Wilcox-Hildreth Public School
Board of Education Regular Meeting
Monday, June 18, 2018
High School Media Center - 8:00 PM

1. Call to Order. Roll Call

2. Announce location of posted Open Meetings Act

3. Consent Agenda

   3.A. Approval of Agenda

   3.B. Approval of minutes of Regular May 14, 2018 Board Meeting

   3.C. Approval of Claims

   3.D. Financial Report

4. Visitors and communication from the public

5. Action Items

   5.A. "Discuss, consider, and take any necessary action to accept the resignation of Jim Preston."

5.B. Discuss, Consider and take any necessary action to, Approve Resolution 061818 Tri-Basi Natural Resources District Multi-Jurisdictional Hazard Mitigation Plan Update.

5.C. Approve School Meal Prices for 2018-19

5.D. Discuss, Consider and take any necessary action to approve Board Policies in the 1000's and 2000's.

5.E. Discuss, Consider and Take Necessary Action to approve 2018-2019 salary for bookkeeper Rogene Hinrichs.

6. Discussion Items

7. Administrator Report

7.A. Superintendent Report

7.B. Principal Report

8. Next Board Meeting:

9. Adjourn

Wilcox-Hildreth Public School
Board of Education Regular Meeting
Monday, May 14, 2018 ~ 8:00 PM
Middle School Conference Room - Hildreth
613 Nelson Street
P.O. Box 157
Hildreth, NE 68947

1. Call to Order. Roll Call

2. Announce location of posted Open Meetings Act

3. Consent Agenda
Motion by Kert Hansen, seconded by Ryan Knaus, to approve the consent agenda. Motion Passed.
Roger Boyer: Yea, Kert Hansen: Yea, Gary Jensen: Yea, Ryan Knaus: Yea, Kirk Nelson: Yea, Aaron Pistulka: Absent
Yea: 5, Nay: 0, Absent: 1

3.A. Approval of Agenda

3.B. Approval of minutes of Regular April 16, 2018 Board Meeting

3.C. Approval of Claims

3.D. Financial Report

3.E. Amend minutes from the minutes from the April, 2018 Regular Board Meeting to show that Brent Hinrichs was absent for the meeting.
Motion by Gary Jensen, seconded by Roger Boyer, to Amend minutes from the April, 2018 Regular Board Meeting to show that Brent Hinrichs was absent for the meeting. Motion Passed.
Roger Boyer: Yea, Kert Hansen: Yea, Gary Jensen: Yea, Ryan Knaus: Yea, Kirk Nelson: Yea, Aaron Pistulka: Absent
Yea: 5, Nay: 0, Absent: 1

4. Mary Martin will be here to discuss the trip to National FBLA contest.
Ms. Martin presented to the board about three seniors that qualified for National FBLA trip. She showed the Board the students project and travel plans.

5. Visitors and communication from the public
Marshall Jelden was in attendance for a class at UNK. The WHEA and Staff sent a thank you letter to the Board for the Teacher Appreciation gift.

6. Action Items

6.A. Excuse the absence of Board member Aaron Pistulka.
Motion by Roger Boyer, seconded by Kert Hansen, to Excuse the absence of Board member Aaron Pistulka. Motion Passed.
Roger Boyer: Yea, Kert Hansen: Yea, Gary Jensen: Yea, Ryan Knaus: Yea, Kirk Nelson: Yea, Aaron Pistulka: Absent
Yea: 5, Nay: 0, Absent: 1

6.B. Discuss, consider and take all necessary action to appoint board vice president.
Roger Boyer nominated and Gary Jensen seconded Kert Hansen for Vice President.
Motion by Roger Boyer, seconded by Gary Jensen, to Discuss, consider and take all necessary action to appoint Kert Hansen as Board vice president. Motion Passed.
Roger Boyer: Yea, Kert Hansen: Yea, Gary Jensen: Yea, Ryan Knaus: Yea, Kirk Nelson: Yea, Aaron Pistulka: Absent
Yea: 5, Nay: 0, Absent: 1

6.C. Discuss, consider and take all necessary action to appoint a Board Treasurer.
Motion by Kirk Nelson, seconded by Ryan Knaus, to Discuss, consider and take all necessary action to appoint Roger Boyer as Board Treasurer. Motion Passed.
Roger Boyer: Yea, Kert Hansen: Yea, Gary Jensen: Yea, Ryan Knaus: Yea, Kirk Nelson: Yea, Aaron Pistulka: Absent
Yea: 5, Nay: 0, Absent: 1

6.D. Discuss, consider and take all necessary action to approve interlocal agreement with Choice Jump, CJUMP for natural gas service.
Motion by Kert Hansen, seconded by Ryan Knaus, to Discuss, consider and take all necessary action to approve inter-local agreement with Choice Jump, CJUMP for natural gas service. Motion Passed.
Roger Boyer: Yea, Kert Hansen: Yea, Gary Jensen: Yea, Ryan Knaus: Yea, Kirk Nelson: Yea, Aaron Pistulka: Absent
Yea: 5, Nay: 0, Absent: 1

6.E. Approve Certified Contracts for: Title: Lacie Wright Kindergarten- Katie Hohensee 1st grade- Lyndsey Frank (Asst VB) 3rd grade- Kaylie Soneson
Motion by Roger Boyer, seconded by Gary Jensen, to Approve Certified Contracts for: Title: Lacie Wright Kindergarten- Katie Hohensee, 1st grade- Lyndsey Frank (Asst VB), 3rd grade- Kaylie Soneson. Motion Passed.
Roger Boyer: Yea, Kert Hansen: Yea, Gary Jensen: Yea, Ryan Knaus: Yea, Kirk Nelson: Yea, Aaron Pistulka: Absent
Yea: 5, Nay: 0, Absent: 1

6.F. To go into executive session to discuss legal council for the District at 8:53 p.m.
Motion by Roger Boyer, seconded by Kert Hansen, to To go into executive session to discuss legal council for the District at 8:53 p.m. President Nelson declared the Board out of Executive Session at 9:00 p.m. Motion Passed.
Roger Boyer: Yea, Kert Hansen: Yea, Gary Jensen: Yea, Ryan Knaus: Yea, Kirk Nelson: Yea, Aaron Pistulka: Absent
Yea: 5, Nay: 0, Absent: 1

7. Discussion Items

7.A. Kelly Simmons will discuss the Language Arts Curriculum Alignment process, the new reading materials to be used beginning this fall and training to take place this summer.

8. Administrator Report

8.A. Superintendent Report
Mr. Dietz reported:
1. School finances
2. Major renovation projects need to be planned with the building commitee
3. Opening dates for the swimming pool will be on May 30 or 31.
4. New student desks have been ordered for several elementary classrooms and several teacher desks have been ordered.
5. Laptops for the Board have not been ordered yet.
6. New Board Policies will begin review this summer.
7. School Safety inspector completed a visit last week.

8.B. Principal Report
1. Graduation and Academic Banquet
2. Old gym floor in Wilcox is starting to peel up.
3. New AC/Heat Units will be installed in the Wilcox weight room and boys bathroom in
4. Possible purchase of a green used green house from Flag Valley.
5. HS summer school
6. State Track- We had six athletes qualify for the State Track Meet. Send off will be on Thursday at 10:30.

9. Next Board Meeting:
The next Board Meeting will be on June 18, 2018 at 8:00 P.M. in Wilcox.

10. Adjourn
Motion by Ryan Knaus, seconded by Roger Boyer, to to Adjourn at 9:08 P.M. Motion Passed.
Roger Boyer: Yea, Kert Hansen: Yea, Gary Jensen: Yea, Ryan Knaus: Yea, Kirk Nelson: Yea, Aaron Pistulka: Absent
Yea: 5, Nay: 0, Absent: 1

Vendor Name	Invoice Number	Description	Amount
Checking Account ID 1	Fund Number 01	GENERAL FUND	
ASPi Solutions	11433	FKC Track/JH Falcon Invite	228.00
Total ASPi Solutions			228.00
Awards Unlimited Inc	453018	200 Point Club Engraving-MS	31.91
Total Awards Unlimited Inc			31.91
B2 Enviormental Inc	20071	Asbestos Inspections/Reports	700.00
Total B2 Enviormental Inc			700.00
Benjamin's Landscaping	961810	Sprinkler System-Hildreth	150.00
Benjamin's Landscaping	961828	Sprinkler System Main.-Wilcox	390.97
Benjamin's Landscaping	961856	Sprinkler Repair	68.00
Total Benjamin's Landscaping			608.97
Black Hills Energy	102 N. Stockton/May2	Gas Services-Wilcox	849.36
Black Hills Energy	102Stockton/May 2018	Gas Services-Wilcox	170.90
Black Hills Energy	208 Stockton/May2018	Gas Services-Wilcox	127.99
Black Hills Energy	404 E. Sapp/May 2018	404 E. Sapp St. May	74.42
Black Hills Energy	613Nelson/May2018	Gas Services-Hildreth	1,012.08
Total Black Hills Energy			2,234.75
Blank, Scott	ScieneFairExpenses	International Science Fair Expense Reimb	1,592.21
Total Blank, Scott			1,592.21
Blick Art Materials	9431569	Use Quote#:QBP2633	1,266.03
Blick Art Materials	9485936	Student Scissors	100.80
Total Blick Art Materials			1,366.83
Brown & Saenger Inc	4013022-0	Paper Copy/Color	3,240.66
Total Brown & Saenger Inc			3,240.66
BSN Sports	902307240	PE Equipment	326.13
Total BSN Sports			326.13
Business World	639986	Supplies-Office	12.88
Total Business World			12.88
Charter Communications	344052418	Internet	406.70
Total Charter Communications			406.70
City of Holdrege	343072	Dump Trash	16.63
Total City of Holdrege			16.63
Classroom Direct Company	208120476857	2nd Grade consumables	102.42
Total Classroom Direct Company			102.42
Clinch Enterprises	949364	Hildreth Custodial Supplies	71.92
Total Clinch Enterprises			71.92
Cobra-Midwest	080663	Chlorine Tabs	1,320.00
Total Cobra-Midwest			1,320.00

