

Centura Board of Education Regular Meeting  
Monday, May 10, 2021 6:00 PM  
Centura High School Library  
201 N. Hwy 11  
Cairo, NE 68824

## **Agenda**

1. Call the meeting to order
2. Pledge of Allegiance and Recognition of Nebraska Open Meetings Act
3. Roll call - excuse/not excuse board members who are absent
4. Recognition of visitors and public comment
5. Covid-19 Resolution
6. Consent Agenda - Routine Business
  - 6.1. Minutes from previous month's meeting(s)
  - 6.2. General Fund Claims - \$545,679.12
  - 6.3. Building Fund Claims - \$17,200
  - 6.4. Depreciation Fund Claims - \$19,344.19
  - 6.5. Financial Reports as presented
  - 6.6. Approval of Consent Agenda
7. Board Member Resignation
8. Certified Teacher Resignation
9. School Board Policy
  - 9.1. Policy review second reading: 503.09 homeless children and 716.00 ESSA non-regulatory business requirements
  - 9.2. Policy review with one reading only: 406.03, 406.05, 406.09, 406.50, 407.03, 408.01, 408.04, 408.05, 409.01 and 409.02
10. Catastrophic student insurance coverage for the 21-22 school year
11. Board Reports
  - 11.1. Glass Edge bid for Windows using ESSER II funds
12. Reports
  - 12.1. Elementary Principal report
  - 12.2. Secondary Principal report
  - 12.3. Superintendent report
13. Discussion items
  - 13.1. Gym Update
14. Next Meeting date and time
15. Adjournment

## AGENDA

The tentative agenda for each board meeting shall state the topics for discussion and action at the board meeting. It shall be kept continuously current and shall be readily available for public inspection at the district office during normal business hours.

Persons requesting to place an item on the agenda must make a request to the superintendent prior to the drafting of the tentative agenda. The person making the request must state the person's name, purpose of the presentation, action desired and pertinent background information. Adding such requests will be at the discretion of the superintendent after consultation with the board president. Requests made at a board meeting will be taken under advisement for being added to the agenda of the next regular board meeting.

The tentative agenda and supporting documents will typically be sent to board members 72 hours prior to the scheduled board meeting. These documents are the private property of the board member. Persons wishing to view the tentative agenda and supporting documents may do so at the Superintendent's Office of the district.

The board shall take action only on the items listed on the tentative agenda made available at the time of the public notice. All action items need to be on the agenda, but all agenda items do not need to be action items. Items added to the agenda may be discussed or taken under advisement by the board. If an added item is acted upon, the minutes of the board meeting shall state the reason justifying the immediate action. Only items of an emergency nature may be added to the agenda later than twenty-four hours before the scheduled meeting.

It shall be the responsibility of the board president and superintendent to develop the agenda for each board meeting.

A consent agenda may be presented by the president at the beginning of a meeting and used by the board for noncontroversial business. The consent agenda will consist of routine business that requires action but not necessarily discussion. These items may all be approved at the same time. A board member may ask that any item be removed from the consent agenda. Removed items may be taken up either immediately after the consent agenda or placed later on the agenda at the discretion of the board.

Legal Reference:	Neb. Statute 84-712 84-1408 to 1414
Cross Reference:	203 Organization of the School Board 403.05 Public Complaints about Employees 503 Student Rights and Responsibilities 1003 Public Examination of District Records

Approved: August 9, 2010 Reviewed \_\_\_\_\_ Revised: April 12, 2021

**Centura Board of Education Regular Meeting Minutes  
District #47-0100 – Howard County Nebraska  
Monday, April 12, 2021 6:00 PM  
Centura High School; Cairo, NE**

**Attendance Taken at 6:00 PM. Present: Justin Caspersen, Jeff Christensen, Teresa Grabowski, Aron Hostetler, Eric Hostetler, Will Kemptar.**

**1. Call the meeting to order**

Notice of the meeting was given in advance thereof, according to law, by proper publication, a designated method for giving notice to the School District, a copy of the proof of publications being attached to these minutes. Notice of this meeting was given in advance to all members of the Board of Education. Availability of the agenda was communicated in this meeting. All proceeds of the Board of Education were taken while the convened meeting was open to the attendance of the public. President Kemptar called the meeting to order at 6:00pm.

**2. Pledge of Allegiance**

Board President Kemptar led in the Pledge of Allegiance.

**3. Notation of Nebraska Open Meeting Laws**

Board President Kemptar recognized a current copy of the Nebraska Open Meetings Act posted on the wall in the Board Room.

**4. Roll call - excuse/not excuse board members who are absent**

**5. Approve meeting agenda as presented**

Motion to approve meeting agenda as presented Passed with a motion by Teresa Grabowski and a second by Jeff Christensen.

Justin Caspersen: Yea, Jeff Christensen: Yea, Teresa Grabowski: Yea, Aron Hostetler: Yea, Eric Hostetler: Yea, Will Kemptar: Yea

Yea: 6, Nay: 0

**6. Recognition of visitors and public comment**

Five patrons addressed the school board.

**7. Items for Consideration and Action**

**7.1. Approve March 8, 2021 regular meeting minutes**

Motion to approve March 8, 2021 regular meeting minutes as presented Passed with a motion by Jeff Christensen and a second by Teresa Grabowski.

Justin Caspersen: Yea, Jeff Christensen: Yea, Teresa Grabowski: Yea, Aron Hostetler: Yea, Eric Hostetler: Yea, Will Kemptar: Yea

Yea: 6, Nay: 0

**7.2. Reading and approval of April 2021 general fund claims in the amount of \$546,303.02**

Amazon 54.99, Amplify Education 221.00, Armbruster Electric 1,000.44, ASCS 232.49, Aurora Coop 5,520.79, AxisPlus Benefits 28.00, Black Hills Energy 4,515.90, Blick Art Materials 198.45, Bomgaars 89.97, Central Nebraska Rehab Services 1,895.64, Centurylink 456.77, Clipper Publishing 108.00, Coach Masters 222.93, Computer Hardware 1,287.00, Construction

Rental 82.50, D&M Security 111.00, Deere Credit, Inc. 531.87, Ecolab 104.72, ESU #10 2,117.32, GI Independent 135.06, Heartland Disposal 523.00, HireRight 250.00, Home Depot Pro 2,758.43, HWRPPD 5,472.84, J&D Automotive 143.11, Johnson Controls Fire Protection 636.24, Johnson Controls, Inc. 3,454.65, Jostens, Inc. 96.33, JW Pepper & Sons 428.73, KSB School Law 184.00, Lucky Luke, LLC 192.51, Matheson Tri-Gas 127.03, Menards 1,071.22, Mid-America Books 451.95, NCS Pearson 87.28, NE Central Telephone 103.74, Nebraska Central Equipment 4,156.10, Office Net 1,842.34, OneSource 30.00, The Parts Bin 63.66, Pathway Insurance 11,395.58, Platte Valley Communications 935.86, Pro-Vision Video Systems 812.08, S.E. Smith & Sons 28.48, Sam's Club 203.05, Tri City Meters, Inc. 1,910.86, Troy's Total Auto Repair 414.67, Twin Rivers Urgent Care 190.00, University of Nebraska Lincoln 20.00, US Bank 832.16, Village of Cairo 270.87, Wal-Mart 330.12, Wex Bank 279.16, Windstream 54.35, Wood River High School 280.00, Total 58,945.24

Motion to approve March 2021 general fund claims as presented and authorize payment Passed with a motion by Teresa Grabowski and a second by Justin Caspersen.

Justin Caspersen: Yea, Jeff Christensen: Yea, Teresa Grabowski: Yea, Aron Hostetler: Yea, Eric Hostetler: Yea, Will Kemptar: Yea

Yea: 6, Nay: 0

### **7.3. Reading and approval of April 2021 depreciation fund claims in the amount of \$101,515.81.**

Motion to approve April 2021 depreciation fund claims as presented and authorize payment Passed with a motion by Justin Caspersen and a second by Jeff Christensen.

Justin Caspersen: Yea, Jeff Christensen: Yea, Teresa Grabowski: Yea, Aron Hostetler: Yea, Eric Hostetler: Yea, Will Kemptar: Yea

Yea: 6, Nay: 0

### **7.4. Reading and approval of March 2021 activity fund claims, revenue, and fund balances**

Motion to approve March 2021 activity fund claims, revenue, and fund balances as presented Passed with a motion by Teresa Grabowski and a second by Aron Hostetler.

Justin Caspersen: Yea, Jeff Christensen: Yea, Teresa Grabowski: Yea, Aron Hostetler: Yea, Eric Hostetler: Yea, Will Kemptar: Yea

Yea: 6, Nay: 0

### **7.5. Treasurer's Report**

Motion to approve treasurer's report as presented Passed with a motion by Justin Caspersen and a second by Teresa Grabowski.

Justin Caspersen: Yea, Jeff Christensen: Yea, Teresa Grabowski: Yea, Aron Hostetler: Yea, Eric Hostetler: Yea, Will Kemptar: Yea

Yea: 6, Nay: 0

### **7.6. School Board Policy Review**

#### **7.6.1. Policy review with second of two readings: 410.05 certificated bereavement, 415.05 classified bereavement**

Motion to approve polices 410.05 certificated bereavement and 415.05 classified bereavement on second of two readings Passed with a motion by Aron Hostetler and a second by Justin Caspersen.

Justin Caspersen: Yea, Jeff Christensen: Yea, Teresa Grabowski: Yea, Aron Hostetler: Yea, Eric Hostetler: Yea, Will Kemptar: Yea  
Yea: 6, Nay: 0

**7.6.2. Policy review with one reading only: 204.06, 204.10, 204.11, 205.06, 205.07, 206.03, 206.04, 804.02**

Board members discussed policy 204.10 in regards to consent agenda. Board agreed to move to a consent agenda for regular business items starting the next regular board meeting.

Motion to approve policies 204.06, 204.10, 204.11, 205.06, 205.07, 206.03, 206.04 and 804.02 with one reading only Passed with a motion by Teresa Grabowski and a second by Aron Hostetler.

Justin Caspersen: Yea, Jeff Christensen: Yea, Teresa Grabowski: Yea, Aron Hostetler: Yea, Eric Hostetler: Yea, Will Kemptar: Yea  
Yea: 6, Nay: 0

**7.6.3. Policy review with one of two readings: 503.09 homeless children and youth**

Motion to approve policy 503.09 homeless children and youth on first of two readings Passed with a motion by Aron Hostetler and a second by Jeff Christensen.

Justin Caspersen: Yea, Jeff Christensen: Yea, Teresa Grabowski: Yea, Aron Hostetler: Yea, Eric Hostetler: Yea, Will Kemptar: Yea  
Yea: 6, Nay: 0

**7.6.4. New policy approval 716.00 ESSA non-regulatory business requirements with one of two readings**

Motion to approve new policy 716.00 ESSA Non-Regulatory Business Requirements on first of two readings Passed with a motion by Justin Caspersen and a second by Teresa Grabowski.

Justin Caspersen: Yea, Jeff Christensen: Yea, Teresa Grabowski: Yea, Aron Hostetler: Yea, Eric Hostetler: Yea, Will Kemptar: Yea  
Yea: 6, Nay: 0

**7.7. Approve Employee Benefits Flexible Spending Vendor**

Motion to approve Omnify FSA as new flexible spending benefits vendor for the 21-22 school year Passed with a motion by Teresa Grabowski and a second by Jeff Christensen.

Justin Caspersen: Yea, Jeff Christensen: Yea, Teresa Grabowski: Yea, Aron Hostetler: Yea, Eric Hostetler: Yea, Will Kemptar: Yea  
Yea: 6, Nay: 0

**7.8. Certified Resignations**

Motion to accept certified teacher resignations of Ashley Woitaszewski and Raquel Roth Passed with a motion by Eric Hostetler and a second by Aron Hostetler.

Justin Caspersen: Yea, Jeff Christensen: Yea, Teresa Grabowski: Yea, Aron Hostetler: Yea, Eric Hostetler: Yea, Will Kemptar: Yea  
Yea: 6, Nay: 0

**7.9. Certified New Hires**

Motion to accept certified new hires Joshua Van Pelt, Kayla Essink and Doris Anderson for the 21-22 school year Passed with a motion by Teresa Grabowski and a second by Aron Hostetler.

