

MINUTES OF THE REGULAR MEETING OF THE BOARD OF
EDUCATION, SCHOOL DISTRICT #22, CASS COUNTY,
WEEPING WATER, NEBRASKA
May 18, 2020

President Adam DeMike called the meeting to order at 7:00 PM in the Weeping Water Public School virtual meeting.

Board members attendance at roll call were **Present:** Jason Brack, Haley Dehne, Adam DeMike, Shawn Hammons, Brandon Nash, Mark Rathe.

Respectfully submitted,

Board Secretary

1. AGENDA - The May BOE meeting will be done virtually due to COVID-19. The public can access the meeting by going to <https://www.facebook.com/weepingwaterps/live/>
Present: Jason Brack, Haley Dehne, Adam DeMike, Shawn Hammons, Brandon Nash, Mark Rathe.

a. Call the meeting to order

b. Roll Call

The meeting was conducted via Zoom and Facebook Live

c. Acknowledgement of Nebraska Open Meetings Act posted

President Adam DeMike acknowledged the posting of the Nebraska Meetings Act.

d. Excuse absent board members

e. Verify meeting publication

Haley Dehne moved to approve the meeting publication Shawn Hammons seconded the motion. Motion Passed

Jason Brack: Yea, Haley Dehne: Yea, Adam DeMike: Yea, Shawn Hammons: Yea, Brandon Nash: Yea, Mark Rathe: Yea

Yea: 6, Nay: 0

f. Approval of consent agenda

Brandon Nash moved to approve the consent agenda, which includes the minutes of the last regular meeting, financial report and payment of general funds bills- Haley Dehne seconded the motion. Motion Passed

Jason Brack: Yea, Haley Dehne: Yea, Adam DeMike: Yea, Shawn Hammons: Yea, Brandon Nash: Yea, Mark Rathe: Yea

Yea: 6, Nay: 0

a. Approval of previous meetings minutes

b. Financial Reports

c. Payment of Bills

d. Next regular meeting date - June 15, 2020 @ 7:00pm in the Weeping Water Conference Room

2. Communications

3. Action Items

a. Discuss, consider, and take all necessary action regarding the ESCO project

Jason Brack moved to to work exclusively with the Ameresco in developing a energy financing project Shawn Hammons seconded the motion. Motion Passed

Jason Brack: Yea, Haley Dehne: Yea, Adam DeMike: Yea, Shawn Hammons: Yea, Brandon Nash: Yea, Mark Rathe: Yea

Yea: 6, Nay: 0

b. Discuss, consider, and take all necessary action to offer a teaching contract to Stacea Pauli

Haley Dehne moved to approve a teaching contract with Stacea Pauli for the 2020/2021 school year Jason Brack seconded the motion. Motion Passed

Jason Brack: Yea, Haley Dehne: Yea, Adam DeMike: Yea, Shawn Hammons: Yea, Brandon Nash: Yea, Mark Rathe: Yea

Yea: 6, Nay: 0

c. Discuss, consider, and take all necessary action to open the Community Weight Room and Walking Track on June 1st.

Shawn Hammons moved to to reopen the weight room and walking track to the community starting June 1st under the conditions set forth by the Directed Health Measure, Weeping Water Policies, and the WW COVID-19 Resolution passed March 20th, and the local health department Brandon Nash seconded the motion. Motion Passed

Jason Brack: Yea, Haley Dehne: Yea, Adam DeMike: Yea, Shawn Hammons: Yea, Brandon Nash: Yea, Mark Rathe: Yea

Yea: 6, Nay: 0

DHM restrictions as of this BOE meeting:

- No more than 10 people in each area
- Patrons must maintain a 6 foot physical distance from each other
- Equipment must be disinfected immediately after use

d. Weeping Water Policy - Given the DHM Restrictions, student-athlete use of the weight room may extend to times beyond was is normal for past summers

e. Discuss, consider, and take all necessary action regarding summer school

Shawn Hammons moved to approve an in-person summer school session if allowed by the Directive Health Measure in place during that time period. Haley Dehne seconded the motion. Motion Passed

Jason Brack: Yea, Haley Dehne: Yea, Adam DeMike: Yea, Shawn Hammons: Yea, Brandon Nash: Yea, Mark Rathe: Yea
Yea: 6, Nay: 0

- f. Discuss, consider, and take all necessary action regarding the contract between Happy Hearts Day Care and WWPS.

Shawn Hammons moved to give 60-day notice to Happy Hearts Day Care of potential modification, renegotiation, or termination of the contract. Brandon Nash seconded the motion. Motion Passed

Jason Brack: Yea, Haley Dehne: Yea, Adam DeMike: Yea, Shawn Hammons: Yea, Brandon Nash: Yea, Mark Rathe: Yea

Yea: 6, Nay: 0

- g. Discuss, consider, and take all necessary action to give first round approval to policies to be reviewed

Haley Dehne moved to give first-round approval to review policies 4018 Corporal Punishment, 4022 Certification and Endorsements, 4024 Teachers' Rights, Responsibilities and Duties Brandon Nash seconded the motion. Motion Passed

Jason Brack: Yea, Haley Dehne: Yea, Adam DeMike: Yea, Shawn Hammons: Yea, Brandon Nash: Yea, Mark Rathe: Yea

Yea: 6, Nay: 0

- h. Discuss, consider, and take all necessary action to give first-round approval to policies to be revised

Jason Brack moved to to give first-round approval to revise 4019 Workplace Injury Prevention and+ Safety Committee, 4020 Ownership of Copyrighted Works, 4025 Superintendent Shawn Hammons seconded the motion. Motion Passed

Jason Brack: Yea, Haley Dehne: Yea, Adam DeMike: Yea, Shawn Hammons: Yea, Brandon Nash: Yea, Mark Rathe: Yea

Yea: 6, Nay: 0

- i. Discuss, consider, and take all necessary action to give final round approval to policies to be reviewed

Haley Dehne moved to give final round approval to review the following policies: 4012 Staff Internet and Compute Use, 4014 Employment-Related Sexual Harassment, 4016 Jury Duty - Service as Witness in Court, 4017 Relations with Employee Collective Bargaining Associations Jason Brack seconded the motion. Motion Passed

Jason Brack: Yea, Haley Dehne: Yea, Adam DeMike: Yea, Shawn Hammons: Yea, Brandon Nash: Yea, Mark Rathe: Yea

Yea: 6, Nay: 0

- j. Discuss, consider, and take all necessary action to give final round approval to policy 4013 Grievance Procedure to be revised

Brandon Nash moved to to give final round approval for the revision of the following policy 4013 Grievance Procedure Jason Brack seconded the motion. Motion Passed

Jason Brack: Yea, Haley Dehne: Yea, Adam DeMike: Yea, Shawn Hammons: Yea, Brandon Nash: Yea, Mark Rathe: Yea
Yea: 6, Nay: 0

- k. Discuss, consider, and take all necessary action to give final round approval to 4015 Prohibition Against Employment of Board Members - Allowing Non-Certified position employment to be revised

Jason Brack moved to to give first round approval for the revision of the following policy 4015 Prohibition Against Employment of Board Members - Allowing Non-Certified position employment Haley Dehne seconded the motion. Motion Failed

Jason Brack: Nay, Haley Dehne: Nay, Adam DeMike: Abstain (With Conflict), Shawn Hammons: Nay, Brandon Nash: Nay, Mark Rathe: Nay
Yea: 0, Nay: 5, Abstain (With Conflict): 1

Adam DeMike abstained from the vote due to a potential conflict of interest (Mr. DeMike is a volunteer coach for the JH Football Team). He indicated after abstaining that he was against the change in policy.

4. Reports

- a. Athletic Director's Report

- b. Principals' Report

- c. Superintendent's Report

5. Discussion Items

6. Board Reports

7. Executive Session

8. Adjournment

ALL Data

Cash Summary Report

Arranged by:
Fund ID

Date Range: 04/01/2020 thru 04/30/2020

Fund	Beginning	Revenue	Expenditures	Other	Ending	Encumbrances	Payables	Unencumbered
01	GENERAL FUND							
	523,290.85	481,844.05	-442,027.14	0.00	563,107.76	0.00	0.00	563,107.76
02	DEPRECIATION ACCOUNT							
	667,894.46	0.00	0.00	0.00	667,894.46	0.00	0.00	667,894.46
03	EMPLOYEE BENEFIT							
	32,046.16	49,836.76	-48,710.87	0.00	33,172.05	0.00	0.00	33,172.05
05	ACTIVITY FUND							
	118,687.11	94.71	-3,569.71	0.00	115,212.11	0.00	52.00	115,264.11
06	FOOD SERVICES FUND							
	33,726.76	16,372.95	-38,773.64	0.00	11,326.07	0.00	0.00	11,326.07
07	BOND FUND							
	661,045.62	81,087.53	0.00	0.00	742,133.15	0.00	0.00	742,133.15
08	BUILDING FUND							
	333,553.63	8,946.82	0.00	0.00	342,500.45	0.00	0.00	342,500.45
09	QUALIFIED CAPITL PURP UNDERTKG							
	133,477.33	7,577.08	0.00	0.00	141,054.41	0.00	0.00	141,054.41
10	COOPERATIVE							
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11	PERSONAL PROP TAX REIM FU							
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
12	STUDENT FEES FUND							
	7,914.18	0.00	0.00	0.00	7,914.18	0.00	0.00	7,914.18
13	STUDT FEES FD (Dont Use This O							
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
14	BOND FUND #2							
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Report Totals:	<u>2,511,636.10</u>	<u>645,759.90</u>	<u>-533,081.36</u>	<u>0.00</u>	<u>2,624,314.64</u>	<u>0.00</u>	<u>52.00</u>	<u>2,624,366.64</u>

FISCAL BUDGET USE PER MONTH

MONTH END	FISCAL 18	FISCAL 18	FISCAL 19	FISCAL 19	FISCAL 20	FISCAL 20
	\$ USED	% USED	% USED	\$ USED	% USED	\$ USED
	18 Budget = \$5,641,160.00		19 Budget=			20 Budget =
September	6.16%	\$347,914.55	6.61%	\$382,439.25	8.63%	\$509,636.00
October	6.47%	\$363,162.60	6.75%	\$386,813.85	8.10%	\$475,019.13
November	6.61%	\$372,634.16	6.91%	\$397,916.12	8.21%	\$484,224.73
December	6.27%	\$353,114.04	6.86%	\$396,306.16	7.82%	\$461,218.51
January	6.23%	\$351,201.04	6.36%	\$365,874.23	9.20%	\$542,851.08
February	6.81%	\$383,274.46	7.22%	\$415,992.95	8.24%	\$464,052.86
March	6.69%	\$377,264.10	7.16%	\$414,109.63	7.35%	\$433,365.24
April	6.37%	\$358,298.92	7.67%	\$437,834.07	7.49%	\$442,027.14
May	6.73%	\$376,169.30	7.72%	\$446,475.75		
June	6.84%	\$385,108.35	8.09%	\$467,499.35		
July	6.54%	\$368,981.05	6.93%	\$400,703.04		
August	11.84%	\$667,117.35	12.00%	\$691,092.75		
Cumulative	83.56%	\$4,704,239.92	90.28%	\$5,203,057.15	65.04%	\$3,812,394.69

MONTHLY EXPENSE SUMMARY APRIL 2020

Account	Description	19-20 Budget	Expenditure to Date	APRIL 2020 Expenses	Ending Balance	Percentage (%)
01-2-01100-110-000	FS Payroll	0.00	39,062.96	6,786.74	-39,062.96	0.00
01-2-01100-111-002	Elementary Teacher	551,242.00	397,478.26	44,353.39	153,763.74	72.11
01-2-01100-111-001	Secondary Teacher	1,071,189.00	634,442.69	79,423.19	436,746.31	59.23
01-2-01100-112-002	Elementary Para	0.00	416.25	37.50	-416.25	0.00
01-2-01100-112-001	Secondary Para Salaries	12,455.00	11,240.03	1,321.58	1,214.97	90.25
01-2-01100-113-002	Elementary	25,358.00	12,293.00	877.50	13,065.00	48.48
01-2-01100-113-001	Secondary Substitute	33,550.00	34,461.62	4,281.96	-911.62	102.72
01-2-01100-132-002	Overtime Salaries	515.00	1.25	0.00	513.75	0.24
01-2-01100-132-001	Overtime Salaries	515.00	0.00	0.00	515.00	0.00
01-2-01100-220-000	FS Retirement	0.00	2,988.28	519.19	-2,988.28	0.00
01-2-01100-221-002	Elementary Teachers	47,689.00	29,880.10	3,388.94	17,808.90	62.66
01-2-01100-221-001	Secondary Teachers	84,460.00	48,546.75	6,077.52	35,913.25	57.48
01-2-01100-222-001	Secondary Para Social	1,339.00	859.89	101.10	479.11	64.22
01-2-01100-222-002	Elementary Para Social	0.00	31.96	2.87	-31.96	0.00
01-2-01100-223-001	Secondary Subs Social	2,781.00	2,637.85	328.01	143.15	94.85
01-2-01100-223-002	Elementary Subs Social	2,523.00	1,822.67	67.14	700.33	72.24
01-2-01100-230-000	FSHealth Insurance	0.00	3,774.96	647.28	-3,774.96	0.00
01-2-01100-231-002	Elementary Teacher	59,508.00	37,022.79	4,381.14	22,485.21	62.21
01-2-01100-231-001	Secondary Teacher	108,614.00	62,354.78	7,805.99	46,259.22	57.41
01-2-01100-232-001	Secondary Para	1,597.00	1,110.28	130.54	486.72	69.52
01-2-01100-232-002	Elementary Para	0.00	0.12	0.00	-0.12	0.00
01-2-01100-233-001	Secondary Subs	0.00	274.44	17.54	-274.44	0.00
01-2-01100-233-002	Elementary Subs	0.00	0.79	0.00	-0.79	0.00
01-2-01100-281-002	Elementary Teacher	159,650.00	149,675.82	17,992.71	9,974.18	93.75
01-2-01100-281-001	Secondary Teacher	301,172.00	154,217.56	20,100.02	146,954.44	51.21
01-2-01100-282-000	FS Health Insurance	0.00	5,515.18	501.38	-5,515.18	0.00
01-2-01100-282-001	Secondary Para Health	5,769.00	0.00	0.00	5,769.00	0.00
01-2-01100-291-000	Dist Cafeteria Plan Sec	2,781.00	390.00	65.00	2,391.00	14.02
01-2-01100-292-001	Secondary Teacher	1,545.00	870.00	0.00	675.00	56.31
01-2-01100-292-002	Elementary Teachers	1,545.00	870.00	0.00	675.00	56.31
01-2-01100-320-002	Elementary Professional	773.00	127.50	0.00	645.50	16.49
01-2-01100-320-001	Secondary Professional	1,030.00	127.50	0.00	902.50	12.38
01-2-01100-320-000	District Professional	59,740.00	0.00	0.00	59,740.00	0.00
01-2-01100-340-002	Elementary Other Prof	1,030.00	405.00	0.00	625.00	39.32
01-2-01100-340-001	Secondary Other Prof	1,030.00	540.00	0.00	490.00	52.43
01-2-01100-382-000	Distance Education & Leases	0.00	249.50	41.55	-249.50	0.00
01-2-01100-441-000	Leases	206.00	0.00	0.00	206.00	0.00
01-2-01100-490-002	Elementary Other	1,236.00	0.00	0.00	1,236.00	0.00
01-2-01100-490-001	Secondary Other	1,236.00	0.00	0.00	1,236.00	0.00
01-2-01100-530-000	District	11,330.00	3,074.50	373.95	8,255.50	27.14
01-2-01100-561-001	Secondary Tuition	1,030.00	0.00	0.00	1,030.00	0.00
01-2-01100-561-000	District Tuition Pd/Reg	1,030.00	0.00	0.00	1,030.00	0.00
01-2-01100-561-002	Elementary Tuition	1,030.00	0.00	0.00	1,030.00	0.00
01-2-01100-580-002	Elementary Travel	515.00	1,162.61	0.00	-647.61	225.75
01-2-01100-580-001	Secondary Travel	515.00	1,156.74	52.25	-641.74	224.61
01-2-01100-610-002	Elementary Supplies	18,540.00	12,276.09	3,926.86	6,263.91	66.21
01-2-01100-610-001	Secondary Supplies	24,720.00	14,984.56	1,429.74	9,735.44	60.62
01-2-01100-640-002	Elementary Text	31,415.00	1,285.40	0.00	30,129.60	4.09
01-2-01100-640-001	Secondary	31,415.00	24.44	0.00	31,390.56	0.08
01-2-01100-733-001	Furniture & Equipment	1,030.00	3,362.73	0.00	-2,332.73	326.48
01-2-01100-733-002	Furniture & Equipment	2,060.00	4,152.16	0.00	-2,092.16	201.56
01-2-01100-734-002	Elementary Computer	5,665.00	8,144.20	2,369.20	-2,479.20	143.76
01-2-01100-734-001	Secondary Computer	2,060.00	7,084.21	2,369.21	-5,024.21	343.89
01-2-01100-810-002	Elementary Dues & Fees	3,090.00	2,941.38	0.00	148.62	95.19
01-2-01100-810-001	Secondary Dues & Fees	4,120.00	3,945.70	50.00	174.30	95.77
01-2-01100-890-002	Elementary Misc.	773.00	437.76	0.00	335.24	56.63
01-2-01100-890-001	Secondary Other Misc	773.00	806.75	0.00	-33.75	104.37