Vendor Name	Invoice Number	Description	Amount
Committee for Children	285507	Grade 5/6 Early Learning Bundle	2,968.00
Total Committee for Children			2,968.00
Computer Hardware	120008	Apple Superdrive/Sped	79.00
Total Computer Hardware			79.00
Cooperative Producers Inc	MayBilling2018	Fuel/Tires/Fertiizer	3,996.65
Total Cooperative Producers Inc			3,996.65
Creative Teacher	25883	Konert/Office	9.98
Total Creative Teacher			9.98
DAS State Accounting-Central Finance	1113288	Inter-regional Fee	234.93
DAS State Accounting-Central Finance	1117673	Interregional Fee	234.93
Total DAS State Accounting-Central Finance			469.86
Decker Equipment	245367A	Wilcox Supplies	308.85
Total Decker Equipment			308.85
Deterding	167051-1	Pool Supplies-Chlorinator	326.97
Deterding	167252	Skimmer Lid/Pool	38.99
Deterding	167276-1	Pool Supplies	752.23
Deterding	167340-1	Pool Supplies	191.84
Deterding	167361-1	Pool Supplies	563.28
Deterding	167571-1	Pool Supplies	536.26
Deterding	167743-1	Chlorine & Hand Net Skimmer	74.97
Total Deterding			2,484.54
Eakes Office Solutions	7533777-0	Office Supplies	62.47
Eakes Office Solutions	INV61622	Contract-Eakes Copy Machine	2,063.42
Total Eakes Office Solutions			2,125.89
ESU #11	1718-3-11	ESU 3rd Qtr Billing	31,118.11
ESU #11	1718-3-11 EC	Early Childhood Services/Speech/OT	7,141.88
ESU #11	3358	HAL/NURSE/Counselor/Erate/Media	45,456.88
Total ESU #11			83,716.87
Family Medical Specialties	5319750	Bus Physical-Patterson	149.00
Total Family Medical Specialties			149.00
First National Bank/Omaha	MayInvoices/Meyer CC	State Track CC Charges Meals/Fuel	544.01
Total First National Bank/Omaha			544.01
Flinn Scientific Inc	20180608	Science Lab	810.87
Flinn Scientific Inc	2221303	part 2 Lab supplies	291.56
Flinn Scientific Inc	2221304	science supplies	19.87
Flinn Scientific Inc	2221364	Lab. experiments	270.55
Flinn Scientific Inc	2221429	science supplies	260.15
Total Flinn Scientific Inc			1,653.00
Follett School Solutions, Inc.	2248011A	24 Student Refill Kit for Grade 2	833.65
Follett School Solutions, Inc.	2248415A	Saxon Math 3 24 Student Refill	729.40
Total Follett School Solutions, Inc.			1,563.05

Vendor Name	Invoice Number	Description	Amount
Franklin County Chronicle	23286	Notice of BOE	6.22
Franklin County Chronicle	23288	Board Vacancy	5.45
Franklin County Chronicle	23359	Minutes BOE	91.20
Franklin County Chronicle	23360	Notice of BOE Meeting	6.74
Total Franklin County Chronicle			109.61
Fritz's Market	MayInvoices	May Invoices	840.52
Total Fritz's Market			840.52
Frontier	May Phone-Hildreth	Phone Services-Hildreth	341.20
Total Frontier			341.20
Giggletime Toy Co.	INV0251157	SpEd supplies and items for Store	155.59
Total Giggletime Toy Co.			155.59
Gokie's Daylight Donut	4/27/18	FKC Track Meet	89.30
Total Gokie's Daylight Donut			89.30
Great Plains Communications	May2018-Wilcox	Phone Services-Wilcox	419.42
Total Great Plains Communications			419.42
Gruwell, Lynette	CircleofFriends2018	Circle of Friends Grant Reimbursement	500.00
Total Gruwell, Lynette			500.00
Hana Mach	Academic Banquet	Academic Banquet Decorations	52.93
Total Hana Mach			52.93
Harlan County Journal	2801	Board Vacancy	10.50
Total Harlan County Journal			10.50
Hinrichs, Rogene	FCS-Kitchen Aide	Kitchen Aide Mixer for HS FCS	200.00
Hinrichs, Rogene	Mileage-NASBO	Mileage to NASBO Conf. in Lincoln	166.77
Total Hinrichs, Rogene			366.77
Holdrege Daily Citizen	304	Legal Publication	7.03
Total Holdrege Daily Citizen			7.03
Hometown Leasing	055	Copy Machine Lease Payment	1,348.62
Hometown Leasing	056	Copy Machine Lease Payment	1,348.62
Total Hometown Leasing			2,697.24
Houghton-Mifflin-Harcourt	953744371	Additional 6th grade text books	213.92
Total Houghton-Mifflin-Harcourt			213.92
Kat's Korner Market	May Invoic-0001	May FCS Invoices	54.54
Total Kat's Korner Market			54.54
Kosmicki, Amber	4/24/18 NETA	NETA Training Reimbur. Expenses	46.42
Total Kosmicki, Amber			46.42
KSB School Law	4756	Telephone Conferences	418.00
Total KSB School Law			418.00

Vendor Name	Invoice Number	Description	Amount
Lakeshore Learning Materials	5476960518	Preschool	1,255.63
Total Lakeshore Learning Materials			1,255.63
Lisa's Instant Print Service	77461	Graduation Programs	190.76
Total Lisa's Instant Print Service			190.76
Martin, Jim	Carpet2018	Carpet Elementary Wing/Whipkey/Kotschwar	14,581.00
Total Martin, Jim			14,581.00
Matheson Tri-Gas Inc	17570239	Oxygen/Acetylene/Plasma	422.41
Matheson Tri-Gas Inc	51321041	Acetylene/Oxygen	165.86
Total Matheson Tri-Gas Inc			588.27
McGraw-Hill School Education LLC	103010118001	Corrective reading book and workbooks	371.88
Total McGraw-Hill School Education LLC			371.88
Menards - Kearney	57054	Shelf Kit	278.00
Menards - Kearney	57832	Supplies-Hildreth Site	157.08
Menards - Kearney	58682	A/C Support	98.46
Total Menards - Kearney			533.54
Minden Courier	5/14BOE Minutes	BOE Minutes 5/14	81.25
Minden Courier	6/18BOENotice	6/18 Board Meeting Notice	7.52
Total Minden Courier			88.77
Minden Lumber & Concrete Co	119762	Supplies	258.50
Total Minden Lumber & Concrete Co			258.50
MobyMax	116400	Online program Moby Max	99.00
Total MobyMax			99.00
NASB	44464	Cancel DIetz Registration	20.00
NASB	Dietz-Law Seminar	Law Seminar 2018	155.00
Total NASB			175.00
Nasco	598669	MS Sped	151.94
Nasco	7771	digital scale for measuring mass	97.46
Total Nasco			249.40
NCSA	2018 Admin Day-Dietz	2018 Admin. Days-NCSA Membership Registr	195.00
Total NCSA			195.00
Nebraska Safety and Fire Equipment Inc.	47420	Batteries	125.00
Nebraska Safety and Fire Equipment Inc.	88293	Maintenance on Fire System	95.00
Total Nebraska Safety and Fire Equipment Inc.			220.00
Neutron Industries	900481260	Grout	162.26
Neutron Industries	900484937	BB Brute-Hildreth Supplies Custodial	49.66
Total Neutron Industries			211.92
Newman Tree Service	TreeRemovalJune2018	Tree Removal - Wilcox Site	6,950.00

Vendor Name	Invoice Number	Description	Amount
Total Newman Tree Service			6,950.00
Oriental Trading Company	690128709-01	Sped supplies for the "store"	71.94
Oriental Trading Company	690384272-01	Classroom Supplies	79.39
Total Oriental Trading Company			151.33
Pearson Education Inc	11656192	PK-12 English/LA Curriculum	11,900.00
Pearson Education Inc	4025511328/402551132	PK-12 English/LA Curriculum	61,264.76
Total Pearson Education Inc			73,164.76
Phelps County Rehabilittion Services, LLC	443	PT	32.50
Total Phelps County Rehabilittion Services, LLC			32.50
Platte Valley Communications	051800391	Change Door Schedule for Summer Hours	42.50
Total Platte Valley Communications			42.50
Pro Building Supply Inc	123228	Gravel Mix	71.40
Total Pro Building Supply Inc			71.40
Quinn, Don	4/27/18 Repair	Wilcox Site Plumbing Repairs	211.92
Total Quinn, Don			211.92
Rainbow Resource Center	2416121	1st grade supplies	26.25
Total Rainbow Resource Center			26.25
Really Good Stuff	6412721	2nd Grade vocab journals & nametags	139.15
Really Good Stuff	6412723	1st grade supplies	70.93
Really Good Stuff	6412724	SpEd supplies	31.10
Total Really Good Stuff			241.18
S & W Auto Parts	949434	Supplies	44.97
Total S & W Auto Parts			44.97
School Specialty	202501550428	2nd grade Consumable student word books	42.50
School Specialty	208120459473	Supplies for the Elementary Sped class	133.39
School Specialty	208120529292	Classroom Supplies-Jelden	54.93
School Specialty	208120540431	Paper Cutter	58.49
School Specialty	208120540583	Consumable supplies	406.45
Total School Specialty			695.76
Sheen, Kelly	AR 2nd Grade	2nd Grade AR	118.97
Total Sheen, Kelly			118.97
Svoboda's True Value	C122317	Sprinkler	65.95
Svoboda's True Value	C122649	Nuts/Bolts	7.95
Svoboda's True Value	C122650	Plumbing Supplies	2.99
Svoboda's True Value	C129942	3,87	3.87
Svoboda's True Value	D148441	Weed & Feed	83.96
Svoboda's True Value	D149114	Mulch/Round-Up	93.88
Svoboda's True Value	D149920	Round-Up	40.97
Svoboda's True Value	D150116	Mulch	11.97
Svoboda's True Value	D150258	Supplies	25.54
Svoboda's True Value	D150569	Furnace Filters	17.94

