, verbal communication, literature, research skills, and technical reading and writing.		Handbook and/or Board Policy

<p>Social Science 30 credits</p>	<p>003.05A2 Mathematics. Thirty credit hours of mathematics with course content that includes algebraic, geometric, data analysis, and probability concepts.</p> <p>003.05A3 Science. Thirty credit hours of science with course content that includes biological, earth/space, and physical science concepts with corresponding science inquiry skills and laboratory experience.</p> <p>003.05A4 Social Studies/History. Thirty credit hours of social studies/history with course content that includes civics/government, geography, United States and world history, and economic concepts.</p> <p>003.05B School systems may adopt a policy allowing high school credit to be awarded to students enrolled in a middle grades course if the course content and requirements are equivalent to a course offered in the high school.</p> <p>003.05C As required in 92 NAC 18, school systems accept the academic credit earned at Interim Program Schools and issue diplomas to students transferring from Interim Program Schools who have met the requirements for graduation from their own accredited high school.</p>		
<p>003.06 School Year Required Hours</p> <p>HS - 1080 ELEM - 1032 KIND - 400</p>	<p>Each school system shall provide at least the following instruction annually between July 1 and June 30 for the grades it offers: (a) for grades up through grade eight, the time equivalent to 1,032 hours, (b) for grades nine through twelve, the time equivalent to 1,080 hours; and (c) for kindergarten, the time equivalent to 400 hours.</p> <p>When a school is dismissed for any reason such as tournaments or contests, parent/teacher conferences, funerals, parades, and school picnics, time shall not be counted in meeting the 400/1,032/1,080 hour school year requirement. Time scheduled for the school lunch period shall not be counted in meeting the school year requirements.</p> <p>Pursuant to the provisions of 79-213 R.R.S., school systems unable to meet the minimums for instructional hours due to epidemic sickness, severe storm conditions, or destruction of the school house may request permission from the Board to offer fewer than the minimum hours by submitting an affidavit sworn to by the secretary of school board and explaining the circumstances resulting in the request.</p>		<p>District Calendar</p>
<p>004</p>	<p>CURRICULUM AND STANDARDS</p>		
<p>004.01A-B</p> <p>Board Policy approved Instructional Program</p> <p>Staff Accessibility</p> <p>Adopted standards for Core Content</p> <p>Nonpublic - expectation</p>	<p>The instructional program of the school system is based on written purposes or standards and is approved by the local board of education or governing body. These documents are on file in each school building and each certificated staff member is provided a copy.</p> <p>No later than December 11, 2009, school districts adopt new academic content standards in the subject areas of reading and writing (language arts) determined by each district to be measurable quality standards that are the same as, equal to, or more rigorous than the state academic content standards in Appendix J (Language Arts Standards) of this Chapter.</p> <p>No later than October 6, 2010, school districts adopt new academic content standards in the subject area of mathematics determined by each district to be measurable quality standards that are the same as, equal to, or more rigorous than the state academic content standards in Appendix B (Mathematics Standards) of this Chapter. The standards adopted by school districts with reference to Appendix B replace standards previously adopted with reference to Appendix A of this Chapter. Pursuant to 79-760.01 R.R.S., the State Board will adopt new academic content standards in science and social studies by July 1, 2013. Deadlines for school districts to adopt replacement academic content standards in these additional subject areas will be specified in future revisions to this chapter, but, pursuant to 79-760.02 R.R.S., will not extend past one year following the State Board's adoption of new content standards.</p> <p>Nonpublic schools have local academic content standards for reading, writing, mathematics, science, and social studies/history approved by the local governing body.</p>		<p>On website? Accessibility?</p> <p>Policy number for content standards</p>

<p>004.01C</p>	<p>The school system has written guides, frameworks, or standards for all other areas of the curriculum.</p> <p>The school system also has a written description of the library media and guidance programs.</p>		<p>Curriculum guides, including library and guidance programs</p>
<p>004.01D</p>	<p>Writing experiences are incorporated in all curricular areas K-12.</p>		<p>Policy/expectations and/or samples</p>
<p>004.01E</p>	<p>Educational/computer technology is incorporated in the instructional program at the elementary, middle, and secondary levels.</p>		<p>Policy/expectations and/or samples</p>
<p>004.01F Multicultural education Policy Practice Evaluation</p>	<p>The instructional program in public schools incorporates multicultural education in all curriculum areas at all grades. Multicultural education includes, but is not limited to, studies relative to the culture, history, and contributions of African Americans, Hispanic Americans, Native Americans, Asian Americans and European Americans with special emphasis on human relations and sensitivity toward all races. The regulation is based on statute and cannot be waived through Section 013.01 of 92 NAC 10.</p> <p><u>004.01F1</u> The district has a statement of philosophy or mission for the multicultural education program. Local program goals address multicultural education.</p> <p><u>004.01F2</u> The district curriculum guides, frameworks, or standards incorporate multicultural education.</p> <p><u>004.01F3</u> The district multicultural education program includes a process for selecting appropriate instructional materials.</p> <p><u>004.01F4</u> The district has a process for provision of staff development in multicultural education including professional development for administrators, teachers, and support staff which is congruent with local district and program goals.</p> <p><u>004.01F5</u> The district has a process for periodic assessment of the multicultural education program. An annual status report is provided to the local board of education.</p>		<p>Policy</p>

