

REGULAR MONTHLY MEETING OF THE BOARD OF EDUCATION - AGENDA

Alma Public Schools

Monday, August 12, 2019

A. Call to Order and announce location of Open Meetings Act Poster

1. Verification of Receipt of Notice
2. Approval of Consent Agenda
 - a. Minutes from Previous Meetings
 - b. General Financial Report
 - c. Activity Financial Report
3. Review monthly bills submitted

B. Request to address the Board

1. TeamMates update - Presented by Cliff Jorgenson

C. Action Items - Discuss, consider, and take all necessary action

1. **to approve policy 5506 - (Safe Pupil Transportation Plan) provided by the Perry Law Firm.**
2. **to approve the revision of the District Evaluation of Certificated Personnel form.**
3. **to accept/approve the lease for a S770T4 Bobcat Skid-Steer Loader from Central Nebraska Bobcat.**
4. to appoint the Committee on American Civics as required by LB 399. The Committee on American Civics replaces the Curriculum and Americanism Committee. Members of this committee was: Jerry Kovarik, Nick Simonson, and Scott Prickett

D. Principal's Report

E. Superintendent's Report: Summer Projects Updates, School Board Convention (November 13,14,15), Budget,

F. Next Regular Meeting

G. Adjourn

THE BOARD OF EDUCATION OF THE ALMA SCHOOL DISTRICT NO. 2 WILL DISCUSS, CONSIDER, OR TAKE ACTION ON ALL ISSUES MENTIONED IN THIS AGENDA.

MINUTES OF THE REGULAR MONTHLY MEETING OF THE BOARD OF
EDUCATION OF ALMA PUBLIC SCHOOLS

A meeting of the Alma Public Schools Board of Education was convened in open and public session on Monday, July 8, 2019, at 7:00 PM at The Library at Alma Public Schools. The roll was called and the following Board members were present or absent: **Absent:** Janna Tripe, **Present:** Allen Brugh, Brett Hammond, Jerry Kovarik, Scott Prickett, Nick Simonson. Present: 5, Absent: 1.

Notice of the meeting was given in advance by publication and/or posted in accordance with the Board approved method for giving notice of meetings. Notice of this meeting and hearing were given in advance to all members of the Board of Education. The Secretary of the Board maintains a list of the news media requesting notification of meetings and advance notification to the listed media of the time and place of the meeting and the subjects to be discussed at this meeting was provided. Availability of the agenda was communicated in the publicized notice and a current copy of the Agenda was maintained as stated in the publicized notice. All proceedings of the Board of Education, except as may be hereinafter noted, were taken while the convened meeting was open to the attendance of the public.

A motion was made by Jerry Kovarik and seconded by Scott Prickett to approve the consent agenda items, which includes: Minutes from the June meeting, the General Financial Report, and the Activity Financial Report. After discussion and on roll call vote the Board voted as follows: Passed. Janna Tripe: Absent, Allen Brugh: Yea, Brett Hammond: Yea, Jerry Kovarik: Yea, Scott Prickett: Yea, Nick Simonson: Yea

A motion was made by Brett Hammond and seconded by Nick Simonson to approve thereceipts, expenditures, and payment of claims from the General Fund for \$391,351.28 and from Activity Fund for \$12,712.62. After discussion and on roll call vote the Board voted as follows: Passed. Janna Tripe: Absent, Allen Brugh: Yea, Brett Hammond: Yea, Jerry Kovarik: Yea, Scott Prickett: Yea, Nick Simonson: Yea

A motion was made by Jerry Kovarik and seconded by Nick Simonson to approve school board policies: #5415 Anti-Bullying, #5195 Student Fees, #6370 Multi-Cultural, and #6400 Parental Involvement. After discussion and on roll call vote the Board voted as follows: Passed. Janna Tripe: Absent, Allen Brugh: Yea, Brett Hammond: Yea, Jerry Kovarik: Yea, Scott Prickett: Yea, Nick Simonson: Yea

A motion was made by Nick Simonson and seconded by Brett Hammond to approve student, teacher, non-certified, paraprofessional, and activity handbooks as presented by Principal Brandyberry. After discussion and on roll call vote the Board voted as follows: Passed. Janna Tripe: Absent, Allen Brugh: Yea, Brett Hammond: Yea, Jerry Kovarik: Yea, Scott Prickett: Yea, Nick Simonson: Yea

A motion was made by Nick Simonson and seconded by Jerry Kovarik to set lunch prices for the 2019-2020 school term at \$2.55 for K-6 students, \$2.95 for 7-12 students, and \$3.70 for adults. There will be no change to breakfast prices. After discussion and on roll call vote the Board voted as follows: Passed. Janna Tripe: Absent, Brett Hammond: Nay, Scott Prickett: Nay, Allen Brugh: Yea, Jerry Kovarik: Yea, Nick Simonson: Yea

A motion was made by Jerry Kovarik and seconded by Scott Prickett to increase sub pay to \$120/day, leaving half day pay at \$65.00. After discussion and on roll call vote the Board voted

as follows: Passed. Janna Tripe: Absent, Nick Simonson: Nay, Allen Brugh: Yea, Brett Hammond: Yea, Jerry Kovarik: Yea, Scott Prickett: Yea
Yea: 4, Nay: 1, Absent: 1

A motion was made by Brett Hammond and seconded by Nick Simonson to approve NRCSA dues at \$850 and NREA single membership at \$75. After discussion and on roll call vote the Board voted as follows: Passed. Janna Tripe: Absent, Allen Brugh: Yea, Brett Hammond: Yea, Jerry Kovarik: Yea, Scott Prickett: Yea, Nick Simonson: Yea

Principal Brandyberry reviewed and demonstrated the new web page and app.

Superintendent Davis reported on the progress of Summer and future projects.

Discussion items included: safety concerns on the playground.