Vendor Name	Invoice Number	Description	Amount
Svoboda's True Value	D150941	Sprayers	21.77
Svoboda's True Value	D151039	Mulch	11.97
Svoboda's True Value	D151596	Supplies	9.07
Total Svoboda's True Value			397.83
Teacher Direct	P468802800014	2nd Grade consumables	61.80
Total Teacher Direct			61.80
Time Management Systems, Inc.	207874	AOD Maintenance Contract	122.50
Total Time Management Systems, Inc.			122.50
Town & Country Service	10536	Chev. Uplander	51.93
Town & Country Service	10733	2008 Ford	330.01
Town & Country Service	10735	2013 Bluebird Bus	108.84
Town & Country Service	10745	2007 Chev Truck	301.34
Town & Country Service	10750	2007 Chev Truck	182.81
Town & Country Service	10837	Parts	9.97
Town & Country Service	10911	2008 Ford Econoline	14.76
Town & Country Service	10990	Parts	7.40
Town & Country Service	10997	Parts	10.76
Town & Country Service	11003	Parts	0.40
Total Town & Country Service			1,018.22
University of Nebraska Lincoln	2018_05	Case Animal Science Case Institute	2,500.00
Total University of Nebraska Lincoln			2,500.00
Verizon Business	5051201671805	Wilcox Site Phone Bill	69.61
Total Verizon Business			69.61
Verizon	9807181755	Cell Phone	30.65
Total Verizon			30.65
Village Of Hildreth	May Utilities	May Utilties	1,491.73
Total Village Of Hildreth			1,491.73
Village Of Wilcox	May Utilities	May Utilities-Wilcox Site	4,062.02
Total Village Of Wilcox			4,062.02
Virco Inc.	1443740	30 Student Desks	2,733.30
Total Virco Inc.			2,733.30
VISA	DietzCC/May Charges	FBLAFlights/Membership Dues	1,989.00
VISA	Hinrichs/MayCC-GF	Gen. Fund Online Subscriptions/Quizlet	149.99
VISA	PattersonCC/May Char	PE/Academic Banquet Supplies	106.82
Total VISA			2,245.81
Wall, Sarah	6/4/18	MS 8th Grade Breakfast Reimb.	55.34
Total Wall, Sarah			55.34
Walmart	May CC/GF/Science	Science Fund/Damitog	40.43
Total Walmart			40.43
Wil-Hil Activity Account	5/22/18	Reimburse Act. Fund for coding error	123.87

Vendor Name	Invoice Number	Description	Amount
Total Wil-Hil Activity Account			123.87
Wilcox-Hildreth Clearing Acct	May2018Claims	Treasurer/Newsletter Postage	156.24
Total Wilcox-Hildreth Clearing Acct			156.24
Windstream	MaySuperintendent	Superintendent Line	6.16
Total Windstream			6.16
Woodward's Disposal Seervice	NO8800-2510	Document Destruction	70.00
Total Woodward's Disposal Seervice			70.00
Yanda's Music And Pro Audio	351919	Sax Strap/Whistles	22.11
Total Yanda's Music And Pro Audio			22.11
Zaner-Bloser	10162583	Handwriting books	191.13
Zaner-Bloser	10162590	Grade 2 handwriting books	216.62
Zaner-Bloser	10162596	Alphabet strip to match handwriting	40.49
Zaner-Bloser	10162657	Cursive Handwriting Grade 3 Books	331.29
Total Zaner-Bloser			779.53
Fund Number 01			235,409.06
Checking Account ID 1			235,409.06
Checking Account ID 5	Fund Number 05	ACTIVITY FUND	
Blazer Manufacturing Co.	168945	Elite Aluminum Discus Cage	2,572.00
Total Blazer Manufacturing Co.			2,572.00
Fund Number 05			2,572.00
Checking Account ID 5			2,572.00

GENERAL FUND		
Balance 5/1/2017		**$3,270,957.38**
County Receipts	$876,806.16	
Motor Vehicle Taxes	$6,996.91	
Local License Fees		
Interest Earned	$496.87	
Other Local Receipts	$300.00	
County Fines & Licenses	$1,376.65	
Homestead Exemption	$1,176.85	
Other County Sources		
High Ability Learners		
State Aid		
SPED Programs	$25,775.00	
SPED Transportation		
State Apportionment		
Special Bldg		
Personal Prop. Tax Credit		
Property Tax Credit	$143,266.87	
Pro Rata Motor Vehicles	$4,586.78	
In Lieu of Taxes	$358.49	
Title I	$2,460.45	
Title IIA		
IDEA Base		
IDEA Base Part B-2		
Misc Receipts	$346.22	
Grant	$385.00	
Apple Reimbursement		
Medicaid Reimb	$424.23	
Distance Learning	$958.33	
Lunch Tax/Retire	$2,710.22	
URM Service Fee	$1,498.83	
TOTAL RECEIPTS	**$1,069,923.86**	

Instructional Services	$163,399.80
SPED Service	$21,632.72
Student Support Service	$9,841.49
Support Services - Staff	$7,092.65
Board of Education	$1,016.60
Executive Administration	$11,401.41
Principal	$25,176.11
Business	$5,067.22
Operation-Maintenance	$31,371.93
Regular Transportation	$17,817.21
SPED Transportation	
Community Service	
Title I	$5,924.14
Lunch Fund Expenses	$2,710.22
State Categorical Program	$400.27
IDEA (4400)	
Transfers	
Distance Education	$608.46
URM	$1,498.83
TOTAL EXPENDITURES:	**$304,959.06**

ACCOUNT BALANCES	**31-May-17**
Depreciation	$930,396.98
General	$4,035,922.18
Lunch	$17,457.92
ADA	$527.91
Building (Hildreth)	Closed-Moved to Sp. Bldg.
Employee Benefit	$5,870.40
HS Activity	$325,548.94
MS Activity (Closed)	Closed-Moved to HS Activity
Gen Fund Clearing	$4,426.70
MS Clearing	Closed-Moved to HS Clearing
Student Fee	$2,230.37
URM Fund	$32,818.25
Falcon Team Account	$1,034.45
Special Building Fund	$659,077.59
Total Funds	**$6,015,311.69**

DEPRECIATION FUND BREAKDOWN:

Charter Reimb	$122,123.38
Transportation	$99,531.48
Building	$598,026.97
Track	$83,223.69
Interest	$27,491.46
TCD	$20,000.00
Total:	**$950,396.98**

GENERAL FUND BANK RECONCILIATION:

Bank Balance as of 5/31/20	$4,036,578.64
Outstanding Checks:	$656.46
Ending Balance:	**$4,035,922.18**

Ending Balance 5/31/2017 **$4,035,922.18**

Report Date 5/31/17

GENERAL FUND			**ACCOUNT BALANCES:**
Balance 5/1/2018		**$3,880,921.66**	Depreciation
County Receipts	$766,913.25		General
Motor Vehicle Taxes	$6,678.36		Lunch
Local License Fees			ADA
Interest Earned	$7,471.00		Building (Hildreth)
Other Local Receipts			Employee Benefit
County Fines & Licenses	$577.18		HS Activity
Homestead Exemption	$1,933.18		MS Activity (Closed)
Other County Sources			Gen Fund Clearing
High Ability Learners			MS Clearing
State Aid	$5,938.00		Student Fee
SPED Programs	$21,402.00		URM Fund
SPED Transportation			Falcon Team Account
State Apportionment			Special Building Fund
Pers. Prop Tax Credit			**Total Funds**
Property Tax Relief	$98,035.74		
Pro Rata Motor Vehicles	$1,509.36		
In Lieu of Taxes	$267.37		**DEPRECIATION FUND BREAKDOWN:**
Tax Credit			Charter Reimb
Title I	$2,842.38		Transportation
Title IIA			Building
IDEA Base			Track
IDEA Base Part B-2			Interest
Misc Receipts	$452.37		Computer Hardware
Grant			TCD
Apple Reimbursement			
Medicaid Reimb	$624.79		
Distance Learning	$958.33		
Lunch Tax/Retire	$3,303.60		**Total:**
URM Service Fee	$1,379.65		
TOTAL RECEIPTS	**$920,286.56**		
Instructional Services	$154,427.75		
SPED Service	$27,866.09		
Student Support Service	$9,261.24		
Support Services - Staff	$14,923.18		
Board of Education	$5,304.73		
Executive Administration	$12,819.08		
Principal	$26,176.77		**GENERAL FUND BANK RECON**
Business	$4,606.77		
Operation-Maintenance	$48,177.38		Bank Balance as of 5/31/2018
Regular Transportation	$20,865.72		Outstanding Checks:
SPED Transportation	$0.00		**Ending Balance:**
Community Service			
Title I	$6,153.15		
Lunch Fund Expenses	$3,303.60		
State Categorical Program	$456.79		
Title IIA	$632.53		
Transfers			
MS Grant Expenses			
URM	$1,379.65		
TOTAL EXPENDITURES:	**$336,354.43**		

Ending Balance 5/31/2018	**$4,464,853.79**

31-May-18
$766,076.99
$4,464,853.79
$40,933.38
$527.91
Closed-Moved to Sp. Bldg.
$5,939.10
$359,522.95
$0.00
$4,572.62
Closed-Moved to HS Clearing
$4,390.52
$16,356.14
$1,034.45
$484,780.72
$6,148,988.57

$122,123.38
$73,881.48
$394,489.04
$83,223.69
$42,359.40
$50,000.00
$20,000.00
$786,076.99

CILIATION:

