

REGULAR MONTHLY MEETING OF THE BOARD OF EDUCATION - AGENDA

Alma Public Schools

Monday, December 12, 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 Accept the resignations of Mrs. Karen Olson (42 years) and Mrs. Mary Jo Radal (18 /32 years).
 - C.2. to approve starting a NDE Rule 11 preschool for the 2023-2024 school year
 - C.3. to approve the purchase of the old Banner Capital Bank Building for \$120,000, to be used for a preschool.
 - C.4. to review and approve the 2021-2022 school Audit.
 - C.5. on the consideration of the administrators' contracts.
 - C.6. action to review the Superintendent's evaluation.
 - C.7. to Recognize Brett Hammond's service to Alma Public Schools and his 12 years of service as a Board Member.
- D. Principal's Report

- E. Superintendent's Report: School Board Convention recap, New Board Member WS recap, Board Reorganization @ January Meeting, School Board elections, ESU #11 KSB– February 6th, Coach Bus wrap.
- 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, November 14, 2022, at 7:05 PM in the Library at Alma Public Schools. The roll was called and the following Board members were present: Allen Brugh, Brett Hammond, Randy Heckenlively, Kate Hopkins, Nick Simonson, Samantha Stuhmer.

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 and notice was 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 Brett Hammond and seconded by Kate Hopkins to approve the consent agenda items (October meeting minutes and Financial Reports). After discussion and on roll call vote the Board voted as follows: Passed. Allen Brugh: Yea, Brett Hammond: Yea, Randy Heckenlively: Yea, Kate Hopkins: Yea, Nick Simonson: Yea, Samantha Stuhmer: Yea

A motion was made by Nick Simonson and seconded by Brett Hammond to approve the receipts, expenditures, and payment of claims from the General Fund for \$502,842.21, Lunch Fund for \$23,411.73, Building Fund for \$2,493.45, and Activity Fund for \$26,756.55. After discussion and on roll call vote the Board voted as follows: Passed. Allen Brugh: Yea, Brett Hammond: Yea, Randy Heckenlively: Yea, Kate Hopkins: Yea, Nick Simonson: Yea, Samantha Stuhmer: Yea

A motion was made by Brett Hammond and seconded by Nick Simonson to approve payment to Rasmussen Mechanical Services, for work done thus far, using ESSER II and ESSER III funds. After discussion and on roll call vote the Board voted as follows: Passed. Allen Brugh: Yea, Brett Hammond: 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 a base salary of \$37,100 for the 2023-2024 school term, and to leave all other benefits and negotiated items as they currently are. After discussion and on roll call vote the Board voted as follows: Passed. Allen Brugh: Yea, Brett Hammond: 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 approve design option #3, prepared by Lowen Corporation of Hutchinson, KS, for a bus wrap on the new coach bus. After discussion and on roll call vote the Board voted as follows: Passed. Allen Brugh: Yea, Brett Hammond: Yea, Randy Heckenlively: Yea, Kate Hopkins: Yea, Nick Simonson: Yea, Samantha Stuhmer: Yea

A motion was made by Samantha Stuhmer and seconded by Nick Simonson to approve \$1,000 incentive (for teachers who are resigning) to submit their resignation in November, a \$500 incentive to teachers who submit their resignation in December (prior to December 5 - so it can be approved by the school board at the December meeting), and to change the deadline to return signed contracts for the 2023-2024 school term to March 15, 2022. This will enable administration to begin the hiring/interview process earlier. After discussion and on roll call vote the Board voted as follows: Passed. Allen Brugh: Yea, Brett Hammond: Yea, Randy Heckenlively: Yea, Kate Hopkins: Yea, Nick Simonson: Yea, Samantha Stuhmer: Yea

Discussion items included: additional transportation needs (including route buses and a carport for the coach bus); the need for a preschool program at Alma Public Schools; and repair of the digital sign at the south-west end of the athletic field.

Principal Brandyberry reported on the Veterans Day program and winter sports.

Superintendent Davis reported on School Board Convention (Nov 16 – 18), Classification Meeting, HVAC/Air Quality project, Superintendent evaluation, School Board election results, board member workshops, and the Facilities Assessment.

The next regular meeting will be December 12, 2022.

President Brugh declared the meeting adjourned at 7:?? PM.

DATED Monday, November 14, 2022

HARLAN COUNTY SCHOOL DISTRICT #2,

ALMA PUBLIC SCHOOLS

President, Allen Brugh _____

Secretary, Dianna Melton _____

<u>General/Money Market/Trans Accts</u>	Receipts	Disburse	Total	1
11/01/2022 General			\$75,611.21	
11/01/2022 Money Market			\$292,480.73	
11/01/2022 Transaction			\$28,737.41	
Furnas County Treasurer	\$2,150.88			
Harlan County Treasurer	\$58,988.70			
Aflac	\$25.09			
BCBS self-pay	\$1,551.75			
NE Wesleyan - Honors Academy (match)	\$1,200.00			
City of Alma - liquor license	\$1,200.00			
St of NE - Title I, Title II, Title IV, ARP	\$132,496.00			
St of NE - Base Pmt/Matching	\$4,743.00			
State Aid	\$154,939.00			
interest earned - Transaction Acct	\$11.37			
interest earned - MMA	\$84.67			
interest earned - Gen Fund	\$72.15			
November receipts	\$357,462.61		\$754,291.96	
cks cleared in November		\$444,190.36	\$310,101.60	
outstanding checks		\$61,118.76	\$248,982.84	
<u>Certificates of Deposit</u>			\$424,929.65	
Balance 11/30/2022			\$673,912.49	
Bldg/Sinking Fund				8
Balance 11/01/2022			\$172,232.19	
Furnas County Treasurer	\$199.81			
Harlan County Treasurer	\$3,886.63			
interest earned	\$71.44			
November receipts	\$4,157.88			
#617 Wilkins Architecter Design Plan		\$750.00		
loan payment auto-deduct		\$1,743.45		
Balance 11/30/2022			\$173,896.62	
QCPU Fund				9
Balance 11/01/2022			\$163,541.51	
Furnas County Treasurer	\$58.77			
Harlan County Treasurer	\$1,150.49			
interest earned	\$135.20			
October receipts	\$1,344.46			
Balance 11/30/2022			\$164,885.97	

<u>Depreciation Fund</u>			2
Balance 11/01/2022			\$39,853.76
interest earned	\$16.38		
Balance 11/30/2022			\$39,870.14
<u>Lunch Fund</u>			6
Balance 11/01/2022			\$98,699.92
November receipts	\$23,606.34		
cks cleared in November		\$21,938.86	\$100,367.40
outstanding checks/deposits		\$131.60	
Balance 11/30/2022			\$100,235.80
<u>Activity Fund</u>			5
Balance 11/01/2022			\$205,526.21
November receipts	\$35,681.00		
cks cleared in November		\$16,893.78	\$224,313.43
outstanding checks/deposits		\$855.72	
Balance 11/30/2022			\$225,169.15

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

12/09/2022 10:24 AM

Regular; Processing Month 12/2022; Fund Number 01, 06, 08

User ID: DEM

Function Number		Revised Budget	Expended During Month	Expenditures to Date	% of Budget	Balance at EOM
01	GENERAL FUND					
1100	REGULAR INSTRUCTIONAL PROGRAMS	3,282,550.00	256,340.39	1,057,508.39	36.41	2,225,041.61
1160	PROVERTY PROGRAMS	230,150.00	13,661.47	55,166.33	23.97	174,983.67
1200	SPED INSTRUCTION SCHOOL AGE	675,000.00	57,877.37	228,992.95	34.24	446,007.05
1291	SP ED INSTRUCTION Age 3-5	6,200.00	0.00	0.00	0.00	6,200.00
1292	SP ED INSTRUCTION Age 0-2	5,000.00	4,903.43	4,903.43	98.07	96.57
1300	SUMMER SCHOOL (incl DR ED)	33,000.00	0.00	0.00	0.00	33,000.00
2120	GUIDANCE SERVICES	103,900.00	7,462.00	31,367.31	30.19	72,532.69
2130	HEALTH SERVICES	51,800.00	2,814.77	12,068.85	23.30	39,731.15
2131	HEALTH SERVICES SPED SA	35,600.00	2,814.74	11,256.94	31.62	24,343.06
2140	PSYCHOLOGICAL SERVICES	0.00	9,636.52	38,546.09	0.00	(38,546.09)
2141	PSYCHOLOGICAL SERVICES SpEd SA	112,300.00	0.00	0.00	0.00	112,300.00
2151	SPEECH PATH/AUDIOLOGY SVCS SpEd SA	136,300.00	10,081.13	41,348.85	32.41	94,951.15
2152	SPEECH PATH/AUDIOLOGY SVCS Age 3-5	6,000.00	1,171.68	4,684.70	78.08	1,315.30
2153	SPEECH PATH/AUDIOLOGY SVCS Age 0-2	2,500.00	147.25	147.25	5.89	2,352.75
2161	OCCUPATIONAL THERAPY SA	28,000.00	4,106.45	11,304.57	40.37	16,695.43
2162	OCCUPATIONAL THERAPY SPED Age 3-5	2,500.00	1,632.93	2,375.67	95.03	124.33
2163	OCCUPATIONAL THERAPY Age 0-2	1,000.00	0.00	158.00	15.80	842.00
2171	PHYSICAL THERAPY SA	1,000.00	0.00	0.00	0.00	1,000.00
2172	PHYSICAL THERAPY Age 3-5	1,000.00	0.00	80.86	8.09	919.14
2173	PHYSICAL THERAPY Age 0-2	1,000.00	0.00	0.00	0.00	1,000.00
2211	SCHOOL IMPROVEMENT	400.00	0.00	0.00	0.00	400.00
2220	LIBRARY/MEDIA SERVICES	63,100.00	4,226.79	17,553.16	27.82	45,546.84
2224	ED SVCS - CONTRACTED (DIST ED)	2,500.00	0.00	0.00	0.00	2,500.00
2230	TECH RELATED INSTRUCTION	6,725.00	0.00	2,803.10	41.68	3,921.90
2310	BOARD OF EDUCATION	35,500.00	187.30	2,938.30	14.94	32,561.70
2320	OFFICE OF THE SUPERINTENDENT	224,200.00	13,819.00	54,278.87	24.21	169,921.13
2330	DISTRICT LEGAL SERVICES	5,000.00	80.00	315.00	6.30	4,685.00
2410	OFFICE OF THE PRINCIPAL	288,200.00	21,445.91	88,098.30	30.67	200,101.70
2490	ACTIVITIES DIRECTOR	7,000.00	499.60	1,998.40	28.55	5,001.60
2510	GENERAL ADMIN-BUSINESS SERVICE	121,200.00	8,961.81	31,306.59	25.97	89,893.41
2570	STAFF TRAINING, IN-SERVICE	1,000.00	0.00	0.00	0.00	1,000.00
2580	ADMIN SUPPORT/MAINT OF TECHNOLOGY	500.00	0.00	0.00	0.00	500.00
2610	OPERATION OF BUILDINGS	758,700.00	36,750.97	204,568.95	26.96	554,131.05
2630	SNOW REMOVAL, GROUNDS MAINTENANCE	29,400.00	214.99	7,745.43	26.35	21,654.57
2670	SAFETY OF STUDENTS/STAFF	12,000.00	0.00	4,643.38	38.69	7,356.62
2710	STUDENT TRANSPORTATION (DRIVING)	378,000.00	16,017.44	58,785.68	15.55	319,214.32
2730	MAINT VEHICLES (STUDENT TRANS)	55,000.00	428.68	22,319.16	40.58	32,680.84
3535	HIGH ABILITY LEARNERS	8,000.00	0.00	0.00	3.78	8,000.00
5000	LONG TERM DEBT SERVICE	200,000.00	0.00	0.00	0.00	200,000.00
6210	TITLE1, PART A ESSA IMP BASIC PROG (LEA)	113,600.00	7,602.24	30,258.97	26.64	83,341.03
6408	IDEA PartB Base EP	75,000.00	0.00	0.00	0.00	75,000.00
6411	IDEA PART B EARLY INTERVENTION	1,950.00	0.00	0.00	0.00	1,950.00

