

Regular Meeting of the Shelton Public Schools Board of Education
Monday, November 13, 2023
the Elementary Conference Room
7:30 PM Central

1. Call to order and roll call
2. Routine matters
 - 2.a. Review and approve minutes
 - 2.b. Review and approve claims
3. Request to address the Board of Education
4. Reports
 - 4.a. Financial Report
 - 4.b. Board Report
 - 4.c. Superintendent's Report
 - 4.d. Elementary Principal's Report
 - 4.e. Secondary Principal's Report
5. New Business
 - 5.a. Review and/or revise Shelton Safe Return Plan
 - 5.b. Discussion and possible action to approve the Negotiated Agreement for 2024-2025.
 - 5.c. Review and/or revise policies 7035 Job References To Prospective Employers For Current and Former Employees,
 - 5.d. Superintendent's Evaluation
 - 5.e. Review and/or revise Policy 1001 General Policy Statement, Policy 1002 School District Legal Status, Policy 1003 The People And Their School, 1004 Philosophy of Education, 1005 Mission Statement
 - 5.f. Strategy session related to collective bargaining
6. Old Business
7. Adjournment

Regular Meeting of the Shelton Public Schools Board of Education
Monday, October 16, 2023
the Elementary Conference Room
7:30 PM

President Lewis called the Regular Meeting of the Shelton Public Schools Board of Education to order at 7:30 PM on Monday, October 16, 2023 in the Elementary Conference Room. The meeting was advertised in accordance to Policy 2003. An open meetings poster, agendas and procedures to address the Board of Education were available to visitors.

1. Call to order and roll call

Kay Johnson: Present, Chris Lewis: Present, Russ Muhlbach: Present, Emmy Power: Absent, Lisa Stewart: Present, Dana Tompkin: Absent. Present: 4, Absent: 2.

Administrators Dr. Gannon, Mrs. Meyer and Mr. Kenton were present as well as 2 visitors.

Motion made by Chris Lewis seconded by Russ Muhlbach to excuse Dana Tompkin and Emmy Power from the meeting. Vote: Passed

Emmy Power: Absent, Dana Tompkin: Absent, Kay Johnson: Yea, Chris Lewis: Yea, Russ Muhlbach: Yea, Lisa Stewart: Yea
Yea: 4, Nay: 0, Absent: 2

2. Routine matters

2.a. Review and approve minutes

Motion made by Chris Lewis seconded by Kay Johnson to review and approve minutes from the Regular Board Meeting on 9/11/23, the Budget Hearing on 9/25/23 and the Special Board Meeting on 9/25/23 as presented. Vote: Passed

Emmy Power: Absent, Dana Tompkin: Absent, Kay Johnson: Yea, Chris Lewis: Yea, Russ Muhlbach: Yea, Lisa Stewart: Yea
Yea: 4, Nay: 0, Absent: 2

2.b. Review and approve claims

Motion made by Lisa Stewart seconded by Russ Muhlbach to review and approve claims 56101 to 56170 in the amount of \$241,045.28 plus regular payroll. Vote: Passed

Emmy Power: Absent, Dana Tompkin: Absent, Kay Johnson: Yea, Chris Lewis: Yea, Russ Muhlbach: Yea, Lisa Stewart: Yea
Yea: 4, Nay: 0, Absent: 2

3. Request to address the Board of Education

No requests to address the board were made.

4. Reports

4.a. Financial Report

Dr. Gannon reported on the financial status of the district.

4.b. Board Report

4.c. Superintendent's Report

Dr. Gannon reported that the school audit has been completed, results will be available in a few weeks and a safety inspection of the school by Alicap has been completed.

4.d. Elementary Principal's Report

Mr. Kenton reported that parent-teacher conferences were well attended, CCC dental hygiene students came and did a presentation and screening of PK-K students and a letter had been sent out indicating updated guidelines for dropoff and pickup of students.

4.e. Secondary Principal's Report

Mrs. Meyer reported that parent-teacher conferences were well attended and weekly problem solving meetings on Wednesday afternoons allowed the teachers to collaborate offer feedback and immediate help to students in need.

5. New Business

5.a. Information regarding the elementary ELA intervention mCLASS

Mrs. Kropp presented the mClass assessment suite being utilized in K-6th grade for ELA.

5.b. Review and/or revise the Shelton Safe Return Plan

Motion made by Lisa Stewart seconded by Kay Johnson to to approve the Shelton Safe Return Plan as revised. Vote: Passed

Emmy Power: Absent, Dana Tompkin: Absent, Kay Johnson: Yea, Chris Lewis: Yea, Russ Muhlbach: Yea, Lisa Stewart: Yea
Yea: 4, Nay: 0, Absent: 2

5.c. Consider designating equipment as surplus to be sold or discarded from district inventory.

Motion made by Chris Lewis seconded by Russ Muhlbach to approve the list of designated items as surplus to be sold or discarded. Vote: Passed

Emmy Power: Absent, Dana Tompkin: Absent, Kay Johnson: Yea, Chris Lewis: Yea, Russ Muhlbach: Yea, Lisa Stewart: Yea
Yea: 4, Nay: 0, Absent: 2

5.d. Consideration to adopt a safe pupil transportation plan to fulfill a Rule 10 requirement.

Motion made by Lisa Stewart seconded by Kay Johnson to adopt the Safe Pupil Transportation Plan as revised. Vote: Passed

Emmy Power: Absent, Dana Tompkin: Absent, Kay Johnson: Yea, Chris Lewis: Yea, Russ Muhlbach: Yea, Lisa Stewart: Yea
Yea: 4, Nay: 0, Absent: 2

5.e. Review and/or revise Policy 9022 Standards of Conduct for participating in extracurricular and co-curricular activities, 9023 Medication of students, 9024 Student illness, 7033 Nebraska family military leave act

Motion made by Chris Lewis seconded by Russ Muhlbach to approve Policy 9022 Standards of Conduct for participating in extracurricular and co-curricular activities, Policy 9023 Medication of Students, Policy 9024 Student Illness and Policy 7033 Nebraska Family Military Leave Act as revised. Vote: Passed

Emmy Power: Absent, Dana Tompkin: Absent, Kay Johnson: Yea, Chris Lewis: Yea, Russ Muhlbach: Yea, Lisa Stewart: Yea
Yea: 4, Nay: 0, Absent: 2

5.f. Consideration to recognize the Shelton Education Association as the negotiating body for the 23-24 school year.

