

# REGULAR MONTHLY MEETING OF THE BOARD OF EDUCATION - AGENDA

## Alma Public Schools

Monday, March 11, 2024

- 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 discuss and review the Alma TeamMates Program.
  - C.2. to approve the resignation of Ms. Madalyn Brugh, effective at the end of the 2023-2024 school.
  - C.3. to approve the appointment of Jennifer Moore and Mike Ford as assistant track coaches, and Matthew Hageman as assistant football coach.
  - C.4. to approve the trade-in of the current Driver Education car due to mechanical issues for a different one.
  - C.5. **to go into Executive Session to discuss personnel issues.**
- D. Principal's Report
- E. Superintendent's Report: Legislative Happenings, NRCSA Spring Conference, State Aid, Summer Project, School Property and Casualty Insurance.
- 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, February 12, 2024, at 7:00 PM at The Library at Alma Public Schools 515 Jewell Street Alma, NE 68920. The roll was called and the following Board members were present or absent: **Present:** Allen Brugh, Randy Heckenlively, Kate Hopkins, Nick Simonson, Mike Stemper, 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. Notice of this meeting and hearing were given in advance to all members of the Board of Education. The Secretary of the Board maintains a list of the news media requesting notification of meetings and advance notification to the listed media of the time and place of the meeting and the subjects to be discussed at this meeting was provided. Availability of the agenda was communicated in the publicized notice and a current copy of the agenda was maintained as stated in the publicized notice. All proceedings of the Board of Education, except as may be hereinafter noted, were taken while the convened meeting was open to the attendance of the public.

A motion was made by Allen Brugh and seconded by Mike Stemper to approve consent agenda items which include January meeting minutes, General Financial Report, and the Activity Fund Reports. After discussion and on roll call vote the Board voted as follows: Allen Brugh: Yea, Randy Heckenlively: Yea, Kate Hopkins: Yea, Nick Simonson: Yea, Mike Stemper: Yea, Samantha Stuhmer: Yea

Harlan County Health System representatives discussed ideas on working together on mutual goals and activities for our city and school district.

A motion was made by Mike Stemper and seconded by Randy Heckenlively to approve receipts, expenditures, and payment of claims from the General Fund for \$537,382.06, Building Fund \$2,172.28, Activity Fund \$23,784.84 and from Lunch Fund \$13,011.38. After discussion and on roll call vote the Board voted as follows: Allen Brugh: Yea, Randy Heckenlively: Yea, Kate Hopkins: Yea, Nick Simonson: Yea, Mike Stemper: Yea, Samantha Stuhmer: Yea

A motion was made by Mike Stemper and seconded by Kate Hopkins to approve K-12 Social Studies Curriculum and online version. After discussion and on roll call vote the Board voted as follows: Allen Brugh: Yea, Randy Heckenlively: Yea, Kate Hopkins: Yea, Nick Simonson: Yea, Mike Stemper: Yea, Samantha Stuhmer: Yea

A motion was made by Randy Heckenlively and seconded by Samantha Stuhmer to adopt the 2024-2025 School Calendar. After discussion and on roll call vote the Board voted as follows: Allen Brugh: Yea, Randy Heckenlively: Yea, Kate Hopkins: Yea, Nick Simonson: Yea, Mike Stemper: Yea, Samantha Stuhmer: Yea

A motion was made by Allen Brugh and seconded by Randy Heckenlively to continue our Nebraska Association of School Boards membership of \$4,069 for the 2024-25 school year. After discussion and on roll call vote the Board voted as follows: Allen Brugh: Yea, Randy Heckenlively: Yea, Kate Hopkins: Yea, Nick Simonson: Yea, Mike Stemper: Yea, Samantha Stuhmer: Yea

A motion was made by Samantha Stuhmer and seconded by Kate Hopkins to approve the Master Service Agreement with ESU #11 for services listed in the contract for the 2024-2025 school year. After discussion and on roll call vote the Board voted as follows: Allen Brugh: Yea, Randy Heckenlively: Yea, Kate Hopkins: Yea, Nick Simonson: Yea, Mike Stemper: Yea, Samantha Stuhmer: Yea

A motion was made by Mike Stemper and seconded by Randy Heckenlively to approve replacing the high school students' computers and bags. After discussion and on roll call vote the Board voted as follows: Allen Brugh: Yea, Randy Heckenlively: Yea, Kate Hopkins: Yea, Nick Simonson: Yea, Mike Stemper: Yea, Samantha Stuhmer: Yea

A motion was made by Allen Brugh and seconded by Kate Hopkins to hire Hannah Sindelar for Activity/School Secretary for the 2024-2025 school year. She will replace Mel Fischer. After discussion and on roll call vote the Board voted as follows: Allen Brugh: Yea, Randy Heckenlively: Yea, Kate Hopkins: Yea, Nick Simonson: Yea, Mike Stemper: Yea, Samantha Stuhmer: Yea