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6700	FED VOC TECH - CARL PERKINS	1,100.00	0.00	0.00	0.00	1,100.00
6992	FED SVCS REAP	35,000.00	0.00	0.00	0.00	35,000.00
6998	ARP ESSER III	0.00	0.00	17,410.25	0.00	(17,410.25)
9000	NON-PROGRAM EXPENDITURES	0.00	2,387.51	10,978.85	0.00	(10,978.85)
01	GENERAL FUND	7,137,875.00	485,272.37	2,055,912.58	30.84	5,081,962.42
06	NUTRITION FUND					
3100	FOOD SERVICES OPERATIONS	237,700.00	21,381.95	95,622.02	40.23	142,077.98
06	NUTRITION FUND	237,700.00	21,381.95	95,622.02	40.23	142,077.98
08	BUILDING FUND					
4600	SITE IMPROV (FENCE, LANDSCAPING, ETC)	0.00	3,625.00	5,221.11	0.00	(5,221.11)
5000	LONG TERM DEBT SERVICE	0.00	4,434.45	12,163.06	0.00	(12,163.06)
6997	CRRSA ESSER II	0.00	0.00	119,332.00	0.00	(119,332.00)
6998	ARP ESSER III	0.00	0.00	240,294.94	0.00	(240,294.94)
08	BUILDING FUND	0.00	8,059.45	377,011.11	0.00	(377,011.11)
Grand Total:		7,375,575.00	514,713.77	2,528,545.71	36.26	4,847,029.29

Nov-22

ACTIVITY FUND

	<u>Beg Bal</u>	<u>Debits</u>	<u>Credits</u>	<u>End Bal</u>
Fund Balance				
05 704 0100 ART	3,480.98	0.00	0.00	3,480.98
05 704 0110 COMPUTERS	18,731.76	1,475.00	17.50	17,274.26
05 704 0113 eSports Club	507.69	0.00	0.00	507.69
05 704 0120 MISCELLANEOUS	305.46	391.40	88.92	2.98
05 704 0130 MUSIC SUPPLIES	(206.38)	54.00	102.30	(158.08)
05 704 0131 ELEMENTARY CHOIR	1,187.27	0.00	0.00	1,187.27
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	(2,000.00)	0.00	0.00	(2,000.00)
05 704 0140 COURTESY FUND	3,165.04	0.00	0.00	3,165.04
05 704 0141 WOW	670.17	0.00	0.00	670.17
05 704 0142 CIRCLE OF FRIENDS	498.58	0.00	0.00	498.58
05 704 0144 RESOURCE	928.02	0.00	0.00	928.02
05 704 0145 LUEDKE MEMORIAL	1,867.27	124.86	0.00	1,742.41
05 704 0160 INDUSTRIAL ARTS	1,764.86	0.00	0.00	1,764.86
05 704 0161 FFA SCHOLARSHIP	24,806.10	0.00	0.00	24,806.10
05 704 0165 FUTURE FARMS OF AMERICA	42,547.80	3,044.06	25,617.45	65,121.19
05 704 0170 STUDENT COUNCIL	7,068.21	1,240.65	1,229.75	7,057.31
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	124.30	0.00	0.00	124.30
05 704 0222 CLASS OF 2022	403.10	0.00	0.00	403.10
05 704 0223 CLASS OF 2023	4,325.75	639.95	342.51	4,028.31
05 704 0224 CLASS OF 2024	4,759.86	0.00	0.00	4,759.86
05 704 0225 CLASS OF 2025	5,286.23	0.00	0.00	5,286.23
05 704 0226 CLASS OF 2026	4,054.00	0.00	0.00	4,054.00
05 704 0240 PLATE FUND	251.19	0.00	0.00	251.19
05 704 0250 moved to 251 (pics.annual.yrbk)	(51.18)	0.00	0.00	(51.18)
05 704 0251 PICTURES/ANNUAL/YEARBOOK	8,450.86	3,761.16	0.00	4,689.70
05 704 0260 HOME EC/CONS ED	1,314.84	0.00	0.00	1,314.84
05 704 0265 COOKIE SALES	4,721.60	1,371.45	1,146.00	4,496.15
05 704 0270 BOOK/SOFTWARE ORDERS	6,436.53	2,158.99	2,158.99	6,436.53
05 704 0271 GENERAL MILLS BOX TOPS	4,444.51	0.00	0.00	4,444.51
05 704 0300 ALL ACTIVITIES (entry fees, etc)	3,989.83	1,108.00	1,968.31	4,850.14
05 704 0301 FOOTBALL	1,623.22	150.00	0.00	1,473.22
05 704 0302 VOLLEYBALL	4,321.92	0.00	0.00	4,321.92
05 704 0303 BOYS BASKETBALL	1,558.70	171.97	790.00	2,176.73
05 704 0304 GIRLS BASKETBALL	3,525.64	1,130.00	1,665.00	4,060.64
05 704 0305 CROSS COUNTRY	809.04	120.00	0.00	689.04
05 704 0306 TRACK	951.17	0.00	0.00	951.17
05 704 0307 WRESTLING	339.17	0.00	0.00	339.17
05 704 0308 GOLF	(105.64)	0.00	0.00	(105.64)
05 704 0400 CHEERLEADERS	6,129.73	1,718.40	21.00	4,432.33
05 704 0550 VENDING MACH/NATL HON SOCIET	2,913.26	920.65	1,035.85	3,028.46
05 704 0600 QUIZ BOWL	1,102.11	75.00	0.00	1,027.11
05 704 0950 SCHOLARSHIP FUND	1,711.50	0.00	0.00	1,711.50
05 704 0970 WEIGHT ROOM	6,707.52	0.00	0.00	6,707.52
05 704 0971 DEPOSITS WEIGHT ROOM USE	1,702.75	0.00	100.00	1,802.75
05 704 0985 PROJECTOR ADVERTISING	10,405.00	0.00	0.00	10,405.00
05 704 0990 SPEECH	(1,605.93)	125.00	0.00	(1,730.93)

05 704 0991 DRAMA

<u>5,750.53</u>	<u>280.00</u>	<u>0.00</u>	<u>5,470.53</u>
203,273.59	20,060.54	36,283.58	219,496.63

General Fund

<u>Ck #</u>	<u>Check Date</u>	<u>Entity Name</u>	<u>Description</u>	<u>Amount</u>
12012022	12/01/2022	Bosselmann Pump & Pantry	fuel charges - Nov	1,582.99
32259	12/12/2022	ALMA Auto Parts-Carquest	thread lock	8.49
32260	12/12/2022	ALMA SCHOOL LUNCH FUND	Friday mornings Oct, Nov	43.28
32261	12/12/2022	ALPHA REHABILITATION PC	Sp/OT L Johnson	533.82
32262	12/12/2022	BEAR FRAME & ALIGNMENT SVC INC	2014 bus	256.69
32263	12/12/2022	BSN SPORTS, llc	10" red playground ball	3.59
32264	12/12/2022	C H S / AGRI SERVICE CENTER	fuel charges	3,325.73
32265	12/12/2022	CITY OF ALMA	water, sewer, gas, trash	6,623.06
32266	12/12/2022	DANA F COLE & CO.	monthly cafeteria plan admin fee	85.00
32267	12/12/2022	EAKES OFFICE PRODUCTS	contract inv + calculator ribbon	2,058.55
32268	12/12/2022	ECOLAB PEST ELIM DIVISION	pest control	84.26
32269	12/12/2022	EDUCATIONAL SERVICE UNIT #11	1st Qtr SpEd billing + in-service	8,005.44
32270	12/12/2022	EMBASSY SUITES - LINCOLN	Linden Biskup, Dale Ritter	696.00
32271	12/12/2022	ESU #9	school age vision	467.50
32272	12/12/2022	Grizzly Industrial, Inc	sander, dust collector	3,172.42
32273	12/12/2022	HARLAN COUNTY CLERK	election costs	635.11
32274	12/12/2022	HARLAN COUNTY JOURNAL	printing, publications	222.26
32275	12/12/2022	HEARTLAND REFRIGERATION LLC	clean ice maker	664.00
32276	12/12/2022	HOGELANDS MARKET	current charges	222.42
32277	12/12/2022	HOLIDAY INN - KEARNEY	l Frecks accommodations	109.95
32278	12/12/2022	HOLMES PLBG & HTG SUPPLY CO	filters, pressure reducer valve	178.52
32279	12/12/2022	Home Depot Supply	custodial supplies	1,128.85
32280	12/12/2022	HOMETOWN LEASING	copier lease payment	2,473.04
32281	12/12/2022	INNOVATIVE OFFICE SOLUTIONS, LLC	6" foam plates	186.90
32282	12/12/2022	INSPIRE REHABILITATION, LLC	OT October 2022	5,631.98
32283	12/12/2022	JIM'S OK TIRE STORE, INC.	tire rotation bus #14	95.00
32284	12/12/2022	LOU'S SPORTING GOODS	volleyball equip carrier	592.49
32285	12/12/2022	MATHESON TRI-GAS, INC.	welding gases	45.85
32286	12/12/2022	MENARDS STORE #3200	25' ext cord, ball inflator	39.95
32287	12/12/2022	NATIONAL ART & SCHOOL SUPPLIES IN	coop purchase order	299.29
32288	12/12/2022	NCS PEARSON, INC.	screening, testing forms	147.25
32289	12/12/2022	NE ASSN OF SCHOOL BOARDS	new board member workshop	250.00
32290	12/12/2022	NEBRASKA PUBLIC POWER DISTRICT	electricity	3,990.47
32291	12/12/2022	PERRY GUTHERY, HAASE & GESSFORI	phone conf - student placement	80.00
32292	12/12/2022	PINPOINT COMMUNICATIONS	land lines	391.86
32293	12/12/2022	RASMUSSEN MECHANICAL SERVICES	line voltage thermostat moved/replaced	649.13
32294	12/12/2022	S & W AUTO PARTS, INC	comb wrench, 20 gallons blue def	338.02
32295	12/12/2022	TIME MANAGEMENT SYSTEMS	annual maintenance fee	1,445.01
32296	12/12/2022	TRIPE MOTOR CO	sliding door latch	68.50
32297	12/12/2022	TRUSTWORTHY HARDWARE	custodial supplies	31.41
32298	12/12/2022	U.S.CELLULAR	cell phone	141.44
32299	12/12/2022	US BANK	current credit card charges	2,887.43
			sub-total	49,892.95
		PAYROLL		462,320.82
			TOTAL	512,213.77

Lunch Fund

<u>Ck #</u>	<u>Check Date</u>	<u>Entity Name</u>	<u>Description</u>	<u>Amount</u>
2176	12/12/2022	aramark	laundry service	138.94
2177	12/12/2022	CASH-WA DISTRIBUTING	foods	1,525.13
2178	12/12/2022	Hiland Dairy Foods	dairy	1,895.94
2179	12/12/2022	HOBART, INC	dishwasher repair parts	72.57
2180	12/12/2022	HOGELANDS MARKET	Nov charges	1,231.93
2181	12/12/2022	SYSCO LINCOLN	foods	3,291.51
2182	12/12/2022	US Foods, Inc.	foods	3,583.86
			sub-total	11,739.88
		PAYROLL		9,642.07
			TOTAL	21,381.95

