

Board of Education Regular Meeting

Tuesday, October 14, 2014 7:30 PM

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

Ken Carpenter: Present
Justin Glanzer: Present
Craig Grams: Present
Richard Jacobsen: Present
Julie Krull: Present
Rusty Rhynalds: Present

1. Roll Call

2. Minutes

Action(s):

Motion to approve previous meeting(s) minutes as presented 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
Julie Krull: Abstain (With Conflict)
Rusty Rhynalds: Yea

Voting Summary: Yea: 5, Nay: 0, Abstain (With Conflict): 1

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 Craig Grams.

Voting Detail:

Ken Carpenter: Yea
Justin Glanzer: Yea
Craig Grams: Yea
Richard Jacobsen: Yea
Julie Krull: 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 Justin

Glanzer and a second by Rusty Rhynalds.

Voting Detail:

Ken Carpenter: Yea
Justin Glanzer: Yea
Craig Grams: Yea
Richard Jacobsen: Yea
Julie Krull: 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. City Sales Tax Plan & Purpose Presentation

7. New Business

7.a. Buildings, Grounds, and Transportation Matters

7.b. Consider 3-Year SMART Notebook Advantage Site License & Software -- added 10/10/14

Action(s):

Motion to approve the 3-Year SMART Notebook Advantage site license & software Passed with a motion by Julie Krull and a second by Justin Glanzer.

Voting Detail:

Ken Carpenter: Yea
Justin Glanzer: Yea
Craig Grams: Yea
Richard Jacobsen: Yea
Julie Krull: Yea
Rusty Rhynalds: Yea

Voting Summary: Yea: 6, Nay: 0

8. Additional Information

9. Adjournment

Action(s):

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: Nay
Richard Jacobsen: Yea
Julie Krull: Yea
Rusty Rhynalds: Yea

Voting Summary: Yea: 5, Nay: 1

Board Secretary

**MINDEN PUBLIC SCHOOLS
BOARD OF EDUCATION
September 29, 2014**

The agenda for the September 29, 2014 hearing and 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 am with all board members present, except Glanzer and Krull.

At 7:33 am the heard support, opposition, criticism, suggestions and observations of taxpayers relating to setting the final tax request at a different amount than the prior year tax request. The hearing was closed at 7:35 am, following a motion by Grams and second by Rhynalds. Roll call: Roll call: Carpenter, aye; Grams, aye; Jacobsen, aye; Rhynalds, aye. Motion carried.

Motion by Rhynalds and second by Carpenter to approve the minutes from the meeting held September 15. Roll call: Carpenter, aye; Grams, aye; Jacobsen, aye; Rhynalds, aye. Motion carried.

Motion by Rhynalds and second by Carpenter to approve the property tax levy of 0.767758 and the following resolution: Now be it therefore resolved that (1) the Tax Request for the General Fund should be, and hereby is set at \$7,918,765.02 for the 2014-2015 school fiscal year; (2) the Tax Request for the Bond Fund should be, and hereby is set at \$0.00 for the 2014-2015 school fiscal year; and (3) the Tax Request for the Special Building Fund should be, and is hereby set at \$808,080.80 for the 2014-2015 school fiscal year. Roll call: Carpenter, aye; Grams, aye; Jacobsen, aye; Rhynalds, aye. Motion carried.

At 7:52 am, a motion was made by Carpenter and second by Grams to adjourn the meeting. Roll call: Carpenter, aye; Grams, aye; Jacobsen, aye; Rhynalds, aye. Motion carried.

Secretary, Board of Education

MINDEN PUBLIC SCHOOLS
TREASURER'S REPORT
September 30, 2014

| | | | |
|---|----------------|----------------|---------------------------|
| SCHOOL BALANCE - August 31, 2014 | | | -\$23,310.44 |
| Current Months Receipts | | | \$1,830,520.23 |
| Transfers from Investments | | | \$100,000.00 |
| Total Beginning Balance and Receipts | | | <u>\$1,907,209.79</u> |
| Less: Disbursements | | | \$820,433.68 |
| Transfer to Investments | | | <u>\$1,000,000.00</u> |
| Total Disbursements | | | <u>\$1,820,433.68</u> |
| SCHOOL BALANCE - September 30, 2014 | | | <u><u>\$86,776.11</u></u> |
| BALANCE PER BANK STATEMENT - September 30, 2014 | | | \$87,673.16 |
| Deposits In Transit | | | \$0.00 |
| LESS : Outstanding Checks | | | <u>\$897.05</u> |
| RECONCILED BANK BALANCE - September 30, 2014 | | | <u><u>\$86,776.11</u></u> |
| (Balance - September 30, 2013 = \$33,333.45) | | | |
| GENERAL FUND INVESTMENTS | | | \$3,640,054.42 |
| Money Market Minden Exchange | \$2,421,183.86 | 0.15% demand | |
| Money Market First Bank | \$1,218,870.56 | 0.25% demand | |
| (Balance September 30, 2013 = \$2,910,240.19) | | | |
| DEPRECIATION FUND INVESTED | | | \$622,001.99 |
| Money Market Minden Exchange Bank | \$97,684.83 | 0.15% demand | |
| Money Market First Bank | \$524,316.66 | 0.25% demand | |
| Checking Minden Exchange Bank | \$0.50 | | |
| (Balance September 30, 2013 = \$620,546.56) | | | |
| EMPLOYEE BENEFITS FUND | | | \$35,079.56 |
| Money Market First Bank | \$35,079.56 | 0.25% demand | |
| (Balance September 30, 2013 = \$55,175.40) | | | |
| BUILDING FUND | | | \$1,743,086.01 |
| Money Market Minden Exchange Bank | \$1,685,840.29 | 0.15% demand | |
| Money Market First Bank | \$57,244.19 | 0.25% demand | |
| Checking Minden Exchange Bank | \$1.53 | | |
| (Balance September 30, 2013 = \$969,440.76) | | | |
| LUNCH FUND | | | \$86,580.02 |
| Money Market First Bank | \$7,921.11 | 0.05% demand | |
| Checking First Bank | \$78,658.91 | | |
| (Balance September 30, 2013 = \$57,621.71) | | | |
| FUNDS PLEDGED FOR DEPOSITS | | | |
| Minden Exchange Bank | \$4,864,007.53 | Plus 250M FDIC | |
| First Bank | \$2,160,000.00 | Plus 250M FDIC | |