$4,501,623.90
$36,770.11
$4,464,853.79

Report Date 5/31/2018

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
1	**Monthly Category Expenses:**																
2			**Bdgt 17-18**	Sept Exp	Oct Exp	Nov Exp	Dec Exp	Jan Exp	Feb Exp	Mar Exp	Apr Exp	May Exp	June Exp	July Exp	Aug Exp	Total	Balance
3	1100's	Instruction	**$2,495,500**	$147,567	$144,564	$141,071	$140,335	$140,402	$138,106	$137,806	$158,813	$154,175	$217,860			$1,520,699	$974,801
4	1200's	SPED	**$514,500**	$22,795	$26,066	$27,137	$26,532	$24,178	$27,452	$35,926	$27,192	$27,666	$62,137			$307,083	$207,417
5	2100's	Sup Ser Pupils	**$250,600**	$29,754	$9,136	$8,781	$28,492	$8,965	$8,288	$14,845	$13,106	$9,261	$53,419			$184,048	$66,552
6	2200's	Sup Ser Staff	**$221,500**	$14,049	$13,334	$14,687	$13,438	$13,659	$13,520	$13,876	$16,354	$14,923	$13,334			$141,174	$80,326
7	2310's	Board	**$58,000**	$475	$2,413	$2,413	$3,018	$8,249	$3,827	$1,475	$32,452	$5,305	$1,213			$60,839	-$2,839
8	2320's	Exec Admin	**$154,900**	$10,930	$10,970	$12,888	$11,479	$11,546	$10,981	$11,189	$11,707	$12,819	$11,594			$116,102	$38,798
9	2400's	Principal	**$342,000**	$24,954	$24,965	$25,633	$25,743	$24,603	$25,698	$24,627	$25,357	$26,177	$24,451			$252,207	$89,793
10	2500's	Business	**$129,000**	$1,010	$10,714	$5,069	$6,490	$3,137	$5,639	$5,009	$1,938	$4,607	$5,985			$49,597	$79,403
11	2600's	Main & Oper	**$693,000**	$54,468	$42,985	$43,254	$43,932	$35,842	$60,594	$48,874	$39,949	$48,177	$51,708			$469,785	$223,215
12	2750's	Reg Trans	**$266,500**	$19,045	$18,772	$19,664	$22,163	$16,987	$21,608	$20,751	$19,498	$20,866	$16,013			$195,367	$71,133
13	2760's	SPED Trans	**$2,600**		$0	$0	$376	$0	$0	$0	$0					$376	$71,133
14	3000's	HAL & Community	**$45,000**	$2,797	$570	$1,118	$1,932	$50	$767	$165	$50	$50	$7,845			$15,343	$29,657
15	3500's	State Categorical	**$2,000**	$386	$235	$235	$386	$642	$642	$642	$642	$407	$1,377			$5,591	-$3,591
16	4000's	Federal	**$123,400**	$13,431	$5,927	$23,512	$47,014	$6,259	$7,238	$36,776	$6,786	$6,786	$18,506			$172,234	-$48,834
17	6000's	Summer School	**$5,500**														
18	8000's	Transfers	**$90,000**														
19	9000's	Non-Program											$2,000				
20		EMC Reimbursement															
21	Total		**$5,394,000**	$341,659	$310,649	$325,463	$371,332	$294,519	$324,360	$351,961	$353,844	$331,219	$487,441	$0	$0	$3,492,445	$1,901,555
22																	
23	**Total Monthly Expenses:**																
24	General		**$4,746,000**	$305,047	$278,421	$274,578	$297,023	$263,441	$289,028	$278,617	$319,225	$296,360	$403,421	$0	$0	$3,005,162	$1,740,838
25	SPED		**$517,100**	$22,795	$26,066	$27,137	$26,908	$24,178	$27,452	$35,926	$27,192	$27,666	$62,137	$0	$0	$307,459	$209,641
26	Federal		**$123,400**	$13,431	$5,927	$23,512	$47,014	$6,259	$7,238	$36,776	$6,786	$6,786	$18,506	$0	$0	$172,234	-$48,834
27	Total		**$5,386,500**	$341,273	$310,414	$325,228	$370,946	$293,878	$323,718	$351,319	$353,203	$330,812	$484,064	$0	$0	$3,484,854	$1,901,646
28																	
29	**Total Yearly Expenses:**																
30	General		**$4,656,000**	$305,047	$583,469	$858,047	$1,155,070	$1,418,511	$1,707,539	$1,986,156	$2,305,381	$2,601,741	$3,005,162	$3,005,162	$3,005,162	$3,005,162	$1,650,838
31	SPED		**$517,100**	$22,795	$48,861	$75,998	$102,907	$127,085	$154,537	$190,463	$217,656	$245,322	$307,459	$307,459	$307,459	$307,459	$209,641
32	Federal		**$123,400**	$13,431	$19,358	$42,870	$89,884	$96,143	$103,381	$140,156	$146,942	$153,728	$172,234	$172,234	$172,234	$172,234	-$48,834
33	Total		**$5,296,500**	$341,273	$651,687	$976,915	$1,347,861	$1,641,739	$1,965,457	$2,316,776	$2,669,978	$3,000,790	$3,484,854	$3,484,854	$3,484,854	$3,484,854	$1,811,646
34																	
35	**Total Unencumbered:**																
36	General		**$4,746,000**	$4,440,953	$4,162,531	$3,887,953	$3,590,930	$3,327,489	$3,038,461	$2,759,844	$2,440,619	$2,144,259	$1,740,838	$1,740,838	$1,740,838		
37	SPED		**$517,100**	$494,305	$468,239	$441,102	$414,193	$390,015	$362,563	$326,637	$299,444	$271,778	$209,641	$209,641	$209,641		
38	Federal		**$123,400**	$109,969	$104,042	$80,530	$33,516	$27,257	$20,019	-$16,756	-$23,542	-$30,328	-$48,834	-$48,834	-$48,834		
39	Total		**$5,386,500**	$5,045,227	$4,734,813	$4,409,585	$4,038,639	$3,744,761	$3,421,043	$3,069,724	$2,716,522	$2,385,710	$1,901,646	$1,901,646	$1,901,646		
40																	
41	Gen Budget Avg Spend Down			$4,350,658	$3,954,842	$3,559,500	$3,163,684	$2,768,342	$2,373,000	$1,977,658	$1,581,842	$1,186,500	$791,158	$395,342	$0		
42	Total Budget Avg Spend Down			$4,944,680	$4,494,820	$4,045,500	$3,595,640	$3,146,320	$2,697,000	$2,247,680	$1,797,820	$1,348,500	$899,180	$449,320	$0		

RESIGNATION AGREEMENT and RELEASE OF CLAIMS

This Agreement is made by and between the Board of Education ("Board") of Kearney County School District No. 50-0001, commonly known as Wilcox-Hildreth Public Schools ("School District"), and James Preston ("Mr. Preston").

WITNESSETH:

WHEREAS, Mr. Preston is employed as a permanent certificated employee of the School District; and

WHEREAS, the parties desire to end Mr. Preston's employment relationship with the School District and to compromise, settle and release all claims about that employment relationship; and

WHEREAS, the parties wish to execute this Resignation Agreement and Release of Claims ("Agreement") which will constitute a full and complete settlement of all questions and a release settling all claims regarding the ending of Mr. Preston's employment relationship with the School District.

NOW, THEREFORE, in consideration of the agreements contained herein, the parties agree as set forth below.

1. **Employment.** The School District currently employs Mr. Preston as a permanent certificated employee pursuant to an employment contract for the 2017-18 school year.

2. **Resignation from Employment.** Mr. Preston hereby resigns his employment and all contractual relationship with the School District effective at the end of Mr. Preston's 2017-18 teaching contract. A copy of Mr. Preston's letter of resignation is attached hereto and incorporated herein by this reference as "Exhibit A." Mr. Preston's resignation is irrevocable and is conditioned solely upon the Board of Education's acceptance of it and approval of all terms of this Agreement. In the event the Board of Education does not accept Mr. Preston's resignation and approve the terms of this Agreement, Mr. Preston's employment with the School District will continue as provided by law.

3. **Payment of Salary and Benefits.** The School District will pay Mr. Preston all salary and fringe benefits which Mr. Preston has elected and is entitled to pursuant to his 2017-18 teaching contract. Payments made to Mr. Preston shall be reduced by legally required deductions

including state and federal income tax withholding, FICA and FUTA, but shall not be reduced by employee contributions to the Nebraska Public Employees' Retirement System. Mr. Preston consents to the withholding of such sums.

4. **Lump Sum Payment.** In addition to the payments and other consideration contained herein, the School District will pay Mr. Preston a one-time, lump-sum payment of $56,880.00. This will be paid by check issued to Mr. Preston, less applicable withholdings, within 30 days of acceptance of his resignation by the Board of Education. This payment shall be reduced by legally required deductions including state and federal income tax withholding, FICA and FUTA, but shall not be reduced by employee contributions to the Nebraska Public Employees' Retirement System. Mr. Preston consents to the withholding of such sums.

5. **Mr. Preston's Release of Claims.** In consideration of the promises and other consideration specified in this Agreement, Mr. Preston releases the School District and its officers, board members, administrators, employees, agents, representatives, successors, and assigns from all claims, demands, and actions arising out of and/or related in any way, either directly or indirectly, to Mr. Preston's employment with the School District, and/or any actions or occurrences taking place up to and including the date of execution of this Agreement, including but not limited to claims or rights under the laws governing teacher tenure in Nebraska (NEB. REV. STAT. §§ 79-824 *et seq.*), the Nebraska Wage Payment and Collection Act, Title VII of the Civil Rights Act of 1964, as amended, the Age Discrimination in Employment Act, the Civil Rights Act of 1866 and 1871, or any other Civil Rights Acts as amended, claims or rights under 42 U.S.C. § 1981, through and including 42 U.S.C. § 1988, the Americans with Disabilities Act, § 504 of the Rehabilitation Act, the Family Medical Leave Act of 1993, the Nebraska Act Prohibiting Unjust Discrimination Because of Age, all claims or rights relating to discrimination on the basis of age, race, color, religion, sex, disability, handicap, or national origin before the federal Equal Employment Opportunity Commission, the Nebraska Equal Opportunity Commission, and any state or federal court under any state or federal constitution, law, rule, or regulation, or claims or rights of whatever nature arising under any other state, federal, or local constitution, executive order, statute, regulation, or ordinance arising from Mr. Preston's employment or contractual relations with the School District or Mr. Preston's resignation of employment. Mr. Preston represents that no claims have now been filed against the School

District. Mr. Preston acknowledges that nothing in this agreement prohibits Mr. Preston from filing a Complaint with the Equal Employment Opportunity Commission or any other similar state agency, the Occupational Safety and Health Administration, the Secretary of Labor or otherwise participating in matters pending before those agencies. However, in the event Mr. Preston files such a charge or complaint, Mr. Preston shall be entitled to no relief, no reinstatement, no remuneration, no damages, no back pay, no front pay and no compensation whatsoever from the School District as a result of such charge or complaint, since Mr. Preston has released and extinguished any right to such relief under this Agreement. Mr. Preston also releases all contract, tort, and common law claims, and claims for attorney's fees, costs and expenses. Mr. Preston covenants not to institute any complaints or proceedings against the School District or any of the above-mentioned persons in the future with respect to any of the claims, demands, causes of action, or rights hereby released. This release does not waive any rights or claims for breach of this Agreement.

