

## Board of Education Regular Meeting

Monday, December 11, 2017 5:00 PM

C.L. Jones Middle School, 520 West Third, Minden, NE 68959

Ken Carpenter: Present  
Justin Glanzer: Present  
Craig Grams: Present  
Richard Jacobsen: Present  
Kevin Raun: Present  
Rusty Rhynalds: Present

### 1. Roll Call

### 2. Minutes

#### Action(s):

Motion to approve the minutes from the November 13 meeting as presented Passed with a motion by Kevin Raun and a second by Justin Glanzer.

#### Voting Detail:

Ken Carpenter: Yea  
Justin Glanzer: Yea  
Craig Grams: Yea  
Richard Jacobsen: Yea  
Kevin Raun: Yea  
Rusty Rhynalds: Yea

**Voting Summary:** Yea: 6, Nay: 0

### 3. Public Comment

### 4. Financial Reports - Action Items

#### 4.a. Consider Financial Reports

#### Action(s):

Motion to approve the Financial Reports as presented Passed with a motion by Ken Carpenter and a second by Justin Glanzer.

#### Voting Detail:

Ken Carpenter: Yea  
Justin Glanzer: Yea  
Craig Grams: Yea  
Richard Jacobsen: Yea  
Kevin Raun: Yea  
Rusty Rhynalds: Yea

**Voting Summary:** Yea: 6, Nay: 0

### 5. Old Business - Action Items

#### 5.a. Consider Bills - General Fund

#### Action(s):

Motion to approve the consideration of bills from the General Fund Passed with a motion by Rusty Rhynalds and a second by Kevin Raun.

**Voting Detail:**

Ken Carpenter: Yea  
Justin Glanzer: Yea  
Craig Grams: Yea  
Richard Jacobsen: Yea  
Kevin Raun: Yea  
Rusty Rhynalds: Yea

**Voting Summary:** Yea: 6, Nay: 0

**6. Discussion Only**

6.a. Report from Superintendent

6.b. Reports from Administrators

6.c. Facilities Update

**7. New Business**

7.a. Consider, Discuss, and Take Action on MEA

Certified Teacher Negotiations

**Action(s):**

Motion to table the MEA certified teacher negotiations for the 2018-19 school year Passed with a motion by Justin Glanzer and a second by Richard Jacobsen.

**Voting Detail:**

Ken Carpenter: Yea  
Justin Glanzer: Yea  
Craig Grams: Yea  
Richard Jacobsen: Yea  
Kevin Raun: Yea  
Rusty Rhynalds: Yea

**Voting Summary:** Yea: 6, Nay: 0

7.b. Consider, Discuss, and Take Action on Change Order Resolution Regarding Repairs of High School Drainage Surface Water System and Damage to Auditorium Stage

**Action(s):**

Motion to table the change order resolution regarding repairs of high school drainage surface water system and damage to auditorium stage Passed with a motion by Rusty Rhynalds and a second by Ken Carpenter.

**Voting Detail:**

Ken Carpenter: Yea  
Justin Glanzer: Yea  
Craig Grams: Yea  
Richard Jacobsen: Yea  
Kevin Raun: Yea  
Rusty Rhynalds: Yea

**Voting Summary:** Yea: 6, Nay: 0

## 8. Additional Information

### 9. Adjournment

**Action(s):**

At 5:15 pm, motion to adjourn the meeting Passed with a motion by Ken Carpenter and a second by Justin Glanzer.

**Voting Detail:**

Ken Carpenter: Yea

Justin Glanzer: Yea

Craig Grams: Yea

Richard Jacobsen: Yea

Kevin Raun: Yea

Rusty Rhynalds: Yea

**Voting Summary:** Yea: 6, Nay: 0

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Board Secretary

**MINDEN PUBLIC SCHOOLS  
BOARD OF EDUCATION  
November 13, 2017**

The agenda for the November 13, 2017 meeting was posted at the United States Post Office in Minden, Minden Exchange Bank, First Bank and Trust Company, Kearney County Courthouse, and the Minden city office. Agendas were mailed to the United States Post Office in Upland and Heartwell. The agenda was posted in the superintendent's office and published in the local paper.

The board meeting began at 7:32 pm with all board members present.

Motion by Carpenter and second by Glanzer to approve the minutes from the meetings held October 9 and October 27. Roll call: Carpenter, aye; Glanzer, aye; Grams, aye; Jacobsen, aye; Raun, aye; Rhynalds, aye. Motion carried.

Motion by Rhynalds and second by Glanzer to approve the financial reports. Roll call: Carpenter, aye; Glanzer, aye; Grams, aye; Jacobsen, aye; Raun, aye; Rhynalds, aye. Motion carried.

Motion by Glanzer and second by Raun to approve the claims against the General Fund. Roll call: Carpenter, aye; Glanzer, aye; Grams, aye; Jacobsen, aye; Raun, aye; Rhynalds, aye. Motion carried.

Motion by Rhynalds and second by Jacobsen to approve the district audit. Roll call: Carpenter, aye; Glanzer, aye; Grams, aye; Jacobsen, aye; Raun, aye; Rhynalds, aye. Motion carried.

Motion by Carpenter and second by Glanzer to approve safety and security plan. Roll call: Carpenter, aye; Glanzer, aye; Grams, aye; Jacobsen, aye; Raun, aye; Rhynalds, aye. Motion carried.

Motion by Raun and second by Glanzer to approve the psychology class field trip to Norton, KS. Roll call: Carpenter, aye; Glanzer, aye; Grams, aye; Jacobsen, aye; Raun, aye; Rhynalds, aye. Motion carried.

At 7:50 pm, a motion was made by Carpenter and second by Glanzer to adjourn the meeting. Roll call: Carpenter, aye; Glanzer, aye; Grams, aye; Jacobsen, aye; Raun, aye; Rhynalds, aye. Motion carried.

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Secretary, Board of Education

MINDEN PUBLIC SCHOOLS  
TREASURER'S REPORT  
November 30, 2017

SCHOOL BALANCE - October 31, 2017		\$113,994.46
Current Months Receipts		\$107,622.46
Transfers from Investments		\$650,000.00
Total Beginning Balance and Receipts		\$871,616.92
Less: Disbursements		\$805,438.61
Transfer to Investments		\$0.00
Total Disbursements		\$805,438.61
SCHOOL BALANCE - November 30, 2017		\$66,178.31
BALANCE PER BANK STATEMENT - November 30, 2017		\$67,371.36
Deposits In Transit		\$0.00
LESS : Outstanding Checks		\$1,193.05
RECONCILED BANK BALANCE - November 30, 2017		\$66,178.31
	(Balance - November 30, 2016 = \$32,645.37)	
GENERAL FUND INVESTMENTS		\$2,618,366.57
Money Market Minden Exchange	\$1,389,799.52	0.15% demand
Money Market First Bank	\$1,228,567.05	0.25% demand
	(Balance November 30, 2016 = \$2,288,178.27)	
DEPRECIATION FUND INVESTED		\$1,124,193.33
Money Market Minden Exchange Bank	\$2,705.54	0.15% demand
Money Market First Bank	\$528,487.78	0.25% demand
NE Liquid Asset Fund - Depreciation Fund	\$592,999.51	
Checking Minden Exchange Bank	\$0.50	
	(Balance November 30, 2016 = \$1,923,966.38)	
EMPLOYEE BENEFITS FUND		\$35,358.62
Money Market First Bank	\$35,358.62	0.25% demand
	(Balance November 30, 2016 = \$35,270.35)	
BUILDING FUND		\$4,104,407.29
Money Market Minden Exchange Bank	\$2,801,448.61	0.15% demand
Money Market First Bank	\$57,582.67	0.14% demand
NE Liquid Asset Fund - Building Fund	\$750,374.59	
Money Market First Bank - HS Constr. Acct.	\$494,999.95	0.25% demand
NE Liquid Asset Fund - HS Constr. Acct.	\$0.00	
Checking Minden Exchange Bank	\$1.47	
	(Balance November 30, 2016 = \$12,340,059.86)	
BOND FUND		\$1,562,551.81
Money Market Minden Exchange Bank	\$1,562,551.81	0.15% demand
	(Balance November 30, 2016 = \$764,107.57)	
LUNCH FUND		\$45,899.01
Money Market First Bank	\$7,933.79	0.05% demand
Checking First Bank	\$37,965.22	
	(Balance November 30, 2016 = \$114,639.54)	
FUNDS PLEDGED FOR DEPOSITS		
Minden Exchange Bank	\$7,235,391.49	Plus 250M FDIC
First Bank	\$3,660,000.00	Plus 250M FDIC

William Johnson, Treasurer

# Monthly Board Report All Expenses

Account	Description	Adopted Budgeted	Disbursed	Balance Remaining	Percentage Spent
1-1100	Instructional Supplies & Services	\$349,727.36	\$49,105.09	\$300,622.27	14.04%
1-1100-110	Instructional Salaries & Benefits	\$4,803,833.64	\$1,590,565.11	\$3,213,268.53	33.11%
1-1125	Academic Intervention Supplies & Service	\$3,500.00	\$0.00	\$3,500.00	0.00%
1-1125-110	Academic Intervention Salaries & Benefits	\$127,581.90	\$42,434.17	\$85,147.73	33.26%
1-1200	SPED Supplies & Services	\$95,134.79	\$11,698.47	\$83,436.32	12.30%
1-1200-110	SPED Salaries & Benefits	\$1,175,279.51	\$360,221.31	\$815,058.20	30.65%
1-1290	Preschool Supplies & Services	\$19,300.00	\$1,166.05	\$18,133.95	6.04%
1-1290-110	Preschool Salaries & Benefits	\$25,708.10	\$648.33	\$25,059.77	2.52%
1-1310	Gifted Supplies & Services	\$1,670.00	\$100.00	\$1,570.00	5.99%
1-1310-110	Gifted Salaries & Benefits	\$52,753.11	\$14,425.20	\$38,327.91	27.34%
1-2120	Guidance Supplies & Services	\$3,500.00	\$359.02	\$3,140.98	10.26%
1-2120-110	Guidance Salaries & Benefits	\$281,793.79	\$94,426.23	\$187,367.56	33.51%
1-2130	Health Services	\$42,833.68	\$15,328.92	\$27,504.76	35.79%
1-2150	Safety & Security	\$30,000.00	\$785.50	\$29,214.50	2.62%
1-2190	Activities Supplies & Services	\$30,000.00	\$7,130.85	\$22,869.15	23.77%
1-2190-110	Activities Salaries & Benefits	\$182,218.50	\$53,953.20	\$128,265.30	29.61%
1-2210	ESU Grant	\$587.64	\$0.00	\$587.64	0.00%
1-2212	Staff Training and Curriculum Development	\$0.00	\$2,035.03	-\$2,035.03	#DIV/0!
1-2213	School Improvement	\$1,000.00	\$0.00	\$1,000.00	0.00%
1-2215	Assessment Coordinator Supplies & Service	\$850.00	\$0.00	\$850.00	0.00%
1-2215-110	Assessment Coordinator Salary & Benefits	\$42,439.18	\$14,144.79	\$28,294.39	33.33%
1-2222	Media Center Supplies & Services	\$26,242.25	\$7,698.93	\$18,543.32	29.34%
1-2222-110	Media Center Salaries & Benefits	\$251,992.47	\$81,793.57	\$170,198.90	32.46%
1-2310	Board of Education	\$41,045.63	\$12,546.66	\$28,498.97	30.57%
1-2320	Executive Administration Supplies & Services	\$10,850.00	\$2,179.94	\$8,670.06	20.09%
1-2320-110	Executive Administration Salaries & Benefits	\$246,666.73	\$81,368.38	\$165,298.35	32.99%
1-2330	District Legal Services	\$20,000.00	\$5,834.85	\$14,165.15	29.17%
1-2410	Principals Supplies & Services	\$8,875.00	\$863.70	\$8,011.30	9.73%
1-2410-110	Principals Salary & Benefits	\$558,266.69	\$192,115.11	\$366,151.58	34.41%
1-2500	Postage & Telephone & internet	\$13,500.00	\$4,624.82	\$8,875.18	34.26%
1-2510	Business Administration	\$135,455.40	\$36,612.81	\$98,842.59	27.03%
1-2520	Non-Pupil Vehicle Fuel & Maintenance	\$20,500.00	\$859.41	\$19,640.59	4.19%
1-2610	Custodial Supplies & Services	\$35,000.00	\$9,383.73	\$25,616.27	26.81%
1-2610-110	Custodial Salaries & Benefits	\$317,303.56	\$104,152.72	\$213,150.84	32.82%
1-2615	Utilities	\$326,585.00	\$133,408.55	\$193,176.45	40.85%
1-2620	Maintenance Supplies & Services	\$421,499.99	\$76,944.90	\$344,555.09	18.26%
1-2620-110	Maintenance Salaries & Benefits	\$145,868.13	\$46,832.75	\$99,035.38	32.11%
1-2620-300	Insurance	\$106,238.00	\$97,051.00	\$9,187.00	91.35%
1-2750	Pupil Transportation Supplies & Services	\$169,950.00	\$71,412.02	\$98,537.98	42.02%
1-2750-110	Pupil Transportation Salaries & Benefits	\$202,009.24	\$61,856.27	\$140,152.97	30.62%
1-3135	High Ability Learners	\$7,600.00	\$3,780.00	\$3,820.00	49.74%
1-4200	Title I Part A	\$118,278.00	\$36,371.08	\$81,906.92	30.75%
1-4210	Title I Part A Accountability	\$9,170.00	\$6,380.00	\$2,790.00	69.57%
1-4310	Title II Part A	\$17,934.00	\$1,261.40	\$16,672.60	7.03%
1-4400	Federal Funds	\$169,416.00	\$71,833.31	\$97,582.69	42.40%
1-6000	Summer School	\$9,026.14	\$0.00	\$9,026.14	0.00%
1-8000	Interfund Transfers	\$50,000.00	\$0.00	\$50,000.00	0.00%
1-9000	Payroll Reimbursed by Other Funds/Agencies	\$8,814.59	\$1,950.06	\$6,864.53	22.12%
<b>Totals</b>		<b>\$10,717,798.02</b>	<b>\$3,407,643.24</b>	<b>\$7,310,154.78</b>	<b>31.79%</b>