William Johnson, Treasurer

Monthly Board Report All Expenses

| Account | Description | Budgeted | Disbursed | Balance Remaining | Percentage Spent |
|---------------|--|-----------------------|-----------------------|-----------------------|------------------|
| 1-1100 | Instructional Supplies & Services | \$538,452.48 | \$26,159.31 | \$512,293.17 | 4.86% |
| 1-1100-110 | Instructional Salaries & Benefits | \$4,173,545.32 | \$674,406.41 | \$3,499,138.91 | 16.16% |
| 1-1125 | Academic Intervention Supplies & Service | \$3,850.00 | \$0.00 | \$3,850.00 | 0.00% |
| 1-1125-110 | Academic Intervention Salaries & Benefits | \$106,991.06 | \$16,366.84 | \$90,624.22 | 15.30% |
| 1-1200 | SPED Supplies & Services | \$99,150.00 | \$3,134.87 | \$96,015.13 | 3.16% |
| 1-1200-110 | SPED Salaries & Benefits | \$1,096,132.18 | \$147,255.89 | \$948,876.29 | 13.43% |
| 1-1290 | Preschool Supplies & Services | \$30,750.00 | \$2,123.93 | \$28,626.07 | 6.91% |
| 1-1290-110 | Preschool Salaries & Benefits | \$51,808.66 | \$7,771.85 | \$44,036.81 | 15.00% |
| 1-1310 | Gifted Supplies & Services | \$2,100.00 | \$63.00 | \$2,037.00 | 3.00% |
| 1-1310-110 | Gifted Salaries & Benefits | \$44,632.51 | \$7,417.91 | \$37,214.60 | 16.62% |
| 1-2120 | Guidance Supplies & Services | \$4,075.00 | \$259.66 | \$3,815.34 | 6.37% |
| 1-2120-110 | Guidance Salaries & Benefits | \$253,380.33 | \$42,459.87 | \$210,920.46 | 16.76% |
| 1-2130 | Health Services | \$43,084.02 | \$7,800.54 | \$35,283.48 | 18.11% |
| 1-2150 | Safety & Security | \$20,000.00 | \$0.00 | \$20,000.00 | 0.00% |
| 1-2190 | Activities Supplies & Services | \$30,000.00 | \$2,638.75 | \$27,361.25 | 8.80% |
| 1-2190-110 | Activities Salaries & Benefits | \$187,310.91 | \$22,694.54 | \$164,616.37 | 12.12% |
| 1-2210 | ESU Grant | \$2,056.74 | \$1,116.89 | \$939.85 | 54.30% |
| 1-2215 | Assessment Coordinator Supplies & Service | \$1,500.00 | \$0.00 | \$1,500.00 | 0.00% |
| 1-2215-110 | Assessment Coordinator Salary & Benefits | \$36,218.95 | \$4,595.90 | \$31,623.05 | 12.69% |
| 1-2222 | Media Center Supplies & Services | \$26,242.25 | \$7,956.61 | \$18,285.64 | 30.32% |
| 1-2222-110 | Media Center Salaries & Benefits | \$219,533.77 | \$36,878.95 | \$182,654.82 | 16.80% |
| 1-2310 | Board of Education | \$81,770.63 | \$8,213.65 | \$73,556.98 | 10.04% |
| 1-2320 | Executive Administration Supplies & Services | \$14,750.00 | \$973.54 | \$13,776.46 | 6.60% |
| 1-2320-110 | Executive Administration Salaries & Benefits | \$223,320.96 | \$38,267.42 | \$185,053.54 | 17.14% |
| 1-2410 | Principals Supplies & Services | \$17,745.00 | \$236.69 | \$17,508.31 | 1.33% |
| 1-2410-110 | Principals Salary & Benefits | \$499,543.07 | \$86,472.31 | \$413,070.76 | 17.31% |
| 1-2500 | Postage & Telephone | \$20,500.00 | \$1,147.93 | \$19,352.07 | 5.60% |
| 1-2510 | Business Administration | \$107,229.14 | \$14,888.45 | \$92,340.69 | 13.88% |
| 1-2520 | Non-Pupil Vehicle Fuel & Maintenance | \$20,500.00 | \$178.56 | \$20,321.44 | 0.87% |
| 1-2610 | Custodial Supplies & Services | \$116,459.32 | \$15,111.70 | \$101,347.62 | 12.98% |
| 1-2610-110 | Custodial Salaries & Benefits | \$178,918.91 | \$28,128.16 | \$150,790.75 | 15.72% |
| 1-2615 | Utilities | \$292,300.00 | \$49,045.23 | \$243,254.77 | 16.78% |
| 1-2620 | Maintenance Supplies & Services | \$428,000.00 | \$29,716.59 | \$398,283.41 | 6.94% |
| 1-2620-110 | Maintenance Salaries & Benefits | \$154,578.32 | \$20,077.76 | \$134,500.56 | 12.99% |
| 1-2620-300 | Insurance | \$122,115.00 | \$122,115.00 | \$0.00 | 100.00% |
| 1-2750 | Pupil Transportation Supplies & Services | \$174,000.00 | \$10,523.14 | \$163,476.86 | 6.05% |
| 1-2750-110 | Pupil Transportation Salaries & Benefits | \$132,133.40 | \$22,942.14 | \$109,191.26 | 17.36% |
| 1-3135 | High Ability Learners | \$7,200.00 | \$0.00 | \$7,200.00 | 0.00% |
| 1-3501 | SCIP Grant | \$800.00 | \$0.00 | \$800.00 | 0.00% |
| 1-4200 | Title I Part A | \$100,158.00 | \$16,551.87 | \$83,606.13 | 16.53% |
| 1-4310 | Title II Part A | \$23,415.00 | \$14,420.80 | \$8,994.20 | 61.59% |
| 1-4400 | Federal IDEA Funds | \$161,956.00 | \$57,144.02 | \$104,811.98 | 35.28% |
| 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 | \$0.00 | \$440.72 | -\$440.72 | #DIV/0! |
| Totals | | \$9,907,233.07 | \$1,547,697.40 | \$8,359,535.67 | 15.62% |

2014/15 Projections vs. Actuals for General Fund As of September 30, 2014

Income

| 2014/15 Budgeted Income = \$9,383,840.07 | | | | Running Balance |
|--|------------------|----------------|-------------------------|-------------------------|
| Month | Projected Income | Actual Income | Over/(Under) Projection | Over/(Under) Projection |
| September | \$1,830,787.20 | \$1,831,024.89 | \$237.69 | \$237.69 |
| October | \$548,016.26 | | | |
| November | \$245,856.61 | | | |
| December | \$183,923.27 | | | |
| January | \$1,385,054.79 | | | |
| February | \$766,659.73 | | | |
| March | \$471,068.77 | | | |
| April | \$359,401.07 | | | |
| May | \$2,362,850.93 | | | |
| June | \$861,436.52 | | | |
| July | \$141,695.99 | | | |
| August | \$227,088.93 | | | |

Cash Flow

| Beginning Reconciled GF Balance = \$2,716,239.32 | | | | Running Balance |
|--|---------------------|------------------|-------------------------|-------------------------|
| Month | Projected Cash Flow | Actual Cash Flow | Over/(Under) Projection | Over/(Under) Projection |
| September | \$946,071.29 | \$1,008,926.81 | \$62,855.52 | \$62,855.52 |
| October | (\$253,478.90) | \$0.00 | | |
| November | (\$572,480.84) | \$0.00 | | |
| December | (\$570,017.17) | \$0.00 | | |
| January | \$558,791.55 | \$0.00 | | |
| February | (\$28,891.09) | \$0.00 | | |
| March | (\$308,630.47) | \$0.00 | | |
| April | (\$436,149.75) | \$0.00 | | |
| May | \$1,547,485.65 | \$0.00 | | |
| June | (\$122,351.72) | \$0.00 | | |
| July | (\$700,418.82) | \$0.00 | | |
| August | (\$583,322.75) | \$0.00 | | |

Expenses

| 2014/15 Budgeted Expenses = \$9,907,233.07 | | | | Running Balance |
|--|--------------------|-----------------|-------------------------|-------------------------|
| Month | Projected Expenses | Actual Expenses | Over/(Under) Projection | Over/(Under) Projection |
| September | \$884,715.91 | \$822,098.08 | (\$62,617.83) | (\$62,617.83) |
| October | \$801,495.16 | | | |
| November | \$818,337.45 | | | |
| December | \$753,940.44 | | | |
| January | \$826,263.24 | | | |
| February | \$795,550.82 | | | |
| March | \$779,699.24 | | | |
| April | \$795,550.82 | | | |
| May | \$815,365.28 | | | |
| June | \$983,788.24 | | | |
| July | \$842,114.81 | | | |
| August | \$810,411.68 | | | |

General Fund Balance

| Beginning Reconciled GF Balance = \$2,716,239.32 | | | | Running Balance |
|--|----------------------|------------------------------|-------------------------|-------------------------|
| Month | Projected GF Balance | Actual Reconciled GF Balance | Over/(Under) Projection | Over/(Under) Projection |
| September | \$3,662,310.61 | \$3,726,830.53 | \$64,519.92 | \$64,519.92 |
| October | \$3,408,831.71 | | | |
| November | \$2,836,350.87 | | | |
| December | \$2,266,333.70 | | | |
| January | \$2,825,125.25 | | | |
| February | \$2,796,234.16 | | | |
| March | \$2,487,603.69 | | | |
| April | \$2,051,453.94 | | | |
| May | \$3,598,939.59 | | | |
| June | \$3,476,587.87 | | | |
| July | \$2,776,169.05 | | | |
| August | \$2,192,846.30 | | | |

Lunch Fund Checks and Liabilities

| Check Number | Date | Payee | Reason | Amount |
|-----------------------------------|------|----------------------------------|-----------------------------|---------------------|
| 9/9/2014 | EFT | Sysco Distributing | Commodities & Equipment | \$ 7,337.30 |
| 9/9/2014 | 4814 | Chesterman Company | Beverages | \$ 228.50 |
| 9/9/2014 | 4815 | Thompson Company | Commodities | \$ 171.44 |
| 9/9/2014 | 4816 | Roberts Dairy | Milk Products | \$ 3,007.62 |
| 9/9/2014 | 4817 | Cash-wa Distributing Co. | Commodities | \$ 4,382.02 |
| 9/9/2014 | 4818 | Pepsi-cola Bottling | Beverages | \$ 451.00 |
| 9/9/2014 | 4819 | Nebraska Food Distribution | Commodities | \$ 1,461.47 |
| 9/9/2014 | 4820 | Dollar General | Lunch Supplies | \$ 10.76 |
| 9/9/2014 | 4821 | Fifth Street IGA | Commodities | \$ 45.72 |
| 9/9/2014 | 4822 | The Brenmar Company | Commodities | \$ 1,406.31 |
| 9/9/2014 | 4823 | Minden Office Supply | Lunch Room Supplies | \$ 36.36 |
| 9/9/2014 | 4824 | Minden Middle School | Water | \$ 108.00 |
| 9/9/2014 | 4825 | Brown & Saegner, Inc. | Lunch Room Supplies | \$ 70.95 |
| 9/9/2014 | 4827 | Tyler Schaff | Lunch Balance Reimbursement | \$ 19.40 |
| 10/15/2014 | 2776 | Blue Cross Blue Shield | Payroll Liability | \$ 1,435.61 |
| 10/15/2014 | 2777 | Minden Public Schools | Payroll Liability | \$ 2,103.87 |
| 10/15/2014 | 2778 | Mps Payroll | Payroll Liability | \$ 1,864.62 |
| 10/15/2014 | 2779 | Mps Payroll NE Income Tax | Payroll Liability | \$ 103.15 |
| 10/15/2014 | 2780 | Principal Life Insurance Company | Payroll Liability | \$ 14.58 |
| 10/15/2014 | 2781 | The Guardian | Payroll Liability | \$ 30.10 |
| Subtotal | | | | \$ 24,288.78 |
| Net Payroll - October 2014 | | | | \$ 8,518.90 |
| Total | | | | \$ 32,807.68 |