Motion made by Russ Muhlbach seconded by Lisa Stewart to recognize the Shelton Education Association as the negotiating body for the 23-24 school year. Vote: Passed

Emmy Power: Absent, Dana Tompkin: Absent, Kay Johnson: Yea, Chris Lewis: Yea, Russ Muhlbach: Yea, Lisa Stewart: Yea
Yea: 4, Nay: 0, Absent: 2

6. Old Business

7. Adjournment

Motion made by Lisa Stewart seconded by Russ Muhlbach to adjourn at 8:38 pm. Vote: Passed

Emmy Power: Absent, Dana Tompkin: Absent, Kay Johnson: Yea, Chris Lewis: Yea, Russ Muhlbach: Yea, Lisa Stewart: Yea
Yea: 4, Nay: 0, Absent: 2

Respectfully Submitted,
Lisa Stewart, Secretary

Shelton Public Schools

Check Listing Report

Accounting Cycle: FY23-24; Begin Date: 11/01/2023; End Date: 11/30/2023; Bank: [All]; Sort By Element: FUND;
 Account Expression: ([FUND] = "01") ; Created On: 11/9/2023 3:25:46 PM

Check Date	Check Number	Payee	Type	Amount
11/13/2023	56184	AcroMat	Accounts Payable	\$887.10
11/13/2023	56185	adafruit	Accounts Payable	\$558.90
11/13/2023	56186	Amazon Capital Services, Inc.	Accounts Payable	\$785.01
11/13/2023	56187	Amplify Education, Inc.	Accounts Payable	\$425.17
11/13/2023	56188	Ask Supply Co., LLC	Accounts Payable	\$474.59
11/13/2023	56189	Black Hills Energy	Accounts Payable	\$1,445.11
11/13/2023	56190	Buffalo County	Accounts Payable	\$242.75
11/13/2023	56191	Builders How-to Warehouse	Accounts Payable	\$59.98
11/13/2023	56192	Cash-wa Distributing Co.	Accounts Payable	\$630.50
11/13/2023	56193	Clipper Publishing Co., Inc.	Accounts Payable	\$188.70
11/13/2023	56194	Comfy Bowl, Inc	Accounts Payable	\$620.00
11/13/2023	56195	Communications Engineering, Inc.	Accounts Payable	\$320.00
11/13/2023	56196	Copper Penny Station, LLC	Accounts Payable	\$2,639.89
11/13/2023	56197	Culligan	Accounts Payable	\$47.00
11/13/2023	56198	Dana F. Cole & Company, LLP	Accounts Payable	\$4,850.00
11/13/2023	56199	DAS State Accounting - Central Finance	Accounts Payable	\$267.63
11/13/2023	56200	Demco	Accounts Payable	\$360.44
11/13/2023	56201	Eakes Office Solutions	Accounts Payable	\$1,390.75
11/13/2023	56202	Educational Service Unit #10	Accounts Payable	\$41,868.91
11/13/2023	56203	Egan Supply Co.	Accounts Payable	\$71.86
11/13/2023	56204	Hansen International Truck, Inc.	Accounts Payable	\$616.73
11/13/2023	56205	Harris School Solutions	Accounts Payable	\$146.10
11/13/2023	56206	Heartland Disposal, Inc.	Accounts Payable	\$385.00
11/13/2023	56207	Hobby Lobby Stores, Inc	Accounts Payable	\$139.85
11/13/2023	56208	Hometown Leasing	Accounts Payable	\$653.27
11/13/2023	56209	Huyser, Nathan V	Accounts Payable	\$160.58
11/13/2023	56210	Innovative Office Solutions, LLC	Accounts Payable	\$13.90
11/13/2023	56211	J.W. Pepper & Son, Inc.	Accounts Payable	\$125.49
11/13/2023	56212	Jostens, Inc.	Accounts Payable	\$59.27
11/13/2023	56213	L and N Enterprises	Accounts Payable	\$835.00
11/13/2023	56214	Larry's Market	Accounts Payable	\$61.67
11/13/2023	56215	M&K Electric	Accounts Payable	\$1,390.86
11/13/2023	56216	Masters True Value	Accounts Payable	\$453.78
11/13/2023	56217	Matheson Tri-Gas, Inc.	Accounts Payable	\$393.71
11/13/2023	56218	MCI	Accounts Payable	\$62.96
11/13/2023	56219	Nebr Assoc Of School Boards	Accounts Payable	\$1,672.00
11/13/2023	56220	Nebr. Council of School Administrators	Accounts Payable	\$50.00
11/13/2023	56221	Nebraska Central Telephone Co	Accounts Payable	\$268.88
11/13/2023	56222	Nebraska Public Power Dist.	Accounts Payable	\$5,318.26
11/13/2023	56223	Optum	Accounts Payable	\$150.00
11/13/2023	56224	Perma-Bound	Accounts Payable	\$355.99
11/13/2023	56225	Plank Road Publishing, Inc.	Accounts Payable	\$144.20
11/13/2023	56226	Rasmussen Mechanical Services	Accounts Payable	\$1,480.87
11/13/2023	56227	School Specialty Inc	Accounts Payable	\$46.41
11/13/2023	56228	Shelton School Petty Cash	Accounts Payable	\$1,626.40
11/13/2023	56229	SPORT SAFE Testing Service, Inc.	Accounts Payable	\$500.00
11/13/2023	56230	Village Of Shelton	Accounts Payable	\$1,303.48
11/13/2023	56231	Willis Repair, LLC	Accounts Payable	\$280.91
11/13/2023	56232	Woodward Disposal Service, Inc.	Accounts Payable	\$26.50
11/13/2023	56233	Yanda's Music	Accounts Payable	\$171.72
Sub Total				\$77,028.08

Shelton Public Schools

Check Register Report by Check Number

Bank	Account Number				
Cornerstone Bank	031038968				
Paid Date	Check Number	Type	Vendor Name	Amount	Check Status
11/13/2023	56173	Payroll Liability	Aflac	\$2,043.12	Paid
11/13/2023	56174	Payroll Liability	Blue Cross Blue Shield	\$54,564.75	Paid
11/13/2023	56175	Payroll Liability	Companion Insurance Company	\$109.50	Paid
11/13/2023	56176	Payroll Liability	Credit Management Services, Inc.	\$214.53	Paid
11/13/2023	56177	Payroll Liability	Dist. 19 Payroll Acct.	\$7,097.33	Paid
11/13/2023	56178	Payroll Liability	District 19 Payroll Acct.	\$46,095.71	Paid
11/13/2023	56179	Payroll Liability	Horace Mann Life Insurance Co	\$200.00	Paid
11/13/2023	56180	Payroll Liability	Payroll Account - Dist 19	\$225.00	Paid
11/13/2023	56181	Payroll Liability	Principal Life Insurance Co	\$771.36	Paid
11/13/2023	56182	Payroll Liability	Shelton School Payroll Acct.	\$41,446.52	Paid
11/13/2023	56183	Payroll Liability	Vision Service Plan	\$488.72	Paid
11/13/2023	56184	Accounts Payable	AcroMat	\$887.10	Paid
11/13/2023	56185	Accounts Payable	adafruit	\$558.90	Paid
11/13/2023	56186	Accounts Payable	Amazon Capital Services, Inc.	\$785.01	Paid
11/13/2023	56187	Accounts Payable	Amplify Education, Inc.	\$425.17	Paid
11/13/2023	56188	Accounts Payable	Ask Supply Co., LLC	\$474.59	Paid
11/13/2023	56189	Accounts Payable	Black Hills Energy	\$1,445.11	Paid
11/13/2023	56190	Accounts Payable	Buffalo County	\$242.75	Paid
11/13/2023	56191	Accounts Payable	Builders How-to Warehouse	\$59.98	Paid
11/13/2023	56192	Accounts Payable	Cash-wa Distributing Co.	\$630.50	Paid
11/13/2023	56193	Accounts Payable	Clipper Publishing Co., Inc.	\$188.70	Paid
11/13/2023	56194	Accounts Payable	Comfy Bowl, Inc.	\$620.00	Paid
11/13/2023	56195	Accounts Payable	Communications Engineering, Inc.	\$320.00	Paid
11/13/2023	56196	Accounts Payable	Copper Penny Station, LLC	\$2,639.89	Paid
11/13/2023	56197	Accounts Payable	Culligan	\$47.00	Paid
11/13/2023	56198	Accounts Payable	Dana F. Cole & Company, LLP	\$4,850.00	Paid
11/13/2023	56199	Accounts Payable	DAS State Accounting - Central Finance	\$267.63	Paid
11/13/2023	56200	Accounts Payable	Demco	\$360.44	Paid
11/13/2023	56201	Accounts Payable	Eakes Office Solutions	\$1,390.75	Paid
11/13/2023	56202	Accounts Payable	Educational Service Unit #10	\$41,868.91	Paid
11/13/2023	56203	Accounts Payable	Egan Supply Co.	\$71.86	Paid
11/13/2023	56204	Accounts Payable	Hansen International Truck, Inc.	\$616.73	Paid
11/13/2023	56205	Accounts Payable	Harris School Solutions	\$146.10	Paid
11/13/2023	56206	Accounts Payable	Heartland Disposal, Inc.	\$385.00	Paid
11/13/2023	56207	Accounts Payable	Hobby Lobby Stores, Inc	\$139.85	Paid
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11/13/2023	56211	Accounts Payable	J.W. Pepper & Son, Inc.	\$125.49	Paid
11/13/2023	56212	Accounts Payable	Jostens, Inc.	\$59.27	Paid
11/13/2023	56213	Accounts Payable	L and N Enterprises	\$835.00	Paid
11/13/2023	56214	Accounts Payable	Larry's Market	\$61.67	Paid
11/13/2023	56215	Accounts Payable	Todd C. Sutton	\$1,390.86	Paid
11/13/2023	56216	Accounts Payable	Masters True Value	\$453.78	Paid
11/13/2023	56217	Accounts Payable	Matheson Tri-Gas, Inc.	\$393.71	Paid
11/13/2023	56218	Accounts Payable	MCI	\$62.96	Paid
11/13/2023	56219	Accounts Payable	Nebr Assoc Of School Boards	\$1,672.00	Paid
11/13/2023	56220	Accounts Payable	NCSA	\$50.00	Paid
11/13/2023	56221	Accounts Payable	Nebraska Central Telephone Co	\$268.88	Paid
11/13/2023	56222	Accounts Payable	Nebraska Public Power Dist.	\$5,318.26	Paid