Justin Caspersen: Yea, Jeff Christensen: Yea, Teresa Grabowski: Yea, Aron Hostetler: Yea, Eric Hostetler: Yea, Will Kempfar: Yea  
Yea: 6, Nay: 0

## **8. Board Reports**

Board discussion topics included setting a date and time for a board retreat with NASB, upcoming Go Big Give May 6, expected stimulus money and upcoming graduation on May 8.

## **9. Reports**

### **9.1. Elementary Principal report**

Elementary Principal Abbey Cron provided updates for current events in the elementary, which included MAP/NSCAS assessments, Kindergarten roundup, Special Education, Trauma-Informed schools training and Digital Citizenship statewide poster contest.

### **9.2. Secondary Principal report**

Secondary Principal Cory Bohling provided updates for current events in the high school which included ELA program update, 21-22 school year class additions and removals, college class enrollment for 2021-2022, assessment updates, successful prom, work-based learning and upcoming job fair May 12.

### **9.3. Superintendent report**

Superintendent Ruhl reported on the following topics: activities updates, more variety in the cafeteria now, coaching/sponsorship positions, strategic plan, gym update, Special Education, personnel position changes and pre-school.

## **10. Discussion items**

### **10.1. Gym Review**

Superintendent Ruhl reported that ceiling removal in the gym continues. The timetable is set for completion before graduation. After graduation, other construction and painting will continue before the flooring company enters in late June.

### **10.2. Strategic Plan Review**

Superintendent Ruhl reported that he met with a member of NASB to review the Strategic Plan to identify what has been completed, what needs to continue, and what has not been addressed. NASB will be reviewing board discussions and drafting options for the Strategic Plan.

## **11. Next Meeting date and time**

Next Regular Board Meeting: May 10, 2021

## **12. Adjournment**

Motion to adjourn meeting at 7:28pm. Passed with a motion by Justin Caspersen and a second by Jeff Christensen.

Justin Caspersen: Yea, Jeff Christensen: Yea, Teresa Grabowski: Yea, Aron Hostetler: Yea, Eric Hostetler: Yea, Will Kempfar: Yea

Yea: 6, Nay: 0

Vendor Name	Invoice Number	Description	Amount
Checking Account ID 1	Fund Number 01	General Fund	
AMAZON/SYNCB	478838643783	Misc supplies - Ink/air filter	63.88
Total AMAZON/SYNCB			<u>63.88</u>
Armbruster Electric	210501	Misc Electrical labor April 2021	480.00
Total Armbruster Electric			<u>480.00</u>
AS Central Services	1263177-0001	Distance Education	232.49
Total AS Central Services			<u>232.49</u>
Aurora Coop	4441294	Bus fuel	335.36
Aurora Coop	4441518	DEF	53.94
Aurora Coop	4459094	2003 Bus Repairs	343.44
Aurora Coop	4466321	Bus fuel	1,489.60
Aurora Coop	4471666	2017 RR19 Bus Repairs	239.78
Aurora Coop	4483636	09 Bus Repair	55.20
Total Aurora Coop			<u>2,517.32</u>
AxisPlus Benefits	April/May -0001	FSA Fees	156.00
Total AxisPlus Benefits			<u>156.00</u>
Black Hills Energy	May 2021-0001	Natural Gas	3,595.45
Total Black Hills Energy			<u>3,595.45</u>
Central Nebraska Community Action Partnership, Inc	April 2021	Services- Pre-k 3rd Quarter	16,722.37
Total Central Nebraska Community Action Partnership, Inc			<u>16,722.37</u>
Central Nebraska Rehab Services	May 2021 P-0001	Services/OT & PT	2,477.79
Central Nebraska Rehab Services	May 2021-0001	Athletic Training High School	139.84
Total Central Nebraska Rehab Services			<u>2,617.63</u>
Centura Activity Fund	May 2021	FBLA Advisor Room (State) Reimbursement	198.00
Total Centura Activity Fund			<u>198.00</u>
Centurylink	3084854258-0008	Telephone-local	319.86
Centurylink	308F180003-0008	Telephone	137.86
Total Centurylink			<u>457.72</u>
Construction Rental	398675-3	Constr Rental-lift 26' genie	327.34
Total Construction Rental			<u>327.34</u>
Deere Credit, Inc.	May 2021-0001	Skid Skeer-Grounds Maintenance	531.87
Total Deere Credit, Inc.			<u>531.87</u>
Eakes Office Solutions	8239231-0	Cleaning-Floor finish	20.20
Eakes Office Solutions	INV276587	Motor Scrubber	350.00
Total Eakes Office Solutions			<u>370.20</u>
Ecolab	4333295-0001	Service-pest control	104.72
Total Ecolab			<u>104.72</u>
ESU #10	May 2021-0001	ESU10	1,614.90

Vendor Name	Invoice Number	Description	Amount
Total ESU #10			<u>1,614.90</u>
Fireguard Inc.	245816	Service-Kitchen Inspection	342.50
Total Fireguard Inc.			<u>342.50</u>
GI Independent	May 2021-0001	Advertising-Legals	160.65
Total GI Independent			<u>160.65</u>
Heartland Disposal	92367-0001	Service-garbage disposal	523.00
Total Heartland Disposal			<u>523.00</u>
Home Depot Pro	611146713	Cleaning Supplies	887.10
Home Depot Pro	611946898	Cleaning supplies-soap	99.24
Home Depot Pro	612482760	Toilet bowl cleaner	58.08
Total Home Depot Pro			<u>1,044.42</u>
HONORS GRADUATION	277193	Honor cords for graduation	76.98
Total HONORS GRADUATION			<u>76.98</u>
Howard Greely RPPD	May 2021-0001	Service-electricity	5,637.19
Total Howard Greely RPPD			<u>5,637.19</u>
HYVEE ACCOUNTS RECEIVABLE	5854480375	Staff donuts	62.44
Total HYVEE ACCOUNTS RECEIVABLE			<u>62.44</u>
Illuminate Education, Inc.	55707	eduCLIMBER software	2,450.00
Total Illuminate Education, Inc.			<u>2,450.00</u>
INTERSTATE ALL BATTERY CENTER	19058010062392	Maint. Batteries	66.90
Total INTERSTATE ALL BATTERY CENTER			<u>66.90</u>
J&D Automotive	204453	Maint. Battery	56.49
Total J&D Automotive			<u>56.49</u>
KSB School Law	9926-0001	Services-Legal	260.00
Total KSB School Law			<u>260.00</u>
Lowe, Timothy	May 2021	Bus Parking (Jan 21 - May 21)	110.00
Total Lowe, Timothy			<u>110.00</u>
Luhn, Stephanie	May 2021	Bus Parking (Jan 21 - May 21)	110.00
Total Luhn, Stephanie			<u>110.00</u>
Mackin	673991	HS LIBRARY BOOKS	1,374.68
Mackin	674062	Books for High School Library Circulatio	8.93
Mackin	67417	Elem. books for circulation	267.24
Total Mackin			<u>1,650.85</u>
Matheson Tri-Gas	51789960	Welding gas rental	70.96
Total Matheson Tri-Gas			<u>70.96</u>
Menards	19130	Misc. Outside	9.41
Menards	19356	Misc maintenance supplies	189.31

Vendor Name	Invoice Number	Description	Amount
Total Menards			<u>198.72</u>
Moeller, Rebecca	May 2021	Bus Parking (Jan 21 - May 21)	110.00
Total Moeller, Rebecca			<u>110.00</u>
NCS PEARSON, INC.	14258269	SPED Testing materials	18.48
Total NCS PEARSON, INC.			<u>18.48</u>
NE CAREER INFORMATION SYSTEM	iC22-20621	This software is for Careers Class.	800.00
Total NE CAREER INFORMATION SYSTEM			<u>800.00</u>
NE Central Telephone	25857-7-0004	Telephone-local	104.12
Total NE Central Telephone			<u>104.12</u>
NE COUNCIL OF SCHOOL ADMIN	66749	NASES Leading for Inclusion-A. Cron	195.00
Total NE COUNCIL OF SCHOOL ADMIN			<u>195.00</u>
Nebraska Central Equipment	0163769-IN	Glass windshield replacement	471.10
Total Nebraska Central Equipment			<u>471.10</u>
Office Net	May 2021-0001	Service-printers/copiers	2,260.03
Total Office Net			<u>2,260.03</u>
OneSource	2115-20210430	Background checks	50.00
Total OneSource			<u>50.00</u>
Paper101	196737-00	Pastel paper -- share w/ ELEM	258.05
Total Paper101			<u>258.05</u>
PARTS BIN, THE	908348	2003 bus radiator cap	6.29
Total PARTS BIN, THE			<u>6.29</u>
Pathway Insurance	May 2021-0001	Property Insurance/Work Comp	7,446.58
Total Pathway Insurance			<u>7,446.58</u>
Pedersen, Clark	May 2021	Bus Parking (Jan 21 - May 21)	110.00
Total Pedersen, Clark			<u>110.00</u>
Phillips, Becky	May 2021	Bus Parking	110.00
Total Phillips, Becky			<u>110.00</u>
Platte Valley Communications	May 2021-0001	Service-Bus repeater	30.00
Total Platte Valley Communications			<u>30.00</u>
Quadient Leasing	N8840716	Lease-postage machine	282.00
Total Quadient Leasing			<u>282.00</u>
QUILL	15933966	Elem ESU Coop Supplies 21-22	25.76
Total QUILL			<u>25.76</u>
RockIT Event Pros	123087474	Elem Field Day Rental	311.00
Total RockIT Event Pros			<u>311.00</u>

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Vendor Name	Invoice Number	Description	Amount
S.E. Smith & Sons	646209/646309	2x4,1x6 wood	51.11
Total S.E. Smith & Sons			51.11
SCHOOL SPECIALTY	208127268104	Elem Office Supplies ESU Coop 21-22	54.60
Total SCHOOL SPECIALTY			54.60
Sport Safe Testing Service, Inc.	11535	student random drug testing	450.00
Total Sport Safe Testing Service, Inc.			450.00
Sprinkler Guy Inc., The	6172	Service- sprinkler system inspection	297.50
Total Sprinkler Guy Inc., The			297.50
Staples Business Advantage	8061940018	Elem Office Supplies ESU COOP 21-22	78.20
Total Staples Business Advantage			78.20
State Glass Inc.	285154	Glass - door panel replacement	20.25
Total State Glass Inc.			20.25
Stubbs, Andrea	May 2021	Bus Parking (Jan 21 - May 21)	110.00
Total Stubbs, Andrea			110.00
Tomlinson, Vincent	May 2021	Bus Parking (Jan 21 - May 21)	110.00
Total Tomlinson, Vincent			110.00
TruGreen	352763	Service Round 1 Grounds Fertilization	1,339.00
TruGreen	353126	Spring Core Aeration - Grounds	1,250.00
Total TruGreen			2,589.00
Twin Rivers Urgent Care LLC	May 2021	Bus Physical	95.00
Total Twin Rivers Urgent Care LLC			95.00
US Bank	CELP-WALMART	CELP After school snacks	47.07
US Bank	OmahaZooMcInturf	Spanish Class final project	48.00
Total US Bank			95.07
Village of Cairo	May 2021-0001	Service-water	317.37
Total Village of Cairo			317.37
Wal-Mart	018157	CELP After school snacks	37.18
Wal-Mart	024634	CELP After school snacks	30.63
Wal-Mart	025161/025175	3 days of donut food lab in Food Science	185.29
Total Wal-Mart			253.10
Wex Bank	71618437-0001	Misc. Fuel	376.45
Total Wex Bank			376.45
Windstream	May 2021-0001	Telephone-Long Distance	45.31
Total Windstream			45.31
Yandas Music & Pro Audio	520550	sax repairs	142.75
Total Yandas Music & Pro Audio			142.75

**Board Report - Board**

Vendor Name	Invoice Number	Description	Amount
Young's Land Leveling	947497	10 yards sand - outdoor	144.52
Total Young's Land Leveling			<hr/> 144.52
Fund Number 01			<hr/> 60,629.63
Checking Account ID 1			<hr/> 60,629.63

**NEBRASKA FIRE SPRINKLER**

118 S APOLLO ST  
ALDA NE 68810-9643  
308-381-2033

**Contract Invoice**

Invoice#: 2021009-1

Date: 04/14/2021

**Billed To:** CENTURA PUBLIC SCHOOL  
P.O. BOX 430  
CAIRO NE 68824

**Project:** CENTURA NORTH GYM  
201 NORTH HWY 11  
CAIRO NE 68824

**Due Date:** 05/14/2021

**Terms:** 30DY

**Order#**

**Description**

**Amount**

Progress Billing# 1

17,200.00

*Building Fund*  
*Gym Fire System*

A service charge of 0.00 % per annum will be charged on all amounts overdue on regular statement dates.