DATED Monday, July 8, 2019
HARLAN COUNTY SCHOOL DISTRICT #2,
a/k/a ALMA PUBLIC SCHOOLS

July 2019

<u>General/Money Market/Trans Accts</u>	Receipts	Disburse	Total
7/1/2019 General			\$88,176.58
7/1/2019 Money Market			\$374,994.43
7/1/2019 Transaction			\$1,740.28
Franklin County Treasurer	\$0.13		
Furnas County Treasurer	\$2,196.78		
Harlan County Treasurer	\$62,789.06		
BCBS self-pay	\$4,204.96		
Central Community College	\$79.50		
Anderson Wrecking Co.	\$14.95		
St of NE Impact Aid	\$9,383.93		
interest earned - Transaction Acct	\$0.30		
interest earned - MMA	\$66.07		
interest earned - Gen Fund	\$19.74		
TOTAL RECEIPTS	<u>\$78,755.42</u>		\$543,666.71
July exp cleared		\$436,199.13	\$107,467.58
outstanding checks		\$7,697.59	\$99,769.99
<u>Certificates of Deposit</u>			\$405,886.18
Balance 7/31/2019			\$505,656.17

Bldg/Sinking Fund

Beginning Balance 7/1/2019			\$97,651.00
Harlan County Treasurer	\$3,612.45		
Franklin County Treasurer	\$0.01		
Furnas County Treasurer	\$154.19		
interest earned	\$21.18		
Total Receipts	<u>\$3,787.83</u>		\$101,438.83
Balance 7/31/2019			\$101,438.83

QCPU Fund

Beginning Balance 7/1/2019			\$149,912.80
Harlan County Treasurer	\$1,302.94		
Furnas County Treasurer	\$55.34		
interest earned	\$63.98		
Total Receipts	<u>\$1,422.26</u>		
Balance 7/31/2019			\$151,335.06

Depreciation Fund

Beginning Balance 7/1/2019			\$139,186.54
interest earned	\$29.56		
Balance 7/31/2019			\$139,216.10

July 2019

Lunch Fund

Beginning Balance 7/1/2019			\$7,122.98
Total Receipts	\$34.23		
cks cleared in July		\$722.50	
outstanding ck#1703		\$73.40	
Balance 7/31/2019			\$6,361.31

Activity Fund

Beginning Balance 7/1/2019			\$149,241.67
Receipts	\$2,076.95		
cks cleared in July		\$5,644.97	\$145,673.65
outstanding checks		\$2,487.00	
Balance 7/31/2019			\$143,186.65

Invoice Listing - Summary

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Check Date</u>	<u>Checking Account ID</u>	<u>Check Number</u>	<u>Invoice Amount</u>
24HOUR	24 HOUR TEES	2861	ffa t-shirts	07/22/2019	07/22/2019	5	17794	285.50
CONTRERAS	CONTRERAS, ERIC	072419	cheer choreography	07/24/2019	07/24/2019	5	17795	1,500.00
CUSTOMINK	CUSTOM INK	32091041	vb t-shirts	06/26/2019	07/01/2019	5	17787	402.20
FLOWPAT	FLOWER PATCH	8638	flowers-benton	07/08/2019	07/17/2019	5	17791	48.00
FLOWPAT	FLOWER PATCH	8676	flowers-radil	07/18/2019	07/19/2019	5	17793	56.50
GOLDMEDAL	GOLD MEDAL SQUARED	0796	vb camp	07/16/2019	07/17/2019	5	17790	3,875.00
LOUS	LOU'S SPORTING GOODS	ATE743068	jh track ribbons	06/10/2019	07/01/2019	5	17788	374.00
MOONLIGHT	MOONLIGHT EMBROIDERY & SCREENPRINT	3545	gbb t-shirts	06/24/2019	07/02/2019	5	17789	58.00
YANTISS	YANTISS, KATHY	100	cheer alterations	07/01/2019	07/17/2019	5	17792	245.00
							Report Total:	<u>6,844.20</u>