## 2017/18 Projections vs. Actuals for General Fund November 30, 2017

### Income

2017/18 Budgeted Income = \$10,017,798.02

Month	Projected Income	Actual Income	Over/(Under) Projection	Running Balance Over/(Under) Projection
September	\$2,010,572.06	\$1,862,556.01	(\$148,016.05)	(\$148,016.05)
October	\$489,870.32	\$773,082.67	\$283,212.35	\$135,196.30
November	\$170,302.57	\$108,054.21	(\$62,248.36)	\$72,947.94
December	\$144,256.29			
January	\$1,672,972.27			
February	\$809,438.08			
March	\$487,866.76			
April	\$445,792.01			
May	\$2,557,543.83			
June	\$918,632.08			
July	\$129,229.59			
August	\$181,322.16			

### Cash Flow

Month	Projected Cash Flow	Actual Cash Flow	Over/(Under) Projection	Running Balance Over/(Under) Projection
September	\$1,060,975.16	\$888,677.24	(\$172,297.92)	(\$172,297.92)
October	(\$350,405.04)	(\$29,775.49)	\$320,629.55	\$148,331.63
November	(\$703,197.97)	(\$697,368.40)	\$5,829.57	\$154,161.20
December	(\$701,377.97)			
January	\$840,199.36			
February	(\$32,980.84)			
March	(\$353,480.38)			
April	(\$404,129.37)			
May	\$1,670,110.15			
June	(\$15,959.91)			
July	(\$791,429.26)			
August	(\$918,323.93)			

### Expenses

2017/18 Budgeted Expenses = \$10,717,798.02

Month	Projected Expenses	Actual Expenses	Over/(Under) Projection	Running Balance Over/(Under) Projection
September	\$949,596.90	\$973,878.77	\$24,281.87	\$24,281.87
October	\$840,275.36	\$802,858.16	(\$37,417.20)	(\$13,135.33)
November	\$873,500.54	\$805,422.61	(\$68,077.93)	(\$81,213.26)
December	\$845,634.26			
January	\$832,772.91			
February	\$842,418.92			
March	\$841,347.14			
April	\$849,921.38			
May	\$887,433.68			
June	\$934,591.99			
July	\$920,658.85			
August	\$1,099,646.09			

### General Fund Balance

Beginning Reconciled GF Balance = \$2,523,011.53

Month	Projected GF Balance	Actual Reconciled GF Balance	Over/(Under) Projection
September	\$3,583,986.69	\$3,411,688.77	(\$172,297.92)
October	\$3,233,581.65	\$3,381,913.28	\$148,331.63
November	\$2,530,383.68	\$2,684,544.88	\$154,161.20
December	\$1,829,005.71		
January	\$2,669,205.07		
February	\$2,636,224.23		
March	\$2,282,743.85		
April	\$1,878,614.48		
May	\$3,548,724.63		
June	\$3,532,764.72		
July	\$2,741,335.46		
August	\$1,823,011.53		

## Lunch Fund Checks and Liabilities

Check Number	Date	Payee	Reason	Amount
5254	11/6/2017	Chesterman Company	Beverages	\$ 188.10
5255	11/6/2017	Mason's Market	Commodities	\$ 9.16
5256	11/6/2017	Village Uniform	Kitchen Rag and Apron Service	\$ 249.01
5257	11/6/2017	Dollar General	Lunch Room Supplies	\$ 16.10
5258	11/6/2017	Minden Hardware	Lunch Room Supplies	\$ 68.45
5259	11/6/2017	Minden Office Supply	Lunch Room Printer Ink	\$ 43.18
5260	11/6/2017	Minden Middle School	Water	\$ 60.00
5261	11/6/2017	Roberts Dairy	Milk Products	\$ 3,862.78
5263	11/6/2017	Nebraska Food Distribution	Commodities	\$ 3,524.15
EFT	11/6/2017	Sysco - EFT	Commodities	\$ 7,688.52
EFT	11/6/2017	Cash-wa Distributing Co.	Commodities	\$ 6,499.91
EFT	11/6/2017	Cash-wa Distributing Co.	East Refrigerator	\$ 3,014.00
3041	12/12/2017	Blue Cross Blue Shield	Health & Dental Insurance Premiums	\$ 5,573.21
3042	12/12/2017	Madison National Life Insurance Co., Inc.	Employee FEBA - Life Insurance Premiums	\$ 24.53
3042	12/12/2017	Madison National Life Insurance Co., Inc.	EE Life Insurance Premiums	\$ 25.66
3043	12/12/2017	Minden Public Schools	EE & ER Retirement Contributions	\$ 2,040.16
3043	12/12/2017	Minden Public Schools	Employee FEBA - Medical/Dental	\$ 206.78
3044	12/12/2017	Mps Payroll	EE & ER FICA, Medicare, & Federal Income Tax	\$ 1,978.21
3045	12/12/2017	Mps Payroll NE Income Tax	EE Nebraska Income Tax Withholding	\$ 106.74
3046	12/12/2017	Principal Life Insurance Company	ER Long-Term Disability Premiums	\$ 17.20
<b>Subtotal</b>				<b>\$ 19,486.40</b>
<b>Net Payroll - December 2017</b>				<b>\$ 8,766.72</b>
<b>Total Lunch Fund Disbursements</b>				<b>\$ 28,253.12</b>

## Depreciation Fund Disbursements

Check Number	Date	Payee	Reason	Amount
1060	12/12/2017	Business Telecommunication Systems	Mileage	\$ 120.00
1060	12/12/2017	Business Telecommunication Systems	MS Telephone System to Intercom Labor	\$ 100.00
1061	12/12/2017	Cardmember Service	1 13/16" L hooks	\$ 18.37
1061	12/12/2017	Cardmember Service	2 1/4" L hooks	\$ 23.79
1061	12/12/2017	Cardmember Service	Collet clamping nut	\$ 15.46
1062	12/12/2017	Communications Engineering, Inc.	New HS Weight Room Card Access	\$ 1,737.80
1062	12/12/2017	Communications Engineering, Inc.	New HS Weight Room Card Access Programming Labor	\$ 80.00
1063	12/12/2017	Menards	72" Heavy Duty Racking Beams	\$ 907.90
1063	12/12/2017	Menards	96" Heavy Duty Steel End Frames	\$ 626.22
1063	12/12/2017	Menards	Shipping & Handling	\$ 19.99
1063	12/12/2017	Menards	Unfinished 3/4" Shelving for 24" End frame	\$ 95.76
1063	12/12/2017	Menards	Unfinished 3/4" Square Edge Shelving - 24" Frame	\$ 215.28
1063	12/12/2017	Menards	Unfinished 3/4" Square Edge Shelving - 30" Frame	\$ 44.91
1064	12/12/2017	Minden Hardware	New HS Activities Areas Outfitting Supplies	\$ 52.05
1065	12/12/2017	Minden Machine Shop, Inc.	HS Metals Shop Table Painting (x2)	\$ 186.36
1065	12/12/2017	Minden Machine Shop, Inc.	HS Woods Shop Table Painting	\$ 133.81
1066	12/12/2017	Varco	Additional Library Shelving for New HS	\$ 14,516.02
<b>Total Depreciation Fund Disbursements - December 2017</b>				<b>\$ 18,893.72</b>

## Building Fund Disbursements - New High School Construction\*

Check Number	Date	Payee	Reason	Amount
490	12/12/2017	Boyd Jones Construction Co.	Reimbursable Expenses - 133.66% Complete	\$ 285.15
490	12/12/2017	Boyd Jones Construction Co.	Doors/Frames/Hardware - 106.94% Complete	\$ 2,920.00
490	12/12/2017	Boyd Jones Construction Co.	Earthwork, Site Demo & Utilities, Erosion Control - 80.72% Complete	\$ 2,194.95
490	12/12/2017	Boyd Jones Construction Co.	Electrical - 99.97% Complete	\$ 3,104.31
490	12/12/2017	Boyd Jones Construction Co.	HS/MS Construction/Renovation Retainage	\$ 1,019,906.96
490	12/12/2017	Boyd Jones Construction Co.	Install Doors/Frames/Hardware - 77.29% Complete	\$ 605.00
490	12/12/2017	Boyd Jones Construction Co.	Roofing - 99.91% Complete	\$ 360.00
491	12/12/2017	DLR Group, Inc.	Construction Services - 100% Complete	\$ 15,889.11
491	12/12/2017	DLR Group, Inc.	Reimbursable Meals	\$ 20.84
491	12/12/2017	DLR Group, Inc.	Reimbursable Transportation	\$ 325.97
492	12/12/2017	Olsson Associates, Inc.	Curtain Wall Re-Testing Labor	\$ 1,372.50
492	12/12/2017	Olsson Associates, Inc.	Trip Charge	\$ 545.00
493	12/12/2017	City Of Minden	Electrical Line Reburying Labor	\$ 6,373.70
493	12/12/2017	City Of Minden	Electrical Line Reburying Supplies & Materials	\$ 7,728.94

**Total Building Fund Liabilities - New High School Construction - December 2017**

**\$ 1,061,632.43**

\* Bond proceeds totaling \$495,023.68 were used in the payment of these liabilities. All proceeds from the sales of bonds have now been exhausted