Thank you for your prompt payment!

Sales Tax:	0.00
Invoice Total:	17,200.00
Retention:	0.00
Amount Paid:	0.00
<b>Amount Due</b>	<b>17,200.00</b>

**NEBRASKA FIRE SPRINKLER**  
118 S APOLLO ST  
ALDA NE 68810-9643  
308-381-2033

# Progress Billing

Application: 1

Period: 04/14/2021

**Owner:** CENTURA PUBLIC SCHOOL  
201 NORTH HWY 11  
CAIRO NE 68824

**Job Location:** CENTURA NORTH GYM  
201 NORTH HWY 11  
CAIRO NE 68824

## Application For Payment On Contract

Original Contract.....	31,600.00
Net Change by Change Orders.....	0.00
Contract Sum to Date.....	31,600.00
Total Complete to Date.....	17,200.00
Total Retained.....	0.00
Total Earned Less Retained.....	17,200.00

Less Previous Billings..... 0.00

Current Payment Due..... 17,200.00

Balance on Contract..... 14,400.00

## Contractor's Certification of Work

The undersigned contractor certifies that, to the best of the contractor's knowledge, the work on the above named job has been completed in accordance with the plans and specifications to the level of completion indicated on the attached schedule of completion.

Contractor:  Date: 4/14/2021

Terms: Invoices are due and payable 30DY from the date of invoice. All overdue amounts will be charged a service charge of 0.00 % per annum. Please make checks payable to: NEBRASKA FIRE SPRINKLER

Thank you for your prompt payment.

# PROGRESS BILLING

Application: 1

Period: 04/14/2021

## Schedule of Work Completed

Description of Work	Scheduled	Changes	Contract	Previous	Current Comp.	Stored Mat.	Total Comp.	%	Balance	Retained
DESIGN	2,800.00		2,800.00		2,800.00		2,800.00	100.00		
FABRICATION	2,200.00		2,200.00		2,200.00		2,200.00	100.00		
MATERIALS	12,200.00		12,200.00		12,200.00		12,200.00	100.00		
INSTALLATION	14,400.00		14,400.00						14,400.00	
<b>Totals:</b>	<b>31,600.00</b>		<b>31,600.00</b>		<b>17,200.00</b>		<b>17,200.00</b>	<b>54.43</b>	<b>14,400.00</b>	<b>14,400.00</b>

**Board Report - Board**

Vendor Name	Invoice Number	Description	Amount
Checking Account ID 8	Fund Number 08	Special Building Fund	
NE FIRE SPRINKLER	2021009-1	Fire Sprinkler System - Gym Project	17,200.00
Total NE FIRE SPRINKLER			<hr/> 17,200.00
Fund Number 08			<hr/> 17,200.00
Checking Account ID 8			<hr/> 17,200.00

Depreciation Fund



Invoice #: 3647  
Customer #: 000273  
Invoice Date: 5/3/2021  
Due Date: 6/23/2021

Final Pmt

Bill To:

Centura Public School District  
P O Box 430  
Cairo, NE 68824

Remit To:

Musco Finance, LLC  
Accounts Receivable  
P.O. Box 808  
Oskaloosa, IA 52577

Contract ID 0522NCEN

DESCRIPTION

FROM

THROUGH

AMOUNT

Contract Payment  
Sales Tax

6/24/2020

6/23/2021

\$19,344.19

\$0.00

Contract Total Due

\$19,344.19

02-2900-720.000

Invoice SubTotal \$19,344.19  
Sales Tax \$0.00  
TOTAL DUE \$19,344.19

QUESTIONS? Call 1-800-825-6020 -or- E-mail [AR@musco.com](mailto:AR@musco.com)  
A Service Charge of 1 1/2% per month (Annual Percentage Rate of 18%)  
will be charged on all invoices 30 days past due.

Musco Finance - Football Lights  
 (Every June)

**ATTACHMENT 2  
 PAYMENT SCHEDULE**

RE: Municipal Lease Purchase Agreement between Musco Finance, LLC as Lessor and Centura Public School District as Lessee dated 5/22/2014.

Lease Number: 0522NCEN

Interest Rate: 4.45%

Cost of Equipment: \$113,815.00

AMORTIZATION SCHEDULE - Normal Amortization, 360 Day Year

Payment Number	Payment Date	Payment Amount	Interest Portion	Principal Portion	Early Termination Purchase Option
1	6/23/2015	\$19,344.19	\$5,169.36	\$14,174.83	\$99,640.17
2	6/23/2016	\$19,344.19	\$4,525.55	\$14,818.64	\$84,821.53
3	6/23/2017	\$19,344.19	\$3,852.50	\$15,491.69	\$69,329.84
4	6/23/2018	\$19,344.19	\$3,148.89	\$16,195.30	\$53,134.54
5	6/23/2019	\$19,344.19	\$2,413.31	\$16,930.88	\$36,203.66
6	6/23/2020	\$19,344.19	\$1,644.33	\$17,699.86	\$18,503.80
7	6/23/2021	\$19,344.19	\$840.39	\$18,503.80	\$0.00
<b>Grand Totals</b>		<b>\$135,409.33</b>	<b>\$21,594.33</b>	<b>\$113,815.00</b>	

LESSEE: Centura Public School District

By X

*Julie A. Otero*

Title Julie A. Otero, Superintendent

Date X

6-9-14

Bldg Fund

*JM*

**Board Report - Board**

Vendor Name	Invoice Number	Description	Amount
Checking Account ID 2	Fund Number 02	Depreciation Fund	
Musco Finance, LLC	3647	Contract payment final - football lights	19,344.19
Total Musco Finance, LLC			<hr/> 19,344.19
Fund Number 02			<hr/> 19,344.19
Checking Account ID 2			<hr/> 19,344.19

**Treasurer's Report for the 2020-21 School Year  
as of April 30, 2021**

**General Fund**

Beginning Balance	\$833,860.98	
Apr Income	\$401,980.11	
Apr Expenses	(\$585,803.02)	< (\$546,303.02) Apr expenditures
Apr Adjustments		(\$39,500.00) Apr Pre-pay
Ending Balance	<u>\$650,038.07</u>	<u>(\$585,803.02)</u>

Cash Found In:

Balance Per Bank	\$650,318.07
Outstanding Checks	(\$280.00)
Adjustments	
Total	<u>\$650,038.07</u>

**General Fund CD's**

#7842	\$188,535.93
#15608	\$156,366.84
#45419	\$107,208.76
#45435	\$107,208.77
#42936	\$167,227.34
#881244	\$255,199.63
Total	<u>\$981,747.27</u>

**Building Fund**

Beginning Balance	\$142,459.16
Apr Income	\$12,265.27
Apr Expenses	
Apr Adjustments	\$0.00
Ending Balance	<u>\$154,724.43</u>

Cash Found In:

Checking Acct.	\$154,724.43
Outstanding Checks	
Total	<u>\$154,724.43</u>

**Depreciation Fund**

Beginning Balance	\$187,957.07
Apr Income	\$12.11
Apr Expenses	(\$101,515.81)
Ending Balance	<u>\$86,453.37</u>

Cash Found In:

Checking Acct.	\$86,453.37
Outstanding Checks	\$0.00
Total	<u>\$86,453.37</u>

**Unemployment Fund**

Beginning Balance	\$17,264.32
Apr Income	\$0.00
Apr Expenses	
Ending Balance	<u>\$17,264.32</u>

Cash Found In:

Checking Acct	\$17,264.32
Outstanding Checks	\$0.00
Total	<u>\$17,264.32</u>

**Student Fees**

Beginning Balance	\$840.25
Apr Income	\$0.00
Apr Expenses	\$0.00
Ending Balance	<u>\$840.25</u>

## Cash Found In:

Checking Acct.	<u>\$840.25</u>
Total	<u>\$840.25</u>

**Activity Accounts**

Beginning Balance	\$168,949.12
Apr Income	\$26,425.01
Apr Expenses	(\$15,121.46)
Apr Adjustments	<i>(voided check #22826)</i> \$7.50
Ending Balance	<u>\$180,260.17</u>

## Cash Found In:

Checking Acct.	\$187,302.44
Outstanding Checks	<u>(\$7,042.27)</u>
Total	<u>\$180,260.17</u>

*(Total includes Statement balance + MM/CDs)*

**Lunch Account**

Beginning Balance	\$78,879.47
Apr Income	\$38,127.77
Apr Expenses	(\$32,487.17)
Apr Adjustments	
Ending Balance	<u>\$84,520.07</u>

Cash F Checking Acct.	<u>\$84,539.37</u>
Outstanding Checks	<u>(\$19.30)</u>
Total	<u>\$84,520.07</u>

Fund: 01 General Fund

Account Number	Description	Revised Budget	During Month	To Date	% of Budget	Budget Balance
01 1100	Taxes Levied by School District	5,745,000.00	183,854.92	3,156,205.75	54.94	2,588,794.25
01 1115	Carlisle Taxes	10,800.00	0.00	3,016.35	27.93	7,783.65
01 1120	Public Power Dist Sales Tax	19,000.00	0.00	0.00	0.00	19,000.00
01 1125	Motor Vehicle Taxes	224,000.00	22,397.37	173,917.35	77.64	50,082.65
01 1140	PENALTIES & INTEREST ON TAXES	0.00	889.97	11,622.05	0.00	(11,622.05)
01 1311	Tuition Regular Education	228.00	0.00	0.00	0.00	228.00
01 1510	Interest on Investments	1,335.00	90.13	1,046.11	78.36	288.89
01 1740	Student Fees	0.00	0.00	6,135.98	0.00	(6,135.98)
01 1911	Local License Fees	5,518.00	854.01	6,980.49	126.50	(1,462.49)
01 1925	Other Grants	63,014.00	40,000.00	171,759.85	272.57	(108,745.85)
01 1990	Miscellaneous Local Revenue	10,659.00	13.13	3,764.04	35.31	6,894.96
	Subtotal: LOCAL RECIEPTS	6,079,554.00	248,099.53	3,534,447.97	58.14	2,545,106.03
01 2110	County Fines and License Fees	23,690.00	997.08	12,741.14	53.78	10,948.86
01 2210	ESU Receipts	4,900.00	0.00	100.00	2.04	4,800.00
	Subtotal: COUNTY AND ESU RECEIPTS	28,590.00	997.08	12,841.14	44.91	15,748.86
01 3110	State Aid	288,973.00	28,897.00	237,439.43	82.17	51,533.57
01 3120	Special Education-School Age	237,000.00	18,322.00	168,978.00	71.30	68,022.00
01 3125	SPED Transportation-School Age	0.00	2,475.00	2,475.00	0.00	(2,475.00)
01 3130	Homestead Exemption	0.00	15,037.06	30,154.16	0.00	(30,154.16)
01 3131	Property Tax Credit	0.00	81,321.84	277,306.87	0.00	(277,306.87)
01 3132	Personal Property Tax Credit	0.00	0.00	4,052.54	0.00	(4,052.54)
01 3180	Pro-Rate Motor Vehicle	14,600.00	6,654.83	12,398.29	84.92	2,201.71
01 3300	In-Lieu of School Land Tax	0.00	70.77	70.77	0.00	(70.77)
01 3400	State Apportionment	81,000.00	0.00	57,600.84	71.11	23,399.16
01 3500	Other State Categorical Programs	88,000.00	0.00	0.00	0.00	88,000.00
01 3535	High Ability Learners	3,300.00	0.00	3,744.00	113.45	(444.00)
01 3575	Extended Learning	0.00	105.00	13,845.00	0.00	(13,845.00)
01 3990	Other State Receipts	4,000.00	0.00	0.00	0.00	4,000.00
	Subtotal: STATE RECEIPTS	716,873.00	152,883.50	808,064.90	112.72	(91,191.90)
01 4309	HEAD START	0.00	0.00	13,500.00	0.00	(13,500.00)
01 4310	REAP	24,000.00	0.00	87,286.00	363.69	(63,286.00)
01 4505	Title I-Part A ESSA	65,000.00	0.00	23,252.00	35.77	41,748.00
01 4509	Title II-Part A ESSA	11,856.00	0.00	150.00	1.27	11,706.00
01 4512	IDEA PART B BASE ALLOCATION	137,756.00	0.00	0.00	0.00	137,756.00
01 4516	IDEA PART B PRESCHOOL	2,066.00	0.00	2,047.00	99.08	19.00
01 4518	IDEA Part B (611) Base/EP	137,756.00	0.00	100,764.00	73.15	36,992.00
01 4521	IDEA Non-Public	6,079.00	0.00	9,385.00	154.38	(3,306.00)
01 4525	Federal Vocational (Carl Perkins)	1,500.00	0.00	2,459.00	163.93	(959.00)
01 4708	MEDICAID IN PUBLIC SCHOOLS	2,200.00	0.00	6,713.18	305.14	(4,513.18)
01 4969	TITLE IV, PART A	0.00	0.00	20,000.00	0.00	(20,000.00)
01 4996	CARES Act/School Emergency Relief	0.00	0.00	50,263.00	0.00	(50,263.00)
	Subtotal: FEDERAL RECEIPTS	388,213.00	0.00	315,819.18	81.35	72,393.82
01 5200	Fund Transfers In	0.00	0.00	9,000.00	0.00	(9,000.00)
01 5301	INSURANCE ADJUSTMENTS	3,500.00	0.00	5,776.00	165.03	(2,276.00)
	Subtotal: NON-REVENUE RECEIPTS	3,500.00	0.00	14,776.00	422.17	(11,276.00)
	Fund Total:	7,216,730.00	401,980.11	4,685,949.19	64.93	2,530,780.81

