

REGULAR MONTHLY MEETING OF THE BOARD OF EDUCATION - AGENDA

Alma Public Schools

Monday, April 11, 2022

- A. Call to Order and announce location of Open Meetings Act Poster
 - A.1. Verification of Receipt of Notice, which was published in the Harlan County Journal
 - A.2. Roll of Board Members - Excuse absent board members
 - A.3. Approval of Consent Agenda
 - A.3.a. Minutes from Previous Meetings
 - A.3.b. General Financial Report
 - A.3.c. Activity Financial Report
 - A.4. Review monthly bills submitted
- B. Request to address the Board
- C. Action Items - Discuss, consider, and take all necessary action
 - C.1. to review the Facilities Assessment and Planning report by Wilkens AIDIP.
 - C.2. to review the Graduation List and decide who will hand out diplomas at the Ceremony
 - C.3. to review and possibly approve a quote for replacing the tile in the kindergarten room, the two science rooms and lab.
 - C.4. to review and possibly approve a quote for an epoxy broadcast coating system in the Jr. High boys' and girls' locker rooms.
 - C.5. to approve the resignation of Mrs. Margaret Ehrke, effective at the end of the school year.
 - C.6. to approve the elementary teaching contract for Madalyn Brugh beginning with the 2022-2023 school year.
 - C.7. to approve the elementary music contract for Mattie Kreifels beginning with the 2022-2023 school year.
 - C.8. to approve the elementary Title I Reading contract for Hannah Robison beginning with the 2022-2023 school year.

- C.9. to approve hiring Taylor Simmons for the secretary/receptionist position beginning around May 10th.
- C.10. to discuss and possibly approve a new math series picked out by the match committee. ESSER III money will be used to purchase the math series
- C.11. to review and discuss the proposed coaching assignments as follows: Mike Ford – Head boys basketball, Josh Quinn - Assistant boys basketball, Michael Bell – Head One Act Play Sponsor, Mattie Kreifels – Assistant One Act & Speech Sponsor, Madalyn Brugh – Assistant Volleyball,
- C.12. to approve the resignation of Mr. Tyrell Howsden, effective at the end of the school year.
- C.13. to approve the elementary teaching contract for Candace Sage beginning with the 2022-2023 school year.
- D. Principal's Report
- E. Superintendent's Report: Legislative Happenings, ESSER (Cares Act) Funding, American Civics Committee, Transportation Needs, Project updates, NRCSA Convention, Coaching Duties, Trees.
- 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, MARCH 14, 2022, MEETING

OF THE ALMA PUBLIC SCHOOLS BOARD OF EDUCATION

A meeting of the Alma Public Schools Board of Education was convened in open and public session on Monday, March 14, 2022, at 7:00 PM in the library at Alma Public Schools. The roll was called and the following Board members were present: Allen Brugh, Randy Heckenlively, Kate Hopkins, Nick Simonson, Samantha Stuhmer. Brett Hammond was absent.

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. Availability of the agenda was communicated in the publicized notice and a current copy of the agenda was maintained. 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 Nick Simonson and seconded by Randy Heckenlively to excuse Brett Hammond's absence. After discussion and on roll call vote the Board voted as follows: Brett Hammond: Absent, Allen Brugh: Yea, Randy Heckenlively: Yea, Kate Hopkins: Yea, Nick Simonson: Yea, Samantha Stuhmer: Yea

A motion was made by Samantha Stuhmer and seconded by Kate Hopkins to approve consent agenda items, which include: minutes of the February meeting and the financial reports from the General, Lunch, and Activity Funds. After discussion and on roll call vote the Board voted as follows: Brett Hammond: Absent, Allen Brugh: Yea, Randy Heckenlively: Yea, Kate Hopkins: Yea, Nick Simonson: Yea, Samantha Stuhmer: Yea

A motion was made by Nick Simonson and seconded by Kate Hopkins to approve the receipts, expenditures, and payment of claims from the General Fund for \$519,925.70, Lunch Fund for \$20,244.82, and from Activity Fund for \$27,989.77. After discussion and on roll call vote the Board voted as follows: Brett Hammond: Absent, Allen Brugh: Yea, Randy Heckenlively: Yea, Kate Hopkins: Yea, Nick Simonson: Yea, Samantha Stuhmer: Yea

A motion was made by Nick Simonson and seconded by Randy Heckenlively to accept the bid of \$675,000.00, from Rasmussen for upgrading the HVAC system (all three options) in the practice gym/lunch room, wrestling deck, high school locker rooms, kitchen, and three classrooms using ESSER II and ESSER III funds and funding the remainder of the project from the QCPU Fund. After discussion and on roll call vote the Board voted as follows: Brett Hammond: Absent, Allen Brugh: Yea, Randy Heckenlively: Yea, Kate Hopkins: Yea, Nick Simonson: Yea, Samantha Stuhmer: Yea

A motion was made by Randy Heckenlively and seconded by Kate Hopkins to approve the contract with Josh Quinn for the 2022-2023 school term, as secondary 7-12 English teacher. After discussion and on roll call vote the Board voted as follows: Brett Hammond: Absent, Allen Brugh: Yea, Randy Heckenlively: Yea, Kate Hopkins: Yea, Nick Simonson: Yea, Samantha Stuhmer: Yea

A motion was made by Kate Hopkins and seconded by Samantha Stuhmer to accept, with regret, the resignation of Michelle Fritz. After discussion and on roll call vote the Board voted as follows: Brett Hammond: Absent, Allen Brugh: Yea, Randy Heckenlively: Yea, Kate Hopkins: Yea, Nick Simonson: Yea, Samantha Stuhmer: Yea

Discussion items included: transportation needs (and the possibility of leasing).

A motion was made by Nick Simonson and seconded by Samantha Stuhmer to approve the purchase of a 2022 Buick Envision from Midway as a replacement for the driver's education vehicle for \$40,184.00. After discussion and on roll call vote the Board voted as follows: Brett Hammond: Absent, Allen Brugh: Yea, Randy Heckenlively: Yea, Kate Hopkins: Yea, Nick Simonson: Yea, Samantha Stuhmer: Yea

A motion was made by Nick Simonson and seconded by Kate Hopkins at 7:59 p.m. to go into executive session to discuss personnel. After discussion and on roll call vote the Board voted as follows: Brett Hammond: Absent, Allen Brugh: Yea, Randy Heckenlively: Yea, Kate Hopkins: Yea, Nick Simonson: Yea, Samantha Stuhmer: Yea

A motion was made by Nick Simonson and seconded by Randy Heckenlively at 8:08 p.m. to end the executive session. After discussion and on roll call vote the Board voted as follows: Brett Hammond: Absent, Allen Brugh: Yea, Randy Heckenlively: Yea, Kate Hopkins: Yea, Nick Simonson: Yea, Samantha Stuhmer: Yea

A motion was made by Randy Heckenlively and seconded by Kate Hopkins to offer a 3.35% increase to administration for the 2022-2023 school term. After discussion and on roll call vote the Board voted as follows: Brett Hammond: Absent, Allen Brugh: Yea, Randy Heckenlively: Yea, Kate Hopkins: Yea, Nick Simonson: Yea, Samantha Stuhmer: Yea

Principal Brandyberry reported: 5 students qualified for State Wrestling with Carter Brandyberry receiving a silver medal. State (NSCAS) testing will begin March 21 and run through April 15, 2022. This will be the last year with this testing schedule – next year testing will be done three times throughout the school term.

Superintendent Davis reported on Legislation, the NRCSA Spring Conference (this week in Kearney), State Aid, Summer projects (flooring in science room, kindergarten room, and locker rooms), and personnel updates.

President Allen Brugh declared the meeting adjourned at 8:35 pm..

DATED Monday, March 14, 2022

HARLAN COUNTY SCHOOL DISTRICT #2,

a/k/a ALMA PUBLIC SCHOOLS

_____ President

_____ Secretary

General/Money Market/Trans Accts	Receipts	Disburse	Total
3/01/2022 General			\$244,483.18
3/01/2022 Money Market			\$546,357.97
3/01/2022 Transaction			\$2,431.15
Furnas County Treasurer	\$3,956.05		
Harlan County Treasurer	\$126,751.97		
Title One - GMS	\$78,771.00		
BCBS self-pay (2)	\$2,631.95		
St of NE - JJA MIPS	\$2,827.89		
St of NE - SpEd SA reimb 20-21	\$41,863.00		
Mar 2022 State Aid	\$145,537.00		
Home Depot refund	\$395.07		
drivers education	\$2,750.00		
interest earned - Transaction Acct	\$14.98		
interest earned - MMA	\$58.14		
interest earned - Gen Fund	\$1.09		
TOTAL RECEIPTS	\$405,558.14		\$1,198,830.44
cks cleared in March		\$529,059.40	\$669,771.04
outstanding checks		\$56,387.71	\$613,383.33
Certificates of Deposit			\$423,463.70
Balance 3/31/2021			\$1,036,847.03
Bldg/Sinking Fund			
Balance 3/01/2022			\$386,833.55
Furnas County Treasurer	\$322.44		
Harlan County Treasurer	\$10,061.67		
interest earned	\$32.73		
Total Receipts	\$10,416.84		
ck#606 KPE Architecture Engineer		\$12,450.00	
ck#608 Wilkins Architecture		\$1,552.84	
loan payment auto-deduct		\$1,743.45	
Balance 3/31/2022			\$381,504.10
QCPU Fund			
Balance 3/01/2022			\$225,361.00
Furnas County Treasurer	\$94.83		
Harlan County Treasurer	\$2,993.26		
interest earned	\$28.94		
Total Receipts	\$3,117.03		