6. **School District Release of Claims.** Subject to the terms and conditions set forth herein, the School District releases Mr. Preston from any and all claims or causes of action which it may have against Mr. Preston, known or unknown, past, present or future, arising from or related to, in any way, directly or indirectly, Mr. Preston's employment relationship with the School District and/or to any action or occurrence taking place at any time up to and including the effective date of this Agreement. Such release and waiver of claims and causes of action include any claim for costs or attorney fees.

7. **Notification of Rights and Consultation with Legal Counsel.** By signing below, Mr. Preston acknowledges that he has been advised in writing by this Agreement, that he should consult with an attorney prior to executing this Agreement; that he has 21 days from the presentation of the Agreement to consider it, with any amendments which might be agreed to; that he may have another person present in any meetings to negotiate regarding this Agreement; and that he has seven days after executing this Agreement during which he may revoke it. Mr. Preston has acted voluntarily and upon his own best judgment in executing this Agreement.

8. **Verification of Successive Experience.** The School District will verify Mr. Preston's successive experience to the Nebraska Department of Education pursuant the Department's rules.

9. **Binding Nature of Agreement.** This Agreement shall be forever binding on Mr. Preston, his heirs, executors, administrators, and assigns.

10. **No Admission of Liability.** This Agreement is not to be construed as an admission of liability on the part of either party.

11. **Authorization to Hire a Replacement.** The School District may advertise for and endeavor to hire a person to replace Mr. Preston as it deems appropriate.

12. **Entirety of Agreement.** This Agreement contains the parties' entire agreement. Its terms and release are contractual and not a mere recital.

13. **Nebraska Law.** This Agreement shall be construed in accordance with the laws of the State of Nebraska. Any dispute arising hereunder shall be submitted only to a state court or federal court of competent jurisdiction in Nebraska to whose jurisdiction all parties hereto consent.

14. **Acknowledgment of Understanding.** The parties confirm that they have read this Agreement in full; are fully apprised of its contents; understand its meaning and implications, specifically with regard to the fact that it includes the waiver of rights and that it precludes each party from bringing any claim or cause of action against the other for matters occurring or arising at any time before the date of its execution; and have executed it voluntarily.

James Preston

Dated June 14, 2018.

Kirk Nelson, Board President
Wilcox-Hildreth Public Schools

Dated June _____, 2018.

EXHIBIT A

June 14, 2018

Board of Education
Wilcox-Hildreth Public Schools
404 E. Sapp Street
Wilcox, NE 68982

Dear Members of the Board of Education:

I hereby resign my employment as a teacher at Wilcox-Hildreth Public Schools, effective at the conclusion of my 2017-2018 contract.

Sincerely,

James Preston

Wilcox-Hildreth Community Schools

RESOLUTION NUMBER 061818

WHEREAS, the Federal Disaster Mitigation Act of 2000 was signed in to law on October 30, 2000, placing new emphasis on state and local mitigation planning for natural hazards and requiring communities to adopt a hazard mitigation action plan to be eligible for pre-disaster and post-disaster federal funding for mitigation purposes; and

WHEREAS, a Multi-Jurisdictional Hazard Mitigation Plan was prepared by the Tri-Basin Natural Resources District, with assistance from JEO Consulting Group, Inc. of Lincoln, NE, which includes Wilcox-Hildreth Community Schools.

WHEREAS, the purpose of the mitigation plan was to lessen the effects of disasters by increasing the disaster resistance of the Natural Resources District and participating jurisdictions located within the planning boundary by identifying the hazards that affect Wilcox-Hildreth Community Schools and prioritize mitigation strategies to reduce potential loss of life and property damage from those hazards, and

WHEREAS, FEMA regulations require documentation that the plan has been formally adopted by the governing body of Wilcox-Hildreth Community Schools in the form of a resolution and further requesting approval of the plan at the Federal Level; and

NOW, THEREFORE, the governing body of Wilcox-Hildreth Community Schools does herewith adopt the Tri-Basin Natural Resources District Multi-Jurisdictional Hazard Mitigation Plan Update in its entirety; and

PASSED AND APPROVED this ___ day of _____, 2018.

_____

Superintendent

ATTEST:

_____

2017-2018 (INCREASE .05)			2018-2019 (INCREASE .05)		
BREAKFAST	**PRICES**		**BREAKFAST**	**RECOMMENDED**	
Students K-12	$2.00		Students K-12	$2.05	
Adults	$2.15		Adults	$2.20	
LUNCHES			**LUNCHES**		
Students K-4	$2.65		Students K-4	$2.75	
Students 5-12	$2.95		Students 5-12	$3.00	
Adults	$3.65		Adults	$3.70	
Adult Salad Bar	$2.95		Adult Salad Bar	$3.00	
EXTRAS - SERVING					
Milk	$0.50				
Main Entree	$1.00				
Yogurt	$0.50				
Fruit	$0.50				
Juice Cup	$0.50				
Vegetables	$0.50				
Cereal	$0.50				
Snack Bag	$0.50				
Pizza Hut Pizza Slice	$1.50				
UPDATED 6/4/2018					

1000 Series Policies

INDEX

1001 General Policy Statement

1002 Creation and Amendment of Board of Education Policies

1003 Mission Statement

1001
General Policy Statement

The organization, management, and control of this school district is vested in its board of education ("board"). To guide the board and school district operations, and to assist it and its designees in carrying out duties, the board will establish, maintain, and amend a set of policies.

Written board policies serve the following purposes:

1. Formally articulating the board's goals and long-term objectives.
2. Providing district administrators and staff with guidance in making decisions that affect students, employees and patrons of the district.
3. Informing the public of the manner that the board and district will conduct its business and its relationships with staff, pupils, parents and patrons.

To avoid unnecessary rigidity, these policies are stated in general terms. With the exception of statutory requirements or instances when the specific application of a policy is essential to the long-term welfare of the district, these policies are intended to provide administrators with the flexibility to apply them to a wide range of situations.

The policies are not the only guidelines for district operations. Specific regulations, procedures, and practices also help guide and govern actions and decisions. They must be consistent with policies, but serve a different purpose.

Exceptional Circumstances

The board cannot foresee every situation that may arise, and circumstances will occur when these policies provide inadequate guidance. In such circumstances, the superintendent should use his or her best judgment, and communicate with the board about the situation as soon as is convenient.

Validity of Policies

Each policy and its provision should be interpreted so that it is valid under applicable law. If a court determines that a provision of a policy is invalid, such invalidity shall not affect the remaining provisions of that policy.

Adopted on: _____
Revised on: _____
Reviewed on: _____

1002
Creation, Amendment, and Distribution of Board of Education Policies

Each of these policies shall become the official policy of the school district when the board has approved it by majority vote of the members present at any lawfully convened meeting of the board.

It shall generally be the practice of the board to adopt or amend any policy after a single reading at any regular or special board meeting. However, the board may, in its discretion, review policies at multiple meetings prior to taking action.

Each policy shall bear the date when it was adopted, revised or reviewed.

The superintendent shall distribute copies of these policies to all members of the board, maintain a master copy in the central office, and see to it that the policies are maintained on the school district's website.

Annual Review

The board shall review all policies at least once every three years. Nebraska statutes require an annual review and/or hearing to solicit public comment on these specific policies:

Parental Involvement Policy

Title I Parental Involvement Policy

(NOTE: These first two are distinct parental involvement policies, and both must be reviewed annually.)

Student Fees Policy

Bullying

Multicultural Education

Student Assessment

Teacher Evaluation

Student Academic Performance

Safety and Security Committee

Attendance and Excessive Absenteeism

The board may update or add policies as needed. The board shall determine the number of copies of policies to be made and their distribution. The superintendent shall maintain an up-to-date master copy of the policies in the main administrative office. Unless otherwise directed by the board, the master copy shall be considered the official district policy manual.

Adopted on: _____
Revised on: _____
Reviewed on: _____

1003
Mission Statement

To teach skills and provide experiences in a positive environment to prepare students for success in an ever-changing world.

Adopted on: _____
Revised on: _____
Reviewed on: _____

2000 Series Policies

INDEX

2001 Role of the Board of Education

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2003 Development and Education of Board Members

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2013 Violation of Board Ethics

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2015 Student Member of School Board

2016 Participation in Insurance Program by Board Member

2001
Role of the Board of Education

The board of education (board) is charged by the Legislature with the duty of providing public elementary and secondary education to the citizens of the district. The Legislature has also created the State Board of Education and the State Department of Education, and has delegated certain regulatory and advisory functions to them. The board is responsible to these agencies as specified by law.

The board's primary duties are: (1) to establish a mission, goals, and policies; (2) to establish and maintain school facilities; (3) to select a superintendent; (4) to adopt a fiscally responsible budget; and (5) to evaluate programs.

1. Establishment of Mission, Goals and Policies

The board shall concern itself with broad questions of mission, goals and policy, rather than administrative details. The application of policies is an administrative task to be performed by the superintendent of schools and his or her administrative staff, who shall be held responsible for the effective administration and supervision of the entire school district.

2. Establishment and Maintenance of School Facilities and Other Resources

The board is the legal agency through which the community works to provide the physical facilities, curriculum, instructional supplies and staff to enable the district's mission and objectives to be carried out. The board will establish and maintain school facilities necessary to educate the students of the district.

3. Selection of the Superintendent of Schools

The board will employ a superintendent of schools as the chief executive to whom it will delegate the administration of the school program. As the chief administrator for the board, the superintendent will implement board policies and supervise the day-to-day operation of the school system. The superintendent will keep the board informed of the implementation of the plans and policies, and will recommend changes to policies as necessary. The superintendent will furnish educational leadership to the board, the school staff, and the community.

4. Fiscally Responsible Budget

The board will annually adopt a fiscally responsible budget that will permit the district to accomplish its goals and objectives. The management of the financial program and the development of the proposed budget for the district is delegated to the superintendent.

The board will work for adequate and dependable financial support of the public schools, promotion of effective and efficient organization, and administration of the district.