A motion was made by Randy Heckenlively and seconded by Kate Hopkins to approve the resignation of Mrs. Hannah Sindelar, effective at the end of the 2023-2024 school year. After discussion and on roll call vote the Board voted as follows: Allen Brugh: Yea, Randy Heckenlively: Yea, Kate Hopkins: Yea, Nick Simonson: Yea, Mike Stemper: Yea, Samantha Stuhmer: Yea

A motion was made by Randy Heckenlively and seconded by Kate Hopkins to increase teacher base pay by \$900 to \$38,000 which is a 3.45% increase. After discussion and on roll call vote the Board voted as follows: Allen Brugh: Yea, Randy Heckenlively: Yea, Kate Hopkins: Yea, Nick Simonson: Yea, Mike Stemper: Yea, Samantha Stuhmer: Yea

A motion was made by Mike Stemper and seconded by Kate Hopkins to approve 3.45% increase to the 2024-2025 salary and benefits for the classified and non-classified staff. After discussion and on roll call vote the Board voted as follows: Allen Brugh: Yea, Randy Heckenlively: Yea, Kate Hopkins: Yea, Nick Simonson: Yea, Mike Stemper: Yea, Samantha Stuhmer: Yes

Next regular scheduled meeting will be March 11, 2024.

Meeting adjourned at 8:47pm

DATED Monday, February 12, 2024

HARLAN COUNTY SCHOOL DISTRICT #2,

a/k/a ALMA PUBLIC SCHOOLS

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President, Nick Simmonson

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Secretary, Jessica Miller

<u>General/Money Market/Trans Accts</u>	Receipts	Disburse	Total	1
02/01/2024 General			\$143,027.29	
02/01/2024 Money Market			\$452,845.04	
02/01/2024 Transaction			\$16,234.89	
Franklin County Treasurer	\$5.67			
Furnas County Treasurer	\$8,091.07			
Harlan County Treasurer	\$464,615.58			
BCBS self-pay	\$3,100.22			
State Aid	\$137,082.00			
IDEA	\$92,654.00			
Title One	\$73,964.00			
SPED SA FFR Reim 22-23	\$73,310.00			
City of Alma-tobacco license	\$10.00			
Driver's Education	\$6,750.00			
Carl Perkins	\$7,500.00			
interest earned - Transaction Acct	\$8.80			
interest earned - MMA	\$856.44			
interest earned - Gen Fund	\$101.99			
February receipts	\$868,049.77		\$1,480,156.99	
cks cleared/reimb made in February		\$549,815.69	\$930,341.30	
outstanding checks		\$570.44	\$929,770.86	
<u>Certificates of Deposit</u>			\$433,619.63	
Balance 02/29/2024			\$1,363,390.49	
<u>Bldg/Sinking Fund</u>				8
02/01/2024 Building Fd			\$114,294.16	
Franklin County Treasurer	\$0.61			
Furnas County Treasurer	\$829.99			
Harlan County Treasurer	\$47,009.55			
interest earned	\$97.90			
February receipts	\$47,938.05			
February expenses		\$2,172.28		
Balance 02/29/2024			\$160,059.93	
outstanding checks			\$160,059.93	
<u>QCPU Fund</u>				9
02/01/2024 QCPU Fd			\$14,870.65	
Harlan County Treasurer	\$4.30			
interest earned	\$8.84			
February receipts	\$13.14			