MONTHLY EXPENSE SUMMARY APRIL 2020

Account	Description	19-20 Budget	Expenditure to Date	APRIL 2020 Expenses	Ending Balance	Percentage (%)
PROGRAM: 01100		2,683,189.00	1,698,529.01	209,820.99	984,659.99	63.30
01-2-01125-610-001	Sped Flex Funding	0.00	6,496.89	6,496.89	-6,496.89	0.00
01-2-01125-610-002	Sped Flex Funding ES	0.00	6,496.89	6,496.89	-6,496.89	0.00
PROGRAM: 01125		0.00	12,993.78	12,993.78	-12,993.78	0.00
01-2-01150-110-001	LE Proficiency Salaries	0.00	6,984.99	1,759.88	-6,984.99	0.00
01-2-01150-220-001	LE Proficiency Social	0.00	534.34	134.63	-534.34	0.00
01-2-01150-230-001	LE Proficiency	0.00	492.23	173.84	-492.23	0.00
01-2-01150-320-001	LE Contracted Services	0.00	150.00	0.00	-150.00	0.00
01-2-01150-610-001	LE Proficiency Supplies	0.00	806.03	0.00	-806.03	0.00
PROGRAM: 01150		0.00	8,967.59	2,068.35	-8,967.59	0.00
01-2-01160-111-002	Poverty Elementary	36,050.00	60,922.30	9,656.87	-24,872.30	168.99
01-2-01160-211-002	Poverty Health Benefits	11,330.00	7,540.08	942.51	3,789.92	66.55
01-2-01160-221-002	Poverty Social Security	2,781.00	4,982.06	731.39	-2,201.06	179.15
01-2-01160-231-002	Poverty Retirement	3,580.00	6,516.03	953.89	-2,936.03	182.01
PROGRAM: 01160		53,741.00	79,960.47	12,284.66	-26,219.47	148.78
01-2-01190-110-002	Early Childhood	6,180.00	0.00	0.00	6,180.00	0.00
01-2-01190-111-002	Early Childhood -	25,493.00	30,214.66	3,776.83	-4,721.66	118.52
01-2-01190-112-002	Early Childhood - Para	12,360.00	8,340.33	1,094.46	4,019.67	67.48
01-2-01190-113-002	*Elem Sub Salaries	412.00	0.00	0.00	412.00	0.00
01-2-01190-211-002	Early Childhood - Health	1,030.00	0.00	0.00	1,030.00	0.00
01-2-01190-220-001	Early Childhood	474.00	0.00	0.00	474.00	0.00
01-2-01190-221-002	Early Childhood - Social	1,930.00	2,311.36	288.92	-381.36	119.76
01-2-01190-222-002	Early Childhood -Para	958.00	638.04	83.73	319.96	66.60
01-2-01190-223-002	*Substitute Soc Sec	36.00	0.00	0.00	36.00	0.00
01-2-01190-231-002	Early Childhood-	2,833.00	2,984.56	373.07	-151.56	105.35
01-2-01190-232-002	Early Childhood-	1,596.00	823.84	108.11	772.16	51.62
01-2-01190-340-002	Early Childhood -	515.00	0.00	0.00	515.00	0.00
01-2-01190-580-002	Early Childhood -	566.00	0.00	0.00	566.00	0.00
01-2-01190-610-002	Early Childhood -	2,060.00	2,453.41	0.00	-393.41	119.10
01-2-01190-626-002	Early Childhood -	773.00	0.00	0.00	773.00	0.00
01-2-01190-670-002	Travel Or Mileage	566.00	0.00	0.00	566.00	0.00
01-2-01190-734-002	Early Childhood -	515.00	0.00	0.00	515.00	0.00
01-2-01190-810-002	Early Childhood - Dues	0.00	80.00	20.00	-80.00	0.00
PROGRAM: 01190		58,297.00	47,846.20	5,745.12	10,450.80	82.07
01-2-01200-111-001	SPED/ Secondary	92,700.00	71,866.41	9,040.08	20,833.59	77.53
01-2-01200-111-002	SPED ES Director	111,240.00	40,936.00	5,117.00	70,304.00	36.80
01-2-01200-112-002	SPED/ Elementary Para	65,920.00	35,200.43	4,765.78	30,719.57	53.40
01-2-01200-112-001	SPED/ Secondary Para	0.00	10,555.99	705.00	-10,555.99	0.00
01-2-01200-113-002	SPED/ Elementary Subs	1,545.00	1,417.50	0.00	127.50	91.75
01-2-01200-113-001	SPED/HS Subs	1,545.00	135.00	0.00	1,410.00	8.74
01-2-01200-132-002	Overtime Salaries	309.00	79.07	0.00	229.93	25.59
01-2-01200-221-002	SPED Elementary	8,755.00	3,131.60	391.45	5,623.40	35.77
01-2-01200-221-001	SPED Secondary	7,236.00	5,497.77	691.57	1,738.23	75.98
01-2-01200-222-001	SPED Secondary Para	0.00	807.54	53.93	-807.54	0.00
01-2-01200-222-002	SPED Elementary Para	5,047.00	2,698.85	364.57	2,348.15	53.47
01-2-01200-223-001	SPED Secondary Sub	0.00	10.33	0.00	-10.33	0.00
01-2-01200-223-002	SPED Elementary Sub	103.00	108.44	0.00	-5.44	105.28
01-2-01200-231-002	SPED Elementary	11,124.00	4,043.60	505.45	7,080.40	36.35
01-2-01200-231-001	SPED Secondary	9,373.00	2,695.68	336.96	6,677.32	28.76
01-2-01200-232-001	SPED Secondary Para	0.00	1,042.70	69.64	-1,042.70	0.00
01-2-01200-232-002	SPED Elementary Para	6,412.00	3,484.86	470.76	2,927.14	54.35
01-2-01200-281-002	SPED Elementary	33,990.00	19,322.88	2,415.36	14,667.12	56.85
01-2-01200-281-001	SPED Secondary	33,990.00	5,116.32	639.54	28,873.68	15.05

MONTHLY EXPENSE SUMMARY APRIL 2020

Account	Description	19-20 Budget	Expenditure to Date	APRIL 2020 Expenses	Ending Balance	Percentage (%)
01-2-01200-282-001	SPED Secondary Para	0.00	231.68	28.96	-231.68	0.00
01-2-01200-282-002	SPED Elementary Para	6,180.00	0.00	0.00	6,180.00	0.00
01-2-01200-291-002	SPED Elementary	260.00	0.00	0.00	260.00	0.00
01-2-01200-291-001	SPED Secondary	260.00	0.00	0.00	260.00	0.00
01-2-01200-320-001	SPED Secondary	0.00	57,457.10	7,899.06	-57,457.10	0.00
01-2-01200-320-002	SPED Elementary	1,803.00	0.00	0.00	1,803.00	0.00
01-2-01200-340-001	SPED Secondary	515.00	0.00	0.00	515.00	0.00
01-2-01200-340-002	SPED Elementary Pupil	515.00	0.00	0.00	515.00	0.00
01-2-01200-569-002	SPED Elementary	61,800.00	0.00	0.00	61,800.00	0.00
01-2-01200-569-001	SPED Secondary	309,000.00	0.00	0.00	309,000.00	0.00
01-2-01200-580-002	SPED Elementary	206.00	0.00	0.00	206.00	0.00
01-2-01200-580-001	SPED Secondary	206.00	0.00	0.00	206.00	0.00
01-2-01200-591-002	SPED Elementary Other	773.00	0.00	0.00	773.00	0.00
01-2-01200-591-001	SPED Secondary Other	773.00	0.00	0.00	773.00	0.00
01-2-01200-610-002	SPED Elementary	1,545.00	1,110.12	0.00	434.88	71.85
01-2-01200-610-001	SPED Secondary	1,236.00	0.00	0.00	1,236.00	0.00
01-2-01200-640-001	SPED Secondary	1,236.00	0.00	0.00	1,236.00	0.00
01-2-01200-640-002	SPED Elementary	1,236.00	3,623.16	0.00	-2,387.16	293.14
01-2-01200-650-001	Computer Equipment	515.00	0.00	0.00	515.00	0.00
01-2-01200-650-002	Computer Hardware ES	515.00	0.00	0.00	515.00	0.00
01-2-01200-730-002	Furn & Equipment ES	309.00	0.00	0.00	309.00	0.00
01-2-01200-730-001	Furn & Equipment HS	284.00	0.00	0.00	284.00	0.00
01-2-01200-810-001	SPED Secondary Dues	567.00	13.25	0.00	553.75	2.34
01-2-01200-810-002	SPED Elementary Dues	567.00	0.00	0.00	567.00	0.00
01-2-01200-890-002	SPED Elementary Misc.	206.00	0.00	0.00	206.00	0.00
01-2-01200-890-001	SPED Secondary Misc.	206.00	0.00	0.00	206.00	0.00
PROGRAM: 01200		780,002.00	270,586.28	33,495.11	509,415.72	34.69
01-2-02120-111-002	Guidance Elementary	36,050.00	11,814.52	1,476.81	24,235.48	32.77
01-2-02120-111-001	Guidance Secondary	36,050.00	11,814.51	1,476.81	24,235.49	32.77
01-2-02120-221-002	Guidance Elementary	2,781.00	875.01	109.31	1,905.99	31.46
01-2-02120-221-001	Guidance Secondary	2,781.00	875.01	109.31	1,905.99	31.46
01-2-02120-231-002	Guidance Elementary	3,605.00	1,167.04	145.88	2,437.96	32.37
01-2-02120-231-001	Guidance Secondary	3,605.00	1,167.04	145.88	2,437.96	32.37
01-2-02120-281-002	Guidance Elementary	11,330.00	7,540.08	942.51	3,789.92	66.55
01-2-02120-281-001	Guidance Secondary	11,330.00	7,540.08	942.51	3,789.92	66.55
01-2-02120-320-001	Guidance Secondary	6,995.00	2,360.00	0.00	4,635.00	33.74
01-2-02120-320-002	Guidance Elementary	4,120.00	0.00	0.00	4,120.00	0.00
01-2-02120-333-001	GUIDANCE MILEAGE	0.00	31.40	0.00	-31.40	0.00
01-2-02120-340-002	Guidance Elementary	1,545.00	0.00	0.00	1,545.00	0.00
01-2-02120-340-001	Guidance Secondary	1,545.00	0.00	0.00	1,545.00	0.00
01-2-02120-580-002	Guidance Elementary	206.00	113.98	0.00	92.02	55.33
01-2-02120-580-001	Guidance Secondary	206.00	113.98	0.00	92.02	55.33
01-2-02120-610-002	Guidance Elementary	1,030.00	54.46	0.00	975.54	5.29
01-2-02120-610-001	Guidance Secondary	1,030.00	644.96	0.00	385.04	62.62
01-2-02120-650-002	Guidance Elementary	515.00	0.00	0.00	515.00	0.00
01-2-02120-650-001	Guidance Secondary	515.00	0.00	0.00	515.00	0.00
01-2-02120-733-002	Guidance Elementary	257.00	0.00	0.00	257.00	0.00
01-2-02120-733-001	Guidance Secondary	257.00	329.01	0.00	-72.01	128.02
01-2-02120-810-002	Guidance Elementary	1,236.00	0.00	0.00	1,236.00	0.00
01-2-02120-810-001	Guidance Secondary	1,236.00	177.25	0.00	1,058.75	14.34
01-2-02120-890-002	Guidance Elementary	155.00	0.00	0.00	155.00	0.00
01-2-02120-890-001	Guidance Secondary	155.00	166.78	0.00	-11.78	107.60
PROGRAM: 02120		128,535.00	46,785.11	5,349.02	81,749.89	36.39
01-2-02130-116-001	Nurse Secondary	9,991.00	14,481.47	1,872.97	-4,490.47	144.95
01-2-02130-116-002	Nurse Elementary	9,991.00	14,481.46	1,872.98	-4,490.46	144.95
01-2-02130-226-002	Nurse Elementary Social	773.00	1,107.80	143.28	-334.80	143.31

