Wilcox-Hildreth Public School
Board of Education Regular Meeting
Monday, March 20, 2023
Conference Room - Wilcox - 7:00 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 February 20, 2023 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 all necessary action to approve the absence of Kirk Nelson and Ryan Knaus

5.B. Discuss, consider and take all necessary action to approve Audrey Patterson as a local substitute.

5.C. Discuss, consider and take all necessary action to approve the proposed academic calendar for the 2023-2024 school year.

5.D. Discuss, consider and take all necessary action to adopt the new NASB Standard Superintendent Evaluation tool.

5.E. Discuss, consider and take all necessary action to approve the resignation of Amber Kosmicki.

5.F. Discuss, consider and take all necessary action to approve board policy 4063 Extra Duty Assignments

6. Discussion Items

6.A. Updates on the Greenhouse construction project

6.B. The Board Administrative Negotiations Committee will meet with Mr. Patterson on Tuesday, March 21, 2023 at 8:00 am.

6.C. Discuss pay rates for pool employees this summer

7. Administrator Report

7.A. Superintendent Report

7.B. Principal Report

8. Next Board Meeting: Monday, April 17, 2023 at 8:00 p.m. in the Wilcox conference room.

9. Adjourn

Wilcox-Hildreth Public School
Board of Education Regular Meeting
Monday, February 20, 2023 ~ 7:00 AM
Posting Locations:
Minden Courier Posting Date 2/15/2023
Franklin Chronicle Posting Date 2/8/2023
Conference Room - Wilcox
404 Sapp Street
Wilcox, NE 68982-0190

1. Call to Order. Roll Call

2. Announce location of posted Open Meetings Act

3. Consent Agenda

Motion by Alan Casper, seconded by Kert Hansen, to approve the consent agenda. Motion Passed.

Teresa Carey: Absent, Alan Casper: Yea, John Donley: Absent, Kert Hansen: Yea, Ryan Knaus: Yea, Kirk Nelson: Yea
Yea: 4, Nay: 0, Absent: 2

3.A. Approval of Agenda

3.B. Approval of minutes of Regular January 16, 2023 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 all necessary action to approve the absence of Teresa Carey and John Donley.

Motion by Kert Hansen, seconded by Ryan Knaus, to approve the absence of Teresa Carey John Donley. Motion Passed.

Teresa Carey: Absent, Alan Casper: Yea, John Donley: Absent, Kert Hansen: Yea, Ryan Knaus: Yea, Kirk Nelson: Yea
Yea: 4, Nay: 0, Absent: 2

5.B. Discuss, consider and take all necessary action to approve the resignation of Amber Haight.

Motion by Alan Casper, seconded by Ryan Knaus, to approve the resignation of Amber Haight. Motion Passed.

Teresa Carey: Absent, Alan Casper: Yea, John Donley: Absent, Kert Hansen: Yea, Ryan Knaus: Yea, Kirk Nelson: Yea
Yea: 4, Nay: 0, Absent: 2

5.C. Discuss, consider and take all necessary action to approve the teaching contract for Elaine Arehart

Motion by Kert Hansen, seconded by Alan Casper, to approve the teaching contract for Elaine Arehart. Motion Passed.

Teresa Carey: Absent, Alan Casper: Yea, John Donley: Absent, Kert Hansen: Yea, Ryan Knaus: Yea, Kirk Nelson: Yea
Yea: 4, Nay: 0, Absent: 2

5.D. Discuss, consider and take all necessary action to approve the teaching contract for Kiersten Lubke.

Motion by Ryan Knaus, seconded by Kert Hansen, to approve the teaching contract for Kiersten Lubke. Motion Passed.

Teresa Carey: Absent, Alan Casper: Yea, John Donley: Absent, Kert Hansen: Yea, Ryan Knaus: Yea, Kirk Nelson: Yea
Yea: 4, Nay: 0, Absent: 2

5.E. Discuss, consider and take all necessary action to approve the teaching contract for Connie Hansen.

Motion by Alan Casper, seconded by Ryan Knaus, to approve the teaching contract for Connie Hansen. Motion Passed.

Teresa Carey: Absent, Alan Casper: Yea, John Donley: Absent, Kert Hansen: Yea, Ryan Knaus: Yea, Kirk Nelson: Yea
Yea: 4, Nay: 0, Absent: 2

5.F. Discuss, consider and take all necessary action to transfer $20,000 from the General Fund to the Nutrition Fund

Motion by Alan Casper, seconded by Kirk Nelson, to take all necessary action to transfer $20,000 from the General Fund to the Nutrition Fund. Motion Passed.

Teresa Carey: Absent, Alan Casper: Yea, John Donley: Absent, Kert Hansen: Yea, Ryan Knaus: Yea, Kirk Nelson: Yea
Yea: 4, Nay: 0, Absent: 2

6. Discussion Items

6.A. The annual Board retreat will be held at ESU 11 in Holdrege on March 7 at 8:30am.

7. Administrator Report

7.A. Superintendent Report

Superintendent Patterson reported:

1. Greenhouse updates for construction and donations. Donations are still being accepted.
2. Repairs to the commons floor.
3. Updates on school finance.

7.B. Principal Report

Principal Lovin reported:

1. Update on walk-throughs and staff observations
2. Update on winter athletics

8. Next Board Meeting: Monday, March 20, 2023 at 7:00 p.m. in the Wilcox Conference Room.

9. Adjourn

Motion by Alan Casper, seconded by Kert Hansen, to adjourn meeting at 7:26 a.m. Motion Passed.