11/13/2023	56223	Accounts Payable	Optum	\$150.00	Paid
11/13/2023	56224	Accounts Payable	Perma-Bound	\$355.99	Paid
11/13/2023	56225	Accounts Payable	Plank Road Publishing, Inc..	\$144.20	Paid
11/13/2023	56226	Accounts Payable	Rasmussen Mechanical Services	\$1,480.87	Paid
11/13/2023	56227	Accounts Payable	School Specialty Inc	\$46.41	Paid
11/13/2023	56228	Accounts Payable	Shelton School Petty Cash	\$1,626.40	Paid
11/13/2023	56229	Accounts Payable	SPORT SAFE Testing Service, Inc.	\$500.00	Paid
11/13/2023	56230	Accounts Payable	Village Of Shelton	\$1,303.48	Paid
11/13/2023	56231	Accounts Payable	Kevin Willis	\$280.91	Paid
11/13/2023	56232	Accounts Payable	Woodward Disposal Service, Inc.	\$26.50	Paid
11/13/2023	56233	Accounts Payable	Yanda's Music	\$171.72	Paid
Sub Total				\$230,284.62	
Grand Total				\$230,284.62	

DISTRICT 19 FINANCIAL STATUS AS OF OCTOBER 31, 2023

CASH RESERVES:

GENERAL FUND CASH RESERVE	(10/31/2023 Interest + \$1706.88)	\$865,547.21
SPECIAL BUILDING CASH RESERVE	(10/31/2023 Interest + \$155.26)	\$87,333.27

TOTAL CASH RESERVE ACCOUNTS: \$952,880.48

SAVINGS:

GENERAL FUND CR SAVINGS 5882	\$296,242.19
	\$296,242.19

UNEMPLOYMENT SAVINGS #5891	\$25,556.94
VEH/BUS ACQ. Savings #9457	\$83,863.62
TECHNOLOGY ACQ SAVINGS # 5918	\$51,830.17
PARKING LOT DEPR. SAVINGS #5909	\$71,164.17
BAND UNIFORM SAVINGS #5900	\$0.10
HVAC Savings #9475	\$170,310.63

TOTAL DEPRECIATION SAVINGS: \$402,725.63

TOTAL SAVINGS: \$698,967.82

TOTAL OF DISTRICT FUNDS: \$1,651,848.30

<u>TAXES:</u>	<u>GENERAL</u>	<u>BUILDING</u>	<u>FUND TOTALS:</u>	
BUFFALO	\$138,730.09	\$2,131.77	GENERAL	\$1,161,789.40
HALL	\$24,845.46	\$404.64	DEPRECIATION	\$402,725.63
ADAMS	\$0.00	\$0.00	LUNCH	\$10,574.94
KEARNEY	\$0.00	\$0.00	SPECIAL BLDG	87,333.27
TOTAL TAXES	\$163,575.55	\$2,536.41		

Net Wages	\$ 164,624.93
Employee - Liabilities	\$ 93,270.33
General Fund Expenditures	\$ 77,028.08
Receipts for October 2023	\$ 239,075.93