<p>004.02A The Elementary Instructional Program.</p> <p>Weekly schedule must include:</p>	<p>The elementary school has a representative weekly schedule for each classroom teacher encompassing experiences in the following subject areas:</p> <p><u>004.02A1 Reading and Language Arts.</u> The curriculum includes development and practice of skills and understanding in reading, writing, speaking, and listening. It helps children develop appreciation of literature, creativity, and expression.</p> <p><u>004.02A2 Mathematics.</u> The curriculum includes development, practice, and application of numeration, computation, estimation, problem solving, geometry/spatial concepts, measurement and related topics.</p> <p><u>004.02A3 Social Studies.</u> The curriculum helps children to develop an understanding of the world and its people. It includes experiences drawn from geography, history, economics, government, citizenship, career awareness, human relations, current affairs, and cultural studies. This includes instruction in American history and stories about the exploits and deeds of American heroes, singing patriotic songs, memorizing the Star-Spangled Banner and America, and reverence for the flag and proper conduct for its presentation as provided in 79-724 R.R.S.</p> <p><u>004.02A4 Science.</u> The curriculum helps children develop an understanding of science concepts and processes, and includes science as inquiry. It includes experiences drawn from physical science, life science, earth and space science, science and technology, and history and nature of science.</p> <p><u>004.02A5 Health.</u> The curriculum helps children develop an understanding of the body systems, nutrition, wellness (including physical activity), and healthy living habits.</p> <p><u>004.02A6 Physical Education.</u> The curriculum helps children develop and maintain physical coordination, large and small muscle control, physical fitness, leisure activities, and healthy behaviors.</p> <p><u>004.02A7 Visual Arts.</u> The curriculum helps children understand and apply a variety of media, techniques, and processes within a range of subject matter, symbols, and ideas. The curriculum includes reflection upon and assessment of art and study of art in relation to history, culture, and other curricular areas.</p> <p><u>004.02A8 Music.</u> The curriculum helps children to sing and play a variety of music, read and notate music, listen to and describe music, and evaluate music. The curriculum includes music in relation to history, culture, and other curricular areas.</p>		<p>Weekly schedules for each teacher</p>
<p>004.02B Kindergarten Admissions</p>	<p>Admission to public school kindergarten is on an unqualified basis to all resident children who will reach age 5 by October 15 of the current school year. If allowed by local board policy, children who will reach age 5 between October 16 and February 1 of the current school year may be admitted if the parent or guardian requests such admission and presents an affidavit as provided in 79-214(2) R.R.S. Testing prior to school entrance, if any, is conducted only to identify children with disabilities under 92 NAC 51 or to meet requirements of 79-214(2)R.R.S.</p>		<p>Policy and/or handbook</p>
<p>004.02C K-6 Athletic limitations</p>	<p>Pupils in kindergarten through sixth grade do not participate in any kinds of athletic contests between schools within a school system or between school districts except that nonpublic elementary schools having seventh and eighth grade athletics may include fifth and sixth grade students if the local governing body has a policy regulating participation. Annual field or play days are excluded from this regulation.</p>		<p>Policy and/or handbook</p>
<p>004.03A MS Grade Instruction Includes:</p>	<p>The program in the middle grades includes instruction for each grade each year in the following subject areas. Instruction may be provided through separate courses, integrated blocks of time, and/or through exploratory programs.</p> <p><u>004.03A1 Reading.</u> The curriculum includes experiences designed to help students expand, develop and apply reading skills introduced in the elementary grades. It includes reading for both information and enjoyment.</p> <p><u>004.03A2 Language Arts.</u> The curriculum includes activities that engage students in using language for a variety of reading, writing, speaking, and listening purposes.</p> <p><u>004.03A3 Mathematics.</u> The curriculum includes practice in numeration, computation, estimation, problem solving, geometry/spatial concepts, and measurement. It introduces algebraic and statistical concepts and provides opportunities for students to develop understanding of the structure of mathematics.</p> <p><u>004.03A4 Social Studies.</u> The curriculum includes content and experiences drawn from geography, history, economics, citizenship, government, cultural studies, and current events. This includes instruction in American history that makes the course interesting and attractive and to instill a love of country as provided in 79-724 R.R.S. All history courses stress contributions of all ethnic groups in the development and growth of America.</p>		<p>Master Schedule Course Guide</p>