Teresa Carey: Absent, Alan Casper: Yea, John Donley: Absent, Kert Hansen: Yea, Ryan Knaus: Yea, Kirk Nelson: Yea
Yea: 4, Nay: 0, Absent: 2

Vendor Name	Invoice Number	Description	Amount
Checking Account ID 1	Fund Number 01	GENERAL FUND	
Alma Public School	QB 3/7/23 JH Team	JH Quiz Bowl Entry Fee 3/7/23	25.00
Total Alma Public School			25.00
Amazon Capital Services, Inc.	1G3K-WNCD-37LJ	Ethernet Cord	17.03
Amazon Capital Services, Inc.	1G99-XTG4-39M1	Black Lanyards/Student Rest Mat	33.38
Amazon Capital Services, Inc.	1LDP-CHCY-DT1J	Pre-School Grad. Tassels	106.87
Amazon Capital Services, Inc.	1RNJ-K3FY-3RNP	Science Supplies	51.94
Amazon Capital Services, Inc.	1TFD-GRR9-31TD	Gibb Guidance Counselor Supplies	261.50
Amazon Capital Services, Inc.	1X7L-7XMQ-34W4	Office/Health Room Supplies	32.43
Total Amazon Capital Services, Inc.			503.15
Benjamin's Landscaping	7349	Sprinkler Blow-Out Hildreth Football Fie	273.00
Total Benjamin's Landscaping			273.00
Black Hills Energy	4456237296-0045	613 Nelson Street	2,824.22
Black Hills Energy	4694971507-0045	102 N Stockton Street	6,270.79
Black Hills Energy	5673345098-0044	208 Stockton Street	522.77
Black Hills Energy	8027394935-0046	404 E Sapp Street	376.73
Total Black Hills Energy			9,994.51
BTS Communications	35163-0001	Remote Support	54.00
Total BTS Communications			54.00
Canon Financial Services, Inc.	29999703-0001	BW/Color Meter Usage & Contract Charge	1,805.89
Total Canon Financial Services, Inc.			1,805.89
Cooperative Producers Inc	Feb23 Fuel Charges	Fuel/Oil/Fuel Supplements	4,620.65
Total Cooperative Producers Inc			4,620.65
Cornhusker State Industries	1357866	Storage Cabinet - Library	1,018.00
Cornhusker State Industries	1357869	Bench 4- Upper Elementary	2,576.00
Total Cornhusker State Industries			3,594.00
DAS State Accounting-Central Finance	1356125-0001	Interregional Fee	238.13
Total DAS State Accounting-Central Finance			238.13
Eakes Office Solutions	8673143-0	Pens/Post it Notes - Julie	16.00
Eakes Office Solutions	8675769-0	Paper - 10 Cases	477.90
Eakes Office Solutions	8676100-0	Office Supplies - UE	202.58
Eakes Office Solutions	8676779-0	Safe for Wilcox Site Office	1,072.39
Eakes Office Solutions	8679279-0	Stapler	3.96
Total Eakes Office Solutions			1,772.83
Esu #10	23086-1	Workshop:Social Studies Inquiry Unit Dev	20.00
Esu #10	23086-2	Joee Muhlbach Workshop-For the Love of	50.00
Esu #10	23086-3	Workshop:For the Love of Data	150.00
Total Esu #10			220.00
ESU #11	2223-2-13	Sped 1st Quarter ESU 11 Contracted	59,810.10
ESU #11	4288	2nd Qtr Inservice/Lamination	283.02
Total ESU #11			60,093.12
Farber's Piano Tuning & Repair	0867	Piano Tuning	118.00

Vendor Name	Invoice Number	Description	Amount
Total Farber's Piano Tuning & Repair			118.00
Franklin County Chronicle	Feb2023Invoices	Feb. 2023 Newspaper Publishings	97.84
Total Franklin County Chronicle			97.84
Fritz's Market	Health/FCS/PT	Health/FCS/PT Conf Charges	263.91
Total Fritz's Market			263.91
Frontier	3081880193-0045	Hildreth Site Phone Bill - February 2023	510.49
Total Frontier			510.49
Great Plains Communications	50365-0036	Telephone Wilcox Site	395.33
Total Great Plains Communications			395.33
Hance, Carolyn	3/10/23	Reimburse for Speech Folders Purchased	22.47
Total Hance, Carolyn			22.47
Harms, Jordyn	Jordyn-2-0001	Amazon/CommunityChildcareQCB/Direct Exp.	59.72
Total Harms, Jordyn			59.72
Home Depot Pro , The	725122139	COA - Returned Product	(116.28)
Home Depot Pro , The	729699074	Custodial Supplies	278.81
Home Depot Pro , The	730392131	Fuel Blower Kit	387.99
Home Depot Pro , The	732721113	12v Wet Cell Batteries	808.95
Home Depot Pro , The	732721121	Water Hose	94.93
Home Depot Pro , The	733343636	Hildreth Site Custodial Supplies	922.93
Home Depot Pro , The	734003098	Wilcox Site Parts/Supplies	83.70
Total Home Depot Pro , The			2,461.03
Inspire Rehabilitation	INV-05838	PT for School Age Student	138.25
Inspire Rehabilitation	INV-06488	PT for School Age Students	171.48
Total Inspire Rehabilitation			309.73
Instrumentalist Awards	2301	Sousa/Choral Combination Awards	158.00
Total Instrumentalist Awards			158.00
J.W. Pepper & Son, Inc.	365112840	Soprano Solos Book	50.98
J.W. Pepper & Son, Inc.	365113953	Sheet Music for Bass Clarinet	15.98
Total J.W. Pepper & Son, Inc.			66.96
Kat's Korner Market	Feb2023 Charges	FCS Charges - Feb 2023	174.74
Total Kat's Korner Market			174.74
KSB School Law	13681	Attorney Services	162.50
Total KSB School Law			162.50
Lyndsay Robinson	Fuel 3/6/23	Fuel for Van coming home from Lincoln	53.00
Total Lyndsay Robinson			53.00
Masters True Value	2302-009199	Equipment Supplies	446.12
Total Masters True Value			446.12