Balance 3/31/2022			\$228,478.03
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<u>Depreciation Fund</u>			
Balance 3/01/2022			\$139,758.08
interest earned	\$11.87		
Balance 3/31/2022			\$139,769.95
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<u>Lunch Fund</u>			
Balance 3/01/2022			\$78,576.86
Total Receipts	\$26,220.65		
cks cleared in March		\$20,238.22	\$84,559.29
outstanding checks		\$1,255.32	
Balance 3/31/2022			\$83,303.97
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<u>Activity Fund</u>			
Balance 3/01/2022			\$186,187.02
Receipts posted at bank	\$14,866.93		
cks cleared in March		\$26,182.30	\$174,871.65
outstanding checks		\$0.00	
Balance 3/31/2022			\$174,871.65

Activity Fund Trial Balance Report

Fund Balance		<u>Beginning Balance</u>	<u>Debits</u>	<u>Credits</u>	<u>Ending Balance</u>
05 704 0100	ART	3,230.98	0.00	0.00	3,230.98
05 704 0101	elementary students fund balance	248.40	0.00	0.00	248.40
05 704 0110	COMPUTERS	16,640.33	0.00	115.00	16,755.33
05 704 0113	eSports Club	349.08	87.17	20.00	281.91
05 704 0120	MISCELLANEOUS	124.53	0.00	2,044.76	2,169.29
05 704 0130	MUSIC SUPPLIES	(398.99)	0.00	47.00	(351.99)
05 704 0131	ELEMENTARY CHOIR	290.27	0.00	1,385.00	1,675.27
05 704 0133	DISTRICT MUSIC	1,116.41	0.00	0.00	1,116.41
05 704 0134	BAND PROJECTS	120.00	0.00	0.00	120.00
05 704 0135	CASH BOXES	500.00	0.00	0.00	500.00
05 704 0140	COURTESY FUND	2,666.29	20.00	0.00	2,646.29
05 704 0141	WOW	670.17	0.00	0.00	670.17
05 704 0142	CIRCLE OF FRIENDS	578.43	79.85	0.00	498.58
05 704 0144	RESOURCE	928.02	0.00	0.00	928.02
05 704 0145	LUEDKE MEMORIAL	2,412.28	545.01	0.00	1,867.27
05 704 0160	INDUSTRIAL ARTS	1,490.15	10.29	0.00	1,479.86
05 704 0161	FFA SCHOLARSHIP	10,342.43	0.00	0.00	10,342.43
05 704 0165	FUTURE FARMS OF AMERICA	36,068.11	2,869.40	0.00	33,198.71
05 704 0170	STUDENT COUNCIL	4,964.87	333.56	501.76	5,133.07
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 0221	CLASS OF 2021	1,014.95	0.00	0.00	1,014.95
05 704 0222	CLASS OF 2022	4,999.71	1,520.02	0.00	3,479.69
05 704 0223	CLASS OF 2023	3,612.65	972.77	0.00	2,639.88
05 704 0224	CLASS OF 2024	4,162.64	0.00	150.00	4,312.64
05 704 0225	CLASS OF 2025	2,277.20	0.00	0.00	2,277.20
05 704 0240	PLATE FUND	251.19	0.00	0.00	251.19
05 704 0251	PICTURES/YEARBOOK	8,255.24	679.78	0.00	7,575.46
05 704 0260	HOME EC/CONS ED	1,706.15	0.00	0.00	1,706.15
05 704 0265	COOKIE SALES	3,509.13	0.00	0.00	3,509.13
05 704 0270	BOOK/SOFTWARE ORDERS	6,436.23	3,142.56	3,142.86	6,436.53
05 704 0271	GENERAL MILLS BOX TOPS	5,020.71	0.00	0.00	5,020.71
05 704 0280	FIELD TRIPS	425.75	315.00	0.00	110.75
05 704 0300	ALL ACTIVITIES (entry fees, etc)	5,511.79	1,444.00	938.90	5,006.69
05 704 0301	FOOTBALL	(63.33)	0.00	600.00	536.67
05 704 0302	VOLLEYBALL	3,807.40	0.00	0.00	3,807.40
05 704 0303	BOYS BASKETBALL	763.70	0.00	0.00	763.70
05 704 0304	GIRLS BASKETBALL	4,526.51	0.00	0.00	4,526.51
05 704 0305	CROSS COUNTRY	829.72	0.00	0.00	829.72
05 704 0306	TRACK	974.82	0.00	0.00	974.82
05 704 0307	WRESTLING	339.17	0.00	0.00	339.17
05 704 0308	GOLF	400.00	0.00	0.00	400.00
05 704 0400	CHEERLEADERS	4,906.37	2,975.00	272.00	2,203.37
05 704 0550	NATL HONOR SOCIETY - VENDING	4,050.74	1,018.33	817.21	3,849.62
05 704 0600	QUIZ BOWL	1,019.32	117.21	275.00	1,177.11
05 704 0940	SCHOOL CLIMATE COMMITTEE	249.61	0.00	0.00	249.61
05 704 0950	SCHOLARSHIP FUND	1,711.50	0.00	0.00	1,711.50
05 704 0970	WEIGHT ROOM	5,094.50	0.00	0.00	5,094.50
05 704 0971	DEPOSITS WEIGHT ROOM USE	1,152.75	0.00	100.00	1,252.75
05 704 0980	MATH/SCIENCE CLUB	15.00	0.00	0.00	15.00
05 704 0985	PROJECTOR ADVERTISING	6,930.00	0.00	0.00	6,930.00
05 704 0990	SPEECH	(1,297.00)	308.93	0.00	(1,605.93)
05 704 0991	DRAMA	5,324.53	0.00	0.00	5,324.53
		<u>170,641.65</u>	<u>16,438.88</u>	<u>10,409.49</u>	<u>164,612.26</u>

MARCH 2022 ACTIVITY FUND CHECKS

<u>Ck #</u>	<u>Check Date</u>	<u>Cleared</u>	<u>Void</u>	<u>Void Date</u>	<u>Entity Name</u>	<u>Description</u>	<u>Amount</u>
18955	03/02/2022	X			SCHOLASTIC INC	Circle of Friends	79.85
18959	03/14/2022	X			SCHOLASTIC INC	Book Fair Invoice	3,142.56
18960	03/14/2022	X			GWEN NIBBE	table clothes purchased	20.00
18961	03/16/2022	X			ALMA SCHOOL LUNCH FUND	FFA staff breakfast	69.07
18962	03/16/2022	X			STUHR MUSEUM	32 students, 3 staff	315.00
18963	03/16/2022	X			US BANK	VISA charges	1,904.52
18964	03/16/2022	X			ANDERSON'S	Jr class - prom	468.96
18965	03/16/2022	X			CHESTERMAN CO	pop machines	293.00
18966	03/16/2022	X			CASH-WA DISTRIBUTING	choc milk - vending machine	127.20
18967	03/16/2022	X			HOGELANDS MARKET	Feb charges	262.99
18968	03/16/2022	X			FIRST STATE BANK	State Speech meals	75.00
18969	03/17/2022	X			CASH GATE	cash for gate receipt chg	500.00
18970	03/18/2022	X			SOUTHERN VALLEY SCHOOL	Dist V music entrée fee	365.00
18971	03/21/2022	X			SOUTHERN VALLEY SCHOOL	HS Quiz Bowl	25.00
18972	03/22/2022				NAEA DISTRICT 6 AGRICULTURE EDUCATIO	Dist 6 Ag Ed	45.00
18973	03/22/2022	X			NATIONAL FFA ORGANIZATION	FFA jackets	1,167.35
18974	03/22/2022				UNIVERSITY OF NEBRASKA	FFA career development	382.00
18975	03/22/2022	X			WIL-HIL PS	Wilcox Hildreth Invit Track	125.00
18976	03/23/2022	X			Kansas High School Athletic Association	cheer camp	2,850.00
18977	03/23/2022	X			CAMBRIDGE PUBLIC SCHOOL	golf invitational	100.00
18978	03/23/2022				ALMA CHAMBER OF COMMERCE	chamber bucks (cheer judges)	125.00
18979	03/23/2022				MEDICINE VALLEY PUBLIC SCHOOL	RPAC speech meet	308.93
18980	03/25/2022				BERTRAND COMMUNITY SCHOOL	RPAC Instrumental music	89.00
18981	03/24/2022				NORTHWEST HIGH SCHOOL	eSports tournament GI	20.00
18982	03/28/2022				Hi-Line Bulls	Hi-Line Golf invit	70.00
18983	03/28/2022				Hi-Line Bulls	Hi-Line Track Invitational	120.00
18984	03/29/2022				US BANK	Visa charges - March	1,858.14
18985	03/29/2022		X	03/29/2022	COMPUTER HARDWARE, INC	voided - already paid	1,970.00
18986	03/30/2022				JOSTENS, INC	27 caps & gowns	972.00
18987	03/30/2022				JOSTENS, INC	27 stoles	548.02
18988	03/30/2022				TRUSTWORTHY HARDWARE	paint, bolts - shop projects	10.29
Grand Total:							16,438.88