**Fund: 02      Depreciation Fund**

<u>Account Number</u>	<u>Description</u>	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
02 1510	Interest on Investments	0.00	12.11	154.20	0.00	(154.20)
	Subtotal: LOCAL RECIEPTS	0.00	12.11	154.20	0.00	(154.20)
02 5200	Fund Transfers In	0.00	0.00	225,000.00	0.00	(225,000.00)
	Subtotal: NON-REVENUE RECEIPTS	0.00	0.00	225,000.00	0.00	(225,000.00)
	Fund Total:	0.00	12.11	225,154.20	0.00	(225,154.20)

**Fund: 06 Hot Lunch Fund**

<u>Account Number</u>	<u>Description</u>	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
06 1510	Interest on Investments	0.00	8.01	38.98	0.00	(38.98)
06 1611	Daily Sales-Student Lunches	0.00	722.78	7,395.05	0.00	(7,395.05)
06 1612	Daily Sales-Student Breakfast	0.00	154.27	2,045.98	0.00	(2,045.98)
06 1620	Daily Sales-Non Reimb	0.00	1,923.25	5,483.00	0.00	(5,483.00)
06 1990	Miscellaneous Local Revenue	0.00	3,941.05	18,086.90	0.00	(18,086.90)
Subtotal: LOCAL RECIEPTS		0.00	6,749.36	33,049.91	0.00	(33,049.91)
06 4210	State-Federal Nutrition Programs	0.00	31,378.41	179,869.25	0.00	(179,869.25)
06 4309	Head Start	0.00	0.00	3,629.60	0.00	(3,629.60)
Subtotal: FEDERAL RECEIPTS		0.00	31,378.41	183,498.85	0.00	(183,498.85)
Fund Total:		0.00	38,127.77	216,548.76	0.00	(216,548.76)

**Fund: 08 Special Building Fund**

<u>Account Number</u>	<u>Description</u>	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
08 1100	Local Property Taxes	0.00	7,751.17	93,308.24	0.00	(93,308.24)
08 1115	Carline Taxes	0.00	0.00	50.12	0.00	(50.12)
08 1140	PENALTIES & INTEREST ON TAXES	0.00	8.98	205.33	0.00	(205.33)
08 1510	Interest on Investments	0.00	22.62	164.27	0.00	(164.27)
Subtotal: LOCAL RECIEPTS		0.00	7,782.77	93,727.96	0.00	(93,727.96)
08 3130	Homestead Exemption	0.00	654.32	1,308.31	0.00	(1,308.31)
08 3131	Property Tax Credit	0.00	3,538.77	12,362.63	0.00	(12,362.63)
08 3132	Personal Property Tax Credit	0.00	0.00	176.34	0.00	(176.34)
08 3180	Pro-Rate Motor Vehicle	0.00	289.41	452.61	0.00	(452.61)
Subtotal: STATE RECEIPTS		0.00	4,482.50	14,299.89	0.00	(14,299.89)
Fund Total:		0.00	12,265.27	108,027.85	0.00	(108,027.85)

**Revenue Summary Report**

Processing Month: 04/2021

User ID: LCP

	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
Grand Total:	7,216,730.00	452,385.26	5,235,680.00	72.55	1,981,050.00



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

05/07/2021 02:09 PM

User ID: LCP

Function Number		Revised Budget	Expended During Month	Expenditures to Date	% of Budget	Balance at EOM	A/ P Outstanding	P/ O Outstanding	Unencumbered Balance
6412	IDEA Part B Proportionate Share	6,804.00	591.43	5,322.96	78.23	1,481.04	0.00	0.00	1,481.04
6700	Fed Voc & Applied Tech Ed (Carl Perkins)	1,200.00	0.00	2,251.80	197.65	(1,051.80)	0.00	120.00	(1,171.80)
6967	TITLE IV, PART A	1,600.00	0.00	0.00	0.00	1,600.00	0.00	0.00	1,600.00
6969	Title IVA-SSAE	10,000.00	0.00	9,848.12	98.48	151.88	0.00	0.00	151.88
6992	REAP	59,100.00	0.00	42,822.71	72.46	16,277.29	0.00	0.00	16,277.29
6996	School Emergency Relief	20,000.00	0.00	15,887.45	79.44	4,112.55	0.00	0.00	4,112.55
8000	TRANSFERS (OUTGOING)	14,000.00	0.00	20,000.00	142.86	(6,000.00)	0.00	0.00	(6,000.00)
01	General Fund	8,024,850.00	545,679.12	5,369,417.58	67.18	2,655,432.42	0.00	21,297.08	2,634,135.34
	General Fund	8,186,162.00	499,845.76	5,240,030.96	64.01	2,946,131.04	0.00	0.00	2,946,131.04

Invoice Listing - Summary

Vendor ID	Vendor Name	Invoice Number	Description	Invoice Date	Check Date	Checking Account ID	Check Number	CC	Invoice Amount
ADAMCENT	ADAMS CENTRAL HIGH SCHOOL	4/19/2021	Boys golf fee for Adams Central Inv.	01/19/2021	04/07/2021		23983		110.00
AMAZONCOM	AMAZONSYNCB	449869377397	Crowns for Prom	03/17/2021	04/21/2021		24007		59.28
AMAZONCOM	AMAZONSYNCB	659835748788	Baseball equipment	04/19/2021	04/21/2021		24007		199.49
AMAZONCOM	AMAZONSYNCB	836859638945	Decorations For Prom	03/15/2021	04/21/2021		24007		656.51
AMAZONCOM	AMAZONSYNCB	MasksProm21	Face masks to use as our prom gift	03/15/2021	04/21/2021		24007		99.90
AUNTNIKISC	Aunt Nikis Cookies, LLC	115.00	Cookies for Prom	04/13/2021	04/14/2021		23994		115.00
AURORAHIGH	AURORA HIGH SCHOOL	JHTTrack	Entry fees for Jr high track	04/29/2021	04/29/2021		24026		133.00
AWARPLUS	Awards Plus	18000	JH Ribbons	04/15/2021	04/21/2021		24008		2.70
AWARUNLI	Awards Unlimited	43313	Golf medals/trophy	04/20/2021	04/28/2021		24015		117.74
BLASE1	BLASE, RONALD	4/13/2021	Centura JH track invite starter	04/13/2021	04/07/2021		23984		150.00
BLASE1	BLASE, RONALD	HSTTrack21	Centura HS track invite starter	04/27/2021	04/28/2021		24016		150.00
BROKENBOWH	BROKEN BOW HIGH SCHOOL	9/10TR2021	9/10 grade BB Track Meet Entry Fee	04/28/2021	04/28/2021		24017		115.00
CENTRALCIT	Central City High School	CenturaBaseball4/21	Baseball equipment/supplies	04/13/2021	04/14/2021		23995		847.59
COMFORTINN	Comfort Inn	FFA2021	Rooms for "State FFA" activity	04/19/2021	04/21/2021		24009		1,978.90
COMPLETEMU	COMPLETE MUSIC	20210409	Prom DJ	04/09/2021	04/09/2021		23993		525.00
CONCORDIAW	CONCORDIA WOMENS BASKETBALL	GBball 2021	Concordia Basketball Camp	04/19/2021	04/21/2021		24010		250.00
DONIPHANTR	DONIPHAN-TRUMBULL HIGH SCHOOL	4/22/2021	JH Track Reg Fee for boys & girls at DT	04/22/2021	04/21/2021		24011		100.00
FORTCALHOU	FORT CALHOUN	GBBallClinic2021	A Pen and a Napkin Coaches Clinic	04/27/2021	04/28/2021		24018		35.00
GIBBONPUBL	GIBBON PUBLIC SCHOOL	4/22/2021	V boys and girls track fee	04/22/2021	04/07/2021		23985		135.00
GIBBONPUBL	GIBBON PUBLIC SCHOOL	4/27/2021 JHTTrack	JH boys and girls track fee	04/13/2021	04/14/2021		23996		125.00
GICC	GRAND ISLAND CENTRAL CATHOLIC	Gol2021	BOYS GOLF FEE FOR GICC MEET 5/4	04/27/2021	04/28/2021		24019		130.00
HAPPYJACKC	HAPPY JACK CHALK MINE	6INGR 2021	Field trip - 6th Grade	04/13/2021	04/14/2021		23997		195.00
HOBBLOBB	HOBBY LOBBY STORES, INC.	100414055	Memorial gift Holly	03/11/2021	04/07/2021		23986		20.98
HVVEACCCOU	HVVEE ACCOUNTS RECEIVABLE	5854077097	flowers for Leo Mellenbrinks funeral	04/13/2021	04/14/2021		23998		50.00
KEARNEYCAT	KEARNEY CATHOLIC HIGH SCHOOL	4/27/2021	Boys Golf fee for Kearney Cath. meet	04/13/2021	04/14/2021		23999		115.00
KERRGROC	KERRY'S GROCERY	Prom2021	Sandwiches and Cookies for prom	04/13/2021	04/14/2021		24000		180.00
LEOSTRENGT	LeoStrength, LLC	INV1104	20 Urethane bumper plates	04/13/2021	04/14/2021		24001		1,814.00
LOUPCITYHI	LOUP CITY HIGH SCHOOL	JHTTrack21	JH boys and girls track fee	04/27/2021	04/28/2021		24020		100.00
MENARDS	Menards	19943	spray paint for art on ceiling tiles	04/26/2021	04/28/2021		24021		43.82
NASSP	NASSP	9001452398	NHS national dues	04/13/2021	04/14/2021		24002		385.00
ORDHIGHSCH	ORD HIGH SCHOOL	4/19/2021	JV boys and girls track fee	04/19/2021	04/07/2021		23987		90.00
PEPSIBEVER	PEPSI BEVERAGES	68044955	Concessions	04/13/2021	04/14/2021		24003		291.40
PEPSIBEVER	PEPSI BEVERAGES	68044956	Popwater for lounges & water cooler	04/09/2021	04/14/2021		24003		244.06
POPCOURNCO	POPCORN COUNTY USA	38689	Concessions	04/27/2021	04/28/2021		24022		26.98
RAVENHISC	RAVENNA HIGH SCHOOL	4/15/2021	HS boys and girls track fee	04/15/2021	04/07/2021		23988		120.00
RAVENHISC	RAVENNA HIGH SCHOOL	Tumblers	Cups for gifts at the banquet	04/27/2021	04/28/2021		24023		210.00
REYNOLDSCO	Reynolds Construction, Inc.	4237	Crushed concrete/gravel	04/13/2021	04/14/2021		24004		800.00