Vendor Name	Invoice Number	Description	Amount
Matheson Tri-Gas Inc	52136644	Acetylene & Oxygen	103.97
Total Matheson Tri-Gas Inc			103.97
Nebraska Department of Environmental and Energy	2023 Swimming Pool	2023 Swimming Pool Permit Renewal	40.00
Total Nebraska Department of Environmental and Energy			40.00
Nebraska Lock & Key	10707	Lock/Door Repair Hildreth Site	118.40
Total Nebraska Lock & Key			118.40
Presto-X Company	33238393	Monthly Pest Control	81.36
Total Presto-X Company			81.36
Ramsey, Georgia	Georgia19-0001	February 2023 Maintain Website	50.00
Total Ramsey, Georgia			50.00
Rasmussen Mechanical Services, Inc.	SRV099979	Boiler Repair-Wilcox Site	1,189.77
Rasmussen Mechanical Services, Inc.	SRV100017	Boiler Repair - Hildreth Site	573.09
Total Rasmussen Mechanical Services, Inc.			1,762.86
Raynor Garage Doors of Ce. Ne.,	37826	Bus Barn Door Repair #1	436.61
Total Raynor Garage Doors of Ce. Ne.,			436.61
S & W Auto Parts	911155	Bus Barn	41.96
S & W Auto Parts	913091	Def for Buses	340.99
Total S & W Auto Parts			382.95
Schepler, Wanda	Wanda-1-0001	Concordia Publishing House Supplies	203.36
Total Schepler, Wanda			203.36
Sheen, Kelly	3/6/23 Reimb.	Classroom Supplies for Volcanoes	31.58
Total Sheen, Kelly			31.58
Svoboda's True Value	8897	Janitorial Supplies/Snow Blower Parts	31.73
Total Svoboda's True Value			31.73
Syndicate Publishing	9600	BOE Meeting Notice 2/20/23	7.54
Syndicate Publishing	9783	Legal Notice BOE 2-20-23 Minutes	69.11
Total Syndicate Publishing			76.65
Tarr, Julie	29-0001	Feb. 2023 Internet/Cell Phone Stipend	40.00
Tarr, Julie	29-1-0001	Februar 2023 ECCC Contract Hours/Consult	350.00
Total Tarr, Julie			390.00
Town & Country Service	29809	#21 Repair	229.93
Town & Country Service	29840	#10 Service	74.22
Town & Country Service	29857	#3 Safety Inspection	92.67
Town & Country Service	29870	#2 Safety Inspection/Repair	171.14
Town & Country Service	29875	#22 Install New Fan Belt	193.74
Town & Country Service	29996	#20 Tow In/Fuel filters Replaced	358.61
Total Town & Country Service			1,120.31
Verizon Business	VerizonBus-0025	Verizon Business Wilcox Site	32.85

Vendor Name	Invoice Number	Description	Amount
Total Verizon Business			32.85
Verizon Wireless	9927746214-0001	Portable Verizon Hotspots	90.12
Total Verizon Wireless			90.12
Village Of Hildreth	099-0035	613 Nelson Street Utilities	746.16
Village Of Hildreth	100-0035	WH Upper Elem. - Bus	57.53
Village Of Hildreth	249A FB Fi-0035	Football Field	116.90
Total Village Of Hildreth			920.59
Village Of Wilcox	10600-0039	102 N Stockton	3,894.00
Village Of Wilcox	15500-0039	105 North Stockton/Pole in Parking Lot	188.48
Village Of Wilcox	23000-0039	102 North Stockton	175.00
Village Of Wilcox	23400-0030	Water-102 N. Stockton	142.88
Village Of Wilcox	23700-0039	308 East Sapp Street/Ag Building	344.17
Village Of Wilcox	24300-0039	Wilcox Site Water-South West	97.12
Village Of Wilcox	24400-0039	102 North Stockton-School Office	55.00
Village Of Wilcox	24500-0039	Wilcox Site-South East	67.00
Village Of Wilcox	24700-0039	Wilcox Site-FB Field	97.50
Village Of Wilcox	25600-0039	208 N Stockton Street-Bus Barn	0.00
Total Village Of Wilcox			5,061.15
VISA	PattersonGFMarch2023	Fuel Charges on CC	226.02
Total VISA			226.02
Wage Works	INV4835745-0001	Admin Fee FSA	139.25
Total Wage Works			139.25
Wilkins Architecture Design Planning LLC	5159	Greenhouse Services	23.34
Wilkins Architecture Design Planning LLC	5316	Phase 2 Facilities Planning	1,240.37
Total Wilkins Architecture Design Planning LLC			1,263.71
Windstream	011650478 -0033	Hildreth Supt Line	6.87
Total Windstream			6.87
Woodward's Disposal Seervice	NO9113-306-0001	Destruction Services-Shredding of Docs	50.00
Total Woodward's Disposal Seervice			50.00
Fund Number 01			101,114.46
Checking Account ID 1			101,114.46

GENERAL FUND	
	2/28/23
County Receipts	$396,280.78
Motor Vehicle Taxes	$62,029.18
Local License Fees	
Interest Earned	$3,279.28
Other Local Receipts	
County Fines & Licenses	$594.42
Homestead Exemption	
Other County Sources	
High Ability Learners	
State Aid	$3,645.00
SPED Programs	$34,140.00
State Apportionment	$37,836.34
Pers. Prop Tax Credit	
Property Tax Relief	$144,311.97
Pro Rata Motor Vehicles	$259.27
In Lieu of Taxes	$222.67
Medicaid	
Title I	
Title IIA	
Title IV	
IDEA Base (611)	
IDEA Base (619)	
Misc Receipts	
Grant-C4K	$150.00
High Ability Learners	
Reap Grant	
U.S. Fish & Wildlife	
Lunch Tax/Retire	$3,846.70
Perkins Grant	$405.00
TOTAL RECEIPTS	**$687,000.61**

Instructional Services-1100	$163,228.43
SPED Service-1200	$36,430.10
Summer School-1300	
Student Support Service-2100	$16,071.57
Support Services - Staff 2200	$15,061.89
Executive Admin/Superin-2300	$20,964.01
Principal-2400	$30,965.85
Business-2500	$29,135.84
Operation-Maintenance-2600	$57,465.16
Regular Transportation-2700	$22,204.10
Community Service -3300	$3,498.29
Grants 3400/3500	$91.07
Architech & Engineering-4300	
Federal Funds/Title I	$7,130.19
Building Improvement/4700	
Debt Serivices-5000	
IDEA - 6400	$640.19
Emerg. Relief-ESSER-6900	
Transfers-8000	