APRIL 2022 CHECK LIST

Checking Account ID: GENERAL FUND

<u>Ck #</u>	<u>Check Date</u>	<u>Entity Name</u>	<u>Description</u>	<u>Amount</u>
40897	04/11/2022	FIRST STATE BANK - ACH	2 mo ACH fee	\$ 70.00
4122	04/01/2022	Bosselmann Pump & Pantry	March fuel charges	\$ 3,012.08
31726	04/11/2022	ALMA SCHOOL LUNCH FUND	March Friday mornings	\$ 21.44
31727	04/11/2022	AMERICAN ELECTRIC COMPANY	50 17W LED lamps	\$ 493.99
31728	04/11/2022	ANDERSON BROTHERS	backflow repair kit abd installation	\$ 1,271.40
31729	04/11/2022	C H S / AGRI SERVICE CENTER	fuel for vehicles	\$ 3,084.45
31730	04/11/2022	CITY OF ALMA	water, sewer, gas, trash	\$ 6,355.77
31731	04/11/2022	COACH MASTER'S, INC	faulty wheel studs	\$ 888.11
31732	04/11/2022	DANA F COLE & CO.	1 mo cafeteria plan administration	\$ 70.00
31733	04/11/2022	EAKES OFFICE PRODUCTS	Document Management software	\$ 315.00
31734	04/11/2022	ECOLAB PEST ELIM DIVISION	pest control	\$ 84.26
31735	04/11/2022	EDUCATIONAL SERVICE UNIT 10	math curriculum evaluation	\$ 698.48
31736	04/11/2022	FLOWER PATCH	elementary music balloom bouquet	\$ 39.00
31737	04/11/2022	FRONTIER	land lines	\$ 555.04
31738	04/11/2022	HARLAN COUNTY JOURNAL	mtg notice, minutes, HVAC advertising	\$ 308.31
31739	04/11/2022	HARLAN COUNTY SHERIFF	bus driver testing	\$ 25.00
31740	04/11/2022	HD Supply	janitorial supplies (HomeDepot)	\$ 1,231.47
31741	04/11/2022	HOLDREGE AUTO PARTS, INC	snowblower parts	\$ 152.70
31742	04/11/2022	HOLDREGE ELECTRIC	50 S wire outlet	\$ 22.38
31743	04/11/2022	HOLDREGE SOFT WATER SERVICE	80 bags water softener salt	\$ 912.00
31744	04/11/2022	HOLMES PLBG & HTG SUPPLY CO	water cooler/bottle filler	\$ 1,694.25
31745	04/11/2022	HOMETOWN LEASING	copier lease	\$ 2,473.04
31746	04/11/2022	HUGH O'BRIAN YOUTH LEADERSHIP	HOBY registration A Siebels	\$ 250.00
31747	04/11/2022	J.W. PEPPER & SON, INC	sales order #2709833	\$ 49.82
31748	04/11/2022	KAUK KONSTRUCTION	3/10/22 snow removal	\$ 165.00
31749	04/11/2022	LANDMARK IMPLEMENT INC	Prevost bus	\$ 771.85
31750	04/11/2022	LEE ENTERPRISES	invitation for HVAC bids	\$ 58.52
31751	04/11/2022	LOU'S SPORTING GOODS	track supplies	\$ 1,092.19
31752	04/11/2022	MADISON NATIONAL LIFE	prepaid life insurance	\$ 11.60
31753	04/11/2022	MAIN STREET VARIETY	pipe cleaners, play doh	\$ 29.69
31754	04/11/2022	n2y, LLC	Unique Learning System	\$ 640.46
31755	04/11/2022	NE LEADERSHIP SEMINAR, INC.	A Hadley, R Scott - seminar	\$ 400.00
31756	04/11/2022	NE RURAL COMM SCHOOLS ASSN	J Davis, Spring Conference	\$ 210.00
31757	04/11/2022	NEBRASKA PUBLIC POWER DISTRICT	electricity	\$ 3,731.63
31758	04/11/2022	PERRY GUTHERY, HAASE & GESSFORD	construction/bldg project, personnel issues	\$ 1,725.00
31759	04/11/2022	PowerSchool Group LLC	7/9/21 - 7/8/22	\$ 937.17
31760	04/11/2022	PRAIRIE HILL LANDFILL - CITY OF HOLDREGE	waste disposal	\$ 7.50
31761	04/11/2022	PROTEX CENTRAL INC	alarm monitoring, change detectors & pull static	\$ 2,090.40
31762	04/11/2022	RASMUSSEN MECHANICAL SERVICES	inspect & repair multiple areas	\$ 5,492.24
31763	04/11/2022	RENAISSANCE LEARNING, INC	subscription renewal	\$ 3,907.25
31764	04/11/2022	Rudy's Gas Tire and Oil	Collins bus	\$ 588.13
31765	04/11/2022	S & W AUTO PARTS, INC	Blue Def 30 gallons	\$ 232.45
31766	04/11/2022	TRUSTWORTHY HARDWARE	nut driver, swivels, rope	\$ 73.84
31767	04/11/2022	US BANK	current charges	\$ 2,620.81
31768	04/11/2022	WHITE'S AUTO GLASS	Collins bus windshield	\$ 289.52
31769	04/11/2022	WOODWARD'S DISPOSAL SVC, INC	document destruction	\$ 300.00
31770	04/11/2022	YANDAS MUSIC	school owned instrument repair	\$ 336.44
		sub-total		\$ 49,789.68
		PAYROLL		\$ 402,669.55
		TOTAL		<u>\$ 452,459.23</u>

Checking Account ID: LUNCH FUND

<u>Ck #</u>	<u>Check Date</u>	<u>Entity Name</u>	<u>Description</u>	<u>Amount</u>
2088	04/11/2022	Parent or Guardian of: Andrew Graf	lunch balance refund	\$ 11.75

2089	04/11/2022	Parent or Guardian of: Cyrus Jordan	lunch balance refund	\$	107.15
2090	04/11/2022	Parent or Guardian of: Grant McQuay	lunch balance refund	\$	48.90
2091	04/11/2022	Parent or Guardian of: Jason Stenka	lunch balance refund	\$	6.35
2092	04/11/2022	Parent or Guardian of: Carlee Stuhmer	lunch balance refund	\$	55.30
2093	04/11/2022	Parent or Guardian of: Haley Tilson	lunch balance refund	\$	61.55
2094	04/11/2022	Parent or Guardian of: Alexis & Madison Wolfe	lunch balance refund	\$	225.25
2100	04/11/2022	ARAMARK	laundry service	\$	204.06
2101	04/11/2022	CASH-WA DISTRIBUTING	foods	\$	492.43
2102	04/11/2022	HOGELANDS MARKET	foods	\$	938.87
2103	04/11/2022	Parent or Guardian of: Gage Thulin	lunch balance refund	\$	5.15
2104	04/11/2022	SYSCO LINCOLN	foods	\$	2,971.06
2105	04/11/2022	US Foods, Inc.	foods	\$	5,642.33
		sub-total		\$	10,770.15
		PAYROLL		\$	8,160.03
			TOTAL	\$	<u>18,930.18</u>

Checking Account ID: BUILDING/SINKING FUND

<u>Ck #</u>	<u>Check Date</u>	<u>Entity Name</u>	<u>Amount</u>
607	04/01/2022	WILKINS ARCHITECTURE DESIGN PLANNING contracted pmt plus car rental	\$ 1,549.83
80822	04/08/2022	BANNER CAPITAL BANK loan payment	\$ 1,743.45
			<u>\$ 3,293.28</u>

WILSON FLOORING

629 15th Ave
Franklin, NE 68939

Estimate

Date	Estimate #
4/7/2022	4539

Name / Address

Alma School
515 Jewell Ave,
Alma Ne 68920
Walk off carpet In Common area only

Project

Item	Description	Qty	Rate	Total
Vinyl Planks	Mohawk Living Local Collection Premium Wood 918 Silver 81 box	2,933.82	2.49	7,305.21
Glue	Mohawk M99	5	193.70	968.50
Cove Base	Cove Base Black 7 box	840	1.07	898.80
Glue	Cove base glue	12	5.90	70.80
Transitions	Transitions black	3	20.00	60.00
Vinyl	Matuto Plus Stone 12 x 24 915A Frost bite 36 sf 40 box	1,440	3.90	5,616.00
Vinyl	Matuto Plus Stone 12 x 24 454A Wizard Stone	36	3.90	140.40
Vinyl	Vinyl for bathrooms 12*12	16	10.00	160.00
Glue	Glue for bathrooms	16	1.72	27.52
Vinyl	Cove sticks for bathroom cove	5	10.00	50.00
Vinyl	metal cove cap	3	24.00	72.00
Shipping	Shipping	2	250.00	500.00
	Product Total			15,869.23
Install	Install cove base Vinyl	800	0.75	600.00
Hourly rate	Floor prep	4	30.00	120.00
Install	Install Vinyl Tile	4,290	2.00	8,580.00
Install	Install Sheet vinyl for bathrooms and cove	16	10.00	160.00
	Install Total			9,460.00
	We would need someone to remove the old wax off the floors.			
			Subtotal	\$25,329.23
Phone #	Email	Sales Tax (6.5%)		\$0.00
308-425-3322	wilsonflooring@frontier.com	Total		\$25,329.23

Tillotson Enterprises
715 Huron Dr
Kearney, NE 68847
Office: 800-643-5731
Fax: 308-237-1006
(herein "Tillotson")