February 2024

February expenses

Balance 02/29/2024 \$14,883.79

**Depreciation Fund**

2

02/01/2024 Depreciation Fd \$26,953.90

interest earned \$16.02

Balance 02/29/2024 \$26,969.92

**Lunch Fund**

6

02/01/2024 Lunch Fd \$109,414.97

February receipts \$21,237.22

cks cleared in February \$22,568.62

outstanding checks/deposits \$58.50

Balance 02/29/2024 \$108,025.07

**Activity Fund**

5

02/01/2024 Activity \$224,790.61

February receipts \$12,414.31

February expenses \$19,954.17 \$217,250.75

outstanding checks/deposits \$3,209.51

Balance 02/29/2024 \$214,041.24

## Fund:

	<u>Beginning Balance</u>	<u>Debits</u>	<u>Credits</u>	<u>Ending Balance</u>
<b>Fund Balance</b>				
05 704 0100 ART	3,737.78	0.00	0.00	3,737.78
05 704 0110 COMPUTERS	16,351.37	0.00	0.00	16,351.37
05 704 0113 eSports Club	687.05	0.00	0.00	687.05
05 704 0120 MISCELLANEOUS	1,866.00	0.00	131.06	1,997.06
05 704 0130 MUSIC SUPPLIES	(1,079.06)	126.00	0.00	(1,205.06)
05 704 0131 ELEMENTARY CHOIR	52.62	0.00	249.50	302.12
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	(2,500.00)	0.00	1,500.00	(1,000.00)
05 704 0140 COURTESY FUND	2,670.06	95.48	0.00	2,574.58
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 0143 Concession Money/ Donations	(3,156.16)	0.00	0.00	(3,156.16)
05 704 0144 RESOURCE	928.02	0.00	0.00	928.02
05 704 0145 LUEDKE MEMORIAL	1,742.41	86.60	0.00	1,655.81
05 704 0160 INDUSTRIAL ARTS	2,181.98	0.00	0.00	2,181.98
05 704 0161 FFA SCHOLARSHIP	28,974.64	0.00	0.00	28,974.64
05 704 0165 FUTURE FARMS OF AMERICA	44,331.14	285.00	220.00	44,266.14
05 704 0170 STUDENT COUNCIL	5,715.07	2,446.56	4,133.38	7,401.89
05 704 0223 CLASS OF 2023	2,216.41	0.00	0.00	2,216.41
05 704 0224 CLASS OF 2024	4,862.31	530.84	0.00	4,331.47
05 704 0225 CLASS OF 2025	5,286.23	0.00	0.00	5,286.23
05 704 0226 CLASS OF 2026	6,744.53	0.00	0.00	6,744.53
05 704 0227 CLASS OF 2027	2,633.60	0.00	0.00	2,633.60
05 704 0240 PLATE FUND	251.19	0.00	0.00	251.19
05 704 0251 PICTURES/ANNUAL/YEARBOOK	5,834.14	350.04	0.00	5,484.10
05 704 0260 HOME EC/CONS ED	1,314.84	0.00	0.00	1,314.84
05 704 0265 COOKIE SALES	5,196.41	16.99	0.00	5,179.42
05 704 0270 BOOK/SOFTWARE ORDERS	7,304.48	0.00	2,348.12	9,652.60
05 704 0271 GENERAL MILLS BOX TOPS	3,730.63	279.00	0.00	3,451.63
05 704 0280 FIELD TRIPS	442.51	0.00	0.00	442.51
05 704 0281 WASHINGTON DC TRIP	413.52	0.00	364.00	777.52
05 704 0300 ALL ACTIVITIES (entry fees, etc)	4,482.75	4,248.56	2,339.88	2,574.07
05 704 0301 FOOTBALL	2,174.77	0.00	0.00	2,174.77
05 704 0302 VOLLEYBALL	5,862.31	0.00	0.00	5,862.31
05 704 0303 BOYS BASKETBALL	3,071.01	2,541.77	277.06	806.30
05 704 0304 GIRLS BASKETBALL	3,328.47	65.00	0.00	3,263.47
05 704 0305 CROSS COUNTRY	923.91	0.00	0.00	923.91
05 704 0306 TRACK	1,371.91	0.00	0.00	1,371.91
05 704 0307 WRESTLING	1,100.13	5,268.20	0.00	(4,168.07)
05 704 0308 GOLF	(115.70)	0.00	0.00	(115.70)
05 704 0400 CHEERLEADERS	6,190.70	607.00	205.00	5,788.70
05 704 0500 moved	(19.13)	0.00	0.00	(19.13)
05 704 0550 VENDING MACH/NHS	3,206.54	493.33	713.00	3,426.21
05 704 0600 QUIZ BOWL	839.62	25.00	175.00	989.62
05 704 0940 moved	(39.07)	0.00	0.00	(39.07)
05 704 0950 SCHOLARSHIP FUND	1,811.50	0.00	0.00	1,811.50
05 704 0970 WEIGHT ROOM	6,707.52	0.00	0.00	6,707.52
05 704 0971 DEPOSITS WEIGHT ROOM USE	1,898.95	0.00	50.00	1,948.95
05 704 0985 PROJECTOR ADVERTISING	20,505.00	0.00	0.00	20,505.00
05 704 0990 SPEECH	(3,564.36)	530.47	0.00	(4,094.83)
05 704 0991 DRAMA	5,925.29	0.00	0.00	5,925.29
05 704 0992 PK-4	2,525.08	0.00	0.00	2,525.08
	<u>219,326.08</u>	<u>17,995.84</u>	<u>12,706.00</u>	<u>214,036.24</u>
	219,326.08	17,995.84	12,706.00	214,036.24