Fund: 05 ACTIVITY FUND

		<u>Beginning Balance</u>	<u>Debits</u>	<u>Credits</u>	<u>Ending Balance</u>
Fund Balance					
05 704 0100	ART	2,480.98	0.00	0.00	2,480.98
05 704 0101	elementary students fund balance	248.40	0.00	0.00	248.40
05 704 0110	COMPUTERS	6,204.83	0.00	0.00	6,204.83
05 704 0120	MISCELLANEOUS	3,491.34	0.00	31.56	3,522.90
05 704 0130	MUSIC SUPPLIES	(1,364.50)	0.00	0.00	(1,364.50)
05 704 0131	ELEMENTARY CHOIR	2,199.31	0.00	0.00	2,199.31
05 704 0133	DISTRICT MUSIC	2,170.29	0.00	0.00	2,170.29
05 704 0134	BAND PROJECTS	15.72	0.00	0.00	15.72
05 704 0135	CASH BOXES	(500.00)	0.00	0.00	(500.00)
05 704 0140	COURTESY FUND	2,950.84	104.50	0.00	2,846.34
05 704 0141	WOW	3,779.57	2,411.40	0.00	1,368.17
05 704 0142	CIRCLE OF FRIENDS	2,033.24	0.00	0.00	2,033.24
05 704 0143	CHRISTMAS DONATION	(2,411.40)	0.00	2,411.40	0.00
05 704 0144	RESOURCE	725.91	0.00	0.00	725.91
05 704 0160	INDUSTRIAL ARTS	242.21	0.00	0.00	242.21
05 704 0161	FFA SCHOLARSHIP	12,942.43	0.00	0.00	12,942.43
05 704 0165	FUTURE FARMS OF AMERICA	26,612.80	285.50	0.00	26,327.30
05 704 0170	STUDENT COUNCIL	8,001.97	0.00	0.00	8,001.97
05 704 0180	FACULTY-STAFF	421.88	0.00	0.00	421.88
05 704 0190	DISTANCE LEARNING COURSES	18.00	0.00	0.00	18.00
05 704 0218	CLASS OF 2018	243.89	0.00	0.00	243.89
05 704 0219	CLASS OF 2019	119.35	0.00	0.00	119.35
05 704 0220	CLASS OF 2020	608.73	0.00	0.00	608.73
05 704 0221	CLASS OF 2021	3,734.05	0.00	0.00	3,734.05
05 704 0222	CLASS OF 2022	1,657.96	0.00	0.00	1,657.96
05 704 0240	PLATE FUND	251.19	0.00	0.00	251.19
05 704 0250	ANNUAL/YEARBOOK	4,463.01	0.00	0.00	4,463.01
05 704 0251	PICTURES	8,430.51	0.00	0.00	8,430.51
05 704 0260	HOME EC/CONS ED	3,163.50	0.00	0.00	3,163.50
05 704 0270	BOOK/SOFTWARE ORDERS	6,471.97	0.00	0.00	6,471.97
05 704 0271	GENERAL MILLS BOX TOPS	4,659.81	0.00	0.00	4,659.81
05 704 0280	FIELD TRIPS	329.82	0.00	0.00	329.82
05 704 0300	ATHLETICS	7,047.74	374.00	802.39	7,476.13
05 704 0301	FOOTBALL	4,005.33	0.00	0.00	4,005.33
05 704 0302	VOLLEYBALL	6,729.09	4,277.20	696.00	3,147.89
05 704 0303	BOYS BASKETBALL	426.20	0.00	0.00	426.20
05 704 0304	GIRLS BASKETBALL	5,437.51	58.00	0.00	5,379.51
05 704 0305	CROSS COUNTRY	659.24	0.00	0.00	659.24
05 704 0306	TRACK	730.87	0.00	0.00	730.87
05 704 0308	GOLF	(407.97)	0.00	0.00	(407.97)
05 704 0309	JR. HIGH SPORTS	(720.00)	0.00	0.00	(720.00)
05 704 0400	CHEERLEADERS	4,652.58	1,745.00	497.00	3,404.58
05 704 0500	NAT'L HONOR SOCIETY	485.75	0.00	0.00	485.75
05 704 0550	MILK MACHINE	4,089.53	0.00	0.00	4,089.53
05 704 0600	QUIZ BOWL	536.69	0.00	0.00	536.69
05 704 0940	SCHOOL CLIMATE COMMITTEE	546.58	0.00	0.00	546.58
05 704 0950	SCHOLARSHIP FUND	974.00	0.00	0.00	974.00
05 704 0970	WEIGHT ROOM	3,031.98	0.00	0.00	3,031.98
05 704 0971	DEPOSITS WEIGHT ROOM USE	4,765.00	0.00	50.00	4,815.00
05 704 0980	MATH/SCIENCE CLUB	15.00	0.00	0.00	15.00
05 704 0990	SPEECH	(606.45)	0.00	0.00	(606.45)
05 704 0991	DRAMA	1,157.62	0.00	0.00	1,157.62
Total: Fund Balance		147,953.90	9,255.60	4,488.35	143,186.65
Total: 05		147,953.90	9,255.60	4,488.35	143,186.65

August 2019 General Fund Exp

Check #	Entity Name	Amount
81219	FIRST STATE BANK - ACH	210.00
29708	AMAX Contracting, Inc	913.92
29709	AMERICAN ELECTRIC COMPANY	462.50
29710	APPLE INC.	10,017.90
29711	BENJAMIN'S LANDSCAPING	2,587.00
29712	BERNIE JONES AUTO LLC	37.86
29713	C H S / AGRI SERVICE CENTER	1,361.57
29714	CITY OF ALMA	1,753.50
29715	DANA F COLE & CO.	65.00
29716	DAS STATE ACCTING - CENTRAL FINANCE	229.49
29717	DECKER EQUIPMENT, INC	1,420.81
29718	DIAMOND VOGEL PAINT CENTER	232.75
29719	EAKES OFFICE PRODUCTS	611.30
29720	EARTH NETWORKS, INC.	614.00
29721	ECOLAB PEST ELIM DIVISION	84.26
29722	EDUCATIONAL SERVICE UNIT #11	57,438.78
29723	ELECTRICAL ENGINEERING & EQUIPMENT	294.50
29724	FRONTIER	832.49
29725	FUN EXPRESS LLC	45.95
29726	HARCO ATHLETIC RECONDITIONING, INC	468.00
29727	HARLAN COUNTY HEALTH SYSTEM	75.00
29728	HARLAN COUNTY JOURNAL	178.50
29729	HOGELANDS MARKET	440.28
29730	HOLMES PLBG & HTG SUPPLY CO	49.77
29731	The Home Depot Pro	1,385.55
29732	HOMETOWN LEASING	1,603.67
29733	INNOVATIVE OFFICE SOLUTIONS	1,565.45
29734	JOURNEYED.COM, INC	1,200.00
29735	LOCKMOBILE (THE)	35.40
29736	John Maas	759.05
29737	MCGRAW-HILL SCHOOL EDUCATION, LLC	383.73
29738	MENARDS STORE #3200	838.36
29739	MODERN KITCHENS, INC	6,335.00
29740	NATIONAL ART & SCHOOL SUPPLIES INC	2,019.60
29741	NCS PEARSON, INC.	1,630.00
29742	NE COUNCIL OF SCHOOL ADMIN	265.00
29743	NE RURAL COMM SCHOOLS ASSN	925.00
29744	NEBRASKA PUBLIC POWER DISTRICT	5,169.63
29745	Nebraska State Fire Marshal Agency	75.00
29746	PEARSON EDUCATION	1,263.19
29747	PERRY GUTHERY, HAASE & GESSFORD	450.00
29748	POWERSCHOOL GROUP LL	3,674.18
29749	PRAIRIE HILL LANDFILL - CITY OF HOLDREGE	15.00
29750	PROTEX CENTRAL INC	862.31
29751	PYRAMID SCHOOL PRODUCTS	4,496.47
29752	RAPIDS	42.92
29753	RASMUSSEN MECH SERVICE	44,962.57
29754	REALLY GOOD STUFF, LLC	445.74
29755	REPUBLICAN VALLEY ANIMAL CENTER PC	80.25
29756	SCHOLASTIC INC	259.00
29757	Shepard Gym Floors	2,450.00
29758	SOFTWARE UNLIMITED, INC	7,050.00
29759	SPRINGBROOK LAWN & TREE CARE	285.00
29760	TEACHER CREATED RESOURCES	393.57
29761	Teaching Strategies for Early Childhood	143.40
29762	TIME FOR KIDS	80.00
29763	TRUSTWORTHY HARDWARE	247.71
29764	U.S.CELLULAR	110.16
29765	US BANK	5,250.72
29766	US GAMES	1,502.99
29767	VIRCO, INC	1,701.16
29768	WOODWARD'S DISPOSAL SVC, INC	20.00
29769	YANDAS MUSIC	983.36
	sub-total	<u>181,385.27</u>
	PAYROLL	<u>319,276.21</u>
	TOTAL	<u>500,661.48</u>