Building Fund

<u>Ck #</u>	<u>Check Date</u>	<u>Entity Name</u>	<u>Description</u>	<u>Amount</u>
618	11/21/2022	First National Bank - Omaha	lease purchase interest payment	2,691.00
619	12/12/2022	WILKINS ARCH DESIGN PLAN	progress billing (75% complete)	1,125.00
120822	12/08/2022	BANNER CAPITAL BANK	loan payment int & principal	1,743.45
			TOTAL	5,559.45

ACTIVITY FUND NOV 2022

<u>Ck #</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Check Date</u>	<u>Amount</u>
19248	ALMA PUBLIC SCHOOLS	Scholastic Books f/ SED	11/02/2022	124.86
19281	Any/all parent of APS	Risa Lee Book Payment Refund	11/30/2022	15.99
19249	AXTELL COMMUNITY SCHOOL	Axtell Quiz Bowl Entry Fee	11/07/2022	25.00
19251	C & G SPORTING GOODS	FFA Clothing	11/07/2022	20.45
19267	CAMBRIDGE PUBLIC SCHOOL	Quiz Bowl Entry Fee	11/21/2022	50.00
19278	CAMBRIDGE PUBLIC SCHOOL	JH Wrestling Entry Fee	11/28/2022	50.00
19244	CASH-WA DISTRIBUTING	Milk Machine/ NHS Supplies	11/01/2022	419.60
19246	CASH-WA DISTRIBUTING	Concession Supplies	11/01/2022	636.57
19261	CHAMPION TEAMWEAR	Cheer Uniforms	11/15/2022	1,623.76
19263	CHESTERMAN CO	Student Council/ Concession Supplies	11/16/2022	442.00
19258	COMPUTER HARDWARE, INC	Computer Repairs	11/14/2022	1,475.00
19247	FIRST STATE BANK	National Choir Sponsor Meals CASH	11/01/2022	96.00
19257	FIRST STATE BANK	All State Choir/ NMEA Meals CASH	11/14/2022	80.00
19276	FloSports, Inc.	Track Wrestling.com fee	11/28/2022	100.00
19275	FLOWER PATCH	Build Kit / flower competition	11/28/2022	38.68
19266	GONE LOGO	One Act T Shirts	11/21/2022	280.00
19252	Hi-Line Bulls	JH Wrestling Entry Fee	11/10/2022	70.00
19253	HOGELANDS MARKET	FCS, Concessions, Class 2023, Cheer Supp	11/10/2022	1,660.79
19255	HOLDREGE PUBLIC SCHOOL	One Act Entry Fee	11/14/2022	150.00
19272	JOSTENS, INC	2023 Yearbooks	11/22/2022	3,520.00
19269	KRING, JANELLA	Ref JH Girls Bball vs SV	11/21/2022	60.00
19256	LOUP CITY HIGH SCHOOL	CNFL Annual Fee	11/14/2022	125.00
19243	MAIN STREET VARIETY	Cheer Supplies	11/01/2022	9.98
19277	MEDICINE VALLEY PUBLIC SCHOOL	JH Wrestling Entry Fee	11/28/2022	75.00
19264	MISKO SPORTS	Girls B Ball Clothing	11/21/2022	290.00
19280	NAEA DISTRICT 6 AGRICULTURE	Student Registration Fees	11/30/2022	432.00
19273	NATIONAL FFA ORGANIZATION	Full FFA Reg Fee	11/28/2022	900.00
19271	RETHORST, JUSTIN	22-23 Wrestling Cert	11/22/2022	67.00
19245	Rudy's Gas Tire and Oil	Concession Propane	11/01/2022	54.00
19274	SAFEGUARD BUSINESS SYSTEMS, INC	OTC Cash Receipts f/ Activity Fund Book	11/28/2022	391.40
19265	SCHOLASTIC INC	Book Fair Charges	11/21/2022	2,143.00
19259	SHIFFLET, CHASE	Ref JH Wrestling Inv.	11/15/2022	200.00
119260	Skiles, Duane	Ref JH Wrest Invit	11/15/2022	200.00
19260	Skiles, Duane	Ref JH Wrestling Inv.	11/15/2022	0.00
19279	SOUTHERN VALLEY SCHOOL	JH Wrestling Entry Fee	11/28/2022	50.00
19254	US BANK	Milk, FFA, Computer, Cookies, XC Supplie	11/10/2022	2,627.88
19268	VACURA, THOMAS (TJ)	Ref JH G Bball vs. SV	11/21/2022	60.00
119250	X-GRAIN SPORTSWEAR	Girls Bball Clothing	11/07/2022	280.00
19262	X-GRAIN SPORTSWEAR	Girls B Ball Clothing	11/15/2022	560.00
19270	YANDAS MUSIC	Band Repairs and Sales	11/22/2022	54.00
				19,457.96

November 30, 2022

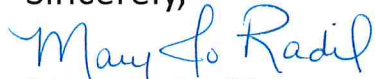
Mr. Jon Davis and
Alma School Board Members
Alma Public Schools

Dear Alma School Board,

I am writing to inform you that I have decided to resign at the end of this school year. I have truly enjoyed my years at Alma Public Schools. It is a great school with many excellent fellow educators.

Thank you for all that you have done for me and my family since we moved to Alma in 2000. It is a great community and a wonderful school. I hope that I have made a positive impact on some of my students during this time.

Sincerely,


Mary Jo Radil

Alma Public School
Teacher Recruitment Incentives
2022-2023 School Year

Incentive to resign early when retiring or leaving the school system:

- Reason for the incentive is to start advertising for jobs earlier and hopefully fill jobs easier.
- Individuals eligible for incentives: Certificated teachers who plan to retire or know that they will not be returning to Alma Public Schools for the next year.
- This will not be a negotiated item. If approved by the Board of Education it will last until the Board votes to end the incentive.
- Amount of Incentive: Open for discussion but possible amounts are listed below.
 - \$1000 if the certificated staff submits a resignation letter and it's approved by the BOE at the November Board Meeting. (Any teacher who submits a letter of resignation to Mr. Davis by November 30th, 2022 will be eligible to receive the \$1000 incentive). The resignation will be approved at the December 12th Board meeting and payment will be submitted and approved with the January monthly bills.
 - \$500 if the certificated staff submits a resignation letter and it's approved by the BOE at the December Board Meeting. (Any teacher who submits a letter of resignation to Mr. Davis on or after December 1st, 2022 and by December 5th, 2022 will be eligible to receive the \$500 incentive). Resignation will be approved at the December 12th Board meeting. The resignation will be approved at the December 12th Board meeting and payment will be submitted and approved with the January monthly bills.
- Mary Jo Radil a certificated employee has accepted the Board of Education incentive offer to submit their resignation by November 30th and receive a \$1,000 payment. The employee acknowledges that their resignation will be acted upon and approved at the December 12th, 2022 Board of Education Meeting and will be effective at the end of the 2022-2023 school year.

Mary Jo Radil

Certificate Employee Signature

11/30/2022

Date

Jon Davis

Superintendent Signature

November 30, 2022

Alma School Board
Alma Public School

Dear Board Members,

I am writing to inform you that I will be resigning my position as one of the First Grade Teachers here at Alma Public School as of May 17, 2023. I have had the privilege to have taught at APS over the past 41 years, 24 years as a Title I Reading and Math teacher, 1 year as a 6th grade teacher, 1 year as a 5th grade teacher, and finishing my teaching career for the past 15 years as a 1st grade teacher.

Something that has been near and dear to my heart is having had the opportunity to coach Elementary Quiz Bowl for the past 18 years.

There have been many changes in education over these 41 years, but the things that have remained the same are the desire to share my knowledge and excitement of learning with my students, and building relationships with my students and colleagues. I am grateful for the opportunity to have been a part of the APS family over the years.

Sincerely,



Karen Olson

Alma Public School
Teacher Recruitment Incentives
2022-2023 School Year

Incentive to resign early when retiring or leaving the school system:

- Reason for the incentive is to start advertising for jobs earlier and hopefully fill jobs easier.
- Individuals eligible for incentives: Certificated teachers who plan to retire or know that they will not be returning to Alma Public Schools for the next year.
- This will not be a negotiated item. If approved by the Board of Education it will last until the Board votes to end the incentive.
- Amount of Incentive: Open for discussion but possible amounts are listed below.
 - \$1000 if the certificated staff submits a resignation letter and it's approved by the BOE at the November Board Meeting. (Any teacher who submits a letter of resignation to Mr. Davis by November 30th, 2022 will be eligible to receive the \$1000 incentive). The resignation will be approved at the December 12th Board meeting and payment will be submitted and approved with the January monthly bills.
 - \$500 if the certificated staff submits a resignation letter and it's approved by the BOE at the December Board Meeting. (Any teacher who submits a letter of resignation to Mr. Davis on or after December 1st, 2022 and by December 5th, 2022 will be eligible to receive the \$500 incentive). Resignation will be approved at the December 12th Board meeting. The resignation will be approved at the December 12th Board meeting and payment will be submitted and approved with the January monthly bills.
- Karen Olson a certificated employee has accepted the Board of Education incentive offer to submit their resignation by November 30th and receive a \$1,000 payment. The employee acknowledges that their resignation will be acted upon and approved at the December 12th, 2022 Board of Education Meeting and will be effective at the end of the 2022-2023 school year.

Karen Olson

Certificate Employee Signature

11-30-2022

Date

Superintendent Signature

**NEBRASKA DEPARTMENT OF EDUCATION
OFFICE OF EARLY CHILDHOOD**

**EARLY CHILDHOOD EDUCATION GRANT PROGRAM
Request for Proposals (RFP) – Guidance for Writing Applications**

A. BACKGROUND INFORMATION

1) Purpose

The Nebraska Department of Education (NDE), Office of Early Childhood, is issuing a Request for Proposals (RFP) to fund competitive grants for new or expanded early childhood education programs in local communities. Eligible applicants are school districts (hereafter referred to as districts), individually or in cooperation with other school districts, and educational service units (ESUs). The NDE intends to fund programs widely distributed across the state in both rural and urban areas. **Districts or ESUs looking to expand their early childhood program are eligible to apply if the plan is to increase the number of children being served (e.g., expanding from one classroom to two classrooms or expanding from 10 or fewer children to 17 – 20 children) or to increase the length of the day (e.g., from part-day to full-day or from school day to full working day).**

Programs are expected to serve the targeted population within inclusive classrooms of three and four-year-old children who represent a range of abilities and disabilities and the social, linguistic, and economic diversity of families within the community. **Grants are intended to improve equity of access to early childhood education programs; therefore, the program grant should increase the number of children served in the community or expand the duration and intensity of an existing program through the provision of comprehensive center-based programs.**

Funds are prioritized to provide grants to programs to serve the target population of *at-risk* four-year-old children eligible to attend kindergarten in the following year. The criteria for *at-risk* is defined as children:

- Whose family income qualifies them for participation in the federal free or reduced lunch program,
- Who reside in a home where a language other than spoken English is used as the primary means of communication,
- Whose parents are younger than eighteen or who have not completed high school; and/or
- Who were born prematurely or at low birth weight as verified by a physician.
- Districts must follow IDEA requirements regarding placing children with disabilities in the least restrictive environment. While the grant is designed to serve and target 4-year-old children, it is not intended to be a segregated categorical program. Classrooms with mixtures of 3- and 4-year old children are encouraged, as are inclusive programs serving children with a variety of abilities, needs, cultures and backgrounds.

Priority points will be awarded for districts or ESUs beginning new early childhood programs and/or for districts in which an elementary school has been designated as needing support (CSI, TSI, ATSI designation or Needs Improvement classification) that plans to start or expand an early childhood program in that school.

Please Note: The awarding of any grants is subject to the availability of state funds.