	<p>004.03A5 Science. The curriculum includes elements of life, physical, earth and space sciences, science as technology, and history of science. Learning activities emphasize science as inquiry and scientific processes and concepts.</p> <p>004.03A6 Health. The curriculum includes the study of body systems and those factors which affect health, including natural and man-made threats and individual health choices.</p> <p>004.03A7 Art. The curriculum includes activities and experiences designed to develop skills in working with a variety of artistic techniques, processes, and media. The curriculum relates art to history and culture and to other curricular areas.</p> <p>004.03A8 Music. The curriculum includes experiences that involve students in singing and playing musical instruments and provides opportunities for students to pursue individual musical interests and to develop individual talents. It includes the study of a varied repertoire of music and its relation to history and culture.</p> <p>004.03A9 Physical Education. The curriculum includes active involvement in health-related physical fitness activities designed to develop cardiorespiratory endurance, muscular strength and endurance, and flexibility. It encourages students to develop habits of physical exercise through individual and team activities and by emphasizing involvement rather than competition. Practice for and participation in interscholastic activities cannot substitute for any part of physical education.</p>		
004.03B MS Career Education	Career education is included in the middle grades program.		Master Schedule Course Guide
004.03C Athletic Competitions MS matches	004.03C No student in grades seven or eight participates in interscholastic athletic contests between schools within a school system or between school systems which exceed six games in football, fourteen matches in volleyball, twelve games in basketball, eight meets in wrestling, eight meets in track and field, and eight contests in all other activities. Contest limits shall be based upon the total number of contests played. Each game, match or meet played in a tournament shall count as one of the contests permitted within these contest limits.		Policy and/or handbook Schedules
004.04A HS Total Units	The high school program consists of courses totaling at least 400 instructional units.		High School master schedule NDE report
004.04B1 Lang.Arts 60 Units	60 instructional units. The curriculum includes written composition, critical reading, interpretation of fiction and non-fiction, oral presentation, and application of listening skills.		High School master schedule NDE report
004.04B2 Social Science - 40 Units	40 instructional units. The curriculum includes content drawn from American and world history, geography, economics, civics, government and citizenship and may also include content from other social science areas such as sociology, psychology, and anthropology. This includes instruction in the U.S. and Nebraska Constitutions, the benefits and advantages of our government, the dangers of Nazism, Communism, and similar ideologies, the duties of citizenship and the appropriate patriotic exercises to include Lincoln's birthday, Washington's birthday, Flag Day, Memorial Day and Veterans Day as provided in 79-724 R.R.S. All history courses stress contributions of all ethnic groups in the development and growth of America.		High School master schedule NDE report
004.04B3 Math - 40 Units	40 instructional units. The curriculum includes communicating, reasoning, problem solving, numeration, computation, estimation, measurement, geometry, data analysis, probability and statistical concepts, and algebraic concepts.		High School master schedule NDE report
004.04B4 Science - 40 Units	40 instructional units. The curriculum includes science concepts and processes, science as inquiry, physical science, life science, earth and space science, science and technology, and history and nature of science.		High School master schedule NDE report

<p>004.04B5 World Languages - 20 Units</p>	<p>20 instructional units or two years of daily classes in the same language. The curriculum includes reading, writing, speaking, and listening skills for communicating in one or more languages other than English, knowledge and understanding of other cultures, and developing insight into the nature of language and culture.</p>		<p>High School master schedule NDE report</p>
<p>004.04B6 Career Education - 80 Units Nonpublic Substitution</p>	<p>Beginning in 2010-11, the curriculum includes 80 instructional units in Career Education that include instruction in any of the following career fields: (1) Arts, Communication, and Information Systems, (2) Business, Marketing, and Management, (3) Environmental and Agricultural Systems, (4) Health Sciences, (5) Human Services and Resources, and (6) Industrial, Manufacturing, and Engineering Systems.</p> <p><u>004.04B6a</u> Communication and Information Systems. The curriculum in this career field includes areas such as advertising, public relations, commercial photography, journalism, graphic design, broadcasting, scriptwriting, radio/TV production, computer applications, web design, interactive media, networking, e-commerce, computer science, and information technology.</p> <p><u>004.04B6b</u> Business, Marketing, and Management. The curriculum in this career field includes areas such as e-commerce, business communication, finance, business and consumer law, entrepreneurship, accounting, business economics, personal finance, consumer economics, financial services marketing, retailing, fashion marketing/merchandising, clothing and textiles, international marketing, sports and entertainment marketing, hospitality and recreation marketing.</p> <p><u>004.04B6c</u> Environmental and Agricultural Systems. The curriculum in this career field includes areas such as animal, plant, and soil sciences, agribusiness, food sciences, power, structural and technical systems, leadership and human resource development, natural resources, and environmental science.</p> <p><u>004.04B6d</u> Health Sciences. The curriculum in this career field includes areas such as nutrition and food, family health, medical terminology, certified nursing assistant, and health care sciences.</p> <p><u>004.04B6e</u> Human Services and Resources. The curriculum in this career field includes areas such as independent/adult living, home management, housing and home furnishings, family health, clothing and textiles, leadership and human resource development, business management, business law, international business, criminal justice, human growth and development, interpersonal relationships, parenting/child development, and applied psychology.</p> <p><u>004.04B6f</u> Industrial, Manufacturing, and Engineering Systems. The curriculum in this career field includes areas such as housing and home furnishings, woods and construction, construction/ electricity, construction/home maintenance, computer aided drafting, metals and welding, manufacturing/metalworking, manufacturing/woodworking, millwork and cabinetmaking, electronics, technology engineering education, Principles of Technology, technology education, transportation power/auto mechanics, automotive services, data base management and computer applications.</p> <p><u>004.04B6g</u> Nonpublic college preparatory schools may substitute additional courses in language arts, foreign language, science, mathematics, and/or social science for up to 40 instructional units in career and technical education.</p>		<p>High School master schedule NDE report</p>
<p>004.04B7 Health / PE 20 Units</p>	<p>20 instructional units or two years of daily classes in personal health and physical fitness. The personal health and physical fitness curriculum includes content to emphasize life-long wellness habits. The curriculum emphasizes non-participation in high risk behavior. The physical fitness curriculum includes an active program of health-related physical fitness, including cardiorespiratory endurance, muscular strength and endurance, flexibility, and body composition. Practice for and participation in interscholastic athletic activities are not accepted as a substitute for any part of the personal health and physical fitness requirement.</p>		<p>High School master schedule NDE report</p>