Invoice Listing - Summary

Vendor ID	Vendor Name	Invoice Number	Description	Invoice Date	Check Date	Checking Account ID	Check Number	CC	Invoice Amount
SAMSCULB	Sam's Club/Synchrony Bank	P928000018019KGBGJ9	Breakfast and FFA week supplies	02/08/2021	04/07/2021	5	23989		15.93
SAMSCULB	Sam's Club/Synchrony Bank	P928000019019NMV/FH	Concessions Hot Dogs & Buns	02/09/2021	04/07/2021	5	23989		49.12
SAMSCULB	Sam's Club/Synchrony Bank	P92800001V01BHSKDJ	Speech meet concessions/hospitality	02/26/2021	04/07/2021	5	23989		235.80
SAMSCULB	Sam's Club/Synchrony Bank	P92800002W01757L5W	Batteries for stop watches	04/01/2021	04/07/2021	5	23989		12.98
SCHROLL	SCHROLL, MICK	8374	Golf polos and quarter zips	04/13/2021	04/14/2021	5	24005		1,470.00
SOKOL1	Sokol, Jennifer	100 (SR Class)	Senior Class pictures	04/13/2021	04/14/2021	5	24006		170.00
SPECIALOCC	SPECIAL OCCASIONS POPCORN	21330	NHS fundraiser	03/30/2021	04/07/2021	5	23990		702.00
STPAULHS	ST PAUL HIGH SCHOOL	4/20/2021	JH boys & girls track fee at St. Paul	04/20/2021	04/07/2021	5	23991		100.00
STPAULHS	ST PAUL HIGH SCHOOL	4/22/21	V Boys Golf Meet @ St. Paul Reg. Fee	04/22/2021	04/21/2021	5	24012		85.00
UNIVERSIT2	University of Nebraska Lincoln	10691902Reservation	Trumler/Yoachim field trip	04/26/2021	04/21/2021	5	24013		168.00
USBANK	US Bank	Cunninghams3/18/2021	Team supper after state speech	03/18/2021	04/07/2021	5	23992		164.39
USBANK	US Bank	DollarTree3/6/21	Student Council Service Project	03/06/2021	04/07/2021	5	23992		158.00
USBANK	US Bank	DQ3/9/2021	Dilly Bars at Dairy Queen for Stu Co	03/09/2021	04/07/2021	5	23992		49.26
USBANK	US Bank	HastingsCollege2021	Team Camp	03/25/2021	04/07/2021	5	23992		240.00
USBANK	US Bank	Walmart3/12/2021	Prom Invites from walmart	03/12/2021	04/07/2021	5	23992		160.18
WALMART	Wal-Mart	4/10/21/2Prom	Food for prom from Wal-Mart	04/27/2021	04/28/2021	5	24024		102.21
WALMART	Wal-Mart	4/10/21Prom	Food for prom from Wal-Mart	04/10/2021	04/28/2021	5	24024		31.96
WALMART	Wal-Mart	4/7/21Prom	Food for prom from Wal-Mart	04/07/2021	04/28/2021	5	24024		240.18
WOODRIVE	WOOD RIVER HIGH SCHOOL	DistrictMusicMeals21	meals for distrid music-2021	04/22/2021	04/22/2021	5	24014		96.00
WOODRIVE	WOOD RIVER HIGH SCHOOL	DistrictTR/2021	V Boys & Girls District TK Fee @ W/R	04/28/2021	04/28/2021	5	24025		100.00

Report Total: 15,172.46

Fund: 05 ACTIVITY

Chart of Account Number	Chart of Account Description	Beginning Balance	Expenses	Revenues	Outstanding AP	Balance Change	Balance
05 704 0101	ACTIVITIES	5,327.06	2,701.42	3,911.04	0.00	0.00	6,536.68
05 704 0102	SPIRIT SQUAD	6,196.87	0.00	0.00	0.00	0.00	6,196.87
05 704 0103	FOOTBALL	838.97	0.00	0.00	0.00	0.00	838.97
05 704 0104	GIRLS BASKETBALL	1,709.19	525.00	1,871.38	0.00	0.00	3,055.57
05 704 0105	BOYS BASKETBALL	819.83	0.00	1,911.38	0.00	0.00	2,731.21
05 704 0106	VOLLEYBALL	674.46	0.00	0.00	0.00	0.00	674.46
05 704 0107	CROSS COUNTRY / TRACK	2,613.36	0.00	305.40	0.00	0.00	2,918.76
05 704 0108	DANCE	1,082.78	0.00	88.00	0.00	0.00	1,170.78
05 704 0109	GOLF	192.64	1,470.00	860.00	0.00	0.00	(417.36)
05 704 0110	WRESTLING	2,184.67	0.00	600.00	0.00	0.00	2,784.67
05 704 0111	Girls Softball	1,072.46	0.00	0.00	0.00	0.00	1,072.46
05 704 0112	BOYS BASEBALL	580.94	1,047.08	2,534.49	0.00	0.00	2,068.35
05 704 0217	CLASS OF 2017	40.00	0.00	0.00	0.00	0.00	40.00
05 704 0218	CLASS OF 2018	0.00	0.00	0.00	0.00	0.00	0.00
05 704 0219	Class of 2019	0.00	0.00	0.00	0.00	0.00	0.00
05 704 0220	Class of 2020	0.00	0.00	0.00	0.00	0.00	0.00
05 704 0221	Class of 2021	2,718.71	170.00	536.00	0.00	0.00	3,084.71
05 704 0222	Class of 2022	2,791.76	2,170.22	2,357.00	0.00	0.00	2,978.54
05 704 0223	Class of 2023	970.11	0.00	40.00	0.00	0.00	1,010.11
05 704 0301	ACCELERATED READER	265.80	0.00	0.00	0.00	0.00	265.80
05 704 0302	ART	467.44	43.82	0.00	0.00	0.00	423.62
05 704 0303	BOOKFAIR	846.09	0.00	96.99	0.00	0.00	943.08
05 704 0304	DUNLAP GRANTS	(3,687.47)	0.00	3,687.47	0.00	0.00	0.00
05 704 0306	GREENHOUSE	2,444.62	0.00	0.00	0.00	0.00	2,444.62
05 704 0307	COURTESY FUND	260.07	59.98	0.00	0.00	0.00	200.09
05 704 0308	BAND	2,765.81	96.00	492.28	0.00	0.00	3,152.09
05 704 0309	PRESCHOOL	632.96	0.00	0.00	0.00	0.00	632.96
05 704 0310	REVOLVING FUND	1,052.58	363.00	433.00	0.00	0.00	1,122.58
05 704 0311	SHOP	4,390.38	0.00	0.00	0.00	0.00	4,390.38
05 704 0312	STUCO SCHOLARSHIPS	546.10	0.00	0.00	0.00	0.00	546.10
05 704 0313	GENERAL CONCESSIONS	13,056.32	603.40	914.22	0.00	0.00	13,367.14
05 704 0314	WOODS	478.47	0.00	0.00	0.00	0.00	478.47
05 704 0315	HELPING HANDS	117.58	0.00	0.00	0.00	0.00	117.58
05 704 0316	FACULTY FUND	2,584.81	0.00	250.00	0.00	0.00	2,834.81
05 704 0317	ELEM COURTESY	135.56	50.00	0.00	0.00	0.00	85.56
05 704 0318	SPANISH CLUB	9.14	0.00	0.00	0.00	0.00	9.14
05 704 0320	Strength & Conditioning	9,150.19	1,814.00	322.19	0.00	0.00	7,658.38
05 704 0321	Centura Wellness	26.39	0.00	0.00	0.00	0.00	26.39
05 704 0325	BACK PACK PROGRAM	19,011.99	0.00	3,060.00	0.00	0.00	22,071.99
05 704 0400	FFA	19,294.02	2,304.83	497.70	0.00	0.00	17,486.89

Chart of Account Number	Chart of Account Description	Beginning Balance	Expenses	Revenues	Outstanding AP	Balance Change	Balance
05 704 0401	YEARBOOK	4,530.95	0.00	100.00	0.00	0.00	4,630.95
05 704 0403	ALUMNI	24.00	0.00	0.00	0.00	0.00	24.00
05 704 0404	CBI	4,984.85	0.00	0.00	0.00	0.00	4,984.85
05 704 0405	SPEECH	1,500.31	164.39	0.00	0.00	0.00	1,335.92
05 704 0406	DRAMA	1,693.47	0.00	0.00	0.00	0.00	1,693.47
05 704 0407	ELEMENTARY STUDENT COUNCIL	1,114.54	0.00	0.00	0.00	0.00	1,114.54
05 704 0408	FBLA	5,358.43	0.00	26.60	0.00	0.00	5,384.43
05 704 0409	FCCLA	1,166.68	0.00	0.00	0.00	0.00	1,166.68
05 704 0410	MEDIA CLASS	546.55	0.00	0.00	0.00	0.00	546.55
05 704 0411	FFA SCHOLARSHIPS	1,400.00	0.00	0.00	0.00	0.00	1,400.00
05 704 0412	MIXED CHORUS	3,563.94	0.00	0.00	0.00	0.00	3,563.94
05 704 0413	NHS	949.68	1,087.00	971.75	0.00	0.00	834.43
05 704 0415	STUDENT COUNCIL	2,531.83	451.32	500.00	0.00	0.00	2,580.51
05 704 0416	TECHNOLOGY	585.57	0.00	0.00	0.00	0.00	585.57
05 704 0502	INTEREST	26,118.13	0.00	67.69	0.00	0.00	26,175.82
05 704 0503	MONEY MARKET	270.62	0.00	1.03	0.00	0.00	271.65
05 704 0600	24/7 Student Insurance	8,964.41	0.00	0.00	0.00	0.00	8,964.41
Fund Total: 05		168,956.62	15,121.46	26,425.01	0.00	0.00	180,260.17

Handwritten notes:  
 +90<sup>00</sup> void  
 -39 - Adj  
 \$15,172.46 → Invoice missing