5. Evaluation of Program

The board will evaluate, or cause to be evaluated, the progress and results of the educational program on a continuous basis. In making these evaluations, the board will seek and give appropriate weight to the superintendent's analysis and recommendations.

Adopted on: _____
Revised on: _____
Reviewed on: _____

2002
Organization of the Board

1. Membership, Term and Election

    a. The Board of Education shall be comprised of six members who will be elected at large.

    b. Those who wish to serve on the board shall file, be elected, and serve terms of office on the board according to law.

2. Internal Organization and Officers

    a. President

        i. At the regular January meeting, the board shall elect from among its members a president who shall serve in that capacity for one year.

        ii. The president shall preside at all board meetings, and shall perform such other duties as may be prescribed by law or by action of the board.

    b. Vice President

        i. At the regular January meeting, the board shall elect from among its members a vice president who shall serve in that capacity for one year.

        ii. The vice president shall preside in the absence of the president, and shall perform such other duties as are assigned by the board.

    c. Secretary

        i. At the regular January meeting, the board shall elect a secretary who need not be a member of the board. The secretary shall serve in that capacity for one year. If the secretary is a member of the board, an assistant secretary may be named and his or her duties and compensation set by the board.

        ii. The secretary shall see that an accurate record of the proceedings of the board is kept, that a copy of the

proceedings is provided to each board member and to the superintendent, and that a concise summary of each month's meeting is published along with a list of all approved claims. The secretary shall perform such other duties as are prescribed by law and assigned by the board.

d. Treasurer

i. A treasurer from the board will be designated on a year-to-year basis.

ii. The treasurer will sign checks and certain other documents. The treasurer is the custodian of the monies of the district.

iii. The treasurer shall give bond or equivalent insurance coverage payable to the district as prescribed by law with the cost of the bond being paid by the district.

iv. The treasurer shall issue no warrant of payment of claim against the district until such claim has been duly authorized by the board and has been duly countersigned by the president.

v. The vice president or secretary may sign any warrant in the absence of either the president or the treasurer.

3. Board Officer Voting and Tie Breakers

a. The vote to elect board officers may be taken by secret ballot, but the total number of votes for each candidate shall be recorded in the minutes.

b. In the event any officer cannot be elected by a majority after 10 votes; no votes occur after ten motions fail for lack of a "second,"; or no member volunteers to serve as an officer for a particular position, the tie will be broken by the applicable method:

i. [Option 1]: If the board is split between two members, they will each serve as the officer for six months of the year. The initial six-month term will be determined by coin flip.

ii. If the board is split between more than two members who wish to serve as the officer, any member wanting to serve as the officer will put his or her name into a drawing. The

name drawn out will be the officer for the upcoming year unless the position changes by action of the board.

iii. If no member is willing to serve as an officer for a position which is required to be a member of the board, all non-officers' names will be put into a drawing. The name drawn out will be the officer for the upcoming year unless the position changes by action of the board.

4. Committees

a. The board shall authorize such special committees as it deems necessary. The board president shall appoint members to the committee, and designate its function, tasks it is to perform, and a completion date for its work.

b. On or before the beginning of each school year, the board shall appoint three members to form a Committee on Americanism. The committee's duties shall be those prescribed by Nebraska statutes.

5. Vacancies

a. A vacancy on the board of education shall exist when any one of the following occurs:

i. A member submits his or her formal resignation from the board.

ii. A member removes himself or herself from the district or is absent from the district for a continuous period of sixty days.

iii. A member misses more than two consecutive regular board meetings unless excused by a majority of the remaining members.

iv. Such other reasons as are set forth in Nebraska statutes.

b. The board shall make note the vacancy in its minutes and shall give notice of the date the vacancy occurred, the office vacated, and the length of the unexpired term to (1) the election commissioner or county clerk, and (2) the public by published notice in a newspaper of general circulation in the district.

c. Vacancies shall be filled in the manner set forth in Nebraska statutes.

Adopted on: _____
Revised on: _____
Reviewed on: _____

2003
Development and Education of Board Members

1. New Board Member Orientation

    a. All new board members are strongly encouraged to attend new board member training and workshops.

    b. Sitting board members and the superintendent will assist each new member-elect to understand the board's functions, policies, and procedures before he or she takes office.

2. Ongoing Development and Education

    a. Board members provide the most effective service to the district when they are continuously updated on educational and legal issues. Attendance at meetings directly or indirectly related to education or school matters is encouraged for the value they have to the school system and the professional growth of board members.

    b. Board members are encouraged to engage in continuing education such as:

        i. Participation in local, regional and state conferences and workshops such as meetings of the Nebraska Association of School Boards, the Nebraska Rural Community Schools Association, and the Nebraska Council of School Administrators.

        ii. Participation in legislative sessions and related activities.

        iii. Participation in national conventions such as the National School Boards Association and/or the American Association of School Administrators on a rotating basis among the members.

        iv. Examination of other school facilities and their programs.

        The superintendent shall notify board members of all relevant conferences and workshops, other local and regional meetings, and/or in-service activities.

Board members should refer to Policy 2007 for information on reimbursement for attendance at continuing education and training.

Adopted on: _____
Revised on: _____
Reviewed on: _____

2004
Oath of Office

No board member is required to take an oath of office pursuant to Nebraska law. However, new board members may voluntarily take the following oath before entering into their official duties:

> 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 member of the 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.

Board members may affirm the oath orally or in writing. Copies of written oaths will be retained as official records of the school district in the main administrative office and such other places as may be required by law. Board members who give the oath orally will be noted in the minutes.

Adopted on: _____
Revised on: _____
Reviewed on: _____

2005
Conflict of Interest

Any member of the board of education who meets the conditions set forth in this policy shall be deemed to have a business or financial conflict of interest.

1. Definitions. For purposes of this policy:

    a. Business with which a board member is associated shall include the following:

        (1) A business in which the board member or a member of his or her immediate family is a partner, a limited liability company, or serves as a director or an officer.

        (2) A business in which the board member or a member of his or her immediate family is a stockholder in a closed corporation with stock worth one thousand dollars or more, or the board member or his or her immediate family owns more than a five percent equity interest or is a stockholder of publicly traded stock worth more than ten thousand dollars or more at fair market value, or which represents more than ten percent equity interest. This shall not apply to publicly traded stock under a trading account if the board member reports the name and address of the company and stockbroker.

    b. A business association shall be defined to include an individual as a partner, limited liability company member, director or officer, or a business in which the individual or member of the immediate family is a stockholder.

    c. Immediate family member or member of the immediate family shall mean a child residing in an individual's household, a spouse of an individual, or an individual claimed by that individual or that individual's spouse as a dependent for federal income tax purposes.

1. Contracts with the School District.

    a. No board member or member of his or her immediate family shall enter into a contract valued at two thousand dollars or more, in

any one year, with this school district unless the contract is awarded through an open and public process that (1) includes prior public notice and (2) allows the public to inspect during the school district's regular office hours the proposals considered and the contract awarded. Board members who enter into employment contracts with the school district must also comply with the board's policy on the employment of board members.

b. The existence of any conflict of interest in any contract in which the board member has an interest and in which the school district is a party, or the failure to make public the board member's interest known, may render a contract null and void.

c. The prohibition of a conflict of interest or requirement for the board member to make public notice shall apply when the board member, or his or her immediate family has a business association with the business involved in the contract or will receive a direct pecuniary fee or commission as a result of the contract.

d. The prohibition in this section does not apply if the contract is an agenda item approved at a board meeting and the board member:

(1) Makes a declaration on the record to the school board regarding the nature and extent of his or her interest prior to official consideration of the contract;

(2) Does not vote on the matters of granting the contract, making payments pursuant to the contract, or accepting performance of work under the contract, or similar matters relating to the contract, except that if the number of members of the school board declaring an interest in the contract would prevent the board with all members present from securing a quorum on the issue, then all members may vote on the matters; and

(3) Does not act for the school board as to inspection or performance under the contract in which he or she has an interest.

2. Contracts with Board Member’s Immediate Family.

    a. If a person in a board member's immediate family is an employee of this school district, the board member may vote on all issues of a contract which are generally applicable to:

        (1) All district employees.

        (2) All employees within a specific classification but which does not single out the member of his or her immediate family.

3. Employing Members of the Immediate Family.

    a. A board member may recommend for employment or supervise the employment of an immediate family member if:

        (1) The board member does not abuse his or her position.

        (2) Abuse of official position shall include, but not be limited to, employing an immediate family member:

            (i) who is not qualified for and able to perform the duties of the position;

            (ii) for any unreasonably high salary;

            (iii) who is not required to perform the duties of the position.

        (3) The board makes a reasonable solicitation and consideration of applications for employment.

        (4) The board member makes a full disclosure on the record to the governing body of the school district and to the secretary of the board. If the secretary of the board of education would be the individual filing the disclosure statement, the statement shall be filed with the president of the board of education.

        (5) The board approves the employment or supervisory position.

b. The board has not terminated the employment of another employee so as to make funds or a position available for the purpose of hiring an immediate family member.

4. Gifts, Loans, Contributions, Rewards, or Promises of Future Employment

   a. No board member shall offer or give to the following persons anything of value, including a gift, loan, contribution, reward, or promise of future employment, based upon an agreement that a vote, official action, or judgment would be influenced thereby:

      (1) a public official, public employee, or candidate.

      (2) a member of the immediate family of an individual listed in Subparagraph 'a' above.

      (3) a business with which an individual listed in Subparagraph (1) or (2) above is associated.

   b. No board member shall solicit or accept anything of value, including a gift, loan, contribution, reward, or promise of future employment based on an agreement that the vote, official action, or judgment of the board member would thereby be influenced.

   c. A board member shall not use or authorize the use of his or her public office or any confidential information received through the holding of a public office to obtain financial gain, other than compensation provided by law, for himself or herself, a member of his or her immediate family, or a business with which he or she is associated.

   d. A board member shall not use personnel, resources, property, or funds under his or her official care and control other than in accordance with prescribed constitutional, statutory, and regulatory procedures or use such items, other than compensation provided by law, for personal financial gain.