SHELTON PUBLIC SCHOOLS: GENERAL FUND MONTHLY COMPARISON

	2022-23	2023-24		2022-23	2023-24
Sept. Expenditures Reported @ Board Mtg	\$94,052.00	\$93,109.00	Mar. Expenditures Reported @ Board Mtg	\$51,047.00	
Sept. Net Payroll	\$241,594.00	\$253,040.00	Mar. Net Payroll	\$252,300.00	
Sept. EOM Expenditures			Mar. EOM Expenditures		
Total Sept. Expenditures	335,646.00	346,149.00	Total Mar. Expenditures	\$303,347.00	\$0.00
Percent of Budget Spent	4.92%	5.08%	Accumulated Totals	\$2,250,396.00	\$681,072.00
Cash On Hand	\$1,539,367.00	\$1,813,436.00	Percent of Budget Spent	4.45%	0.00%
			Cash On Hand	\$1,042,928.00	
Oct. Expenditures Reported @ Board Mtg	\$84,336.00	\$77,028.00			
Oct. Net Payroll	\$240,976.00	\$257,895.00	April Expenditures Reported @ Board Mtg	\$65,530.00	
Oct. EOM Expenditures			April Net Payroll	\$242,787.00	
Total Oct. Expenditures	325,312.00	334,923.00	April EOM Expenditures		
Accumulated Totals	\$660,958.00	\$681,072.00	Total April Expenditures	\$308,317.00	\$0.00
Percent of Budget Spent	4.77%	4.91%	Accumulated Totals	\$2,558,713.00	\$681,072.00
Cash On Hand	\$1,356,701.00	\$1,651,848.00	Percent of Budget Spent	4.52%	0.00%
			Cash On Hand	\$1,056,228.00	
Nov. Expenditures Reported @ Board Mtg	\$68,926.00		May Expenditures Reported @ Board Mtg	\$71,765.00	
Nov. Total Payroll	\$245,884.00		May Net Payroll	\$243,409.00	
Nov. EOM Expenditures			May EOM Expenditures		
Total Nov. Expenditures	314,810.00	0.00	Total May Expenditures	\$315,174.00	\$0.00
Accumulated Totals	\$975,768.00	\$681,072.00	Accumulated Totals	\$2,873,887.00	\$681,072.00
Percent of Budget Spent	4.62%	0.00%	Percent of Budget Spent	4.62%	0.00%
Cash On Hand	\$1,097,486.00		Cash On Hand	\$1,788,144.00	
Dec. Expenditures Reported @ Board Mtg	\$88,189.00		June Expenditures Reported @ Board Mtg	\$90,172.00	
Dec. Total Payroll	\$243,477.00		June Net Payroll	\$235,878.00	
Dec. EOM Expenditures			June EOM Expenditures		
Total Dec. Expenditures	331,666.00	0.00	Total June Expenditures	\$326,050.00	\$0.00
Accumulated Totals	1,307,434.00	681,072.00	Accumulated Totals	\$3,199,937.00	\$681,072.00
Percent of Budget Spent	4.87%	0.00%	Percent of Budget Spent	4.78%	0.00%
Cash On Hand	\$972,329.00		Cash On Hand	\$1,888,548.00	
Jan. Expenditures Reported @ Board Mtg	\$72,612.00		July Expenditures Reported @ Board Mtg	\$29,600.00	
Jan. Net Payroll	\$245,094.00		July Net Payroll	\$234,445.00	
Jan. EOM Expenditures			July EOM Expenditures		
Total Jan. Expenditures	\$317,706.00	\$0.00	Total July Expenditures	\$264,045.00	\$0.00
Accumulated Totals	1,625,140.00	681,072.00	Accumulated Totals	\$3,463,982.00	\$681,072.00
Percent of Budget Spent	4.66%	0.00%	Percent of Budget Spent	3.87%	0.00%
Cash On Hand	\$1,162,754.00		Cash On Hand	\$1,568,869.00	
Feb. Expenditures Reported @ Board Mtg	\$73,729.00		August Expenditures Reported @ Board Mtg	\$187,330.00	
Feb. Net Payroll	\$248,180.00		August Net Payroll	\$267,007.00	
Feb. EOM Expenditures			August EOM Expenditures		
Total Feb. Expenditures	\$321,909.00	\$0.00	Total August Expenditures	\$454,337.00	\$0.00
Accumulated Totals	1,947,049.00	681,072.00	Accumulated Totals	\$3,918,319.00	\$681,072.00
Percent of Budget Spent	4.72%	0.00%	BUDGET	\$6,817,360.00	\$7,889,587.00
Cash On Hand	\$1,331,775.00		TOTAL % OF BUDGET SPENT =	0.5747560639	
			Cash On Hand	\$1,247,293.00	

Superintendent Report for November 2023

Girls Wrestling

- The girls and boys wrestle in Thayer Central on January 19. This meet generally starts late but also gets over very late. The boys will come home after the meet but the girls will need to stay overnight because they have another meet on January 20 at Centennial.
- The girls will also need a hotel room for the night before girls' subdistricts but will not need a hotel room for districts.

Grant Update

- Unfortunately, Shelton was not awarded the school safety grant or the nutrition assistance grant.
 - Only 3 schools in the state were awarded and they included Adams County School District, Hershey Public, and Norris.
 - The grant writer from ESU is waiting to learn more about LB705 and the potential money NDE will have for security equipment and infrastructure. Once that grant becomes available we will try again for the same equipment through this grant opportunity. The benefit to this is there are no required matching funds for this grant.
 - We will save our application for nutrition equipment and try again next year.
- We now have some additional ESSER III money of \$185,279.46 to spend before September of 2024.
 - The cost to replace the security cameras is approximately \$140,000. I would like to work with NDE to see if we can make a case that ESSER funds are appropriate for this. I feel like an updated camera system is a priority.
 - This would leave some leftover money that we could budget for summer school. We have used ESSER funds to cover the cost of summer school for the last few years and this would give us one more summer to do that and save general fund dollars.

Buffalo County Video Tour

- Several schools in our area including Kearney, Ravenna, and Gibbon are agreeing to do these videos to advertise their school. Schools have discretion on which programs and highlights they wish to include. A camera crew comes out for about 4 hours to catch video footage and interview preselected individuals. The cost of the video is around \$6,000.

Respectfully submitted,

Dr. Gannon

To: Board of Education
From: Jeff Kenton
Date: November 13, 2023
Re: Board Report

- 172 Students in Elementary
- Update from the last Board of Education Meeting on Day 3 of New Staff Training for Miss Oxford and Mrs. Gomez held on October 11th at ESU 10.
 - Overview of Continuous Improvement Process
 - CIP is a Rule 10 Requirement and aligns with requirements that all Districts across the state have to adhere to for accreditation.
 - Overview of MTSS Process (Early Dismissal Wednesdays)
 - Individually we look at student data to see if we can identify areas of success and struggle (achievement data, classroom work and grades, attendance data, office referral and behavior data, time in intervention)
 - Anecdotally teachers share academic and social strengths and concerns observed in the classroom
 - The team problem-solves to develop interventions that can be implemented to address concerns. This plan involves who, what, when, where, and how in as much detail as possible.
 - The team needs to be able to meet regularly to determine if the plan is meeting the needs of the students and adjust accordingly
 - Student Support
 - IEP's
 - Reading Improvement Plans
 - Referral for Evaluation
 - Grading Practices
 - Talked about 3 pillars of grading practices (District Book Study)
 - Grades must be mathematically accurate, and validly reflect a student's academic performance.
 - Grades must be bias-resistant, preventing subjectivity from infecting our grades.
 - They must motivate students to strive for academic success and help them gain critical lifelong skills.

Ongoing Professional Development for CKLA

- ESU 10 received a grant to assist with implementing high-quality instructional materials. They are using the grant to host three afternoons of Zoom Strengthen Sessions for Amplify CKLA. These sessions are FREE to ESU 10 schools, and districts.
- Shelton Elementary will be participating in these Strengthening Sessions on:

Nov 1, 2023, 12 p.m. – 3 p.m. on Zoom

- [K-2 Small Group Instruction](#)

- [3-5 Small Group Instruction](#)

Jan 19, 2024, 12 p.m. – 3 p.m. on Zoom

- [K-2 Writing](#)
- [3-5 Writing](#)

Respectfully Submitted,

Jeff Kenton

To: Board of Education
From: Jenette Meyer
Date: November 13, 2023
Re: Board Report

7-12 Enrollment: 109

- October Drug Testing
 - Results all tested negative
- The Senior class had Apply to College Day on October 16th.
- I am working with a group of High School teachers starting to look at the schedule for next year
- Juniors took the Pre-ACT on November 7th.
 - They will get their results and be able to see what areas they need to focus more on for the ACT test in April
- FFA competed Wednesday November 8th at Broken Bow at the livestock judging competition
- Veteran's Day Program
 - Mrs. Meyer and Mrs. Gomez's Kindergarten classes will be part of the program
 - Mr. Huyser and the band will be part of the program
 - Greg Stevens - Chief warrant officer will be the guest speaker
- High School Winter Practices will begin on November 13, 2023
 - They have been having a week of conditioning and/or open gyms
- November 22, 2023 3rd-12th grade students will take the NDE Perspective Survey