2) Guide to Serving Children: Rule 11 Guidance Document

The NDE Office of Early Childhood has a written guide to serve as a resource for new and existing programs in districts and ESUs developing and implementing high-quality early childhood education programs that meet the regulations in *Rule 11 – Regulations for the Approval of Prekindergarten Programs Established by School Boards or Educational Service Units and for the Issuance of Early Childhood Education Grants*. The document, *Guide to Serving Children: Rule 11 Guidance Document*, is designed to provide strategies and resources to assist districts and community-based organizations in working together to ensure young children and their families have equity of access to early childhood education programs in their communities.

This resource document is online at <https://www.education.ne.gov/oec/birth-to-age-5-programs/>

3) Program Expectations

Early childhood education programs are required to operate in compliance with requirements of this RFP, *Rule 11 – Regulations for the Approval of Prekindergarten Programs Established by School Boards or Educational Service Units and for the Issuance of Early Childhood Education Grants*, and any other applicable state statutes. Requirements have been written to reflect research-based elements of quality intended to produce positive outcomes for children. Elements of quality for early childhood education program grants must be described in the application and must include:

- A strong family engagement/education component recognizing the central role of parents in their children’s development and learning
- Staff who are well-trained and optimum staff – child ratios in programs providing direct services to children
- Developmentally and linguistically appropriate and culturally sensitive curriculum, practices, and assessment
- Provision of services that are sensitive to the economic and logistical needs and circumstances of families
- Integration of children of diverse social and economic characteristics
- Inclusion of children with disabilities
- A sound program evaluation component
- Continuity with programs in kindergarten and primary grades
- Procedures to ensure participating children and families have access to comprehensive nutrition and health and social services
- A parent/community advisory group which provides substantive ongoing direction to the program
- Develop transition agreements with local Head Start agency, and if feasible, other community entities carrying out early childhood development programs.

B. FUNDING AVAILABILITY AND MATCHING REQUIREMENTS

1) Funding Options

As a result of provisions in state statutes, districts which have received an early childhood education program grant for three or more years and/or have been approved for three or more years are shifting a portion of their funding from the Early Childhood Education Grant Program to the Tax Equity and Educational Opportunities Support Act (state aid) in 2023-24. This frees a **limited** amount of grant funds to be made available for competitive applications for new or expanded programs.

Grants awarded to districts or ESUs for a **new** early childhood program shall be eligible for continuation grant funds each year for at least three years, based on continued compliance with grant guidelines including the program quality evaluation and *Rule 11 – Regulations for the Approval of Prekindergarten Programs Established by School Boards or Educational Service Units and for the Issuance of Early Childhood Education Grants*. Grants awarded to districts or ESUs for **expansion** of an existing early childhood education program will receive grant funds for at least one year, with continued funding dependent on how many years the existing program has been approved and the amount of state aid calculations for eligible four-year-old students and compliance with grant guidelines including the program quality evaluation. All continuation grant awards are subject to the availability of state funds.

In recognition of the additional burdens on school staff that have been caused by the Covid pandemic, the Office of Early Childhood will expand eligibility to apply for grant funds. The NDE recognizes that school districts may have foregone the opportunity to apply for a grant during the “Covid years” due to number of factors. Because of this, for the grant application cycle opening in November 2022 and closing in February of 2023 only, school districts that have either started an early childhood program, or expanded an early childhood program in the 2020-2021, 2021-2022, or 2022-2023 school year without the use of new/expansion funds will be eligible to apply for an Early Childhood Education Grant.

Districts and ESUs may apply for funding for a part day classroom and/or a full day classroom. A **part day** classroom is one that is in session with a group of children for less than 6 hours per day. A **full day** classroom is one that is in session with a group of children for 6 hours or more per day. Applicants should carefully consider the results of the family and community needs assessment before designing the length of the classroom day.

Districts or ESUs that have received an early childhood education program grant or are currently operating an early childhood program are eligible to apply for grants for **expanded programs** under Option 1 (below) to serve previously unserved children. Districts which offer a half-day kindergarten are eligible to apply only for an early childhood education classroom that is for part of the day (less than 6 hours). **All programs must operate a minimum of 12 hours per week and 450 hours per year.** Grants awarded for 2023-24 will be expected to begin serving children no later than January 2024.

Option 1: One classroom grouping of 11 to 20 children. Funding for multiple classrooms may be requested. Programs will be funded per classroom as follows:

- Up to \$130,000 for a classroom of three- and four-year-old children which operates for a full day (6 hours or more) for the grant year (total budget of at least \$260,000 including local match).

- Up to \$50,000 for a classroom of three- and four-year-old children which operates for part of the day (less than 6 hours) for the grant year (total budget of at least \$100,000 including local match).

Start-Up Costs for Option 1: For programs beginning Fall 2023, grants are based on a full year of operation plus up to \$25,000 per physical classroom space for start-up costs. For programs beginning January 2024, grants are based on start-up costs plus one-half year of operation.

Option 2: For small schools where the number of 3- and 4-year-old children in the community or defined service area is such that a classroom of 11 – 20 children as described in Option 1 is not possible, schools can consider Option 2. This allows for one classroom grouping of 7 to 10 children. Programs will be funded per classroom as follows:

- Up to \$65,000 for a classroom of three- and four-year-old children which operates for a full day (6 hours or more) for the grant year (total budget of at least \$130,000 including local match).
- Up to \$25,000 for a classroom of three- and four-year-old children which operates for part of the day (less than 6 hours) for the grant year (total budget of at least \$50,000 including local match).

Start-Up Costs for Option 2: For programs beginning Fall 2023, grants are based on a full year of operation plus up to \$25,000 per physical classroom space for start-up costs. For programs beginning January 2024, grants are based on start-up costs plus one-half year of operation.

Grant funds may not be used for indirect costs which exceed the district or ESU established restricted rate, for capital improvements, and/or for the purchase of buildings, land or vehicles.

2) Matching Funds

Each grantee district or ESU is required to provide matching funds which must be equal to, or greater than, the amount of the grant. To document the operating budget beyond the state funds, program applications must demonstrate that the program partners will coordinate or contract with existing programs and funding sources, including local, state, and federal funding sources. The program narrative and the budget narrative must clearly demonstrate that at least fifty percent (50%) of the total resources of the program will be contributed by the partnership through cash or in-kind match. Match includes funds and/or in-kind allocated by the school district through local district funds, Title 1, etc. and outside funds and/or in-kind from external partners (i.e. Head Start). The amount of the grant designated as start-up costs is not required to be matched.

Further information about funding and allowable costs can be found in the resource document, *Guide to Serving Children: Rule 11 Guidance Document* available online at <https://www.education.ne.gov/oec/birth-to-age-5-programs/>

C. DESCRIPTION

1) Eligible Applicants

Eligible applicants are public school districts, individually or in cooperation with other districts, and educational service units.

2) Timelines

The closing time and date for receipt of applications is **5:00 pm CST on Wednesday, February 1, 2023**. Applicants **must** send a completed application **via email** to Kristine Luebbe at kristine.luebbe@nebraska.gov. Confirmation of receipt of the application will be emailed to each applicant district or ESU. Grant applications received by any other means may not be considered for funding.

- a) The total amount of grant funding is dependent upon certification of state aid which normally does not occur until near the end of the legislative session. The timeline listed below should be considered tentative.
- b) It is anticipated that successful applicants will be notified of the results of the review by late April or early May 2023, subject to approval by the State Board of Education. Those applications meeting all requirements and recommended for approval by the review committee will be presented to the State Board of Education for approval at the May 2023 meeting. If the certification of state aid is delayed, State Board of Education approval will be at the June 2023 meeting. Applicants whose proposals are not recommended for funding will receive written notification with comments.
- c) Grant awards will be made following approval by the State Board of Education.
- d) Funds for approved projects will be available as of July 1, 2023 or when approved by the State Board of Education, whichever is later. **All expenditures must be allocated prior to June 30, 2024.**

D. APPLICATION REVIEW

1) Process

- a) All eligible applications will be reviewed and rated by an external panel of persons knowledgeable in early childhood education.
- b) The results of the rating will be reviewed by the Commissioner of Education prior to the announcement of project selection and are subject to approval by the State Board of Education.
- c) The NDE intends to fund programs widely distributed across the state in both rural and urban areas.
- d) **Any and all grant awards are subject to the availability of state funds.**
- e) The Nebraska Department of Education reserves the right to not award any grants.

2) Scoring

- a) Proposals will be scored on a point system with a maximum 100 points. (120 with priority points)
- b) Proposals will be rated according to criteria specified in the application requirements and guidance in the RFP.

E. APPLICATION REQUIREMENTS

Each proposal must contain the information described below. An Application Template is included with this RFP. All forms must be downloaded from the web, completed and submitted via email. Text boxes within the application template will automatically expand to include all necessary information. In previous years, review committees have indicated that applicants should pay particular attention to the mechanics of writing.

- 1) **Application Form:** Each application shall contain a completed and signed application form. A scanned signature is acceptable.
- 2) **Application Narrative:** Using the template pages provided, applicants will describe the proposed early childhood education program. Before preparing the application narrative, applicants should read carefully *Rule 11 - Regulations for the Approval of Prekindergarten Programs Established by School Boards or Educational Service Units and for the Issuance of Early Childhood Education Grants*. The criteria used to review and score proposals are described within each component of the narrative.
 - a. **Program Planning and Community Needs Assessment (Maximum 10 points):**
 - i. **Current Status:** Describe the current availability of programs and services (i.e., child care center, Head Start, family child care home) for preschool age children within the proposed service area. Include the nature of the program(s) and number of children served.
 - ii. **Need:** Provide a justification of the need for an early childhood education program grant in the community. This should be based on the results of a current community needs assessment conducted in coordination with community partners. Describe the community's unmet needs for early childhood education for three- and four-year-old children. Describe the needs of working families within the service area and how the proposed early childhood program will impact these families. Describe the barriers to the provision of services.
 - iii. **Community Characteristics:** Describe any significant characteristics of the community and/or changes in the community demographics (i.e., immigrant population, economic status).
 - b. **Partnerships (Maximum 30 points)**
 - i. **Partners:** Describe all efforts to include community partners, especially any Head Start programs in the district. If community partners declined to participate, identify the partner and cite the reason(s) for not participating. Identify program partners and describe the participation of the partners in the planning process. Describe how partners will be involved in the start-up process and in the implementation of the program. Describe the plan for developing written partnership agreements.
 - **Additional Guidance**
 - a. Districts or ESUs interested in this funding opportunity are required to work cooperatively with existing community programs and services, including Head Start and community child care, if applicable. The program partners must participate in the preparation of the application, be involved in the planning process, and actively participate as members of the advisory committee of the program. Partners that exist within the community may include, but are not limited to, cooperatives of public school districts, ESUs, and existing non-public community programs.

Examples of community partners include Head Start, non-profit early care and education programs, family child care homes, family resource centers, family service agencies, etc.