Contract #23525 - 28035
Page 1 of 1
Date: 3/9/2022
1,102 square feet

To: Bruce Ring - Alma Public School
515 Jewel St
Alma, Nebraska 68920
Phone: 308-920-1057
(herein "Client")

Job: Locker Rooms
Location: 515 Jewel St
Alma, Nebraska 68920

We hereby submit specifications and estimates for: installation Sherwin Williams Epoxy Broadcast Coating System
Procedures: Preparation

1. Prior to commencing work, the area is to be cleared of all loose equipment, skids and other obstructions. There must be a minimum of 4 feet surrounding the work place area to allow us access. The floor will be broom swept and you will provide us with light, heat (adequate to maintain a 60 degree concrete slab temperature), power (110-120, volt), and sufficient dumpster capacity for all non-hazardous debris generated in the cleaning and application process, including empty containers, packaging materials, etc. The area will be completely restricted from traffic during the course of our activity and for a period of approximately 24-72 hours after completion.
2. Cleaning: Surfaces contaminated with oil or grease shall be scrubbed with heavy-duty degreasing detergent and allowed to dry.
3. Diamond Grinding: Utilizing self-contained vacuuming diamond grinding equipment, we will mechanically prepare surface to industry standard profile (CSP 3-4) without causing additional surface defects in substrate.
4. Grinding: Edges and hard to reach areas will be prepared using vacuum-equipped hand diamond grinders.
5. Cracks: After shot-blasting and grinding we will fill non-moving cracks with a paste consisting of 70714/70715 epoxy and cab-o-sil.
6. Control and cold joints: Control and cold joints will be filled with 70718/70719 flexible epoxy at 3/4 " depth.
7. Expansion and isolation joints: Expansion and isolation joints will be filled with 70991 sealant.
8. Keying the edges and drains: Along all perimeter edges and drains we will saw-cut and form a "key" into which the flooring material is placed. This eliminates feather edging and provides a strong structural transition between the new flooring system and surrounding concrete.

Steps/coverage rates: High Abrasion and Chemical Resistant Single Broadcast Flooring

1. WARECOURSE: 3746 at 100 SF/gallon
2. AGGREGATE: 5310 Silica Sand broadcasted to rejection in area outside shower
3. GROUT COAT: 3746 - 100% Epoxy CRE at 100 SF/gallon
4. FINISH COAT: 4638 CRU Polyurethane Floor Enamel Top Coat 350-500 SF/gallon

Color _____ Gray _____

Warranty: Five year material warranty

Tillotson will do our best to control dust by the way of a vacuum attached to our grinders, and depending on the property, other dust control measures. However, Tillotson is not responsible for total dust control as a result of the the grinding process:

Dust will be present throughout your living space. To minimize dust, you, as the client, need to:

- 1) Turn off the HVAC (heating, ventilation, and air conditioning) system upon crew arrival and let the dust settle before starting it back up after work is stopped for that day.
- 2) Make sure the crew sections off the work space to your expectations to minimize dust through out the property/living space (no one knows your property like you do).
- 3) You are responsible for covering or removing anything from the workspace that you would not want damaged or covered with dust.

Any alteration or deviation from above specification involving extra costs, will be undertaken and preformed only after a

written change order has been signed by the parties, and will become an extra charge over and above the original contract price as set forth in such change order. Client shall carry fire, tornado, hail and other necessary insurance on above work. Workmen's compensation and public liability insurance on above work to be taken out by Tillotson Enterprises Inc. Tillotson Enterprises, Inc. is not responsible for any existing or future damage due to mold or mildew. The warranties set forth in this contract are in lieu of any other or additional warranties of any type or nature whatsoever, and Tillotson shall not be liable for, incidental or consequential damages.

We hereby propose to furnish material and labor - in accordance with the above specifications, for the sum of: Seven Thousand Seven Hundred Fifty dollars \$7,750.00

Payment to be made as follows: 50% with signed contract, and 50% within 30 days of project completion. Delinquent payment, upon any work completed, shall bear interest at 1 1/2% per month from date of completion, and, if suit is filed to enforce payment, owner will pay reasonable attorney fees and court costs. I understand that any failure to pay as and when required by the contract, all Warranty/Guarantees contained herein can be reduced or voided. The prices, specifications and conditions are satisfactory and are hereby accepted. The contractor is authorized to do the work specified. Tillotson Enterprises Inc. reserves the right to charge client for expenses incurred for a warranty service call if it is determined the problem is not a warranty issue covered by material and/or labor.

1st Payment: \$3,875.00 dollars
Date Paid:

2nd Payment: \$3,875.00 dollars
Date Paid:

If the first down payment is not received with the contract, then any additional material cost, labor cost, etc. will be passed on to the client when the job is started and included in the first payment.

Acceptance of the proposal. The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

We agree to furnish the above items and conditions herein contained. All agreements contingent upon strikes, acts of God, or other causes beyond our control.

Date of Acceptance _____

This contract price is void after 30 days

Purchaser _____

Contractor _____



Estimate

Date	Estimate #
3/18/2022	51

75314 ROAD 441
OVERTON, NE 68863
(308) 325-7537 * (308) 991-7801
Sarah@DiverseEpoxy.com

Name / Address
Alma Public School Bruce Ring

Project

Description	Qty	Rate	Total
Interior Walls - Jr. High boys shower area (Price per square foot)	520	3.65	1,898.00
Interior Walls - Jr. High girls shower area	400	3.65	1,460.00
Floor Coverings - Jr. High boys locker room (Flake flooring)	696	5.50	3,828.00
Floor Coverings - Jr. High shower floor (solid waterproof epoxy with grit additive)	160	4.00	640.00
Floor Coverings - Jr. High girls locker room, including hallway and bathroom. (Price per square foot)	388	5.50	2,134.00
Floor Coverings - Jr. High girls shower floor (solid waterproof epoxy with grit additive)	100	4.00	400.00
Total			\$10,360.00

Thank you for your business!

March 29, 2022

Alma School Board
Alma Public Schools

Dear Board Members,

I am writing to inform you that I am resigning my position as Title 1 Reading Teacher as of May 20th, 2022. Being a teacher at Alma Public Schools for the last 15 years has been a great privilege. I have truly enjoyed my time here serving the young people of Alma and the surrounding communities. Thank you for the opportunity to work at APS.

Sincerely,



Margaret Ehrke

MADALYN BRUGH

Lincoln, NE 68507 | 308-920-2242 | madalyn.brugh@gmail.com

September 4th, 2021

Hello,

My name is Madalyn Brugh, and I am currently a senior at the University of Nebraska-Lincoln. I was excited to learn about student teacher placement and would greatly appreciate your considering my placement in this role. I've closely reviewed the needs and requirements for this role and believe that my qualifications have prepared me to contribute immediate value to your organization.

While in school, I worked hard to be a better teacher by learning how to improve my communication and management skills. I am focused and attentive to detail when addressing high-volume task loads to meet deadlines. I am inspired by making a positive impact by encouraging students and using my problem-solving abilities allow me to address challenges to achieve results. A strong belief of mine is to create a classroom where students are safe and motivated.

My academic experiences have served me well in developing my collaboration, management, and motivation skills. I work well to use clear and concise communication to interact professionally with co-workers, supervisors and students. Please take a moment to review my attached resume. Thank you for your time and consideration.

Sincerely,

Madalyn Brugh

Madalyn Brugh

2817 Dorothy Dr.
Lincoln, NE 68507
(308) 920-2242
madalyn.brugh@gmail.com

SCHOOLS ATTENDED

Alma Public Schools	2005-2018
University of Nebraska-Lincoln	2018 - 2022

CLUBS AND ORGANIZATIONS

Delta Gamma Sorority	2018-2022
Nebraska Juniors Volleyball Club	

COMMUNITY SERVICE

Good Samaritan Society - Alma, NE
-Volunteer

Sumner Place Skilled Nursing and Rehabilitation
- Volunteer Work

DomestiPups
- Volunteer

Give Sight Application
- Volunteer

FIELD EXPERIENCE

Practicum

- Adams Elementary 2nd Grade
- Wysong Elementary 3rd Grade
- Elliot Elementary Kindergarten

Student Teaching

- Evelyn Hamlow Elementary 1st Grade

Substitute Teaching

- Alma Public Schools
- Southern Valley Elementary

HONORS AND AWARDS

National Society of Leadership & Success

SKILLS

Collaboration

Leadership

Management

Communication

WORK EXPERIENCE

Assistant Volleyball Coach 2020-2021
Pius X High School

Nebraska Juniors Volleyball Club

REFERENCES

Stephanie Brandyberry (785) - 871 - 2188

Nicole McIntire (402) - 450 - 4288

Mark Grove (308) - 920 - 2283

MATTIE KREIFELS

205 Palmer Street, Loomis, NE 68958 | 308-999-0193 | mattielouise14@gmail.com

March 1, 2022

Jon Davis
Superintendent
Alma Public Schools
PO Box 170
Alma, NE 68920

Dear Mr. Davis:

I am interested in applying for the elementary music teaching position at Alma Public Schools. I will graduate in May with a K-12 Music Education degree with a field endorsement from Wayne State College. As you know, I am student teaching here at Alma. This has given me a glimpse into the daily life and culture of your school. I believe that my experience and passion make me a great candidate for this position.