**Feb 24 Activity Fund- Invoice Listing - Summary**

<u>Vendor Name</u>	<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Invoice Amount</u>
24 HOUR TEES	19912	Cheer Shirts	02/01/2024	532.00
ALMA PUBLIC SCHOOLS	19943	Scholastic Books f/ SP-ED	02/15/2024	86.60
AWARDS UNLIMITED	19913	Track and Gold Medals	02/01/2024	1,543.56
BERTRAND COMMUNITY SCHOOL	19932	2/8 Quiz Bowl Entry Fee	02/07/2024	25.00
BSN SPORTS, llc	19955	Boys BBall Equipment and Suuples	02/27/2024	2,264.71
Burgeson, Chaston	19923	2/5 FR/ SO BBB Tourn Ref	02/05/2024	130.00
CASH-WA DISTRIBUTING	19927	Jan 2024 Act Fund Charges	02/06/2024	324.60
CHESTERMAN CO	19929	Concession Charges JAN 2024	02/07/2024	751.00
CHESTERMAN CO	19930	Concession Charges JAN 2024	02/07/2024	954.00
ED FYE TRACK & FIELD CLINIC	19952	Coaches entry fee Doane and Track Camp	02/23/2024	170.00
EDUCATIONAL SERVICE UNIT #11	19910	Choir, Band, Cheer, Wrestling Print Outs	02/01/2024	82.58
EDUCATIONAL SERVICE UNIT #11	19935	Activity Posters	02/12/2024	221.97
EMAL, COLBY	19945	2/16 JV/V BBB v. Arapahoe Ref	02/15/2024	135.00
Ferebee, Joel	19947	2/16 JV/V BBB v. Arapahoe Ref	02/15/2024	135.00
FIRST STATE BANK	19914	eSports Feb 2024 State	02/01/2024	140.00
FIRST STATE BANK	19939	State Wrestling Meal Funds	02/13/2024	540.00
FLOWER PATCH	19931	Mahalek and Fischer Flowers Funeral	02/07/2024	95.48
HARLAN COUNTY COMMUNITY FOUNDATION	19954	APS FFA Donation	02/23/2024	250.00
HARLAN COUNTY MEAT PROCESSORS	19915	Concession Meats	02/02/2024	297.00
Hillman, Luke	19950	2/2 JV BB v. SV replacement check	02/22/2024	100.00
HOGELANDS MARKET	19941	Jan 24 Activity Fund Charges	02/13/2024	105.33
JOSTENS, INC	199360	Senior Tassel	02/12/2024	131.17
JOSTENS, INC	19942	Stoles f/ Senior Class	02/13/2024	399.67
KING, CYNTHIA	19911	Cheer Uniform Alterations	02/01/2024	75.00
KUBIK, TAYLOR	19920	2/2 V G/BB v. SV REF	02/02/2024	135.00
Maaske, Darren	19925	2/5 FR/ SO BBB Tourn Ref	02/05/2024	135.00
McCool Junction Public Schools	19949	Striv Payment BBB	02/19/2024	50.00
MINDEN HIGH SCHOOL	19928	Minden Speech Invit Entry Fee	02/07/2024	210.00
NAEA DISTRICT 6 AGRICULTURE EDUCATION	19953	Ag Science and Welding Entry Fee	02/23/2024	35.00
POLSTON, TERRY	19919	2/2 V G/BB v. SV REF	02/02/2024	135.00
Samuelson, Jacob	19946	2/16 JV/V BBB v. Arapahoe Ref	02/15/2024	135.00
SOUTHERN VALLEY SCHOOL	19940	Student Manger Entry Fees	02/13/2024	35.00
SOUTHERN VALLEY SCHOOL	19948	Student Mangers Entry Fees	02/15/2024	30.00
SOUTHWEST SCHOOL	19944	RPAC Speech Dues	02/15/2024	320.47
Stamm, Garrett	19918	2/2 JV BBall v. SV REF	02/02/2024	100.00
STUHR MUSEUM	19926	3/30/23 Field Trip 4th Grade	02/06/2024	279.00
Trinex Athletic Apparel	19933	Wrestling Gear	02/08/2024	5,268.20
US BANK	19909	12/21 -1/20 Activity Fund CC Charges	02/01/2024	555.81
VACURA, THOMAS (TJ)	19924	2/5 FR/ SO BBB Tourn Ref	02/05/2024	130.00
VACURA, THOMAS (TJ)	19938	2/13 JH BBB v. Southwest Ref	02/13/2024	90.00
VOLK, MATT	19916	2/2 JV BBall v. SV REF	02/02/2024	90.00
VOLK, MATT	19922	2/5 FR/ SO BBB Tourn Ref	02/05/2024	130.00
VOLK, MATT	19937	2/13 JH BBB v. Southwest Ref	02/13/2024	90.00
WATSON, TODD	19921	2/2 V G/BB v. SV REF	02/02/2024	135.00
YANDAS MUSIC	19934	Instrument Repairs	02/08/2024	126.00
				17,704.15