MONTHLY EXPENSE SUMMARY APRIL 2020

Account	Description	19-20 Budget	Expenditure to Date	APRIL 2020 Expenses	Ending Balance	Percentage (%)
01-2-02130-226-001	Nurse Secondary Social	773.00	1,107.82	143.28	-334.82	143.31
01-2-02130-236-002	Nurse Elementary	978.00	1,430.39	185.00	-452.39	146.26
01-2-02130-236-001	Nurse Secondary	978.00	1,430.49	185.02	-452.49	146.27
01-2-02130-320-002	Nurse Elementary	206.00	0.00	0.00	206.00	0.00
01-2-02130-320-001	Nurse Secondary	206.00	0.00	0.00	206.00	0.00
01-2-02130-610-002	Nurse Elementary	360.00	66.76	25.97	293.24	18.54
01-2-02130-610-001	Nurse Secondary	360.00	-5.88	0.00	365.88	-1.63
01-2-02130-650-002	Nurse Elementary Other	257.00	0.00	0.00	257.00	0.00
01-2-02130-650-001	Nurse Secondary Other	257.00	0.00	0.00	257.00	0.00
01-2-02130-733-002	Nurse Elementary	206.00	0.00	0.00	206.00	0.00
01-2-02130-733-001	Nurse Secondary	206.00	0.00	0.00	206.00	0.00
01-2-02130-739-002	Nurse Elementary Other	155.00	0.00	0.00	155.00	0.00
01-2-02130-739-001	Nurse Secondary Other	155.00	0.00	0.00	155.00	0.00
PROGRAM: 02130		25,852.00	34,100.31	4,428.50	-8,248.31	131.90
01-2-02150-111-002	Speech Elementary	15,141.00	29,654.52	3,950.87	-14,513.52	195.86
01-2-02150-111-001	Speech Secondary	5,098.00	0.00	0.00	5,098.00	0.00
01-2-02150-221-001	Speech Secondary	412.00	0.00	0.00	412.00	0.00
01-2-02150-221-002	Speech Elementary	1,184.00	2,268.59	302.25	-1,084.59	191.60
01-2-02150-231-002	Speech Elementary	1,519.00	2,929.17	390.25	-1,410.17	192.84
01-2-02150-231-001	Speech Secondary	515.00	0.00	0.00	515.00	0.00
01-2-02150-281-001	Speech Secondary	798.00	0.00	0.00	798.00	0.00
01-2-02150-281-002	Speech Elementary	2,369.00	5,348.00	668.50	-2,979.00	225.75
01-2-02150-320-001	Speech Secondary	257.00	0.00	0.00	257.00	0.00
01-2-02150-320-002	Speech Elementary	515.00	0.00	0.00	515.00	0.00
01-2-02150-580-001	Speech Secondary	103.00	0.00	0.00	103.00	0.00
01-2-02150-580-002	Speech Elementary	103.00	0.00	0.00	103.00	0.00
01-2-02150-610-002	Speech Elementary	515.00	0.00	0.00	515.00	0.00
01-2-02150-610-001	Speech Secondary	257.00	0.00	0.00	257.00	0.00
01-2-02150-810-002	Speech Elementary	0.00	95.35	75.00	-95.35	0.00
PROGRAM: 02150		28,786.00	40,295.63	5,386.87	-11,509.63	139.98
01-2-02160-340-001	OT Secondary Pupil	1,030.00	320.00	0.00	710.00	31.07
01-2-02160-340-002	OT Elementary Pupil	3,605.00	1,600.00	240.00	2,005.00	44.38
PROGRAM: 02160		4,635.00	1,920.00	240.00	2,715.00	41.42
01-2-02170-340-001	PT Secondary Pupil	515.00	0.00	0.00	515.00	0.00
01-2-02170-340-002	PT Elementary Pupil	5,150.00	1,296.00	112.00	3,854.00	25.17
PROGRAM: 02170		5,665.00	1,296.00	112.00	4,369.00	22.87
01-2-02190-340-001	BD Secondary Services	257.00	0.00	0.00	257.00	0.00
01-2-02190-340-002	BD Elementary Services	257.00	0.00	0.00	257.00	0.00
01-2-02190-565-002	BD Elementary Tuition	515.00	0.00	0.00	515.00	0.00
01-2-02190-565-001	BD Secondary Tuition	515.00	0.00	0.00	515.00	0.00
PROGRAM: 02190		1,544.00	0.00	0.00	1,544.00	0.00
01-2-02220-111-002	Library Elementary	36,050.00	23,023.20	2,877.90	13,026.80	63.86
01-2-02220-111-001	Library Secondary	36,050.00	23,023.20	2,877.90	13,026.80	63.86
01-2-02220-221-002	Library Elementary	2,755.00	1,761.28	220.16	993.72	63.93
01-2-02220-221-001	Library Secondary Social	2,755.00	1,761.28	220.16	993.72	63.93
01-2-02220-231-002	Library Elementary	3,554.00	2,274.17	284.27	1,279.83	63.99
01-2-02220-231-001	Library Secondary	3,554.00	2,274.18	284.27	1,279.82	63.99
01-2-02220-281-002	Library Elementary	11,330.00	7,540.08	942.51	3,789.92	66.55
01-2-02220-281-001	Library Secondary	11,330.00	7,540.08	942.51	3,789.92	66.55
01-2-02220-440-002	Periodicals	0.00	206.10	0.00	-206.10	0.00
01-2-02220-610-002	Library Elementary	309.00	0.00	0.00	309.00	0.00
01-2-02220-610-001	Library Secondary	309.00	35.56	0.00	273.44	11.51
01-2-02220-640-002	Library Elementary	3,914.00	1,849.34	0.00	2,064.66	47.25

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Account	Description	19-20 Budget	Expenditure to Date	APRIL 2020 Expenses	Ending Balance	Percentage (%)
01-2-02220-640-001	Library Secondary	4,377.00	2,044.88	0.00	2,332.12	46.72
01-2-02220-650-002	Library Elementary	4,532.00	0.00	0.00	4,532.00	0.00
01-2-02220-650-001	Library Secondary	2,575.00	781.77	0.00	1,793.23	30.36
01-2-02220-730-002	Library Elementary	257.00	0.00	0.00	257.00	0.00
01-2-02220-730-001	Library Secondary	257.00	0.00	0.00	257.00	0.00
01-2-02220-810-002	Library Elementary	309.00	0.00	0.00	309.00	0.00
01-2-02220-810-001	Library Secondary	309.00	56.00	56.00	253.00	18.12
PROGRAM: 02220		124,526.00	74,171.12	8,705.68	50,354.88	59.56
01-2-02230-111-000	Technology Salaries	33,990.00	31,591.01	3,948.88	2,398.99	92.94
01-2-02230-211-000	Technology Health	11,330.00	11,310.12	1,413.76	19.88	99.82
01-2-02230-221-000	Technology Social	2,678.00	2,416.72	302.09	261.28	90.24
01-2-02230-231-000	Technology Retirement	3,502.00	3,120.48	390.06	381.52	89.11
01-2-02230-241-000	Technology Other	257.00	0.00	0.00	257.00	0.00
01-2-02230-320-001	Technology Professional	4,532.00	0.00	0.00	4,532.00	0.00
01-2-02230-320-002	Technology Professional	773.00	0.00	0.00	773.00	0.00
01-2-02230-333-001	Technology Secondary	206.00	220.23	220.23	-14.23	106.91
01-2-02230-340-002	Technology Elementary	6,901.00	6,175.00	0.00	726.00	89.48
01-2-02230-340-001	Technology Secondary	6,901.00	6,175.00	0.00	726.00	89.48
01-2-02230-580-002	Technology Elementary	206.00	0.00	0.00	206.00	0.00
01-2-02230-610-001	Technology Secondary	2,060.00	1,129.40	0.00	930.60	54.83
01-2-02230-610-002	Technology Elementary	1,030.00	1,129.40	0.00	-99.40	109.65
01-2-02230-650-001	Technology Secondary	2,317.00	0.00	0.00	2,317.00	0.00
01-2-02230-650-000	Technology District	53,817.00	470.40	0.00	53,346.60	0.87
01-2-02230-650-002	Technology Elementary	1,287.00	0.00	0.00	1,287.00	0.00
01-2-02230-730-001	Technology Secondary	412.00	0.00	0.00	412.00	0.00
01-2-02230-730-002	Technology Elementary	412.00	0.00	0.00	412.00	0.00
01-2-02230-734-000	Computer Equip	0.00	960.73	0.00	-960.73	0.00
01-2-02230-810-001	Technology Secondary	1,854.00	30.00	0.00	1,824.00	1.62
01-2-02230-810-002	Technology Elementary	1,854.00	0.00	0.00	1,854.00	0.00
01-2-02230-810-000	Technology District	257.00	0.00	0.00	257.00	0.00
01-2-02230-890-001	Technology Secondary	206.00	252.00	0.00	-46.00	122.33
01-2-02230-890-002	Technology Elementary	206.00	0.00	0.00	206.00	0.00
PROGRAM: 02230		136,988.00	64,980.49	6,275.02	72,007.51	47.43
01-2-02310-315-000	BOE Accounting &	5,665.00	1,190.00	0.00	4,475.00	21.01
01-2-02310-317-000	BOE Legal Services	8,240.00	108.64	0.00	8,131.36	1.32
01-2-02310-340-000	BOE Other Professional	2,060.00	5,214.00	0.00	-3,154.00	253.11
01-2-02310-520-000	BOE Liability Insurance	2,060.00	0.00	0.00	2,060.00	0.00
01-2-02310-540-000	BOE Advertising &	7,725.00	5,187.42	1,505.96	2,537.58	67.15
01-2-02310-580-000	BOE Travel/Mileage	773.00	0.00	0.00	773.00	0.00
01-2-02310-610-000	BOE Supplies	3,090.00	1,027.93	710.30	2,062.07	33.27
01-2-02310-810-000	BOE Dues/Fees	6,695.00	5,003.24	651.78	1,691.76	74.73
01-2-02310-890-000	BOE Misc.	2,163.00	6,422.08	0.00	-4,259.08	296.91
PROGRAM: 02310		38,471.00	24,153.31	2,868.04	14,317.69	62.78
01-2-02320-105-000	Superintendent Salary	0.00	157,500.00	11,250.00	-157,500.00	0.00
01-2-02320-110-000	Superintendent	10,557.00	7,058.46	898.39	3,498.54	66.86
01-2-02320-111-000	Superintendent Salaries	162,740.00	22,500.00	0.00	140,240.00	13.83
01-2-02320-130-000	Superintendent	1,802.00	1,291.93	129.42	510.07	71.69
01-2-02320-220-000	Superintendent	978.00	604.39	74.32	373.61	61.80
01-2-02320-221-000	Social Security	0.00	1,721.26	0.00	-1,721.26	0.00
01-2-02320-225-000	Superintendent Social	12,463.00	12,048.78	860.63	414.22	96.68
01-2-02320-230-000	Superintendent	1,236.00	2,825.16	98.85	-1,589.16	228.57
01-2-02320-235-000	Superintendent	16,274.00	6,880.98	1,111.25	9,393.02	42.28
01-2-02320-280-000	Superintendent	4,120.00	0.00	0.00	4,120.00	0.00
01-2-02320-285-000	Superintendent Health	23,690.00	23,166.20	2,359.16	523.80	97.79
01-2-02320-295-000	Superintendent Other	360.00	0.00	0.00	360.00	0.00

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Account	Description	19-20 Budget	Expenditure to Date	APRIL 2020 Expenses	Ending Balance	Percentage (%)
01-2-02320-580-000	Superintendent	2,266.00	0.00	0.00	2,266.00	0.00
01-2-02320-610-000	Superintendent Supplies	515.00	7,275.37	0.00	-6,760.37	1,412.69
01-2-02320-650-000	Superintendent	1,030.00	991.77	0.00	38.23	96.29
01-2-02320-733-000	Superintendent	360.00	1,071.72	0.00	-711.72	297.70
01-2-02320-810-000	Superintendent	1,854.00	192.00	0.00	1,662.00	10.36
PROGRAM: 02320		240,245.00	245,128.02	16,782.02	-4,883.02	102.03
01-2-02330-317-000	Gen Admin -Legal	0.00	51,042.20	760.00	-51,042.20	0.00
PROGRAM: 02330		0.00	51,042.20	760.00	-51,042.20	0.00
01-2-02410-110-002	Principal Secretary	50,470.00	26,819.53	3,352.44	23,650.47	53.14
01-2-02410-110-001	Principal Secretary	31,930.00	20,991.62	2,695.16	10,938.38	65.74
01-2-02410-111-002	Principal Elementary	48,410.00	51,000.00	6,375.00	-2,590.00	105.35
01-2-02410-111-001	Principal Secondary	51,242.00	62,873.32	7,791.67	-11,631.32	122.70
01-2-02410-130-002	Principal Secretary	1,751.00	878.29	0.00	872.71	50.16
01-2-02410-130-001	Principal Secretary	5,407.00	3,873.82	388.28	1,533.18	71.64
01-2-02410-220-001	Principal Secretary	2,910.00	1,798.92	222.98	1,111.08	61.82
01-2-02410-220-002	Principal Secretary	4,120.00	2,118.88	256.46	2,001.12	51.43
01-2-02410-221-002	Principal Elementary	3,811.00	3,901.52	487.69	-90.52	102.38
01-2-02410-221-001	Principal Secondary	3,991.00	4,809.79	596.06	-818.79	120.52
01-2-02410-230-001	Principal Secretary	3,734.00	2,448.09	296.53	1,285.91	65.56
01-2-02410-230-002	Principal Secretary	5,227.00	2,735.95	331.14	2,491.05	52.34
01-2-02410-231-002	Principal Elementary	4,815.00	5,037.68	629.71	-222.68	104.62
01-2-02410-231-001	Principal Secondary	5,121.00	6,157.17	769.64	-1,036.17	120.23
01-2-02410-280-001	Principal Secretary	12,618.00	0.00	0.00	12,618.00	0.00
01-2-02410-280-002	Principal Secretary	8,498.00	0.00	0.00	8,498.00	0.00
01-2-02410-281-002	Principal Elementary	8,498.00	22,898.92	2,325.75	-14,400.92	269.46
01-2-02410-281-001	Principal Secondary	11,845.00	13,243.00	1,324.44	-1,398.00	111.80
01-2-02410-333-002	MILEAGE TO STAFF	0.00	860.66	0.00	-860.66	0.00
01-2-02410-580-002	Principal Elementary	1,030.00	886.36	24.36	143.64	86.05
01-2-02410-580-001	Principal Secondary	1,030.00	33.70	0.00	996.30	3.27
01-2-02410-610-002	Principal Elementary	515.00	269.28	49.70	245.72	52.29
01-2-02410-610-001	Principal Secondary	515.00	515.80	0.00	-0.80	100.16
01-2-02410-650-002	Principal Elementary	773.00	0.00	0.00	773.00	0.00
01-2-02410-650-001	Principal Secondary	773.00	0.00	0.00	773.00	0.00
01-2-02410-733-002	Principal Elementary	258.00	94.63	0.00	163.37	36.68
01-2-02410-733-001	Principal Secondary	258.00	661.17	0.00	-403.17	256.27
01-2-02410-810-002	Principal Elementary	2,163.00	504.64	0.00	1,658.36	23.33
01-2-02410-810-001	Principal Secondary	2,163.00	1,393.72	385.00	769.28	64.43
01-2-02410-890-002	Principal Elementary	515.00	603.32	86.96	-88.32	117.15
01-2-02410-890-001	Principal Secondary	515.00	424.84	89.00	90.16	82.49
PROGRAM: 02410		274,906.00	237,834.62	28,477.97	37,071.38	86.51
01-2-02490-110-001	Extra Duty Salary	29,355.00	6,741.72	129.68	22,613.28	22.97
01-2-02490-111-001	Extra Duty Secondary	10,300.00	88,254.70	10,008.12	-77,954.70	856.84
01-2-02490-112-001	Extra Duty Secondary	0.00	4,589.72	88.73	-4,589.72	0.00
01-2-02490-220-001	Extra Duty Social	0.00	515.76	9.92	-515.76	0.00
01-2-02490-221-001	Extra Duty Secondary	1,571.00	6,714.75	761.53	-5,143.75	427.42
01-2-02490-222-001	Extra Duty Secondary	0.00	352.92	6.79	-352.92	0.00
01-2-02490-231-001	Extra Duty Secondary	3,090.00	7,585.64	949.20	-4,495.64	245.49
01-2-02490-232-001	Retirement	0.00	453.33	8.76	-453.33	0.00
01-2-02490-340-001	Extra Duty Secondary	412.00	0.00	0.00	412.00	0.00
01-2-02490-520-001	Catastrophic Student Ins	1,030.00	0.00	0.00	1,030.00	0.00
01-2-02490-580-001	Extra Duty Secondary	258.00	0.00	0.00	258.00	0.00
01-2-02490-610-002	Extra Duty Elementary	309.00	0.00	0.00	309.00	0.00
01-2-02490-610-001	Extra Duty Secondary	1,854.00	416.87	86.41	1,437.13	22.48
01-2-02490-730-001	Extra Duty Secondary	515.00	0.00	0.00	515.00	0.00
01-2-02490-810-001	Extra Duty Secondary	4,120.00	1,225.00	0.00	2,895.00	29.73