I have experience teaching all grades in a variety of settings. I have also been involved in many musical and theater experiences including one act play production. I am currently with Mr. Ritter and will switch to working with Mrs. Fritz after spring break. Through this experience I have thoroughly enjoyed working with the faculty here. I appreciate the support of the administration and other faculty not only for the arts but in daily life as well. I also appreciate the positive atmosphere you have created at this school.

It is my goal to use my experience and ability to make a positive contribution to your school district and community. I welcome an interview and the opportunity to learn more about this position. Thank you for your consideration.

Sincerely,



Mattie Kreifels

MATTIE KREIFELS

205 Palmer Street, Loomis, NE 68958 | 308-999-0193 | mattielouise14@gmail.com

Career Objective	To obtain a position as a K-6 music teacher with Alma Public Schools
Education	Bachelor of Science in Education: Major: PK-12 Music Field Endorsement, May 2022, <i>Wayne State College</i> , GPA- 3.68
Teaching Experience	Student Teaching <i>Alma Public School</i> , Alma, Nebraska, January 2022-May 2022 <ul style="list-style-type: none">◆ Planned and directed rehearsals to enhance the musical appreciation and ability of students◆ Provided individual and small group instruction both instrumentally and vocally◆ Prepared students for Sing Around Nebraska and District Music contest Practicum Student Assistant <i>Laurel Concord Coleridge High school</i> , Laurel, Nebraska, January 2021-May 2021 <ul style="list-style-type: none">◆ Planned for and taught rehearsals◆ Helped students learn solos for district music contest◆ Directed show choir sectionals <i>Pierce Elementary School</i> , Pierce, Nebraska <ul style="list-style-type: none">◆ Created and taught engaging lessons to further students' musical knowledge◆ Helped maintain classroom control through enforcing classroom management techniques <i>Allen High School</i> , Allen, Nebraska <ul style="list-style-type: none">◆ Directed choir and band sectionals◆ Created and taught individual flute lessons◆ Worked with students on All-State auditions
Related Experience	WSC Marching Band Piccolo Section Leader, August 2018-December 2021 <i>Wayne State College</i> , Wayne, Nebraska <ul style="list-style-type: none">◆ Created and Directed sectionals◆ Prepared and taught rehearsals regularly◆ Assisted directors at rehearsal◆ Responsible for success of section including attendance and music memorization Flute Instructor January 2021-Present <ul style="list-style-type: none">◆ Creating and teaching lessons to enhance musical ability
Other Employment	Camp Counselor, 2014-2018 <i>Camp Joy</i> , Republican City, Nebraska <ul style="list-style-type: none">◆ Created and Taught lessons to large and small groups◆ Created engaging activities for students of all ages Assistant Camp Director, March 2019-August 2019 <i>Camp Assurance</i> , Belden, Nebraska

- ◆ Directed staff meetings
- ◆ Managed problems between staff
- ◆ Created and directed girls camp
- ◆ Created and organized engaging activities

Customer service, October 2019-April 2020

Supervisor, May 2020-November 2020

Subway, Laurel, Nebraska

- ◆ Prepared food
- ◆ Handled problems with customers
- ◆ Handled problems between coworkers

Assistant manager, November 2020-December 2021

The Scoop, Laurel, Nebraska

- ◆ Delegated daily duties
- ◆ Customer service
- ◆ Trained younger staff
- ◆ Helped with scheduling

Barista, May 2021-December 2021

Scooters, Wayne, Nebraska

- ◆ Created a positive customer experience
- ◆ Worked as a team
- ◆ Often took on extra responsibilities

Professional Organizations

NAfME

Wayne State College, Wayne, Nebraska

- ◆ Vice President May 2019-April 2020
- ◆ Member August 2017- Present

Kappa Kappa Psi

Wayne State College, Wayne Nebraska

- ◆ Social Committee Chair May 2018-April 2019
- ◆ Social Media Chair May 2019-April 2020
- ◆ Member September 2017- Present

Cardinal Key, April 2020-present

Wayne State College, Wayne, Nebraska

Honors Club, April 2017-present

Wayne State College, Wayne, Nebraska

Accomplishments

Wayne State College

- ◆ Marching band piccolo section leader August 2018-present
- ◆ Section Leader of the year 2020
- ◆ Principal Flute, December 2019-present
- ◆ Chosen for Honors Recital May 2021

References

Dale Ritter

Cooperating Teacher

Phone Number: 308-920-0297

Email: Dale.Ritter@Almacardinals.org

Janet Palmer
Student Teaching Supervisor
Phone Number: 308-991-1874
Email: Palmerjmusic@hotmail.com

Matthew Armstrong
Professor and Choir Director
Phone Number: 319-929-4164
Email: Maarmst1@wsc.edu

Nicole Hardwick
Highschool Superintendent and Mentor
Phone Number: 402-992-9702
Email: Nhardwick@boonecentral.esu7.org

Hannah Robison
71077 Killdeer Rd.
Orleans, NE 68966
Cell: (402) 710-0758

March 28, 2022

Mr. Davis
Superintendent
515 Jewell St.
Alma, NE 68920

Mr. Davis:

I was excited to learn about the career opportunity with Alma Public School as a Title 1 Reading educator. I have a B.S. in Sports Management with a minor in marketing, a Masters of Arts in Teaching, and a Reading Specialist certification. I am confident my skills, knowledge, and experience would make me an excellent candidate for the position.

My teaching experiences have prepared me in classroom management; given me the opportunity to interact with a wide variety of student learning styles, and allowed me to engage with students in their learning. Using teaching methods that cater to a wide variety of learning styles, including providing high-interest learning material, multiple means of assessment and instruction, as well as the careful modeling and scaffolding of new skills. I strive to ensure that every student achieves success.

In addition to believing every student is capable of achieving success, I am passionate about preparing students for their future in our diverse world. My lessons utilize all technology available. This gives my students an education in common technological uses including Internet research, professional writing and presentations and proper communication. My lessons actively engage students in subject matter and teach them valuable real world skills.

I am professional, efficient, and effective in everything I undertake. I believe I would be an asset to Alma Public School. I would welcome the opportunity to discuss my skills and experience further. Thank you for your consideration.

Sincerely,

Hannah Robison

Hannah Robison
71077 Killdeer Rd. Orleans, Ne 68966
hlott91@gmail.com · (402) 710-0758

Objectives

Become an education professional at Alma Public School to utilize my passion for teaching reading to create a positive educational experience for students.

Certification

Nebraska Teaching Certificate in Business, Marketing & Informational Technology: December 2015

Nebraska Teaching Certificate in PK-12 Reading Specialist: August 2022

Education

Nebraska Wesleyan University

Graduated May 2014

Bachelor of Arts, Sport Management

Minor: Marketing

College of Saint Mary

Graduated December 2015

Masters of Arts in Teaching

Secondary Education: Business, Marketing & Informational Technology

University of Nebraska Kearney

PK-12 Reading Specialist: August 2022

Teaching Experience

Loomis Public Schools

Business Teacher 2017-Present

- Prepared daily lesson plans for business and technology classes.
- Classroom management.
- Researched and implemented new technology into the classroom.
- Discussed students' learning improvement and behavior in class with parents during the parent-teacher conferences.
- Central Community College adjunct educator: Microsoft Word and Excel

Red Cloud Community Schools

Business Teacher 2016-2017

- Prepared daily lesson plans for business and technology classes.
- Classroom management.
- Researched and implemented new technology into the classroom.
- Discussed students' learning improvement and behavior in class with parents during the parent-teacher conference

McCool Junction Public School

Student Teacher 2015

- Prepared daily lesson plans for business and technology classes.
- Classroom management.
- Researched and implemented new technology into the classroom.
- Discussed students' learning improvement and behavior in class with parents during the parent-teacher conference

Work Experience

DeWald Deaver Law Firm P.C. L.L.O., Holdrege, Nebraska

Project Manager March 2016 - August 2016

- Client management
- Organize meetings
- Manage contracts

Skills

Certified in Microsoft Word, Excel, and PowerPoint computer programs and proficient in a variety of online teaching resources.

Master + 18 Step 7

Taylor Ballantine

Contact

E-mail

tayballantine@gmail.com

October 19, 2020

Nebraska Spine and Pain Center
Omaha, Nebraska

RE: Medical Receptionist

Dear Hiring Manager,

I was excited to learn about the Secretary position with Alma Public School posted on Facebook and would greatly appreciate you considering my placement in this role. Having reviewed the position requirements, which closely align with my qualifications, I believe that I will be a valuable contributor to your organization's goals.

My previous experience working as an Executive Assistant for First Direct Inc., gave me multiple leadership opportunities and hands on customer service experience. I have an excellent track record of being proficient in data entry and transcribing over 40 personnel profiles daily. My expertise in record keeping makes me a great addition to your team. I am focused and diligent when managing workloads and prioritizing tasks to meet deadlines. I thrive in environments where I am able to make a direct impact, utilizing abilities in account management and complex problem-solving to find solutions and achieve results.

My academic experiences have greatly contributed to the development of my motivation, customer service and organization skills. I excel at communicating both clearly and professionally with co-workers, management, and customers. I look forward to speaking with you further to provide details of my background and those qualities which I believe will be an asset to Alma Public School's goals. Please take a moment to review my enclosed resume. Thank you for your time and consideration.

Sincerely,
Taylor Simmons

Application for Classified Personnel
Alma Public Schools
 An Equal Opportunity/Affirmative Action Employer

515 Jewell Street
 Alma, NE 68920
 Phone: (308) 928-2131
 Fax: (308) 928-2763

Please type or print your responses in ink.