Expenditure Report by Function/Object - Detail

Account Number	Account Description	Revised Budget	Expended During Month	Expenditures to Date	% of Budget	Balance at EOM	A/ P Outstanding	P/ O Outstanding	Unencumbered Balance
06	Hot Lunch Fund								
3100	Food Service Operations								
06 3100 110 001	Salaries Non-Instructional Staff	0.00	873.11	5,649.75	0.00	(5,649.75)	0.00	0.00	(5,649.75)
06 3100 110 002	Salaries Non-Instructional Staff	0.00	1,067.14	6,825.05	0.00	(6,825.05)	0.00	0.00	(6,825.05)
110	Salaries Non-Instructional Staff	0.00	1,940.25	12,474.80	0.00	(12,474.80)	0.00	0.00	(12,474.80)
06 3100 130 001	Overtime Non-Instructional	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
06 3100 130 002	Overtime Non-Instructional	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
130	Overtime Non-Instructional	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
06 3100 150 001	Addtl Compensation Non-Instructional	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
150	Addtl Compensation Non-Instructional	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
06 3100 210 001	Group Insurance Non-Instructional	0.00	2.25	18.13	0.00	(18.13)	0.00	0.00	(18.13)
06 3100 210 002	Group Insurance Non-Instructional	0.00	2.75	21.87	0.00	(21.87)	0.00	0.00	(21.87)
210	Group Insurance Non-Instructional	0.00	5.00	40.00	0.00	(40.00)	0.00	0.00	(40.00)
06 3100 220 001	Social Security Non-Instructional	0.00	66.41	429.45	0.00	(429.45)	0.00	0.00	(429.45)
06 3100 220 002	Social Security Non-Instructional	0.00	81.15	518.82	0.00	(518.82)	0.00	0.00	(518.82)
220	Social Security Non-Instructional	0.00	147.56	948.27	0.00	(948.27)	0.00	0.00	(948.27)
06 3100 230 001	Retirement Non-Instructional	0.00	64.20	415.41	0.00	(415.41)	0.00	0.00	(415.41)
06 3100 230 002	Retirement Non-Instructional	0.00	78.46	501.83	0.00	(501.83)	0.00	0.00	(501.83)
230	Retirement Non-Instructional	0.00	142.66	917.24	0.00	(917.24)	0.00	0.00	(917.24)
06 3100 237 001	Increased Retirement Contributions	0.00	22.05	142.65	0.00	(142.65)	0.00	0.00	(142.65)
06 3100 237 002	Increased Retirement Contributions	0.00	26.94	172.35	0.00	(172.35)	0.00	0.00	(172.35)
237	Increased Retirement Contributions	0.00	48.99	315.00	0.00	(315.00)	0.00	0.00	(315.00)
06 3100 350 001	Technical Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
06 3100 350 002	Technical Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
350	Technical Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
06 3100 431 001	Non Tech Repairs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
06 3100 431 002	Non Tech Repairs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
431	NON-TECHNOLOGY RELATED REPAIRS & MAINTEN	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
06 3100 570 001	Food Service Management	0.00	15,101.36	84,216.20	0.00	(84,216.20)	0.00	0.00	(84,216.20)
06 3100 570 002	Food Service Management	0.00	15,101.35	84,216.20	0.00	(84,216.20)	0.00	0.00	(84,216.20)
570	Food Service Management	0.00	30,202.71	168,432.40	0.00	(168,432.40)	0.00	0.00	(168,432.40)
06 3100 610 001	General Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
06 3100 610 002	General Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
610	General Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
06 3100 730 001	Equipment	0.00	0.00	1,311.10	0.00	(1,311.10)	0.00	0.00	(1,311.10)
06 3100 730 002	Equipment	0.00	0.00	1,269.70	0.00	(1,269.70)	0.00	0.00	(1,269.70)
730	Equipment	0.00	0.00	2,580.80	0.00	(2,580.80)	0.00	0.00	(2,580.80)
06 3100 733 001	Furniture and Fixtures	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
06 3100 733 002	Furniture and Fixtures	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
733	Furniture and Fixtures	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
06 3100 810 001	Dues and Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
06 3100 810 002	Dues and Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
810	Dues and Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
06 3100 890 001	Miscellaneous Expenses	0.00	0.00	186.95	0.00	(186.95)	0.00	225.35	(412.30)
06 3100 890 002	Miscellaneous Expenses	0.00	0.00	68.40	0.00	(68.40)	0.00	0.00	(68.40)
890	Miscellaneous Expenses	0.00	0.00	255.35	0.00	(255.35)	0.00	225.35	(480.70)
3100	Food Service Operations	0.00	32,487.17	185,963.86	0.00	(185,963.86)	0.00	225.35	(186,189.21)
06	Hot Lunch Fund	0.00	32,487.17	185,963.86	0.00	(185,963.86)	0.00	225.35	(186,189.21)

**Expenditure Report by Function/Object - Detail**

Account Number	Account Description	Revised Budget	Expended During Month	Expenditures to Date	% of Budget	Balance at EOM	A/ P Outstanding	P/ O Outstanding	Unencumbered Balance
Grand Total:		0.00	32,487.17	185,963.86	0.00	(185,963.86)	0.00	225.35	(186,189.21)

## VACANCIES

A vacancy occurs when a board member resigns, forfeits or otherwise leaves the office. A vacancy also includes, but is not limited to, the following: failure to elect at an election when there is no incumbent to continue in office until his or her successor is elected and qualified, failure to reside in the school district or a continuous absence from the district of more than 60 days, absence from more than 2 consecutive regular board meetings unless excused by a majority of the remaining members of the board, death of the incumbent, a court order declaring the seat vacant, conviction of a felony, or any public offense in violation of the oath of office.

Vacancies in the above mentioned offices occurring during the year shall be filled by the Board of Education at its discretion. Any officer of the board may be removed from that office for cause by a vote of two thirds of the members under such form of procedure as the majority of the board may direct for the specific occasion. Board members may not be removed from the board except as provided by state statute.

The resignation of a member or any other reason for a vacancy shall be made a part of the minutes of the school board. The board shall give notice of the date the vacancy occurred, the office vacated, and the length of the unexpired term in writing to the election commissioner or county clerk, and by a notice published in a newspaper of general circulation in the school district.

It is prohibited to meet in closed session for discussion of the appointment or election of a new board member.

Legal Reference:                   Neb. Statute 32-560 et seq.  
  32-1308  
  84-1410(1)(d)

Cross Reference:                201.02 Board Membership - Elections/Appointment  
  201.03 Qualifications

**\*NEW POLICY\***

ESSA NON-REGULATORY BUSINESS REQUIREMENTS

In accordance with the Every Student Succeeds Act (ESSA) and other federal programs, the District will conform to the procedures stated here.

1. Supplement not Supplant

The District may use Title I funds only to supplement and, to the extent practical, increase the level of funds that would, in the absence of Title I funds, be made available from non-Federal sources for the education of students participating in Title I programs. In no case may Title I funds be used to supplant--i.e., take the place of--funds from non-Federal sources.

2. Maintenance of Effort

The District shall maintain its fiscal effort related to ESSA programs at 90 percent of prior funding in compliance with the requirements of federal law.

3. Equitable Allocation

Federal funds shall be used in a manner to ensure equitable allocation of resources. Staff assignments, curriculum materials, and instructional supplies shall be distributed to the schools so as to ensure equivalence of personnel and materials among them in compliance with the requirements of federal law.

4. Resources

The procurement of resources, including contracts and purchase or service agreements, related to ESSA programs shall be in accordance with the District's written procedures for purchasing and contracting. Purchase orders and invoices shall indicate an appropriate record of expenditures. All equipment purchased with federal funds, including those used in nonpublic and other facilities, shall be appropriately identified, inventoried, and when no longer useful to the program, properly disposed. Resources that have been funded by Title I and IDEA, such as staff, materials and equipment, shall be used only for children participating in the program.

5. Maintenance of Records

All federal program records shall be kept for at least 5 years after the start date of the project.

6. Standards and Expectations

Students receiving services under Title I will be held to the same standards and expectations as all other students.

7. Identification of Eligible Children

The Superintendent and the designees shall implement an appropriate process to identify children eligible for services provided under federal programs.

8. Coordination of Services

Title I and IDEA services shall be coordinated and integrated with the regular classroom, with other agencies providing services and with other federal, state and local programs.

9. Assessments

Students receiving services in Title I are assessed with the regular population without accommodations.

10. Parents Right to Know

At the beginning of each school year, if the District receives Title I funding, the District shall notify the parents of each student attending any school receiving Title I funds that the parents may request the District to provide, in a timely manner, information regarding the professional qualifications of the student's classroom teachers, including at a minimum, the following:

(A) Whether the student's teacher-

(i) has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;

(ii) is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived; and

(iii) is teaching in the field of discipline of the certification of the teacher.

(B) Whether the child is provided services by paraprofessionals and, if so, their qualifications.

11. Testing Transparency

At the beginning of each school year, if the District receives Title I funding, the District shall notify the parents of each student attending any school receiving Title I funds that the parents may request the District to provide, in a timely manner, information regarding any State or District policy regarding student participation in any State or District assessments, including the District's policy or procedure on the parental right to opt the child out of such assessment(s) where applicable. The District shall make widely available through public means (including by posting in a clear and easily accessible manner on the District's website) information on each State or District assessment, including:

(A) the subject matter assessed;

(B) the purpose for which the assessment is designed and used;

(C) the source of the requirement for the assessment;

(D) the amount of time students will spend taking the assessment, and the schedule for the assessment; and

(E) the time and format for disseminating results.

12. Parental Participation in Language Instruction Programs

At the beginning of each school year, if the District receives Title I funding, the District will implement an effective means of outreach to parents of English learners to inform the parents regarding how the parents can-

- (A) be involved in the education of their children; and
- (B) be active participants in assisting their children to-
  - (i) attain English proficiency;
  - (ii) achieve at high levels within a well-rounded education; and
  - (iii) meet the challenging State academic standards expected of all students.

The District will also inform parents of any English learner identified student of opportunities to participate in various school programs such as hearing and responding to parents' recommendations, to comply with ESSA.

13. Suspension and Debarment

The District will follow the provisions of Policy 706.07 Suspension and Debarment in all applicable programs using federal funds.

14. Authority to Sign Applications

The Superintendent or Superintendent's Designee is authorized to sign applications for ESSA formula grants on behalf of the District. The Superintendent shall follow Board policies in determining whether acceptance of such grant funds is appropriate to the District.

15. Compliance with Federal Programs

The Superintendent shall be responsible for District staff to take appropriate action as required by law for the District to maintain compliance with ESSA and specific grant programs under ESSA in which the District participates.

Approved \_\_\_\_\_ Reviewed \_\_\_\_\_ Revised \_\_\_\_\_

## HOMELESS CHILDREN AND YOUTH

A homeless child or youth is defined as one who lacks a fixed, regular, and adequate nighttime residence. The term includes—

- (1) Children and youths who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations; are living in emergency or transitional shelters; or are abandoned in hospitals.
- (2) Children and youths who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings.
- (3) Children and youths who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and
- (4) Migratory children (as defined in section 1309 of the ESSA of 1965, as amended), who qualify as homeless because they are living in circumstances described in this definition.

This definition includes both youth who are unaccompanied by families and those who are homeless with their families. The district will comply with state and federal law as it relates to homeless children or youth.

### Assurances

1. The district adopts these policies and practices to ensure that homeless children and youths are not stigmatized or segregated on the basis of their status as homeless.
2. The district will designate an appropriate staff person as the Local Educational Liaison (LEL) for homeless children and youths, to carry out the duties in compliance with state and federal law.
3. The district adopts these policies and practices to ensure that transportation is provided, at the request of the parent or guardian (or in the case of an unaccompanied youth, the liaison), to and from the school of origin. The “school of origin” means the school that the child or youth attended when permanently housed or the school in which the child or youth was last enrolled. This will be done in accordance with the following, as applicable:
  - A. If the homeless child or youth continues to live in the district in which the school of origin is located, the child’s or youth’s transportation to and from the school of origin shall be provided or arranged by that district.
  - B. If the homeless child’s or youth’s living arrangements in the district served by the school of origin terminate and the child or youth, though continuing his or her education in the school of origin, begins living in an area served by another district, the school of origin and the local district in which the homeless child or youth is living shall agree upon a method to apportion the responsibility and costs

for providing the child with transportation to and from the school of origin. If the two districts are unable to agree upon such method, the responsibility and costs for transportation shall be shared equally.

### Comparable Services

Each homeless child or youth shall be provided services comparable to those offered to other students in the school in which the child is placed including transportation services, educational programs for children with disabilities and students with limited English proficiency, educational services for which the child or youth meets the eligibility criteria, such as Title I, school nutrition programs, programs in vocational and technical education, and programs for gifted and talented students.

### Local Educational Liaison

The Superintendent shall serve as the district's Local Educational Liaison who will serve in tracking, monitoring and coordinating programs and activities for these children. The identity and duties of the LEL shall annually be provided to the NDE, school staff, providers and advocates of services to homeless persons, and to homeless students.

1. In general, the LEL shall coordinate:
  - A. the provision of services with local social services agencies, the NDE Homeless Education Liaison, community and school personnel, and other agencies or programs providing education, social and related services to homeless children and youths and their families; and
  - B. with other local educational agencies on interdistrict issues, such as transportation or transfer of school records.
2. Coordination purpose - The coordination shall be designed to:
  - A. ensure that homeless children and youths have access and reasonable proximity, to available education and related support services; and
  - B. raise the awareness of school personnel and service providers of the effects of short-term stays in a shelter and other challenges associated with homelessness.
3. The LEL shall receive appropriate time and training to carry out the duties required by law and this policy, and ensure that:
  - A. homeless children and youths are identified by school personnel and through coordination activities with other entities and agencies;
  - B. homeless children and youths enroll in schools of the district, which includes attending classes and participating fully in school activities, and have a full and equal opportunity to meet the same challenging State academic standards as other children and youths;
  - C. homeless families, children, and youths receive educational services for which such families, children, and youths are eligible, and referrals to health care services, dental services, mental health services, and other appropriate services;
  - D. the parents or guardians of homeless children and youths are informed of the educational and related opportunities available to their children and are provided with meaningful opportunities to participate in the education of their children;

- E. receive individualized counseling from counselors to prepare and improve their readiness for college, including college selection, application, financial aid, and on-campus supports;
- F. unaccompanied youths are informed of their status as independent students under the Higher Education Act of 1965 and may obtain assistance from the LEL to receive verification of such status for purposes of the Free Application for Federal Student Aid;
- G. public notice of the educational rights of homeless children and youths is communicated where such children and youths receive services under the federal laws for homeless children, such as schools, family shelters, and soup kitchens;
- H. enrollment disputes are mediated in accordance state and federal law; and
- I. the parent or guardian of a homeless child or youth, and any unaccompanied youth, is fully informed of all transportation services, including transportation to the school of origin and is assisted in accessing transportation to the school that is selected for the youth.