<p>004.04B8 Visual and Performing Arts - 40 Units</p>	<p>40 instructional units which include each year instruction in vocal music, instrumental music, and visual arts. It may also include dance and theater. The visual and performing arts curriculum includes performance, interpretation, and evaluation. <u>004.04B8a</u> Music. The curriculum includes singing and playing a varied repertoire of music, improvising melodies and accompaniments, reading and notating music, listening to and describing music, evaluating music and music performances, recognizing relationships between music and the other disciplines, and the study of music in relation to history and culture. <u>004.04B8b</u> Visual Arts. The curriculum includes media, techniques, and processes; choice and evaluation of a range of subject matter, symbols, and ideas; assessment of characteristics and merits of student work and the work of others; and the visual arts in relation to other disciplines.</p>		<p>High School master schedule NDE report</p>
<p>005</p>	<p>ASSESSMENT</p>		
<p>005.01A-D Assessment Plan based on State or Local Standards Criterion Referenced and Standardized norm referenced.</p>	<p><u>005.01A</u> For the school years through 2009-10 for mathematics and through 2010-11 for science, the school district has a local assessment plan which includes a schedule and procedures for assessing success in achieving state standards in Appendices A and C of this Chapter or local standards approved by the Commissioner prior to July 18, 2008, as equal to or exceeding in rigor the state standards. Nonpublic schools have an assessment plan which includes a schedule and procedures for assessing success in achieving their academic content standards. <u>005.01B</u> For the school years through 2009-10 for mathematics and through 2010-11 for science, the school system assesses students according to procedures in the local assessment plan and meets the assessment schedule in Appendix E of this Chapter. The assessment includes use of criterion-referenced assessments and a standardized norm-referenced assessment. <u>005.01C</u> Whole grade norm-referenced assessment using a national assessment instrument begins no earlier than grade two and is conducted annually in at least one grade in each of the following two levels: grades 2-5; grades 6-8. A national assessment instrument is administered at least once in the high school grades. The Board's recommendations for assessing and reporting are found in Appendix E of this Chapter. <u>005.01D</u> The school district participates annually in a statewide writing, reading, mathematics, and science assessment instruments according to the schedule and at the grade levels specified in Appendix E of this Chapter.</p>		<p>Board Policy Assessment Plan Assessment Documents Nebraska Education Profile</p>
<p>005.03 Student Reporting (Due by June 30)</p>	<p>Each school year, for the purpose of implementing a statewide system of tracking student achievement as required by 79-760.05, school districts shall report the following data to the Department electronically via the NSSRS portal using the Department's student identifier system: <u>005.03A</u> Individual student demographics including each student's race, poverty status, high mobility status, attendance, and limited English proficiency; <u>005.03B</u> Individual student achievement including individual student achievement data from the assessment instruments required in Section 005.01D and scores and subscores available to the district on national assessment instruments administered by the district; and <u>005.03C</u> Individual student educational input characteristics including class size, teacher education, teacher experience, special education, early childhood programs, federal programs, and targeted education programs.</p>		<p>Local documents Nebraska Education Profile NSSRS Data</p>
<p>005.05 Student assistance process</p>	<p>Each school has a student assistance process of its own design to provide problem solving and intervention strategies. (NOTE - "Multi-Tiered Interventions" "SE identification process")</p>		<p>Assistance plan Local documents</p>
<p>006</p>	<p>Library and Media</p>		
<p>006.01A Open and Available</p>	<p>Each school has a library media area(s) which is available to students during the entire school day. All library media resources are properly cataloged, marked, and shelved according to a standard classification system.</p>		<p>Document with library hours Library webpage with hours</p>

	Each school has at least one set of encyclopedia available in either print or electronic format with copyright dates in the past five years.		Schedule Evidence of the encyclopedia/link Visual inspection
006.01B New resources	Each elementary school acquires a minimum of 25 new library media resources in print format, exclusive of textbooks and encyclopedia, of different titles, per teacher per year, up to 150 titles during one year. The minimum number of new titles in print format is 75 if library media resources are also available through electronic format. Each middle and high school acquires a minimum of 150 titles each year in either print or in full text electronic format.		Copies of book orders or invoices Book inventory
006.01C Middle School Periodicals	Each middle level school subscribes to at least ten periodicals either in print or in full text electronic format.		Copies of periodical orders Link/description of online periodicals
006.01D Secondary School Periodicals	Each secondary school subscribes to at least 25 periodicals in print or in full text electronic format.		Copies of periodical orders Link/description of online periodicals
007	INSTRUCTIONAL PROGRAM		
007.01A Elementary Endorsed (95%)	Computed on a full-time equivalency basis, a minimum of 95 percent of the teachers in the elementary grades are assigned to areas for which they hold certificates having appropriate endorsements pursuant to 92 NAC 24.		SQL Report NSSRS Data
007.01B Pre-K Coordinator	Pre-kindergarten programs operated by public schools are coordinated by a staff member who holds a Nebraska Teaching Certificate with at least 9 college credit hours in early childhood education.		School roster NSSRS Data
007.02A Middle Grades Endorsed (90%)	Computed on a full-time equivalency, at least 90 percent of the teachers in middle grades hold one of the following endorsements or meet the provisions of Sections 007.02A1a or 007.02A4: <u>007.02A1</u> In grades seven and eight, any middle grades endorsement or an appropriate secondary endorsement. <u>007.02A1a</u> Teachers holding an elementary endorsement may teach in grades seven and eight if they acquire six credit hours per year toward the middle grades endorsement or participate in staff development in accordance with a local mission and plan for education of middle grade students. <u>007.02A2</u> In grades four through six, an elementary endorsement or any middle grades endorsement <u>007.02A2a</u> Teachers holding a content area endorsement at the secondary level may teach grade six in that content area if they acquire six credit hours per year toward the elementary or middle grades endorsement or participate annually in staff development in accordance with a local mission and plan for education of middle grade students. <u>007.02A3</u> In grade nine, an appropriate secondary endorsement or any middle grades endorsement. <u>007.02A4</u> Teachers not holding an appropriate endorsement may be assigned to the middle grades if they acquire six credit hours per year toward a middle grades endorsement. <u>007.02A5</u> Secondary teachers assigned to integrated courses or curriculum in grades seven through nine are considered appropriately endorsed if they hold an endorsement for any of the subjects or fields included in the course.		SQL Report NSSRS Data
007.03A Secondary Endorsed (80%)	At least 80 percent of the instructional units offered in secondary grades during the regular school term are assigned to teachers who hold certificates having appropriate endorsements issued pursuant to 92 NAC 24. If 92 NAC 24 does not provide an endorsement designated for a particular course or subject area, any teacher holding a regular certificate may instruct such course without penalty to the school system. Teachers holding a subject endorsement are considered appropriately endorsed for any other subject within the broad field if they annually acquire,		SQL Report NSSRS Data