I. PERSONAL & CONTACT INFORMATION

Name Taylor Jean Simmons Ballantine
First Middle Last (Maiden)
 Present Address 502 15 th Ave Plattsmouth NE 68048 Telephone (402) 415-6951
Street City State Zip
 Permanent Address _____ Telephone () _____
(if different from present address.) Street City State Zip
 Social Security Number 409 / 79 / 2441 E-mail address tayballantine@gmail.com

Yes No Are you a former Alma Public Schools employee? Date of separation _____
 Date available to work with Alma Public Schools April 1, 2022 or sooner

II. POSITION DESIRED

For what position(s) are you applying? If more than one area, mark first choice 1, second choice 2, etc.:

K-12 Secretary

III. EDUCATION

A. SECONDARY SCHOOL(S) ATTENDED and GED: Yes No

Name of School	Grades Attended	Special Honors or Recognition
Ar-We-Va High School	3-12	

B. COLLEGE or UNIVERSITIES ATTENDED and OTHER POST-SECONDARY EDUCATIONAL PROGRAMS

Name of Institution (City, State)	Major	Hrs	Minor	Hrs	Year Graduated	Degree	GPA (4.0 scale) & Special Honors or Recognition
UNO University				40	---		GPA 4.0
Metropolitan Community College				10	---		GPA 4.0

IV. WORK EXPERIENCE

Include all of your last five employers, and all employers for the last 15 years, starting with your current or most recent employer. Omission of prior employment or false reasons for leaving may be considered falsification of information.

Start Date	End Date	Position (also state if full or part-time)	Duties	Name, Mailing Address and Telephone of Employer	Reason for Leaving
OCT 2020	---	Admin/ Executive Assistant	Prepared documents and reports Ran and ordered data files for clients	First Direct Marketing	Closer to Family
AUG 2019	NOV 2020	Pass and Registration Technician	Delivered top-notch admin support. Vetted over 10K to allow access to base. Train new members on duties	United States Air Force Offutt Air Force Base, NE	Medical Separation
OCT 2018	AUG 2019	Vehicle Maintenance Supervisor	Made sure 48 vehicles were properly taken care of. Conducted monthly inspections. Coordinated repairs	United States Air Force Offutt Air Force Base, NE	Due to medical injury no longer could perform task
JAN 2018	AUG 2018	Security Manager	Trained new managers. Inputted and adjusted security clearances for all office at deployed location.	United States Air Force Offutt Air Force Base, NE	Deployment had ended

Work Experience Continued:

Start Date	End Date	Position (also state if full or part-time)	Duties	Name, Mailing Address and Telephone of Employer	Reason for Leaving
MAR 2016	JAN 2018	Pass and Registration Technician	Provided reports to Defense Commander for final approval for base entry. Produced security badges for top clearance access in multiple locations	United States Air Force Offutt Air Force Base, NE	Deployed to Qatar
AUG 2013	MAR 2016	Security Forces Journeyman	Oversaw defense operations for entire air base, including areas containing and surrounding military installations	United States Air Force Offutt Air Force Base, NE	Found better opportunity for career growth

V. SKILLS

List technical skills, clerical skills, trade skills relevant to the Position(s) for which you have applied. Identify other credentials, licenses, professional affiliations, etc. relevant to the Position(s)

Advanced in Microsoft Office and multiple communication systems
Problem resolution/strategic planning
One who takes initiative
Ability To Communicate Effectively
If required for the Position, do you have a valid driver's license? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

VI. REFERENCES

List names and addresses of persons who are qualified to answer questions concerning your fitness for the position you seek.

Name	Relationship (e.g. supervisor, friend)	Contact Info: Telephone & Complete Mailing Address
Madi Cox	Past Co worker	515-480-5743 304 SE Parkland Ct, Ankeny, IA 50021
Payton Danielson	Past Co worker	402 689 9238
Brian Trudeau	Past Supervisor	402-216-6645 121 W High St Murray, NE 69409
Greg Derkatch	Past Supervisor	402-926-1964 306 Lorraine Dr Bellevue, NE 68123

VII. VETERAN PREFERENCE

If you wish to be considered for a Veterans Preference please indicate Yes No, and submit the appropriate documentation with your application. Note: This section is optional; you need to request a Veterans Preference even if you are eligible, and if you do not request the preference, you need not submit information about your veteran status.

1. Applicant Veteran? Yes No. If yes, submit DD Form 214.
2. Disabled Veteran? Yes No. If yes, submit DD Form 214 and Veteran's disability verification.
3. Spouse of 100% Disabled Veteran? Yes No. If yes, submit DD Form 214, veteran's disability verification and proof of marriage.
4. Spouse of Veteran on active duty at this time or within 180 days of the spouse's discharge or separation of service, Yes No.

VIII. QUESTIONS

Directions: Please answer each of the questions below as best you can. If more space is needed please attach additional pages. If you are typing your answers, please respond to at least one question in your own handwriting.

1. Eligibility for hire:
 - Are you currently employed? Yes No.
 - If yes, give name of employer & why do you wish to leave your current position? First Direct Inc.- Want to be closer to family for my son
 - Are you eligible to work in the United States? Yes No.
 - Are you 18 years of age or older? Yes No.
 - Do you have any condition (physical, mental, or otherwise) which prevents you from performing the essential functions of any of the positions for which you have applied, with or without accommodation? (Note: regular, dependable attendance is an essential function of positions at Alma Public Schools.) Yes No.
 - If yes, describe: _____
2. Interest in Alma Public Schools:
 - Have you previously filed a written application for employment with Alma Public Schools? Yes No.
 - If yes, give date(s) and position for which you applied: _____
 - Why do you want to be employed at Alma Public Schools? I feel like I would be a great fit for this position and be a great addition to the team. My eager to learn not things and be able to complete task effective and efficient is why I would be a great add on.
 - What experiences have you had with Alma Public Schools or the community of Ashland? None currently

3. Prior History:

•Have you ever had failed or refused to fulfill a contract of employment with any employer? ___Yes XNo. If yes, describe:

•Have you ever had a certificate or license for work purposes denied or revoked? ___Yes XNo.

If yes, describe: _____

4. Self-Evaluation:

•Describe your employment strengths and abilities and personal characteristics which will apply to your position:
I love learning new things. Great communicator. Proficient in Microsoft Office. Fast and Efficient at task

•Describe your weakness/areas in which you feel you need to improve: _____
There is always room to improve in anyone. I'd say I would like to improve on delegating task instead of holding on to them.

•Describe your future plans and goals in employment & your plans for remaining at our school if hired: _____
Future goals would be to take any carrier progression in the school district after becoming proficient at the current position.

IX. PERSONAL DISCLOSURE

Respond to EACH item. If there is no response to any item, or if the required attachments do not accompany your application, your application WILL BE REMOVED FROM CONSIDERATION. Information provided in this disclosure will not automatically bar you from employment but will be considered in view of all relevant circumstances.

1. Have you ever received a ticket, been charged with, or been convicted of, a criminal offense relating to sexual or physical abuse?
Yes ___ No X

2. If you answered "Yes" to Question #1 above, you must explain each situation including location(s), date(s), agency(ies) involved, and the outcome of the each ticket, charge, or arrest (use an attachment if needed):

3. Have you ever had any license, permit, or certificate terminated, revoked, suspended, received a private or public reprimand or admonishment from a licensing agency or been subject to a judicial restraining or contempt order?
Yes ___ No X

4. If you answered "Yes" to Question #3 above, you must attach an explanation of each situation including location(s), date(s), agency(ies) involved, and the outcome of the each situation (use an attachment if needed):

5. Have you ever been involuntarily terminated or asked to resign, or resigned in lieu of termination from employment?
Yes ___ No X

6. If you answered "Yes" to Question #5 above, you must explain each situation including the name of the employer(s), the date(s) and reason(s) for the resignation or termination.

Note: School policy requires that a criminal history record information check be completed prior to employment.

X. VERIFICATION

I certify that I have made true, correct and complete answers and statements on this application in the knowledge that they may be relied upon in considering my application. I understand it is my responsibility to immediately provide updated, correct information if any of the information changes at any time. I understand that any omission, falsification or misrepresentation made by me on this application or any supplement will be sufficient grounds for failure to employ me or for my discharge should I become employed with the school district. I understand that disclosure of social security number is optional. It will be used to conduct background checks for employment purposes and for personnel and payroll processing and required reporting if I am employed. I further understand that employment in a classified position would be on an at will basis, terminable at will.

Taylor Simmons
Legal Signature of Applicant


Date: 15 February, 2022

Taylor Simmons

Executive Assistant

 Plattsmouth, NE, 68048








 Taylor Simmons Ballantine

 (402) 415-6951

 tayballantine@gmail.com

Dedicated Executive Assistant to the Chief Executive Officer with excellent experience in industry. Maintains professional appearance and demeanor and expertly completes assigned tasks with focus on quality. Dependable and quick-learning team player with effective communication and organization skills. Executive Assistant skilled at offering high-level administrative support to senior-level staff. Expert in travel management, expense tracking and schedule coordination. Expertly assists executive team using exceptional communication and organizational skills.