- b. Grant programs may expand, but must not supplant programs and services within the community or service area that are currently provided using state or federal funds. The program site may be identified as that which is most suited to meet the needs of the community. It is expected that programs will follow the highest of the partners' standards and regulations without compromising the integrity of other rules, regulations, and/or standards.
 - c. A Statement of Partnership Commitment from each identified partner must accompany the application. This statement should list the resources, time, ongoing representation, etc. that the agency or organization, including the applicant district or ESU, is committing to the partnership at the time of the grant application. A template is included with the application form for each agency or organization to complete.
 - d. *Please Note: The Statement of Partnership Commitment form is not intended to take the place of a formal written partnership agreement and should be expanded upon in subsequent years.*
 - e. It is required that formal partnership agreements with the partners be established by the end of year one. These written agreements should define each partner's contribution(s) to the success of the early childhood education program. Common components of partnership agreements include a statement of purpose, a description of each partner's contribution to the partnership, action to be taken if the terms of the agreement cannot be met, a timeline for reviewing/revising the agreement, and yearly signatures and dates. The written agreement must be kept on file with the grantee district or ESU. Districts and ESUs should provide copies of the agreement to the partners. A copy of the written agreement must be available as part of the annual monitoring process.
 - f. Successful partnerships find that working through a community needs assessment process leads to providing integrated programs for young children in a manner which promotes high level interagency partnerships, resulting in effective and efficient utilization of interagency resources. This process includes the:
 - i. Identification of individual agency and organization regulations
 - ii. Identification of the activities each agency/organization currently implements
 - iii. Determination of area(s) of duplication and gap(s) in services
 - iv. Prioritization of community needs
 - v. Development of goals or expectations for the partnership and program
 - vi. Development of strategies or activities for the partnership and program
 - vii. Determination of criteria to measure success of the partnership.
- ii. Advisory Committee: Describe the plan for establishing the local early childhood advisory committee. Include a purpose statement for the advisory committee. Identify the roles and/or individuals to be represented on the advisory committee. Describe the responsibility of the members relative to implementation, operation and continuous improvement of the early childhood program.
- **Additional Guidance**
 - a. A local early childhood advisory committee must be established with membership

representing families and community members. The membership should include, but is not limited to, existing child care centers, family child care providers, preschools, Head Start programs, providers of early intervention and early childhood special education services, resource and referral agencies, parents, health and social service personnel, and school personnel representing existing district programs for children birth through age eight. An existing early childhood advisory group can meet the requirement for the advisory group if the representation includes those persons listed above and the mission of the group encompasses the purpose of this program. If an existing advisory group is used, the meeting agenda must include time to focus specifically on the needs of the early childhood grant program.

b. Please Note: The advisory committee is subject to the requirements of the Open Meetings Act.

c. **Program Description (Maximum total 50 points)**

i. **Start-Up Plan** (5 points): Identify the anticipated activities and timeline for planning and implementing the early childhood education program in the community. Programs must begin serving children no later than January 2024.

ii. **Program Design** (15 points): Identify the elements of the early childhood education program. As identified in the community need section above, describe how the program will meet the needs of families for transportation, child care, meals/snacks etc. Describe the family development and support activities, including a specific plan for conducting home visits. Describe the written agreements with the local Head Start agency and, if feasible, other community-based early childhood education and care programs to provide higher-quality learning experiences and a more seamless transition to kindergarten. Include information regarding how all early childhood stakeholders, community and school-based, will be included in the process of transitions to kindergarten. Describe how the early childhood education program will be part of the district school continuous improvement process. Describe how the district will utilize Nebraska Step Up to Quality.

● **Additional Guidance**

a. Districts or ESUs will develop written transition agreements with the local Head Start agency and, if feasible, other community-based early childhood education and care programs to provide higher-quality learning experiences and a more seamless transition to kindergarten. The agreements or MOUs will include the following activities:

- i. Receiving and transferring children’s records, enrollment, parent communication;
- ii. Establishing channels of communication between school staff and Head Start staff;
- iii. Conducting parent meetings with Head Start teachers and kindergarten or elementary school teachers;
- iv. Organizing and participating in joint transition-related training of Head Start staff, school staff, and early childhood education staff, as appropriate; and
- v. Linking District or ESU services with Head Start agency services.

b. Further information is available in the resource document, *A Toolkit for State and Local Educational Agencies, Head Start Programs, and the Early Childhood Field Successful Transitions* available at <https://cdn.education.ne.gov/wp-content/uploads/2018/07/New-EC-Coordination-Requirements-in-ESSA-2017.pdf>

- c. **Districts applying for new or continuation funding must participate in Nebraska Step Up to Quality.** More information about Step Up to Quality can be found at <https://www.education.ne.gov/StepUptoQuality/>
- iii. Student Population (5 points): Identify the population of children who will be served in the early childhood education program. Identify the number of three-year-olds and the number of four-year-olds, including four-year-olds that are considered *at-risk* and who will be eligible to attend kindergarten in the next school year.
- iv. Staff (5 points): Identify how the program will recruit and assure that all teachers and teacher aides meet the requirements of *Rule 11 – Regulations for the Approval of Prekindergarten Programs Established by School Boards or Educational Service Units and for the Issuance of Early Childhood Education Grants*. Identify, if known, the teacher(s) and the teacher aide(s). Describe how the early childhood staff will be supported to provide time for the teacher(s) and para(s) to plan together for curriculum/instruction and assessment, as well as how staff will be supported through mentoring and/or coaching to promote best practices. Describe the governance structure; specifically identify who is responsible for supervising and evaluating staff in the early childhood education program. Identify the early childhood program coordinator/administrator and the number of early childhood credits earned by that person (see *Rule 10, 07.01B*).
- v. Curriculum Framework (5 points): Identify the curriculum framework selected for use in the early childhood education program and describe the process for making this selection. Describe how the selected curriculum is research-based and provides a play-oriented learning environment which facilitates the optimal growth and development of children, with opportunities for age-appropriate learning experiences through active involvement with people and materials. Describe how *Nebraska’s Birth to Five Learning and Development Standards* will be used to support the curriculum. If applicable, describe how technology and interactive media will be integrated into the curriculum and will support the learning and development of the children.
- **Additional Guidance**
 - a. As stated in *Rule 11 – Regulations for the Approval of Prekindergarten Programs Established by School Boards or Educational Service Units and for the Issuance of Early Childhood Education Grants*, the early childhood program shall provide a play-oriented learning environment which facilitates optimal growth and development of children, with opportunities for age-appropriate learning experiences that occur through active involvement with people and materials. The program curriculum and practices should provide a variety of developmentally appropriate, experiential activities which:
 - i. Develop social skills and promote a positive self-concept in each child
 - ii. Encourage each child to think, reason, question, and experiment
 - iii. Foster both receptive and expressive language development and provide early literacy experiences
 - iv. Develop an understanding of quantities of things, of time, and of space
 - v. Stimulate each child in creative expression and appreciation of the arts
 - vi. Provide opportunities for physical development
 - b. Decisions about curriculum should take into account the ages of the children, the role of the teacher and the child in the learning process, and the areas of learning. Considerations when selecting curricula include:
 - i. How does the curriculum define the roles of the teacher and the child in the

- learning process?
 - ii. What domains of learning are addressed? Are they integrated?
 - iii. Does the curriculum provide guidance for differentiating instruction?
 - iv. Is there research evidence to support the effectiveness of the curriculum?
 - v. What kind of professional development is available for teachers?
 - vi. Are specific materials required to implement the curriculum?
 - vii. Does the curriculum provide guidance for parent involvement and transition to kindergarten?
 - c. The *Early Learning Guidelines: Nebraska’s Birth to Five Learning and Development Standards* provide information about what children can typically be expected to know and be able to do by age five, and what adults can do to provide experiences and environments that support learning across the domains. The Early Learning Guidelines are the standards for children birth to age five and should be utilized to assist teachers in planning meaningful learning experiences for young children. Early childhood programs will be expected to use the standards to support the chosen curriculum. The standards are available online at <https://cdn.education.ne.gov/wp-content/uploads/2018/06/ELG-PDF.pdf>
 - d. The use of technology and interactive media has become more prevalent in early childhood classrooms. Program administrators and teachers must carefully consider how the use of technology enhances the curriculum and assure that it is used in a way that is appropriate for the age, developmental level, needs, linguistic background and abilities of each child. Further information about the use of technology and interactive media can be found in the joint position statement, *Technology and Interactive Media as Tools in Early Childhood Programs Serving Children from Birth through Age 8*, of the National Association for the Education of Young Children and the Fred Rogers Center for Early Learning and Children’s Media available online at www.naeyc.org/positionstatements
- vi. Child Assessment and Program Evaluation (5 points): Describe how data from child assessments and program quality assessments will be used to connect assessment, curriculum, intentional teaching practices, and classroom environments to meet the group and individual needs of the children.
 - **Additional Guidance**
 - a. All children, birth to kindergarten-entrance age, in any early childhood education program established by a public school board or educational service unit must be assigned a NDE Student Identifier through the Nebraska Student ID System. This Student ID will allow the NDE to aggregate former program participants.
 - b. All district and ESU operated early childhood programs, including those receiving an Early Childhood Education Grant, are required to subscribe to an online assessment system to report child assessment data for Results Matter. For the purpose of reporting progress and growth of children, the NDE requires all programs to use Teaching Strategies GOLD.
 - c. The NDE will send information regarding the subscription process to the online administrator(s) in each district. The district will then be responsible for contacting Teaching Strategies to complete the subscription for the total number of children birth to age five they anticipate in their early childhood programs for the upcoming year and to submit payment directly to Teaching Strategies. In order to assist with budget planning, the 2023-24 cost per child per year under the NDE administrative umbrella is \$12.30 per child per year. An unlimited number of archived slots are

- included in the subscription fee.
- d. The following sources may be accessed to cover the subscription cost:
 - i. Local district resources, including TEEOSA
 - ii. Early Childhood Education Program Grant
 - iii. Title 1 (for eligible programs)
 - iv. Individuals with Disabilities Education Act (IDEA) base and enrollment/poverty (for children with IFSPs/IEPs)
 - v. Partner Agencies (Head Start, community-based programs, etc.)
 - vi. Parent fees
 - vii. Private funders
 - e. The district's online administrator(s) is responsible for ensuring that all preschool teachers who are in their first year of teaching preschool complete Power of GOLD training found within the Teaching Strategies GOLD login.
 - f. For new grants, the program quality evaluation will be conducted by an external evaluator using the Early Childhood Environment Rating Scale-Third Edition (ECERS-3) during the first semester of operation. Districts will be required to create a continuous quality improvement plan based on the observation. Over the course of the year, progress should be made on the goals from the improvement plan as demonstrated by an observation in the subsequent semester. Failure to meet the goals may result in a discontinuation of grant funding.
 - g. For expansion grants, data from the District Support Plan will be used to determine if a program assessment will be utilized.
 - h. Voluntary program accreditation through the National Association for the Education of Young Children (NAEYC) for center-based programs will continue to be identified as an additional measure of program quality. **In addition, districts must participate in the Nebraska quality rating and improvement system, Step Up to Quality.** More information regarding Step Up to Quality can be found at <https://www.education.ne.gov/StepUptoQuality/>
 - i. Further information about child assessment and program evaluation can be found in the *Results Matter Technical Assistance Document for Early Childhood Education Programs Operated by Public School Districts and Educational Service Units* available online at <https://www.education.ne.gov/wp-content/uploads/2022/08/RM-TA-Doc-2022-23.pdf>
- vii. Professional Development (10 points): Describe how individual and program needs for professional development will be determined. Identify the training needed to implement the selected curriculum framework and child assessment. Identify the training resources available within the partnership and the timeline for providing the training. Describe how the early childhood education program will coordinate with the regional Early Learning Connection to provide professional development opportunities. If known, identify the person(s) from the program and/or advisory group who will serve as a member of the Early Learning Connection regional partnership.
- **Additional Guidance**
 - a. Nebraska's early childhood professional development system, Early Learning Connection, is facilitated by the NDE Early Childhood Training Center and the regional system of Early Learning Connection Partnerships. All areas of Nebraska are served by the regional system working to support professional development for early childhood programs. Maps and additional information on the Early Learning

Connection partnership can be accessed online at:

<https://www.education.ne.gov/oec/early-learning-connection/>

- b. Serving as part of the foundation for Nebraska’s professional development system is Nebraska’s Core Competencies for Early Childhood Professionals. This document provides information about the knowledge, competencies, and skills that adults need to effectively work with children ages birth to five years. It is a resource to assist teachers and program administrators in identifying professional development goals, assessing staff skills, writing job descriptions, etc. It can be accessed online at: <https://cdn.education.ne.gov/wp-content/uploads/2019/06/Core-Comps.pdf>
- c. Throughout the year, the NDE may identify and require specific professional development activities for program staff including training to support program and child outcomes (ECERS-3, CLASS and GOLD).
 - i. It is highly recommended that new and returning staff attend the NDE-sponsored GOLD training to increase their abilities to utilize the child assessment data to make informed instruction decisions. The training calendar for the 2023-2024 school year will be available by May 1, 2023.
 - ii. Districts should assure that classroom teachers and other appropriate staff attend training to be familiar with, and implement classroom practices consistent with, the ECERS-3. A schedule of training can be accessed on the Early Childhood Training Calendar at: <https://necprs.ne.gov/training-public>

3) Combination of Funding Sources and Budget Narrative (Maximum 10 points): There are two components to the budget: one for start-up costs and one for ongoing operating costs. For programs beginning Fall 2023, the total grant is based on a full year of operation plus up to \$25,000 for start-up costs per physical classroom space. For programs beginning January 2024, the total grant includes start-up costs per physical space plus one-half year of operation. If parent fees are used, a description of the sliding fee scale must be included in the application narrative.