	<p>prior to the opening of school, six credit hours toward the subject endorsement or the broad field endorsement.</p> <p><u>007.03A1</u> Teachers assigned to integrated courses or curriculum in accordance with Sections 002.11 and 004.04C1 are considered appropriately endorsed if they hold an endorsement for any of the subjects or fields included in the course.</p>		
007.04A ½ FTE Media Endorsed or Acquiring	Each K-12 school system and each secondary school system has a person holding a Nebraska Teaching Certificate with an endorsement appropriate for library science or educational media specialist, or meeting Section 007.04B, assigned on at least a one-half time basis to provide library media services to the school system.		School roster NSSRS Data
007.04A1 Building Media Staffing	<u>007.04A1</u> Each school building having an enrollment of from 70 to 249 students has a person holding a valid Nebraska Teaching Certificate with an appropriate endorsement for library science or educational media specialist assigned on at least a one-fifth time basis or has a library media paraprofessional assigned on at least a one-half time basis under the supervision of a certificated staff member.		School roster NSSRS Data
007.05A Guidance Staffing Endorsed or Acquiring	Each K-12 and each secondary school system assigns at least a one-half time equivalency person to conduct a guidance and counseling program. The level of assignment is determined by the local school system and the person assigned holds a guidance and counseling endorsement appropriate for the level(s) assigned. When enrollment in a school system exceeds 400, the system assigns at least one full-time equivalency appropriately endorsed person.		School roster NSSRS Data
007.05B Guidance Staffing MS HS	School systems having a total of 300 or more students in the middle grades, secondary grades, or high school grades assign at least a one-half time appropriately endorsed person to provide guidance and counseling for the level. When the total enrollment in any of those levels reaches 450, one full-time equivalent appropriately endorsed person is assigned. Thereafter, an additional one-half time appropriately endorsed person is assigned for each 225 students at any of those levels.		School roster NSSRS Data
007.05C Elementary Guidance Program	School districts having 300 or more students in the elementary grades have guidance programs or services available for the elementary students. The procedures and time allotment are determined by the local school district.		Program description
007.06A Certificated Staff Evaluation Approval	<p>The school district has a written board policy for the evaluation of teachers. The policy is approved by the Department as required by 79-318 (5)(h) R.R.S. Sections 007.06A through 007.06B are based on statute and cannot be waived under the provisions of Section 013 of 92 NAC 10.</p> <p><u>007.06A1</u> The policy is implemented by written procedures that include: <u>007.06A1a</u> Annual written communication of the evaluation process to those being evaluated; <u>007.06A1b</u> A description of the duration and frequency of observations and written evaluations for probationary and permanent teachers; <u>007.06A1c</u> Specific district-defined evaluation criteria, which include, at a minimum: <u>007.06A1c(1)</u> Instructional performance, <u>007.06A1c(2)</u> Classroom organization and management, and <u>007.06A1c(3)</u> Personal and professional conduct. <u>007.06A1d</u> Provision for written communication and documentation to the evaluated teacher specifying all noted deficiencies, specific means for the correction of the noted deficiency, and an adequate timeline for implementing the concrete suggestions for improvement; <u>007.06A1e</u> Provision for the teacher to offer a written response to the evaluation; and <u>007.06A1f</u> A description of the district plan for training evaluators.</p> <p><u>007.06A2</u> In the event a district changes its policies or procedures for teacher evaluation, it shall submit the revised policies and procedures to the Department for approval. If the Department finds the policies and procedures in compliance with the requirements of Sections 007.06A through 007.06A1f, of this Chapter, it notifies the district in writing that such policies and procedures are approved. Such approval shall remain in effect until there is a change in the policies or procedures by the district, or the amendment of state law or regulations relating to such approval. In the event the Department does not find</p>		Board Policy