TOTAL EXPENDITURES:	**$402,886.69**

ACCOUNT BALANCES:	**28-Feb-23**
Depreciation	$174,109.89
General	$1,906,143.04
Lunch	$12,651.85
ADA	$62,332.25
Employee Benefit	$6,193.26
HS Activity	$478,686.20
Gen Fund Clearing	$5,234.47
Student Fee	$11,301.01
URM Fund	$17,966.00
Falcon Team Account	
Special Building Fund	$1,028,904.74
Total Funds	**$3,703,522.71**

Account Balance as of:	**February 28, 2023**
DEPRECIATION FUND BREAKDOWN:	
Charter Reimb	$0.00
Transportation	$68,977.48
Building	$28,398.85
Track	$0.00
Interest	$14,566.61
Computer Hardware	$62,166.95
TCD	$20,000.00
Total:	**$194,109.89**

GENERAL FUND BANK RECONCILIATION:

Bank Balance as of February 28, 2023	$1,994,748.79
Outstanding Checks:	$88,605.75
Ending Balance:	**$1,906,143.04**

Report Date 3/1/2023

GENERAL FUND

	2/28/22
County Receipts	$436,258.08
Motor Vehicle Taxes	$59,541.94
Local License Fees	$2.47
Interest Earned	$1,809.69
Other Local Receipts	
County Fines & Licenses	-$6.47
Homestead Exemption	
Other County Sources	
High Ability Learners	
State Aid	$2,722.00
SPED Programs	$19,813.00
State Apportionment	$24,751.77
Pers. Prop Tax Credit	
Property Tax Relief	$141,250.05
Pro Rata Motor Vehicles	$348.57
In Lieu of Taxes	$484.32
Medicaid	
Title I	
Title IIA	
Title IV	
IDEA Base (611)	
IDEA Base (619)	
Misc Receipts	$303.50
Grant-C4K	
Perkins Grant	$375.00
Reap Grant	
U.S. Fish & Wildlife	
Lunch Tax/Retire	$3,533.72
After School Program/Community	
TOTAL RECEIPTS	**$691,187.64**

Instructional Services-1100	$160,356.57
SPED Service-1200	$40,975.71
Summer School-1300	
Student Support Service-2100	$12,525.12
Support Services - Staff 2200	$15,092.95
Executive Admin/Superin-2300	$20,141.26
Principal-2400	$24,895.85
Business-2500	$12,056.55
Operation-Maintenance-2600	$56,192.62
Regular Transportation-2700	$17,165.31
Community Service -3300	$335.00
Grants 3400/3500	$164.61
Architech & Engineering-4300	
Federal Funds/Title I	$4,933.03
Federal Funds/Carl Perkins	
Debt Serivices-5000	
IDEA - 6400	
Emerg. Relief-ESSER-6900	
Transfers-8000	
TOTAL EXPENDITURES:	**$364,834.58**

ACCOUNT BALANCES: **28-Feb-22**

Depreciation	$196,106.38
General	$1,668,142.30
Lunch	$16,039.55
ADA	$72,909.35
Employee Benefit	$6,175.62
HS Activity	$452,557.71
Gen Fund Clearing	$5,368.62
Student Fee	$9,614.56
URM Fund	$7,556.15
Falcon Team Account	$1,034.45
Special Building Fund	$1,122,330.55
Total Funds	**$3,557,835.24**

DEPRECIATION FUND BREAKDOWN:

Charter Reimb	$0.00
Transportation	$18,977.48
Building	$13,516.85
Track	$0.00
Interest	$12,140.10
Computer Hardware	$151,471.95
TCD	$20,000.00
Total:	**$216,106.38**

GENERAL FUND BANK RECONCILIATION:

Bank Balance as of February 28, 2022	$1,724,972.75
Outstanding Checks:	$56,830.45
Ending Balance:	**$1,668,142.30**