- a. Section 1: Start-up Budget and Budget Narrative (Start-up budgets are for districts beginning new classrooms. Districts are not required to complete the start-up budget if they are not requesting those funds.)
 - i. Budget: Provide a budget for the start-up costs. A start-up budget summary form is included. Match is not required for the start-up budget.
 - ii. Budget Narrative: All anticipated costs necessary to establish the early childhood education program must be fully explained in a detailed budget narrative. The budget must relate directly to the start-up plan identified in the proposal and should provide a rationale for the projected costs. Start-up funds may be used for salaries, professional development, facilitation of community partnerships, classroom materials, supplies and equipment, and minor facility renovation. **Justification must be provided for all items detailing how the costs were figured.**
- b. Section 2: Operating Budget and Budget Narrative
 - i. Budget: Provide a budget for the operating costs of the program. An operating budget summary form is included. Matching resources must be included for the operating budget. The budget summary form should clearly identify the portions to be supported through grant funds as well as funding or services provided by the applicant and/or partner agencies.
 - ii. Budget Narrative: Applicants should describe a plan to coordinate and use a combination of funding

sources to maximize the participation of diverse groups of children. Refer to *Rule 11 – Regulations for the Approval of Prekindergarten Programs Established by School Boards or Educational Service Units and for the issuance of Early Childhood Education Grants* (Sections 004.04A2 through 004.04A10) for a list of funding sources in addition to grant funds. All anticipated costs necessary to carry out the program operation must be fully explained in a detailed budget narrative. The budget must relate directly to the activities and staff identified in the proposal and should provide a rationale for the projected costs (e.g., how employee benefits are derived). **Justification must be provided for all items detailing how the costs were figured. Non-allowable expenditures include indirect costs which exceed the district or ESU established rate, capital improvements, and purchase of buildings, land, or vehicles.**

F. ADDITIONAL INFORMATION

1) Further Information

Questions and requests for additional information should be directed to one of the Education Specialists at the NDE Office of Early Childhood listed below:

Kristine Luebbe; 531-510-8101; kristine.luebbe@nebraska.gov

Kim Texel; 531-207-9852; kim.texel@nebraska.gov

Carol Burk; 402-429-0094; carol.burk@nebraska.gov

For information regarding Nebraska Head Start Programs, visit: <https://www.education.ne.gov/oec/hssco-head-start-state-collaboration-office/nebraska-head-start-programs/>

2) Resources

Additional information and an extensive list of web resources can be found in the resource document, *Guide to Serving Children: Rule 11 Guidance Document* available online at <https://www.education.ne.gov/oec/birth-to-age-5-programs/>

Bank/Office Building - 512 Main Street, Alma, NE

JEFFREY S. WILHELM, CERTIFIED GENERAL APPRAISER

15 South John Street

Alma, Nebraska 68920

(308)920-0361

December 7, 2022

Alma Public Schools
Mr. Jon S. Davis, Superintendent
515 Jewell Street
P.O. Box 170
Alma, NE 68920

RE: Appraisal Report – Bank/Office Building
512 Main Street, Alma, NE
Parcel #180006500 – FCL. Lots 13-14-15 & All Lot 16, Block 10 Original City of Alma, Harlan County, NE

To: Mr. Jon S. Davis, Superintendent

As requested, I have prepared an appraisal of the above referenced property. An inspection of the site was conducted on December 5, 2022. The requested value scenario is an "as is" market value of the property's fee simple interest of the real property site and improvements reflecting the conveyance of the improvements with the existing land as of the date of inspection. This is an estimate of the value of the real property only. No personal property value or business value/blue sky is included.

The property being appraised consists of one office building that has 2,350 square foot and related site improvements which are situated on a site containing 8,211+- square foot.

This report sets forth the valuation premise, data, and analysis utilized in the value estimate. The report of that appraisal is attached. The intended user is Alma Public Schools and or designated assigns. This report is not intended for any other use. This report has been prepared for the sole and exclusive use of Alma Public Schools and their designated users and assigns in evaluating the subject property for determining the "as is" market value of the property's fee simple interest. This is an "Appraisal Report".

This report is based on a physical analysis of the site and improvements, a location analysis of the neighborhood and city, and an economic analysis of the market for properties such as the subject. The appraisal was developed, and the report was prepared in accordance with the Uniform Standards of Professional Appraisal Practice as promulgated by The Appraisal Foundation. The value conclusions reported are as of the effective date stated in the body of the report and contingent upon the certification and limiting conditions attached. I hereby certify that I have no undisclosed interest in the property, and my employment and compensation are not contingent upon my findings and valuation. I have performed no prior services regarding the subject property in the prior three years.

The report is subject to the Special Limiting Conditions and General Limiting Conditions contained herein. Special Limiting Conditions reflect conditions and assumptions that relate specifically to the subject property and to this appraisal assignment. The user of this report is cautioned to review and become familiar with these Special Limiting Conditions to assure understanding of the implications outlined. As noted, this report is also subject to the General Limiting Conditions contained herein. General Limiting Conditions, while being equally important to the user of this report, are more traditional and usually familiar to users of appraisal reports. Additional contingencies may be included in the body of the appraisal report where appropriate.

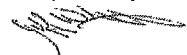
I certify that I have the appropriate knowledge of the specific market and relevant experience appraising properties similar in size and complexity to the property under consideration to complete this assignment with competence. I further state that I have met requirements in the Competency Rule as established in the Uniform Standards of Professional Appraisal Practice (USPAP) through education and experience in the marketplace.

Based on my investigations and analyses, I have estimated the value of the subject under the aforementioned value scenario with a corresponding effective date of December 5, 2022, to be as follows:

Market Value Scenario
December 5, 2022 "As Is" Fee Simple Value

Value Conclusion
\$130,000

Respectfully submitted,



Jeffrey S. Wilhelm
Nebraska Certified General Appraiser CG280171

SUMMARY OF SALIENT FACTS AND CONCLUSIONS

Property Identification:	Bank/Office Building 512 Main Street Alma, NE 68920 Parcel #180006500
Current Property Owner:	Banner Capital Bank, Inc. P.O. Box 220 Alma, NE 68920
Effective Date of Appraisal:	December 5, 2022
Value Estimate:	Market Value
Property Rights Appraised:	Fee Simple Interest
Site Area:	8,211+- Square Foot
Land to Building Ratio:	3.49 / 1.00
Zoning:	C-1 Central Business District
Flood Hazard Area:	No – Zone X
Improvements:	Bank/Office Building with 2,350 square foot and related site improvements. Site improvements include concrete drives/parking, sidewalks, exterior building lighting, and landscaping.

Fee Simple Market Value “As Is” Conclusions:

Cost Approach:	\$N/A
Sales Comparison Approach:	\$130,000
Income Approach:	\$N/A
Called	\$130,000

Bentley & Kisker PC
Certified Public Accountants

1323 Central Avenue
Kearney, NE 68847
Office 308-237-7873

PO Box 56
Trenton, NE 69044
Fax 308-237-5157

November 7, 2022

Board of Education
School District No. 42-0002
Alma, Nebraska

We have audited the financial statements of the governmental activities, the business-type activities, and each major fund of the School District No. 42-0002 for the year ended August 31, 2022. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and *Government Auditing Standards* and the Uniform Guidance, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated August 4, 2022. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Matters

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by School District No. 42-0002 are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year ending August 31, 2022. We noted no transactions entered into by the governmental unit during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

The financial statement disclosures are neutral, consistent and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated November 7, 2022.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the governmental unit's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the governmental unit's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

In connection with our audit of the financial statements, we noted certain matters that we believe you should consider. Our observations were formed as a by-product of our audit procedures, which did not include a review for the purpose of submitting detailed recommendations.

1. There is a lack of segregation of duties due to limited staff performing accounting functions.

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Board of Education
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Other Matters

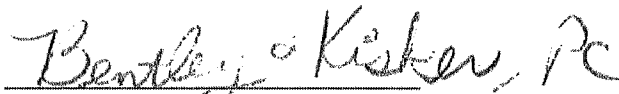
We were engaged to report on the supplementary information which accompanies the financial statements but is not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with the cash basis of accounting, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

We were not engaged to report on the county treasurer statements of accounts which accompany the financial statements but are not RSI. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on them.

Restriction on Use

This information is intended solely for the information and use of the Board of Education and management of School District No. 42-0002 and is not intended to be, and should not be, used by anyone other than these specified parties.

Bentley & Kisker, PC


Kearney, Nebraska

1315 Central Avenue
Kearney NE 68847
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Certified Public Accountants

PO Box 56
Trenton NE 69044
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November 7, 2022

Nebraska Department of Education
PO Box 94987
Lincoln, NE 68509-4987

RE: Alma Public Schools (School District 42-0002)

During the performance of our audit fieldwork for the year ended August 31, 2022, we performed the following procedures regarding Alma Public School District's student membership and attendance reporting and testing the District's allocation of expenses to the appropriate school district/building level:

- 1) We documented the District's policies and procedures for collecting student membership and attendance data.
- 2) We determined that the District was following its policies and procedures for collecting student census data.
- 3) We determined that attendance at the District is collected at least daily and calculated to the nearest hundredth of a day.
- 4) We determined that the District maintains a cumulative attendance and membership record for each student.
- 5) We determined that the cumulative attendance and membership records contain the date of enrollment, number of days or partial days in attendance and absent during each school year enrolled, and the date of withdrawal or graduation.
- 6) We traced student attendance reported in the Nebraska Department of Education's approved ADVISER data collection system to the District's student information system for the 2021-2022 school year. The ADVISER report had 767.00 more total days than the District's information system. The variance consisted of 742.77 more days present and 24.23 fewer days absent.
- 7) We sampled 17 students from the ADVISER report for the year ended August 31, 2022 and traced the days enrolled, present, and absent to the District's information system. Variances were noted on 1 of the students. This student is a home schooled student who attends only a few specific classes regularly. ADVISER treats the student as enrolled all year, while the District only records the actual classes attended by the student. No other variances were noted in the sample.

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Kearney, NE 68847

Bentley & Kisker PC
Certified Public Accountants

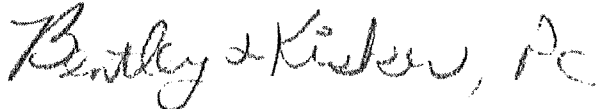
PO Box 56
Trenton, NE 68044

Nebraska Department of Education
Page 2

- 8) Using the same sample of 17 students, we traced the students to their student enrollment files to verify that the student was documented as an enrolled student of the District for the dates claimed in the attendance record.
- 9) We sampled 40 General Fund disbursements, noting the District's allocation to the school district/building level. The District's allocation to the school district/building level for all 40 items sampled was appropriate. We noted no items in our sample that were not allocated appropriately.