Bank Statement Reconciliation

Description

Adjustment Date

Adjustment Amount

Minden High School

09/01/2014 through 09/30/2014

Bank Statement Reconciliation Summary

| | |
|------------------------------|----------------------|
| 1. Statement Balance | \$ 139,319.59 |
| 2. - Outstanding checks | \$ 2,763.87 |
| 3. + Outstanding Deposits | \$ 0.00 |
| 4. + Outstanding Adjustments | \$ 0.00 |
| 5. Total | <u>\$ 136,555.72</u> |
| 6. + Investments | \$ 37,000.00 |
| 7. Book Balance | <u>\$ 173,555.72</u> |

Check Listing

| Date | Check Number | Payee | Reason | Amount |
|------------|--------------|--|---------------------------------------|--------------|
| 09/22/2014 | 31431 | Blue Cross Blue Shield | Premium Payment | \$ 1,435.71 |
| 10/15/2014 | EFT | Minden Exchange Bank - EFT | Direct Deposit Fees | \$ 33.55 |
| 10/15/2014 | 31433 | ABM Janitorial | Janitorial Service | \$ 6,778.17 |
| 10/15/2014 | 31434 | AmSan | Custodial Supplies | \$ 267.15 |
| 10/15/2014 | 31434 | AmSan | Custodial Supplies | \$ 222.51 |
| 10/15/2014 | 31435 | AS Central Services - OCIO | Distance Learning Services | \$ 236.79 |
| 10/15/2014 | 31436 | Aurora Cooperative | Pupil Transportation Fuel & Chemicals | \$ 2,284.93 |
| 10/15/2014 | 31437 | Bill's Plumbing | East Plumbing Repairs | \$ 90.72 |
| 10/15/2014 | 31438 | BIO Corporation | HS Biology Supplies | \$ 137.00 |
| 10/15/2014 | 31439 | Brown & Saegner | MS Supplies | \$ 6.05 |
| 10/15/2014 | 31439 | Brown & Saegner | Hs Library Supplies | \$ 16.58 |
| 10/15/2014 | 31439 | Brown & Saegner | HS Supplies | \$ 33.16 |
| 10/15/2014 | 31439 | Brown & Saegner | Nurse Supplies | \$ 4.58 |
| 10/15/2014 | 31439 | Brown & Saegner | East Supplies | \$ 14.80 |
| 10/15/2014 | 31439 | Brown & Saegner | East Paper | \$ 56.50 |
| 10/15/2014 | 31439 | Brown & Saegner | 4th Grade Supplies | \$ 5.65 |
| 10/15/2014 | 31440 | Cardmember Service | HS FCS Textbook | \$ 30.90 |
| 10/15/2014 | 31440 | Cardmember Service | MS Ethernet Cables | \$ 54.95 |
| 10/15/2014 | 31440 | Cardmember Service | MS Headphones | \$ 99.95 |
| 10/15/2014 | 31440 | Cardmember Service | MS & East SPED Supplies | \$ 56.77 |
| 10/15/2014 | 31440 | Cardmember Service | Bus 5A Repairs | \$ 59.74 |
| 10/15/2014 | 31440 | Cardmember Service | East Computer Supplies | \$ 139.92 |
| 10/15/2014 | 31440 | Cardmember Service | East Computer Supplies | \$ 22.99 |
| 10/15/2014 | 31440 | Cardmember Service | 4th Grade Reading Software | \$ 199.90 |
| 10/15/2014 | 31440 | Cardmember Service | East iPad Covers | \$ 19.92 |
| 10/15/2014 | 31440 | Cardmember Service | MS SmartBoard Mounting Bracket | \$ 18.56 |
| 10/15/2014 | 31440 | Cardmember Service | East Supplies | \$ 25.46 |
| 10/15/2014 | 31440 | Cardmember Service | East iPad Covers | \$ 79.90 |
| 10/15/2014 | 31441 | Carter Electric | FB Field Lights | \$ 65.00 |
| 10/15/2014 | 31442 | Cash-wa Distributing Co. | Ice Machine Cleaner | \$ 29.60 |
| 10/15/2014 | 31442 | Cash-wa Distributing Co. | Ice Machine Filter | \$ 89.67 |
| 10/15/2014 | 31443 | CenturyLink - Regular Telephone | Preschool Telephone | \$ 46.74 |
| 10/15/2014 | 31443 | CenturyLink - Regular Telephone | HS Fax Line | \$ 42.82 |
| 10/15/2014 | 31443 | CenturyLink - Regular Telephone | HS Telephone | \$ 49.82 |
| 10/15/2014 | 31443 | CenturyLink - Regular Telephone | Activities Director Telephone | \$ 52.64 |
| 10/15/2014 | 31443 | CenturyLink - Regular Telephone | MS Telephone | \$ 132.72 |
| 10/15/2014 | 31443 | CenturyLink - Regular Telephone | District Telephone | \$ 242.29 |
| 10/15/2014 | 31443 | CenturyLink - Regular Telephone | East Telephone | \$ 202.10 |
| 10/15/2014 | 31444 | Charter Communications | Distance Learning Services | \$ 1,852.89 |
| 10/15/2014 | 31445 | City Of Minden | Utilities | \$ 26,029.02 |
| 10/15/2014 | 31446 | Computer Hardware, Inc. | MS Projector | \$ 1,029.00 |
| 10/15/2014 | 31446 | Computer Hardware, Inc. | East iPad Repair | \$ 149.00 |
| 10/15/2014 | 31447 | Conditioned Air Mechanical Systems & Service | Preschool Repairs | \$ 961.52 |
| 10/15/2014 | 31447 | Conditioned Air Mechanical Systems & Service | HS Heating Repair | \$ 1,150.40 |
| 10/15/2014 | 31448 | Cornhusker Marriott Hotel (The) | Conference Lodging | \$ 139.00 |
| 10/15/2014 | 31449 | D & M Security, Inc. | Quarterly Alarm Billing | \$ 166.50 |
| 10/15/2014 | 31450 | Dana F. Cole & Company, LLP | Auditing Services | \$ 4,362.00 |
| 10/15/2014 | 31451 | Depco, LLC | Industrial Tech Supplies | \$ 194.97 |
| 10/15/2014 | 31452 | Diamond Vogel Paint Center | FB Field Paint | \$ 204.45 |
| 10/15/2014 | 31452 | Diamond Vogel Paint Center | Paint Sprayer Repair | \$ 27.95 |
| 10/15/2014 | 31452 | Diamond Vogel Paint Center | FB Field Paint | \$ 140.00 |
| 10/15/2014 | 31452 | Diamond Vogel Paint Center | FB Field Paint | \$ 64.45 |
| 10/15/2014 | 31452 | Diamond Vogel Paint Center | FB Field Paint | \$ 134.45 |
| 10/15/2014 | 31453 | Dollar General | Custodial Supplies | \$ 4.00 |
| 10/15/2014 | 31454 | Eakes Office Solutions | Copy Charges | \$ 3,403.40 |
| 10/15/2014 | 31455 | Educational Service Unit #10 | Deaf Ed & Audiology Services | \$ 360.50 |
| 10/15/2014 | 31456 | Egan Supply Co. | Floor Scrubber & Mop Head | \$ 6,975.24 |
| 10/15/2014 | 31456 | Egan Supply Co. | Mop Heads & Floor Scrubber Pads | \$ 330.72 |
| 10/15/2014 | 31456 | Egan Supply Co. | Floor Scrubber Pad | \$ 53.59 |
| 10/15/2014 | 31457 | Eletech, Inc. | Quarterly Elevator Maintenance | \$ 173.75 |
| 10/15/2014 | 31458 | ESU Coordinating Council | East World Book On-Line Subscription | \$ 132.00 |
| 10/15/2014 | 31458 | ESU Coordinating Council | MS World Book On-Line Subscription | \$ 148.50 |