#### Enrollment and Placement

The district will handle enrollment and placement of homeless children in compliance with state and federal law according to the child's or youth's best interest such that it shall:

1. continue the child's or youth's education in the school of origin for the duration of homelessness—
  - A. in any case in which a family becomes homeless between academic years or during an academic year; or
  - B. for the remainder of the academic year, if the child or youth becomes permanently housed during an academic year; or
2. enroll the child or youth in any public school that non-homeless students who live in the attendance area in which the child or youth is actually living are eligible to attend.
3. The choice regarding enrollment shall be made regardless of whether the child or youth lives with the homeless parents or has been temporarily placed elsewhere.
4. Issues of guardianship, proof of residency, and dress code requirements shall not be cause for delay or denial of enrollment. The district is not prohibited from requiring a parent or guardian of a homeless child to submit contact information.
5. If the school district is unable to determine the grade level of the student because of missing or incomplete records, the child will be placed in the appropriate grade level by the same procedures used for non-homeless children.

#### School Stability

In determining the best interest of the child or youth the district shall:

1. presume that keeping a homeless child or youth in the school of origin is in the child's or youth's best interest unless doing so is contrary to the request of the child's or youth's parent or guardian, or (in the case of an unaccompanied youth) the youth.
2. The district must consider student-centered factors related to a child's or youth's best interest including the impact of mobility on achievement, education, health, and

safety, giving priority to the request of the child's or youth's parent or guardian, or (in the case of an unaccompanied youth) the youth.

3. If the district determines that it is not in a child's or youth's best interest to attend the school of origin, or the school requested by the parent, guardian, or unaccompanied youth, it must provide a written explanation of the reasons for its determination, in a manner and form that is understandable.

### Enrollment Disputes

The dispute procedure must be made available for resolving disputes over eligibility, as well as school selection or enrollment. If a dispute arises over school selection or enrollment in a school:

1. the district shall immediately provide the child's parent or guardian or, in the case of an unaccompanied youth, the youth a written explanation of the decision made regarding the school selection including the right to appeal the decision. It shall be provided in a manner and form understandable to such parent, guardian, or unaccompanied youth and include the LEL contact information. The child or youth shall be immediately admitted to the school in which enrollment is sought, pending resolution of the dispute. Unaccompanied youths shall be assisted by the LEL in enrolling immediately.
2. Within thirty (30) days of receipt of the initial complaint, the LEL shall carry out the dispute resolution process in accordance with 92 NEC 19-005.002
3. The parent/guardian (or student, if applicable) may file a written appeal of the decision to the Nebraska Commissioner of Education. The Commissioner or designee may file a written response to the appeal within fifteen (15) calendar days of receipt of the appeal.
4. Within thirty (30) days of receipt of the Commissioner's decision, the parent/guardian (or student, if applicable) may file a written appeal of the decision with the State Board of Education and shall be governed by 92 NAC Rule 61.

### Records

Any record ordinarily kept by the school, including immunization or medical records, academic records, birth certificates, guardianship records, and evaluations for special services or programs, regarding each homeless child or youth shall be maintained:

1. so that the records are available, in a timely fashion, when a child or youth enters a new school or school district;
2. the district will treat the student's homeless status as a Student Education Record, not deemed to be directory information; and
3. in a manner consistent with the Federal Education Rights and Privacy Act.

The LEL shall document the number of homeless children and youths receiving services, and maintain financial records regarding any federal funds used for providing such services.

### Immunization Requirements

Homeless students will not be denied enrollment for lack of immunization records. The school district will make a reasonable effort to locate immunization records from the

information provided or will assist the student in obtaining the necessary immunizations. Permanent exemptions for homeless students from the immunization requirement in this policy will be allowed only for reasons in accordance with the law.

Review and Revision

The district shall review and revise any policies that may act as barriers to the enrollment of homeless children and youths in the district. In reviewing and revising such policies, consideration shall be given to issues concerning transportation, immunization, residency, birth certificates, school records and other documentation, and guardianship. Special attention shall be given to ensuring the enrollment and attendance of homeless children and youths who are not currently attending school.

Legal Reference:                   Neb. Statute 79-215  
  NDE Rule 19 and Rule 61  
  42 U.S.C. §11431 and §11432 (McKinney-Vento Homeless  
  Assistance Act) with amendments  
  20 U.S.C. §1232g Federal Education Rights and Privacy  
  Act

Approved \_\_\_\_\_ Reviewed \_\_\_\_\_ Revised \_\_\_\_\_

**\*NO NASB CHANGES\***

**CERTIFICATED EMPLOYEES - RESIGNATION**

Any certificated employee who wishes to be released from contract should consider the difficulty of securing an adequate replacement for the district and disruption to the educational program. A late resignation greatly increases this difficulty and disruption.

A certificated employee who wishes to be released from his/her contract shall immediately deliver a written and signed notice of resignation to the office of the Superintendent, not less than 30 days before the effective date. The Superintendent, upon reviewing the request and its impact on the district, shall forward the request to the School Board with an appropriate recommendation.

The School Board shall make the final determination regarding the request but shall have no obligation to approve the employee's early release from contract.

The Board may request the employee to continue as a member of the staff and to fulfill the terms of his/her contract. The early release, if allowed, will become effective at the end of the school year in which it is submitted. If the employee has requested the release to become effective at an earlier date than the end of the school year, the Board may consider it on an individual basis.

An employee's refusal to fulfill his/her contract shall be cause for the district to request a suspension or revocation of certification by the Nebraska Department of Education.

Legal Reference: Nebraska Statutes 79-817 to 79-845  
NDE Rule 27, part 007

Approved: August 9, 2010 Reviewed \_\_\_\_\_ Revised \_\_\_\_\_

**\*NO NASB CHANGES\***

CERTIFICATED EMPLOYEE SUSPENSION OR TERMINATION

Certificated employees shall perform their assigned job, respect and follow board policy and obey the law. The superintendent is authorized to suspend a certificated employee pending board action on a discharge, for investigation of charges against the employee, and for disciplinary purposes. It shall be within the discretion of the superintendent to suspend a certificated employee with or without pay.

In the event of a suspension or termination, all state statutes and appropriate due process shall be followed.

Cross Reference:     405   Employee Conduct and Appearance  
                          408   Certificated Employee Termination of Employment

Approved: August 9, 2010   Reviewed \_\_\_\_\_ Revised \_\_\_\_\_

**\*NO NASB CHANGES\***

CERTIFICATED EMPLOYEE REDUCTION-IN-FORCE

The board has the exclusive authority to determine the appropriate number of certificated employees. Reductions-in-force of certificated staff members may be required due to changes in the size or nature of the student population, limited financial support, changing programs, staff realignment or other changes in circumstances. Reduction-in-force may result in termination of employment, an amendment to the employee's contract reducing the employee from full-time to part-time status or an amendment to the contract of a part-time employee further reducing that employee's percentage of employment.

Prior to the reduction-in-force the board shall present evidence that such changes in circumstances have occurred. If a reduction of certificated staff is necessary, the superintendent or designee shall recommend to the school board those certificated employees to be reduced in employment under the provisions of this policy. No permanent employee may be selected for a reduction-in-force while a probationary employee is retained to perform a service that the permanent employee is qualified by certification and endorsement to perform or where certification is not applicable, by reason of college credits in the teaching area.

Due to the often intimate, confidential, and unique personal working relationship necessary between the administration and the school board, a certificated employee who is not currently serving in a predominantly administrative capacity shall have no rights under this policy to any administrative position within the school system.

The selection of personnel to be terminated shall be made with consideration given to the following:

1. Programs to be offered;
2. Areas of certification and endorsement;
3. State and federal regulations which may mandate certain employment practices;
4. Special qualifications that may require specific training and/or experience;
5. Contributions to activity programs;
6. Qualifications based on past performance and competence as determined by the principal and/or superintendent through employee evaluation procedures;
7. The organizational and educational impact created by multiple part time certificated employees; and
8. Any other reasons which can be rationally related to the instruction in or administration of the school system.

Employee evaluations (including frequency of evaluations, evaluation forms, and number and length of classroom observations, if applicable) used under this policy shall conform to the board policies and administrative rules, regulations, and practices in effect at the time for the periodic evaluation of certificated staff members.



**\*NO NASB CHANGES\***

CERTIFICATED EMPLOYEE PROFESSIONAL DEVELOPMENT

The board encourages certificated employees to attend and participate in professional development activities to maintain, develop, and extend their skills. The board shall maintain and support an in-service program for certificated employees.

The superintendent and or designee will develop and schedule in-service workshops as appropriate to the needs of the district and will inform the board regarding in-service staff development.

The requirements stated in the Negotiated Contract between employees in that certified collective bargaining unit and the board regarding professional development of such employees shall be followed.

Legal Reference: NDE Rule 10  
Neb. Statute 79-830

Cross Reference: 409.02 Certificated Employee Training, Workshops or  
Conferences

Approved: August 9, 2010 Reviewed \_\_\_\_\_ Revised \_\_\_\_\_

**\*NO NASB CHANGES**

**CERTIFICATED EMPLOYEE TRAINING, WORKSHOPS OR CONFERENCES**

Requests for attendance or participation in a development program, other than those development programs sponsored by the school district, shall be made to the superintendent. Approval of the superintendent must be obtained prior to attendance by a certificated employee in a professional development program when the attendance would result in the certificated employee being excused from their duties or when the school district pays the expenses for the program.

Employees authorized by the superintendent to represent the school system at training, workshops and conferences will be allowed salary and expenses in conformance with regulations on expense reimbursement. Requests that involve unusual expenses or overnight travel must also be approved by the board.

The superintendent shall have sole discretion to allow or disallow certificated employees to attend or participate in the requested event. When making this determination, the superintendent will consider the value of the program for the certificated employee and the school district, the effect of the certificated employee's absence on the education program and school district operations and the school district's financial situation as well as other factors deemed relevant in the judgment of the superintendent.

The requirements stated in the Negotiated Contract between employees in that certified collective bargaining unit and the board regarding professional development of such employees shall be followed.

Cross Reference:      402.08 Employee Travel Compensation  
                                 402.11 Credit Cards

Approved: August 9, 2010    Reviewed \_\_\_\_\_ Revised \_\_\_\_\_

**\*NO NASB CHANGES\***

CERTIFICATED EMPLOYEE INDIVIDUAL CONTRACTS

The board will enter into a written contract with certificated employees, other than administrators, employed on a regular basis. Each contract will be for a period of one year, beginning on September 1 and ending on August 31.

It shall be the responsibility of the superintendent to complete the contracts for certificated employees and present them to the board for approval. Upon receipt of the contract, the certificated employee will have until the date specified on the contract or the date specified by the board to sign and return the contract to the Superintendent. If contracts are not returned within this period, the position will be considered open and candidates will be secured to fill the vacancy.

Legal Reference: Neb. Statute 79-817 to 822

Cross Reference: 408 Certificated Employee Termination of Employment

Approved: August 9, 2010 Reviewed \_\_\_\_\_ Revised \_\_\_\_\_

**\*NO NASB CHANGES\***

**CERTIFICATED EMPLOYEE WORK DAY**

The work day for certificated employees shall begin each day of the school year at the time established by the superintendent, 8:00 a.m. to 4:00 p.m. Certificated employees who are employed only during the academic year shall have the same work day as other certificated employees. "Day" is defined as one work day regardless of full-time or part-time status of an employee.

Certificated employees are to be in their assigned school building during the work day. Advance approval to be absent from the school building must be obtained from the principal whenever the certificated employees must leave the school building during the work day.

In addition, extra duty assignments and attendance at parent teacher meetings, conferences, and similar professional responsibilities outside the regular school day, as needed, is expected as a legitimate part of a staff member's job. The building principal is authorized to make changes in the work day in order to facilitate the education program.

The work day outlined in this policy is a minimum work day. Nothing in this policy prohibits certificated employees from working additional hours outside the work day.

The requirements stated in the Negotiated Contract between employees in that certified collective bargaining unit and the board regarding work day of such employees shall be followed.