Harlan County School District#2

General Fund

Vendor Name		Amount
Pump & Pantry	Fuel charges to date	2,823.63
CEI SECURITY & SOUND	repairs on doors & switches	671.50
CITY OF ALMA	Utilities-Gas, water, sewer, trash	6,292.98
COACH MASTER'S	Bus heater repair	7,819.15
DANA F COLE & CO.	Admin services	190.00
DAS STATE ACCTING	Interagency billing	267.63
DELUXE	Activity fund checks	1,067.93
EAKES	Contract for copies	1,664.04
ECOLAB	Pest control	91.00
ESU #11	Early childhood services, Staff meetings & trainings	9,009.28
ESU #9	Vision consult	500.00
FSB	monthly ACH fee	35.00
HARLAN CO JOURNAL	meeting notice, minutes & claims	130.53
HOGELANDS	FCS cooking supplies	494.34
Home Depot	Trash bags, soap, paper goods	3,307.32
HOMETOWN LEASING	Copier lease	2,655.62
INSPIRE REHAB	OT services	1,964.25
J.W. PEPPER & SON	Concert music	66.84
LAKE AUTOMOTIVE	rear bumper repair	1,382.00
Lee BHM Corp	notice posted	4.77
LIBERTY HARDWOODS	knotty pine for shop	533.20
MATHESON TRI-GAS	High grade aws	74.35
MENARDS	Mop, bucket, handle, batteries	129.83
Midway Chevy	Trade/purchase Drivers Ed car	13,500.00
NRCSA	Spring conference registration	220.00
NPPD	Utilities	5,080.98
PERRY GUTHERY, HAASE & GESSFORD	Legal services	357.50
PINPOINT	Telephone & internet	550.07
PROTEX CENTRAL	Fire alarm repair antenna	220.00
RASMUSSEN	repair on condenser unit and boiler	2,945.76
Rudy's Gas Tire and Oil	short chevy bus oil change	83.04
S & W AUTO PARTS	filter, diesel fuel additive, mower & turf car battery	336.43
SICO America	torsion bar replacement kit	663.26
SOUTHERN VALLEY SCHOOL	1/2 of the cost for software upgrade	147.50
TRUSTWORTHY	heater, romex, screws and screwdriver	340.77
U.S.CELLULAR	custodian cell phone	70.70
US BANK	rooms for state wrestling, legislative conference	7,394.72
WOODWARD'S DISPOSAL	document destruction	30.00
		<hr/>
		73,115.92
	Payroll & benefits	465,349.32
	Total General Fund	538,465.24

Lunch Fund

EFTPS		\$1,451.28
SITNE		\$144.84
RET		\$1,457.97
BLUE CROSS AND BLUE SHEILD OF NE		\$911.98
KANSAS CITY LIFE		\$32.63
VISION SERVICE PLAN		\$22.18
ARAMARK	LAUNDRY SERVICES	\$262.70
CASH-WA DISTRIBUTING	FOOD SUPPLIES	\$2,705.19
HILAND DAIRY FOODS	DAIRY FOODS	\$1,793.44
HOBART INC.	DISHWASHER REPAIRS	\$603.15
HOGELANDS MARKET	FOOD SUPPLIES	\$1,025.26
MARTHA ORCUTT	SUBSTITUTE	\$93.50

Parent or Guardian of:	ZEROED BALANCE	\$8.90
Parent or Guardian of:	ZEROED BALANCE	\$107.95
Parent or Guardian of:	ZEROED BALANCE	\$7.65
Parent or Guardian of:	ZEROED BALANCE	\$105.35
SYSKO LINCOLN	FOOD SUPPLIES	3,465.83
US Foods, Inc.	FOOD SUPPLIES	4,083.57
	Payroll	5,654.19
		23,937.56

<b>Building Fund</b>		
BANNER CAPITAL BANK	principal & interest on loan	1,743.45
FIRST STATE BANK	Pre-k loan interest	401.17
Fund Number		<u>2,144.62</u>



Dear Mr. Davis,

On behalf of all of us at TeamMates Mentoring, we want to thank you for your continued support of Alma TeamMates. Through your servant leadership and partnership with TeamMates, together, we are building stronger communities and helping students reach their full potential through mentoring.

By partnering with TeamMates, your district benefits in the following ways:

- Increased Engagement: (student, staff, family, community, and stakeholder engagement)
- Responsiveness (social-emotional, wellness, civic engagement, and diversity & equity)
- Rigor (student employability skills)
- Results (achievement, growth, high school graduation, & post-secondary preparation)

During the 2022-2023 school year, TeamMates data showed the following:

- 94% of mentees are **PROUD** to be in TeamMates
- 96% of mentees report that they feel their mentor cares about them and that they can trust their mentor.
- 81% of mentees are more **HOPEFUL**
- 95% senior mentee graduation rate

The Alma chapter is currently serving 30 students, with another 19 on the wait list who are signed up and waiting for a mentor to volunteer. We've already made 10 new matches this school year alone! Through your partnership with TeamMates, those students are benefiting from an additional caring adult in their life. One of your mentees had the following to say about their experience with TeamMates, "I highly recommend being a mentee!" and another said "I like having someone that isn't a parent to share things with and be in my corner". The biggest challenge the Alma TeamMates chapter is facing is identifying a Program Coordinator who can be at the school to coordinate training and match support. We would welcome your assistance in helping to identify someone for this role.

Enclosed you will find the 2022-2023 TeamMates Annual Report and your chapter dashboards from the '22-'23 school year. Thank you for your dedication to your district and all that you do for students!

Sincerely,

A handwritten signature in black ink that reads "Lisa Dutt". The signature is written in a cursive, flowing style.