## Bond Fund Disbursements

Check Number	Date	Payee	Reason	Amount
EFT	12/12/2017	BOK Financial Corporation	2014 Series Bond Interest Payment	\$ 274,225.00
EFT	12/12/2017	BOK Financial Corporation	2014 Series Bond Held in Escrow (Early Refunding)	\$ (76,625.00)
EFT	12/12/2017	BOK Financial Corporation	2014 Series Bond Semi-Annual Paying Agent Fee	\$ 200.00
EFT	12/12/2017	BOK Financial Corporation	2016 Series Bond Interest Payment	\$ 90,057.50
EFT	12/12/2017	BOK Financial Corporation	2016 Series Bond Semi-Annual Paying Agent Fee	\$ 200.00
EFT	12/12/2017	BOK Financial Corporation	2017 Series Bond Interest Payment	\$ 57,118.75
EFT	12/12/2017	BOK Financial Corporation	2017 Series Bond Principal Payment	\$ 20,000.00

**Total Bond Fund Disbursements - December 2017**

**\$ 365,176.25**

**Total Minden HS Construction/MS Renovation Billings as of 11/28/2017 - Pay App #31**

Item #	Work Description	Original Budget	Owner Change Orders	CM@R Change Orders	Current Budget**	Total Work Previously Completed and Billed	Work Billed This Period	Materials Purchased and Stored	Total Completed & Stored	% Complete	Remaining Balance	Retainage^^
1	Pre-Bond Effort	\$6,527.00			\$6,527.00	\$6,527.00			\$6,527.00	100.00%	\$0.00	\$0.00
1	Pre-Construction Effort	\$35,960.00			\$35,960.00	\$35,858.00			\$35,858.00	100.00%	\$102.00	\$0.00
1	Construction Effort	\$574,628.00			\$574,628.00	\$574,628.00			\$574,628.00	100.00%	\$0.00	\$0.00
1	Reimbursable Expenses	\$302,846.00			\$302,846.00	\$395,600.73	\$8,909.81		\$404,510.54	133.57%	(\$101,664.54)	\$0.00
1	General Requirements	\$59,250.00			\$59,250.00	\$77,258.27			\$77,258.27	130.39%	(\$18,008.27)	\$2,962.50
1	Surveying	\$39,185.00		\$15,000.00	\$54,185.00	\$55,559.19			\$55,559.19	102.54%	(\$1,374.19)	\$1,959.25
1	Winter Conditions (gas, tenting, covering, blankets, thawing)	\$155,000.00			\$155,000.00	\$107,668.89			\$107,668.89	69.46%	\$47,331.11	\$7,750.00
2	Selective Demo in MS	\$50,000.00		\$1,926.85	\$51,926.85	\$58,276.93	\$800.00		\$59,076.93	113.77%	(\$7,150.08)	\$2,500.00
3	Concrete	\$1,907,377.00	\$20,750.00	\$5,478.00	\$1,933,605.00	\$1,920,652.28			\$1,920,652.28	99.33%	\$12,952.72	\$96,473.40
3	Reinforcing	\$225,055.00	\$670.00	\$945.00	\$226,670.00	\$225,079.32			\$225,079.32	99.30%	\$1,590.68	\$11,333.50
3	Hollow Cores	\$165,195.00		\$2,075.00	\$167,270.00	\$155,875.00			\$155,875.00	93.19%	\$11,395.00	\$8,363.50
3	Structural Precast	\$1,349,909.00			\$1,349,909.00	\$1,354,931.00			\$1,354,931.00	100.37%	(\$5,022.00)	\$67,495.45
4	Masonry	\$1,931,600.00	\$350.00	\$3,985.00	\$1,935,935.00	\$1,885,500.57	\$1,973.87		\$1,887,474.44	97.50%	\$48,460.56	\$96,580.00
5	Steel Fab	\$624,000.00	\$2,917.69	\$4,051.00	\$630,968.69	\$632,323.11			\$632,323.11	100.21%	(\$1,354.42)	\$31,445.83
5	Steel/HC/Precast Erection	\$604,550.00	\$1,673.15	\$5,315.00	\$611,538.15	\$628,425.53	\$2,999.68		\$631,425.21	103.25%	(\$19,887.06)	\$30,227.50
6	Woods	\$104,295.00	\$520.00	\$1,760.00	\$106,575.00	\$109,495.29			\$109,495.29	102.74%	(\$2,920.29)	\$5,240.75
7	Waterproofing/Weather Barriers/Sealants/Subdrainage	\$177,000.00	\$350.00		\$177,350.00	\$119,690.63	\$132.78		\$119,823.41	67.56%	\$57,526.59	\$8,850.00
7	Insulated Metal Wall Panels (to Composite Wall Panels)	\$0.00			\$0.00				\$0.00	0.00%	\$0.00	\$0.00
7	Composite Wall Panels	\$182,490.00			\$182,490.00	\$194,710.00			\$194,710.00	106.70%	(\$12,220.00)	\$9,124.50
7	Roofing	\$544,590.00		\$373.27	\$544,963.27	\$544,122.58			\$544,122.58	99.85%	\$840.69	\$27,229.50
7	Fireproofing	\$13,500.00			\$13,500.00	\$11,950.00			\$11,950.00	88.52%	\$1,550.00	\$675.00
7	Expansion Joint Covers	\$20,257.00			\$20,257.00	\$22,953.12			\$22,953.12	113.31%	(\$2,696.12)	\$1,012.85
8	Door/Frame/Hardware	\$345,373.00		\$16,000.00	\$361,373.00	\$383,540.00			\$383,540.00	106.13%	(\$22,167.00)	\$17,816.15
8	Install Doors/Frames/HW	\$78,056.00		\$350.00	\$78,406.00	\$58,779.76	\$1,218.91		\$59,998.67	76.52%	\$18,407.33	\$3,902.80
8	Access Doors	\$5,650.00			\$5,650.00	\$1,068.53			\$1,068.53	18.91%	\$4,581.47	\$282.50
8	OH and Coiling Doors	\$73,673.00			\$73,673.00	\$74,063.00			\$74,063.00	100.53%	(\$390.00)	\$3,683.65
8	Storefront and Glass	\$331,198.00		(\$7,370.00)	\$323,828.00	\$322,168.00			\$322,168.00	99.49%	\$1,660.00	\$16,132.15
9	Drywall & Framing	\$539,260.00		\$63,863.00	\$603,123.00	\$612,805.74			\$612,805.74	101.61%	(\$9,682.74)	\$29,613.00
9	Tiling (to Flooring)	\$0.00			\$0.00				\$0.00	0.00%	\$0.00	\$0.00
9	Acoustical Tile Ceilings & Acoustical Panels	\$192,900.00		\$480.00	\$193,380.00	\$192,723.99			\$192,723.99	99.66%	\$656.01	\$9,645.00
9	Flooring (LVT, Carpet, Tile & Terrazzo)	\$316,880.00	\$145,377.55	\$3,606.00	\$465,863.55	\$508,602.20			\$508,602.20	109.17%	(\$42,738.65)	\$23,293.18
9	Wood Flooring	\$122,760.00			\$122,760.00	\$131,571.55	\$6,443.00		\$138,014.55	112.43%	(\$15,254.55)	\$6,138.00
9	Concrete Treated Flooring Systems	\$43,115.00			\$43,115.00	\$28,250.00			\$28,250.00	65.52%	\$14,865.00	\$2,155.75
9	Painting/Air Barriers/Water Repellents	\$377,289.00	\$50.00	\$6,990.00	\$384,329.00	\$392,456.00			\$392,456.00	102.11%	(\$8,127.00)	\$18,864.45
10	Toilet Partitions/Accessories/Specialties/Visual Display Boards	\$119,580.00			\$119,580.00	\$84,736.95			\$84,736.95	70.86%	\$34,843.05	\$5,979.00
10	Visual Display Boards (to Toilet Accessories)	\$0.00			\$0.00				\$0.00	0.00%	\$0.00	\$0.00
10	Signage	\$33,649.00	\$536.90		\$34,185.90	\$37,738.25			\$37,738.25	110.39%	(\$3,552.35)	\$1,682.45
10	Lockers	\$84,350.00	(\$3,350.00)		\$81,000.00	\$81,000.00			\$81,000.00	100.00%	\$0.00	\$4,050.00
10	Flagpoles	\$5,280.00			\$5,280.00	\$5,683.92			\$5,683.92	107.65%	(\$403.92)	\$264.00
11	Knox Boxes	\$2,750.00			\$2,750.00	\$2,200.03			\$2,200.03	80.00%	\$549.97	\$137.50
11	Paint Spray Booth	\$27,650.00			\$27,650.00	\$27,650.00	\$613.00		\$28,263.00	102.22%	(\$613.00)	\$1,382.50
11	Stage Rigging & Curtains	\$58,406.00		\$720.00	\$59,126.00	\$68,114.54			\$68,114.54	115.20%	(\$8,988.54)	\$2,956.30
11	Athletic Equipment	\$41,150.00			\$41,150.00	\$41,061.30	\$1,000.00		\$42,061.30	102.21%	(\$911.30)	\$2,057.50
12	Educational Casework	\$380,313.00	\$4,084.50		\$384,397.50	\$453,866.22	\$1,834.00		\$455,700.22	118.55%	(\$71,302.72)	\$19,219.88
12	Auditorium Seating	\$75,498.00			\$75,498.00	\$75,498.00			\$75,498.00	100.00%	\$0.00	\$3,774.90
12	Bleachers (500 seats)	\$50,061.00			\$50,061.00	\$50,061.00			\$50,061.00	100.00%	\$0.00	\$2,503.05
14	Elevator	\$66,400.00			\$66,400.00	\$66,400.00			\$66,400.00	100.00%	\$0.00	\$3,320.00
21	Fire Sprinkler	\$192,500.00			\$192,500.00	\$192,500.00			\$192,500.00	100.00%	\$0.00	\$9,625.00
23	Mechanical	\$4,185,000.00	\$8,529.00	\$69,242.00	\$4,262,771.00	\$4,206,239.78	\$18,467.13		\$4,224,706.91	99.11%	\$38,064.09	\$209,734.15
26	Electrical	\$2,883,163.00	\$14,581.93	\$110,144.89	\$3,007,889.82	\$3,003,949.65			\$3,003,949.65	99.87%	\$3,940.17	\$146,567.17
31	Earthwork, Site Demo, Site Utilities, Erosion Control	\$683,074.00	\$7,100.00	\$2,200.00	\$692,374.00	\$549,536.86	\$7,175.00		\$556,711.86	80.41%	\$135,662.14	\$34,618.70
31	Termite Control	\$8,100.00			\$8,100.00	\$8,100.00			\$8,100.00	100.00%	\$0.00	\$405.00
31	Helical Piers	\$50,100.00			\$50,100.00	\$46,540.00			\$46,540.00	92.89%	\$3,560.00	\$2,505.00
32	Pavement Striping/Sealants/Signs	\$12,740.00	\$200.00	\$10,222.00	\$23,162.00	\$20,762.00			\$20,762.00	89.64%	\$2,400.00	\$1,158.10
32	Fencing	\$25,240.00			\$25,240.00				\$0.00	0.00%	\$25,240.00	\$1,262.00
32	Segmental Retaining Walls	\$66,657.00			\$66,657.00	\$68,100.00			\$68,100.00	102.16%	(\$1,443.00)	\$3,332.85

**Total Minden HS Construction/MS Renovation Billings as of 11/28/2017 - Pay App #31**

Item #	Work Description	Original Budget	Owner Change Orders	CM@R Change Orders	Current Budget**	Total Work Previously Completed and Billed	Work Billed This Period	Materials Purchased and Stored	Total Completed & Stored	% Complete	Remaining Balance	Retainage^^
32	Landscaping	\$66,249.00	\$67,840.00	\$325.00	\$134,414.00	\$131,378.39			\$131,378.39	97.74%	\$3,035.61	\$5,721.20
32	Utility Relocation	\$255,165.00	\$17,807.66		\$272,972.66	\$258,628.33			\$258,628.33	94.75%	\$14,344.33	\$13,648.63
32	Private Utilities	\$187,000.00	\$52,332.00	\$4,000.00	\$243,332.00	\$252,093.00			\$252,093.00	103.60%	(\$8,761.00)	\$12,001.90
32	Subdrainage (to Waterproofing)	\$0.00			\$0.00	\$0.00			\$0.00	0.00%	\$0.00	\$0.00
33	CMR Fee (3.28%)	\$660,575.00	\$11,424.90	\$5,449.09	\$677,448.99	\$677,448.99			\$677,448.99	100.00%	\$0.00	\$33,750.02
34	Subcontractor Bond Allowance	\$150,000.00			\$150,000.00	\$145,163.00			\$145,163.00	96.78%	\$4,837.00	\$7,500.00
35	CMR Bond	\$118,605.00	\$3,165.76	\$1,504.47	\$123,275.23	\$118,605.00			\$118,605.00	96.21%	\$4,670.23	\$0.00
36	2% CMR Contingency	\$432,861.00	\$6,000.00	(\$328,635.57)	\$110,225.43				\$0.00	0.00%	\$110,225.43	\$0.00
	<b>Total</b>	<b>\$22,421,484.00</b>	<b>\$362,911.04</b>	<b>\$0.00</b>	<b>\$22,784,395.04</b>	<b>\$22,496,169.42</b>	<b>\$51,567.18</b>	<b>\$0.00</b>	<b>\$22,547,736.60</b>	<b>98.96%</b>	<b>\$236,658.44</b>	<b>\$1,069,906.96</b>

**Retainage Requested \$1,019,906.96**

**Retainage Remaining \$50,000.00**

\*\* Based on October 7, 2015 GMP budget provided by Boyd Jones Construction after 100% Construction Documents were released plus/minus any approved change orders.