Respectfully submitted,
Jenette Meyer

Shelton Public Schools

Return To School Plan

The purpose of this document is to outline the protocols Shelton Public Schools will follow for in-person learning in the 2023-24 school year. The return-to-school protocols were created to create a safe and predictable environment that can be used by parents, students, staff, and the community during the COVID-19 pandemic. **The district realizes that COVID-19 is unpredictable and as a result, these protocols may need to be modified as needed to ensure the safety of all staff, students, and patrons.**

Participants in the focus group used to develop the Return to School Plan include:

Megan Schnerigner- School Psychologist
Matt Walter- K-12 PE/7-12 History
Ryan Province- 7-12 Business/Athletic Director
Seth Jensen- Head Custodian/ Transportation
Stephanie Flint- Guidance Counselor
Jeanne Pope- Technology and Assessment Coordinator
Jackie Cornelius- School Nurse
Joni Thornburg- Elementary Teacher
Sue Bombeck- Former Head of Nutrition Services
Sandy Sutton- Office Manager
Jeff Kenton- K-12 Principal
Jenette Meyer- K-12 Assistant Principal

Maintaining Health and Safety

Mitigation strategies listed below are required in the District's plan. By checking the box before each time, Shelton agrees to include information in the plan to address the components listed below:

- ✓ Universal and correct wearing of masks
- ✓ Modifying facilities to allow for physical distancing (e.g., including using of cohorts/podding)
- ✓ Handwashing and respiratory etiquette
- ✓ Cleaning and maintaining healthy facilities, including improving ventilation
- ✓ Contact tracing in combination with isolation and quarantine, in collaboration with the State, local, territorial, or Tribal health departments
- ✓ Diagnostic and screening tests
- ✓ Efforts to provide vaccinations to school communities
- ✓ Appropriate accommodations for children with disabilities with respect to health and safety policies
- ✓ Coordination with state and local health officials. In the event of respiratory illness symptoms, the recommendation is to stay home until symptoms are resolved and the individual is fever-free for 24 hours. Including the need for support and technical assistance to implement strategies consistent to the greatest extent possible, with relevant CDC guidance.

Universal and Correct Wearing of Masks

Green, yellow, orange, and red will be based on the percent of students and staff absent due to any illness for a three day period. Anyone with an alternate diagnosis from a doctor or a COVID negative test will not be counted in the illness percentages. In the event that a new variant becomes a threat, this plan and protocols will be revisited.

0% people absent due to illness	2% people absent due to illness	4% people absent due to illness	5% people absent due to illness
In the green zone, students and staff are not required to wear masks but may do so if they choose.	In the yellow zone, students and staff will be encouraged to wear masks, but not required.	In the orange zone students will socially distance when possible and masks are recommended but not required.	In the red zone, students and staff will be highly recommended to mask at all times in school and at school activities.

Modifying Facilities to Allow For Physical Distancing

Students will not be cohorted or socially distanced unless there is a significant increase of COVID-19 cases in our area.

In the green zone, students and staff will not be required to socially distance.	In the yellow zone, students and staff will be encouraged to maintain social distance when eating food, singing, or while not wearing masks.	In the orange zone, students and staff will be encouraged to maintain social distance whenever possible.	In the red zone, students and staff will be encouraged to maintain social distance when eating food or singing if unmasked.
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Handwashing and Respiratory Etiquette

In the green zone, students and staff will be encouraged to frequently wash/sanitize hands. Hand sanitizer will be available in all classrooms and common areas.	In the yellow zone, students and staff will be encouraged to frequently wash/sanitize hands. Hand sanitizer will be available in all classrooms, common areas, and as students enter the building.	In the orange zone, students and staff will be encouraged to frequently wash/sanitize hands. Hand sanitizer will be available in all classrooms, common areas, and as students enter the building.	In the red zone, students and staff will be encouraged to frequently wash/sanitize hands. Hand sanitizer will be available in all classrooms, common areas, and as students enter the building.
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Cleaning and Maintaining Healthy Facilities

In the green zone, students and staff will have access to disinfectant spray in the classroom to clean and sanitize classroom furniture and materials as needed.	In the yellow zone, staff and students will disinfect desks and other high touch surfaces between classes. Custodians will spray classrooms with the disinfectant sprayer daily.	In the orange zone, staff and students will disinfect desks and other high touch surfaces between classes. Custodians will spray classrooms with the disinfectant sprayer daily.	In the red zone, staff and students will disinfect desks and other high touch surfaces between classes. Custodians will spray classrooms with the disinfectant sprayer daily.
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Contact Tracing And Quarantine

Shelton Public Schools will work with local health departments to assist with contact tracing as needed. Students and staff testing positive for COVID-19 will stay home until symptom-free.

Students or staff who come in direct contact with someone who has tested positive for COVID-19 at school will be notified and should be monitored for symptoms. If students or staff begin to experience symptoms they will stay home and follow the isolation protocol.

If a household member is positive all members of the household should monitor for symptoms and stay home if they begin to show symptoms.

Diagnostic and Screening Testing

Shelton Public Schools will not provide or conduct testing for COVID-19.

Appropriate Accommodations For Children With Disabilities

Students' IEP teams will determine appropriate accommodations for students with disabilities and communicate those to the student's educational team as appropriate.

Efforts To Provide Vaccinations to School Communities

Shelton will work with local health departments to provide a location for health departments to administer COVID-19 vaccinations as well as use district communication platforms to share information regarding vaccine clinics to the school community. Students and staff will not be required to be vaccinated.

Coordination With State and Local Health Officials

Shelton Public Schools will work in cooperation with state and local health officials. The superintendent will attend webinars put on by the Governor, Education Commissioner, and Two Rivers Health Department to stay abreast of current information.

Ensuring Continuity of Services

Shelton will ensure continuity of services by providing in person instruction. The school calendar will continue to serve as a guide to indicate when school is in session. Students will be expected to attend school in-person on the days when school is in session unless they are home due to illness.

In addition, Shelton has purchased high quality instructional materials that offer virtual access for students who need to learn from home at any point during the school year. These high quality instructional materials also provide opportunities for acceleration to support students who may have gaps in their knowledge. All students will have equitable access to rigorous grade level content.

Beginning in the fall of the 2021-22 school year and each year after, 7th graders will complete a study skills course that not only supports their transition to secondary education, but also teaches them important skills for both in-person and virtual learning. The purpose of this course is to give students the necessary skills to be well organized, prepared to ask questions in class, study in effective ways, and have ownership of their progress and learning.

Public Comment Requirements

The plan is reviewed every 6 months during a monthly board of education meeting at which time the public is welcome to give feedback on the plan during the public comment period.

Uniform Format

Shelton ensures this plan is in an understandable and uniform format by using the template provided by the Nebraska Department of Education. This plan will be posted on the website in both English and Spanish to ensure that it is easy for all parents and students to access. Any parent who wishes to have the plan explained to them verbally may schedule a meeting with district administrators and a translator will be provided if needed.

Reviewed: 8/15/22, 3/13/23

Revised: 3/14/22, 10/16/23

Recommendations from Jackie: Wording for "isolation protocol"

I think the verbiage needs to be the same between the first and second paragraphs below by adding "and follow the isolation protocol" in the second paragraph as highlighted.

Students or staff who come in direct contact with someone who has tested positive for COVID-19 at school will be notified and should be monitored for symptoms. If students or staff begin to experience symptoms they will stay home and follow the isolation protocol.

If a household member is positive, all members of the household should monitor for symptoms and stay home "and follow the isolation protocol" if they begin to show symptoms.