MONTHLY EXPENSE SUMMARY APRIL 2020

Account	Description	19-20 Budget	Expenditure to Date	APRIL 2020 Expenses	Ending Balance	Percentage (%)
01-2-02490-810-002	Extra Duty Elementary	258.00	0.00	0.00	258.00	0.00
01-2-02490-890-002	Extra Duty Elementary	155.00	0.00	0.00	155.00	0.00
01-2-02490-890-001	Extra Duty Secondary	309.00	0.00	0.00	309.00	0.00
PROGRAM: 02490		53,536.00	116,850.41	12,049.14	-63,314.41	218.26
01-2-02510-116-000	Gen Business Support	47,380.00	30,811.73	3,851.46	16,568.27	65.03
01-2-02510-226-000	Gen Business Social	3,657.00	2,357.12	294.64	1,299.88	64.46
01-2-02510-236-000	Gen Business	4,687.00	3,043.52	380.44	1,643.48	64.94
01-2-02510-270-000	Gen Business-Acct.	24,076.00	44,208.00	0.00	-20,132.00	183.62
01-2-02510-286-000	Gen Business Health	14,935.00	5,348.00	668.50	9,587.00	35.81
01-2-02510-320-000	Gen Business	1,545.00	0.00	0.00	1,545.00	0.00
01-2-02510-340-000	Gen Business Contract/	773.00	147.51	48.94	625.49	19.08
01-2-02510-351-000	Gen Business Data	6,180.00	5,957.05	0.00	222.95	96.39
01-2-02510-440-000	Gen Business	17,510.00	15,076.62	1,340.88	2,433.38	86.10
01-2-02510-521-000	Fidelity Bond Insurance	1,030.00	0.00	0.00	1,030.00	0.00
01-2-02510-530-000	Gen Business	6,180.00	4,178.22	517.48	2,001.78	67.61
01-2-02510-531-000	Gen Business Postage	3,914.00	1,887.46	0.00	2,026.54	48.22
01-2-02510-580-000	Gen Business	206.00	0.00	0.00	206.00	0.00
01-2-02510-610-000	Gen Business Supplies	3,605.00	2,484.10	0.00	1,120.90	68.91
01-2-02510-650-000	Gen Business Computer	515.00	0.00	0.00	515.00	0.00
01-2-02510-730-000	Gen Business	258.00	0.00	0.00	258.00	0.00
01-2-02510-890-000	Gen Business Misc.	206.00	250.00	0.00	-44.00	121.36
PROGRAM: 02510		136,657.00	115,749.33	7,102.34	20,907.67	84.70
01-2-02610-110-000	Operation of Plant	192,095.00	111,254.89	12,063.60	80,840.11	57.92
01-2-02610-130-000	Overtime Salaries	0.00	2,293.22	80.47	-2,293.22	0.00
01-2-02610-220-000	Operation of Plant	15,244.00	8,686.49	929.05	6,557.51	56.98
01-2-02610-230-000	Operation of Plant	19,313.00	10,355.47	1,169.14	8,957.53	53.62
01-2-02610-280-000	Operation of Plant-	35,020.00	24,600.56	2,740.82	10,419.44	70.25
01-2-02610-340-000	Operation of Plant	1,545.00	1,542.48	0.00	2.52	99.84
01-2-02610-610-000	Operation of	30,900.00	29,441.99	2,400.16	1,458.01	95.28
01-2-02610-621-000	Operation of Plant -Fuel	16,480.00	6,644.74	2,330.70	9,835.26	40.32
01-2-02610-622-000	Operation of Plant-	103,000.00	72,487.53	9,431.14	30,512.47	70.38
01-2-02610-626-000	Operation of Plant-	1,030.00	143.01	0.00	886.99	13.88
01-2-02610-629-000	Operation of	11,330.00	7,198.15	901.00	4,131.85	63.53
01-2-02610-733-000	Operation of Plant-	3,090.00	20,205.63	0.00	-17,115.63	653.90
01-2-02610-890-000	Operation of Plant-Misc	773.00	0.00	0.00	773.00	0.00
PROGRAM: 02610		429,820.00	294,854.16	32,046.08	134,965.84	68.59
01-2-02620-340-000	Maintenance of	56,650.00	121,956.17	16,969.69	-65,306.17	215.28
01-2-02620-490-000	Other Property Services	1,030.00	0.00	0.00	1,030.00	0.00
01-2-02620-520-000	Maintenance of	51,500.00	23,861.00	0.00	27,639.00	46.33
01-2-02620-733-000	Maintenance of	2,060.00	756.92	0.00	1,303.08	36.74
01-2-02620-890-000	Maintenance of	1,545.00	88.69	0.00	1,456.31	5.74
PROGRAM: 02620		112,785.00	146,662.78	16,969.69	-33,877.78	130.03
01-2-02650-430-000	Vehicle	6,592.00	3,885.10	113.85	2,706.90	58.94
01-2-02650-626-000	Vehicle	3,605.00	4,108.57	460.85	-503.57	113.97
01-2-02650-732-000	Vehicle	25,750.00	0.00	0.00	25,750.00	0.00
01-2-02650-890-000	Vehicle Acquisitions-	515.00	300.00	0.00	215.00	58.25
PROGRAM: 02650		36,462.00	8,293.67	574.70	28,168.33	22.74
01-2-02670-340-000	Safety/Security Dist.	1,545.00	1,600.95	0.00	-55.95	103.62
01-2-02670-610-000	Safety/Security Dist	515.00	4,284.60	0.00	-3,769.60	831.96
PROGRAM: 02670		2,060.00	5,885.55	0.00	-3,825.55	285.70
01-2-02710-110-000	Transportation - Salaries	71,070.00	33,057.80	3,144.80	38,012.20	46.51
01-2-02710-220-000	Transportation - Social	5,459.00	2,069.09	182.94	3,389.91	37.90

MONTHLY EXPENSE SUMMARY APRIL 2020

Account	Description	19-20 Budget	Expenditure to Date	APRIL 2020 Expenses	Ending Balance	Percentage (%)
01-2-02710-230-000	Transportation-	7,056.00	1,437.21	51.03	5,618.79	20.37
01-2-02710-332-000	Transportation - Mileage	1,030.00	0.00	0.00	1,030.00	0.00
01-2-02710-430-000	Transportation-Tires/Par	31,930.00	20,929.77	390.72	11,000.23	65.55
01-2-02710-510-000	Transportation -Contract	1,030.00	0.00	0.00	1,030.00	0.00
01-2-02710-626-000	Transportation - Gas/Oil	18,540.00	13,324.65	0.00	5,215.35	71.87
01-2-02710-732-000	Transportation - Bus	46,350.00	0.00	0.00	46,350.00	0.00
01-2-02710-733-000	Transportation-	773.00	1,295.89	0.00	-522.89	167.64
01-2-02710-810-000	Transportation -	2,369.00	1,280.36	0.00	1,088.64	54.05
01-2-02710-890-000	Transportation - Misc.	515.00	455.15	0.00	59.85	88.38
PROGRAM: 02710		186,122.00	73,849.92	3,769.49	112,272.08	39.67
01-2-02712-110-000	SPED/Transportation -	14,420.00	19,003.22	868.44	-4,583.22	131.78
01-2-02712-220-000	SPED/Transportation -	1,133.00	1,454.15	66.44	-321.15	128.35
01-2-02712-230-000	SPED/Transportation-R	1,442.00	442.30	25.19	999.70	30.67
01-2-02712-332-000	SPED/Transportation-Mi	5,665.00	3,033.16	502.55	2,631.84	53.54
01-2-02712-430-000	SPED/Transportation -	1,236.00	0.00	0.00	1,236.00	0.00
01-2-02712-510-000	SPED/Transportation -	1,030.00	0.00	0.00	1,030.00	0.00
01-2-02712-626-000	SPED/Transportation -	206.00	1,842.71	117.95	-1,636.71	894.52
PROGRAM: 02712		25,132.00	25,775.54	1,580.57	-643.54	102.56
01-2-03535-111-001	HAL - Secondary	1,288.00	833.32	104.16	454.68	64.70
01-2-03535-111-002	HAL - Elementary	1,288.00	833.34	104.17	454.66	64.70
01-2-03535-221-002	HAL -Elementary Social	103.00	63.76	7.97	39.24	61.90
01-2-03535-221-001	HAL - Secondary Social	103.00	63.76	7.97	39.24	61.90
01-2-03535-231-002	HAL - Elementary	129.00	82.32	10.29	46.68	63.81
01-2-03535-231-001	HAL - Secondary	129.00	82.32	10.29	46.68	63.81
01-2-03535-320-002	HAL -Elementary	155.00	0.00	0.00	155.00	0.00
01-2-03535-320-001	HAL - Secondary	155.00	0.00	0.00	155.00	0.00
01-2-03535-580-001	HAL - Secondary	51.00	0.00	0.00	51.00	0.00
01-2-03535-580-002	HAL - Elementary	51.00	0.00	0.00	51.00	0.00
01-2-03535-610-001	HAL - Secondary	206.00	284.00	0.00	-78.00	137.86
01-2-03535-610-002	HAL - Elementary	206.00	0.00	0.00	206.00	0.00
01-2-03535-650-001	HAL Secondary	201.00	0.00	0.00	201.00	0.00
01-2-03535-650-002	HAL - Elementary	201.00	0.00	0.00	201.00	0.00
01-2-03535-810-002	HAL - Elementary	309.00	225.00	0.00	84.00	72.82
01-2-03535-810-001	HAL - Secondary	1,133.00	741.80	0.00	391.20	65.47
01-2-03535-890-002	HAL - Elementary Misc	51.00	0.00	0.00	51.00	0.00
01-2-03535-890-001	HAL - Secondary Misc	51.00	179.80	0.00	-128.80	352.55
PROGRAM: 03535		5,810.00	3,389.42	244.85	2,420.58	58.33
01-2-06200-111-002	Title 1 - Salaries	36,050.00	33,107.89	5,034.05	2,942.11	91.84
01-2-06200-221-002	Title 1 - Social Security	2,781.00	2,834.12	385.11	-53.12	101.91
01-2-06200-231-002	Title 1 - Retirement	3,579.00	2,672.95	194.77	906.05	74.68
01-2-06200-281-002	Title 1 Health Insurance	11,330.00	7,540.08	942.51	3,789.92	66.55
PROGRAM: 06200		53,740.00	46,155.04	6,556.44	7,584.96	85.88
01-2-06215-112-002	Title I Accountability-	0.00	5,275.58	692.29	-5,275.58	0.00
01-2-06215-222-002	Title I Accountability-	0.00	403.57	52.96	-403.57	0.00
01-2-06215-232-002	Title I Accountability	0.00	521.10	68.38	-521.10	0.00
PROGRAM: 06215		0.00	6,200.25	813.63	-6,200.25	0.00
01-2-06310-111-000	Title II - Salaries	11,021.00	22,135.11	999.04	-11,114.11	200.84
01-2-06310-221-000	Title II - Social Security	845.00	611.44	76.43	233.56	72.36
01-2-06310-231-000	Title II - Retirement	1,092.00	789.45	98.68	302.55	72.29
PROGRAM: 06310		12,958.00	23,536.00	1,174.15	-10,578.00	181.63
01-2-06401-111-002	Title IV - Pre-K Sped	10,300.00	0.00	0.00	10,300.00	0.00
01-2-06401-221-002	Title IV - Pre-K Sped	798.00	0.00	0.00	798.00	0.00