^^ Now that project is 50% complete, retainage is withheld on 5% of the total Current Budget cost for each line item for which retainage is required to be withheld. The entire 5% retainage level has been reached for the project, hence, no more retainage will be withheld from payment except in the case of any future Owner Change Orders. Retainage of 5% will be withheld on the total amount of any future owner change orders as they will effectively raise the GMP (Current Budget) of the project.

**Total Minden HS Construction/MS Renovation Billings as of 11/30/2017 - Pay App #32**

Item #	Work Description	Original Budget	Owner Change Orders	CM@R Change Orders	Current Budget**	Total Work Previously Completed and Billed	Work Billed This Period	Materials Purchased and Stored	Total Completed & Stored	% Complete	Remaining Balance	Retainage^^
1	Pre-Bond Effort	\$6,527.00			\$6,527.00	\$6,527.00			\$6,527.00	100.00%	\$0.00	\$0.00
1	Pre-Construction Effort	\$35,960.00			\$35,960.00	\$35,858.00			\$35,858.00	100.00%	\$102.00	\$0.00
1	Construction Effort	\$574,628.00			\$574,628.00	\$574,628.00			\$574,628.00	100.00%	\$0.00	\$0.00
1	Reimbursable Expenses	\$302,846.00			\$302,846.00	\$404,510.54	\$285.15		\$404,795.69	133.66%	(\$101,949.69)	\$0.00
1	General Requirements	\$59,250.00			\$59,250.00	\$77,258.27			\$77,258.27	130.39%	(\$18,008.27)	\$0.00
1	Surveying	\$39,185.00		\$15,000.00	\$54,185.00	\$55,559.19			\$55,559.19	102.54%	(\$1,374.19)	\$0.00
1	Winter Conditions (gas, tenting, covering, blankets, thawing)	\$155,000.00			\$155,000.00	\$107,668.89			\$107,668.89	69.46%	\$47,331.11	\$0.00
2	Selective Demo in MS	\$50,000.00		\$1,926.85	\$51,926.85	\$59,076.93			\$59,076.93	113.77%	(\$7,150.08)	\$0.00
3	Concrete	\$1,907,377.00	\$20,750.00	\$5,478.00	\$1,933,605.00	\$1,920,652.28			\$1,920,652.28	99.33%	\$12,952.72	\$44,500.00
3	Reinforcing	\$225,055.00	\$670.00	\$945.00	\$226,670.00	\$225,079.32			\$225,079.32	99.30%	\$1,590.68	\$0.00
3	Hollow Cores	\$165,195.00		\$2,075.00	\$167,270.00	\$155,875.00			\$155,875.00	93.19%	\$11,395.00	\$0.00
3	Structural Precast	\$1,349,909.00			\$1,349,909.00	\$1,354,931.00			\$1,354,931.00	100.37%	(\$5,022.00)	\$0.00
4	Masonry	\$1,931,600.00	\$350.00	\$3,985.00	\$1,935,935.00	\$1,887,474.44			\$1,887,474.44	97.50%	\$48,460.56	\$0.00
5	Steel Fab	\$624,000.00	\$2,917.69	\$4,051.00	\$630,968.69	\$632,323.11			\$632,323.11	100.21%	(\$1,354.42)	\$0.00
5	Steel/HC/Precast Erection	\$604,550.00	\$1,673.15	\$5,315.00	\$611,538.15	\$631,425.21			\$631,425.21	103.25%	(\$19,887.06)	\$0.00
6	Woods	\$104,295.00	\$520.00	\$1,760.00	\$106,575.00	\$109,495.29			\$109,495.29	102.74%	(\$2,920.29)	\$0.00
7	Waterproofing/Weather Barriers/Sealants/Subdrainage	\$177,000.00	\$350.00		\$177,350.00	\$119,823.41			\$119,823.41	67.56%	\$57,526.59	\$0.00
7	Insulated Metal Wall Panels (to Composite Wall Panels)	\$0.00			\$0.00				\$0.00	0.00%	\$0.00	\$0.00
7	Composite Wall Panels	\$182,490.00			\$182,490.00	\$194,710.00			\$194,710.00	106.70%	(\$12,220.00)	\$0.00
7	Roofing	\$544,590.00		\$373.27	\$544,963.27	\$544,122.58	\$360.00		\$544,482.58	99.91%	\$480.69	\$0.00
7	Fireproofing	\$13,500.00			\$13,500.00	\$11,950.00			\$11,950.00	88.52%	\$1,550.00	\$0.00
7	Expansion Joint Covers	\$20,257.00			\$20,257.00	\$22,953.12			\$22,953.12	113.31%	(\$2,696.12)	\$0.00
8	Door/Frame/Hardware	\$345,373.00		\$16,000.00	\$361,373.00	\$383,540.00	\$2,920.00		\$386,460.00	106.94%	(\$25,087.00)	\$0.00
8	Install Doors/Frames/HW	\$78,056.00		\$350.00	\$78,406.00	\$59,998.67	\$605.00		\$60,603.67	77.29%	\$17,802.33	\$0.00
8	Access Doors	\$5,650.00			\$5,650.00	\$1,068.53			\$1,068.53	18.91%	\$4,581.47	\$0.00
8	OH and Coiling Doors	\$73,673.00			\$73,673.00	\$74,063.00			\$74,063.00	100.53%	(\$390.00)	\$250.00
8	Storefront and Glass	\$331,198.00		(\$7,370.00)	\$323,828.00	\$322,168.00			\$322,168.00	99.49%	\$1,660.00	\$5,000.00
9	Drywall & Framing	\$539,260.00		\$63,863.00	\$603,123.00	\$612,805.74			\$612,805.74	101.61%	(\$9,682.74)	\$0.00
9	Tiling (to Flooring)	\$0.00			\$0.00				\$0.00	0.00%	\$0.00	\$0.00
9	Acoustical Tile Ceilings & Acoustical Panels	\$192,900.00		\$480.00	\$193,380.00	\$192,723.99			\$192,723.99	99.66%	\$656.01	\$250.00
9	Flooring (LVT, Carpet, Tile & Terrazzo)	\$316,880.00	\$145,377.55	\$3,606.00	\$465,863.55	\$508,602.20			\$508,602.20	109.17%	(\$42,738.65)	\$0.00
9	Wood Flooring	\$122,760.00			\$122,760.00	\$138,014.55			\$138,014.55	112.43%	(\$15,254.55)	\$0.00
9	Concrete Treated Flooring Systems	\$43,115.00			\$43,115.00	\$28,250.00			\$28,250.00	65.52%	\$14,865.00	\$0.00
9	Painting/Air Barriers/Water Repellents	\$377,289.00	\$50.00	\$6,990.00	\$384,329.00	\$392,456.00			\$392,456.00	102.11%	(\$8,127.00)	\$0.00
10	Toilet Partitions/Accessories/Specialties/Visual Display Boards	\$119,580.00			\$119,580.00	\$84,736.95			\$84,736.95	70.86%	\$34,843.05	\$0.00
10	Visual Display Boards (to Toilet Accessories)	\$0.00			\$0.00				\$0.00	0.00%	\$0.00	\$0.00
10	Signage	\$33,649.00	\$536.90		\$34,185.90	\$37,738.25			\$37,738.25	110.39%	(\$3,552.35)	\$0.00
10	Lockers	\$84,350.00	(\$3,350.00)		\$81,000.00	\$81,000.00			\$81,000.00	100.00%	\$0.00	\$0.00
10	Flagpoles	\$5,280.00			\$5,280.00	\$5,683.92			\$5,683.92	107.65%	(\$403.92)	\$0.00
11	Knox Boxes	\$2,750.00			\$2,750.00	\$2,200.03			\$2,200.03	80.00%	\$549.97	\$0.00
11	Paint Spray Booth	\$27,650.00			\$27,650.00	\$28,263.00			\$28,263.00	102.22%	(\$613.00)	\$0.00
11	Stage Rigging & Curtains	\$58,406.00		\$720.00	\$59,126.00	\$68,114.54			\$68,114.54	115.20%	(\$8,988.54)	\$0.00
11	Athletic Equipment	\$41,150.00			\$41,150.00	\$42,061.30			\$42,061.30	102.21%	(\$911.30)	\$0.00
12	Educational Casework	\$380,313.00	\$4,084.50		\$384,397.50	\$455,700.22			\$455,700.22	118.55%	(\$71,302.72)	\$0.00
12	Auditorium Seating	\$75,498.00			\$75,498.00	\$75,498.00			\$75,498.00	100.00%	\$0.00	\$0.00
12	Bleachers (500 seats)	\$50,061.00			\$50,061.00	\$50,061.00			\$50,061.00	100.00%	\$0.00	\$0.00
14	Elevator	\$66,400.00			\$66,400.00	\$66,400.00			\$66,400.00	100.00%	\$0.00	\$0.00
21	Fire Sprinkler	\$192,500.00			\$192,500.00	\$192,500.00			\$192,500.00	100.00%	\$0.00	\$0.00
23	Mechanical	\$4,185,000.00	\$8,529.00	\$69,242.00	\$4,262,771.00	\$4,224,706.91			\$4,224,706.91	99.11%	\$38,064.09	\$0.00
26	Electrical	\$2,883,163.00	\$14,581.93	\$110,144.89	\$3,007,889.82	\$3,003,949.65	\$3,104.31		\$3,007,053.96	99.97%	\$835.86	\$0.00
31	Earthwork, Site Demo, Site Utilities, Erosion Control	\$683,074.00	\$7,100.00	\$2,200.00	\$692,374.00	\$556,711.86	\$2,194.95		\$558,906.81	80.72%	\$133,467.19	\$0.00
31	Termite Control	\$8,100.00			\$8,100.00	\$8,100.00			\$8,100.00	100.00%	\$0.00	\$0.00
31	Helical Piers	\$50,100.00			\$50,100.00	\$46,540.00			\$46,540.00	92.89%	\$3,560.00	\$0.00
32	Pavement Striping/Sealants/Signs	\$12,740.00	\$200.00	\$10,222.00	\$23,162.00	\$20,762.00			\$20,762.00	89.64%	\$2,400.00	\$0.00
32	Fencing	\$25,240.00			\$25,240.00				\$0.00	0.00%	\$25,240.00	\$0.00
32	Segmental Retaining Walls	\$66,657.00			\$66,657.00	\$68,100.00			\$68,100.00	102.16%	(\$1,443.00)	\$0.00