I feel the isolation protocol needs to be spelled out in this document, or in school policy, so we don't have any questions about what is expected if this should happen. The current isolation policy from the CDC can be found at <https://www.cdc.gov/coronavirus/2019-ncov/your-health/isolation.html> and basically states that a symptomatic person should isolate from the first sign of THEIR symptoms (not when they were exposed) and counts as day zero. The isolation period continues through day 5 (which is 6 total days counting day zero), which at that time if the positive person's symptoms are improving and they have been fever free for 24 hours without the use of fever reducing medications, they may return to school/work. The CDC's protocol then has the positive person wearing a mask for 5 more days through day 10.

At the most basic of protocols, I feel we need to set a minimum amount of days that a person has to isolate at home with a positive diagnosis of Covid. If it helps, I would be fine if we set the same protocol for influenza as well. According to the Nebraska School Health Statutes and Regulations, the infectious period of influenza is "A brief period before symptoms until about a week thereafter" and positive persons are "excluded for the duration of the illness." Symptoms of influenza are fever and chills, often back or leg aches, sore throat, nasal discharge and cough; prostration, so when these symptoms are resolved (not just improving as with Covid) and they are fever free for 24 hours without fever reducing medications, they can return to school. As this reads, a person with influenza could be out an entire week until all symptoms are resolved.

If making our own isolation protocol that combines these two diseases and the protocols from each of these entities, I would recommend the following:

Any student or staff member that has a positive diagnosis of Influenza or Covid-19, or is exhibiting symptoms of Influenza or Covid-19 following a direct exposure to a person deemed positive for Influenza or Covid-19, will be excluded from school for a **minimum** of 5 days following onset of symptoms or a positive test for Influenza or Covid unless a negative Influenza or Covid test is provided from a doctor. If symptoms are present, Day 0 of isolation is the day of symptom onset, regardless of when you tested positive; Day 1 is the first full day after your

symptoms started. If you no symptoms present, Day 0 is the day you were tested (not the day your received your positive test result); Day 1 is the first full day following the day you were tested. If you develop symptoms within 10 days of when you were tested, the clock restarts at day 0 on the day of symptom onset.

If you had symptoms and your symptoms are improving, you may end isolation and return to school after day 5 if you are fever-free for 24 hours without the use of fever-reducing medication. If your symptoms are not improving, continue to isolate until you are fever-free for 24 hours without the use of fever-reducing medication and your symptoms are improving. If you had no symptoms but had a positive test result, you may end isolation after day 5.

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I chose the CDC protocol as the minimum amount of days for isolation, as the Influenza minimum was for duration of illness. However, I did not add in the CDC's 5 additional days of masking portion of the protocol.

**Negotiated Agreement
Shelton Public Schools District #19
Shelton Education Association
2024-2025**

1. Salary

A base salary of \$37,775 for the 2024-2025 contract year with increments for years of experience and accepted college credit beyond the BA level according to the attached salary schedule. A teacher's contract year shall be considered 185 days of service which includes 12 duty days for teacher in-service. The teacher in-service days will be allocated to allow for 5 professional learning days, 2 Parent-Teacher Conference days, 4 teacher work days, and a teacher check-out day at the end of the year.

2. Payment for Sponsorship of Extra-Curricular Activities

See the attached Extra-Curricular salary schedule

3. Steps on the salary schedule

The attached schedule will be used for the placement of teachers. The maximum advancement for years of experience for any contract year is one step. (Policy 7015)

4. Additional Compensation

To attract and retain quality teachers, the district will grant as many years of experience as the pay scale allows. The district may offer additional compensation in the form of retention and signing bonuses. Signing bonuses will be paid in two equal payments. The first payment will be paid during the teacher's first pay period. The second payment will be paid upon the teacher signing their contract for the following school year.

5. Health Insurance Contributions

The school district shall pay 100% of a \$1,050 deductible premium, for the plan endorsed by the Educators Health Alliance.

6. Life Insurance Contribution

The school district shall pay \$3.00 per month for each teacher for a \$20,000.00 Life Insurance Policy through a mutually agreed upon carrier.

7. Dental Insurance Contributions

The school district shall pay 100% of BC/BS dental plan PPO-80% A, B, and C with 50% D coverage.

8. Personal Leave

Teachers who have been employed by the district for 1 to 9 years of continuous service will receive 2 personal days annually and may trade in 4 sick leave days for one additional personal day giving them a maximum of 3 personal days per contract year.

Teachers who have completed their 10th consecutive year in the district will receive 3 personal days per contract year and may trade in 5 sick leave days for one additional personal day giving them a maximum of 4 personal days per contract year.

Teachers who have completed their 20th consecutive year of service in the district will receive 4 personal days per contract year and may trade in 5 sick leave days for one additional personal day giving them a maximum of 5 personal days per contract year.

Personal days that result from a staff member trading in sick days must be used during that calendar year and are not subject to reimbursement. Individuals must use annual personal days prior to trading sick leave for an additional personal day.

Part-time employees will receive a prorated amount of personal leave.

**Personal days based on years of service will be re-evaluated for the 2025-2026 master agreement to ensure this plan is sustainable and does not negatively impact instructional time.

Personal leave will be subject to (1) the availability of substitutes and (2) adequate notice to the administration. In the instance when a personal day is requested on the day preceding or following a holiday or at the beginning or end of the school year it shall be subject to the following restrictions: The day off will be granted on a first-come, first-serve basis to the first two staff members presenting their request in writing to the superintendent. After that, no personal days will be granted on any of those particular days. Personal days will not be taken on professional development days. Requests for personal leave may be submitted once the calendar for the following year has been approved. Personal days granted before or after a holiday must be taken as a full day, regardless of the length of the instructional day missed. (ie-a half day of school missed will be taken as a full personal day, no partial personal days.)

Unused personal leave will be reimbursed at a daily rate equal to the employee's daily rate of pay. Personal leave may not be accumulated.

9. Sick Leave

Full-time employees shall receive 13 days of sick leave per year. Part-time employees will receive a prorated amount of leave. Sick leave shall mean absence due to personal illness, injury, or accident, absence due to illness of a family member residing in the same home, and also children, parents, parents-in-law, and siblings.

Unused sick leave can be accumulated to 40 days.

In order for certificated employees to utilize accumulated sick leave, all 13 of the current year's sick leave days must have been utilized and an absence took place.

After a certified staff member has used up all of their current year's sick leave days and their accumulated sick leave days, they may borrow up to 5 days from their following year's sick leave days. If the staff member should leave the district for any reason and has borrowed from the following year's sick leave days, then that employee will owe the district 1/185th of their total compensation per day for the sick leave days that were borrowed. This will either be deducted from their final check or in the case of a late resignation, will be paid to the district before they will be released from their contract.

10. Bereavement Leave

Bereavement leave can be taken from personal leave or sick leave days.

11. Professional Leave

A teacher shall receive up to two (2) days of non-accumulative professional leave per year. Professional leave is intended for meetings, workshops, conferences, and professional gatherings as detailed in Board Policy 7017. Workshops, seminars, and functions attended by the teacher at the request of the superintendent shall not be included in the above limit. Initial requests shall be made at least one week in advance of the planned leave day(s) to the principal.

Head and assistant coaches will be granted two additional days of professional leave to attend NSAA-sponsored state championships in their respective sports.

12. 125 Plan

The school district will offer an IRS Section 125 for its employees.