Check Listing

| Date | Check Number | Payee | Reason | Amount |
|------------|--------------|---|--|-------------|
| 10/15/2014 | 31458 | ESU Coordinating Council | HS World Book On-Line Subscription | \$ 126.50 |
| 10/15/2014 | 31459 | Fifth Street IGA | Kindergarten Supplies | \$ 61.31 |
| 10/15/2014 | 31459 | Fifth Street IGA | Preschool Supplies | \$ 20.23 |
| 10/15/2014 | 31459 | Fifth Street IGA | HS FCS Supplies | \$ 279.84 |
| 10/15/2014 | 31459 | Fifth Street IGA | MS Life Skills Supplies | \$ 21.27 |
| 10/15/2014 | 31459 | Fifth Street IGA | East SPED Supplies | \$ 5.74 |
| 10/15/2014 | 31459 | Fifth Street IGA | MS Science Supplies | \$ 18.35 |
| 10/15/2014 | 31460 | Franklin Public Schools | MS Quiz Bowl Registration | \$ 25.00 |
| 10/15/2014 | 31461 | Future Problem Solving Program International | Future Problem Solvers Materials | \$ 38.00 |
| 10/15/2014 | 31462 | Glencoe/Mcgraw-Hill Publisher | HS Business Textbooks | \$ 255.63 |
| 10/15/2014 | 31463 | Hometown Leasing | Copier & Printer Lease | \$ 2,734.54 |
| 10/15/2014 | 31464 | Houchen Bindery | HS Book & Magazine Binding | \$ 157.55 |
| 10/15/2014 | 31465 | Hudl | Athletics Software | \$ 400.00 |
| 10/15/2014 | 31466 | John Deere Financial | Power Washer Repairs | \$ 14.54 |
| 10/15/2014 | 31467 | JW Pepper & Son, Inc. | HS Vocal Sheet Music | \$ 34.49 |
| 10/15/2014 | 31467 | JW Pepper & Son, Inc. | HS Vocal Sheet Music | \$ 88.09 |
| 10/15/2014 | 31467 | JW Pepper & Son, Inc. | HS Vocal Sheet Music | \$ 37.20 |
| 10/15/2014 | 31467 | JW Pepper & Son, Inc. | HS Vocal Sheet Music | \$ 30.75 |
| 10/15/2014 | 31467 | JW Pepper & Son, Inc. | HS Vocal Sheet Music | \$ 11.40 |
| 10/15/2014 | 31468 | Kearney Centre Vacuum | Vacuum Cleaner Supplies | \$ 211.95 |
| 10/15/2014 | 31469 | Kearney County Health Services | Bus Driver Drug Testing | \$ 21.00 |
| 10/15/2014 | 31469 | Kearney County Health Services | Bus Driver Drug Testing | \$ 21.00 |
| 10/15/2014 | 31470 | Lakeshore Learning Materials | MS Life Skills Supplies | \$ 57.49 |
| 10/15/2014 | 31471 | Landmark Implement Carquest | Van 12V1&2 Oil Filters | \$ 12.44 |
| 10/15/2014 | 31471 | Landmark Implement Carquest | JD Mower Oil Filter | \$ 7.38 |
| 10/15/2014 | 31471 | Landmark Implement Carquest | Bus 14B Repairs | \$ 14.46 |
| 10/15/2014 | 31471 | Landmark Implement Carquest | Shop Towels & Oil Filters | \$ 16.87 |
| 10/15/2014 | 31472 | Mason's Market | Water Softener Salt | \$ 159.60 |
| 10/15/2014 | 31472 | Mason's Market | Bus Barn Water | \$ 4.14 |
| 10/15/2014 | 31472 | Mason's Market | Preschool Supplies | \$ 8.35 |
| 10/15/2014 | 31472 | Mason's Market | HS FCS Supplies | \$ 145.52 |
| 10/15/2014 | 31472 | Mason's Market | East SPED Supplies | \$ 13.72 |
| 10/15/2014 | 31473 | Matheson Tri-Gas, Inc. | HS Metals Shop Gas | \$ 29.54 |
| 10/15/2014 | 31473 | Matheson Tri-Gas, Inc. | HS Metals Shop Supplies | \$ 45.51 |
| 10/15/2014 | 31474 | Menards | MS iPad Supplies | \$ 33.90 |
| 10/15/2014 | 31475 | Mhs Activities Fund | Holocaust Conference | \$ 60.00 |
| 10/15/2014 | 31476 | Mid-State Engineering & Testing, Inc. | East HVAC Repairs | \$ 102.00 |
| 10/15/2014 | 31477 | Minden Courier | Board Postings | \$ 551.06 |
| 10/15/2014 | 31478 | Minden Hardware | Repairs, Supplies, & Postage | \$ 155.59 |
| 10/15/2014 | 31479 | Minden Lumber & Concrete | SB Field Chalk | \$ 31.36 |
| 10/15/2014 | 31480 | Minden Machine Shop, Inc. | SB Field Pugs | \$ 161.00 |
| 10/15/2014 | 31481 | Minden Office Supply | Building Flags | \$ 464.91 |
| 10/15/2014 | 31481 | Minden Office Supply | Tranportation Appointment Book | \$ 23.75 |
| 10/15/2014 | 31482 | MNJ Technologies Direct, Inc. | East Computer Supplies | \$ 25.53 |
| 10/15/2014 | 31483 | Mower Medic, LLC | Mower Maintenance | \$ 38.68 |
| 10/15/2014 | 31483 | Mower Medic, LLC | Mower Blades | \$ 84.48 |
| 10/15/2014 | 31483 | Mower Medic, LLC | Mower Parts | \$ 1.66 |
| 10/15/2014 | 31484 | Mps Lunch Fund East | Board Lunches | \$ 11.85 |
| 10/15/2014 | 31485 | Mps Lunch Fund M.s. | Board Paid Lunches | \$ 13.80 |
| 10/15/2014 | 31486 | NAESP Region IV | East Principal Dues | \$ 20.00 |
| 10/15/2014 | 31487 | NAHPERD | Physical Education Conference Registration | \$ 105.00 |
| 10/15/2014 | 31488 | Napa Auto Parts | Power Washer Nozzles | \$ 56.49 |
| 10/15/2014 | 31488 | Napa Auto Parts | Paint Sprayer Repair | \$ 2.44 |
| 10/15/2014 | 31489 | NCS Pearson, Inc. - aimsweb | AIMSweb Reading Services | \$ 720.00 |
| 10/15/2014 | 31490 | Ne Association School Boards | Area membership Meeting Registrations | \$ 390.00 |
| 10/15/2014 | 31491 | Nebraska School Psychologists Association | NSPA Fall Conference Registration | \$ 90.00 |
| 10/15/2014 | 31492 | One Source | September Background Checks | \$ 141.00 |
| 10/15/2014 | 31493 | Perma-Bound | MS Library Books | \$ 1,452.03 |
| 10/15/2014 | 31494 | Perry, Guthery, Haase & Gessford, P.C., L.L.O | Greneral Legal Fees | \$ 210.00 |
| 10/15/2014 | 31494 | Perry, Guthery, Haase & Gessford, P.C., L.L.O | PPACA Legal Fees | \$ 210.00 |
| 10/15/2014 | 31495 | Petersen, Tamara J | Program Specific Training Meals | \$ 13.68 |
| 10/15/2014 | 31496 | Plushy Feely Corp. | East Counselor Supplies | \$ 161.26 |

Check Listing

| Date | Check Number | Payee | Reason | Amount |
|--|--------------|---|---|----------------------|
| 10/15/2014 | 31497 | Presto-X Company | Pest Control Services | \$ 117.80 |
| 10/15/2014 | 31498 | Pureland Supply, LLC | HS SmartBoard Lamps | \$ 219.00 |
| 10/15/2014 | 31499 | Renaissance Learning | MS Library Software | \$ 50.50 |
| 10/15/2014 | 31500 | School Pride, Ltd. | Basketball Record Boards | \$ 1,465.00 |
| 10/15/2014 | 31501 | School Specialty, Inc. | MS Life Skills Supplies | \$ 73.44 |
| 10/15/2014 | 31501 | School Specialty, Inc. | MS Life Skills Supplies | \$ 5.52 |
| 10/15/2014 | 31502 | Scotchman Industries | Metals Blade Sharpening | \$ 58.02 |
| 10/15/2014 | 31503 | SOS Portable Toilets, Inc. | Portable Toilets | \$ 640.00 |
| 10/15/2014 | 31504 | Source Gas, LLC | Bus Barn Natural Gas | \$ 54.44 |
| 10/15/2014 | 31504 | Source Gas, LLC | Activity Building Natural Gas | \$ 346.25 |
| 10/15/2014 | 31504 | Source Gas, LLC | East Natural Gas | \$ 445.75 |
| 10/15/2014 | 31504 | Source Gas, LLC | HS Natural Gas | \$ 364.34 |
| 10/15/2014 | 31504 | Source Gas, LLC | MS Natural Gas | \$ 437.46 |
| 10/15/2014 | 31505 | Tom Dinsdale Automotive, Inc. | Bus 5A Diagnostics | \$ 47.50 |
| 10/15/2014 | 31506 | Troxell Communications, Inc. | East DVD/VCR Cobos | \$ 382.56 |
| 10/15/2014 | 31506 | Troxell Communications, Inc. | HS Spanish DVD/VCR Combo | \$ 95.64 |
| 10/15/2014 | 31507 | United Suppliers, Inc. | FB Field Fungicide | \$ 350.20 |
| 10/15/2014 | 31508 | University of NE - Lincoln | Paraeducator Conference Registration | \$ 50.00 |
| 10/15/2014 | 31509 | Village Uniform | Custodial Supplies | \$ 647.88 |
| 10/15/2014 | 31509 | Village Uniform | Building Mats | \$ 1,318.10 |
| 10/15/2014 | 31510 | Wal-mart #01-0598 | HS Classroom Supplies | \$ 72.53 |
| 10/15/2014 | 31511 | Welton Diesel | Bus 14A 80 Day Inspection & Service | \$ 473.89 |
| 10/15/2014 | 31511 | Welton Diesel | Bus 14B 80 Day Inspection & Service | \$ 473.89 |
| 10/15/2014 | 31511 | Welton Diesel | Bus 13A 80 Day Inspection & Service | \$ 751.53 |
| 10/15/2014 | 31511 | Welton Diesel | Bus 13B 80 Day Inspection & Service | \$ 473.89 |
| 10/15/2014 | 31511 | Welton Diesel | Coach Bus 80 Day Inspection, Service & Repair | \$ 1,086.87 |
| 10/15/2014 | 31512 | Willow Lake Fish Hatchery | Outdoor Classroom Fish | \$ 175.00 |
| 10/15/2014 | 31513 | Wizard's Castle Publishing Company | English Classroom Writing Supplies | \$ 300.90 |
| 10/15/2014 | 31514 | Woodward's Disposal Service, Inc. | Shredding Service | \$ 48.75 |
| 10/15/2014 | 31515 | Wright Express Fleet Services | Transportation Fuel | \$ 496.99 |
| 10/15/2014 | 31516 | Yanda's Music | HS Instrument Repair | \$ 130.50 |
| 10/15/2014 | 31517 | Ameritas Life Insurance Corp. | Payroll Liability | \$ 250.00 |
| 10/15/2014 | 31518 | Annuities Service Center | Payroll Liability | \$ 250.00 |
| 10/15/2014 | 31519 | Blue Cross Blue Shield | Payroll Liability | \$ 101,750.75 |
| 10/15/2014 | 31520 | Capital One Bank (USA), N.A. | Payroll Liability | \$ 502.63 |
| 10/15/2014 | 31521 | Community Health Charities of Nebraska | Payroll Liability | \$ 20.00 |
| 10/15/2014 | 31522 | Great American Financial Resources | Payroll Liability | \$ 700.00 |
| 10/15/2014 | 31523 | Horace Mann Life Insurance Company | Payroll Liability | \$ 4,470.00 |
| 10/15/2014 | 31524 | Minden Public Schools | Payroll Liability | \$ 97,141.48 |
| 10/15/2014 | 31525 | Mps Payroll | Payroll Liability | \$ 110,707.57 |
| 10/15/2014 | 31526 | Mps Payroll NE Income Tax | Payroll Liability | \$ 14,385.10 |
| 10/15/2014 | 31527 | New York Life | Payroll Liability | \$ 200.00 |
| 10/15/2014 | 31528 | Pacific Life | Payroll Liability | \$ 300.00 |
| 10/15/2014 | 31529 | Principal Life Insurance Company | Payroll Liability | \$ 1,664.40 |
| 10/15/2014 | 31530 | Guardian (The) | Payroll Liability | \$ 694.95 |
| 10/15/2014 | 31531 | CenturyLink - Regular Telephone | District Emergency Line | \$ 80.76 |
| 10/15/2014 | 31532 | First Advantage LNS Occ. Health Solutions, Inc. | Driver Alcohol Testing | \$ 10.00 |
| 10/15/2014 | 31533 | Mps Petty Cash | Postage | \$ 26.56 |
| 10/15/2014 | 31534 | U.S. Post Office | Postage | \$ 126.40 |
| Subtotal | | | | \$ 416,969.12 |
| Net Payroll - October 2014 | | | | \$ 310,065.91 |
| Total General Fund Disbursements - October 2014 | | | | \$ 727,035.03 |