	the revised policies and procedures of the district in compliance with the provisions of this Chapter, the Department will notify the district in writing. The district may resubmit amended policies and procedures or may appeal such decision to the State Board pursuant to the procedures set forth in 92 NAC 61.		
007.07A Staff Development	The school system annually conducts or arranges staff development sessions. Each teacher participates in at least ten hours of staff development activities each year.		Copy of staff development program Calendar
008	ADMINISTRATIVE STAFF		
008.02A Administrative Staffing and Endorsement	Each elementary school has a principal assigned who holds a Nebraska Administrative and Supervisory Certificate with an endorsement appropriate for serving as an elementary principal or for superintendent. When the number of full-time equivalency teachers supervised by a principal in one or more school systems reaches 10, the principal is assigned at least one-half time for administration and supervision. The principal is assigned full-time when the number of full-time equivalency teachers reaches 20 or more.		Staff roster NSSRS Data TEACH Data
008.03A Middle Grades Endorsement Options	Each middle grades school has a principal who holds a Nebraska Administrative and Supervisory Certificate with an endorsement for middle grades principal, elementary principal, secondary principal or for superintendent. <u>008.03A1</u> Middle grades schools having only grades four through six have a principal holding an endorsement for elementary principal, middle grades principal, or superintendent. <u>008.03A2</u> Middle grades schools having only grades seven through nine have a principal holding an endorsement for middle grades principal, secondary principal, or superintendent.		Staff roster NSSRS Data TEACH Data
008.03B Middle Grades Principal Staffing	When the number of full-time equivalency teachers supervised by the principal reaches 10, the principal is assigned at least one-half time for administration and supervision. The principal is assigned full-time when the number of full-time equivalency teachers reaches 20 or more.		Staff roster NSSRS Data TEACH Data
008.04A Secondary Grades Principal Staffing	Each secondary school has a principal assigned who holds a Nebraska Administrative and Supervisory Certificate with an endorsement for serving as a secondary principal or for superintendent. When the number of full-time equivalency teachers reaches 10 or more, the principal is assigned at least one-half time for administration and supervision. The principal is assigned full-time for administration and supervision when the number of full-time equivalency teachers reaches 20 or more.		Staff roster NSSRS Data TEACH Data
008.05A Head administrator / Supt. Endorsement	Each K-12 and each secondary school system having grades ten through twelve has a head administrator who holds a Nebraska Administrative and Supervisory Certificate with an endorsement for serving as a superintendent. Nonpublic systems may share an area or diocesan head administrator.		Staff roster NSSRS Data TEACH Data
008.05B Administrative Positions Endorsement	Any person assigned to administrative and/or supervisory duties holds a Nebraska Administrative and Supervisory Certificate with an appropriate endorsement for the position held.		Staff roster NSSRS Data TEACH Data
008.05C Certificates Filed Administrative Responsibility	A copy of the certificate or permit of each staff member who is required to have a certificate is on file in the school or school system's administrative office. Upon initial employment or acquisition of a new certificate, the certificate or permit is registered by the head administrator of the school system in accordance with 79-804(1) R.R.S.		Staff roster NSSRS Data TEACH Data
009	SCHOOL IMPROVEMENT		

009.01A School Improvement Plan	The school system develops and implements a school improvement process to promote quality learning for all students. This process includes procedures and strategies to address quality learning, equity, and accountability. In public schools, the process incorporates multicultural education as described in 004.01G. In all school systems, the school improvement process includes the following activities at least once within each five years. <u>009.01A1</u> Review and update of a mission or vision statement. <u>009.01A2</u> Collection and analysis of data about student performance, demographics, learning climate, and former high school students. <u>009.01A3</u> Selection of improvement goals. At least one goal is directed toward improving student performance. <u>009.01A4</u> Development and implementation of a plan which includes procedures, strategies, or actions to achieve goals. <u>009.01A5</u> Evaluation of progress toward improvement goals.		Copy of current plan
009.01B External Visit	The school improvement process includes a visitation by a team of external representatives to review progress and provide written recommendations. A copy of the written recommendations is provided to the Department. The external team visits are conducted at least once each five years.		Copy of most recent report
010	ACCOUNTABILITY REPORTING		
010.01A Annual Written Report	The school system annually prepares a written report which includes at least student academic performance as required in Section 005.02, school system demographics, school improvement goals and progress and, in the case of public schools, financial information. School systems report the information in accordance with the policy in 010.01B.		Copy of most recent report
010.01B Policy for performance report(s)	The school system has a written policy for annually preparing and distributing the performance report(s) required in Section 010.01A to the residents of the district or, in the case of nonpublic schools, to the appropriate body. The policy assures that individual test scores are kept confidential. If the school has fewer than ten students in the grades being reported, or if reporting would allow for the identification of students because they all had comparable scores, no public reports of student performance are provided for those grades.		Board policy
011	SCHOOL ENVIRONMENT		
011.01A Building Safety	Each school system maintains safe, healthful, and sanitary conditions within the school building(s) and on the school grounds and meets fire, safety, and health codes.		Copy of drill records Safety procedures Reports Visual inspection
011.01B Safety Plan	Each school system has a safety and security plan for the schools in the system. The plan addresses the safety and security of students, staff, and visitors. The plan is approved by the local governing body.		Copy of School Safety Plan
011.01C Safety Committee	Each school system has a school safety and security committee which includes representatives of faculty, parents, and the community. The committee meets at least annually to prepare and/or review safety and security plans and procedures, including emergency plans and procedures.		Roster of committee Meeting calendar Meeting minutes
011.01D Safety and security Visit	The school system's safety and security plan(s) are reviewed annually by one or more persons not on the local school system safety committee and not an employee of the school system. This review will include a visit to school buildings to analyze plans, policies, procedures, and practices and provide recommendations. Any recommendations made as a result of the analysis are forwarded to the head administrator and to the school safety and security committee to be considered in making revisions to the plan.		Evidence of visit
011.01E Dating Violence policy	Pursuant to 79-2,141 (2) R.R.S., by July 1, 2010, each school district shall develop and adopt a specific policy to address incidents of dating violence involving students at school. This policy shall include a statement that dating violence will not be tolerated.		Board policy