OPENING STATEMENT FOR BOARD PRESIDENT
PRIOR TO PUBLIC COMMENT PORTION OF BOARD MEETING OR PRIOR TO AN AGENDA ITEM FROM
THE PUBLIC

We are now at that portion of our agenda set aside for public comment on any item that is on the agenda for tonight's meeting. We would ask that any person who wishes to come forward to make public comments to the Board of Education come forward to the table situated immediately in front of the Board, sign his or her name and address on the sign-in sheet provided and state your name and address to the Board of Education. Each person shall be allowed to address the Board one time. We request that you limit your comments to five minutes or less and we will advise you when that five minute time period has elapsed. Please remember that this is a public meeting for the conduct of the business of the Alma Public School District. Pursuant to Board of Education Policy No. _____, speakers during public meetings are encouraged to offer objective comments regarding school operations and programs. Offensive, threatening or obscene language, and hostile conduct will not be tolerated. **The evaluation of the professional performance of school district personnel is by state statute and regulation, and by Board of Education policy, delegated to the administration of our school district, and, as such, the Board of Education would encourage that comments with regard to the performance of a particular staff member or members be directed to the Administration; the Board of Education shall consider only whether school district policies and procedures have been followed by the Administration.** You should be further advised that there is no legal protection for any comments or personal attacks that are made that may constitute libel or slander, or would be otherwise actionable in a court of law.

StudentsSafe Pupil Transportation Plan**Alma Public Schools Safe Pupil Transportation Plan**

This Safe Pupil Transportation Plan sets forth the District's plan for providing safe transportation to students being transported in vehicles on regular routes assigned through the district transportation plan.

1. **Weapons-** Vehicles shall not transport any items, animals, materials, weapons or look-a-like weapons, explosive devices or bomb-related materials or equipment which could endanger the lives, health, or safety of the children, other passengers, and the driver. Look-a-like weapons associated with a school-sponsored or approved activity may be transported with written permission of an administrator of the District. If possible, these items should be secured and not visible or accessible to students while in the vehicle.

Upon becoming aware of a weapon aboard a vehicle, the driver will make every attempt to:

- A. Contact dispatch and notify them of the situation *if possible*. If not possible, the driver will make every attempt to contact from a cell phone (after parking on a shoulder or otherwise not moving) or from the nearest safe haven location. Examples of a safe haven include, but are not limited to, any school building site, emergency service station (law enforcement or fire department), community service agency, etc.
- B. Pull vehicle over to safe and secure area.
- C. Confiscate weapon (if doing so does not jeopardize student or driver safety).
- D. Give description of weapon and participating parties to dispatch.
- E. Dispatch will immediately notify appropriate law enforcement agencies and school administration.

2. **Pupil behavior-** Students are expected to follow student conduct rules while in a vehicle. The pupil transportation driver is responsible for controlling behavior which affects safety and for reporting rule violations to school administration. In the event a student violates Board policy regarding student conduct standards or otherwise engages in behavior that jeopardizes safety, the driver will make every attempt to:

- A. First seek to resolve incident through discussion with the student(s) involved.
- B. Contact dispatch and notify them of situation *if possible*. If not possible, the driver will make every attempt to telephone dispatch from a cellular telephone or from the nearest safe haven location.
- C. Activate emergency flashers.
- D. Bring vehicle to a safe stop. Seek to resolve the incident, using physical force only as necessary to protect students or yourself.

- E. Report and document discipline problems to the school administrator. Use a Bus Conduct Report/Incident Form, if available.

3. Terrorist threats- A person commits a terroristic threat if the person threatens to commit a crime of violence with the intent to terrorize another or with the intent of causing evacuation of a building, place of assembly or the vehicle or in reckless disregard of the risk of causing such terror or evacuation. Upon becoming aware of a terroristic threat relating to a pupil transportation vehicle, the driver will make every attempt to:

- A. Contact dispatch and notify them of situation *if possible*. If not possible, the driver will make every attempt to telephone dispatch from a cell phone or from the nearest safe haven location.
- B. Make every attempt to keep passengers calm (this may mean complying with the terrorist).
- C. Dispatch will immediately notify appropriate law enforcement agencies and school administration.
- D. Driver should wait for instructions from dispatch *if possible*.

4. Severe weather- Upon becoming aware of severe weather while aboard a pupil transportation vehicle, the driver will make every attempt to:

- A. Contact dispatch and notify them of situation *if possible*. If not possible, the driver will make every attempt to telephone dispatch from a cellular telephone or from the nearest safe haven location.
- B. Return to the school if less than five minutes away and follow the directions of the school administrator.
- C. If more than five minutes away from school, go to the nearest school and follow the directions of the school administrator.
- D. If more than five minutes away from the nearest school or there is immediate danger, get to the nearest basement or underground shelter with all students.
- E. If there is no shelter and there is immediate danger the driver and passengers are to follow evacuation procedures and get everyone off the vehicle into the nearest ditch or culvert at least 100 feet away from the vehicle.

5. Hazardous materials and Unattended Items- Upon becoming aware of a hazardous material aboard a pupil transportation vehicle, the driver will make every attempt to:

- A. Contact dispatch and notify them of situation *if possible*. If not possible, the driver will make every attempt to telephone dispatch from a cellular telephone or from the nearest safe haven location.
- B. Pull vehicle over to safe and secure area.
- C. Give description of hazardous materials in question to dispatch.
- D. Dispatch will immediately notify appropriate law enforcement and school administration.
- E. Driver should wait for instructions from dispatch *if possible*.