Report Date 3/1/2022

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	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
1	**Monthly Category Expenses:**																
2			**Bdgt 22-23**	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	**$2,635,000**	$161,847	$162,896	$163,948	$166,830	$164,640	$163,228	$160,178							$2,635,000
4	1200's	SPED	**$589,000**	$38,483	$43,766	$43,953	$47,249	$34,491	$36,430	$45,226							$589,000
5	1300's	Summer School	**$12,500**														$12,500
6	2100's	Sup Ser Pupils	**$263,400**	$21,904	$16,575	$18,306	$66,533	$16,072	$16,072	$69,061							$263,400
7	2200's	Sup Ser Staff	**$350,400**	$18,170	$20,340	$13,171	$13,199	$13,795	$15,062	$14,102							$350,400
8	2300's	Gen Admin	**$282,100**	$19,027	$19,682	$18,385	$19,743	$23,685	$21,044	$16,641							$282,100
9																	$0
10	2400's	Principal	**$423,900**	$31,264	$31,863	$31,383	$31,817	$31,302	$30,966	$30,217							$423,900
11	2500's	Super/Business	**$226,400**	$11,569	$12,846	$31,275	$14,172	$11,946	$29,136	$11,563							$226,400
12	2600's	Main & Oper	**$924,626**	$48,259	$37,474	$42,869	$42,382	$45,108	$57,465	$45,585							$924,626
13	2700's	Reg Trans	**$415,800**	$20,065	$27,022	$27,992	$25,062	$19,037	$22,204	$22,848							$415,800
14	2712's	SPED Trans	**$2,350**														$2,350
15	3000's	HAL & Community	**$136,000**	$6,306	$330	$3,959	$3,279	$4,649	$3,498	$743							$136,000
16	3500's	State Categorical	**$8,800**	$91	$91	$1,702	$241	$2,032	$91	$116							$8,800
17	4000's	Architecture/Engin	**$60,000**	$1,387						$1,264							$60,000
18	6000's	Federal	**$180,300**	$4,593	$4,593	$9,593	$4,643	$4,593	$7,770	$7,486							$180,300
19	5000's	Debt Services															$0
20	8000's	Transfers	**$140,000**														$140,000
21	9000's	Non-Program															
22																	
23	Total		**$6,650,576**	$382,964	$377,478	$406,537	$435,150	$371,348	$402,967	$425,031	$0	$0	$0	$0	$0	$0	$6,650,576
24																	
25	**Total Monthly Expenses:**																
26	General		**$5,797,626**	$339,888	$329,027	$351,288	$383,017	$330,233	$358,675	$370,938	$0	$0	$0	$0	$0	$2,463,067	$3,334,559
27	SPED		**$591,350**	$38,483	$43,766	$43,953	$47,249	$34,491	$36,430	$45,226	$0	$0	$0	$0	$0	$289,599	$301,751
28	Federal		**$180,300**	$4,593	$4,593	$9,593	$4,643	$4,593	$7,770	$7,486	$0	$0	$0	$0	$0	$43,271	$137,029
29	Total		**$6,569,276**	$382,964	$377,387	$404,834	$434,909	$369,316	$402,876	$423,651	$0	$0	$0	$0	$0	$2,795,937	$3,773,339
30																	
31	**Total Yearly Expenses:**																
32	General		**$5,657,626**	$339,888	$668,916	$1,020,204	$1,403,221	$1,733,454	$2,092,129	$2,463,067	$2,463,067	$2,463,067	$2,463,067	$2,463,067	$2,463,067	$2,463,067	$3,194,559
33	SPED		**$591,350**	$38,483	$82,249	$126,203	$173,451	$207,942	$244,372	$289,599	$289,599	$289,599	$289,599	$289,599	$289,599	$289,599	$301,751
34	Federal		**$180,300**	$4,593	$9,186	$18,779	$23,422	$28,015	$35,785	$43,271	$43,271	$43,271	$43,271	$43,271	$43,271	$43,271	$137,029
35	Total		**$6,429,276**	$382,964	$760,351	$1,165,185	$1,600,094	$1,969,411	$2,372,286	$2,795,937	$2,795,937	$2,795,937	$2,795,937	$2,795,937	$2,795,937	$2,795,937	$3,633,339
36																	
37	**Total Unencumbered:**																
38	General		**$5,797,626**	$5,457,738	$5,128,710	$4,777,422	$4,394,405	$4,064,172	$3,705,497	$3,334,559	$3,334,559	$3,334,559	$3,334,559	$3,334,559	$3,334,559		
39	SPED		**$591,350**	$552,867	$509,101	$465,147	$417,899	$383,408	$346,978	$301,751	$301,751	$301,751	$301,751	$301,751	$301,751		
40	Federal		**$180,300**	$175,707	$171,114	$161,521	$156,878	$152,285	$144,515	$137,029	$137,029	$137,029	$137,029	$137,029	$137,029		
41	Total		**$6,569,276**	$6,186,312	$5,808,925	$5,404,091	$4,969,182	$4,599,865	$4,196,990	$3,773,339	$3,773,339	$3,773,339	$3,773,339	$3,773,339	$3,773,339		
42																	
43	Gen Budget Avg Spend Down			$5,314,684	$4,831,162	$4,348,220	$3,864,697	$3,381,755	$2,898,813	$2,415,871	$1,932,349	$1,449,407	$966,464	$482,942	$0		
44	Total Budget Avg Spend Down			$6,096,583	$5,541,925	$4,987,932	$4,433,274	$3,879,281	$3,325,288	$2,771,295	$2,216,637	$1,662,644	$1,108,651	$553,993	$0		

NASB STANDARD SUPERINTENDENT EVALUATION



Standard I: Mission, Vision, & Goals

Standard Descriptor: The superintendent works collaboratively with the board to define, adopt, and institute the district mission, vision, and goals to ensure the progress and success of student learning and achievement.

Please indicate what you feel is the most accurate descriptor to the following statements.
The Superintendent . . .

		Excellent	Good	Average	Fair	Poor	Unsure
I.a.	Works collaboratively with the board to define, adopt, and institute the district mission, vision, and goals.						
I.b.	Assumes the key leadership role and responsibility for growth and improved student learning.						
I.c.	Seeks input from the board when appropriate.						
I.d.	Engages internal stakeholders (i.e. administration, staff, students) and external stakeholders (i.e. parents, community) in the discussion of long-term plans and goals.						
I.e.	Effectively utilizes data to guide and monitor progress of district goals.						
I.f.	Implements and monitors progress of the district/strategic plan.						
I.g.	Identifies and proactively addresses potential barriers to ensure the success of the school district.						
	Provide evidence to support your choices above. **Suggested supplemental evidence for this standard includes but is not limited to:* • District strategic plan/district goals • Plan for implementing, monitoring and reporting progress of strategic plan/district goals • School improvement plan (including updates/assessment of progress and modifications) • School improvement teams • Superintendent performance plan aligned with district priorities and indicators to measure progress and success • Student performance data • Engagement/communication plan • Meeting agendas/minutes						
	If you were to suggest one improvement to Mission, Vision, and Goals for the upcoming year, what would it be?						

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Standard II: Policy

Standard Descriptor: The superintendent works collaboratively with the board to define, update, and adopt effective and purposeful district policy.

Please indicate what you feel is the most accurate descriptor to the following statements.
The Superintendent . . .