**Total Minden HS Construction/MS Renovation Billings as of 11/30/2017 - Pay App #32**

Item #	Work Description	Original Budget	Owner Change Orders	CM@R Change Orders	Current Budget**	Total Work Previously Completed and Billed	Work Billed This Period	Materials Purchased and Stored	Total Completed & Stored	% Complete	Remaining Balance	Retainage^^
32	Landscaping	\$66,249.00	\$67,840.00	\$325.00	\$134,414.00	\$131,378.39			\$131,378.39	97.74%	\$3,035.61	\$0.00
32	Utility Relocation	\$255,165.00	\$17,807.66		\$272,972.66	\$258,628.33			\$258,628.33	94.75%	\$14,344.33	\$0.00
32	Private Utilities	\$187,000.00	\$52,332.00	\$4,000.00	\$243,332.00	\$252,093.00			\$252,093.00	103.60%	(\$8,761.00)	\$0.00
32	Subdrainage (to Waterproofing)	\$0.00			\$0.00	\$0.00			\$0.00	0.00%	\$0.00	\$0.00
33	CMR Fee (3.28%)	\$660,575.00	\$11,424.90	\$5,449.09	\$677,448.99	\$677,448.99			\$677,448.99	100.00%	\$0.00	\$0.00
34	Subcontractor Bond Allowance	\$150,000.00			\$150,000.00	\$145,163.00			\$145,163.00	96.78%	\$4,837.00	\$0.00
35	CMR Bond	\$118,605.00	\$3,165.76	\$1,504.47	\$123,275.23	\$118,605.00			\$118,605.00	96.21%	\$4,670.23	\$0.00
36	2% CMR Contingency	\$432,861.00	\$6,000.00	(\$328,635.57)	\$110,225.43				\$0.00	0.00%	\$110,225.43	\$0.00
	<b>Total</b>	<b>\$22,421,484.00</b>	<b>\$362,911.04</b>	<b>\$0.00</b>	<b>\$22,784,395.04</b>	<b>\$22,547,736.60</b>	<b>\$9,469.41</b>	<b>\$0.00</b>	<b>\$22,557,206.01</b>	<b>99.00%</b>	<b>\$227,189.03</b>	<b>\$50,000.00</b>

\*\* Based on October 7, 2015 GMP budget provided by Boyd Jones Construction after 100% Construction Documents were released plus/minus any approved change orders.

^^ Now that project is 50% complete, retainage is withheld on 5% of the total Current Budget cost for each line item for which retainage is required to be withheld. The entire 5% retainage level has been reached for the project, hence, no more retainage will be withheld from payment except in the case of any future Owner Change Orders. Retainage of 5% will be withheld on the total amount of any future owner change orders as they will effectively raise the GMP (Current Budget) of the project. All but \$50,000 of retainage was paid out on Pay App #31.

# Bank Statement Reconciliation

Description

Adjustment Date

Adjustment Amount

Minden High School

11/01/2017 through 11/30/2017

## Bank Statement Reconciliation Summary

Statement Balance	\$ 261,236.96
- Outstanding checks	\$ 8,759.57
+ Outstanding Deposits	\$ 0.00
+ Outstanding Adjustments	\$ 0.00
- Outstanding Investment Transfers	\$ 0.00
Total	<hr/> \$ 252,477.39
+ Investments	\$ 37,000.00
Book Balance	<hr/> \$ 289,477.39

# Checks For Payment Listing

Date	Check Number	Payee	Reason	Amount
12/12/2017	35083	Ameritas Life Insurance Corp.	Ameritas Tsa	\$ 250.00
12/12/2017	35084	Annuities Service Center	Prudential Tsa	\$ 250.00
12/12/2017	35085	Blue Cross Blue Shield	Dental Insurance	\$ 620.00
12/12/2017	35085	Blue Cross Blue Shield	District Dental Insurance	\$ 156.54
12/12/2017	35085	Blue Cross Blue Shield	District Health Ins 2PT	\$ 29,795.76
12/12/2017	35085	Blue Cross Blue Shield	District Health Ins 9 Mo	\$ 14,005.20
12/12/2017	35085	Blue Cross Blue Shield	District Health Ins FAM	\$ 84,516.18
12/12/2017	35085	Blue Cross Blue Shield	District Health Ins SNG	\$ 6,668.20
12/12/2017	35085	Blue Cross Blue Shield	District Health Ins SPD	\$ 3,291.36
12/12/2017	35085	Blue Cross Blue Shield	Feba Bcbs Dental 2PT	\$ 504.16
12/12/2017	35085	Blue Cross Blue Shield	Feba Bcbs Dental FAM	\$ 1,152.39
12/12/2017	35085	Blue Cross Blue Shield	Feba Bcbs Dental SPD	\$ 121.70
12/12/2017	35085	Blue Cross Blue Shield	Health Insurance	\$ 516.75
12/12/2017	35086	Horace Mann Life Insurance Company	Horace Mann Life Insurance	\$ 4,225.00
12/12/2017	35087	Madison National Life Insurance Co., Inc.	Feba Life Insurance	\$ 416.57
12/12/2017	35087	Madison National Life Insurance Co., Inc.	Term Life Policy	\$ 477.19
12/12/2017	35088	Minden Public Schools	District Court	\$ 1,426.00
12/12/2017	35088	Minden Public Schools	F/b Dependent Care	\$ 2,743.36
12/12/2017	35088	Minden Public Schools	F/b Medical Dental	\$ 5,748.53
12/12/2017	35088	Minden Public Schools	Increased Retirement Percent	\$ 12,335.87
12/12/2017	35088	Minden Public Schools	NE Retirement	\$ 83,701.92
12/12/2017	35089	Mps Payroll	Federal Withholding	\$ 46,589.16
12/12/2017	35089	Mps Payroll	FICA	\$ 59,451.96
12/12/2017	35089	Mps Payroll	Medicare	\$ 14,257.42
12/12/2017	35090	Mps Payroll NE Income Tax	State Withholding - NE	\$ 16,402.04
12/12/2017	35091	New York Life	Ny Life Tsa	\$ 200.00
12/12/2017	35092	Pacific Life	Pacific Life	\$ 300.00
12/12/2017	35093	Principal Life Insurance Company	Long-Term Disability	\$ 1,926.09
12/12/2017	35094	Antelope Sprinkler Systems	Sprinkler Winterization	\$ 135.00
12/12/2017	35095	Apple Computer	East iPads	\$ 5,880.00
12/12/2017	35096	Aurora Cooperative	Transportation Fuel	\$ 576.42
12/12/2017	35097	Bauer Built Tire	Coach Bus Tires	\$ 1,423.00
12/12/2017	35098	Big John's Ford	89 GMC Pickup alignment	\$ 95.00
12/12/2017	35099	Bill's Plumbing	East Plumbing Repair	\$ 74.03
12/12/2017	35099	Bill's Plumbing	MS Plumbing Repair	\$ 62.74
12/12/2017	35100	Black Hills Energy	Activity Building Natural Gas	\$ 1,180.10
12/12/2017	35100	Black Hills Energy	Bus Barn Natural Gas	\$ 210.56
12/12/2017	35100	Black Hills Energy	East Natural Gas	\$ 826.58
12/12/2017	35100	Black Hills Energy	MS & New HS Natural Gas	\$ 3,316.46
12/12/2017	35100	Black Hills Energy	Old HS Natural Gas	\$ 1,513.47
12/12/2017	35101	Cardmember Service	Bean Bag Refills	\$ 30.00
12/12/2017	35101	Cardmember Service	Bus Barn Lift Jacks	\$ 199.99
12/12/2017	35101	Cardmember Service	MS Computer Supplies	\$ 35.97
12/12/2017	35101	Cardmember Service	NE School Counselor Academy Lodging	\$ 219.48
12/12/2017	35101	Cardmember Service	NMEA Conference Registrations	\$ 220.00
12/12/2017	35101	Cardmember Service	PE Conference Registrations	\$ 485.00
12/12/2017	35101	Cardmember Service	State School Board Conference Meals	\$ 106.71
12/12/2017	35101	Cardmember Service	Tri-State SPED Law Conference Lodging	\$ 311.94
12/12/2017	35101	Cardmember Service	Woods Spray Equipment Gaskets	\$ 43.00
12/12/2017	35102	Carter Electric	CL Jones Gym Basket Lift Motor Replacement	\$ 1,125.00
12/12/2017	35103	Cash-wa Distributing Co.	Custodial Supplies	\$ 65.29
12/12/2017	35104	CenturyLink Long Distance	District Long Distance	\$ 28.62
12/12/2017	35105	CenturyLink - Regular Telephone	Bus Barn Telephone	\$ 69.01
12/12/2017	35105	CenturyLink - Regular Telephone	District Telephone Line	\$ 251.78
12/12/2017	35105	CenturyLink - Regular Telephone	East Telephone	\$ 158.83
12/12/2017	35105	CenturyLink - Regular Telephone	HS Emergency Line Telephone	\$ 164.89
12/12/2017	35105	CenturyLink - Regular Telephone	Preschool Telephone	\$ 50.24
12/12/2017	35106	City Of Minden	Utilities	\$ 22,306.38
12/12/2017	35107	Clearly Communications	Telephone Services	\$ 243.63
12/12/2017	35108	Communications Engineering, Inc.	East Camera/Card Access Repair	\$ 296.50
12/12/2017	35109	Computer Hardware, Inc. - Hastings	Title Computer Repair	\$ 244.00
12/12/2017	35110	Conditioned Air Mechanical Systems & Service	HVAC Repair	\$ 6,753.10