In the event an unattended item is discovered on or near the vehicle, the driver will seek to determine who the item belongs to and whether the item could be hazardous to the safety of those in the vehicle. Any unattended item that would break or could cause injury if tossed about the inside of the vehicle when involved in an accident shall be secured. If it is determined that the item is not hazardous and need not be secured, the driver will not allow the item to distract the driver's attention to the task of operating the vehicle.

6. Medical emergencies- Upon becoming aware of a medical emergency aboard a vehicle, the driver will make every attempt to:

- A. Contact dispatch and notify them of situation *if possible*. If not possible, the driver will make every attempt to telephone dispatch from a cell phone or from the nearest safe haven location.
- B. Dispatch will immediately notify appropriate medical agencies and school administration.
- C. Driver should follow instructions from dispatch, school officials, and parents when such information can be obtained quickly enough. If not available, follow emergency first aid procedures.
- D. *Only if necessary*, the driver should move passengers only enough to get them out of danger of traffic or fire. If moved, the driver and aide are to keep them where placed until a medical agency arrives, unless a parent has taken charge of their child.
- E. Driver should try to keep student passengers as calm as possible.

7. Procedures in the event of mechanical breakdowns of the vehicle- Upon becoming aware of a mechanical breakdown aboard a vehicle, the driver will make every attempt to:

- A. Pull vehicle over to safe and secure area *if possible*.
- B. Contact dispatch and notify them of situation *if possible*. If not possible, the driver will make every attempt to telephone dispatch from a cellular telephone or from the nearest safe haven location.
- C. Activate emergency flashers and place warning flares/reflectors in accordance with safety guidelines, if not in secure area.
- D. Driver should try to keep student passengers as calm as possible.
- E. Dispatch will arrange for assistance and a relief vehicle *if needed*.

8. Procedures in the event the drop-off location is uncertain or appears unsafe to leave students. In the event the drop-off location is uncertain or appears unsafe to leave students, the driver will make every attempt to:

- A. Contact or otherwise communicate with dispatch to notify them of the situation *if possible*.
- B. Release children only if an adult responsible for the children is present. If not, keep children who are to be released in the vehicle, continue with route, and return children who were to be released to the school.

- C. Dispatch will notify appropriate law enforcement agencies and school administration if appropriate given the circumstances.

9. Documentation under Safe Pupil Transportation Plan. Each pupil transportation driver is required to complete and submit to the school administration a bus conduct report or incident report involving the pupil transportation vehicle operated by the driver or any pupils transported in it. Documentation is to include the occurrence of any of the following events: weapons, student behavior which affects safety, terroristic threats, severe weather, hazardous materials, or medical emergencies. Documentation of such events shall be completed and submitted as soon as practicable after the incident.

10. Transportation of Unsafe Items. Drivers shall not permit pupil transportation vehicles to transport any items, animals, materials, weapons or look-a-like weapons or equipment which in any way would endanger the lives, health or safety of the children or other passengers and the driver. Look-a-like weapons associated with a school sponsored or approved activity may be transported only with written permission of a school administrator. Any items that would break or could produce injury if tossed about inside the pupil transportation vehicle when involved in an accident or sudden stop shall be secured.

11. Supplemental Information. A copy of this plan shall be placed in each pupil transportation vehicle, kept at each school building, and made available upon request. Supplemental information with respect to operational and procedural guidelines used to administer this plan can be found in the District's safety and security plan adopted pursuant to 92 NAC10 and in the Nebraska Department of Education Pupil Transportation Guide.

12. Vehicle drivers of small vehicles on activity trips. The District will provide drivers of small vehicles with instruction on and guidance for emergency evacuation procedures, first aid, and emergency equipment. Drivers of small vehicles are generally expected to follow this Plan in the event of an emergency evacuation. The District's director of transportation may provide additional guidance for drivers of small vehicles to increase student safety.

13. Student Instruction. At least twice during each school year, each pupil who is transported in a school vehicle shall be instructed in safe riding practices and participate in emergency evacuation drills.

14. Driver Capacity. To confirm a driver has the ability to conduct daily tasks and emergency evacuations, drivers must: (a) pass a prescribed physical examination administered by a Certified Medical Examiner at least every two years and provide the employer with a copy of the medical certificate; (b) pass a transportation screening every year; (c) participate in required in-service training which includes emergency evacuation training; and (d) if required, to have a Commercial Driver's License (CDL) to operate the vehicle, participate in the drug and alcohol testing program as required by federal law. Should a driver have a medical concern throughout the year, the Superintendent or Superintendent's designee will work with the driver to confirm a drivers' ability to conduct the daily tasks and emergency evacuations prior to transporting students.

Legal Reference: Neb. Rev. Stat. §§ 79-318, 79-602, 79-607 and 79-608
Title 92, Nebraska Administrative Code, Chapters 91 and 92

Date of Adoption: [August 12, 2019]



TEACHER/EDUCATIONAL SPECIALIST EVALUATION

District Name: Alma Public Schools

TEACHER/SPECIALIST INFORMATION:

Teacher/Specialist Name: [Click here to enter text.](#) Grade/Subject Area: [Click here to enter text.](#)
School Year: [Click here to enter text.](#)

- Probationary Tenured
- Year 1 Year 2 Year 3
- Semester 1
- Semester 2

Part I: Nebraska Effective Practices. Probationary teachers/educational specialists are rated on the Effective Practices each semester based on at least one formal observation. Permanent teachers/specialists are rated on the Effective Practices once every three years unless determined otherwise necessary.

EFFECTIVE PRACTICE: (1) Foundational Knowledge. The teacher demonstrates a comprehensive knowledge of content, pedagogy, students, and standards needed to provide each student with effective opportunities for learning, development, and achievement.

Evaluator Rating	Description
<input type="checkbox"/> Exemplary	The teacher demonstrates a current and comprehensive knowledge of content, pedagogy, students, and standards needed to provide each student with effective opportunities for learning, development and achievement
<input type="checkbox"/> Proficient	The teacher demonstrates a comprehensive knowledge of content, pedagogy, students, and standards needed to provide each student with effective opportunities for learning, development, and achievement.
<input type="checkbox"/> Needs Improvement	The teacher demonstrates limited knowledge of content, pedagogy, students, or standards needed to provide each student with effective opportunities for learning, development and achievement.
<input type="checkbox"/> Unsatisfactory	The teacher demonstrates a lack of knowledge of content, pedagogy, students, or standards needed to provide each student with effective opportunities for learning, development, and achievement.