		Excellent	Good	Average	Fair	Poor	Unsure
II.a.	Works with the board to review, update and adopt effective and purposeful district policy.						
II.b.	Governs consistently through board policy and administrative protocol and procedures.						
II.c.	Provides public access to district policy.						
II.d.	Ensures all handbooks are aligned to district policy.						
II.e.	Implements a policy to ensure curriculum is reviewed and aligned with current state standards.						
II.f.	Ensures student discipline is implemented with integrity and consistency.						
II.g.	Personnel policies are clear and implemented consistently.						
II.h.	Monitors administrators' implementation of policy and procedures.						
	Provide evidence to support your choices above. **Suggested supplemental evidence for this standard includes but is not limited to:* • District adopted policy review process/calendar • Progress/updates of the board's work with policy • Policy committee minutes • Curriculum review policy • Meeting agendas/minutes						
	If you were to suggest one improvement to Policy for the upcoming year, what would it be?						

**Grey-highlighted questions indicate that they are asked only to the superintendent in the self-evaluation.*

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Standard III: Budget Planning & Management

Standard Descriptor: The superintendent provides organizational leadership district-wide to ensure fiscal responsibility by allocating, using, and investing district resources to support effective instruction and improved student learning.

Please indicate what you feel is the most accurate descriptor to the following statements.
The Superintendent . . .

		Excellent	Good	Average	Fair	Poor	Unsure
III.a.	Upholds fiscal responsibility and accountability.						
III.b.	Leads a collaborative board and administrative budget planning process to align resources with the district mission, vision, and goals.						
III.c.	Utilizes data, research, and informed decision-making to support the allocation of district resources.						
III.d.	Updates board with historical and current budget data to monitor revenue and expenditures.						
III.e.	Ensures that the district completes an annual CPA audit and discloses findings to the finance committee/board.						
III.f.	Advocates for and pursues innovative solutions to improve and expand fiscal and human resources.						
III.g.	Ensures the maintenance and upkeep of facilities.						
	Provide evidence to support your choices above. **Suggested supplemental evidence for this standard includes but is not limited to:* • Budget strategic/district goals • Professional development plan • Monthly budget reports • Quarterly expenditure updates • District audit • Management and use of alternative resources (i.e. ESU funding, all grant applications, etc.) • Five/Ten-year facility plan • Budget development calendar/board • Financial policies • Forecast financial data						
	If you were to suggest one improvement to Budget Planning and Management for the upcoming year, what would it be?						

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Standard IV: Educational Leadership

Standard Descriptor: The superintendent provides educational leadership ensuring resources align and support best practice for instructional standards, as well as implementation of current/applicable curriculum and assessments to support student success.

Please indicate what you feel is the most accurate descriptor to the following statements.
The Superintendent . . .

		Excellent	Good	Average	Fair	Poor	Unsure
IV.a.	Advocates for the learning needs of all students.						
IV.b.	Promotes a student-centered culture.						
IV.c.	Advocates for the engagement of parents/families as partners in the education of students.						
IV.d.	Ensures curricular and instructional decision-making is based upon current research, data, and best practice.						
IV.e.	Provides the time and resources to align curriculum vertically, horizontally, and to the state standards.						
IV.f.	Provides comprehensive coursework and opportunities to ensure college/career readiness for every student.						
IV.g.	Ensures the district-adopted instructional framework is implemented consistently.						
IV.h.	Integrates the district-adopted instructional framework into certificated staff evaluations.						
IV.i.	Advocates for curriculum and instruction that challenges each student.						
IV.j.	Optimizes alignment of resources, curriculum, and assessments to support student success.						
IV.k.	Provides integrated technology curriculum and resources.						
	Provide evidence to support your choices above. **Suggested supplemental evidence for this standard includes but is not limited to:* • District strategic plan/district goals • School improvement plan (including assessment of progress and modifications) • School improvement teams • District calendar • Curriculum review cycle plan and updated policy for curriculum and assessment review • Curriculum review committee minutes • Student performance data and goals • Data to support instruction strategies and student-centered initiatives • Curriculum/programs additions/modifications • Instructional model						
	If you were to suggest one improvement to Educational Leadership for the upcoming year, what would it be?						

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Standard V: Organizational & Cultural Leadership

Standard Descriptor: The superintendent provides cultural leadership through accountability, inclusiveness, engagement, and advocacy for staff and students.

Please indicate what you feel is the most accurate descriptor to the following statements.
The Superintendent . . .

		Excellent	Good	Average	Fair	Poor	Unsure
V.a.	Contributes to a unified school environment of trust and respect among students, staff, families, and community members.						
V.b.	Develops, implements, and sustains a responsive district crisis and safety plan.						
V.c.	Commits to developing a high-performing leadership team.						
V.d.	Ensures a purposeful and equitable recruiting and hiring process.						
V.e.	Integrates an effective conflict resolution process to address matters in a purposeful and timely manner.						
V.f.	Promotes a culture of shared expectations and mutual accountability.						
V.g.	Provides leadership to support the health and well-being of staff and students.						
V.h.	Promotes an environment where differing opinions and backgrounds are welcomed and embraced among staff and students.						
	Provide evidence to support your choices above. **Suggested supplemental evidence for this standard includes but is not limited to:* • Conflict resolution process • Leadership development plan • Professional development plan • Crisis and safety plan • Executive summary of the safety audit • Hiring protocols and procedures • Evidence to validate engagement of parents/families • Diversity, equity and inclusion initiatives • Personnel policies						
	If you were to suggest one improvement to Organizational and Cultural Leadership for the upcoming year, what would it be?						

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Standard VI: Community Relations

Standard Descriptor: The superintendent establishes and sustains effective communication to inform and engage the board, parents, students, staff, local and state government officials, community members, and business leaders.

Please indicate what you feel is the most accurate descriptor to the following statements.
The Superintendent . . .