MONTHLY EXPENSE SUMMARY APRIL 2020

Account	Description	19-20 Budget	Expenditure to Date	APRIL 2020 Expenses	Ending Balance	Percentage (%)
01-2-06401-231-002	Title IV - Pre-K Sped	1,030.00	0.00	0.00	1,030.00	0.00
01-2-06401-340-002	Title IV - Pre-K Sped	2,575.00	0.00	0.00	2,575.00	0.00
PROGRAM: 06401		14,703.00	0.00	0.00	14,703.00	0.00
01-2-06404-111-002	IDEA Part B - Salaries	25,338.00	0.00	0.00	25,338.00	0.00
01-2-06404-221-002	IDEA Part B - Social	1,906.00	0.00	0.00	1,906.00	0.00
01-2-06404-231-002	IDEA Part B -	2,523.00	0.00	0.00	2,523.00	0.00
01-2-06404-281-002	IDEA Part B - Health	3,935.00	115.70	14.48	3,819.30	2.94
PROGRAM: 06404		33,702.00	115.70	14.48	33,586.30	0.34
01-2-06406-340-000	IDEA Preschool Base -	8,240.00	3,376.00	256.00	4,864.00	40.97
PROGRAM: 06406		8,240.00	3,376.00	256.00	4,864.00	40.97
01-2-06407-110-002	IDEA Preschool	7,725.00	0.00	0.00	7,725.00	0.00
01-2-06407-220-002	IDEA Preschool	592.00	0.00	0.00	592.00	0.00
01-2-06407-230-002	IDEA Preschool	773.00	0.00	0.00	773.00	0.00
PROGRAM: 06407		9,090.00	0.00	0.00	9,090.00	0.00
01-2-06410-111-000	DIST IDEA - Salaries	21,370.00	16,987.08	2,288.88	4,382.92	79.49
01-2-06410-112-000	*IDEA Enr/Pov(611)*	5,091.00	0.00	0.00	5,091.00	0.00
01-2-06410-221-000	DIST IDEA - Social	397.00	1,299.51	175.10	-902.51	327.33
01-2-06410-222-000	*IDEA Enroll/Poverty*	1,638.00	0.00	0.00	1,638.00	0.00
01-2-06410-231-000	DIST IDEA - Retirement	2,217.00	1,677.96	226.09	539.04	75.69
01-2-06410-232-000	*IDEA Enroll/Poverty*	510.00	0.00	0.00	510.00	0.00
01-2-06410-282-000	IDEA Para Health Ins	5,974.00	0.00	0.00	5,974.00	0.00
01-2-06410-340-000	DIST IDEA - Contract	12,360.00	0.00	0.00	12,360.00	0.00
PROGRAM: 06410		49,557.00	19,964.55	2,690.07	29,592.45	40.28
01-2-06690-565-001	Secondary Education	0.00	538.97	0.00	-538.97	0.00
01-2-06690-569-001	Secondary Education	0.00	128.79	0.00	-128.79	0.00
PROGRAM: 06690		0.00	667.76	0.00	-667.76	0.00
01-2-06992-650-000	REAP - Computer	24,720.00	0.00	0.00	24,720.00	0.00
PROGRAM: 06992		24,720.00	0.00	0.00	24,720.00	0.00
01-2-08000-912-000	Fund Transfer to Lunch	5,150.00	0.00	0.00	5,150.00	0.00
01-2-08000-913-000	Fund Transfer to Activity	30,900.00	0.00	0.00	30,900.00	0.00
01-2-08000-914-000	Fund Transfer to	80,000.00	0.00	0.00	80,000.00	0.00
01-2-08000-915-000	Fund Transfer to EE	2,500.00	0.00	0.00	2,500.00	0.00
PROGRAM: 08000		118,550.00	0.00	0.00	118,550.00	0.00
01-2-09000-890-000	Non Programmed	0.00	5,332.84	392.38	-5,332.84	0.00
PROGRAM: 09000		0.00	5,332.84	392.38	-5,332.84	0.00
		5,899,026.00	3,837,249.06	442,027.14	2,061,776.94	65.04

Weeping Water Public School MAY 2020 Claims For Payment

Vendor Name	Check Description (Detail)	Check Amount	Account #
Advanced Office Automations	Rizo Copies		02510-440-000
A-1 Locksmith	Keys	\$ 35.00	02610-610-000
Bishop Business Eq	Qtrly Overage 2020	\$1,736.02	02510-440-000
Boystown	Pupil Contract Services	\$ 6,271.14	01200-320-001
Bristol Wenzl	Cell Phone Reimbursement	\$ 86.92	02410-890-002
CenterPoint Energy	Main Building Fuel		02610-621-000
Dana Cole & Co.	Sec. 125	\$ 65.00	01100-291-000
Dietz Music	Repairs	\$ 108.00	01100-610-001
Egan Supply	Supplies	\$ 1,071.75	02610-610-000
Erin Beth Designs	EE Appreciation Signs	\$ 240.00	02320-610-000
Follett School Solutions	Host Service Annual Renewal	\$ 1,042.50	01100-734-001
Futuramic Products	Supplies	\$ 2.25	01100-610-002
Futuramic Products	Supplies	\$ 2.25	01100-610-001
General Fire & Safety	Contract Service	\$ 124.50	02620-340-000
Gibbs Smith	Text Books	\$ 2,318.98	01100-640-002
Hotsy Equipment Co	Transportation	\$ 2,800.00	02710-430-000
Just for Kids Therapy	Pupil contract services-preschool	\$ 400.00	06406-320-000
Just for Kids Therapy	Pupil contract services	\$ 288.00	02160-320-002
Just for Kids Therapy	Pupil contract services	\$ 32.00	02170-320-002
JW Pepper	Supplies	\$ 177.99	01100-610-001
Kan Equipment	Supplies	\$ 52.83	02610-610-000
KSB Law	Legal Service	\$ 213.00	02330-317-000
Meeske Auto	Maintenance Supplies	\$ 634.93	02610-610-000
Meeske Hardware	Supplies	\$ 438.14	02610-610-000
Meyer Laboratory, Inc.	Supplies	\$ 206.20	02610-610-000
Mick's Diesel Repair	Transportation	\$ 1,811.96	12710-430-000
Mid-America Pest Control	Contract Service	\$ 86.96	02620-340-000
NCA	Membership - Welte	\$ 40.00	02410-810-001
NCSA	Membership Renewal	\$ 810.00	02320-810-000
NCSA	Membership Renewal	\$ 585.00	02410-810-001
NCSA	Membership Renewal	\$ 335.00	02410-810-002
Nielsen Fertilizer	Propane	\$ 20.00	02610-610-000
O'Keefe	Elevator Maintenance and repair	\$ 377.04	02620-340-000
OPPD	Electric Service	\$ 7,344.08	02610-622-000
Omaha World Herald	Advertisement	\$ 1,350.00	02310-540-000
Paper 101	Coop Paper Order	\$ 1,224.50	01100-610-002
Paper 101	Coop Paper Order	\$ 1,224.50	0110-610-001
PegEx	Contract Service	\$ 2,838.76	02620-340-000
Providence Working Canines	Contract Service	\$ 600.00	02670-340-000
School Mate	Supplies	\$ 181.50	01100-610-002
School Mate	Supplies	\$ 259.25	01100-610-001
Shepard Floors	Contract Service	\$ 3,200.00	02620-340-000
Sports Facility Maintenance	Contract Service - Bleacher Repair	\$ 2,860.00	02620-340-000
Stop N Shop	Transportation	\$ 41.27	02712-626-000
Tiffanie Welte	Cell Phone Reimbursement	\$ 88.00	02410-890-001
Toshiba Financial Services	Copiers Contract Base & Overage	\$ 1,216.82	02510-440-000
Fiber Platform DBA Unite Private	WAN Lease	\$ 373.95	01100-530-000
Fiber Platform DBA Unite Private	Wan Lease	\$ 41.55	01100-382-000
US Bank CC Statement	CC Purchases	\$ 18.79	01100-610-001
US Bank CC Statement	CC Purchases	\$ 0.38	01100-810-001
US Bank CC Statement	CC Purchases	\$ 71.89	02610-610-000
Virtual Impressions	Yearly Domain Registraton Renewal	\$ 38.00	02230-810-000
WWPS Clearing Acct	Reimburse Monthly Expense Checks		09000-000-000
Wex	Vans & Cars Gas	\$ 336.55	02650-626-000
City of Weeping Water	Water/Sewer School & New Gym	\$ 715.37	02610-629-000
City of Weeping Water	Water/Sewer East M st	\$ 43.48	02610-629-000
City of Weeping Water	Water Practice Field	\$ 33.00	02610-629-000
Windstream	Long Distance	\$ 497.23	02510-530-000
	General Fund Claims For Pymt	\$ 47,012.23	

Weeping Water Public School District

Energy Financing Contract - Request for Qualifications Scoring Sheet

Qualifications:	ESCO Name: Ameresco	ESCO Name: Navitas	ESCO Name: Trane
7 copies of proposal	Yes	Yes	Yes
Received prior to 3:00 pm on 4/10/20	Yes	Yes	Yes
Proof of NAESCO accreditation	Yes	Yes	Yes
Certified by US DOE FEMP	Yes	Yes	Yes
10 Years in Business as an ESCO	Yes	Yes	Yes
Minimum of 5 ESPC projects in NE	Yes	No	Yes
Office with street address in NE city/town	Yes	Yes	yes

1) Company Qualifications: (0-25 pts)	_24_ pts	_20_ pts	_23_ pts
a) Type of Company			
b) Core Business Purpose			
c) Manufacturer or Distributor Status			
d) NAESCO / DOE FEMP Certified			
2) Financial Strength: (0-10 pts)	_10_ pts	_10_ pts	_10_ pts
a) Surety			
b) Insurance			
c) Bank/Surety Reference Information			
3) Project Team: (0-25 pts)	_25_ pts	_20_ pts	_23_ pts
a) Address of Corporate / NE Office			
b) Team Member Resumes			
c) Outsourcing Services List			
4) Experience: (0-25 pts)	_25_ pts	_15_ pts	_25_ pts
a) ESCO Approach to Performance Contracting			
b) Five Nebraska Projects Completed			
5) Project Management: (0-15pts)	_15_ pts	_10_ pts	_10_ pts
a) ESCO Approach to Project Management			
b) Selection of subcontractors			
c) Energy Savings Guarantee			
TOTAL POINTS:	98	75	91

Board Policy 4018

Corporal Punishment

Corporal punishment, defined as the infliction of bodily pain as a penalty for disapproved behavior, is prohibited. Some physical contact is inevitable, and most of it is appropriate. Therefore, physical contact, short of corporal punishment, is acceptable to promote personal interaction with students, to maintain order and control, and to protect persons and property.

Adopted on: May 14, 2014

Board Policy 4022

Certification and Endorsements

All educators must be duly certified by the Nebraska Department of Education in accordance with the Department's rules and the laws of Nebraska. They must file copies of their teaching certificates, including endorsements, with the superintendent of schools, and must promptly file any changes in certification or endorsements. Certified employees are required to maintain all their endorsements, and may not permit any endorsement to lapse or remove it from their certificates. The board or superintendent may require a certified employee to obtain a new endorsement when it is deemed necessary for the benefit of the school district and/or to comply with federal or state requirements.

Adopted on: May 14, 2014

Board Policy 4024

Teachers' Rights, Responsibilities and Duties

All certificated employees shall assume the duties and responsibilities assigned by the superintendent or designee. Teachers' professional responsibilities involve considerably more than merely classroom instruction. They include, but are not limited to, study and research to keep abreast of new knowledge and instructional techniques; assessment of students' work; record-keeping; lesson planning and preparation; conferences with students, parents and administrators; in-service meetings; and supervision of pupils outside the classroom.

Teachers must be in their classrooms or assigned areas as instructed by the building principal. All duty time is necessary for educational planning, preparation, and conferences with students, parents and faculty members.

All teachers must maintain a standard of dress, personal appearance, general decorum, moral standards and behavior that reflects their professional status in the community.

Adopted on: May 14, 2014

4019 Workplace Injury Prevention and Safety Committee

The school district is committed to providing and maintaining a safe work environment, and to taking reasonable precautions for the safety of the students, employees, visitors, and all others having business with this school district. Every employee district should show concern for the safety of fellow employees, students, and members of the public. The district shall have a safety committee as required by Nebraska law. Members of the safety committee shall be established through the collective bargaining process.

The committee shall adopt and maintain a written injury prevention program. The committee shall participate in the development of safety education, training, and the establishment of safety rules, policies and procedures pursuant to this policy, the district's written injury prevention program, or as otherwise provided by law. Training for employees shall be conducted annually.

The workplace injury prevention and safety committee shall maintain minutes of all meetings and file them in the district office. The committee shall implement accident investigation, record keeping procedures, safety rules, safety and health training, and policies. The district shall maintain records for at least three years, or longer if directed by the Department of Labor.

The committee shall meet at least once every three months or more frequently in the event of an employee complaint or of a job-related injury or death. The workplace injury prevention and safety committee shall keep written minutes of all meetings, and provide a copy to the superintendent or designee who shall maintain the minutes in the district's administrative offices for a period of at least three years, unless otherwise instructed by the Department of Labor.

The workplace injury prevention and safety committee shall develop an injury prevention plan and present it to the board. The plan should be developed and presented in the spirit of employees working together in a cooperative, non-adversarial effort to promote safety at the work sites within the district.

The superintendent or designee shall assure that the safety training for employees is reviewed annually or more frequently, if needed. He or she shall provide the following, as set forth in the initial written Employer's Injury Prevention Plan:

1. Initial safety orientation on rules, policies, and job specific procedures for new employees or employees who are assuming new and different duties within the school district, if appropriate.
2. Job specific training for employees before they perform potential hazardous work.
3. Periodic refresher training and dissemination of information on an annual basis, or more frequently if so designated by the administrator, for employees regarding the injury prevention plan of the unit and safety rules, policies, and procedures pertaining to safety within the school district.

In the event of a death in the workplace, the workplace injury prevention and safety committee shall forward to the Department of Labor within 15 working days a copy of any review of the matter made by the workplace injury prevention and safety committee.

The superintendent or designee shall establish or cause to be established record-keeping procedures to control and maintain all accident and injury records pertaining to accidents and injuries within the district or activities under the control of the district. Such records shall be kept for at least three years, or longer if so advised by the Department of Labor.

The workplace injury prevention and safety committee will confer with the district's crisis team and shall review the district's All-Hazard School Safety Plan upon its adoption by the crisis team.

Adopted on: May 14, 2014

4020
Ownership of Copyrighted Works

Works created by district employees in the course and scope of their employment remain the property of the district. The board may enter into a written agreement with a staff member allowing the staff member to share ownership of a copyright in the covered work. The board will only enter into such an agreement if the written work was created apart from, and in addition to, what the district requires and if the district will not incur an expense to replace the work.

The board hereby expressly grants to other educational entities located within Nebraska a non-exclusive license to use the district's copyrighted works for educational purposes within Nebraska when those works have been placed onto collaborative learning systems within the State.

Adopted on: May 14, 2014

4025
Superintendent

The superintendent is hired by and shall report directly to the board of education. The superintendent will be the chief administrative officer of the board of education and shall keep the board informed on important issues. The board delegates to the superintendent the general power and authority to make necessary decisions to ensure the efficient and effective operations of the school.

The superintendent is charged with timely preparing, presenting, and filing an annual school budget, subject to the approval of the board at the annual budget hearing.

All school employees shall be under the direct and/or delegated supervision of the superintendent. The board delegates to the superintendent the authority to hire and terminate the employment of all classified staff. He or she shall review all certified and non-certified employees applying for vacancies and shall make recommendations regarding these employees.

All of the grounds and buildings are supervised by the superintendent, including necessary repairs and improvements unless the board is required to approve such repairs or improvements.

The superintendents other duties shall be included in his or her job description, contract, or as otherwise assigned by the board.

Adopted on: _____

Revised on: _____

Reviewed on: _____

Board Policy 4012

Staff Internet and Computer Use

Internet access is an important tool for communicating, keeping up-to-date with current developments in education, and for conducting research to enhance management, teaching and learning skills. The following procedures and guidelines are intended to ensure appropriate use of the Internet at the school by the district's faculty and staff. Staff should also refer to the district's policy on Staff and District Social Media Use.

I. Staff Expectations in Use of the Internet

A. Acceptable Use While on Duty or on School Property

1. Staff shall be restricted to use the Internet to conduct research for instructional purposes.
2. Staff may use the Internet for school-related e-mail communication with fellow educators, students, parents, and patrons.
3. Staff may use the Internet in any other way which serves a legitimate educational purpose and that is consistent with district policy and good professional judgment.
4. Teachers should integrate the use of electronic resources into the classroom. As the quality and integrity of content on the Internet is not guaranteed, teachers must examine the source of the information and provide guidance to students on evaluating the quality of information they may encounter on the Internet.