If you need additional information please call us at (308)237-7873.

Sincerely,



Bentley & Kisker PC

**ALMA PUBLIC SCHOOLS, ALMA, NEBRASKA
CONTRACT OF EMPLOYMENT WITH SUPERINTENDENT**

THIS CONTRACT is made by and between the Board of Education of the **Harlan County School District 42-0002, a/k/a Alma Public School District**, hereinafter referred to as "the Board," and Jon Davis, hereinafter referred to as "the Superintendent."

WITNESSETH: That in accordance with action taken by the Board as recorded in the minutes of the Board meeting held on the 14th day of March, 2022 (Salary) and December 13th, 2021 (Employment), the Board hereby agrees to employ the Superintendent, and the Superintendent hereby agrees to accept such employment, subject to the following terms and conditions:

I. Term of Contract.

A. Initial Term: This Contract is for a term of two (2) years, beginning on the 1st day of July, 2022, and expiring on the 30th day of June, 2024. A "contract year" for purposes of this Contract shall be from July 1 to June 30.

B. Notice of Non-Renewal. The Board of Education shall notify the Superintendent in writing on or before December 15 of the contract year preceding the subsequent year (s) of the contract, of the Board's intention not to renew the Superintendent's contract at the end of such contract. Failure of the Board of Education to notify the Superintendent shall result in the automatic rollover of this contract.

II. Salary.

A. Salary for Initial Term. The annual salary for the contract year of July 1, 2022 through June 30, 2023 shall be: One hundred sixty-one thousand three hundred fifty-two dollars (\$161,352). The District, acting by and through its Board of Education, reserves the right to adjust the annual salary during the term of this Contract, said salary adjustment, however, not to reduce the annual salary to any lesser amount than that as above stated. Any adjustment in salary made during the term of this Contract shall be in the form of an amendment and shall become a part of this Contract; provided, however, that in making any such salary adjustment, it shall not be considered that the District has entered into a new Contract, nor shall the termination date of this Contract be thereby extended unless the Board of Education, by specific action, shall expressly extend such termination date. In no event shall any such extension, together with the unexpired term of this Contract or any prior extension, be for a period in excess of three (3) years.

B. Inclusive of All Services Provided to the District: In the event that the Superintendent is elected to any other office or offices of the Board of Education or in connection with the District, the Superintendent shall perform the duties of such other office or offices without remuneration other than that as provided in this Contract.

C. Salary for Extended Terms. The salary for any renewal or extension periods shall be set by mutual agreement of the Superintendent and the Board, but shall in no event be less than the annual salary for the immediately preceding contract year.

D. Payment of Salary and Adjustments. The first annual salary installment shall be paid on or before July 10, 2022, and each subsequent installment shall be paid on or before the tenth (10th) day of each month thereafter during the term of this agreement. Said annual salary shall be paid in equal installments in accordance with the policy of the Board governing payment of certificated employees of the District. Salary payments shall be subject to state and federal withholding required by law, including without limitation retirement contributions, FICA, FUTA, Medicare, and state or federal unemployment contributions.

III. Benefits. As further consideration for the services to be performed by the Superintendent, it is agreed as follows:

A. Health Insurance.

1. The Superintendent shall receive all fringe benefits of employment, which are granted other certified employees of the district, plus administrators receive family dental coverage paid by the district.

B. Vacation and Sick Leave Benefits.

1. Nature of Paid Leaves. Paid leave from the Superintendent's professional duties are available to the Superintendent when the following specific conditions are met: (1) the Superintendent is currently employed by the School District; (2) the leave day is taken on a day the Superintendent would otherwise be expected to be at work; and (3) the Superintendent has met the conditions for such leave to be taken as applicable to each specified form of paid leave. All paid leave is subject to the following:

a. Leave Year. The leave year is the Superintendent's contract year of July 1 through June 30 of each year this contract is in effect.

b. Unused Leave. There shall be no pay for leave available but unused either during or upon ending of employment except as may be specifically set forth herein.

2. Vacation:

a. Amount and Use. The Superintendent shall be allowed twenty (20) working days of vacation leave each contract year exclusive of Saturdays, Sundays, and legal holidays. It is understood, however, that the Superintendent may from time to time be required to perform duties on Saturdays, Sundays, and legal holidays. Vacation days are to be used in a manner and at times selected by the Superintendent; provided that the Superintendent shall make reasonable efforts to not schedule leaves which would cause the Superintendent to not be able to attend regular scheduled meetings of the Board of Education or important school functions, and the Superintendent shall provide information such that the Superintendent may be contacted when necessary.

b. Carry-over and Accumulation of Vacation Days. The Board and the Superintendent agree that periodic vacation is beneficial to "recharge" the Superintendent. As such, the Superintendent shall use at least ten (10) days of vacation each year. The Superintendent may be paid for up to five (5) days of unused vacation leave at the end of each contract year. There is no carry-over or accumulation of unused vacation leave from one contract year to another contract year. Any unused vacation days remaining from a prior contract year shall be subtracted from the number of vacation days the Superintendent has for the following contract years, such that the total vacation days at the beginning of each contract year be 20 days. Upon ending employment, unused vacation days will not be paid except to the extent required by law. If payable, unused vacation will be paid at the effective daily rate of pay at the time each unused vacation day first became available.

3. Sick Leave:

a. Amount and Use. The Superintendent shall be allowed thirteen (13) working days of sick leave each contract year all exclusive of Saturdays, Sundays, and legal holidays.

b. Availability. Sick leave is a paid workday when the Superintendent may be absent from duties. Sick days are only available when the Superintendent is currently employed by the School District and the Superintendent is unable to perform assigned duties due to the illness or temporary disability of the Superintendent or due to the Superintendent needing to care for a member of the Superintendent's immediate family who is ill, hospitalized or has a serious health condition. Immediate family shall mean the Superintendent's spouse, children, parent, grandparent, sister, brother, and spouse's immediate family.

c. Carry-over and Accumulation. Unused sick leave may be carried over from one leave year to the next succeeding leave year or years. The maximum that may be accumulated is fifty-five (55) days. Once the maximum is accumulated, no further sick leave days will be available or granted for the ensuing leave year or years until the accumulated number of days is less than fifty-five (55), and then only to the extent necessary to restore the total number of available sick leave days to the maximum of fifty-five (55).

d. Unused Days. There shall be no pay for unused sick leave either during or upon ending of employment.

4. Professional Leave:

a. The Superintendent shall attend appropriate professional meetings at the local, state, and national levels, provided that such attendance does not interfere with the proper performance of his duties under this Contract. The expenses of attendance, when attendance has been authorized by the Board of Education, shall be paid by the District

b. Availability. Professional leave is to be used for purposes of the Superintendent's attendance at meetings or conferences or to receive education or training related to the Superintendent's duties.

c. Carry-over and Accumulation. There is no carry-over or accumulation of unused professional leaves.

d. Unused Days. There shall be no pay for unused professional leave either during or upon ending of employment.

5. Bereavement Leave.

a. Days Per Leave Year. Three (3) days of family bereavement leave and one (1) day of non-family bereavement leave are available to the Superintendent each leave year.

b. Availability. Family bereavement leave is available to a Superintendent each leave year for purposes of allowing the Superintendent to address issues related to the death of a member of the Superintendent's family. For purposes of this subparagraph, the term family means the Superintendent's spouse, child, parent, parent-in-law, sibling, sibling-in-law, son or daughter-in-law, the Superintendent's grandparents, spouse's grandparents, and the Superintendent's grandchild. Non-family bereavement leave is available to the Superintendent for the death of a non-family member, and shall require that the Superintendent attend funeral services.

c. Carry-over and Accumulation. There is no carry-over or accumulation of unused bereavement leaves.

d. Unused Days. There shall be no pay for unused bereavement leave either during or upon ending of employment.

6. Vacation, Sick, Professional and Personal Leave Log. The Superintendent shall maintain a monthly vacation, sick, professional and personal leave log, which shall be submitted, to the Board Secretary before the last day of each month. The Board of Education will review the Leave Log on a quarterly basis.

C. Section 125 Plan: The Superintendent shall be permitted to participate in the District's Section 125 Plan for purposes of purchasing and paying for group health insurance, dental insurance, and long-term disability insurance.

D. Life Insurance: The Superintendent shall be provided basic term life insurance with a death benefit of \$100,000.

E. Meetings and Dues: The Superintendent shall attend appropriate professional meetings at the local, state and national levels provided that such attendance does not interfere with the proper performance of Superintendent's duties. The reasonable and necessary expenses of such meetings shall be reimbursed by the District consistent with Board policies. The Board may pay dues for professional organizations suitable for the Superintendent's position upon the Superintendent's request, and shall pay dues for the Superintendent's membership in the American Association of School Administrators, and Nebraska Council of School Administrators.

F. Transportation Expenses. The reasonable and necessary expenses of transportation required in the performance of Superintendent's official duties shall be reimbursed at the rate set annually by the Board for District travel.

G. Health Examinations. The Superintendent shall be provided a medical examination in each contract year at the cost of the Board, at Superintendent's election. To be reimbursed for such medical examination, the Superintendent shall provide the President of the Board of Education with statement from the physician certifying to the physical competency of the Superintendent to perform the essential functions of the Superintendent's position. Such statement shall be placed in a separate medical personnel file, and remain confidential as and to the extent permitted by law.

H. Indemnification. The District shall, to the extent permitted by law, defend, hold harmless, and indemnify the Superintendent from any and all demands, claims, suits, actions, and legal proceedings brought against the Superintendent in the Superintendent's individual capacity or the Superintendent's official capacity as an agent or employee of the District, provided that the incident arose while the Superintendent was acting (or, in good faith, reasonably believed that the Superintendent was acting) within the scope of the Superintendent's employment with the District.

IV. Duties.

A. Specification of Duties. The Superintendent shall perform the duties of Superintendent as are regularly and customarily expected for such position and such duties and responsibilities as are set forth in Board Policy or Regulation for such position. The duties as prescribed in the Board of Education Policies shall not be substantially changed during this Contract without the consent of the Superintendent by an amendment to this Contract. The Superintendent shall be subject to such other duties as the Board may assign from time to time. The Superintendent shall not be responsible for performance of duties assigned by individual members of the Board of Education, or duties assigned without official action of the Board of Education, except as specifically set forth in the Board of Education Policies. In the event that the Superintendent is elected to any other office or offices of the Board of Education or in connection with the District, the Superintendent shall perform the duties of such other office or offices without remuneration other than that as provided in this Contract.

B. Use of Time. The Superintendent agrees to devote full time to the assigned duties, provided that with the advance agreement of the Board of Education, the Superintendent may undertake consultative work, speaking engagements, writing, lecturing or other professional activities. Should the Superintendent provide services to other school districts or in undertake consultative work, speaking engagements, writing, lecturing or other professional activities, the Superintendent shall utilize his/her personal vacation time for such purposes, and hold the School District harmless thereon.

C. Performance of Duties. In performing the assigned duties, the Superintendent shall be governed by the policies, regulations and directions of the Board of Education. The Superintendent shall in all respects to diligently and faithfully perform the assigned duties to the best of the Superintendent's professional ability. Regular dependable attendance at meetings of the Board and committees of the Board and other assigned duties is an essential function of the Superintendent's position.