		Excellent	Good	Average	Fair	Poor	Unsure
VI.a.	Establishes a visible presence in the district and community.						
VI.b.	Regularly attends and participates in school activities, events, and programs.						
VI.c.	Interacts and expresses genuine interest in building a connection with students.						
VI.d.	Develops collaborative partnerships to foster support for the school district.						
VI.e.	Effectively communicates key public information in a timely manner.						
VI.f.	Promotes a positive image of the district.						
VI.g.	Understands and is respectful of the political, economic, and social aspects of the community.						
VI.h.	Seeks a positive relationship with parents and community members.						
VI.i.	Engages special interest groups to work collaboratively to address concerns and opinions that may present conflict.						
	Provide evidence to support your choices above. **Suggested supplemental evidence for this standard includes but is not limited to:* • Community engagement summary/report • District partnerships and initiatives established to provide resources and support • Partnership support received through the district foundation, scholarships, grant monies, etc. • Inter-local agreements • District annual report • Communications designed by and distributed to generate support of the district • Membership and participation with civic, community and state organizations • Meeting invitations/agendas						
	If you were to suggest one improvement to Community Relations for the upcoming year, what would it be?						

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Standard VII: Professional Leadership

The superintendent models and demonstrates professional leadership, ethics, and a commitment to growth and improved instruction and learning for staff and students.

Please indicate what you feel is the most accurate descriptor to the following statements.
The Superintendent . . .

		Excellent	Good	Average	Fair	Poor	Unsure
VII.a.	Models positive and professional leadership based upon ethics, trust, integrity, and respect.						
VII.b.	Addresses concerns and opinions with respect and confidence.						
VII.c.	Provides professional development to fulfill responsibilities and grow in current position.						
VII.d.	Provides an effective evaluation process with constructive feedback.						
VII.e.	Exemplifies a life-long learning model to grow personal and professional knowledge.						
VII.f.	Demonstrates knowledge of current evidence-based practices for teaching and learning and seeks to develop others in this area.						
VII.g.	Establishes clear and consistent expectations for staff.						
	Provide evidence to support your choices above. *Suggested supplemental evidence for this standard includes but is not limited to: • Memberships • Professional development activities (including, but not limited to conferences, workshops, committee work, studies, research, and published works) • Educational growth plan (professional goals and development) • Leadership team development plan • District staff professional development plan						
	If you were to suggest one improvement to Professional Leadership for the upcoming year, what would it be?						

**Grey-highlighted questions indicate that they are asked only to the superintendent in the self-evaluation.*

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Standard VIII: Board-Superintendent Relations

The superintendent collaborates with the board to define district expectations, policies, and goals to support instruction and student learning.

Please indicate what you feel is the most accurate descriptor to the following statements.
The Superintendent . . .

		Excellent	Good	Average	Fair	Poor	Unsure
VIII.a.	Maintains an appropriate and professional relationship with the board.						
VIII.b.	Keeps all board members informed with consistent and open communication.						
VIII.c.	Demonstrates support and respect for the board and refrains from public criticism of the board.						
VIII.d.	Demonstrates collaborative problem solving and decision-making.						
VIII.e.	Supports board committee work as part of effective board decision-making.						
VIII.f.	Collaboratively supports or opposes, local, state and/or federal legislation impacting the district.						
	Provide evidence to support your choices above. **Suggested supplemental evidence for this standard includes but is not limited to:* • Superintendent performance plan/goals • Board committee minutes • Communication plan • Board development plan • Board policies • Meeting agendas/minutes • Retreat agendas/minutes						
	If you were to suggest one improvement to Board-Superintendent Relations for the upcoming year, what would it be?						

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Standard IX: Strategic Planning

The superintendent collaborates with the board to implement and monitor progress of the strategic plan.

Please provide evidence to support the superintendent's leadership in strategic planning.

IX.a.	What evidence can the board identify to validate the superintendent is implementing and monitoring progress of the strategic plan priorities?	
IX.b.	When is the superintendent reviewing the progress/success of the strategic plan with the board?	
IX.c.	How and where is the superintendent documenting the progress and success of the strategic plan priorities?	
IX.d.	Is the superintendent aligning the budget and district resources to ensure the success of the strategic plan priorities?	
IX.e.	How has the implementation of the strategic plan altered the focus of the superintendent and his/her engagement with the board?	
	If you were to suggest one improvement to Strategic Planning for the upcoming year, what would it be?	
	Provide evidence to support your choices above. **Suggested supplemental evidence for this standard includes but is not limited to:* • Superintendent performance plan/goals • NASB Strategic Plan Progress Analysis Reports • Board committee minutes • Communication plan • Board development plan • Board policies • Meeting agendas/minutes • Retreat agendas/minutes	
	If you were to suggest one improvement to Strategic Planning for the upcoming year, what would it be?	

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Superintendent Goals

This component of the evaluation tool may contain a changing list of annual goals from year to year for the board to provide feedback on.

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Superintendent's Response:

Superintendent Evaluation Summary

The superintendent should identify no more than four performance areas on which to focus their growth professionally. Note: Targeting in excess of four performance areas will make it difficult for the individual to address the areas adequately. When his/her performance is at a high-level, sustaining, refining, and replicating the performance is the goal. Follow through will ensure the success of the superintendent and the board.

The Performance Plan should consist of:

- goals (**what** must he/she do to achieve the objective or what is the intended result)
- performance indicators (**how** will the board measure progress and/or success)
- timeline (**when** will progress/success be assessed or completion date)
- signature (once the Performance Plan has been completed and reviewed the board president and superintendent will both sign and date placing a copy in the superintendent's personnel file and a copy will be retained by the board president)

Note: The Performance Plan should be reviewed and updated throughout the year to assess progress and success. Modifications should only be made if the board/superintendent discuss and agree upon appropriate changes.

_____ _____

(Signature of Superintendent) (Date)

_____ _____

(Signature of Board President) (Date)

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4063
Extra Duty and Extended Contract Assignments for Certificated Staff

This policy details the methods of payment for performance of extra duty and extended contract assignments by certificated staff members. Noncertificated staff should refer to their individual employment contracts regarding service hours and payment for extracurricular sponsorship activities which may be assigned to the employee by the district.

Extra Duty Assignments

Certificated staff members may be assigned extra duties such as coaching a sport, sponsoring a student club, or directing other extracurricular activities. Extra duty assignments shall be assigned at the discretion of the administration.