Comments (Required for Basic or Unsatisfactory rating):

[Click here to enter text.](#)

EFFECTIVE PRACTICE: (2) Planning and Preparation. The teacher integrates knowledge of content, pedagogy, students, and standards with the established curriculum to set high expectations and develop rigorous instruction for each student that supports the growth of student learning, development, and achievement.

Evaluator Rating	Description
<input type="checkbox"/> Exemplary	The teacher purposefully and consistently integrates a comprehensive knowledge of content, pedagogy, students, and standards with the established curriculum to develop units, lessons, and other learning experiences that support the growth of individual student learning, development, and achievement.
<input type="checkbox"/> Proficient	The teacher consistently integrates knowledge of content, pedagogy, students, and standards with the established curriculum to develop coherent and rigorous units, lessons, and activities that support the growth of student learning, development, and achievement.
<input type="checkbox"/> Needs Improvement	The teacher demonstrates a basic knowledge of content, pedagogy, students, and curriculum standards, but fails to integrate them consistently to develop units, lessons, and learning activities.
<input type="checkbox"/> Unsatisfactory	The teacher displays a very limited knowledge of content, pedagogy, students, or curriculum standards, and/or fails to develop coherent and rigorous units, lessons, and learning activities.

Comments (Required for Basic or Unsatisfactory rating):

[Click here to enter text.](#)

EFFECTIVE PRACTICE: (3) The Learning Environment. The teacher creates and maintains a learning environment that fosters positive relationships and promotes active student engagement in learning, development, and achievement.

Evaluator Rating	Description
<input type="checkbox"/> Exemplary	The teacher creates and consistently maintains an exceptional learning environment that fosters positive relationships and promotes active student engagement in learning, development, and achievement.
<input type="checkbox"/> Proficient	The teacher creates and maintains an effective learning environment that fosters positive relationships and promotes active student engagement in learning, development, and achievement.
<input type="checkbox"/> Needs Improvement	The teacher strives to create and maintain a learning environment that fosters positive relationships and promotes active student engagement in learning, development and achievement; however, the results are not consistent.
<input type="checkbox"/> Unsatisfactory	The teacher fails to create and/or maintain an effective or engaging learning environment.

Comments (Required for Basic or Unsatisfactory rating):

[Click here to enter text.](#)

EFFECTIVE PRACTICE: (4) Instructional Strategies. The teacher uses effective instructional strategies to ensure growth in student achievement.

Evaluator Rating	Description
<input type="checkbox"/> Exemplary	The teacher consistently uses highly effective instructional strategies that result in continuous growth in learning for each student.
<input type="checkbox"/> Proficient	The teacher regularly uses effective instructional strategies to ensure growth in student achievement.
<input type="checkbox"/> Needs Improvement	The teacher strives to use effective instructional strategies to ensure growth in student achievement, but has inconsistent results.
<input type="checkbox"/> Unsatisfactory	The teacher fails to use effective instructional strategies and growth in student achievement is below expectations.

Comments (Required for Basic or Unsatisfactory rating):

[Click here to enter text.](#)

EFFECTIVE PRACTICE: (5) Assessment. The teacher systematically uses multiple methods of formative and summative assessment to measure student progress and to inform ongoing planning, instruction, and reporting.

Evaluator Rating	Description
<input type="checkbox"/> Exemplary	The teacher is viewed as an assessment leader for the building/district. He/she consistently and systematically creates and uses multiple methods of formative and summative assessment to measure student progress. The teacher disaggregates data for use in planning, preparing for instruction, and reporting.
<input type="checkbox"/> Proficient	The teacher consistently and systematically develops and uses multiple methods of formative and summative assessment to measure student progress. The teacher uses assessment results when planning, preparing for instruction, and reporting.
<input type="checkbox"/> Needs Improvement	The teacher has limited understanding of the various methods of assessment, and/or the teacher uses assessment results inconsistently.
<input type="checkbox"/> Unsatisfactory	The teacher has little or no understanding of assessment methods and uses them inconsistently or incorrectly. Assessment results are ignored or not used appropriately.

Comments (Required for Basic or Unsatisfactory rating):

[Click here to enter text.](#)

EFFECTIVE PRACTICE: (6) Professionalism. The teacher acts as an ethical and responsible member of the professional community.

Evaluator Rating	Description
<input type="checkbox"/> Exemplary	The teacher serves as a role model for ethical and responsible behavior and serves as a leader in the professional community.
<input type="checkbox"/> Proficient	The teacher consistently models ethical and responsible behavior as a member of the professional community.
<input type="checkbox"/> Needs Improvement	The teacher understands ethical and responsible behavior, but is inconsistent in demonstrating a high level of professional practice
<input type="checkbox"/> Unsatisfactory	The teacher fails to act in an ethical and/or professional responsible manner.

Comments (Required for Basic or Unsatisfactory rating):

[Click here to enter text.](#)

EFFECTIVE PRACTICE: (7) Vision and Collaboration. The teacher contributes to and promotes the vision of the school and collaborates with students, families, colleagues, and the larger community to share responsibility for the growth of student learning, development and achievement.

Evaluator Rating	Description
<input type="checkbox"/> Exemplary	The teacher takes a leadership role in contributing to and promoting the vision of the school and continuously collaborates with students, families, colleagues, and the larger community to share responsibility for the growth of student learning, development, and achievement.
<input type="checkbox"/> Proficient	The teacher contributes to and promotes the vision of the school and collaborates with students, families, colleagues, and the larger community to share responsibility for the growth of student learning, development, and achievement.
<input type="checkbox"/> Needs Improvement	The teacher strives to promote the vision of the school and to collaborate with students, families, colleagues, and the larger community to share responsibility for the growth of student learning, development, and achievement, but with limited or inconsistent results.
<input type="checkbox"/> Unsatisfactory	The teacher fails to contribute to and promote the vision of the school. The teacher fails to recognize his/her responsibility to collaborate with students, families, colleagues, and the larger community, and to share responsibility for the growth of student learning, development, and achievement.
Comments (Required for Basic or Unsatisfactory rating):	
Click here to enter text.	