Lisa Dutt

TeamMates Regional Coordinator – Southern Region

[ldutt@teammates.org](mailto:ldutt@teammates.org), 402-499-8973

"Hope is the most powerful thing that you can give a young person." -Dr. Tom Osborne

### Alma, NE Dashboard Indicators 2022-2023

Vision Plan for 2019-2020 is to have 45 mentee matches and have mentors meet 24+ times during the year

Mentees by Grade Level	18-19	19-20	20-21	21-22	22-23
2nd Grade	0	0	0	0	0
3rd Grade	0	0	0	0	0
4th Grade	0	0	0	0	0
5th Grade	0	0	0	0	0
6th Grade	0	0	0	0	0
7th Grade	2	1	0	0	0
8th Grade	8	13	1	2	0
9th Grade	9	11	12	4	3
10th Grade	8	13	11	12	6
11th Grade	1	7	11	9	12
12th Grade	12	3	6	11	11
<b>Total</b>	<b>40</b>	<b>48</b>	<b>41</b>	<b>38</b>	<b>32</b>

Avg Mentoring Visits	18-19	19-20	20-21	21-22	22-23
	20.5	19.2	0	16.9	X
Avg Months in Program (Mentor)	35.3	36.9	44.9	49.6	56.3
Avg Months in Program (Student)	47.5	45	56.3	65.7	75.2
Average Match Length (months)	34.4	24.2	34.2	36	36.1
Percent 3 Years or Longer	51%	55%	58%	61%	61%

Retention Rates	18-19	19-20	20-21	21-22	22-23
Retention	92%	73%	90%	61%	63%
Attrition	8%	27%	10%	39%	38%

Match Closures	18-19	19-20	20-21	21-22	22-23
End Reasons within TM Control	0%	15%	0%	0%	0%
End Reasons out of TM Control	100%	85%	100%	100%	100%

Annual Metrics	18-19	19-20	20-21	21-22	22-23
Academic Improvement	69%	66%	53%	38%	X
Fewer Disciplinary Referral	97%	98%	90%	100%	X
Fewer Unexcused Absences	100%	100%	95%	100%	X

X - Semester Data was not completed

\*20-21 data impacted by COVID-19

\*21-22 data impacted by COVID-19 & data migration/clean-up

Culture of Mentoring	18-19	19-20	20-21	21-22	22-23
Self-Nominations	100%	100%	100%	97%	96%
TM Board Mentoring	63%	100%	71%	67%	75%
School Population Mentoring	12%	15%	13%	12%	9%
School Employees Mentoring	2	4	4	3	1

Recruiting	18-19	19-20	20-21	21-22	22-23
New Applicants	3	11	2	6	1
Exited Program	4	3	0	1	1
Did Not Complete	0	1	1	0	3
Net Increase	-1	7	1	5	-3

Active Matches with Zero Visits	18-19	19-20	20-21	21-22	22-23
Fall Semester					8
Spring Semester					X

Seniors	18-19	19-20	20-21	21-22	22-23
Number of Graduates					11
Seniors with Post Secondary Plan					9
Seniors with Plans for Post Secondary Education					9

Renewal Training	18-19	19-20	20-21	21-22	22-23
Mentors Due for Renewal Training					24
Number Completing Renewal Training					11

### Alma, NE Dashboard Indicators 2022-2023

Vision Plan for 2019-2020 is to have 45 mentee matches and have mentors meet 24+ times during the year

Survey Completion Statistics						Scale:				
	18-19	19-20	20-21	21-22	22-23	SA (Strongly Agree)	SD (Strongly Disagree)	Fair	Poor	
Mentors Completing Survey	24	29	21	24	18					
% of Mentors Completing	50%	60%	51%	73%	60%					
Mentees Completing Survey	6	5	0	10	3					
% of Mentees Completing	15%	10%	0%	29%	9%					
<b>Mentor Survey Results 2022-2023</b>										
Rate the quality of mentoring relationship						Excellent	Very Good	Good	Fair	Poor
						39%	39%	22%	0%	0%
						<b>5 (SA)</b>	<b>4</b>	<b>3</b>	<b>2</b>	<b>1 (SD)</b>
My mentee desires to have a mentor.						57%	33%	0%	0%	0%
My mentee has the skills to build a long-term, trusting relationship with an adult.						83%	11%	6%	0%	0%
We were matched based on common interest.						51%	11%	17%	6%	6%
My mentee knows I care about them.						78%	22%	0%	0%	0%
The school environment is welcoming to volunteers and the staff is supportive of TeamMates.						83%	11%	0%	0%	6%
I know who to contact if I have questions or concerns about my mentee.						83%	6%	6%	6%	0%
I feel equipped to access the resources I might need.						57%	22%	6%	6%	0%
I am a consistent mentor who meets with my mentee, at school, almost every week.						67%	11%	22%	0%	0%
Being a mentor is more of a time commitment than I anticipated.						11%	11%	28%	11%	39%
I have the opportunities to go through ongoing training.						50%	11%	39%	0%	0%
I feel supported in my mentoring relationship.						39%	28%	28%	6%	0%
I feel close to my mentee.						67%	17%	11%	6%	0%
My mentee and I discuss their future goals and dreams.						72%	11%	11%	6%	0%
I talk with my mentee about their strengths and talents.						78%	11%	11%	0%	0%
In general, I leave my mentoring time in a better mood than when I arrived.						78%	17%	6%	0%	0%
When I leave my mentoring time, I feel more hopeful.						61%	17%	22%	0%	0%
In general, after I mentor, I return to my workplace and/or home more engaged.						44%	28%	22%	6%	0%
<b>Mentee Survey Results 2022-2023</b>										
Quality of Relationship (level of trust)						<b>5 (SA)</b>	<b>4</b>	<b>3</b>	<b>2</b>	<b>1 (SD)</b>
						78%	22%	0%	0%	0%
Quality of Relationship (sense of care)						77%	15%	8%	0%	0%
Sense of Hopefulness (excitement about the future, graduation, becoming a mentor one day)						54%	33%	11%	1%	1%
Knowledge of Strengths and Talents (awareness, discovery, usage)						48%	43%	7%	2%	0%
Engagement in TeamMates (proud to be in TeamMates)						50%	50%	0%	0%	0%
Engagement in School/Community (involved in activities, teachers and family supportive)						100%	0%	0%	0%	0%
High School- Equipped for Post Secondary (resources, confidence)						22%	78%	0%	0%	0%
Quality Control- Meet Once a Week						33%	67%	0%	0%	0%
Quality Control- Meet at School						100%	0%	0%	0%	0%
Quality Control- Communicate via Social Media						0%	33%	33%	33%	0%