012	SCHOOL SYSTEM GOVERNANCE		
012.01A Written board policies accessible in each school building	The governing body has a written set of policies for the school system. These policies are accessible in each school building.		Evidence of policy in buildings Website
012.01B Policy on instructional hours 400 hours for Kindergarten ; 1032/1080	The school system has a written policy which assures that each school will meet the statutory requirement of at least 400 hours for kindergarten, at least 1,032 hours for students up through grade eight, and at least 1,080 hours for students in grades nine through twelve. The policy(ies) or regulations stipulate the conditions for which individual students may be excused from the regular school day.		Board policy
012.01C Ratio of pupils to certificated staff does not exceed 25 to 1	The ratio of pupils to certificated staff members, computed on a full-time equivalency basis, in each school does not exceed 25 to 1.		Nebraska Educational Profile data

February 2014

DEFINITIONS:

002.17 School means an individual attendance center within a school system which provides either elementary, middle, secondary and/or high school education.

002.18 School District means the territory under the jurisdiction of a single public school board as authorized in Chapter 79 of the Revised Statutes of Nebraska.

002.19 School System means a public school district or a nonpublic school or group of nonpublic schools under a governing body organized to provide education in elementary, middle, secondary, and/or high school grades as provided in this Chapter.

Superintendent's Report

January 9, 2022

Mission/Vision/Goals

- I appreciate the work of our teachers, staff, and administrators in reviewing, revisiting, and preparing the proposed updated [mission, vision, and school improvement goals](#).
- For the math goal, our staff has identified some important steps that we can begin putting into place right away:
 - Working on documentation and horizontal and vertical alignment of math curriculum with standards and assessment
 - Providing opportunities for students to compete in Math Counts competitions

Policy

- I am continuing to work on putting together a single file that includes all of the policies in a searchable format.

Budget Planning and Management

- I appreciate Kristy's work adding new data to the accounting software to improve the expenditure report (control budget) document.
- Kristy Hanks and I are planning to meet with Carl Dietz to work on developing a formal capital replacement schedule, update long-term financial reporting/tracking documents, discuss various approaches to activities fund procedures, and engage in some initial budgeting for the 23-24 school term.
- We will make some adjustments to compensation to ensure that all employees are compensated at or above the new Nebraska minimum wage for work completed after January 1st.
- Kristy Hanks and I have been discussing the various contracts in place with vendors. We found an additional agreement based on a conversation at the State Education Conference:
 - We were able to locate a contract for architectural services to replace windows in the elementary school.
 - Here are the additional contracts reviewed:
 - We have a contract with Heartland Roofing Consultants. This contract is set to auto-renew for 5 years in April of 2024 at \$0.07/sq ft for our roofs.
 - We recently reached the end of a 10-year exclusive license agreement with Pepsi. At this time, we do not have plans to renew the agreement.
 - We have a 5-year agreement with Capital Business Solutions that comes due in July of 2024. This agreement has an automatic renewal for an additional year if notice to cancel is not given more than 30 days in advance.
 - We do not have an agreement in place with Ideal Linen. That gives us some flexibility to look at alternatives in the event we would experience significant price changes.

Educational Leadership

- We will be hosting a Rule 10 Compliance Visit on April 14th. I have attached a Rule 10 Compliance Checklist from NDE to share a sense of what will be reviewed during the visit. Our administrative team will be conducting an off-site review/planning session in preparation for the visit.

Organizational and Cultural Leadership

- I appreciate all the hard work of the culture and climate committee preparing for the upcoming staff recognition dinner. We are looking at a rescheduled date of February 24.

Professional Leadership

- We are now operational for participating in the Safe2HelpNE program.
- We will need to begin working to transition from the traditional “safety plan” approach to a “School Emergency Operations Plan” over the next several months. NDE has been providing training on this for a couple of years, and this is the final year of their training/support for schools to make the transition.

Community Relations

- I would like to thank Rick Horstman for his help with moving snow during the winter blizzards this past month.
- We are working with Ryan Danner and Kyle Huss to make some changes to the flashing signs in front of the school to help improve safety throughout the school day.
- Deputy Tim Wangler continues to be an active contributor to our safety committee and threat assessment team. His investment of time with our team is appreciated.
- We are working to publicize the Strategic Plan Community Engagement meeting scheduled for January 31st at 7:00 pm in the gym.
- We look forward to partnering with Banisters Leadership Academy to offer weekend programming for our K-6 students. The program will run from 5-9 pm on the 2nd and 4th Friday of each month. The first session will be a “Family Fun Night’ on January 27th.