# Checks For Payment Listing

Date	Check Number	Payee	Reason	Amount
12/12/2017	35111	Cornhusker International Trucks, Inc.	Bus 13A & 14A Repair	\$ 532.08
12/12/2017	35111	Cornhusker International Trucks, Inc.	Bus 13A Repair	\$ 137.38
12/12/2017	35111	Cornhusker International Trucks, Inc.	Bus 13A, 14A, & 14B Repair	\$ 126.12
12/12/2017	35112	Cornhusker Marriott Hotel (The)	NMEA Conference Lodging	\$ 208.00
12/12/2017	35112	Cornhusker Marriott Hotel (The)	PE Conference Lodging	\$ 213.00
12/12/2017	35112	Cornhusker Marriott Hotel (The)	State Principals Conference Lodging	\$ 105.00
12/12/2017	35113	Courtyard Omaha La Vista	State School Board Conference Lodging	\$ 1,720.95
12/12/2017	35114	Craig Grams	State School Board Conference Mileage	\$ 211.86
12/12/2017	35115	Dana F. Cole & Company, LLP	District Auditing Services	\$ 2,750.00
12/12/2017	35116	DAS State Accounting - Central Finance	Distance Learning Services	\$ 234.93
12/12/2017	35117	Dollar General	East Life Skills Supplies	\$ 25.85
12/12/2017	35117	Dollar General	East Supplies	\$ 44.50
12/12/2017	35118	Educational Service Unit #10	School Age Deaf Ed Services	\$ 93.21
12/12/2017	35119	Educational Service Unit #11	1st Quarter In-service Billings	\$ 873.65
12/12/2017	35119	Educational Service Unit #11	1st Quarter SPED Billing	\$ 2,759.62
12/12/2017	35119	Educational Service Unit #11	1st Semester HAL Fees	\$ 3,780.00
12/12/2017	35119	Educational Service Unit #11	Autism Diagnosis	\$ 156.04
12/12/2017	35119	Educational Service Unit #11	E-Rate Filing Fee	\$ 500.00
12/12/2017	35119	Educational Service Unit #11	Fall Teachers Conference	\$ 1,896.43
12/12/2017	35120	Egan Supply Co.	Custodial Supplies	\$ 786.16
12/12/2017	35121	Electrical Engineering & Equipment Company	MS Light Ballasts	\$ 156.12
12/12/2017	35122	Engineered Controls, Inc.	MS HVAC Repair	\$ 2,148.00
12/12/2017	35123	Family Physical Therapy & Sports Center, P.C.	OT & PT Services	\$ 2,699.25
12/12/2017	35124	Fifth Street Printing	Printing Services	\$ 346.75
12/12/2017	35125	Gallup, Inc.	HS Staff Engagement Survey	\$ 510.00
12/12/2017	35126	Glenwood	East Internet Repair	\$ 475.00
12/12/2017	35127	Gopher	East PE Equipment	\$ 625.43
12/12/2017	35128	Hometown Leasing	Copier & Printer Lease	\$ 2,934.53
12/12/2017	35129	Jacobs, Carla A	NMEA Conference Meals	\$ 40.49
12/12/2017	35130	Jacobs, John E	NMEA Conference Meals	\$ 24.99
12/12/2017	35131	Jim's OK Tire Minden, LLC	Bus 5A Tire Repair	\$ 20.50
12/12/2017	35132	Journey Ed.com, Inc.	Software Subscription	\$ 937.30
12/12/2017	35133	Justin Glanzer	State School Board Conference Travel	\$ 206.02
12/12/2017	35134	JW Pepper & Son, Inc.	MS Vocal Sheet Music	\$ 2.50
12/12/2017	35135	Kearney County Health Services	Bus Driver Drug Testing	\$ 46.00
12/12/2017	35136	Kearney Winnelson Co.	MS Plumbing Repairs	\$ 353.00
12/12/2017	35137	Ken Carpenter	State School Board Conference Mileage	\$ 188.00
12/12/2017	35138	Kevin Raun	State School Board Conference Meals	\$ 42.79
12/12/2017	35139	Landmark Implement Carquest	Bus 13A & 14A&B Oil Analysis Kits	\$ 98.28
12/12/2017	35139	Landmark Implement Carquest	Bus 14B Repair	\$ 35.46
12/12/2017	35139	Landmark Implement Carquest	Bus 5A Repair & Grease Gun Battery	\$ 425.05
12/12/2017	35139	Landmark Implement Carquest	Floor Lift Hydraulic Oil	\$ 79.98
12/12/2017	35139	Landmark Implement Carquest	Pressure Washer Repair	\$ 9.48
12/12/2017	35139	Landmark Implement Carquest	Shop Supplies	\$ 349.41
12/12/2017	35139	Landmark Implement Carquest	Van 7V1 Repair	\$ 27.96
12/12/2017	35139	Landmark Implement Carquest	Van 7V2 Repair	\$ 42.79
12/12/2017	35140	LandMark Implement, Inc.	John Deere Skidsteer Lease	\$ 1,000.00
12/12/2017	35141	Lawson Products	Bus Barn Supplies	\$ 337.35
12/12/2017	35142	Mackin Book Company	MS Library Books	\$ 260.84
12/12/2017	35143	Martin, Aaron M	Social Studies Conference Expenses	\$ 339.75
12/12/2017	35144	Mason's Market	2nd Grade Supplies	\$ 63.84
12/12/2017	35144	Mason's Market	8th Grade Science Supplies	\$ 7.33
12/12/2017	35144	Mason's Market	HS FCS Supplies	\$ 311.15
12/12/2017	35144	Mason's Market	HS SPED Cooking Supplies	\$ 30.89
12/12/2017	35144	Mason's Market	Kindergarten Supplies	\$ 69.97
12/12/2017	35144	Mason's Market	MS Life Skills Supplies	\$ 49.87
12/12/2017	35144	Mason's Market	Preschool Supplies	\$ 5.90
12/12/2017	35145	Matheson Tri-Gas, Inc.	HS Metals Shop Supplies	\$ 84.92
12/12/2017	35146	Menards	East Plumbing Repairs	\$ 150.95
12/12/2017	35147	Mid-States Automation & Control, Inc.	MS Preventative Service Agreement	\$ 1,680.00
12/12/2017	35148	Minden Courier	Board Postings	\$ 140.85
12/12/2017	35149	Minden Hardware	Supplies, Repairs & Maintenance, UPS Charges	\$ 438.60

# Checks For Payment Listing

Date	Check Number	Payee	Reason	Amount
12/12/2017	35150	Minden Lumber & Concrete	Bus Barn Supplies	\$ 17.99
12/12/2017	35150	Minden Lumber & Concrete	MS Repair	\$ 19.47
12/12/2017	35151	Minden Office Supply	Central Office Supplies	\$ 32.39
12/12/2017	35151	Minden Office Supply	Nebraska Flags	\$ 105.98
12/12/2017	35152	Misko Sports, LLC	Volleyball Net Repair	\$ 120.00
12/12/2017	35153	Napa Auto Parts	89 Pickup Maintenance	\$ 9.84
12/12/2017	35153	Napa Auto Parts	89 Pickup Repair	\$ 246.09
12/12/2017	35153	Napa Auto Parts	89 Pickup Repair & Shop Supplies	\$ 228.14
12/12/2017	35153	Napa Auto Parts	Bus 14B repair	\$ 189.98
12/12/2017	35153	Napa Auto Parts	Bus 5A Repair	\$ 516.57
12/12/2017	35153	Napa Auto Parts	Bus Barn Supplies	\$ 10.99
12/12/2017	35153	Napa Auto Parts	Bus Barn Tools	\$ 12.48
12/12/2017	35153	Napa Auto Parts	Coach Bus Maintenance	\$ 132.07
12/12/2017	35153	Napa Auto Parts	MS HVAC Repair	\$ 9.54
12/12/2017	35153	Napa Auto Parts	Van 7V1 & 89 Pickup Repair	\$ 27.62
12/12/2017	35153	Napa Auto Parts	Van 7V1 Repair	\$ 120.46
12/12/2017	35154	National Association for Music Education	NAfME Membership Dues	\$ 125.00
12/12/2017	35155	NCSA	State Principal Conference Registration	\$ 150.00
12/12/2017	35156	Nebraska Safety Center	Level II Transportation Course	\$ 150.00
12/12/2017	35157	Nebraska State Fire Marshal	Underground Fuel Storage tank Registration Fees	\$ 240.00
12/12/2017	35158	NSASSP - Region IV	NSASSP Region IV Membership Dues	\$ 20.00
12/12/2017	35159	Omaha World-Herald - NEI	East Newspaper	\$ 64.75
12/12/2017	35160	One Source	Background Checks	\$ 31.00
12/12/2017	35161	Perry, Guthery, Haase & Gessford, P.C., L.L.O	Construction Legal Fees	\$ 1,575.00
12/12/2017	35161	Perry, Guthery, Haase & Gessford, P.C., L.L.O	Legal Fees	\$ 174.00
12/12/2017	35162	Pohl, Sandra S	Tri-State SPED Conference Meals	\$ 33.84
12/12/2017	35163	Presto-X Company	East Pest Control Services	\$ 40.00
12/12/2017	35163	Presto-X Company	HS Pest Control Services	\$ 37.86
12/12/2017	35163	Presto-X Company	MS Pest Control Services	\$ 43.76
12/12/2017	35164	Sapp Bros. Petroleum, Inc.	Bulk Fuel Delivery	\$ 6,628.00
12/12/2017	35164	Sapp Bros. Petroleum, Inc.	Bus Barn Oil & Chemicals	\$ 526.21
12/12/2017	35165	Stubbs, Harold C	Bus Permit	\$ 7.50
12/12/2017	35166	Sunbelt Rentals, Inc.	Manlift Rental for Gym Banners	\$ 808.98
12/12/2017	35167	Tri-County Glass, Inc.	Transportation Supplies	\$ 143.64
12/12/2017	35168	Village Uniform	Custodial Supplies	\$ 71.36
12/12/2017	35168	Village Uniform	East Mat/Mop Service	\$ 114.40
12/12/2017	35168	Village Uniform	HS Mat & Mop Service	\$ 417.01
12/12/2017	35168	Village Uniform	MS Mat & Mop Service	\$ 260.00
12/12/2017	35169	Woodward's Disposal Service, Inc.	Shredding Service	\$ 52.00
12/12/2017	35170	Wright Express Fleet Services	Fuel Purchases	\$ 482.79
12/12/2017	EFT	Minden Exchange Bank - EFT	Direct Deposit Fees	\$ 34.90
<b>Subtotal</b>				<b>\$ 489,735.75</b>
<b>Net Payroll - December 2017</b>				<b>\$ 335,747.85</b>
<b>Total General Fund Disbursements - December 2017</b>				<b>\$ 825,483.60</b>

Secretary \_\_\_\_\_

# Superintendent's Report December 2017

## **Holiday Breakfast- Friday, December 21st**

All board members are invited to attend and help serve a holiday breakfast to all staff members on Thursday, December 21st at 7:15 AM. Please join us in celebrating the holiday season with our staff members.

## **January Board Meeting**

This is a reminder that the January board meeting will take place on Monday, January 8<sup>th</sup> at 5:00 p.m.

# **MINDEN PUBLIC SCHOOLS**

## **ACTIVITIES/ATHLETIC DEPARTMENT**

*Phillip Hoyt, Assistant Principal  
Activities Director*

*325 North Yates Avenue  
Minden, NE 68959-1598  
308-832-2254 School  
308-832-1892 Fax*

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### **DECEMBER 2017 BOARD MEETING ACTIVITIES DIRECTOR REPORT**

Post season honors for the fall sports have been announced for cross country, football and volleyball.

#### Cross Country

Girls SWC Runner-up Champions, Runner-up at Districts, and 11<sup>th</sup> at State.

\*All SWC Honors.

Boys - Aidan Wheelock and Jay Maska

Girls - Michaela Sinsel, Kristen Sinsel and Abbey Rehtus

\*All District-

Boys - Aidan Wheelock and Jay Maska

Girls – Abbey Rehtus, Michaela Sinsel, and Kristen Sinsel

\*All State-

Boys – Aidan Wheelock

\* Nebraska Coaches Association’s 2017 Boys’ Cross Country Super State Team representing Class C

Boys- Aidan Wheelock

#### Football

All-District Offense: Ethan Hanseon and Eddie Gonzalez

Honorable Mention All-District: JC McDowell, Gabe Walmsley, and Jaron brown

#### Volleyball

SWCTeam and Season Champions, District Champions, State Qualifier

\*All SWC Honors

1<sup>st</sup> Team- Jensen Rowse

2<sup>nd</sup> Team- Janessa Madsen, Emma Ryan, and Alexuas Keuhn

3<sup>rd</sup> Team – Leah Boudreau

\* Lincoln Journal Star All State Honors

Class C Second Team – Jensen Rowse “Hitter”

Class C Honorable Mention – Leah Boudreau, Alexas Kuehn, Janessa Madsen, Emma Ryan

#### Softball

\*Nebraska Class C Softball Stat Leader Board- Top 100

Batting – Trinity Olson 11<sup>th</sup>, Maddie Merrill 45<sup>th</sup>

Slugging – Trinity Olson 46<sup>th</sup>

RBI – Trinity Olson 98<sup>th</sup>

On Base % - Trinity Olson 17<sup>th</sup>, Maddie Merrill 30<sup>th</sup>, Bailee Schurmann 35<sup>th</sup>, Rhiannon Pracht 48<sup>th</sup>

Stolen Bases – Alivia Anderson 22<sup>nd</sup>, Bria Rogers 31<sup>st</sup>, Maddie Merrill 64<sup>th</sup>

Strickouts – Trinity Olson 32<sup>nd</sup>, Bailee Schurmann 39<sup>th</sup>

Fielding – Rylie Cole 72<sup>nd</sup>

Catching – Rylie Cole 5<sup>th</sup>, Rhiannon Pracht 6<sup>th</sup>

The band and vocal groups have been working hard this winter and getting ready to perform at different activities including the home basketball games. The Christmas Cheer Tour was held on Dec 5 and Holiday Harmonies Caroling on the Bricks was on Dec 6. The high school band and vocal groups performed their winter concerts on Dec 4. The middle school band and vocal groups will perform their winter concerts on Dec 12. Both concerts will be in the CL Jones gym.