# **TEAMMATES PROGRAM COORDINATOR DUTIES**

This individual will work collaboratively with TeamMates Central Office administration, local TeamMates board and their current school district to implement the Teammates mentoring program. The Program Coordinator upholds the TeamMates mission and core values and provides direct oversight of the program to ensure quality mentoring.

## **Mission**

To positively impact the world by inspiring students to reach their full potential through mentoring

## **Vision**

To be the nation's premier school-based mentoring program by creating a culture of hope that leads to a positive ripple effect in our communities and beyond

## **Core Values**

- Commitment to youth -- We are committed to a long-term relationship, serving youth with compassion and respect.
- Safety -- The safety and protection of the mentee and mentor is first priority, as a school based mentoring program, we meet at and communicate through the school.
- Integrity and Trust -- We are committed to integrity and trust in all relationships.
- Inclusion -- We are committed to the inclusion of mentees and mentors from diverse backgrounds and experiences.
- Strengths-based -- We focus on the innate talent and unique contribution of each individual.

## **Role and Responsibilities**

- Represent the TeamMates Mentoring Program for your school/community
  - a. Inform school staff/school board on TeamMates impact
  - b. Provide ongoing engagement with school staff/school board about the mission of TeamMates
  - c. Market the program at various venues in the community
- Align local program with TeamMates policy and procedure
  - a. Adhere to policy and procedure as outlined in the Policy Manual
  - b. Attend TeamMates Conference annually for updates and training
- Provide consistent communication to Regional Coordinator/National TeamMates office, school/principal, and local TeamMates board
  - a. Provide updates and information to TeamMates Central Office as requested
  - b. Attend chapter board meetings and provide a coordinator's report
  - c. Ensure all board minutes are uploaded into TeamMates database and/or provide a copy to the Regional Coordinator
  - d. Inform school personnel of TeamMates planned events, i.e., fundraisers, etc.

- Collaborate with local TeamMates board to establish and carry out annual and strategic goals and assist with program budget**
  - a. Assist with facilitating mentor recruitment, match support, marketing, and fundraising efforts
  - b. Provide program updates and data, including successes and needs to meet program goals
  
- Provide regular check-ins and support to building coordinator(s)**
  - a. Coordinate training and access to TeamMates database, if applicable
  - b. Ensure mentor sign-in sheet is easily accessible to mentors in all schools
  - c. Ensure Building Coordinator has the tools to support all matches
  
- Coordinate and complete training and matching process**
  - a. Make matches based on common interests and life experiences
  - b. Reference Program Management Manual for training expectations and guidelines
  - c. Train mentors and mentees using TeamMates materials and guidelines, including those for periodic renewal trainings or have mentors attend Central Office Administration mentor new/renewal trainings
  
- Coordinate initial meetings of mentor and mentee with the assistance of the Building Coordinator**
  
- Provide ongoing support and communication to matches**
  
- Oversee match closure process**
  
- Ensure accurate and updated records in database**
  - a. Maintain current data on all mentees, mentors, and board members
  - b. Enter bi-annual match data, which includes grades, attendance, and match visit counts

# TEAMMATES

MENTORING

## 2023-2024 PC CALENDAR

### JULY

- Review CivCore for Accuracy
- Confirm Board Members
- PC Contact Information
- Superintendent information
- Setup Facebook page, if needed
- Grade roll-up will take place in CivCore; PCs update mentees' school as needed
- Plan your "back to school" kick off event and consider doing a Mentor Refresher at the same time. Be sure to invite your RCI
- **7/10: Monthly Finance Activity Report due (Chapters)**