Cross Reference: 201.01 Board Powers and Responsibilities

Approved: August 9, 2010    Reviewed \_\_\_\_\_ Revised \_\_\_\_\_

**\*NO NASB CHANGES\***

CERTIFICATED EMPLOYEE PROBATIONARY STATUS

The first three years of a new full-time certificated employee's contract shall be a probationary period. The probationary period for part-time certificated employees shall be based upon formulas provided by state statute.

During this probationary period the board may terminate or amend the certificated employee's contract at year-end or discharge the employee in concert with corresponding board policies.

Certificated employees may also serve a probationary period based upon their performance. Such probationary period shall be determined on a case-by-case basis in light of the circumstances surrounding the employee's performance as documented in the employee's evaluations and personnel file. Prior to such a determination the employee will be allowed due process as provided by state statutes and the Negotiated Contract.

Legal Reference: Neb. Statute 79-828

Approved: August 9, 2010    Reviewed \_\_\_\_\_ Revised \_\_\_\_\_

**\*NO NASB VERSION\***

EVALUATION OF COACHING PERFORMANCE

The Superintendent or his/her designee is directed to develop a procedure for evaluating the coaching performance of the individuals on the Centura Public School coaching staff.

Approved: August 9, 2010    Reviewed \_\_\_\_\_ Revised \_\_\_\_\_

**\*NO NASB CHANGES\***

**CERTIFICATED EMPLOYEE CONTINUED EDUCATION CREDIT**

Continued education on the part of certificated employees may entitle them to advancement on the salary schedule or endorsement in additional subjects. Certificated employees who have completed additional hours will be considered for advancement on the salary schedule. The board shall determine which certificated employees will advance on the salary schedule for continued education keeping in mind the financial condition of the school district, the education and experience of the certificated employee, the educational philosophy of the school district, and any other items deemed relevant by the board.

Certificated employees who wish to obtain additional education for advancement on the salary schedule or other job-related purposes must notify the Superintendent by May 15 of the school year preceding the actual year when advancement or addition of endorsements occurs. Additional education for salary advancement must be in the same area as the education that was required of the employee to hold the employee's current position with the school district. For purposes of illustration only, a math teacher would advance on the salary schedule only if the additional education was in math courses. The superintendent has the discretion to approve credit outside the employee's area of endorsement or responsibility.

Evidence of professional growth to meet re-certification requirements may be demonstrated by the earning of six semester hours of college credit or the addition of other approved non-college professional growth activities. The second alternative calls for prior arrangement with the superintendent.

It shall be the responsibility of the superintendent to make a recommendation to the board for the advancement of a certificated employee on the salary schedule.

The requirements stated in the Negotiated Contract between certificated employees in a certified collective bargaining unit and the board regarding continued education credit of such employees shall be followed.

Legal Reference: NDE Rule 21-005

Cross Reference: 406 Certificated Employees - General  
408.05 Certificated Employee Reduction-In-Force

Approved: August 9, 2010 Reviewed \_\_\_\_\_ Revised \_\_\_\_\_



# STUDENT ASSURANCE SERVICES, INC.

## Specializing in Student Accident Insurance

### Why Schools Have Student Accident Insurance

- ◆ Each school year, students are susceptible to accidental injuries while attending school and/or participating in school sports.
- ◆ This type of coverage is designed to protect the school in situations where parents view the school responsible for their child's injury regardless of fault. These difficult situations are becoming more common for schools because family health plans are containing higher deductibles. This is resulting in more families searching for alternative ways to pay for their student's medical expenses (including asking the school for assistance).
- ◆ A school's liability insurance only provides coverage when there is negligence and proven fault. Many students sustain an injury that is purely accidental and cannot be covered by liability insurance. This, however, does not prevent families from seeking compensation from the school.

### Who is Student Assurance Services, Inc.

- ◆ Student Assurance Services is an agency that specializes in providing Student Accident Insurance to Public and Private (K-12) Schools, Colleges, and Community Programs.
- ◆ Foundation Plans are underwritten by Ameritas Life Insurance Corp., currently rated "A" by A.M. Best. Catastrophic Coverage is underwritten by Great American Insurance Group currently rated "A" by A.M. Best.
- ◆ Student Assurance Services is directly involved in the administration of all claims.
- ◆ Student Assurance Services was established in 1971 and has been serving schools for 50 years. We currently insure over 1,600 Public School Districts, which includes over 200 districts in Nebraska.

### What Type of Plans Do We Offer

- ◆ **Foundation Plans:** Medical benefits on foundation plans can range from \$0-\$50,000 per student injury. We offer a variety of plans that are designed to fit a school's needs. Foundation plans can cover students while attending school and/or participating in school sports.
- ◆ **Catastrophic Coverage:** Medical benefits begin after a \$25,000 deductible and have a maximum benefit up to \$5,000,000 for 10 years. There is also a \$10,000 (non-deductible) death benefit. Just like a foundation plan, catastrophic coverage can cover students while attending school and/or participating in school sports. This coverage can also be added on to a foundation plan or purchased as a stand alone policy.
- ◆ **Camp-Recreational-Association Coverage:** This coverage is designed to cover students while they attend a camp or participate in an event that is controlled by an association/program. Medical benefits are from \$0-\$25,000 per student injury.

### Quoting a School

- ◆ Please fill out the "Request for Quote" form. You can also contact **David Wamberg** at Student Assurance Services, Inc. at (308)-550-1122; Email - davidwamberg@gmail.com

**PARTICIPATING ORGANIZATION APPLICATION**



Application is hereby made for a Catastrophic Student Accident Insurance Plan based on the following statements and representations.

Applicant (Name of School/District): **Centura Public Schools** Mailing Address: **PO Box 430**  
 Street Address: **201 North Hwy 11** **Cairo, NE 68824**  
 City, State, Zip: **Cairo, NE 68824**

Taxpayer ID# (if applicable): \_\_\_\_\_

**If the Applicant is a School District, please attach the list of schools to be insured. (ON BACK SIDE IF ADDT'L SPACE IS NEEDED)**

It is agreed the insurance applied for will not become effective unless: a) this Application is received and approved by the Insurance Company based on current rules and requirements; b) the Policy is accepted by the Applicant; and c) the required premium is paid when due.

Policy Term: August 1, 2021 to August 1, 2022

Requested Policy Term, if other than August 1, 2021 to August 1, 2022: \_\_\_\_\_

**Class (es) of Eligible Persons**

The Applicant named above elects to provide coverage to the Class(es) of Eligible Persons checked below. Do not elect Class 3, if Class 2 is elected.

CHECK ALL THAT APPLY

- CLASS 1: All student athletes, student managers, student trainers, student coaches, cheerleaders and band members who participate in school sponsored and supervised interscholastic athletic activities.
- CLASS 2: All students, from pre-kindergarten through the twelfth grade, while they are attending regularly scheduled classes and taking part in all school-sponsored and supervised activities including off-season athletic training and conditioning, except interscholastic athletics. (Includes Class 3 students, if Class 2 students are covered under the Policy)
- CLASS 3: All students who participate in all school-sponsored and supervised extracurricular non-athletic activities and clubs.

**Premium Rates:**

	<u>Number of Insureds</u>	X	<u>Rate</u>	=	<u>Premium</u>
<u>Class 1</u> .....	<u>80</u>	X	\$3.25	=	\$ <u>260</u>
<u>Please list grades to be covered</u>	<u>7 - 8</u>				
<u>Class 2</u> .....	<u>500</u>	X	\$1.20	=	\$ <u>600</u>
<u>Please list grades to be covered</u>	<u>PK - 12</u>				
<u>Class 3</u> .....		X	\$0.40	=	\$ _____

Please list Class 3 activities and clubs to be covered \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_ (ADDT'L SPACE OTHER SIDE)

**TOTAL PREMIUM** \$ 860  
**(Subject to minimum premium of \$500)**

Please include premium check with this Application, mail and make payable to: **STUDENT ASSURANCE SERVICES, INC.**

**FRAUD STATEMENT**

Any person who knowingly and with intent to defraud any insurance company or other person, files an application for insurance or a statement of claim containing any materially false information or conceals for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime, and shall also be subject to a civil penalty not to exceed five thousand dollars and the stated value of the claim for each such violation.

Signature of Authorized Person: \_\_\_\_\_ Title: \_\_\_\_\_

Please Print Name: \_\_\_\_\_ email: \_\_\_\_\_

Telephone: \_\_\_\_\_

Signed at: \_\_\_\_\_ Date: \_\_\_\_\_  
City State

Signed by Licensed Resident Agent \_\_\_\_\_  
 (Where Required by Law)

**SEE REVERSE SIDE FOR IMPORTANT INFORMATION**

# APPLICATION FOR STUDENT ACCIDENT INSURANCE



**Centura Public Schools**  
 201 North Hwy 11  
 Cairo, NE 68824

**Mailing Address:**  
 PO Box 430  
 Cairo, NE 68824

1. What is the first day of authorized sports practice? \_\_\_\_\_
2. What is the first day of the regular school term? \_\_\_\_\_ Last Day of School \_\_\_\_\_
3. Select the PLAN desired below. Complete the Enrollment and Premium sections.  
 Effective Date \_\_\_\_\_ Termination Date \_\_\_\_\_

## SCHOOLS THAT PROVIDE COVERAGE ON A GROUP BASIS

A: GROUP COVERAGES	PREMIUMS
<input type="checkbox"/> 1. Group Athletic Coverage: Plan _____ Senior High Enrollment _____ Grades _____ Junior High Enrollment _____ Grades _____	\$ _____ \$ _____
<input type="checkbox"/> 2. Supplemental Coverage: Plan _____	\$ _____
<input type="checkbox"/> 3. Supplemental Coverage: Plan _____	\$ _____
<input type="checkbox"/> 4. All Pupil Coverages : Plan _____ Enrollment grades PK-12 _____ @ \$ _____ =	\$ _____
<input type="checkbox"/> 5. Other Activity Coverage: _____	\$ _____
<input type="checkbox"/> 6. Other Activity Coverage: _____	\$ _____
<input type="checkbox"/> 7. Other Activity Coverage: _____	\$ _____
<b>TOTAL PREMIUM</b> =	<b>\$ _____</b>

## SCHOOLS THAT OFFER COVERAGE ON A VOLUNTARY BASIS

B: VOLUNTARY COVERAGES: (See Brochure)	ENROLLMENTS
<input checked="" type="checkbox"/> 1. Voluntary Sports/Football Coverage: Plan _____ Estimated number of Interscholastic Sports Participants 7-12	_____ <u>130</u>
<input checked="" type="checkbox"/> 2. VOLUNTARY STUDENT COVERAGE: Plan _____ Estimated Total Enrollment in grades PK-12	_____ <u>500</u>

PLEASE LIST ALL SCHOOLS IN THE DISTRICT WITH CORRESPONDING ENROLLMENTS (or attach list)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

In order to take advantage of all policy provisions, student brochures must be distributed at registration for each interscholastic sport and at registration or no later than the first day of school for all students PK-12. It is agreed and understood that: **(applies only to voluntary coverages)**

- a. The school will offer coverage to all students in the school system.
- b. Football/Sports Coverage is available only if the school installs the Voluntary Student Coverage.
- c. A school official will complete the school's section of each claim form for school related injuries.
- d. For enrollment forms returned to the school: Premiums must be sent to the agent within 30 days of receipt; and a school official will date each premium envelope on the date received.
- e. **Only one student accident insurance plan will be offered by the school.**

### WEBSITE ACCESS AGREEMENT

By signing this form you will be given access to the Master Policy, roster, and claim status information. This information should only be shared by those persons in the school administration. After we receive this application you will receive an email that explains how to access all of the information at our website.

Applied for by: X

_____ X	_____ X	_____
Print Name of School Official	Telephone Number	E-Mail Address
_____ X	_____	_____
Signature of School Official	Title	Date

**School Contact** \_\_\_\_\_  
If different than above Telephone Number \_\_\_\_\_ E-Mail Address \_\_\_\_\_

**Agent** \_\_\_\_\_  
Print Name Telephone Number \_\_\_\_\_ E-Mail Address \_\_\_\_\_

Agent Mailing Address

**Administered by and Mail to:**



Student Assurance Services, Inc.  
 P.O. Box 196  
 Stillwater, Minnesota 55082

Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.