**The high school play production team had a very successful season performing “The \$39 Man”. They finished in 3<sup>rd</sup> place at SWC and 5<sup>th</sup> place at the B-5 Districts. Outstanding Acting Awards:**

**Ord Festival: Mary Braun, Kaden Holsten, Kenan Horner, Jianna Sorensen, and William Werner.**

**Minden Outstanding Actor/Actresses: Kenan Horner, Jianna Sorensen.**

**Minden Festival: Kaden Holsten, Kenan Horner, Lindsay Scanlan, and William Werner.**

**Southwest Conference: Mary Braun, Kaden Holsten, Kenan Horner, Jianna Sorensen, William Werner, MarKus Ramsey, Eric Iniguez, Emily Brandt, Mercedes Holmes, Hannah Boehler, Brookelyn Gonzalez, Anais Sowles, Carson Glenn, Karla Madriz, and Madison Fogleman.**

**Districts: Kaden Holsten, Kenan Horner, Jianna Sorensen, Lindsay Scanlan, and William Werner.**

**The coach and actors can all be proud of a great season!!!**

**The 7<sup>th</sup> and 8<sup>th</sup> grade girls basketball teams continue to compete into December as they played Broken Bow on Dec 5, and Cozad on Dec 7. Their last game will be against Sandy Creek on December 14.**

**The 7<sup>th</sup> and 8<sup>th</sup> grade wrestling team also has been competing in December at Kearney Sunrise on Dec 4 and at GI Westridge on Dec 11. They will finish their season at Lexington on Dec 16.**

**The boys and girls basketball teams have competed well in early season.**

**The girls are 1-2 at this time as they have been by defeated Southern Valley and Ogallala before defeating Lexington. The boys are 2-1 at this time and have had close games. They defeated Southern Valley and Ogallala before being defeated by Lexington. The girls played against Broken Bow on Dec 8. Both boys and girls teams will compete against GICC on Dec 14 and Kearney Catholic on Dec 18. They finish before Christmas at Gibbon on Dec 21.**

**The wrestling team competed on December 6 at the Ravenna Invite and finished 9<sup>th</sup> out of the 17 teams. They competed in a dual at Wood River on Dec 7. The grapplers close out the competition before Christmas break with tournaments in Sargent on December 8, Axtell on Dec 12, Cambridge on Dec 16, Dual South Central on Dec 19, and Dual Axtell on Dec 21.**

# Minden Public School Board of Education Report

## December, 2017

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Measurement of Academic Progress testing has begun at East Elementary. The assessment will be given to students in grades kindergarten through third. The results help to establish individual performance levels, monitor student growth, and guide teacher instruction. Staffings will be held with grade level teachers and specialist teachers on December 8th and 15th in order to host collaboration of student result information.

East Elementary and the Preschool will be gathering canned foods to be donated to the Goodfellows which will be shared with the local food pantry. Runza held a fundraiser for East Elementary in which they donated a portion of their purchases on December 5th to East.

Professional development Friday times were held on November 17th and December 1st. In November, teachers focused their collaboration on our newly adopted math series, and in December collaboration was based on a differentiation of needs determined by each grade level or specialist team.

A Parent Advisory Committee meeting in November focused on our thankfulness of all that East and Preschool staff give to the children of our community on a daily basis.

On December 19th, Mrs. Rowley and her crew of 2nd and 3rd graders will be hosting their annual musical. The showtimes are at 2:00 and 7:00 in the high school auditorium.

# Minden High School

## December 2017

### Board of Education Report



#### 1. Gallup Q12 Staff Engagement Survey:

The High School staff recently completed the 2nd year of our Gallup Q12 Staff Engagement Study. This year we did see some positive growth in several areas including a 12% increase in the overall Engagement Index. I have attached the surveys from the past two years with my board report, a brief summary of the data has also been provided below.

<u>Question:</u>	<u>Survey Year</u>	<u>2016</u>	<u>2017</u>
Q00: Overall Satisfaction		3.94	<b>3.97</b> (Max Score of 5)
Q01: Know What's Expected		4.09	<b>4.24</b>
Q02: Materials and Equipment		3.91	<b>4.18</b>
Q03: Opportunity to do Best		4.45	<b>4.45</b>
Q04: Recognition		3.16	3.06
Q05: Cares About Me		4.09	<b>4.09</b>
Q06: Development		3.88	<b>3.91</b>
Q07: Opinions Count		3.06	<b>3.06</b>
Q08: Mission/Purpose		3.94	<b>4.12</b>
Q09: Committed to Quality		3.91	<b>3.97</b>
Q10: Best Friend		3.73	<b>3.75</b>
Q11: Progress		3.16	<b>3.25</b>
Q12: Learn and Grow		4.23	4.03
Overall Mean (Ave.)		3.80	<b>3.84</b>
<u>Overall Staff Engagement Index</u>		<u>27%</u>	<u><b>39%</b></u>

\* Items in purple reflect positive growth or stable results from 2016 to 2017.

#### 2. Minden High School Band and Vocal Groups Perform:

The MHS choir and band will be featured in NTV's Holiday Harmonies. NTV will be broadcasting this on Christmas Eve and FOX 17 will be broadcasting on Christmas Day. The actual broadcast times will not be published until Dec. 23rd.

### 3. Nebraska Association of Secondary School Principal's Conference (Nov. 30-Dec. 1st)

The principal's conference was held in Lincoln this year. Our two keynote speakers consisted of a supercharged superintendent from Falls Creek, Minnesota by the name of Joe Sanfelippo and the President of National Association of Elementary Principals, Brian Partin from Kingsport, Tennessee. Both speakers were thought provoking and wonderful to listen to.

The two best sessions that I attended was session that covered the use of peer review through the use of instructional rounds and a session on building and cultivating a positive school culture that was presented by the Milford administrative team.

I do appreciate the opportunity to attend our state conference.

### 4. Industrial Technology-Mr. Chramosta

The Industrial Tech area is totally enjoying the new labs and equipment. With the help of metal shop students and my advanced wood students the shops have received new wood racks and tables. We utilized some of the cabinets from the old high school for storage which is working out great. Thank you to the board of education, administrators, and the many donors for making our facility one of the best in the state.

I have nearly 70 students using our new wood lab this year. Machines and equipment are used during five different class periods throughout the day.

My advanced students have been working in the shop nearly the entire semester. Many projects are started and much pride is being taken not only with student projects but also with the facility we have.

The beginning students have just started working in the lab. Several weeks of instruction including wood types, construction techniques along with safety and proper use of machines have taken place. Students then spent time planning their project and figuring cost needed to be completed before starting in the lab. A small wall shelf was built earlier by each student and now the excitement of their project of choice is starting to take place. All kinds of projects and designs will come out of the lab this year.

One machine that the students are really enjoying is the new CNC router. Many parts for projects have been fabricated and cut on this machine. Engraving projects have also been a big hit that students are enjoying. Each student will be required to use this machine on their project of choice or make a small project utilizing this piece of equipment.

My CAD students are just completing the different functions of Auto CAD. We will be starting to complete Multiview drawing and work into the 3 dimensional drawing as the 2<sup>nd</sup> semester continues. The classroom is awesome and all the CAD students are enjoying the new setup.

Rick Chramosta

## 5. Industrial Technology-Mr. Carlson

The new shop area is fantastic! It bright, it's clean, and we're getting more organized every day. New tables are built, cabinets are being hung, storage is organized, and tools panels are under construction. My students have been very cooperative and enthusiastic about setting up the new shops, and are now branching off onto their own projects. Plenty of work is left to do, such as welding over arms, and finishing setting up the lockers, but my shops are generally ready to go.

The equipment is all up and working. The new auto lifts are easy to use, and I believe, much safer than the one in the old building. Our new welders are running, as is our new milling machine. The older equipment is being cleaned and adjusted. I can't say enough about the administrative help we've received. When faults have been found, they are addressed quickly.

My robotics program is in its first year. I believe the kids are enjoying the material, and I know we are all learning a lot about the subject. As with all new material, there are some materials that I may not use next year, but so far, the "shake-down cruise" is going well. Both the kids and I am excited about the possibilities of the program.

# Minden H.S. Employee Engagement Survey Fall 2016 | Overall

Percentile range in Gallup Database ■ < 33 | ■ 33-66 | ■ > 66

\*Item data not shown if sample size is less than 4. Workgroup data not shown to protect confidentiality.

## ENGAGEMENT INDEX

■ Engaged

### Current

27%

Percent Engaged available when N ≥ 30.

All categories available when N ≥ 100.

## OVERALL



	Score (Respondents)	Gallup Database Percentile Rank
<b>Q00</b>   <b>Overall Satisfaction</b> How satisfied are you with your school as a place to work?	<b>3.94</b> (32)	52 <span style="color: orange;">■</span>
<b>Q01</b>   <b>Know What's Expected</b> I know what is expected of me at work.	<b>4.09</b> (33)	11 <span style="color: red;">■</span>
<b>Q02</b>   <b>Materials and Equipment</b> I have the materials and equipment I need to do my work right.	<b>3.91</b> (33)	36 <span style="color: orange;">■</span>
<b>Q03</b>   <b>Opportunity to do Best</b> At work, I have the opportunity to do what I do best every day.	<b>4.45</b> (33)	96 <span style="color: green;">■</span>
<b>Q04</b>   <b>Recognition</b> In the last seven days, I have received recognition or praise for doing good work.	<b>3.16</b> (32)	19 <span style="color: red;">■</span>
<b>Q05</b>   <b>Cares About Me</b> My supervisor, or someone at work, seems to care about me as a person.	<b>4.09</b> (33)	45 <span style="color: orange;">■</span>
<b>Q06</b>   <b>Development</b> There is someone at work who encourages my development.	<b>3.88</b> (33)	59 <span style="color: orange;">■</span>
<b>Q07</b>   <b>Opinions Count</b> At work, my opinions seem to count.	<b>3.06</b> (33)	2 <span style="color: red;">■</span>
<b>Q08</b>   <b>Mission/Purpose</b> The mission or purpose of my school makes me feel my job is important.	<b>3.94</b> (33)	42 <span style="color: orange;">■</span>
<b>Q09</b>   <b>Committed to Quality</b> My coworkers are committed to doing quality work.	<b>3.91</b> (33)	24 <span style="color: red;">■</span>
<b>Q10</b>   <b>Best Friend</b> I have a best friend at work.	<b>3.73</b> (33)	72 <span style="color: green;">■</span>
<b>Q11</b>   <b>Progress</b> In the last six months, someone at work has talked to me about my progress.	<b>3.16</b> (32)	6 <span style="color: red;">■</span>
<b>Q12</b>   <b>Learn and Grow</b> This last year, I have had opportunities at work to learn and grow.	<b>4.23</b> (31)	81 <span style="color: green;">■</span>

## Gallup Q<sup>12</sup> Items

The Gallup Q<sup>12</sup> score represents the average of the scores of 12 items that Gallup has consistently found to measure employee engagement as linked to business outcomes.

Total N      Current Mean      Last Mean      Change      Engagement Index

33



N/A

N/A

Engaged: 39%

	Total N	Current Mean	Frequency Distribution	Current Topbox
			1 2 3 4 5	
<b>Q00:</b> How satisfied are you with your organization as a place to work?	33	3.97	1:0% 2:3% 3:15% 4:64% 5:18%	18
<b>Q01:</b> I know what is expected of me at work.	33	4.24	1:0% 2:3% 3:6% 4:55% 5:36%	36
<b>Q02:</b> I have the materials and equipment I need to do my work right.	33	4.18	1:0% 2:3% 3:15% 4:42% 5:39%	39
<b>Q03:</b> At work, I have the opportunity to do what I do best every day.	33	4.45	1:0% 2:0% 3:12% 4:30% 5:58%	58
<b>Q04:</b> In the last seven days, I have received recognition or praise for doing good work.	32	3.06	1:19% 2:22% 3:13% 4:28% 5:19%	19
<b>Q05:</b> My supervisor, or someone at work, seems to care about me as a person.	33	4.09	1:3% 2:6% 3:18% 4:24% 5:48%	48
<b>Q06:</b> There is someone at work who encourages my development.	33	3.91	1:0% 2:9% 3:21% 4:39% 5:30%	30
<b>Q07:</b> At work, my opinions seem to count.	33	3.06	1:18% 2:18% 3:21% 4:24% 5:18%	18
<b>Q08:</b> The mission or purpose of my organization makes me feel my job is important.	33	4.12	1:0% 2:9% 3:15% 4:30% 5:45%	45
<b>Q09:</b> My associates are committed to doing quality work.	33	3.97	1:0% 2:3% 3:21% 4:52% 5:24%	24
<b>Q10:</b> I have a best friend at work.	32	3.75	1:3% 2:9% 3:28% 4:28% 5:31%	31
<b>Q11:</b> In the last six months, someone at work has talked to me about my progress.	32	3.25	1:16% 2:13% 3:25% 4:25% 5:22%	22
<b>Q12:</b> This last year, I have had opportunities at work to learn and grow.	32	4.03	1:0% 2:6% 3:25% 4:28% 5:41%	41

Not shown if n < 4 for Mean and Top Box, n < 10 for Frequency, or data is unavailable.