B. Unacceptable Use While on Duty or on School Property

1. Staff shall not access obscene or pornographic material.

2. Staff shall not engage in any illegal activities on school computers, including the downloading and reproduction of copyrighted materials.
3. Staff shall not use school computers or district internet access to use peer-to-peer sharing systems such as BitTorrent, or participate in any activity which interferes with the staff member's ability to perform their assigned duties.
4. The only political advocacy allowed by staff on school computers or district internet access is that which is permitted by the Political Accountability and Disclosure Act and complies with district policy.
5. Staff shall not share their passwords with anyone, including students, volunteers or fellow employees.

II. School Affiliated Websites

Staff must obtain the permission of the administration prior to creating or publishing any school-affiliated web page which represents itself to be school-related, or which could be reasonably understood to be school-related. This includes any website which identifies the school district by name or which uses the school's mascot name or image.

Staff must provide administrators with the username and password for all school-affiliated web pages and must only publish content appropriate for the school setting. Staff must also comply with all board policies in their school-affiliated websites and must comply with the board's policy on professional boundaries between staff and students at all times and in all contexts.

Publication of student work or personality-identifiable student information on the Internet may violate the Federal Education Records Privacy Act. Staff must obtain the consent of their building principal or the superintendent prior to posting any student-related information on the Internet.

III. Enforcement

A. Methods of Enforcement

The district owns the computer system and monitors e-mail and Internet communications, Internet usage, and patterns of Internet usage. Staff members have no right of privacy in any electronic communications or files, which are stored or accessed on or using school property and these are subject to search and inspection at any time.

1. The district uses a technology protection measure that blocks access to some sites that are not in accordance with the district's policy. Standard use of the Internet utilizes a proxy server-based filter that screens for non-curriculum related pages.
2. Due to the nature of technology, the filter may sometimes block pages that are appropriate for staff research. The system administrator may override the technology protection measures that blocks or filters Internet access for staff access to a site with legitimate educational value that is wrongly blocked.
3. The district will monitor staff use of the Internet by monitoring Internet use history to ensure enforcement of this policy.

B. Any violation of school policy and rules may result in that staff member facing:

1. Discharge from employment or such other discipline as the administration and/or the board deem appropriate;
2. The filing of a complaint with the Commissioner of Education alleging unprofessional conduct by a certified staff member;
3. When appropriate, the involvement of law enforcement agencies in investigating and prosecuting wrongdoing.

IV. Off-Duty Personal Use

School employees may use the internet, school computers, and other school technology while not on duty for personal use as long as such use is (1) consistent with other district policies, (2) consistent with the

provisions of Title 92, Nebraska Administrative Code, Chapter 27 (Nebraska Department of Education "Rule 27"), and (3) is reported as compensation in accordance with the Internal Revenue Code of 1986, as amended, and taxes, if any, are paid. All of the provisions of Rule 27 will apply to non-certificated staff for the purposes of this policy. In addition, employees may not use the school's internet, computers, or other technology to access obscene or pornographic material, sext, or engage in any illegal activities.

Adopted on: July 9, 2018

Board Policy 4014

Employment-Related Sexual Harassment

It is the policy of the school district to provide an environment free of unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct or communication constituting sexual harassment. Sexual harassment by any employees and students is unequivocally prohibited. Sexual harassment is misconduct that interferes with work productivity and wrongfully deprives employees of the opportunity to work and students of the opportunity to study and be in an environment free from unsolicited and unwelcome sexual overtones. Sexual harassment includes all unwelcome sexual advances, requests for sexual favors and other such verbal or physical misconduct. Sexual harassment is a prohibited practice and is a violation of the law.

The U.S. Equal Employment Opportunity Commission has issued guidelines interpreting Section 703 of Title VII as prohibiting sexual harassment. Sexual harassment is defined in those guidelines as follows:

Unwelcome sexual advances, requests for sexual favors, and other verbal or physical misconduct of a sexual nature constitutes sexual harassment when:

- (1) Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment,
- (2) Submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual, or
- (3) Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive working environment.

A person who feels harassed is encouraged to inform the person engaging in sexually harassing conduct or communication directly that the conduct or communication is offensive and must stop. If the person who feels harassed does not wish to communicate directly with the person whose conduct or communication is offensive, or if direct communication with the offending person has been ineffective, the person who feels harassed should report the conduct or communication to a supervisor, principal, the superintendent of schools, or a board of education member with whom he or she feels comfortable in reporting the issue.

Regardless of the means selected for resolving the problem, the good faith initiation of a complaint of sexual harassment will not affect the complainant's

employment, compensation or work assignments as an employee, or status as a student.

Sexual harassment of one student by another student or students is addressed in a separate policy.

Adopted on: May 14, 2014

Board Policy 4016

Jury Duty/Service as Witness in Court

An employee who has been called to serve as a juror will be granted paid leave. Employees must sign over to the district the compensation they receive for jury duty, but not compensation for expenses.

An employee who has been subpoenaed to testify as a witness in a court proceeding shall be entitled to one day of paid leave. To receive paid leave, the employee must sign over to the district his or her witness fee.

Adopted on: May 14, 2014

Board Policy 4017

Relations with Employee Collective Bargaining Associations

The board of education recognizes the right of staff members to belong to organizations for bargaining purposes pursuant to state statutes. The board will negotiate with employee associations that have been established in accordance with public employee bargaining statutes, and will meet with local collective bargaining unit representatives at mutually agreeable times to negotiate regarding mandatory subjects of bargaining.

To facilitate an amicable relationship between the district and any local employee associations, the district will allow associations to make reasonable use of district facilities for meetings outside the school's and the employees' work hours. With administrative approval, associations may use district equipment, post notices of meetings and other information on bulletin boards designated for this purpose, and use local building mail boxes for delivery of employment-related information. Associations must pay for all supplies used, damage caused, or the loss or theft of borrowed property.

Adopted on: May 14, 2014

4013 Grievance Procedure

Definition of Grievance. A grievance is an allegation by an employee or group of employees that there has been a violation of a provision of the negotiated agreement or a policy of the board of education.

Procedural Steps. The procedure for handling grievances is as set forth below.

Step 1 - Oral Notice to Principal. The grievant shall initiate the grievance by presenting it to his or her principal or immediate supervisor within seven (7) days from the date that the grievant knew or should have known of the incident giving rise to the grievance.

Step 2 - Written Grievance to the Principal. If the grievance is not resolved to the satisfaction of the grievant within five (5) days of the meeting with the principal, the grievant representative may present the grievance in writing to the principal.

The principal shall schedule a meeting within three (3) days of receipt of the written grievance to discuss the elements of the grievance. The principal shall submit his or her determination in writing to the grievant within five (5) days of the meeting.

Step 3 - Written Appeal to the Superintendent of Schools. If the determination of the principal is not satisfactory to the grievant, the grievant may appeal it to the superintendent of schools or his or her designated representative. Said appeal shall be presented, in writing, to the office of the superintendent of schools within five (5) days of receipt of the principal's determination.

The superintendent of schools or a designee shall hold a formal meeting within seven (7) days of receiving the written appeal. The superintendent of schools or a designated representative shall make a written determination regarding the grievance within five (5) days of the date of the meeting.

Step 4 - Appeal to the Board of Education. If the determination of the superintendent of schools is not satisfactory to the grievant, the grievant may appeal it to the board within five (5) days of receipt of the superintendent's decision. The board

shall hear the grievance within thirty (30) days in open or closed session in accordance with the law. The board shall notify the grievant of its decision within five (5) days of hearing the grievance.

Written Presentation. All grievances presented at Step 2 and subsequent steps of the procedure shall set forth in writing all facts giving rise to the grievance, the provision(s) of the Agreement or policy alleged to have been violated, the names of the grievant(s), the names of all witnesses, and the remedy sought by the grievant. All grievances at Step 2 and appeals at Step 3 and Step 4 shall be signed and dated by the aggrieved employee. All written answers submitted by the district shall be signed and dated by the appropriate district representative.

Grievance Meetings or Hearings. All meetings and hearings conducted under this procedure up to and including Step 3 shall be conducted in private and shall include only the administration's representatives, the grievant, the grievant's representatives, and witnesses as necessary.

Association Representation. A grievant shall have the right to have an Association representative present to represent the grievant at each level of the grievance procedure.

Reprisals. No reprisals of any kind shall be taken against any employee who uses this grievance procedure in good faith.

Withdrawal of a Grievance. A grievant may withdraw his or her grievance at any level of the procedure without fear of reprisal from any party.

Advanced Step Filing. A grievance shall be filed initially at the level at which the decision resulting in the grievance was made.

Time Limitations. Time limitations herein are critical. All references to days are to calendar days. No grievance shall be accepted by the district unless it is submitted or appealed within the time limits set forth in this Agreement. If at any time during the grievance process, it is discovered that the grievance was not filed or appealed in a timely manner, the grievance shall be dismissed. If the grievance is not submitted in a timely manner at Step 1 or Step 2, it shall be deemed to be waived. If the grievance is not appealed to Step 3 in a timely manner, it shall be deemed to have been settled in accordance with the

district's Step 2 determination. If the district fails to answer within the time limits set forth in this Agreement, the grievance shall automatically proceed to the next step.

When the deadline for taking an action falls on a Saturday, a Sunday or a legal holiday, the time for taking the action shall be extended to the next working day.

Requirement to Grieve. This grievance procedure is not discretionary and cannot be waived except through the express written consent of the board. No administrator or board member, individually, has the authority to waive the requirements of this procedure. Any grievance covered by this procedure but not raised pursuant to the requirements herein, including any grievance abandoned, will be forfeited.

Bad Faith or Serial Filings. The purpose of the grievance procedure is to resolve complaints and grievances regarding covered matters at the lowest level possible within the chain of command. Grievances filed without any intention to attempt to resolve the issues raised; for the purpose of adding administrative burden; or for purposes inconsistent with the professional obligations of district staff members may be dismissed by the superintendent without providing final resolution other than noting the dismissal on a basis in this section.

Separation from Student/Parent Grievances. This policy stands separate from a grievance filed by a parent or student against. If action is taken against a teacher due to a parent or student grievance, the employee is not allowed to jump steps in this policy due to the appearance of repetition, whether actual or perceived. The employee must begin with the first step of this policy.

Adopted on: _____

Revised on: _____

Reviewed on: _____

4015 Prohibition Against Employment of Board Members

Nebraska statutes prohibit board members from serving as a teacher on a regular teaching contract.

The board will allow a member of the board of education to be employed by the school district in a non-teaching capacity, including substitute teaching. Board members who are also employed by the district are strictly prohibited from discussing any issue with students, staff or parents in their capacity as an employee that may come before the board.

This policy does not prohibit the board from contracting with members of the board for services or products when the relationship is not one of employer/employee and such contracts are in compliance with the requirements of statute and board policy regarding conflicts of interest.

4015
Prohibition Against Employment of Board Members

Nebraska statutes recognize the inherent conflict of interest that is created when a member of the board of education serves as a certificated employee of the district. Consequently, section 79-544 of the statutes prohibits a board member from being engaged in a contract to teach pursuant to sections 79-817 through 79-821 with the school district where he or she also serves on the board.

A conflict of interest is also created when a board member serves simultaneously as both a board member and an employee in any capacity, whether certified or non-certified. Therefore, a board member shall not be employed by the school district when serving on the board. If an employee is elected or appointed to the board, his or her employment shall be terminated upon being seated on the board. Because of the conflict that is created by a board member applying for employment while sitting on the board, a board member who wishes to apply for employment shall be required to resign from the board before applying.

This policy does not prohibit the board from contracting with members of the board for services or products when the relationship is not one of employer/employee and such contracts are in compliance with the requirements of statute and board policy regarding conflicts of interest.

Adopted on: _____

Revised on: _____

Reviewed on: _____



Weeping Water Public Schools Teaching & Evaluation System

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Weeping Water Public Schools Administrators

Mr. Kevin Reiman, Superintendent

Mrs. Bristol Wenzl, Elementary Principal
Instructional Staff

Dr. Tiffanie Welte, Secondary Principal

Mrs. Rebecca Robinett

Mr. Rod Ready

Mrs. Becci Burch

Mrs. Carmen Garner

with Consultation and training provided by

Mr. Derek Gangwish & Mrs. Janet Foss, Educational Service Unit #3 Professional Development Coaches

Weeping Water Public Schools believes that an effective teaching and evaluation **system** must support teacher **growth and performance** while simultaneously **enhancing student learning** through **continuous school improvement**.

System

- A set of processes working together as parts of an interconnecting network
- A set of principles or procedures according to which something is done
- Includes all stakeholders (staff, parents, students, community, board)
- Built on a foundation of empowerment and trust that is fair, accurate, reliable, and transparent

Growth and Performance

- A process where educators continually improve and increase skills & knowledge
- Accountability for fostering a growth mindset within the system
- Supporting a sustainable team culture of reflective collaboration & collegiality

Enhancing Student Learning

- A common language of research-based instructional strategies
- Quality education for all students

Continuous School Improvement

- A process of adapting to changing components of the public school community
- A shared vision for all students to meet career, academic, personal & social growth outcomes



Weeping Water Public Schools Teaching & Evaluation System

As reflected by the vision and beliefs above, The Weeping Water Teaching & Evaluation System is based on the premise of continuous growth with tiers of support organized much like those found in Multi-tiered Systems of Support (MTSS) literature. Tier 1 supports define the processes intended for all staff to engage in self-directed continuous professional growth. Tier 2 outlines procedures to intervene with identified staff to guide growth. Tier 3 outlines directives intended to elicit necessary improvement for identified staff.