SUMMARY OF EFFECTIVE PRACTICES:

Areas of Strength
Click here to enter text.
Areas of Development
Click here to enter text.

- Plan for Improvement attached (Optional)
- Plan for Assistance attached (required for rating “Unsatisfactory” on any of the Effective Practices)

Part II: Overall Rating. An overall rating is provided in the second semester conference only for probationary teachers/specialists. For permanent teachers/specialists, an overall rating is provided at the final conference of the summative year.

Evaluator Rating	Description
<input type="checkbox"/> Exemplary	In the judgment of the evaluator based on a review of the evidence collected, the teacher/educational specialist meets district performance standards for all evaluative criteria and exceeds expected performance in many respects. He/she takes a leadership role in professional development and school leadership activities.
<input type="checkbox"/> Proficient	In the judgment of the evaluator based on a review of the evidence collected, the teacher/educational specialist meets district performance standards for the evaluative criteria on an overall basis and is actively engaged in professional development and school leadership efforts.
<input type="checkbox"/> Basic	In the judgment of the evaluator based on a review of the evidence collected, the teacher/educational specialist meets district performance standards for most evaluative criteria and is satisfactorily participating in an improvement plan for those criteria rated below "Proficient."
<input type="checkbox"/> Unsatisfactory	In the judgment of the evaluator based on a review of the evidence collected, the teacher/educational specialist does not meet district performance standards for a significant segment of the evaluative criteria and improvement efforts have been inadequate.
Comments (Required for Needs Improvement or Unsatisfactory rating):	
Click here to enter text.	

Narrative Feedback
Areas of Strength
Click here to enter text.
Areas of Development
Click here to enter text.

- Plan for Improvement (Optional)
- Plan for Assistance

Teacher/Specialist Signature: _____ **Date:** _____

Evaluator Signature: _____ **Date:** _____

My signature certifies that the evaluation results have been discussed with me. I understand my signature does not necessarily indicate agreement and that I may respond in writing to any issues contained in the evaluation.



Product Quotation

Quotation Number: 26094D027093

Date: 2019-08-02 14:38:58

Ship to	Bobcat Dealer	Bill To
Harlin County School Dist NO2 Attn: JON DAVIS 515 JEWELL ST. ALMA, NE 68920 Phone: (308) 920-0907	Central Nebraska Bobcat, Grand Island, NE 3809 WESTGATE ROAD GRAND ISLAND NE 68803-4927 Phone: (308) 384-9222 Fax: (308) 384-1491	Harlin County School Dist NO2 Attn: JON DAVIS 515 JEWELL ST. ALMA, NE 68920 Phone: (308) 920-0907
	Contact: Rick Kraft Phone: (308) 384-9222 Fax: (308) 384-1491 Cellular: (308) 390-9010 E Mail: rick@cnebobcat.com	

Description	Part No	Qty	Price Ea.	Total
S770 T4 Bobcat Skid-Steer Loader	M0283	1	\$60,341.00	\$60,341.00
92 HP Turbo Tier 4 Diesel Engine	Lift Arm Support			
Air Intake Heater (Automatically Activated)	Lift Path: Vertical			
Auxiliary Hydraulics: Variable Flow	Lights, Front & Rear			
Backup Alarm	Operator Cab			
Bob-Tach	Includes: Adjustable Suspension Seat, Top & Rear			
Bobcat Interlock Control System (BICS)	Windows, Parking Brake, Seat Bar, Seat Belt			
Controls: Bobcat Standard	Roll Over Protective Structure (ROPS) meets SAE-J1040			
Engine/Hydraulic Systems Shutdown	& ISO 3471			
Horn	Falling Object Protective Structure (FOPS) meets SAE-			
Instrumentation: Engine Temp and Fuel Gauges, Hourmeter,	J1043 & ISO 3449, Level I; (Level II is available through			
RPM and Warning Lights	Bobcat Parts)			
	Tires: 12-16.5 12 PR Bobcat Heavy Duty			
	Warranty: 2 years, or 2000 hours whichever occurs first			
P29 Performance Package	M0283-P06-P29	1	\$4,743.00	\$4,743.00
Power Bob-Tach	Hydraulic Bucket Positioning			
7-Pin Attachment Control Kit	Automatic Ride Control			
2-Speed	Reversing Fan			
C27 Comfort Package	M0283-P07-C27	1	\$5,725.00	\$5,725.00
Enclosed Cab with AC/Heat	Standard Panel			
Sound Reduction	Radio			
Cab Accessories Package	Heated Cloth Air Ride Suspension Seat			
Telematics US	M0283-R51-C02	1	\$0.00	\$0.00
74" Heavy Duty Bucket	7272680	1	\$1,125.00	\$1,125.00
--- Bolt-On Cutting Edge, 74"	6718007	1	\$189.30	\$189.30
Total of Items Quoted				\$72,123.30
Dealer P.D.I.				\$300.00
Freight Charges				\$0.00
Dealer Assembly Charges				\$57.50
Discount Muni Discount				(\$24,457.56)
Quote Total - US dollars				\$48,023.24

Notes:

1 year LEASE of \$4800⁰⁰ per year w/ FIVE POINTS BANK
200hrs limit OVERSAYS of \$90⁰⁰ per hour

James B. Gessford
Rex R. Schultze***
Daniel F. Kaplan
Gregory H. Perry
Joseph F. Bachmann*
R. J. Shortridge*
Joshua J. Schauer*
Derek A. Aldridge**
Justin J. Knight****
Charles Kaplan
Haleigh B. Carlson
Daniel K. Kaplan



Of Counsel
John M. Guthery
Thomas M. Haase
Richard D. Sievers
Kelley Baker

*Also admitted in Iowa
** Also admitted in Kansas
***Also admitted in Wyoming
****Also admitted in Colorado

PERRY, GUTHERY, HAASE & GESSFORD, P.C., L.L.O.