5. Conflict of Interest Relating to Campaigning or Political Issues

   a. Except as provided below, the board shall not authorize the use of personnel, property, resources, or funds under its jurisdiction for the purpose of campaigning for or against the nomination or

election of a candidate or the qualification, passage, or defeat of a ballot question.

b. This does not prohibit the board from making school district facilities available to a person for campaign purposes if the identity of the candidate or the support for or opposition to the ballot question is not a factor in making the facilities available or a factor in determining the cost or conditions for use.

c. This does not prohibit the board from discussing and voting upon a resolution supporting or opposing a ballot question.

d. This does not prohibit the board, while legally seated as a body, from responding to specific inquiries by the press or the public as to the board's opinion regarding a ballot question or from providing information in response to a request for information.

(1) The board may designate one or more members of its body, or one or more of its school administrators, to speak on behalf of the board on specific occasions such as public meetings or legislative hearings.

(2) Any member of the board may present his or her personal opinion regarding a ballot question or respond to a request for information related to a ballot question; but in so doing, the person should clearly state that the information being presented is his or her personal opinion and is not to be considered as the official position or opinion of the board. However, this shall not be done during a time that the individual is engaged in his or her official duties.

6. Conflict of Interest Statement

a. Any board member who would be required to take any action or make any decision in the discharge of his or her official duties that may cause financial benefit or detriment to him or her, a member of his or her immediate family, or a business with which he or she is associated, which is distinguishable from the effects of such action on the public generally or a broad segment of the public, shall take the following actions as soon as he or she is aware of such potential conflict or should reasonably be aware of such potential conflict, whichever is sooner:

(1) Prepare a written statement describing the matter requiring action or decision and the nature of the potential conflict;

(2) Deliver a copy of the statement to the school board secretary who shall enter the statement onto the school district's public records; and

(3) Abstain from participating or voting on the matter in which he or she has a conflict of interest.

b. If the board member would like a formal opinion from the NADC as to whether there is an actual conflict of interest, he/she shall deliver a copy of the statement to the NADC.

7. Recordkeeping

a. The board secretary shall maintain a separate record of the following information for every contract entered into by the school board in which a board member has an interest and for which disclosure was made pursuant to section 2d of this policy:

(1) The names of the contracting parties.

(2) The nature of the interest of the board member in question.

(3) The date that the contract was approved.

(4) The amount of the contract.

(5) The basic terms of the contract.

b. The information supplied relative to the contract shall be provided no later than ten (10) days after the contract has been signed by both parties. The ledger kept by the board secretary shall be available for public inspection during normal working hours of the office in which it is kept.

9. Conflict. To the extent that there is a conflict between this policy and the Nebraska Political Accountability and Disclosure Act ("Act"), the Act shall control.

Adopted on: _____
Revised on: _____
Reviewed on: _____

2006
Complaint Procedure

Good communication helps to resolve many misunderstandings and disagreements. This complaint procedure applies to board members, patrons, students and school staff, unless the staff member is subject to a different grievance procedure pursuant to policy or contract. Individuals who have a complaint should discuss their concerns with appropriate school personnel in an effort to resolve problems. When such efforts do not resolve matters satisfactorily, including matters involving discrimination or harassment on the basis of race, color, national origin, sex, marital status, disability, or age, a complainant should follow the procedures set forth below.

A preponderance of the evidence will be required to discipline a party accused of misconduct. This means that the investigator must conclude that it is more likely than not that misconduct occurred.

Complaint and Appeal Process.

1. The first step is for the complainant to speak directly to the person(s) with whom the complainant has a concern. For example, a parent who is unhappy with a classroom teacher should initially discuss the matter with the teacher. However, the complainant should skip the first step if complainant believes speaking directly to the person would subject complainant to discrimination or harassment.

2. The second step is for the complainant to speak to the building principal, Title IX/504 coordinator, superintendent of schools, or president of the board of education, as set forth below.

    a) Complaints about the operation, decisions, or personnel within a building should be submitted to the principal of the building.

    b) Complaints about the operations of the school district or a building principal should be submitted in writing to the superintendent of schools.

    c) Complaints about the superintendent of schools should be submitted in writing to the president of the board of education.

d) Complaints involving discrimination or harassment on the basis of race, color, national origin, gender, marital status, disability, or age may also be submitted, at any time during the complaint procedure to the School District's Title IX/504 coordinator. Complaints involving discrimination or harassment may also be submitted at any time to the Office for Civil Rights, U.S. Department of Education: by email at OCR.KansasCity@ed.gov; by telephone at (816) 268-0550; or by fax at (816) 268-0599.

3. When a complainant submits a complaint to an administrator or to the Title IX/504 coordinator, the administrator or Title IX/504 coordinator shall promptly and thoroughly investigate the complaint, and shall:

a) Determine whether the complainant has discussed the matter with the staff member involved.

1) If the complainant has not, the administrator or Title IX/504 coordinator will urge the complainant to discuss the matter directly with that staff member, if appropriate.

2) If the complainant refuses to discuss the matter with the staff member, the administrator or Title IX/504 coordinator shall, in his or her sole discretion, determine whether the complaint should be pursued further.

b) Strongly encourage the complainant to reduce his or her concerns to writing.

c) Interview the complainant to determine:

1) All relevant details of the complaint;

2) All witnesses and documents which the complainant believes support the complaint;

3) The action or solution which the complainant seeks.

d) Respond to the complainant. If the complaint involved discrimination or harassment, the response shall be in writing and shall be submitted within 180 days after the

administrator or Title IX/504 coordinator received the complaint.

4. If either the complainant or the accused party is not satisfied with the administrator's or the Title IX/504 coordinator's decision regarding a complaint her or she may appeal the decision to the superintendent.

   a) This appeal must be in writing.

   b) This appeal must be received by the superintendent no later than ten (10) business days from the date the administrator or Title IX/504 coordinator communicated his/her decision to the complainant.

   c) The superintendent will investigate as he or she deems appropriate. However, all matters involving discrimination or harassment shall be promptly and thoroughly investigated.

   d) Upon completion of this investigation, the superintendent will inform the complainant in writing of his or her decision. If the complaint involved discrimination or harassment, the superintendent shall submit the decision within 180 days after the superintendent received complainant's written appeal.

5. If either the complainant or the accused party is not satisfied with the superintendent's decision regarding a complaint he or she may appeal the decision to the board.

   a) This appeal must be in writing.

   b) This appeal must be received by the board president no later than ten (10) business days from the date the superintendent communicated his/her decision to the complainant.

   c) This policy allows, but does not require the board to receive statements from interested parties and witnesses relevant to the complaint appeal. However, all matters involving discrimination or harassment shall be promptly and thoroughly investigated.

d) The board will notify the complainant in writing of its decision. If the complaint involved discrimination or harassment, the board shall submit its decision within 180 days after it received complainant's written appeal.

e) There is no appeal from a decision of the board.

6. When a formal complaint about the superintendent of schools has been filed with the president of the board, the president shall promptly and thoroughly investigate the complaint, and shall:

a) Determine whether the complainant has discussed the matter with the superintendent.

1) If the complainant has not, the board president will urge the complainant to discuss the matter directly with the superintendent, if appropriate.

2) If the complainant refuses to discuss the matter with the superintendent, the board president shall, in his or her sole discretion, determine whether the complaint should be pursued further.

b) Strongly encourage the complainant to reduce his or her concerns to writing.

c) Determine, in his or her sole discretion, whether to place the matter on the board agenda for consideration at a regular or special meeting.

d) Respond to the complainant. If the complaint involved discrimination or harassment, the response shall be in writing and shall be submitted within 180 days after the president received the complaint.

No Retaliation. The school district prohibits retaliation against any person for filing a complaint or for participating in the complaint procedure in good faith.

Bad Faith or Serial Filings. The purpose of the complaint procedure is to resolve complaints at the lowest level possible within the chain of command. Individuals who file complaints (a) without a good faith intention to attempt to resolve the issues raised; (b) for the purpose of adding administrative burden; (c) at a volume unreasonable to expect

satisfactory resolution; or (c) for purposes inconsistent with the efficient operations of the district may be dismissed by the superintendent without providing final resolution other than noting the dismissal. There is no appeal from dismissals made pursuant to this section.

Adopted on: _____
Revised on: _____
Reviewed on: _____

2007
Reimbursement and Miscellaneous Expenditures

1. Board members, employees, and volunteers of the school district are expected to maintain and enhance their effectiveness by being well-informed on issues affecting education. They are encouraged to attend education workshops, conferences, training programs, official functions, hearings, and meetings sponsored by the school district or state and national educational organizations which are helpful to them in performing their duties or which are in the best interests of the school district.

2. This board hereby gives prior approval for board members to attend meetings described in the preceding paragraph. Upon approval by the board president, or the superintendent or designee when the board president is unavailable, such board members may attend authorized meetings without further action or approval by the board, and shall be paid or reimbursed for registration costs, tuition costs, fees or charges, travel expenses, and costs of meals and lodging as permitted by law.

    a. The superintendent or the superintendent's designee may authorize employees and volunteers to attend meetings described in the first paragraph and may authorize the payment of such registration costs, tuition costs, fees, charges, travel expenses, costs of meals, and/or costs of lodging as he or she deems appropriate and as permitted by law.

    b. Expenses for attendance at any of the above activities shall be paid by the school district as allowed by law. The Board shall pay or reimburse attendees for expenses that are actually, necessarily, and reasonably incurred in attending educational seminars, conventions, and workshops; conferences; training programs; official school functions, hearings or meetings, provided that such reimbursement is permitted by law.

    c. The board authorizes the expenditure of funds for non-alcoholic beverages for individuals attending public meetings of the board and non-alcoholic beverages and meals for individuals while performing or immediately after performing relief, assistance, or support activities in emergency situations, and for any volunteers during or

immediately following their participation in any activity approved by the board.

d. It is in the best interest of this school district to recognize service by board members, employees, and volunteers. The board authorizes the president, superintendent or the superintendent's designee to determine when and to whom plaques, certificates of achievement, flowers or other items of value should be granted, provided that no such plaque, certificate, flowers or other item of value shall cost more than $100.00.

e. Funds may be spent for one recognition dinner each year for elected and appointed officials, employees or volunteers of the school district. The maximum cost per person for such a dinner shall not exceed $50.00.