V. Board-Superintendent Relationship. The Board shall have primary responsibility for formulating and adopting Board policy. The Superintendent shall be the chief administrative officer for the District, and shall have primary responsibility for implementation of Board policy. The Superintendent shall be responsible for development of policies for adoption by the Board and for development of regulations and rules consistent with Board policy. In the absence of Board policy on matters which require prompt action, the Superintendent shall have the authority to act using the Superintendent's professional judgment and consistent with legal requirements; provided that the Superintendent shall report the nature of the matter and the action taken to the Board no later than the next regularly scheduled Board meeting. The parties agree, individually and collectively, to promptly refer all criticism, complaints and suggestions called to its attention to the Superintendent for action, study or recommendation, as appropriate.

VI. Evaluation of the Superintendent. The Superintendent shall be evaluated twice during the first contract year and once during the second year and each year of any Extended Term, unless the Board deems additional evaluations appropriate. The Superintendent shall receive a copy of the evaluation and shall have the right to submit a response to the evaluation, which response shall be placed in the Superintendent's personnel file. The Superintendent shall notify the President of the Board to remind the Board of the need to evaluate.

VII. Contract Cancellation. In the event the Superintendent violates any of the provisions of this Contract or performs any act or does anything which is materially harmful to the District, or which substantially inhibits the Superintendent's ability to discharge the duties as set forth herein then the Superintendent may be discharged in accordance with applicable law, including, but not limited to, the following reasons: to-wit: (1) becoming legally disqualified to perform as a superintendent or elementary principal in the State of Nebraska; (2) participation in any fraud; (3) causing any intentional damage to property; (4) engaging in any unlawful act; (5) any representations in this Contract being determined to be false or incorrect; (6) failure to return a Intent to Extend by the required date, provided that such date not be prior to March 15 of the final year of the Contract or any extension of the Contract term; and (7) just cause, including: (a) incompetency, which includes, but is not limited to, demonstrated deficiencies or shortcomings in knowledge of subject matter or administrative skills; (b) neglect of duty; (c) unprofessional conduct; (d) insubordination; (e) immorality; (f) physical or mental incapacity; (g) failure to give evidence of professional growth as required by law; or (h) other conduct which interferes substantially with the continued performance of duties;. Suspension or other disciplinary action may be enforced in accordance with applicable law.

Upon lawful termination of this Contract for any reason, the compensation to be paid hereunder shall be an amount which bears the same ratio to the annual salary specified as the number of months or fraction thereof to the date of such termination bears to the twelve months in the annual salary period in which termination occurs. Any portion of the salary paid, but not earned, prior to the

date of termination of this Contract, and any sums owing to the District by the Superintendent, shall be set off from sums due to the Superintendent and, if the sums owing to the District are in excess of the sums due the Superintendent, the amount owing shall be immediately refunded by the Superintendent.

The Board of Education may require a certificate of health and physical fitness of Superintendent in accordance with applicable law at any time while this Contract is in force. Should the Superintendent be unable to perform the Superintendent's duties by reason of mental or physical capacity or any reason beyond the Superintendent's control, and said disability exists for a period exceeding the Superintendent's sick leave allowance, the Board of Education may, in its discretion, make a proportionate reduction from the salary and benefits, and if such disability continues or is permanent, or of such nature as to make the Superintendent unable to perform essential functions of the positions for which the Superintendent is employed, the Board of Education may, at its option, terminate this agreement whereupon the respective duties, rights and obligations hereof shall terminate.

VIII. Representations and Legal Requirements. The Superintendent affirms that: (1) the Superintendent holds or will hold a valid and appropriate certificate to act as a certificated employee in the State of Nebraska to perform the assigned duties throughout the term of this Contract and any extensions of this Contract; (2) the required certificate to perform the assigned duties shall be registered as required by law; it being understood and agreed that this contract is not valid until the required certificate is registered in accordance with law and that the Superintendent shall not be compensated for any services performed prior to the date of registration of this certificate; and (3) the Superintendent is not under contract with another board of education within the State of Nebraska covering any part of or all of the same time of performance as provided for in this Contract.

The Superintendent further warrants and represents as follows: (1) all information set forth in the Superintendent's application for employment and other information provided by the Superintendent in seeking employment are true and accurate, and if said information ceases to be true, Superintendent will advise the Board of Education immediately; (2) Superintendent has never been convicted or plead no contest or otherwise been adjudicated as having committed a felony, any other offense involving moral turpitude or any other offense involving abuse, neglect, or sexual misconduct as defined in Sections 003.12 through 003.14 of 92 NAC 21; and (3) Superintendent has not suffered suspension or revocation of any educational professional license or certificate, nor voluntarily surrendered such a license or certificate where charges or potential charges were pending or imminent.


There shall be no penalty for release or resignation by the Superintendent from this Contract; provided no resignation shall become effective until expiration of the remaining term of the Contract unless the Board fixes an earlier effective date. This Contract is subject to provisions of the School Employees' Retirement Act.

IX. Governing Laws. The parties shall be governed by all applicable Nebraska and federal laws, rules, and regulations in performance of their respective duties and obligations under this Contract.

X. Amendments & Severability. This Contract may be modified or amended only by a writing duly authorized and executed by the Superintendent and the Board. If any portion of this Contract shall be declared invalid or unenforceable by a court of competent jurisdiction, such declaration shall not affect the validity or enforceability of the remaining provisions of this Contract.

Contract of Employment Executed 13th day of December, 2021
Salary & Benefits Executed this 14th day of February, 2022

Board of Education of Harlan County
School District 42-0002, a/k/a Alma
Public School District



Superintendent

By: 

President

Attest: _____
Secretary

PRINCIPAL CONTRACT

THIS CONTRACT is made by and between the Board of Education of the Alma School District No. 42-0002, located in Harlan County in the State of Nebraska, hereinafter referred to as “the Board”, and Stephanie Brandyberry, hereinafter referred to as “the Principal”.

WITNESSETH: That in accordance with action taken by the Board as recorded in the minutes of the Board meeting held on the 13th day of December, 2021 for employment and the 14th day of March, 2022 for salary the Board hereby agrees to employ the Principal and the Principal hereby agrees to accept such employment as Principal and subject to the following terms and conditions:

Section 1. Term of Contract: The Principal shall be employed for a period of 210 days beginning on or about the 1st day of August 2022, and expiring on or about the 16th day of June 2023. The Principal shall be expected to be on duty on all days that faculty members are expected to be on duty, as well as other days before, during, and after the school year.

Section 2. Salary: In consideration of an annual salary of one hundred five thousand two hundred fourteen dollars (\$105,214.00) to be paid in twelve monthly installments beginning on or before August 10th, 2022, and of the further agreements and considerations hereinafter stated, the Principal agrees to perform, faithfully, duties of Principal in and for the district as prescribed by the laws of the State of Nebraska and by the rules and regulations promulgated by the Board thereunder. Said annual salary shall be paid in equal installments in accordance with the policy of the Board governing payment of other professional staff employees of the District.

Section 3. Professional Status: The Principal hereby affirms that they are not under contract with another school board, school district, or Board of Education covering any part or all of the same provided in this contract. The Principal further affirms that throughout the term of this contract they will hold a valid and appropriate certificate with endorsement as a Principal in the State of Nebraska, which certificate shall be registered in the office of the Superintendent of the Alma Public School as required by law.

Section 4. Principal's Duties: The duties of the Principal shall be as prescribed for the position of K-12 Principal in the Board of Education Policy Manual and/or in the job description, or as assigned by the superintendent. The duties shall be performed in accordance with standards and goals established by the Board of Education. The Principal agrees to devote their time, skill, labor, and attention to their duties as K-12 Principal throughout the term of this contract; provided, however, the Principal, by agreement with the Board of Education, may undertake consultative work, speaking engagements, writing, lecturing, or other professional duties and obligations.

Section 5. Disability: Should the Principal be unable to perform their duties by reason of illness, accident or other disability beyond their control, and such disability shall continue for more than six (6) months, or if such disability is permanent, irreparable, or of such a nature as to make performance of their duties impossible, the Board may at its discretion terminate this contract, whereupon the respective rights, duties, and obligations, of the parties hereunder shall terminate, with the exception of any benefits to be paid to the Principal under any insurance coverage furnished by the District.

Section 6. Discharge, Cancellation, Amendment: This contract may be amended or cancelled and the Principal discharged during the term of the contract as provided in Nebraska State Statute 79-824 – 79-842.

Section 7. Transportation: The Board shall provide the Principal with transportation required in the performance of his official duties or shall reimburse the Principal for such transportation at the rate established by the State of Nebraska.

Section 8. Leave: The Principal shall be allowed twelve (12) working days of paid sick leave during each year of this contract, cumulative to fifty-five (55) days. For the purpose of this section the term “working day” shall not include any Saturday, Sunday, or legal holiday. Six (6) additional leave days may be used for personal leave. There shall be no pay for unused sick leave, personal leave, and/or bereavement leave either during or upon ending of employment.

Availability. Sick leave is a paid workday when the Principal may be absent from duties. Sick days are only available when the Principal is currently employed by the School District and the Principal is unable to perform assigned duties due to the illness or temporary disability of the Principal or due to the Principal needing to care for a member of the Principal's immediate family who is ill, hospitalized or has a serious health condition. Immediate family shall mean the Principal's spouse, children, parent, grandparent, sister, brother, and spouse's immediate family.

Bereavement Leave.

a. **Days Per Leave Year.** Three (3) days of family bereavement leave and one (1) day of non-family bereavement leave are available to the Principal each leave year

Section 9. Professional Development: The Principal shall continue their professional development by attending appropriate professional meetings. The district if approved by the superintendent and/or board shall pay the expenses of such attendance.

Section 10. Fringe Benefits: The Principal shall receive all fringe benefits of employment, which are granted other certified employees of the district, plus administrators receive family

dental coverage paid by the district. In addition to said fringe benefits the district shall provide the Principal with the following benefits: Paid NCSA dues, as well as other professional dues approved by the superintendent.

Section 11. No Penalty For Release Or Resignation: There shall be no penalty for release or resignation by the Principal from this contract provided no resignation shall become effective until expiration of the contract unless accepted by the Board, in which case the Board shall fix the time at which the resignation shall take effect.

Section 12. Governing Laws: The parties shall be governed by all applicable State and Federal laws, rules, and regulation in performance of their respective duties and obligations under this contract.

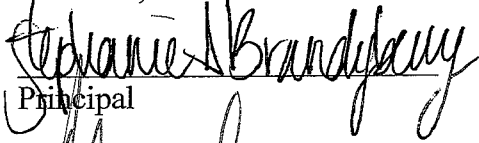
Section 13. Amendments To Be In Writing: This contract may be modified or amended only if it is in writing and if duly authorized and executed by the Administrator and the Board.

Section 14. Severability: If any portion of this contract shall be declared invalid or unenforceable by a court of competent jurisdiction, such declaration shall not affect the validity or enforceability of the remaining provisions of this contract.

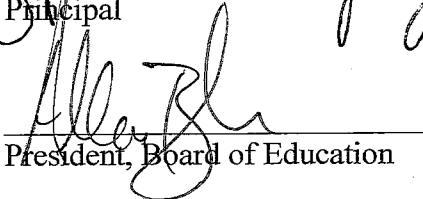
Section 15. Contract Amendment or Non-Renewal: This contract may be amended or non-renewed as provided in Nebraska State Statute 79-824 to 79-842.

In witness whereof, the parties have executed this contract on the dates indicated below.

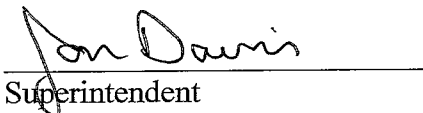
EXECUTED BY THE BOARD the 13th day of December, 2021 for employment and on the 14th of March, 2022.


Principal

3-15-22
Date


President, Board of Education

3-14-22
Date


Superintendent

3-14-22
Date