13. Direct Deposit

The Board of Education will make available to all staff Direct Deposit of checks.

14. Agreement

This agreement will remain in force until superseded by a future agreement.

The Board of Education and Shelton Education Association agree that this document constitutes a complete agreement on all matters and all other proposals that have been made or considered have been withdrawn in consideration of this agreement.

Board Member

SEA Member

Board Member

SEA Member

Board Member

SEA Member

Dated this _____ day of _____ 2023.

2024 - 2025 Extra-Curricular Salary Schedule

Payments shall be based on a percentage of the base salary of \$37,775

Varsity Head Coaches & Activities Director

1-2 year(s) of experience	0.11	\$4,155
3-4 years of experience	0.12	\$4,533
5-6 years of experience	0.13	\$4,911
7-9 years of experience	0.14	\$5,289
10 or more years of experience	0.15	\$5,666

Assistant Varsity Coaches

1-2 year(s) of experience	0.080	\$3,022
3-4 years of experience	0.085	\$3,211
5-6 years of experience	0.090	\$3,400
7-9 years of experience	0.095	\$3,589
10 or more years of experience	0.100	\$3,778

Junior High Head Coaches	0.055	\$2,078
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Assistant Junior High Coaches	0.04	\$1,511
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The head junior high and head high school track coach shall receive 1½ times the index listed in the extracurricular pay schedule. The additional index is only applicable if there is one head coach for both boys and girls.

Coaching experience will be granted when moving from a head to an assistant with experience in that sport within the district. A staff member returning as a head or assistant coach to a sport they have previously coached for the district will receive credit for the experience at that level in the sport. The sports shall be considered as football, volleyball, basketball, track, wrestling, cross country, and golf.

Golf will follow the assistant varsity coach's schedule.

Cross-country will follow the varsity coach's schedule.

Teachers asked to give up any portion of their scheduled instructional planning time to cover classes or supervise students will be compensated at a prorated rate equivalent to \$15.00 for a standard high school class period.

Other Activities 2024-2025

Vocal	0.04	\$1,511
Instrumental	0.045	\$1,700
Summer program	0.04	\$1,511
Drama (One Act)	0.06	\$2,267
Asst. Drama (One Act)	0.03	\$1,133
Speech	0.06	\$2,267
Asst. Speech	0.03	\$1,133
Yearbook	0.03	\$1,133
FFA	0.035	\$1,322
Cheer/Dance	0.04	\$1,511
Senior Class	0.025	\$944
Junior Class	0.035	\$1,322
Sophomore Class	0.015	\$567
Freshman Class	0.01	\$378
8th Grade Class	0.005	\$189
7th Grade Class	0.005	\$189
National Honor Society	0.015	\$567
Quiz Bowl	0.03	\$1,133
National Art Honor Society	0.015	\$567
Red Ribbon/STAND	0.015	\$567
Student Council	0.02	\$756
Spanish Club	0.015	\$567
Teammates	0.04	\$1,511
Summer Weights		\$13.00 per hour

(Provides for a weights coach not to exceed 100 hours in the summer. One other coach is allowed per session not to exceed 25 hours per person in the summer)

POLICY ~~7037~~ 7035: JOB REFERENCES TO PROSPECTIVE EMPLOYERS FOR CURRENT AND FORMER EMPLOYEES

All requests for employment-related references or employment history by prospective employers of current or former employees must be referred to a member of the administrative team. The administrator will either provide a reference in compliance with this policy or will forward the request to the superintendent.

If the school district is subject to a written separation agreement regarding a particular employee, the terms of that agreement will govern the district's response to requests for information, regardless of any written consent provided to the school district.

If the school district is not bound by a separation agreement and receives legally enforceable written consent to release information, the district may provide the information authorized by that document. The school district may provide additional truthful information to prospective employers of current and former employees in accordance with this policy.

Employees Suspected of Sexual Misconduct Against a Minor or Student

Apart from the routine transmission of administrative and personnel files or unless otherwise permitted by law, the district and any employee, contractor, or agent of the school district is prohibited from providing any employee any assistance in obtaining a new job if the school district or the individual acting for the school district has probable cause to believe said employee has engaged in sexual misconduct with a student or minor in violation of the law.

Adopted on: 8/12/19

Revised on:

Reviewed on: 7/15/19

SHELTON
Performance Objectives Evaluation Instrument
2023-2024

**Provide updates to the board quarterly (August, November, February, May) on progress toward goals.*

#1 - BUDGET

- Create a realistic and workable budget
- Budget to be able to carry out the Shelton Capital Improvement Schedule
- Stay abreast of current budget and continue to build cash reserve
- Manage and build depreciation funds

ASSESSMENT BASED ON EVIDENCE FOR DR. GANNON IN THIS AREA:

Exemplary	Proficient	Developing	Needs Improvement
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FEEDBACK / COMMENTS:

#2 - COMMUNICATION

- Create a timely and consistent communication mechanism on hot topics or relevant information at least twice a month for the Board of Education
- Utilize district wide communication tools and social media to provide timely information as it relates to consistent communication for students and parents
- Develop and implement an action plan based on the results of the NASB Staff Well-being Survey
- Create a visible presence in the school at activities and local organizations
 - attend village board meetings or join local organizations

ASSESSMENT BASED ON EVIDENCE FOR DR. GANNON IN THIS AREA:

Exemplary	Proficient	Developing	Needs Improvement
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FEEDBACK / COMMENTS:

#3 - EXPECTATIONS AND ACCOUNTABILITY

- Promote high and consistent expectations for staff and students
- Create roles and responsibilities to determine if the current staffing is sustainable (all roles in the district).
- Continue to develop collaborative relationships between all staff to maximize opportunities for students.

ASSESSMENT BASED ON EVIDENCE FOR DR. GANNON IN THIS AREA:

Exemplary	Proficient	Developing	Needs Improvement
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FEEDBACK / COMMENTS:

OVERALL ASSESSMENT BASED ON EVIDENCE FOR SHANNA:

Exemplary	Proficient	Developing	Needs Improvement
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OVERALL SUMMARY FEEDBACK / COMMENTS:

Superintendent Goals Quarterly Update

November 2023

#1 - BUDGET

- Create a realistic and workable budget
- Budget to be able to carry out the Shelton Capital Improvement Schedule
 - As a reminder, the district had to borrow from our savings accounts during the 2020-2021, 2021-2022 school years to pay regular payroll and bills. Through a series of budgeting strategies such as reducing staff through attrition, moving current staff members into open positions, not taxing in the special building fund, and reducing expenditures as much as possible, I was able to close the gap so we did not have to borrow from savings in the 2022-2023 school year. This allowed the board to move some money into depreciation to carry out the capital improvement schedule.
 - The district also had some major expenses like replacing HVAC compressors and the well for the football field. The fact that these major expenses did not derail the budget goals is a testament to the strength of the budgeting strategies I put in place.
- Stay abreast of the current budget and continue to build cash reserve
 - Each month Missy prints a budget management report that shows what I budgeted in each line item, how much we spent, and the remaining balance for each account. I review this routinely and use it to make approval decisions on purchases.
 - I have been working closely with nutrition services to manage their budget. We are trying to balance offering larger portions of food and keeping the expenditures in line with incoming lunch sales and reimbursements from the state.
- Manage and build depreciation funds
 - Continue budget work to put money into depreciation.