Skills

Problem resolution/strategic planning	 Excellent
Strong interpersonal skills	 Excellent
Policy and program expertise	 Excellent
Ability To Communicate Effectively	 Excellent
Understanding Customer needs and client relations	 Excellent
Organization skills/Time management abilities	 Excellent
Ability to Accept and Learn From Criticism	 Excellent
Superb Administration Support	 Excellent
Advanced MS Office Suite	 Excellent

Work History

2020-10 - Current

Executive Assistant

First Direct Inc, Bellevue, Nebraska

- Prepared 2K+ documents, reports and presentations for executives and board members using advanced software proficiencies.
- Screened over 50k+ calls and emails and initiated actions to respond or direct messages for managers.
- Processed travel expenses and reimbursements for executive team and senior management group.
- Created six expense reports, budgets and filing systems for management team.
- Trained five junior office staff members in correct procedures and reporting requirements.
- Developed and updated spreadsheets and databases to track, analyze and report on performance and sales data.
- Organized and coordinated conferences and monthly meetings.
- Responded to emails and other correspondence to facilitate communication and enhance business processes increased sales by 10% due to these efforts.
- Produced accurate office files, updated spreadsheets and crafted presentations to support executives and boost team productivity.
- Delivered friendly assistance with new hires throughout interviewing and hiring process.
- Prepared monthly, weekly and daily logs using Microsoft Office Suite.
- Assisted with on-boarding process of five new hires.
- Reconciled account information and reported figures in general ledger by comparing to bank account statement each month.
- Reviewed figures, postings and documents for correct entry, completeness and accuracy.

2019-08 - 2020-11

Pass and Registration Technician

US Air Force, Offutt Air Force Base, Nebraska

- Worked in fast-paced and high-risk public environment while maintaining exceptional standards of excellence for security programs, strategies and plans.
- Defused customer concerns with appropriate care and problem resolution skills.
- Entered customer data into multiple databases, including demographics and preferences.
- Delivered top-notch administrative support to office staff, promoting excellence in office operations while maintaining multiple work positions.
- Created and updated over 10K physical records and digital files to maintain current, accurate and compliant documentation.
- Obtained basic background check data on personnel's criminal history, probation/ court statuses, active warrants, and previous arrests.
- Directed over 50 incoming calls to internal personnel and departments, routing to best-qualified department daily and making phone appointments.
- Checked personal identification data against appropriate documentation to ensure compliance with legal and regulatory requirements and customer needs.

2018-10 - 2019-08

Vehicle Maintenance Supervisor

US Air Force, Offutt Air Force Base , Nebraska

- Maintained fleet of 48 vehicles in good working order by following preventive and corrective maintenance schedules according to OEM.
- Appointed jobs to several subordinates and monitored quality of work.
- Maintained compliance with dealer and manufacturer standards for warranty repair and maintenance actions.
- Attended safety meetings and implemented policies with all Security Forces members.
- Sustained appropriate cleanliness, safety and efficiency of all fleet vehicles/ equipment.
- Directed vehicle authorizations, repairs & services, and inspections to provide operational fleet valued over \$1.5M
- Conducted 336 through monthly vehicle inspections of 42 vehicles/ equipment
- Coordinated 91 repairs to appropriate vehicle maintenance section.
- Accountable for maintaining & logging key vehicle data & fuels use, verifying completeness and accuracy of records

2018-01 - 2018-08

Security Manager

US Air Force, Al Udeid Air Base , Qatar

- Trained three new security officers in four month period on all deployed security measures and regulations.
- Served as principle advisor on all information about security matters, incident reports, and data spills.
- Provide guidance, direction, coordination, and oversight to designated security assistants for over 200 personnel.
- Ensured fundamental compliance with Department of Defense Information Security Program's policies and procedures. Generated 100% compliance.
- Worked in fast-paced and high-risk environments while maintaining exceptional standards of excellence for security programs, strategies and plans.
- Conducted two quarterly security awareness education, training and professional development programs to increase security personnel efficiency. Received zero discrepancies.
- Attended four safety meetings, conferences and seminars to improve skills, gain expert knowledge and network with industry specialists.
- Administered and maintained 300 records of personnel *information* regarding security clearance, access, and investigative status utilizing Joint Personnel Adjudication System.

2016-03 - 2018-01

Pass and Registration Technician

US Air Force, Offutt Air Force Base , Nebraska

- Provided over 500 detailed reports of infractions and criminal acts to Defense Force Director for base access verification.

- Utilized National Crime Info Center to conduct criminal background checks on 26K contractor/vendor personnel annually.
- Finalizes all EALs f/ceremonies, DVs & installation functions; validates authorized unescorted entry onto Offutt AFB
- Directed \$250K Defense Biometric Identification System upgrade throughout all entries of base.
- Guided Defense Biometric Identification System training for 650 Security Forces members, increased monthly scans from 80K to 103K
- Worked to provide excellent customer service to facilitate efficient Pass and Registration experience.
- Proficient on Defense Biometric Identification System (DBIDS); produced over 30 base access passes and DBIDS cards daily.
- National Criminal Information Center (NCIC) certified; trained 6 co-workers on nationwide electronic clearinghouse of crime data.
- Properly disposed of expired or falsified identification cards in accordance with applicable Air Force instructions.

2013-08 - 2016-03

Security Forces Journeyman

US Air Force, Offutt Air Force Base , Nebraska

- Coordinated protection measures for all resources, including weapons systems.
- Oversaw defense operations for entire air base, including areas containing and surrounding military installations.
- Managed and supervised nine security force personnel and duties.
- Apprehended and detained over ten suspects, searched persons and property and conducted interviews to gather evidence.
- Led, managed and performed force protection duties 40 hours weekly to protect personnel and resources on Offutt Air Force Base.
- Operated and maintained sophisticated weapon and communication equipment.
- Performed vehicle inspection station operations, executed searches on all commercial delivery vehicles prior to base access.
- Directed base entry traffic, searched over 60 vehicles and performed Random Anti-Terrorism Measures (RAMs) to deter base threats annually.
- Processed/ inspected more than 180 contracted cement trucks in support of \$3.2M base taxiway repair project.
- Vetted 10K patrons daily through base entry points; denied multiple unauthorized entry attempts.
- Recognized by various senior leaders for outstanding professionalism, attention to detail, and job proficiency.



Education

2018-01 - Current

Associate of Science: Health Sciences And Health Technology

Metropolitan Community College - Omaha, NE

- Continuing education in Health Science and Human Resources

2016-01 - 2018-01

No Degree: Health Information Technology

University of Nebraska At Omaha - Omaha, NE
prerequisites toward Bachelor of Science

2012-08 - 2013-08

No Degree: General Studies

Des Moines Area Community College - Ankeny, IA

- Coursework in Compensation I and II, Government 101, Psychology 101, Speech 101, and Western Civilization.

2009-05 - 2013-05

High School Diploma

Ar-We-Va High School - Westside,

- Graduated with 3.8 GPA
- Graduated in Top 5% of Class



Software

Microsoft Office Software

■■■■■
Excellent

Defense Biometric Identification System

■■■■■
Excellent

Joint Personnel Adjudication System

■■■■■
Very Good



Certifications

2016-09

Criminal Justice Information System Certification

National Crime Information Center Certification



Stephanie Brandyberry
Principal
Alma School District 2
PO Box 170
Alma, NE 68920-0170
United States

Quote Number: 182470-3
Quote Creation Date: 04-08-2022
Quote Expiration Date: 09-30-2022
Quote Release: 3

Alma Public SD enVision Math k-12
Price Quote Summary

Solution	Base Amount	Free Amount	Total
enVision Math	\$ 26,226.00	\$ 11,172.00	\$ 26,226.00
enVisionMATH® for Professional	\$ 2,800.00		\$ 2,800.00
enVisionmath 6-8	\$ 4,726.00	\$ 1,566.00	\$ 4,726.00
Solution Subtotal	\$ 33,752.00	\$ 12,738.00	\$ 33,752.00
	Shipping & Handling		\$ 3,095.20
		Total	\$ 36,847.20

Price Quote Detail

ISBN	Description	Price	Free Qty	Charged Qty	Free Amount	Total Charged
enVision Math						
enVision Mathematics ©2020 - Grade K						
9781428476356	ENVISION MATHEMATICS 2020 NATIONAL STUDENT EDITION 6-YEAR SUBSCRIPTION +DIGITAL COURSEWARE 6-YEAR LICENSE + MSDA 6-YEAR LICENSE GRADE K	\$141.00	0	20	\$0.00	\$2,820.00
9780134959672	ENVISION MATHEMATICS 2020 TEACHER RESOURCE MASTERS PACKAGE GRADE K	\$189.00	2	0	\$378.00	\$0.00
9780134959849	ENVISION MATHEMATICS 2020 NATIONAL TEACHER EDITION PACKAGE GRADE K	\$607.00	2	0	\$1,214.00	\$0.00
9780134954592	ENVISION MATHEMATICS 2020 LANGUAGE SUPPORT HANDBOOK GRADE K	\$135.00	2	0	\$270.00	\$0.00
enVision Mathematics ©2020 - Grade K Subtotal					\$ 1,862.00	\$ 2,820.00