Superintendent's Report

October 2014

Nebraska Association of School Board Conference

The NASB conference is scheduled for Nov. 20th and 21st in LaVista. The plan would be leave the afternoon of November 19th and return the afternoon of the 21st. **Rooms need to be cancelled at least 48 hours in advance, so please let me know if you do not plan to attend the conference. Conference registrations have been completed for: Craig, Richard, Rusty, and Ken.**

Upcoming Dates

| | |
|---------------------------|----------------------------|
| November 4 th | Bond Election |
| November 10 th | Finance Committee, noon |
| November 11 th | Board Meeting, 7:30 pm |
| November 20, 21 | NE School Board Conference |
| December 8 th | Finance Committee, noon |
| December 9 th | Board Meeting, 7:30 pm |
| January 12 th | Finance Committee, noon |
| January 13 th | Board Meeting |

Presentation

Matt Cederburg has asked to be put on the agenda to present on the Minden City sales tax and water issue.

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*

OCTOBER 2014-15 BOARD MEETING ACTIVITIES DIRECTOR REPORT

The fall Activities her at Minden are going by fast as we move into October. Our teams and organizations have worked hard and continue to have many successes as we near the midpoint or end of those seasons. Our student athletes and members of those various organizations have done their best to represent themselves, our school, our community, and their family with hard work ethics, common courtesy, and good sportsmanship this fall as they competed or performed.

Varsity Football is 0-6 as they get ready for their last 3 regular season games. The JV football is 5-1 on the season and has played good games all fall. They will compete at Cozad on Monday, Oct 13. The Varsity will host St Paul on Friday, Oct 10 and then travel to Kearney Catholic on Friday, Oct 17.

Volleyball has continued to have success at all the levels of Varsity, JV and Freshmen competition. The Varsity is 11-6 at this time. They have won all 2 tournaments - Minden Invite and McCook Invite and look to continue their success after the many injuries the team has suffered this season. They lost to Ogallala 20-4 and defeated 10-10 Broken Bow on Thursday, Oct 9 at Ogallala. They will play at Cozad on Monday Oct 13.

Cross Country has competed well at the Varsity, JV, and Jr. High levels this fall. The Varsity has finished well at all meets this fall with the boys team currently ranked 4th in Class C. The team competed at the Gothenburg Invite on Thursday, Oct 2, with the boy's team finishing in 2nd place behind Lexington out of the 18 schools present. The boys and girls competed at the Southwest Conference meet in Ogallala on Oct 9. The boys were SWC Runner-up Team with 4 medalists. Leo Iniguez 4th, Rodrigo Juaregua 8th, Austin Olson 9th and Alex Olson 12th. The teams will compete in districts on Oct 16 at Adams Central. The state meet will be in Kearney on Oct 24. In junior high action at SWC Aidan Wheelock was 1st and Mario Moreno was 7th. Lily VanDusen was 4th for the girls followed by Jadie York in 5th and Jaden Donely in 8th.

Girls Golf has competed very well this fall by capturing every tournament title including the SWC and the 2014 C-4 District Girls Golf Tournament held at Gothenburg on Tuesday Oct 7 shooting a team best of 354. They young ladies also captured 4 of the top 15 individual medals. Ashton Bolt was District Runner-up, Paige Christensen 3rd, Jessica Rehtus 7th, and Sam Bendix 8th. The young ladies will compete at the 2014 Class C Girls State Golf Tournament held in Columbus at Quail Run Golf Course on Oct 13-14.

Softball continued to compete hard this fall as they completed their season at the C-6 District Softball Tournament held in Gothenburg on Oct 9-10. The girls were defeated by Cozad (15-9) on Thursday Oct 9 in the first round of the C-6 District Softball Tournament. They were then defeated by Chase County in the first round of the consolation bracket bringing a close to their season. Congrats to our Lady Whippets Softball Team this season and look forward next year.

Jr. High Football and Volleyball have been competing well as they continue their season this month. The Jr. High Football team competed against Cozad on Tuesday, Oct 7 at Cozad and will compete at home against Kearney Catholic on Monday Oct 13. The Jr. High Volleyball teams competed against Hastings St Cecilia on Oct 6 and will compete against Holdrege on Oct 14.

Band has been performing at halftime of the Varsity football games and practicing hard to prepare for marching competitions. The Band marched at the Homecoming Parade and Halftime performance at the Football game here Friday, Oct 3. The Minden High School Marching Band also participated in the Harvest of Harmony Parade on Saturday, Oct 4. Saturday, Oct 18 is the Minden Bandfest here and Saturday, Oct 25th, is the State Bandmasters Marching Competition in Kearney.

Play Production is continuing to prepare for performances and competition in November. Their first performance will be on November 10-11 here at home.

Matt Exstrom has been chosen as one of the 48 seniors in Nebraska to receive the 2014-15 NSAA/U.S. Bank Believers and Achievers Award. These students will be recognized at NSAA State Championships throughout the 2014-15 activities year. Also, starting next month each of the 48 Believers & Achievers will be featured on bi-monthly posters that will be sent to each member high school and U.S. Bank® Branch in Nebraska for display.