Tier 1 Support Definitions & Procedures	
Term	Definition & Procedures
Artifacts / Evidence	Data or information collected by the evaluator and/or staff member that could be used to demonstrate components within the Weeping Water Public Schools Teaching & Evaluation System based on <i>The New Art and Science of Teaching</i> by Robert J. Marzano (2017). Examples include, but are not limited to: curriculum maps, unit/lesson plans, observation notes/scripts, meeting agendas/notes, and/or notes from written/verbal communications such as contact logs, phone calls, emails, newsletters, professional development logs, etc.
Conference	Face-to-face or electronic collaborative dialogue that involves the evaluator and staff member.
Evaluation Criteria	Professional practices derived from literature, compendium resources and evaluation rubrics in Robert J. Marzano's (2018) <i>The New Art and Science of Teaching</i> research. Criteria fall into four domains of: 1) Instructional Framework, 2) Planning & Preparation, 3) Reflecting on Teaching, and 4) Collegiality & Professionalism.
Evaluation Schedule	The combination of observations, conferences and/or growth plans assigned to a certified staff member, depending on his or her Probationary or Non-Probationary employment status.
Formal Observation	A pre-arranged, mutually agreed upon time for an evaluator to observe a full period of instruction (no less than 40 minutes at PK-5; bell-to-bell at 6-12) in order to collect evidence of professional practices for certificated staff in P1, P2, P3 and NP3 years of employment. Prior to the observation, the staff member will submit a lesson plan and engage in a Pre-Observation Conference. After the observation, the staff member will engage in reflection and a Post-Observation Conference with an evaluator, followed by electronic feedback. Procedures for certified staff (unless otherwise noted): <ol style="list-style-type: none"> 1. Schedule an observation date/time 2. Submit a lesson plan in advance using the Pre-Observation Conference form 3. Engage in a Pre-Observation Conference 4. Evaluator collects observation evidence 5. Review evidence/data and complete the Post-Observation Reflection / Conference form 6. Engage in a Post-Observation Conference 7. Consider evaluator feedback, add comments if desired and sign the Post-Observation Reflection / Conference document



Weeping Water Public Schools Teaching & Evaluation System

<p>Informal Observation</p>	<p>A scheduled OR unscheduled observation of no less than 10 minutes in order to collect evidence of Evaluation Criteria. Electronic feedback of observed professional practices will be provided.</p> <p>Procedures for certified staff (unless otherwise noted):</p> <ol style="list-style-type: none"> 1. Evaluator collects observation evidence and provides feedback 2. Consider evaluator feedback, add comments if desired and sign the Informal / Walkthrough Observation document
<p>Probationary (P)</p>	<p>Staff members in their first (P1), second (P2) or third (P3) year of employment with the District. These staff members will participate in a Formal Observation each semester, an Informal Observation each year, and reflect on specific elements of the Evaluation Criteria during Pre- and Post-Observation Conferences based on their year of service:</p> <ul style="list-style-type: none"> ● P1 staff will focus on their efforts to grow skills in Design Area 8 - Implementing Rules and Procedures or Design Area 9 - Building Relationships. ● P2 staff will focus again on either Design Area 8 or 9 along with either Design Area 1 - Providing and Communicating Clear Learning Targets or Design Area 7 - Using Engagement Strategies. ● P3 staff will focus again on either Design Area 1 or 7 along with either Design Area 2 - Using Assessments or Design Area 6 - Using Strategies that Appear in All Types of Lessons.
<p>Non-Probationary (NP)</p>	<p>Staff who will continue their employment with the District beyond their initial three Probationary years. Their Evaluation Schedule will rotate on the following 3-year cycle:</p> <ul style="list-style-type: none"> ● NP1 and NP2 staff will complete a Self-Directed Professional Growth Plan including observations as determined in collaboration with an evaluator. ● NP3 staff will complete both a Formal Evaluation and a Self-Directed Professional Growth plan.
<p>Self-Directed Professional Growth Plan (NP1 / NP2 / NP3)</p>	<p>Certified non-probationary staff will reflect on a Self-Assessment, current practices, and data to develop actionable goal(s) for professional growth based on the domains and elements presented in research found in <i>The New Art and Science of Teaching</i> by Robert J. Marzano (2017). A Self-Directed Growth Plan will be developed and implemented in collaboration with the evaluator.</p> <p>Procedures for certified staff (unless otherwise noted):</p> <ol style="list-style-type: none"> 1. Review the previous year’s Self-Assessment / Summative Evaluation Form to select the domain element(s) for improvement 2. Describe the rationale for selecting the element(s) 3. Identify indicators of success, and the action steps and timeline necessary to meet those indicators 4. Identify necessary resources for support 5. Obtain evaluator approval on the plan and execute the plan 6. Complete the Self-Assessment portion of the Self-Assessment / Summative Evaluation Form 7. Engage in a Summative Evaluation Conference 8. Consider feedback, revise the Self-Directed Growth Plan as necessary for the upcoming school year and repeat the process



Weeping Water Public Schools Teaching & Evaluation System

Self-Assessment and Summative Evaluation	<p>A tool used to guide reflection as part of an annual evaluation process. The Self-Assessment and Summative Evaluation will be based on evidence, reflections, and conferences centered around the District's Evaluation Criteria.</p> <p>Procedures for certified staff (unless otherwise noted):</p> <ol style="list-style-type: none">1. Schedule a Summative Evaluation Conference2. Complete the Self-Assessment portion of the Self-Assessment / Summative Evaluation Form3. Engage in a Summative Evaluation Conference4. Consider evaluator feedback, add comments if desired and sign the Self-Assessment / Summative Evaluation document
Walkthrough	<p>A scheduled OR unscheduled observation that is less than 10 minutes in length in order to collect evidence of Evaluation Criteria. Electronic feedback regarding observed professional practices may be provided.</p> <p>Procedures for certified staff (unless otherwise noted):</p> <ol style="list-style-type: none">1. Administrator collects observation evidence and provides feedback2. Reflect on administrator feedback, add comments if desired and sign the Informal / Walkthrough Observation document



Weeping Water Public Schools Teaching & Evaluation System

Tier 1 Evaluation Schedule At-a-Glance			
	Probationary Years P1, P2, P3	Non-Probationary NP1, NP2 Self-Directed Professional Growth Years	Non-Probationary NP3 Self-Directed Professional Growth Year
Purpose	To provide support to the probationary staff member who is learning and achieving the performance standards of the profession and the District.	To provide guided support to non-probationary teachers as they reflect on classroom data and instruction in order to develop actionable plans for professional growth. The Self-Directed Professional Growth Plan, then, serves as a catalyst for collaboration and self-assessment that positively impacts student learning.	To provide experienced staff a structured, supportive, and collaborative environment for enhancing their on-going personal professional growth, while ensuring that all staff continue to meet the standards for professional practice outlined by the Weeping Water Teaching and Evaluation System.
Fall Semester Timeline Due by 12/15	<ul style="list-style-type: none"> ● P1 Initial Self-Assessment document due by 9/15 ● 1 Formal Observation ● 1 Informal Observation fall OR spring ● Additional Informal or Walkthrough Observations (as determined by evaluator) 	<ul style="list-style-type: none"> ● Establish (NP1) or review (NP2) Self-Directed Professional Growth Plan due by 9/15 ● Informal or Walkthrough Observations (as determined by evaluator or built into Professional Growth Plan) 	<ul style="list-style-type: none"> ● Review Self-Directed Professional Growth Plan due by 9/15 ● 1 Formal Observation fall OR spring ● Additional Informal or Walkthrough Observations (as determined by evaluator or built into Professional Growth Plan)
Spring Semester Timeline Due by 4/15	<ul style="list-style-type: none"> ● 1 Formal Observation ● 1 Informal Observation fall OR spring ● Additional Informal or Walkthrough Observations (as determined by evaluator) ● Self-Assessment and Summative Evaluation 	<ul style="list-style-type: none"> ● Informal or Walkthrough Observations (as determined by evaluator or built into Professional Growth Plan) ● Self-Assessment and Summative Evaluation with update to Self-Directed Professional Growth Plan 	<ul style="list-style-type: none"> ● 1 Formal Observation fall OR spring ● Additional Informal or Walkthrough Observations (as determined by evaluator or built into Professional Growth Plan) ● Self-Assessment and Summative Evaluation with update to Self-Directed Professional Growth Plan



Weeping Water Public Schools Teaching & Evaluation System

Tier 2 Guided Intervention Agreement Definition & Procedures	
Definition & Purpose	<p>A Tier 2 Guided Intervention Agreement documents a series of supportive strategies collaboratively agreed upon to help a teacher improve professional practices within the Weeping Water Public Schools Teaching and Evaluation System. The purpose is to provide probationary or non-probationary teachers assistance, guidance, and support toward meeting Evaluation Criteria. This is a collaborative agreement that focuses on one or more domain(s) or element(s) of performance in which a teacher needs to improve and could be repeated should additional areas of improvement arise.</p> <p>Note: Participation is NOT optional. Staff identified to participate in a Tier 2 Guided Intervention Agreement are required to engage with the process with the opportunity for collaboration along the way, including written response(s).</p>
Description of Procedures	<p>At the discretion of the evaluator, a teacher would participate in a Tier 2 Guided Intervention Agreement if he or she exhibits a pattern of performance that is not meeting expectations in any of the four domains of the Teaching and Evaluation System Evaluation Criteria. The teacher will remain on his or her assigned Evaluation Schedule in addition to, or as part of the Tier 2 Guided Intervention Agreement.</p> <p>Step 1: Evaluator and teacher meet to identify domain(s) and/or element(s) to be addressed by a Tier 2 Guided Intervention Agreement. The evaluator will specify the level of performance that needs to be attained.</p> <p>Step 2: Collaboratively agree to and document steps, support systems, and timelines that the teacher will utilize to improve performance.</p> <p>Step 3: The evaluator and the teacher will identify monitoring processes and a completion date.</p> <p>The evaluator, at the conclusion of the Tier 2 Guided Intervention Agreement, will make a recommendation for action. He or she may:</p> <ul style="list-style-type: none"> A. Conclude that the employee's performance meets district expectations and plan follow-up review as part of the employee's respective Evaluation Schedule. B. Conclude that the employee's performance does not meet district expectations and <ul style="list-style-type: none"> a. Repeat a new Tier 2 Guided Intervention Agreement. b. Recommend reassignment to a potentially more appropriate position. c. Take steps to implement a Tier 3 Directed Improvement Plan.



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Tier 3 Directed Improvement Plan Definition & Procedures

Definition & Purpose

A Tier 3 Directed Improvement Plan is documents steps required for a staff member to improve within specified timeframes. The intent of the Directed Improvement Plan is to help a teacher meet Evaluation Criteria expectations within the Weeping Water Public Schools Teaching and Evaluation System that is based on *The New Art and Science of Teaching* by Robert J. Marzano (2017) research. The Directed Improvement Plan will include specific activities, a timeline and resources designed to assist the employee to correct the deficiency area(s) identified by the evaluator. It is recognized that a Directed Improvement Plan is not appropriate in situations that require immediate action to protect the safety and welfare of the students and the interests of the District. In such situations more immediate personnel actions will be implemented.

Note: This is a directive of the evaluator and is NOT optional. Staff will have the opportunity to provide written responses.

Description of Procedures

At the discretion of the evaluator, after objectively assessing collected evidence, a staff member would participate in a Directed Improvement Plan if he or she persistently fails to meet expectations in any of the four domains of the Teaching and Evaluation System Evaluation Criteria. The teacher will remain on his or her assigned Evaluation Schedule in addition to, or as part of the Tier 3 Directed Improvement Plan.

Step 1: Notice of Professional Deficiency will be used to notify the teacher that his or her work performance is not meeting district expectations. A copy of the notice will be placed in the personnel file. The Notice of Professional Deficiency may be used to establish the Directed Improvement Plan. Notice of Professional Deficiency and the Directed Improvement Plan may be used to substantiate dismissal if sufficient improvement has not taken place at the conclusion of the Directed Improvement Plan.

Step 2: The Directed Improvement Plan will include specific activities, a timeline and resources designed to assist the employee to correct the deficient area(s) identified by the evaluator. The Superintendent will review and approve the Directed Improvement Plan. A conference will be held to explain the plan to the employee. The employee will be encouraged to bring a representative to this meeting. The employee will be encouraged to contact the Weeping Water Education Association if he or she is a member.

Step 3: The Superintendent could appoint an Assistance Team if the employee or the evaluator requests it. The evaluator will coordinate and schedule the team's meetings and activities. The Assistance Team should be composed of the employee's immediate supervisor (usually the principal), other administrators, other teachers, or the Superintendent may appoint others as needed. The Assistance Team could help design or select assistance activities, provide assistance, observe, and review data and documentation. The Assistance Team is available as additional support for the staff member. The Assistance Team does not provide input on the staff member's evaluation, quality of the work completed by the staff member on the Directed Improvement Plan, or recommendation for future employment.



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	<p>The evaluator, at the conclusion of the Tier 3 Directed Improvement Plan, will make a recommendation for action. He or she may:</p> <ul style="list-style-type: none">A. Conclude that the employee's performance meets district expectations and plan follow-up review as part of the employee's respective Evaluation Schedule.B. Conclude that the employee's performance does not meet district expectations and<ul style="list-style-type: none">a. Authorize further Directed Improvement Plan efforts.b. Recommend reassignment to a potentially more appropriate position.c. Recommend non-renewal or termination. <p>The Superintendent will review the results and concur with the evaluator's recommendation or modify the recommendations.</p>
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Training & Document Appendix

Evaluators and committee members were initially provided an overview training of *The New Art and Science of Teaching* by Robert J. Marzano (2017) in the fall of 2019 by Education Service Unit #3 staff. Based on that training, professional reading and subsequent collaboration, committee members and consultants developed the Weeping Water Public Schools Teaching and Evaluation System. Weeping Water teachers were trained in simultaneous professional development sessions through the 2019-2020 school year as the committee worked to design documents to support implementation of the System. Feedback from professional development sessions was then used to refine documents and procedures before presenting the System to the Board of Education for approval.

The Weeping Water Public Schools Teaching & Evaluation System and supporting documents are housed in the District’s online Google Drive platform. As part of annual back-to-school procedures, evaluators will engage in follow-up training in the evaluation system, criteria and process expectations for completing Evaluation Schedules for certified staff. Additionally, all returning staff will be guided in training to review the Google Drive folder, supporting documents, and timelines for their respective Evaluation Schedules.

Teachers new to Weeping Water Public Schools will be provided a paper copy of the document as part of onboarding with the District. Dedicated training sessions will be part of their initial year orientation programming to become familiar with the district’s expectations and evaluation processes. Mentors and ESU#3 Instructional Coaches will have additional training using cognitive coaching practices to further support implementation of the System with teachers new to the District.

Returning and new staff will access their respective evaluation documents for signatures via the TalentEd platform used to facilitate personnel processes.

Document Name	Appendix	Document Name	Appendix
Weeping Water Public Schools Teaching and Evaluation System Criteria	A - pg. 11	Informal or Walkthrough Observation	G - pg.
Weeping Water Public Schools Evaluation Criteria Performance Indicator Rubrics	B - Pg. 13	Self-Directed Professional Growth Plan	H
P1 Initial Self-Assessment document	C - pg.	Self-Assessment & Summative Evaluation	I
Pre-Observation Plan & Conversation	D - pg.	Tier 2 Guided Intervention Agreement	J
Formal Observation	E - pg.	Notice of Professional Deficiency	K
Post-Observation Reflection & Conference	F - pg.	Tier 3 Directed Improvement Plan	L



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This is the table of Old Ralston Documents to use as reference for the time being.....