Superintendent Goals Quarterly Update

November 2023

#2 - COMMUNICATION

- Create a timely and consistent communication mechanism on hot topics or relevant information at least twice a month for the Board of Education
 - Continue with weekly updates
- Utilize district-wide communication tools and social media to provide timely information as it relates to consistent communication for students and parents
 - In an effort to prioritize the new website and app, I have asked Mrs. Wiese to help manage the website. Website creation and management is a strength of hers and with the demands of athletic director and football coach, this helps relieve some pressure on Mr. Province to keep the website and app up to date. Mr. Province and Mrs. Wiese work together to ensure the website is well managed.
- Develop and implement an action plan based on the results of the NASB Staff Well-being Survey
 - District committee work is well underway
 - The weekly early outs for MTSS individual student problem-solving have been a huge success and have added to the collaboration and communication in the building. Teacher teams have protected time each week to meet and discuss individual students as well as building-level problems that need to be resolved. This allows for timely troubleshooting reducing stress, anxiety, and frustration among staff.
- Create a visible presence in the school at activities and local organizations
 - Continue to attend school and community activities
 - Continue membership with the Lion's Club
 - Teammates

Superintendent Goals Quarterly Update

November 2023

#3 - EXPECTATIONS AND ACCOUNTABILITY

- Promote high and consistent expectations for staff and students
 - During our weekly administrator meetings, I have directed the principals to provide a student attendance report, staff attendance report, and their weekly classroom walkthrough report. This will serve as an accountability measure but also act as a method for maintaining consistent expectations PK-12.
 - As a follow-up from the August update: We have consistently discussed these items in our weekly admin meetings. The result is consistent expectations and accountability for student tardies and unexcused absences. In addition, principals are in classrooms routinely for supervision purposes. Finally, staff attendance follows the guidelines set forth by the master agreement.
- Create roles and responsibilities to determine if the current staffing is sustainable (all roles in the district).
 - The move to elementary and secondary principals has been well received by staff and students and has resulted in more consistency in communication, accountability, and support.
- Continue to develop collaborative relationships between all staff to maximize opportunities for students.
 - Again, the early dismissals for MTSS have greatly improved these relationships in the building.

POLICY 1001: GENERAL POLICY STATEMENT

The organization, management, and control of this school district are vested in its board of education (“board”). To guide the board and school district operations, and to assist it and its designees in carrying out duties, the board will establish, maintain, and amend a set of policies.

Written board policies serve the following purposes:

1. Formally articulating the board’s goals and long-term objectives.
2. Providing district administrators and staff with guidance in making decisions that affect students, employees, and patrons of the district.
3. Informing the public of the manner that which the board and district will conduct its business and its relationships with staff, pupils, parents, and patrons.

To avoid unnecessary rigidity, these policies are stated in general terms. With the exception of statutory requirements or instances when the specific application of a policy is essential to the long-term welfare of the district, these policies are intended to provide administrators with the flexibility to apply them to a wide range of situations.

The policies are not the only guidelines for district operations. Specific regulations, procedures, and practices also help guide and govern actions and decisions. They must be consistent with policies, but serve a different purpose.

Exceptional Circumstances

The board cannot foresee every situation that may arise, and circumstances will occur when these policies provide inadequate guidance. In such circumstances, the superintendent should use his or her best judgment, and communicate with the board about the situation as soon as is convenient.

Validity of Policies

Each policy and its provision should be interpreted so that it is valid under applicable law. If a court determines that a provision of a policy is invalid, such invalidity shall not affect the remaining provisions of that policy.

Adopted on: 11/10/08

Revised on:

Reviewed on: 01/11/2021

POLICY 1002: SCHOOL DISTRICT LEGAL STATUS

The legal basis for education in the school district of Shelton, Nebraska is vested in the role of the people as expressed in the constitution of the State, the statutes pertaining to education, court interpretation of the validity of these laws, and the powers implied in them.

The official statutory name of the district shall be Buffalo County School District 10-0019; but Shelton Public School may commonly be used as the title of the district.

Adopted on: 6/14/99

Revised on: 11/10/08

Reviewed on: 01/11/2021

POLICY 1003: THE PEOPLE AND THEIR SCHOOL

The public school belongs to the people. The people govern the school under the rights guaranteed to them by the constitution and statutes of our State. The people exercise their proprietorship through the elective process. They elect state and federal representatives who establish through the Unicameral and the Congress the framework of law within which the schools operate. The people also elect a school board to represent them to determine local educational policy and to establish publicly endorsed educational goals and objectives. The Shelton Board of Education functions as that agency of the public within this framework.

The Board is mindful that the people are the ultimate governor of public education and that the Board is directly accountable to the people through the elective process. However, the Board also believes that accountability is a shared responsibility involving students, teachers, and other employees, the Superintendent of Schools, and the people themselves as well as the Board of Education. The Board therefore asserts these beliefs and expectations:

Students should be trained at home and in schools in order that they will learn to hold themselves accountable for their own lives, actions, and decisions as maturing members of a democratic society.

Teachers should hold students accountable for achieving, (within the limits of each student's ability) the objectives of each learning experience.

The Superintendent should hold teachers and other employees accountable for working with diligent effort and with intelligence and imagination in achieving the objectives directly related to their stated job responsibilities.

The Board should also hold itself accountable for carrying out its mandate to plan, make policy, and lead in the identification of goals and objectives and the resources necessary for their achievement.

The public should hold itself accountable for maintaining a vigorous stand, concern for, and constructive criticism of the school; for electing the most able men and women available to represent them on the Board of Education and in the State Unicameral and U.S. Congress; and for providing the resources necessary for the Board and staff to accomplish the goals and objectives of the school district.

Adopted on: 11/10/08

Revised on:

Reviewed on: 01/11/2021

POLICY 1004: PHILOSOPHY OF EDUCATION

It is imperative that the staff of Shelton Public School believes that every child is capable of learning. Each child will reach their learning potential through the combined efforts of the school staff and parents. Each child has the right to receive the best educational experience possible and it is our responsibility to ensure that such positive experiences take place.

It is therefore, each teacher's responsibility to provide experiences that both motivate and reinforce children for learning, provide a safe, orderly environment, create a climate for success, keep students on task, monitor our programs and student progress, provide a strong home-school relationship, and work together as a team. Ultimately, our success as educators will not be measured by how much we have taught, but by how well our students have learned.

Adopted on: 3/11/91

Revised on: 11/10/08, 1/11/21

Reviewed on:

POLICY 1005: MISSION AND VISION STATEMENT

~~The Mission of Shelton Public School is to prepare students to read comprehensively, write clearly and purposefully, compute mathematically, communicate effectively, and utilize information and technology to create solutions for the 21st century. Our vision is to create an educational system that promotes the development of the whole person (mind, body and soul), encourages students to be their best, fosters relationships, self-discipline, and joy of learning, through a relevant and rigorous curriculum that emphasizes student practice and teacher feedback.~~

The Mission of Shelton Public Schools is to develop respectful, independent problem solvers who have acquired the skills and character necessary to confront the challenges of today and the confidence to impact tomorrow.

The vision of Shelton Public Schools is to create an educational system that fosters relationships and the development of the whole person by providing a foundation that prepares individuals to achieve their goals and enhance society.

“BECOMING THE BEST VERSION OF OURSELVES, TOGETHER”

Adopted on: Written in 1992

Revised on: 6/14/99, 1/11/21

Reviewed on: 11/10/08