The purpose of the Parent Advisory Committee (PAC):

- *Provide parent input to the operation and/or policies of the school.*
- *Serve as sounding board receiving input from patrons regarding positive feedback, concerns and feelings about the educational program at East Elementary.*
- *Recommend, in conjunction with staff and administration, possible ways of bringing home and school closer together.*

Members of PAC for 2014-2015:

Angie Althouse

Tracy Cederburg

Steph Emery

Anissa Gove

Valarie Grollmes

Jamie Johnson

Buffi Kamery

Mary Lutkemeier

Anson/Amanda Nielsen

Darcie Reed

Sherry Reichstein

Dates for 2014-2015:

Sept. 19

Oct. 17

Nov. 7

Jan. 23

Feb. 20

Apr. 24

Organizational Chart for Special Education at Minden Public Schools 2013-2014

Administration

Mary Lieske

Pre-School

3 - 5: 14 Verified Students
Birth - 2: 0 Verified Students

28 Total Students/Preschool (Verified & Private)

East

(K-3: 45 students)

CL Jones

(4-8: 45 students)

High School

(9-12: 38 students)

Peg Engberg ----->
Melissa Klabunde
(Speech & Lang.): ----->

Hailey Rhynalds (18)
Katie Schmidt (L.S.)
[K-3] (4 full-time)
(3 part-time)

Connie Hansen (37)
Michelle tenBensel, TVI(24)
Plus (4 Vision students)
Morgan Rogers (L.S.) (3)

Becky Mousel (27)
Julie Ratka (13)

Jana Green, SLP (40/ K-6)----->**Melissa Klabunde, SLP**(49)----->

Annie Stott -- School Psychologist (preK-12+) / K-3 Counselor

Paraprofessionals

Alisha Hogan (bilingual)
Cherle Waterhouse

Darla Haight
Cindy Duffy
Lori Sirek
Ashley Osterbuhr
Mindy Boudreau(LS)
Marsha Cameron(LS)
McKenna Runions(LS)
Kodi Austin (LS)

Claire Osgood(media/superv.) **Chris Osterbuhr**
Pat Whitney **Polly Worley**
Shari Newcomb **Pam Donley**
Peggy Benson
Laura Thompson
Roxie Stonerook
Jamie Boehler (Technology) / East & CLJ)
Joletta McLoughlin

| | |
|--|--|
| Caren Porter | ESU 11 Special Education Administration |
| Corey Woetzel | ESU 11 Sped Administrative Assistant |
| Lona Nelson | ESU 11 Sped Transition |
| Stacey & Chad Isaacson/Rogene Rasmussen | OT (Birth - 21) |
| Mary Lutkemeier | PT (Birth - 21) |

Thank you Kim & Mary for hosting!

I. Five Effective Components of Reading

As a group of teachers, it's going to be important for us to put our heads together and brainstorm on how we can improve our reading block. We're in this together & it's going to ALL of us to figure it out. Are we doing everything possible to teach our students how to read and comprehend? Are we giving our students many opportunities to actually read ... not just read stories, but reading questions, directions, fiction, nonfiction, etc. Are we giving them the strategies that they need? Do we need to come up with a reading incentive for students to read at home? This is our 3rd year for Reading Block and do we see our students actually reading better because of it? These are some tough and uncomfortable questions that we all need to ask ourselves! What are some things that we do better?

I think that the place to start a discussion is with the 5 essential components of reading.

Handout ... "The Five Essential Components of Effective Reading Instruction." For the next few weeks be very conscious of how you are covering these essential components of reading every day. Discuss this at your grade level meetings. It's important that we all know what is being taught in each grade level or individual classroom. In a few weeks, we'll all get together and give every grade level team a chance to talk about how they meet these components every day. It makes us conscious of improving the teaching of reading during that 90 -100 minutes.

II. Reading Interventions

- a. Fast ForWord (Recommended for ELL students, as well as struggling readers). / Webinar
- b. Other possible interventions:

- i. Sound Partners (1st)
- ii. Thinking partners (2ⁿ & 3rd)
- iii. PA+LS (K)
- iv. Early Steps (K)
- v. Reading Mastery (1st & 2nd)
- vi. Alice Nine's "Johnny Can Spell" (Steph Emery sent me some login info. to check it out. I will send it to you).

III. Buying Books Back

Does anyone have any books that are not being used and you would like to get rid of?

IV. Spirit Week Planned by PAC

You've received an email of the PAC notes & a letter went home with students and you should all have gotten a copy of the letter.

V. Information (Facts) regarding the Bond Issue

- a. There are basically two opportunities to attend a meeting at the HS regarding information on the bond issue. (The 3rd opportunity is during the day at the HS).
 - 1. Sept. 25th (tomorrow) @ 7 pm
 - 2. Oct. 21st @ 7 pm
- b. Just a reminder that if you know someone new to the community or if your address has changed since the last election or if you're not a registered voter... the last day to register to vote or change your address, etc. is Oct. 24th. You would just go up to the Clerk's office at the courthouse to register or make changes.
- c. A community group has started & they call themselves, Grow MPS. They have started a website and a facebook page to put out facts & information. A couple of places to find out the facts and/or information would be to "Grow MPS" on facebook or go to their website...

<http://www.growmps.com> . Our district website has a fact page on the upcoming election – encourage people to “Get the facts!”

VI. Oct 15th Re-tree

Pat Haight talked to me and wanted to know if we would want Sally Gittinger (1st lady of NE) come? She was an elementary principal before her husband took office. Of course I said yes, and she will read a story to kindergarten at the end of the day. We can also plant a tree that day and she'll speak with all of the students. I was thinking of a third tree on the front lawn. Or does anyone have a better idea for a tree?

VII. Homeland Security Suggestions (We don't have the official report back yet... this is just from notes that I had taken as we were going through the school)...

**** Did NOT HAVE TIME... WILL DO IT AFTER WE RECEIVE OUR HOMELAND SECURITY AUDIT!**

- ◆ Binders are to be specific to each building.
- ◆ Our lunchroom ~~ Change the door handle on the south side & add blinds on both doors.
- ◆ Assign door monitors in the morning at our two unlocked doors (front door and north bus door).
- ◆ Add a buzzer system on our service door.
- ◆ Train staff on how to shut off the air handlers upstairs and the gas in the kitchen.
- ◆ The shrubs on the south side should be no more than 4' in diameter or remove them altogether.
- ◆ Make sure the playground gates are closed in the mornings.
- ◆ 360-degree camera coverage inside & outside of the building.
- ◆ ABM employees are to leave their keys in the buildings when they are finished for the night.

- ◆ Practice lockdown once a quarter until everyone is comfortable with the drill. Document the dates that all drills take place.
- ◆ Cover the glass in the doors if we go into lockdown.
- ◆ If we are in lockdown, put a red piece of paper in the door if someone is injured.
- ◆ Our places of evacuation (The churches across the street) are too close to the school. I will call the City Hall and see if we can use that for our evacuation site.
- ◆ Update our intercom system (It should have the capabilities for teachers to make announcements for lockdown if the office staff is incapacitated). It is good though that you can hear it outside. If there is a lockdown, the teachers outside know to take those students to the evacuation site & not back into the school.
- ◆ The office should be where the bathrooms are and the girl's bathroom should be on the north side of the office. For added security, there could be a door on the north side of the stairs that Tammy would have to buzz them into in order to get fully into the building.
- ◆ Add Mylar to the doors.
- ◆ Preschool & Elem. need to use hand-held radios & not rely on cell phones. If there is an emergency, it's takes too long to call the office or visa versa. Hand held radios are quicker and more efficient for that type of thing.
- ◆ Staff is to always take class roster, parent phone numbers & our Emergency Response notebooks outside of the facility.
- ◆ Suggested a training program for all outside employees & contractors. Document the trainings.
- ◆ If the CLJ/HS are in lockdown, that information will need to be communicated to the preschool, as they need to also be in lockdown.
- ◆ Preschool should have a doorbell & keep their school locked at all times.
- ◆ Use encryption software on all hard drives.
- ◆ Change our mind-set & never open the front door to others as we exit or enter...

- ◆ Need a long-term fix for classroom doors.
- ◆ Lock janitorial & mechanical rooms, as well as the electrical panels.
- ◆ Emergency “Go Kits” in each classroom that you take when you evacuate the building. (Things to consider putting in... radios, flashlight, snacks for students ... cookies, crackers, etc), DVD or some type of entertainment for students, band-aids & other first aid items, etc. ****I have duffel bags in my office for each classroom teacher to have and start making a “Go Kit.”**

This isn't an official list, it's the list that I have made by listening to Greg's comments, etc. As you can see, there are some things that are easy and inexpensive to incorporate, which we will. And of course there are others that are cost prohibitive.

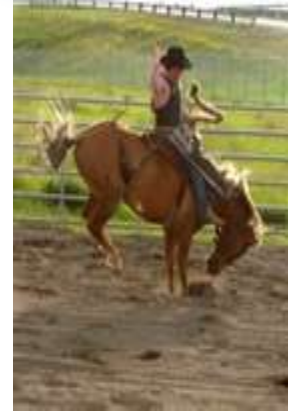
The safety members from the Preschool and East are: Peg Engberg, Jill Woodward, and Shannon Lovin.

VIII. Navy Band Concert

It would be a great concert to see, however it will go until 3:15. My concern is for the kids that need to walk home from East and the ones in which the parents pick up. Logistically, it could be a real mess!

Wild West Staff Meeting

August 11, 2014



Welcome to our new Para, **Kodi (Broyles) Austin**, who will be in Life Skills. Also welcome to our two Student Teachers... **Danielle Thornton**, who is with Ed Rowse & Eric Christensen for the first part of this semester and to **Ali Rosentrater**, who is with Deb Schwenka the first half of the semester and then will move to Jennifer Muller's classroom.

I. **Custodians**

MPS entered into a contract with ABM for extra custodial services. Mary will be the person that will clean in our building from 2:00-8:00. She is to clean & empty trash in all of the classrooms on the 1st floor (& the restrooms within the rooms), as well as the offices. [Nick will do the cafeteria, gym, media center, computer lab, upstairs, and the 1st, 2nd, & 3rd grade restrooms, hallways, entryways, and will take care of the HVAC & boilers]. So if you see something that isn't done within your classroom, let me know. Also let me know if you see things being done well.