Mean Percentile Rank is being calculated against other workgroup scores in the Gallup Overall database.

Meaningful change is represented by a green or red arrow if the score changes by 0.2 or more between survey periods.

Percentile Rank in Gallup Overall Database ■ < 25th Percentile ■ 25-49th Percentile ■ 50-74th Percentile ■ 75-89th Percentile ■ >= 90th Percentile

Percent Engaged available when n ≥ 30. All categories available when n ≥ 100.

## GLOSSARY

The glossary provides high-level definitions of terms within the engagement report. Because of the dynamic nature of this site, not all terms will be applicable to or displayed on your report. Please use the terms that are relevant to your team when discussing and interpreting the data.

### ENGAGEMENT DEFINED

**EMPLOYEE ENGAGEMENT:** Employee engagement refers to how committed an employee is to their organisation, their role, their manager and their co-workers. Engagement drives performance. Gallup's research shows that more highly engaged employees give more discretionary effort at work and have higher productivity, profitability and customer service, as well as reduced turnover and safety incidents.

### THE SURVEY ITEMS/QUESTIONS

**OVERALL SATISFACTION:** Overall Satisfaction is a measure of how content your team is with the overall company as a place to work. Overall Satisfaction is not included in the Overall Workgroup Engagement (GrandMean) score. Being a satisfied employee does not equate with being engaged, though the two are highly related.

**Q01-Q12:** These items are Gallup's proprietary workgroup engagement questions (commonly referred to as the Q<sup>12</sup>®). These items were selected for their strong connection to performance outcomes and the ability to take action at the workgroup level.

**INDICES:** In addition to the Q<sup>12</sup>® items, Gallup has created a number of empirically-derived sets of indices, which are comprised of 3-4 questions each. Individual scores of each index item are provided, along with a combined index score, which measures the strength of the core index construct. These indices help companies strategically pinpoint and improve specific focus areas relevant to their current situation.

**CUSTOM ITEMS:** These items are unique to your company and can vary across companies and surveys. While these "additional" questions link to the Gallup Engagement hierarchy, they are not always within the power of the workgroup to influence or change. These questions can provide additional insights into employees' perceptions, the situational workplace environment or company-specific initiatives.

### EMPLOYEE ENGAGEMENT RESULTS

**GRANDMEAN:** The GrandMean measures overall Workgroup Engagement, which is an average of the 12 Workgroup Engagement items (Q01-Q12). The higher your score (with a maximum possible score of 5), the more engaged your fellow employees are.

**ENGAGEMENT INDEX:** The Engagement Index (EI) is a macro-level indicator of an organisation's health that allows leaders to track the engagement levels of employees. This analysis identifies the percentage of participants who are engaged, not engaged and actively disengaged based on their responses to the Q<sup>12</sup>® survey items. You must have 100 employees participate to receive the full spectrum of responses for the EI. If you have 30<100 employees, the report will include the percentage of engaged employees only.

**ENGAGEMENT HIERARCHY:** Every employee has a distinct set of needs that follows a hierarchy, with basic needs at the foundation and growth at the top. Employees feel more or less engaged depending on how well they believe their needs are being met in the workplace.

### UNDERSTANDING THE SCORES

**THE SURVEY SCALE:** The engagement survey utilises a 5-point scale with 1=Strongly Disagree and 5=Strongly Agree. For each question, employees have the option to also select

“Don’t know” or “Does not apply”.

**TOTAL N:** The total number of employees who responded to the survey.

**MEAN SCORES:** The average score using the 5-point survey scale, with 5.00 being the highest score and 1.00 being the lowest.

**TOP BOX/%5:** The percentage of employees who responded “5 – Strongly Agree” to the survey item.

**DISTRIBUTION OF RESPONSES:** The percentage of employees who responded “1”, “2”, “3”, “4” or “5” to an item. If 10 or more employees respond to the survey, the report could display a full distribution of responses. Otherwise, only the percentage of employees who responded with a “5” (TopBox) and item means will display.

**SUPPRESSED DATA:** Confidentiality of responses is extremely important to Gallup. If too few employees respond to a survey item, the data will be suppressed (not published) and an asterisk (“\*”) will appear in its place.

## COMPARISONS

**EXTERNAL BENCHMARKING:** (GALLUP DATABASE COMPARISON): Used as a benchmark to determine how your team’s results compare to other workgroups within the Gallup Database of clients.

**PERCENTILE RANKING:** The 25th percentile indicates 75% of workgroups fell above this score; the 50th percentile indicates 50% of workgroups fell above and below this score; the 75th percentile indicates only 25% of workgroups fell above this score. The higher your percentile, the stronger the item is in relation to the database. Used as a benchmark to determine how your team’s results compare to internal and external workgroups.

# C. L. Jones Middle School MPS Board of Education Report December 2017

## **CLJMS Staff Mtg**

### **CLJMS Media Center**

**Friday, December 15, 2017, 2:25 PM**

#### **1) TestWiz**

Steph Emery will meet with Language Arts, Reading, Science, and Math teachers to train them in the use of TestWiz. Can login using either link below. Also, let me know if you have not been able to join the [NSCAS Spring Test NWEA/NDE](#) on Schoology.

[NDE/NWEA testing portal](#)

[TestWiz site](#)

## **CLJMS Staff Mtg**

### **CLJMS Media Center**

**Friday, December 1, 2017, 2:25 PM**

Please bring your BART books to the meeting

#### **Wellness Challenge, CLJMS #1!**

Congratulations to C.L. Jones Middle School for scoring the highest average per participant in all 3 categories. You took a total of 698,960 steps, worked out for 2,934 minutes and drank 4,551 ounces of water. There will be some yummy treats in your teacher's lounge next Monday, December 4th.

[Playlist/Stations Idea Sharing](#) - Sharing document created by Karen Space for teachers to share ideas.

[Lather, Rinse, and Repeat](#) - Article for reflection on teaching and learning.

#### **NDE via ESU 11 [Instructional Materials Questionnaire](#)**

**During common planning the week of December 4th**, we will be working on completing the instructional materials questionnaire for CLJMS. It deals with the curriculum used at CLJMS for Language Arts, Math, Science, and Social Studies. The document is not a mandate of the NDE but districts are encouraged to complete it.

Through the work of Cory Epler, Chief Academic Advisory at the Nebraska Department of Education, Nebraska schools have been asked--but not mandated--to participate in the Instructional Materials-Professional Development Network facilitated by the Council of Chief State School Officers (CCSSO).

**The goal of this two-year network is to increase the percent of districts in which new instructional material adoptions and procurements are of the highest quality and aligned to the state's standards.**

The work is framed around the following questions:

1. What are the most commonly used instructional resources (curricula, core programs, etc.) that Nebraska schools utilize?
2. What is the alignment of those instructional resources to Nebraska's content area standards?
3. Do all students have an opportunity to learn from high-quality instructional resources?
4. How can NDE help districts identify high-quality, standards-aligned instructional resources?

To accomplish this work, NDE has asked ESUs to help by working with their respective districts to identify the instructional materials most commonly used by Nebraska schools, by being a part of developing the criteria/process for determining quality and alignment, and by providing professional learning on the use of the highest quality materials.

- Kate Hatch

1) [What we must know to be an Effective Middle Level Teacher](#)

This is a 28 minute presentation on six characteristics of a middle school student. During the staff meeting the staff will view the first seven minutes of the presentation dealing with Social

Development. After viewing this segment, Marzano teams will discuss which elements, teaching strategies, classroom management ideas, etc. which relate to this characteristic and, when used, may have the greatest impact on pstudent success.



The team comments will be posted to; Discussion.

[Social Development of the middle level student](#)

2) **Band Vocal Concert Plans - December 12th**

Here is what I have worked out for the concert on December 12th. Each class has its own time. We will need two people monitoring the two doors. The only tight transition is the 4th to 5th grade segment, but I think it is doable and it keeps the concert time for the whole evening between 6:00-7:45.

**Concert Times**

- 4th Grade 6:00
- 5th Grade 6:15
- 6th Grade 6:45
- 7th/8th Grade 7:15

[CLJMS Winter Concert Schedule 2017](#)

Concert run through December 12th from 1:00 to 1:50?

**7th and 8th Grade Winter Concert Rehearsal Schedule**

- December 5 (Tuesday) 7th and 8th Grade **choir** to high school choir room

- December 6 (Wednesday) 7th and 8th Grade **band** to high school band room
- December 7 (Thursday) 7th and 8th Grade **band** to high school band room
- December 8 (Friday) 7th and 8th Grade **choir** to high school choir room
- December 11 (Monday) 7th/8th Grade choir and band practice concert transitions
- December 12 (Tuesday) 7th/8th Grade choir and band practice concert transitions
- December 12 (Tuesday) CLJMS music students perform concert for each other at 1:00 in District Fine Arts Theater

### **December 12--Concert in District Fine Arts Auditorium**

- Vocal only kids in H.S. choir room at 7:00
- Band kids in H.S. band room at 7:00
- Concert begins at 7:15 ends around 7:45

### **3) Rounds Evaluation**

A google form to evaluate Rounds will be sent out during the week of December 4th. It will be embedded here when it is developed.

### **4) Winter Maps testing CLJMS**

5th grade will do MAP testing on December 19 and 20 for Reading and Math.

-Brynn S., Hudson W., and Lachlan M. will be on Circle of Friends outing 10-1:30 -Morgan

4th grade will test Reading, ELA, and Math on the 12th, 13th, 14th Of December in the morning. Last year we tested on the last week of the semester and it didn't go well.

### **5) Last Day Schedule for first semester**

[December 21, 2017](#) - This is the exact schedule that we used last year, it is even the same day. Please look it over and let me know what changes need to be made. If you have something else in mind for the last day, please add it to the notes and we will discuss the idea at the staff meeting.

Thank you, Lisa Clapper for the correction to the schedule which will make it work! **Changes have been made to the schedule. They are in Red**

Adjust 2:10 schedule to have students ready for Thank Yous and movie at 1:26. [Thank you sign-up](#)

\*\*Look for MPS or CLJMS cards for Thank Yous

\*\*Send Steph ideas for those who students should be thanking this holiday season

### **6) CLJMS Trophy Cases**

What to display? How long to display?

#### **Suggestions:**

Journalist of the Year, MAP growth (would have decide exact numbers or percentages), Pictures of different activity groups: band, FPS, Million Word Club, student council, etc., Display student projects, Artist of the Month (each grade level), Display 3D student artwork, Plus 5 Club qualifiers and the overall leader of the 100% Club, take group picture of kids at end of year with perfect attendance and display at beginning of year,

### **7) Math meeting/discussion on new series grades 4 - 8**

This meeting will be with Kylee Stepp, Jade Olson, Colleen Thatcher, Beth Christensen, Katie Gilson, Taylor Dreher, Nicole Schoone, Brea Martin, Buck Wood, Connie Hansen, and Michelle tenBensel.