ISBN	Description	Price	Free Qty	Charged Qty	Free Amount	Total Charged
enVision Mathematics ©2020 - Grade 1						
9781428476363	ENVISION MATHEMATICS 2020 NATIONAL STUDENT EDITION 6-YEAR SUBSCRIPTION +DIGITAL COURSEWARE 6-YEAR LICENSE + MSDA 6-YEAR LICENSE GRADE 1	\$141.00	0	33	\$0.00	\$4,653.00
9780134959689	ENVISION MATHEMATICS 2020 TEACHER RESOURCE MASTERS PACKAGE GRADE 1	\$189.00	2	0	\$378.00	\$0.00
9780134959856	ENVISION MATHEMATICS 2020 NATIONAL TEACHER EDITION PACKAGE GRADE 1	\$607.00	2	0	\$1,214.00	\$0.00
9780134954608	ENVISION MATHEMATICS 2020 LANGUAGE SUPPORT HANDBOOK GRADE 1	\$135.00	2	0	\$270.00	\$0.00
enVision Mathematics ©2020 - Grade 1 Subtotal					\$ 1,862.00	\$ 4,653.00
enVision Mathematics ©2020 - Grade 2						
9781428476370	ENVISION MATHEMATICS 2020 NATIONAL STUDENT EDITION 6-YEAR SUBSCRIPTION +DIGITAL COURSEWARE 6-YEAR LICENSE + MSDA 6-YEAR LICENSE GRADE 2	\$141.00	0	33	\$0.00	\$4,653.00
9780134959696	ENVISION MATHEMATICS 2020 TEACHER RESOURCE MASTERS PACKAGE GRADE 2	\$189.00	2	0	\$378.00	\$0.00
9780134959863	ENVISION MATHEMATICS 2020 NATIONAL TEACHER EDITION PACKAGE GRADE 2	\$607.00	2	0	\$1,214.00	\$0.00
9780134954615	ENVISION MATHEMATICS 2020 LANGUAGE SUPPORT HANDBOOK GRADE 2	\$135.00	2	0	\$270.00	\$0.00
enVision Mathematics ©2020 - Grade 2 Subtotal					\$ 1,862.00	\$ 4,653.00
enVision Mathematics ©2020 - Grade 3						
9781428476387	ENVISION MATHEMATICS 2020 NATIONAL STUDENT EDITION 6-YEAR SUBSCRIPTION +DIGITAL COURSEWARE 6-YEAR LICENSE + MSDA 6-YEAR LICENSE GRADE 3	\$141.00	0	33	\$0.00	\$4,653.00
9780134959702	ENVISION MATHEMATICS 2020 TEACHER RESOURCE MASTERS PACKAGE GRADE 3	\$189.00	2	0	\$378.00	\$0.00

ISBN	Description	Price	Free Qty	Charged Qty	Free Amount	Total Charged
9780134959887	ENVISION MATHEMATICS 2020 NATIONAL TEACHER EDITION PACKAGE GRADE 3	\$607.00	2	0	\$1,214.00	\$0.00
9780134954622	ENVISION MATHEMATICS 2020 LANGUAGE SUPPORT HANDBOOK GRADE 3	\$135.00	2	0	\$270.00	\$0.00
enVision Mathematics ©2020 - Grade 3 Subtotal					\$ 1,862.00	\$ 4,653.00
enVision Mathematics ©2020 - Grade 4						
9781428476394	ENVISION MATHEMATICS 2020 NATIONAL STUDENT EDITION 6-YEAR SUBSCRIPTION +DIGITAL COURSEWARE 6-YEAR LICENSE + MSDA 6-YEAR LICENSE GRADE 4	\$141.00	0	33	\$0.00	\$4,653.00
9780134959719	ENVISION MATHEMATICS 2020 TEACHER RESOURCE MASTERS PACKAGE GRADE 4	\$189.00	2	0	\$378.00	\$0.00
9780134959894	ENVISION MATHEMATICS 2020 NATIONAL TEACHER EDITION PACKAGE GRADE 4	\$607.00	2	0	\$1,214.00	\$0.00
9780134954639	ENVISION MATHEMATICS 2020 LANGUAGE SUPPORT HANDBOOK GRADE 4	\$135.00	2	0	\$270.00	\$0.00
enVision Mathematics ©2020 - Grade 4 Subtotal					\$ 1,862.00	\$ 4,653.00
enVision Mathematics ©2020 - Grade 5						
9781428476400	ENVISION MATHEMATICS 2020 NATIONAL STUDENT EDITION 6-YEAR SUBSCRIPTION +DIGITAL COURSEWARE 6-YEAR LICENSE + MSDA 6-YEAR LICENSE GRADE 5	\$141.00	0	34	\$0.00	\$4,794.00
9780134959726	ENVISION MATHEMATICS 2020 TEACHER RESOURCE MASTERS PACKAGE GRADE 5	\$189.00	2	0	\$378.00	\$0.00
9780134959900	ENVISION MATHEMATICS 2020 NATIONAL TEACHER EDITION PACKAGE GRADE 5	\$607.00	2	0	\$1,214.00	\$0.00
9780134954646	ENVISION MATHEMATICS 2020 LANGUAGE SUPPORT HANDBOOK GRADE 5	\$135.00	2	0	\$270.00	\$0.00
enVision Mathematics ©2020 - Grade 5 Subtotal					\$ 1,862.00	\$ 4,794.00
enVision Math Subtotal					\$ 11,172.00	\$ 26,226.00

ISBN	Description	Price	Free Qty	Charged Qty	Free Amount	Total Charged
enVisionMATH® for Professional Development						
enVision Mathematics ©2020 Professional Development						
0000000124080	ENVISION MATHEMATICS GRADES K-5 2020 NATIONAL IMPLEMENTATION ESSENTIALS	\$2,800.00	0	1	\$0.00	\$2,800.00
enVision Mathematics ©2020 Professional Development Subtotal						\$ 2,800.00
enVisionMATH® for Professional Development Subtotal						\$ 2,800.00
enVisionmath 6-8						
MSDA Bundles - Grade 6						
9781428477216	ENVISION MATHEMATICS 2021 NATIONAL STUDENT EDITION 6-YEAR SUBSCRIPTION +DIGITAL COURSEWARE 6-YEAR LICENSE + MSDA 6-YEAR LICENSE GRADE 6	\$139.00	0	34	\$0.00	\$4,726.00
MSDA Bundles - Grade 6 Subtotal						\$ 4,726.00
enVision Mathematics ©2021 Grades 6-8 - Grade 6						
9780768581737	ENVISION MATHEMATICS 2021 NATIONAL TEACHER'S EDITION PACKAGE GRADE 6	\$597.50	2	0	\$1,195.00	\$0.00
9780768583182	ENVISION MATHEMATICS 2021 TEACHER'S RESOURCE MASTERS PACKAGE GRADE 6	\$185.50	2	0	\$371.00	\$0.00
enVision Mathematics ©2021 Grades 6-8 - Grade 6 Subtotal					\$ 1,566.00	\$ 0.00
enVisionmath 6-8 Subtotal					\$ 1,566.00	\$ 4,726.00
Solution Subtotal					\$ 12,738.00	\$ 33,752.00
Shipping and Handling						\$ 3,095.20
Total						\$ 36,847.20

4/10/22

Jon Davis

Superintendent, Alma Public Schools

I regret to inform you that I will be leaving Alma Public Schools at the end of the current school year. I have been accepted to the University of Nebraska-Lincoln Law School and will be attending in the fall.

This was not an easy decision and I do hope that my departure will not cause the school any hardship or inconvenience. I will gladly do anything I can to make the transition for my replacement as smooth as possible.

Thank you for the opportunity to contribute to your team and for your understanding. I've enjoyed working at Alma Public Schools and I cherish my time here. I appreciate all the support I've received from the staff and don't think I could have succeeded without the amazing support network my fellow teachers have provided.

Sincerely,

Tyrell Howsden

Candace L. Sage

Educator

249 West H Street
Phillipsburg, KS 67661
(785) 543-7098
csage@ruraltel.net

Dear Jon Davis,

I am writing regarding the elementary teaching position posted for the Alma Public Schools. I have thirty plus years of teaching experience. I started my career at Field Club Elementary School in Omaha, NE. I am currently teaching at Wilson Elementary School in Hays, KS.

I have taught fourth, first and second grades at Wilson School. I have served on building as well as district committees. Current highlights of my time at Wilson School are as follows:

- Building Leadership Team – emphasis on the Behavioral Social Emotional Learning component
- Currently completing the LETRS training – Language Essentials for Teachers of Reading and Spelling
- District Calendar Committee member
- Attended the MACE conference – Mid-America Association for Computers in Education

I believe I would be an excellent candidate for any elementary position. I will send a resume. I am willing to discuss or provide any further information needed.

Sincerely,
Candace Sage

Jon Davis
Superintendent
Alma Public Schools
P.O. Box 170
Alma, NE 68920

Candace L. Sage

Educator

Life-long educator wishing to continue to serve elementary students with the highest level of enthusiasm and engagement to meet the rigorous standards set by the state and local boards of education.

Experience

1991 - Current

Classroom Teacher/Wilson Elementary School

Classroom teacher at fourth, first and second grades. Currently at the second-grade level. Serving on building as well as district committees,

1989-1991

First Grade Teacher/Omaha, NE

Taught first grade at Field Club Elementary, Omaha, Nebraska for two years.

1987-1989

Staff/KinderCare Learning Center

Served at all levels of care from infant to afterschool team leader.

Education

1985-1989

Kansas State University

Bachelor of Science in Elementary Education

1989-1993

Fort Hays State University

Master of Science in Elementary Administration

Skills

- Teamwork
- Enthusiasm
- Data Driven
- Goal Setting
- Cooperative

Contact

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