II. **Pilger**

It was decided to make a donation of money, rather than books, etc. We will donate \$500 to Pilger from the students and staff at East. \$250. Will come from our Pup Club activities account and \$250. from our jean money. Mary got online and downloaded a donation form.

III. **Memorials:** Louise Schwartz & Shirley Cover

Louise Schwartz (Literacy Links Volunteer) - I've been talking to Wanda Runge, daughter of Louise. She said that their family would like to place a memorial bench at East Elementary. We will place the bench outside the front doors. I believe that Larry is going to make two benches so we'll remove those old cement benches and replace with the metal benches. I've emailed the Whippet Pup to Larry to see if it would be possible to put our East Elementary logo on the back of the benches.

Shirley Cover (Took care of the afternoon rural kindergarten students)- I have talked to Jim Cover and the kids would like to do something at East Elementary in memory of their mother. They are still talking, I suggested a memorial bench or books in the library, etc. He was going to talk to Jerry & Julie and get back to me.

IV. Literacy Links Volunteers

FYI ... We will need to do a background check for our volunteers. I know that Delores Jorgensen & Jackie Sorenson have had a background check done already, as they had been volunteers in the summer lunch program.

V. Retirement: Cathy Chavez

Cathy Chavez retired from the lunch program just recently. We will have a staff retirement coffee for her at Tammy Stadler's new house starting at 4:00 on Wed., Sept. 3rd. It was voted to give Cathy a \$150. Visa card for her retirement gift. That money will be taken from our courtesy fund.

** A reminder to give Tammie or Lisa your Courtesy Fund contribution of \$20 for certified full time staff and \$10 for paras and part-time staff. Also please donate coffee, tea, etc. to our staff lounge. There will be a sheet on the cupboard for you to write down what you donated beside your name.

VI. Letter from Nadine Fahrlander

I received a letter from Nadine Fahrlander about the Methodist women hosting a gift shop in East Elementary for our students to "buy" Christmas gifts for their parents. This is being put on hold and if we decide we'd like to do it, we'll let Nadine know.

The Methodist women would like to continue to donate gloves, mittens & caps this winter if they are needed. Also if there are other ways in which they can assist us, we just need to visit with Nadine. We appreciate their offers of assisting us!

VII. Documentation – Incident Report Form

- a. You can fill out the form on Google docs.
or
- b. I've printed out the form on bright pink paper if that is easier. This form must be filled out whenever a student is sent to the office for disciplinary reasons. It doesn't need to be elaborate ... feel free to use quick little bullet points, etc.

VIII. Handbooks –

- a. Review the Student Handbook with your classes.

- b. Job Targets, Self-Assessment [both due 8/29/14] & Professional Growth
- c. The changes in the handbooks have been emailed to you, as well as the handbooks. You can save them to your drive in a folder or in a folder on your desktop, whichever best meets your needs.
- d. I've sent an updated Teacher Evaluation handbook out again.
- e. Change Peg Engberg's phone number to: 402-462-9805 in your Staff Handbook.
- f. Throughout the year, be sure to document relevant conferences, workshops, & meetings on your 2014-15 Professional Growth Log (page 21). Your log will be an important part of our School Improvement documentation.

IX. Communication

- a. My yearly speech!! However, I want to emphasize that good communication is CRUCIAL among colleagues! We work together as a team and so you sure don't want to go and burn bridges!! If you should have a question or a concern about a student, etc. GO AND TALK FACE TO FACE WITH THAT PERSON! Talk it out as the mature adults that we are... Letters, notes, & emails can be taken differently than what we intend. If you talk it out together, there's no miscommunication! I strongly encourage you to communicate, communicate, & then communicate some more! Thank you, I think that we make a great team at East!
- b. On that same note... Be careful what you post on facebook or any other social media sites. We always have parents that are watching us! And yes, I wish that I could give that same speech to parents!

- X. **Security** – (handout) – Identifying the campus guest
Handout that gives an idea of what to say to someone who you see in the halls without a name badge. All visitors are to register in the office & receive a "visitor's badge," but as we all know, not everyone reads the sign in the front door!

XI. Smart Snacks standards

The USDA's Smart Snacks standards went into effect July 1st. These standards apply to all foods and beverages sold to students during the school day in school vending machines (Students do not use the upstairs vending machines at East, so most likely won't affect us), stores, snack carts, a la carte lines, as well as through fundraising. The school day is

defined as the period from midnight to 30 minutes after the end of the official school day.

Friday Pup Club Popcorn??? We'll need to check out the ingredients with Shelia, as she has all of the particulars. She said that she would work with us to see if we couldn't get the ingredients into compliance. She said to go ahead and finish up what we have,... otherwise it will just be wasted.

Some of the questions that I will need to check on is:

- 1.) Can PAC sell popcorn and then donate the money to Pup Club?
- 2.) Would parents be able to sign a waiver for their child to eat the popcorn?
- 3.) Can we just give the popcorn to the kids – not sell it?

XII. **Reading Interventions** (Tier 2)

a. FastForWord

- Webinar on Friday, Sept. 5th @ 2:15 in Jane's room.
- Check out the website & be ready with any of your questions? <http://www.scilearn.com/products>
- Level 1 would be Reading Assistant (Universal approach). [STARS will not be used this year, we will use the Lexile scores on MAPS to find the students' AR reading levels].
- Level 2 would be the FastForWord Reading Series (This is the targeted intervention and would be in addition to the Treasures).
- Level 3 would be the FastForWord Language Literacy Series (This is the Intensive Intervention level. These students usually end up being our Sped students
- FastForWord is available this fall on the iPad.
-

b. IXL (Licensed to be used by 3rd – 6th in Math and L.A..)

<http://www.ixl.com/>

Go on this site and check this one out as well. We'll need to make a decision as to the interventions we want to commit to. IXL's Math is Pre-k skills through 11th grade algebra skills. Language art starts at 2nd grade and goes through 8th grade skills.

c. Intervention Checklist (Deb's suggestion)

d. Cathy and Jennifer went to the Reading Assistant training on Tues., Aug. 12th. <https://sso.scilearn.com/cas/login>

XIII. **MAPS Vocabulary** [Handout] This is vocabulary that is important for students to know. This identifies vocabulary for reading, language usage, math, & science. In this handout it identifies the vocab. at each RIT

score range. The RIT score range indicates the corresponding words that may need to be introduced into the curriculum for the subject area, based on the MAPs data.

Even though K-1 doesn't take the NWEA tests, one can still be introducing the appropriate vocab. From the list.

XIV. State Fair Trip

- a. Tuesday, August 26th (Arrive @ 9:30 & depart @ 2:00). Board the buses at 8:15.
- b. I've ordered & paid for 220 lunches.
- c. All staff and students are encouraged to wear purple shirts (with the Minden Whippet logo would be the best)
- d. Letter went home to parents & it is posted to the Minden East Elementary facebook page. We will also post on our website.
- e. Cases of water was ordered from Masons and Hailey will pick it up on the 22nd. Each child will take a water bottle. Please remind them not to throw it away when they finished, as they can refill it at the water fountains on the fair grounds.
- f. FYI ...They will probably have us under "Minden East Elementary" when the busses pull in to park.

XV. Activity Committees for 2014-2015

The new sheet will be under the mailboxes for you to sign up.

XVI. New Copier

- a. No moving the copier / **NO construction paper & NO transparencies** are to go through the copier. If the \$1500 part has to be replaced because these items have been used, the cost of that part will be billed to East.
- b. There have been grade level folders and a main folder set up.
K - K-0001 2nd - 2-003
1st - 1-0002 3rd - 3-0004
- c. If this copier jams, the screen will have a little video for you to follow to get the copier back working.
- d. Direct any questions to Tammy.

XVII. Teaching Elem. Students to be effective writers

32 staff members attended a writing workshop on Aug. 7th with Ron Coniglilo as the presenter. Kate Hatch at ESU 11 arranged for the inservice to take place.

**** Sharon is asking** everyone if they would save the front of cards (B-day, Christmas, get well, etc). She will make bookmarks out of them to give as boxtop prizes. ******

**East Elementary
Parent Night Percentage
2014**

Kindergarten 87%

Norgaard 89%

Woodward 84%

First Grade 98%

Schwenka 94%

Harsin 100%

Maulsby 100%

Second Grade 87%

Muller 77%

Jameson 95%

Lovin 90%

Third Grade 81%

Steen 100%

Jorgensen 74%

Pierce 68%

Total K-3 98%

Title 49%

Life Skills

September PAC Meeting - 9/19/14

- I. **Welcome Back to those returning & to our new members (Angie Althouse & Valarie Grollmes). Angie is teaching at the HS today and Valarie is in Lincoln or Omaha today).**

At this time we have 7 active members and Steph Emery & Sherry Reichstein will help with anything & we'll send the notes to them. If you have ideas for others that would like to join us on PAC, send Mary the names. (Jeri Runions and Jolene Lempka were unable to be on the PAC).

Phone, email & addresses were updated and that sheet is attached to this email. Let me know if you'd like a hard copy as well.

It was suggested that we have someone be a "note taker" & for those who want to be filled, but can't make the meetings are still able to be part of the loop. An email can be sent out right after the meetings. Let Mary know if you would be interested in helping out.