Ernest B. Perry (1876-1962)
Arthur E. Perry (1910-1982)
R.R. Perry (1917-1999)
Edwin C. Perry (1931-2012)

MEMORANDUM ON LB 399

During this legislative session, Governor Ricketts signed LB 399 into law. LB 399 has been referred to as the “Americanism” bill because of its requirements regarding American history and civics instruction in the classroom. This memorandum outlines the bill’s requirements and the timelines for school districts to incorporate these requirements.

THE “OLD” LAW

Under the “old”¹ law, every school board was required to appoint three members to a “committee on Americanism.” This committee was required to undertake several steps, including reviewing the curriculum to ensure that students were taught about the American form of government. The “old” law included a very harsh consequence for districts that failed to meet all of the statute’s requirements: both the board and the superintendent “shall be held directly responsible” for implementing the law, and the failure of a school district to abide by the law “shall be considered cause for removal.”

THE “NEW” LAW

LB 399 becomes operative three months after the Legislature adjourns. The current belief is that the final day of the session will be May 31. Assuming that date holds, LB 399 will become operative in September. This means that the majority of LB 399’s requirements will become effective during the 2019-2020 school year. As a result, school districts need to begin taking steps this summer to ensure that they will be in compliance with the law when the bill becomes law.

LB 399 imposes the following requirements that must be met:

1. Each calendar year, the Board must appoint three board members to the “Committee on American Civics.”²
 - a. The Committee on American Civics must meet at least twice per year. One meeting must include public testimony. The Committee is to keep minutes of each meeting showing the time and place of

¹ The reference to the “old” law is to the current Neb. Rev. Stat. § 79-724. The current version of Neb. Rev. Stat. § 79-724 will remain in effect until LB 399 becomes operative in September 2019.

² The school board of each school district shall, at the beginning of each calendar year, appoint from its members a committee of three, to be known as the committee on American civics . . . ” LB 399, Sec. 1(1) (emphasis supplied). Note that the law specifically requires that “three” board members be appointed to the committee (and not “at least” three board members).

the meeting, which members were present or absent, and the substance and details of all matters discussed.

- b. During the meetings, the Committee is to review the social studies curriculum to ensure that it aligns with NDE standards and LB 399's requirements. (A copy of the law with the curriculum requirements is attached to this memo.)
2. Students between eighth grade and twelfth grade must complete one of the following:
 - i. Administration of a written test that is identical to the entire civics portion of the naturalization test used by United States Citizenship and Immigration Services prior to the completion of eighth grade and again prior to the completion of twelfth grade with the individual score from each test for each student made available to a parent or guardian of such student; or
 - ii. Attendance or participation between the commencement of eighth grade and completion of twelfth grade in a meeting of a public body . . . followed by the completion of a project or paper in which each student demonstrates or discusses the personal learning experience of such student related to such attendance or participation; or
 - iii. Completion of a project or paper and a class presentation between the commencement of eighth grade and the completion of twelfth grade on a person or persons or an event commemorated by a holiday listed below.
 3. For grade levels below sixth grade, at least one hour per week is to be devoted to exercises or teaching American history topics (including those listed in LB 399).
 4. For grade levels between fifth grade and eighth grade, there must be time "set aside" for the teaching of American history (including those topics listed in LB 399).
 5. In at least two courses in every high school, time shall be devoted to the teaching of civics and American history (as outlined in LB 399).
 6. "Appropriate patriotic exercises" are to be held on George Washington's birthday, Abraham Lincoln's birthday, Dr. Martin Luther King, Jr.'s birthday, Native American Heritage Day, Constitution Day, Memorial Day, Veterans Day, and Thanksgiving Day, or on the day or week preceding or following such holiday, if the school is in session.

Memorandum
RE: LB 399
May 16, 2019
Page 3

If the district does not comply with these requirements, the harsh consequence under the “old” law is not included in LB 399. Indeed, under the “new” law, there is no “penalty” for a superintendent or board who fails to implement the law’s requirements. Instead, an employee who neglects to carry out the law’s requirements *may* be cause for dismissal.

OVERALL

This bill includes a number of legal requirements—some new and others that were in place under the “old” bill. In any event, now is a good time for districts to plan and ensure that they are in compliance with the “new” law prior to the beginning of the 2019-2020 school year. Districts that currently have an Americanism committee (pursuant to the “old” law) should rename the committee to be the “Committee on American Civics.” In order to help schools with the “new” requirements, we have attached a “checklist” for the Committee on American Civics to complete each year.

COMMITTEE ON AMERICAN CIVICS CHECKLIST

For the calendar year _____, the Board appointed the following three members to serve on the Committee on American Civics: _____, _____, and _____.

The Committee on American Civics met on the following dates: _____ and _____. *(At least two meetings per year are required.)* The Committee accepted public testimony on the following date: _____.

The Committee completed the following tasks *(check when completed)*:

_____ Minutes of the Committee on American Civics' meetings have been kept and show the time and place of the meeting, which members were present or absent, and the substance and details of all matters discussed.

_____ Confirmed the District's social studies curriculum is aligned with NDE standards.

_____ Confirmed that the District's social studies curriculum stresses the required patriotic themes.

_____ Confirmed that the District's social studies curriculum includes a requirement, in accordance with state law, that high school students (i) complete a written test; (ii) attend a public meeting; or (iii) present or write a paper on an appropriate topic.

_____ Confirmed that the curriculum approved by the Committee is available for public inspection.

_____ Confirmed that the District's social studies curriculum includes all required components, in accordance with state law and NDE standards, including (a) one hour per week of patriotic instruction for grade levels below sixth grade; (b) a set amount of time to teach American history for grade levels from fifth grade to eighth grade; and (c) at least two courses in high school that teach American civics.

_____ Confirmed that the District will conduct appropriate patriotic exercises for the following holidays: George Washington's birthday, Abraham Lincoln's birthday, Dr. Martin Luther King, Jr.'s birthday, Native American Heritage Day, Constitution Day, Memorial Day, Veterans Day, and Thanksgiving Day.