### AUGUST

- Arrange first meeting of the year for matches
- Provide transitioning mentees names to new BCs
- Email mentors new school for transitioning mentees
- Talk to Athletics for sports fundraising (chuck a duck, concessions, split the pot)
- Train new mentors
- Recruit new mentors and mentees
- Collect and upload annual documents (NDA; COI) for Board Members
- Review Chapter dashboard with your board
- **8/10: Monthly Finance Activity Report due (Chapters)**



### SEPTEMBER

- Q1 Board Meeting
- Email senior parents re: scholarship applications
- Schedule scholarship presentation
- Recruit new mentors and mentees
- 9/4: TeamMates Offices closed for Labor Day
- **9/10: Monthly Finance Activity Report due (Chapters)**

### OCTOBER

- Check-in with matches and secretaries
- 10/1: Senior Scholarship Application Opens
- 10/9: TeamMates Offices closed for Indigenous Peoples Day
- **10/10: Monthly Finance Activity Report due (Chapters)**

### NOVEMBER

- Q2 Board meeting
- Check-in with matches and secretaries
- **11/10: Monthly Finance Activity Report due (Chapters)**
- 11/10: TeamMates Offices closed for Veterans Day
- 11/23-24: TeamMates Offices closed for Thanksgiving Holiday

### DECEMBER

- **12/10: Monthly Finance Activity Report due (Chapters)**
- 12/25: TeamMates Offices closed for Christmas Day

### JANUARY

#### National Mentoring Month!

- Recruit new mentors and mentees
- Plan/Conduct a Mentor Appreciation Event and be sure to invite your RC
- 1/1: TeamMates Offices closed for New Years Day
- 1/10: **Monthly Finance Activity Report due (Chapters)**
- 1/15: TeamMates Offices closed for Martin Luther King Jr. Day
- 1/20: **Scholarship Applications due**

### FEBRUARY

- Q3 Board Meeting
- 2/10: **Monthly Finance Activity Report due (Chapters)**
- 2/15: **Fall Semester Data due**
- 2/19: TeamMates Offices closed for Presidents' Day

### MARCH

- Work with Board on Special Event List and Budget and present to Board for approval
- Facilitate mentee surveys
- 3/1: Mentor and Mentee Surveys open
- 3/10: **Monthly Finance Activity Report due (Chapters)**

### APRIL

- Q4 Board Meeting
- Facilitate mentee surveys
- Plan/Conduct a Mentor and/or Senior Appreciation Event and be sure to invite your RC
- 4/10: **Monthly Finance Activity Report due (Chapters)**
- 4/15: **Budget, Special Events, and Annual Fees due**

### MAY

- Upload Board meeting minutes to CivICore
- 5/10: **Monthly Finance Activity Report due (Chapters)**
- 5/27: TeamMates Offices closed for Memorial Day
- 5/31: **Mentor and Mentee Surveys Close**

### JUNE

- 6/10: **Monthly Finance Activity Report due (Chapters)**
- 6/15: **Spring Semester Data due**
- 6/19: TeamMates Offices closed for Juneteenth
- 6/30: **Close out all seniors in CivICore; include post-secondary plans**

Annual Conference  
July 2024  
Lincoln, NE



School	TeamMates	Program Coordinator	School Paid	TeamMates Paid
Alma	Yes	We have had OS/SE	No	No
Arapahoe	Yes		No	
Bertrand	No Program	Trying to get one		
Cambridge	Yes	School Employee	\$250	No
Dundy County Stratton	No Program	has been discussed		
Elwood	Yes	School Employee	No	?
Eustis-Farnam	No Program			
Hayes Center	No Program			
Maxwell	No Program			
Maywood	Yes	School Employee	\$500	No
Medicine Valley	Yes	School Employee	No pay	?
Paxton	No Program	Talking about one		
Southern Valley	Yes	School Employee	2 x \$1500	No
Southwest	No Program			
Sutherland	Yes		\$9,000	No
Wallace	No Program			
Wauneta-Palisade	N/A			

Dear Mr. Davis,

I hope this letter finds you well. It is with mixed emotions that I write to formally resign from my position as a 4th-grade teacher and volleyball/basketball coach at Alma Public Schools. My time here has been incredibly rewarding, and I am grateful for the experiences and memories that have enriched my professional and personal life.

Over the past two years, I have had the privilege of working with an exceptional group of students, supportive staff members, and an administration that values education and personal growth. The dedication and passion of the teaching staff at Alma have made a lasting impact on me, and I am proud to have been part of such a positive and nurturing learning environment.

As much as I have enjoyed my time at Alma, I have come to a point in my career where I believe it is essential to explore new opportunities and challenges. This decision has not been made lightly, and I want to express my sincere gratitude to everyone at the school for their unwavering support and camaraderie.

I am especially grateful for the chance to serve as the volleyball head coach and basketball assistant coach. Witnessing the growth and development of our student-athletes has been one of the most fulfilling aspects of my role.

Thank you once again for the opportunities, guidance, and support I have received during my time at Alma. I will cherish the memories and friendships made here, and I wish the school, students, and staff continued success and prosperity.

Sincerely,

Madalyn Brugh