Full time certificated staff who are anticipated to work more than 1100 hours each school year are expected to work additional hours each month of the contract year in fulfillment of their extra duty assignments. Part-time certificated staff who are anticipated to spend fewer than 1100 hours in their regular teaching assignments each school year must track the hours they spend on extra duty assignments and submit those hours to the district bookkeeper monthly.

Certificated staff covered by the collective bargaining agreement between the board and the local education association will be paid the salary amounts set in that contract for performance of their extra duties.

Subject to the other provisions of this policy, certificated employees assigned to extra duty assignments shall be paid in 12 equal installments beginning with the first regular pay period of the contract year in which the services will be rendered. The payment for exempt employees assigned extra duty sponsorship duties after the beginning of their contract for a given school year shall be distributed evenly across the remaining pay periods for the school year beginning with the first pay period following the assignment.

Certificated employees who are assigned extra duties will be informed of that assignment in an assignment letter.

In addition to their regular teaching duties, teachers with extra duty will render service hours toward the performance of each of their extra duty assignments throughout the entirety of the contract year. This time should include tasks such as: continuously reviewing best practices for coaching/sponsoring your extra duty; determining any off-season professional

development or meetings which you should attend; determining any pre-season or pre-event camps or activities which students should attend; supervising selected pre-season camps or activities; creating records and completing paperwork related to the extra duty; communicating with selected media outlets about the extra duty; training and preparing students prior to the beginning of the competition/activity/event schedule; reviewing or planning the competition/event schedule; studying film, selecting music or scripts, designing sets and costumes, arranging choreography and otherwise preparing for the competition or season; scheduling student meetings and events; actively supervising participating students before, during and after the season/event; study of best practices in sportsmanship and student character growth; and any other identified duties.

In the event a certificated staff member is assigned an extra duty assignment after the beginning of the school year in which the activity occurs, the district will report the extra duty pay and hours to the Nebraska State Retirement System beginning in the month when the teacher undertakes his/her assignment.

In the event a certificated staff member's overall employment and/or extra duty assignment is terminated prior to the end of the school year, he/she will not be paid any remaining amounts for extra duty service and those hours will not be reported to the Nebraska State Retirement System.

Extended Contract Days

If a certificated staff member is assigned extended contract days, that assignment shall be included in his/her individual employment contract with the board of education. Staff shall be compensated for assigned extended contract days at the individual employee's daily contract rate calculated by dividing his/her regular salary by the number of contract days set by the board for all certificated teaching staff.

[OPTION 1]
Unless otherwise directed by the administration, extended contract days shall be completed prior to the first regular duty day for teachers for the impending contract year. Teachers must document their completion of extended contract days on the form provided by the office and submit that form to their direct supervisor at the end of each month.

[OPTION 2]
Unless otherwise directed by the administration, extended contract days shall be completed after the last regular duty day for teachers. Teachers must document their completion of extended contract days on the form provided by

the office and submit that form to their direct supervisor at the end of each month.

Payment for Extended Contract Days

[OPTION 1]

Teachers assigned to extended contract days shall be paid for that assignment in 12 equal installments beginning with the first regular pay day of the contract year in which the services are rendered.

[OPTION 2]

Payment for extended contract days will be made in the pay period following the date on which the extended contract days are completed.

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

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

March 20, 2023

To: Wilcox-Hildreth Board of Education
From: Justin Patterson, Superintendent

DISCUSSION ITEMS

Superintendent's Report:

A. FINANCES
- 42.05% of the budget is spent compared to:
  i. March 2022- 41.2%
  ii. March 2021- 48.92%
  iii. March 2020- 48.71%
  iv. March 2019- 45%
  v. March 2018- 43%
  vi. March 2017- 42%
  vii. (58% of the year complete).
- The General Fund Cash Balance is $1,906,143.04 compared to
  i. March 2022- $1,668,142.30
  ii. March 2021- $883,396.07
  iii. March 2020- $2,118,410.63
  iv. March 2019- $3,273,702
  v. March 2018- $3,439,770
- Through March 2022 we have spent $2,796,622.90 compared to
  i. March 2022- $2,658,355.92
  ii. March 2021- $2,930,742.83
  iii. March 2020- $2,757,532.57
  iv. March 2019- $2,487,028
  v. March 2018- $2,319,941
  vi. March 2017- $2,269,197
  vii. March 2016- $2,560,754
- We are in line to spend about $5.3 million in the General Fund this fiscal year after end of the year transfers and requisition season.

B. BUILDINGS AND GROUNDS:
- Track Painting Errors
- Greenhouse- Waiting on Electrician's work to be completed
- Possible Facility Projects- Next meeting with Wilkins will be in April
- Pool repairs to fix the leak in the line will start tomorrow

C. Vacancies
- K-12 Art

D. OTHER:

- Tanice will manage the pool again this summer.
- Wages for pool employees
    i. Axtell's Rates-
        1. Guards- $12/hr
        2. Asst. Manager- $14/hr
        3. Manager- $15/hr
- Academic and Athletic Banquets will be combined into one night this year again this year. The school will still provide a meal.
- Friday, March 24- WH Track Meet.

Shannon Lovin
Board Meeting March 2023

Girls BB team defeated Hay Springs and played Shelton in the state tournament. A first for Wilcox-Hildreth Public School as a consolidated district.

District Speech was in Bertrand on Feb. 28th. Keya Knaus, Makayla Johnson, and Spencer Jezbera performed as a group, but didn't qualify for state.

On March 15th we had a number of students participate in Actions Day in Hastings. The following students placed in the top 5. Emma Donley 1st in Health and 4th in Spelling, Abby Tarr 1st place in Constitution and 2nd place in American Government, Kayla Rupe 4th place in Meteorology, Spencer Jezbera placed 5th in both Agriculture and Zoology

Academic All-State Award winners for winter activities are:

Wrestling	Boys Basketball	Girls Basketball	Speech
Brody Patterson	Thomas Donley	Sarah Jensen	Keya Knaus
Gavin Patterson	Micah Johnson	Cara Bunger	Makayla Johnson