Adopted on: _____
Revised on: _____
Reviewed on: _____

2008
Meetings

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

1. Types of Meetings

    a. The board shall hold its regular meetings on or before the third Monday of each month.

    b. Special and emergency meetings may be called as provided by law.

    c. The board may schedule work sessions and retreats in order to provide board members and administrators with the opportunity to plan, research, and engage in discussion.

2. Notice

[OPTION A: Posting in 3 Locations, Local Paper Optional] The board shall give reasonable advance publicized notice of the time and place of each of its meetings, which generally will be 48 hours or more in advance of the meeting. Such notice shall be transmitted to all members of the board and to the public. Notice of regular and special meetings shall be posted in three prominent places within the school district. Such notice shall contain a statement that the agenda shall be readily available for public inspection at the administration office of the school during the normal business hours. In addition, the superintendent is authorized, but not required, to publish the notice of any meeting in a newspaper of general circulation within the district if, in the opinion of the superintendent, it is convenient and useful to do so.

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

3. Weather Delays

In the event of inclement weather which makes it dangerous or unreasonable for board members or members of the public to attend a meeting for which

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

4. Minutes

   a. The board shall keep minutes of all meetings showing the time, place, members present and absent, and the substance of all matters discussed.

   b. Any action taken on any question or motion duly moved and seconded shall be by roll call vote of the board in open session, and the record shall state how each member voted, or if the member was absent or not voting.

   c. The minutes of all meetings and evidence and documentation received or disclosed in open session shall be public record and may be published on the school district's website.

Adopted on: _____
Revised on: _____
Reviewed on: _____

2009
Public Participation at Board Meetings

The board of education shall conduct its meetings in accordance with the Nebraska Open Meetings Act.

The board shall make reasonable efforts to accommodate the public's right to hear the discussions and testimony presented at its meetings. The board shall make available at the meeting, for examination and copying by members of the public, at least one copy of all reproducible written material to be discussed in open session of the meeting.

The board is not required to allow citizens to speak at each meeting, but it will provide the opportunity for public participation at least four times per year. The board may make and enforce reasonable rules and regulations regarding the conduct of persons attending, speaking at, videotaping, photographing, or recording its meetings.

The board shall not require members of the public to identify themselves as a condition for admission to the meeting, nor shall such body require that the name of any member of the public be placed on the agenda prior to such meeting in order to speak about items on the agenda. However, the board may require members of the public desiring to address the board to identify themselves.

Adopted on: _____
Revised on: _____
Reviewed on: _____

2010
Preparation for Board Meetings

The superintendent will create the agenda and board packet in consultation with the board president. The materials will be sent or delivered to each board member in advance of the meeting. Members of the public have no entitlement to place an item on the board's agenda, but may address the board during the next meeting at which the board receives public comment.

Adopted on: _____
Revised on: _____
Reviewed on: _____

2011
Membership in Organizations

The board may hold membership in organizations approved by the board.

Adopted on: _____
Revised on: _____
Reviewed on: _____

2012
Board Code of Ethics

The board recognizes that collectively and individually, all members of the board must adhere to an accepted code of ethics in order to improve public education. Board members must conduct themselves professionally and in a manner fitting of their position.

Each board member shall:

1. Attend all regularly scheduled board meetings insofar as possible, and become informed concerning the issues to be considered at those meetings;

2. Endeavor to make policy decisions only after full discussion at publicly held board meetings;

3. Render all decisions based on the available facts and his or her independent judgment, and refuse to surrender that judgment to individuals or special interest groups;

4. Encourage the free expression of opinion by all board members, and seek systematic communication between the board and students, staff and all elements of the community;

5. Work with other board members to establish effective board policies and to delegate authority to the superintendent to administer the school district;

6. Communicate expressions of public reaction to the board policies and school program to other board members and the superintendent;

7. Learn about current educational issues by individual study and through participation in seminars and programs, such as those sponsored by the state and national school board associations;

8. Support the employment of those persons best qualified to serve as school staff, and insist on a regular and impartial evaluation of all staff;

9. Avoid being placed in a position of conflict of interest, and refrain from using the board member's position on the board for personal or political gain;

10. Refrain from discussing the confidential business of the board in any setting except a board meeting;

11. Refrain from micro-managing the affairs of the school district;

12. Recognize the superintendent as the executive officer of the board;

13. Work constructively and collegially with the other members of the board, students, staff and patrons.

14. Refer complaints to the superintendent or building principal, as appropriate;

15. Always be mindful of his/her fiduciary obligation to the school district, including duties of loyalty and care, by placing the interests of the district above the board member's personal interests.

16. Remember that a board member's first and greatest concern must be the educational welfare of the students attending this district's schools.

Adopted on: _____
Revised on: _____
Reviewed on: _____

2013
Violation of Board Ethics

The board of education is responsible for enforcing the code of ethics of its members. If any member of the board commits a serious or repeated violation of the code, the board may take any of the following steps:

1. The board president may confer with the board member who has violated the code of ethics in order to:

    a. Identify the provision of the code that the member has violated;

    b. Propose how the member can remedy the violation;

    c. If the board member who violated the code is the board president, the vice president is empowered to confer with the president about the violation.

2. The board may discuss the violation as an agenda item at a meeting to confront the offending board member. However, the board will not enter closed session to hold the discussion of the ethics violation unless the Open Meetings Act authorizes a closed session.

3. The board may vote to publicly censure any board member who commits a serious or repeated violation of the code. The board will pass a censure motion to inform the community that an individual member of the board is not fulfilling the responsibilities for which he or she was elected.

Adopted on: _____
Revised on: _____
Reviewed on: _____

2014
Relationship with School Attorney

The board of education shall choose an attorney to assist it and the administration in dealing with legal issues.

The superintendent and the board president shall have the authority to contact the school's attorney on behalf of the district. The superintendent may give other members of the administration permission to contact the school's attorney on an as-needed basis. Individual board members other than the president may not contact the school attorney on behalf of the board without the approval of the board president or a majority of the board. Any board member who contacts the school attorney without board approval may be personally responsible for any legal fees incurred as a result of the unapproved contact.

The superintendent will, to the extent permitted by law, keep the board informed of matters in which the school attorney is involved.

Adopted on: _____
Revised on: _____
Reviewed on: _____

2015
STUDENT MEMBER OF SCHOOL BOARD

In order to provide the School Board gain a greater insight into student activities, programs, and needs; and to encourage student involvement in school district governance activities the board may allow one nonvoting student member(s) on the Board of Education. The role of student member is advisory. The board shall decide whether to have a student member at its regular May board meeting or at such other meeting determined by the board.

Selection and Term of Student Member

The student member shall be the student body or student council president, the senior class representative, or a representative elected from and by the entire student body, as designated by the voting members of the School Board.

The term of office will be one school year, beginning on September 1 and ending on June 1.

Student members will not participate in executive or closed sessions.

Guidelines

Student members may not introduce motions.

Student members are expected to attend all public meetings of the Board and can be appointed to committees of the Board at the discretion of the president.

The president of the board, in consultation with the Superintendent of Schools, has the right to bar the participation of a student member at the board's discretion. The decision of the board president is final and is not subject to review.

Adopted on: _____
Revised on: _____
Reviewed on: _____

2016
Participation in Insurance Program by Board Members

Members of board of education may participate in the school district's health and life insurance plans which are provided to school district employees. A board member electing to participate in the insurance program of the school district shall pay both the employee and the employer portions of the premiums to the district in advance of any payments being due from the district to the insurance carrier.

Every three months, the board will place on its agenda a report identifying the board members who have elected to purchase insurance coverage through the district. This report will shall be made available in the school district office for review by the public upon request.

Adopted on: _____
Revised on: _____
Reviewed on: _____

May 29, 2018

Dear Mr. Dietz, Mr. Patterson, and the Wilcox-Hildreth School Board,

Please accept this letter as formal notification that I am resigning from my position with Wilcox-Hildreth School as of June 12, 2018.

I am glad to provide any assistance I can during this transition.

Thank you for the opportunities for professional and personal development that you have provided me during the last seventeen years. This decision has been a very difficult one to make as it affects more than just myself so please understand that I have put a lot of thought into this.

Sincerely,



Kelly Sheen

Wilcox-Hildreth Public Schools
Monthly Board Notes
Prepared for the Wilcox-Hildreth Public Schools Board of Education

June 18, 2018

To: Wilcox-Hildreth Board of Education
From: Carl Dietz, Superintendent

DISCUSSION ITEMS-

Superintendent's Report:

A. FINANCES
- 65% of the budget is spent compared to June 2017, 57%. (83% of the year complete).
- General Fund Cash Balance on May 30 was $4,464,853 compared to $4,.2 million last year, and approximately $3.0 million two years ago. Right now we could be close to having about $3.5 million in cash balance at the end of the fiscal year. This compares to $3.3 million last year and $2.4 two years ago.
- Through June 2018 we have spent $3,489,251 compared to approximately $3.2 million last year, $3.6 million two years ago and approximately $3.3 million three years ago.
- Payroll continues to be about 20,000 higher each month compared to last year. The increase in payroll alone amounts to an increase of $240,000 on the total expenditures for the year.
- Our monthly General Fund bills were much higher this month due to; payment for our new Language Arts materials, down payment on playground equipment, our quarterly ESU bill and some other maintenance and repairs.
- We are still in line to spend about $3.9-$4.3 million this fiscal year.

B. BUILDINGS AND GROUNDS:
- Summer work projects continue on the inside and outside of the Wilcox building. As you have noticed, we have removed many of the cedar trees around the Wilcox campus. I think this is a nice improvement to the appearance of the building.
- The committee asked us to get a bid for concrete for a cement pad for the new greenhouse to be installed south of the Ag building. We have also asked the cement contractor to bid on a new concrete parking area completely around the Ag building.
- The Buildings and Grounds Committee met with a contractor last week to discuss a scope for some building upgrades. Mark Lewis from BD Construction provided members with a comprehensive explanation of different types of Construction Management, Design Bid Build and Design Build. He also plans to provide a comprehensive analysis of each of our buildings. Once an analysis is complete, the entire board will be able to inform patrons of different renovations options and the cost associated with each option. This process will take approximately three months to complete and will cost the district a little money.
- Many of the classroom desks have been delivered.

C. OTHER:
- Sorry, the laptop computers for board meeting use have not yet been ordered.