Board-Superintendent Relations

- I am looking forward to the upcoming retreat in February. Board members should all have received an invitation to complete a StrengthsFinder assessment. We are planning a session on strengths as part of the retreat.
- Upcoming Board Development Opportunities:
 - NASB is hosting a Legislative Issues Conference on January 22 and 23, Board President Retreats on January 29-30 and February 5-6, and Budget Finance Workshops on February 8 and 15th. Here is a link to the upcoming NASB events: <http://members.nasbonline.org/index.php/events>
 - NRCSA is hosting a Legislative Forum on February 16 and the NRCSA Spring Conference on March 23-24.

Strategic Plan (Highlights)

- Reporting order on these Principles is based on the Prioritization Summary:
 - **Guiding Principle III: Student and Staff Well-Being**
 - We were able to expand the amount of time Shanna Rosentrater is here to serve our students. Shanna is a Licensed Mental Health Professional who works with us through an agreement with ESU#13.
 - We will continue putting some possible ideas together for a structure regarding the potential use of a school psychologist to help meet the well-being needs of our students.
 - **Guiding Principle I: Student-Centered Learning**
 - We have initiated some conversations with staff at ESU#13 regarding effective procedures for alignment and documentation of curriculum. Kristin Kasten (ESU#13) will work with our math team to begin this work this semester.
 - **Guiding Principle IV: Communication and Engagement –**
 - We are in the process of working to get an app developed/available in the app stores for mobile phones.
 - We are looking forward to the community engagement session on January 31st.
 - We are in the process of engaging our students, staff, and parents with an updated culture survey (from the strategic plan process). This is in partnership with NASB.
 - **Guiding Principal II: Personnel Effectiveness**
 - We are working on developing written procedures/guidelines for the recruitment of staff. Please see the attached draft. If there are any colleges/universities that you would like us to target for the recruitment of prospective staff, please send me the names of those institutions.
 - **Guiding Principal V: District Resources**
 - Over the Christmas break, we were able to modify the cafeteria to add a storage room and free up some additional space for working with students (school psychologist, etc.).

Planned Professional Travel

- January 16 or 17 - Planned Off-Site Work with Carl Dietz (Location TBD)
- January 19, 2023 - State Accreditation Committee Meeting in Lincoln
- January 23-24 - NCSA Legislative Committee Meeting in Lincoln
- February 22-23 - Accreditation Visit at Potter-Dix
- I plan to attend student activities as my schedule allows.

Board Reminders (from the Contract with the Superintendent)

- **Evaluation.** The Board shall evaluate the Superintendent twice during the Superintendent's first year of employment and at least once each year thereafter. The first evaluation during the first year of employment and the yearly evaluations after the first year of employment shall occur no later than the regular November meeting. The Superintendent shall: remind the Board members in writing of this provision no later than its regular October meeting; make the Superintendent evaluation an agenda item for the

regular November Board meeting during each year of this contract; and provide the Board members with the written evaluation instrument that is on file with the Nebraska Department of Education.

- **Renewal of Contract.** If a Board representative does not inform the Superintendent in writing on or before the seventh day after the regular December 2022 board meeting (and each December thereafter) of the Board's intention to consider the nonrenewal or amendment of this contract, the contract will automatically renew for a period of one year from and after the expiration date provided in Section 1 of this contract. The Superintendent shall remind the Board in writing of this provision no later than its regular November meeting of each year of this contract and shall make the renewal of the Superintendent's employment contract an agenda item for the regular December board meeting during each year of this contract. At the time of each contract renewal and/or amendment, the Superintendent shall be responsible for taking all necessary steps to ensure that the District has complied with the Superintendent Pay Transparency Act.

Leave Log

- I have used nine days of PTO leave (July 22, 25, 26, 27, 28, 29, September 26 ½, and November 3, 7, 30). I have 16 PTO Days Remaining.

Hemingford Public Schools
DRAFT Teacher Recruitment Process
Established November 29, 2022

Post internally through email

- Send email to all staff: staff@gubn.org

Post on the Hemingford Public Schools Website

- Create Position in Unified Talent (PowerSchool)
<https://hemingfordschools.tedk12.com/sso/Account/Login?ReturnUrl=%2F%3Fpid%3D2%26productId%3D>
- Eric Arneson: eric.arneson@gubn.org
- Post Link on Twitter and FaceBook through Class Intercom

Email Jill Langemeier at Nebraska Workforce Development

- Jill.Langemeier@nebraska.gov

Advertise in the newspapers

- Hemingford Ledger/Star Herald
- Omaha World-Herald (only when deemed necessary and cost-effective)

Post on the Nebraska Department of Education’s “Teach in Nebraska Site”

- <http://www.nebraskaeducationjobs.com/>

Notify colleges/universities of the opening:

- University of Nebraska at Kearney: email Career Services careerserv@unk.edu
- University of Nebraska – Lincoln: Husker Hire Link: <http://www.unl.edu/careers/hhl/>
- Chadron State College: email Janet Hartman jhartman@csc.edu
- Peru State College: email Phyllis Dierking pdierking@peru.edu
- Wayne State College: email Jason Barelman jabarell@wsc.edu
- University of Wyoming: uwacs@uwyo.edu
- Nebraska Wesleyan University: career@nebrwesleyan.edu
- Doane College: julie.kozisek@doane.edu
- Black Hills State University: careers@bhsu.edu
- Fort Hayes State: careers@fhsu.edu
- Kansas State University: dowens@k-state.edu
- Nebraska College Recruiting Consortium: nrc@nebrwesleyan.edu

(Includes: Bellevue University, Concordia University, Doane College, Hastings College, Midland Lutheran College, Nebraska Wesleyan University, Peru State College, & Union College)

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