- II. **Target "Take Charge of Education" Check: \$730.81 Can Drive this summer (Terry & Jackie Sorensen) \$341.**
Part of the money was used to take 1-3 grades to the State Fair. We used that money to help pay for the lunches for all of our students.

I had another Idea: "Put – In Cups"

- II. **Plan the Homecoming Spirit Week: (Sept. 29-Oct. 3)**
 - a. We play GICC on October 3rd
 - b. Theme is: **CRUSH THE CRUSADERS**

MONDAY (Sept. 29)– PJ Day

TUESDAY (Sept. 30) – Lasso the Crusaders (Cowboy / Cowgirl)

WEDNESDAY (Oct. 1) – Sports Day (Dress up in some kind of sports apparel... football, basketball, soccer, ballerina, karate, etc.)

THURSDAY (Oct. 2) – Wacky hair and/or hat Day

FRIDAY (Oct. 3) – Purple & White Day

III. Parent Directory

Letters went home and are back. Sherry has offered to do the updates on the directory. Thanks Sherry!

IV. PAC Survey

There were three surveys that were filled out. There is still time if you'd like to fill out the survey. If you would like me to send you a survey, let me know. Tammy will consolidate the responses for the next meeting and we can go over them in Oct.

V. Parent Night Attendance

We reviewed the percentage of attendance in each classroom. Overall in K-3, there were 98% that were in attendance! That was a great turnout!

VI. Bond for a new H.S.

Darci and Jamie gave a short update on growmps.com website and growmps on facebook. They also told the group that there is a fact page on the District website. They encouraged anyone that was interested to attend their meetings on Tuesday nights at 7:00 pm at the back room of the Minden Exchange Bank. Grow mps will have an editorial in the Courier every week until the elections. Also Dr. Wheelock will be writing a weekly article in the Courier

sharing District facts and answering any questions that people have asked.

VII. Homeland Security Audit

Mary shared that the District had invited Homeland Security in to go through the buildings in the District and make suggestions as to what we can do to improve our security practices. Additional information will be shared when the District receives the Homeland Security report. Some of the suggestions that were made would be cost prohibitive in an old building, but there were some of the suggestions that can be implemented inexpensively or relatively so.

**EAST ELEMENTARY SCHOOL
Principal's Report
October 14, 2014**

A. Enrollment as of 10-6-14:

| <u>Grade Level:</u> | <u>Teacher:</u> | <u>2012-2013</u> | <u>2013-2014</u> | <u>2014-2015</u> |
|---------------------|----------------------------|------------------|------------------|------------------|
| Kindergarten: | Jill Woodward | | | |
| | Lori Norgaard | 68 | 59 | 52 |
| First Grade | Deb Schwenka (1A) [19] | | | |
| | Kerri Harsin (1B) [20] | | | |
| | Lisa Maulsby (1C) [19] | 57 | 67 | 58 |
| Second Grade | Jennifer Muller (22) [22] | | | |
| | Allyson Jameson (2C) [22] | | | |
| | Shannon Lovin (2C) [21] | 64 | 55 | 65 |
| Third Grade | Kim Steen (3A) [18] | | | |
| | Katie Jorgensen (3B) [19] | | | |
| | Jane Pierce (3C) [20] | <u>64</u> | <u>66</u> | <u>57</u> |
| | TOTAL | 257 | 253 | 232 |

B. Special Education:

Enclosed is the yearly chart showing personnel working in Sped, as well as caseloads.

C. Enclosed are the August & Sept. Staff meeting notes & Parent Night Attendance

D. State Fair Field Trip / Extravaganza for 1st, 2nd & 3rd grades

On Tuesday, August 26th, we took 180 students to the State Fair in Grand Island! This was the 13th annual "Nebraska's Largest Classroom Program." We used money from the sale of aluminum cans to purchase everyone, including sponsors & bus drivers, their noon meal.

Some of the activities that the students attended were: Sheep Shearing, the Milking Parlor, Blacksmithing, Clydesdales, Strategic Air & Space Museum Super Cool Science, Pigs Show, and one of the very favorites was the Birthing Pavilion! It was a beautiful day, the students were well behaved and they seemed to have a great time!

The kindergarten students stayed back at school and did their AIMSweb testing in the morning and then had a beach day in the afternoon! Sand was brought in, as well as little swimming pools, etc. They had a terrific day for their Beach Party!

E. Fire Prevention Week (Oct. 6-10)

On Wed., Oct. 8h, our local fire department put on programs throughout the afternoon to teach our students about fire safety. The 3rd grade got to tour the fire hall from 1:30-2:00. The firemen then brought the fire truck to East Elementary for kindergarten, first and second grades. The preschool students went to the fire hall on Tuesday, Oct. 7th.

F. Reading Instruction

Presently the teachers are paying special attention to how they are teaching the five essential components of effective reading instruction and how they are teaching those components on a daily basis. We're also looking into the Tier 2 Reading Interventions that we are presently doing in order to help our students work on reading skills that they may be lacking in. We'll be looking into other possible interventions as well. I've enclosed a copy of the essential reading components.

g. MAP and AIMSweb Testing has been completed

Each of these tests is taken three times per year. MAP tests use a RIT score, which is a growth score. AIMSweb is our universal screener for our RTI process. Teachers are presently looking at all of the data.

h. Parent Advisory Committee:

- Purpose of PAC, members, and dates for 2014-2015
- Meeting notes enclosed

Minden Public Schools Board of Education

Monthly School Board Meeting (October 2014) Mr. Hosick-Principal's Report

1. Continuous School Improvement Workshop-Oct. 6th/7th

On Oct. 6th/7th Mrs. Paulsen, Mrs. Steen, Mrs. Ratka, Mrs. Emery, and I attended a workshop sponsored by the Nebraska Department of Education, AdvancED, the Nebraska Council of School Administrators, and the local Educational Service Units. The workshop focused on:

1. Self-assessment of our individual school district
2. Purpose and Direction
3. Governance and Leadership
4. Teaching and Assessing for Learning
5. Resources and Support Systems
6. Using Results of Continuous Improvement

2. Nebraska Educational Technology Association FALL Workshop-Oct. 8th/9th

On Oct. 8th/9th Mrs. Blum, Mr. Feeney, Mr. Marino, Mr. Sitorius, Ms. Mousel, Mrs. Marvin, Ms. Laue, and I attended the NETA Fall Conference in Kearney. We were able to attend the Pre-Conference and Keynote Speaker Dr. Robert Dillon, who serves as a fellow for the Martin Institute based in Memphis on Thursday evening as well as a variety of great sessions on Friday that ranged from using I-pads in the Special Education Classroom to developing digital classrooms.

3. Armed Services Vocational Aptitude Battery (ASVAB)

On Thursday, Oct. 8th our junior class took the ASVAB tests. This is a yearly exam administered by National Guard from Omaha. I would like to mention that due to lack of space at the high school we do take this exam at the Methodist Church here in town. It has been a standard practice for the high school to use one of the churches to take the ASVAB or other standardized tests such as the PLAN tests to our students.

(OVER)

4. PSAT:

On Wednesday, Oct. 15th Mr. Horner will be administering the PSAT to a handful of juniors. This test is generally only given to students that might attend colleges/universities that require an SAT score.

5. No School on Friday October 24th:

6. Parent/Teacher Conferences-Oct. 27th/Oct. 28th

Parent/Teacher Conferences will be held on Oct. 27th/Oct. 28th in the the high school gym. On those two days students will be released at 2:10 p.m. Conferences will run from 4-8 p.m on both days.

7. No School on Friday October 31st:

School Board Members,

First off, let me offer you a huge thanks for giving us another opportunity to take the field trip down to Valley Hope Rehabilitation Center in Norton, KS. I can't say enough about how influential and educational this trip is for our students. The staff and residents at Valley Hope were extremely generous in allowing us to take a very personal look at the struggles that they are going through with their lives at this point in time. We are allowed to sit in on a classroom discussion with the residents and three of them even took the time to share their stories and give us some words of wisdom. The students walk away from this trip with a breadth of knowledge and experience about a lifestyle that some of them may have no idea even exists. Thanks again for allowing us this incredible opportunity and I hope you allow us to go on the trip again next year.

Educationally yours,

Eamonn T. Feeney

On September 21 -22, I attended the Nebraska Holocaust Education conference at UNK. This conference was specifically intended for those teachers in history or English who teach lessons on the holocaust in their classrooms. A holocaust survivor came and shared his story with us in the afternoon. To be in the presence of a person whom had survived devastating losses and pain was very eye-opening. I was able to share a bit of his story when I returned, as I was teaching a unit on the holocaust. I attended workshops, one of which focused on eye-witness testimony. She informed us of a website that has many survivor stories archived. There were lesson plan ideas and project ideas associated with the site, as well. When I returned to school the next day, I showed this website to the class and incorporated some eye-witness testimony into a project we were working on. I have other numerous ideas from this conference that I hope to utilize when I teach my unit next year. We are currently in the process of having holocaust survivors skype in with my classes to share their stories. Thank you so much for the opportunity to attend this conference. I have gained a vast amount of knowledge and new resources that I am so excited to use in my classroom next year.

Stacy Laue
Minden High School
English 9, 12



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