Document	Appendix	Document	Appendix
		Evidence Collection Sample Documents	B
Probationary Year 1 Self-Assessment	C	Formal Observation	D
Informal or Walkthrough Observation	E		F
End of the Year Self-Assessment	G	Self-Directed Action Plan	H
Self-Directed Action Plan Reflection & Summative Evaluation	I	Summative Evaluation	J
Strategic Improvement Agreement	K	Intensive Assistance Plan	L
Evaluation Rubrics for Media Specialists	M	Evaluation Rubrics for Guidance Counselors	N
Evaluation Rubrics for School Psychologists	O		



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Evaluation System Criteria

Domain 1: Instructional Framework		
Feedback Category Design Areas & Elements	Content Category Design Areas & Elements	Context Category Design Areas & Elements
<p>Design Area 1: Providing and Communicating Clear Learning Targets</p> <ol style="list-style-type: none"> 1. Providing scales and rubrics 2. Tracking student progress 3. Celebrating success <p>Design Area 2: Using Assessments</p> <ol style="list-style-type: none"> 4. Using informal assessments of the whole class 5. Using formal assessments of individual students 	<p>Design Area 3: Conducting Direct Instruction Lessons</p> <ol style="list-style-type: none"> 6. Chunking content 7. Processing content 8. Recording & representing content <p>Design Area 4: Conducting Practicing and Deepening Lessons</p> <ol style="list-style-type: none"> 9. Using structured practice sessions 10. Examining similarities and differences 11. Examining errors in reasoning <p>Design Area 5: Conducting Knowledge Application Lessons</p> <ol style="list-style-type: none"> 12. Engaging students in cognitively complex tasks 13. Providing resources and guidance 14. Generating and defending claims <p>Design Area 6: Using Strategies That Appear in All Types of Lessons</p> <ol style="list-style-type: none"> 15. Previewing strategies 16. Highlighting critical information 17. Reviewing content 18. Revising knowledge 19. Reflecting on learning 20. Assigning purposeful homework 21. Elaboration on information 22. Organizing students to interact 	<p>Design Area 7: Using Engagement Strategies</p> <ol style="list-style-type: none"> 23. Noticing and reacting when students are not engaged 24. Increasing response rates 25. Using physical movement 26. Maintaining a lively pace 27. Demonstrating intensity and enthusiasm 28. Presenting unusual information 29. Using friendly controversy 30. Using academic games 31. Providing opportunities for students to talk about themselves 32. Motivating and inspiring students <p>Design Area 8: Implementing Rules and Procedures</p> <ol style="list-style-type: none"> 33. Establishing rules and procedures 34. Organizing the physical layout of the classroom 35. Demonstrating withitness 36. Acknowledging adherence to rules and procedures 37. Acknowledging lack of adherence to rules and procedures
		<p>Design Area 9: Building Relationships</p> <ol style="list-style-type: none"> 38. Using verbal and nonverbal behaviors that indicate affection for students 39. Understanding students' backgrounds and interests 40. Displaying objectivity and control <p>Design Area 10: Communicating High Expectations</p> <ol style="list-style-type: none"> 41. Demonstrating value and respect for reluctant learners 42. Asking in-depth questions of reluctant learners 43. Probing incorrect answers with reluctant learners



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<p><u>Domain 2: Planning and Preparation</u></p>	<p><u>Domain 3: Reflecting on Teaching</u></p>	<p><u>Domain 4: Collegiality and Professionalism</u></p>
<p>Design Area 11: Planning and Preparation for Lessons and Unit</p> <ul style="list-style-type: none"> 44. Effective Scaffolding of Information Within Lessons 45. Lessons within Units 46. Attention to Established Content Standards <p>Design Area 12: Planning and Preparation for Use of Resources and Technology</p> <ul style="list-style-type: none"> 47. Use of Available Traditional Resources 48. Use of Available Technology <p>Design Area 13: Planning and Preparing for the Needs of English Language Learners</p> <ul style="list-style-type: none"> 49. Needs of English Language Learners <p>Design Area 14: Planning and Preparing for the Needs of Students Receiving Special Education</p> <ul style="list-style-type: none"> 50. Needs of Students Receiving Special Education <p>Design Area 15: Planning and Preparing for the Needs of Students Who Lack Support for Schooling</p> <ul style="list-style-type: none"> 51. Needs of Students Who Lack Support for Schooling 	<p>Design Area 16: Evaluating Personal Performance</p> <ul style="list-style-type: none"> 52. Identifying Areas of Pedagogical Strength and Weakness 53. Evaluating the Effectiveness of Individual Lessons and Units 54. Evaluating the Effectiveness of Specific Pedagogical Strategies and Behaviors <p>Design Area 17: Developing and Implementing a Professional Growth Plan</p> <ul style="list-style-type: none"> 55. Developing a Written Growth and Development Plan 56. Monitoring Progress Relative to the Professional Growth and Development Plan 	<p>Design Area 19: Promoting a Positive Environment</p> <ul style="list-style-type: none"> 57. Promoting Positive Interactions with Colleagues 58. Promoting Positive Interactions with Students and Parents <p>Design Area 20: Promoting Exchange of Ideas and Strategies</p> <ul style="list-style-type: none"> 59. Seeking Mentorship for Areas of Need or Interest 60. Mentoring Other Teachers and Sharing Ideas and Strategies <p>Design 21: Promoting District and School Development</p> <ul style="list-style-type: none"> 61. Adhering to District and School Rules and Procedures 62. Participating in District and School Initiatives



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Evaluation Criteria Element Level Performance Indicator Rubric

Domain 1 - Instructional Framework				
	Beginning	Developing	Proficient	Innovating
Feedback Design Area 1: Providing & Communicating Clear Learning Targets				
Providing scales and rubrics	Strategy is not used or used incorrectly / with parts missing	Provides clearly stated learning goal accompanied by a scale or rubric that describes levels of performance	Provides a clearly stated learning goal accompanied by a scale or rubric that describes levels of performance, and monitors students' understanding of the learning goal & levels of performance	Adapts and creates new strategies for unique student needs and situations
Tracking Student Progress	Strategy is not used or used incorrectly / with parts missing	Facilitates tracking of student progress using a formative approach to assessment	Facilitates tracking of student progress using a formative approach to assessment, and monitors the extent to which students understand their level of performance	Adapts and creates new strategies for unique student needs and situations
Celebrating Success	Strategy is not used or used incorrectly / with parts missing	Provides students with recognition of their current status and their knowledge gain relative to the learning goal	Provides students with recognition of their current status and their knowledge gain relative to the learning goal, and monitors the extent to which students are motivated to enhance their status	Adapts and creates new strategies for unique student needs and situations
Feedback Design Area 2: Using Assessments				
Using informal assessments of the whole class	Strategy is not used or used incorrectly / with parts missing	Uses informal assessments of the whole class to determine students' proficiency with specific content, but does not monitor the effect on students	Uses informal assessments of the whole class to determine students' proficiency with specific content, and monitors the extent to which students respond to assessment-guided feedback and instruction	Adapts and creates new strategies for unique student needs and situations



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Using formal assessments of individual students	Strategy is not used or used incorrectly / with parts missing	Uses formal assessments of individual students to determine students' proficiency with specific content, but does not monitor the effect on students	Uses formal assessment of individual students to determine students' proficiency with specific content, and monitors the extent to which students respond to assessment-guided feedback and instruction	Adapts and creates new strategies for unique student needs and situations
Content Design Area 3: Conducting Direct Instruction Lessons	Beginning	Developing	Proficient	Innovating
Chunking content	Strategies and behaviors are missing or used incorrectly / with parts missing	Breaks input experiences to small chunks based on students' needs	Breaks input experiences into small chunks based on students needs, and monitors the extent to which chunks are appropriate	Adapts and creates strategies for unique student needs and situations
Processing content	Strategies and behaviors are missing or used incorrectly / with parts missing	Engages students in processing content, but does not monitor the effect on students	Engages students in processing content, and monitors the extent to which strategies affect students' performance	Adapts and creates strategies for unique student needs and situations
Recording & representing content	Strategies and behaviors are missing or used incorrectly / with parts missing	Has students record and represent content but does not monitor the effect on students	Has students record and represent content and monitors the extent to which actions affect students' performance	Adapts and creates strategies for unique student needs and situations
Content Design Area 4: Conducting Practicing and Deepening Lessons	Beginning	Developing	Proficient	Innovating
Using structured practice sessions	Strategies and behaviors are missing or used incorrectly / with parts missing	When content is involves a skill, strategy, or process, engages students in practice activities	When content involves a skill, strategy, or process, engages students in practice activities, and monitors the extent to which the practice increases student fluency	Adapts and creates strategies for unique student needs and situations
Examining similarities and differences	Strategies and behaviors are missing or used incorrectly / with parts missing	When content is informational, engages students in activities that require them to examine the similarities and differences	When content is informational, engages students in activities that require them to examine similarities and differences, and monitors the	Adapts and creates strategies for unique student needs and situations



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			<p>extent to which students are deepening their knowledge</p>	
<p>Examining errors in reasoning</p>	<p>Strategies and behaviors are missing or used incorrectly / with parts missing</p>	<p>When content is informational, engages students in activities that require them to examine their own reasoning or the logic of the information as it is presented to them</p>	<p>When content is informational, engages students in activities that require them to examine their own reasoning or the logic of information as it is presented to them, and monitors the extent to which students are deepening their knowledge</p>	<p>Adapts and creates strategies for unique student needs and situations</p>
<p>Content Design Area 5: Conducting Knowledge Application Lessons</p>	<p>Beginning</p>	<p>Developing</p>	<p>Proficient</p>	<p>Innovating</p>
<p>Engaging students in cognitively complex tasks</p>	<p>Strategies and behaviors are missing or used incorrectly / with parts missing</p>	<p>Organizes students into groups to facilitate solving cognitively complex tasks</p>	<p>Organizes students into groups to facilitate solving cognitively complex tasks, and monitors the extent to which group processes facilitate generating and testing hypothesis</p>	<p>Adapts and creates strategies for unique student needs and situations</p>
<p>Providing resources and guidance</p>	<p>Strategies and behaviors are missing or used incorrectly / with parts missing</p>	<p>Acts as a guide and resource provider as students engage in cognitively complex tasks</p>	<p>Acts as a guide and resource provider as students engage in cognitively complex tasks, and monitors the extent to which students request and use guidance and resources to affect performance</p>	<p>Adapts and creates strategies for unique student needs and situations</p>
<p>Generating and defending claims</p>	<p>Strategies and behaviors are missing or used incorrectly / with parts missing</p>	<p>Engages students in activities that require them to generate and defend their own claims such as decision making, problem solving, experimental inquiry or investigation</p>	<p>Engages students in activities that require them to generate and defend their own claims such as decision making, problem solving, experimental inquiry or investigation, and monitors the extent to which students are generating and testing hypothesis</p>	<p>Adapts and creates strategies for unique student needs and situations</p>
<p>Content Design Area 6: Using Strategies That Appear in All Types of Lessons</p>	<p>Beginning</p>	<p>Developing</p>	<p>Proficient</p>	<p>Innovating</p>



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Previewing strategies	Strategies and behaviors are missing or used incorrectly / with parts missing	Engages students in activities that require them to preview and link new knowledge to what has been addressed	Engages students in activities that require them to preview and link new knowledge to what has been addressed, and monitors the extent to which students are making linkages	Adapts and creates strategies for unique student needs and situations
Highlighting critical information	Strategies and behaviors are missing or used incorrectly / with parts missing	Signals to students which content is critical versus noncritical	Signals to students which content is critical versus noncritical, and monitors the extent to which students are attending to critical information	Adapts and creates strategies for unique student needs and situations
Reviewing content	Strategies and behaviors are missing or used incorrectly / with parts missing	Engages students in a brief review of content that highlights critical information	Engages students in a brief review of content that highlights the critical information, and monitors the extent to which students can recall and describe previous content	Adapts and creates strategies for unique student needs and situations
Revising knowledge	Strategies and behaviors are missing or used incorrectly / with parts missing	Engages students in revision of previous knowledge about content addressed in previous lesson as a result of new information	Engages students in revision of previous knowledge about content addressed in previous lesson as a result of new information, and monitors the extent to which these revisions deepen students' understanding	Adapts and creates strategies for unique student needs and situations
Reflecting on learning	Strategies and behaviors are missing or used incorrectly / with parts missing	Engages students in reflecting on their own learning and the learning process	Engages students in reflecting on their own learning and the learning process, and monitors the extent to which students self-assess their understanding and effort	Adapts and creates strategies for unique student needs and situations
Assigning purposeful homework	Strategies and behaviors are missing or used incorrectly / with parts missing	When appropriate (as opposed to routinely), assigns homework that is designed to deepen knowledge of information or to practice a skill, strategy, or process	When appropriate (as opposed to routinely), assigns homework that is designed to deepen knowledge of information or to practice a skill, strategy, or process, and monitors the extent to which students understand the homework	Adapts and creates strategies for unique student needs and situations
Elaboration on information	Strategies and behaviors are missing	Engages students in answering	Engages students in answering	Adapts and creates strategies for



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	or used incorrectly / with parts missing	inferential questions	inferential questions, and monitors the extent to which students elaborate on what was explicitly taught	unique student needs and situations
Organizing students to interact	Strategies and behaviors are missing or used incorrectly / with parts missing	Organizes students into groups to practice and deepen their knowledge	Thoughtfully organizes students into groups to practice and deepen their knowledge, and monitors the extent to which students collaborate	Adapts and creates strategies for unique student needs and situations
Context Design Area 7: Using Engagement Strategies	Beginning	Developing	Proficient	Innovating
Noticing and reacting when students are not engaged	Strategies and behaviors are missing or used incorrectly / with parts missing	Scans the room making note of when students are not engaged and takes action	Scans the room making note of when students are not engaged, takes actions, and monitors the extent to which students re-engage	Adapts and creates strategies for unique student needs and situations
Increasing response rates	Strategies and behaviors are missing or used incorrectly / with parts missing	Uses response rate techniques to maintain student engagement in answering questions	Uses response rate techniques to maintain student engagement in answering questions, and monitors the extent to which the techniques keep students engaged	Adapts and creates strategies for unique student needs and situations
Using physical movement	Strategies and behaviors are missing or used incorrectly / with parts missing	Uses physical movement to maintain student engagement	Uses physical movement to maintain student engagement, and monitors the extent to which these activities enhance student engagement	Adapts and creates strategies for unique student needs and situations
Maintaining a lively pace	Strategies and behaviors are missing or used incorrectly / with parts missing	Uses pacing techniques to maintain students' engagement	Uses pacing techniques to maintain students' engagement, and monitors the extent to which these techniques keep students engaged	Adapts and creates strategies for unique student needs and situations
Demonstrating intensity and enthusiasm	Strategies and behaviors are missing or used incorrectly / with parts missing			Adapts and creates strategies for unique student needs and situations
Presenting unusual information	Strategies and behaviors are missing or used incorrectly / with parts missing			Adapts and creates strategies for unique student needs and situations



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Using friendly controversy	Strategies and behaviors are missing or used incorrectly / with parts missing			Adapts and creates strategies for unique student needs and situations
Using academic games	Strategies and behaviors are missing or used incorrectly / with parts missing			Adapts and creates strategies for unique student needs and situations
Providing opportunities for students to talk about themselves	Strategies and behaviors are missing or used incorrectly / with parts missing			Adapts and creates strategies for unique student needs and situations
Motivating and inspiring students	Strategies and behaviors are missing or used incorrectly / with parts missing			Adapts and creates strategies for unique student needs and situations
Context Design Area 8: Implementing Rules and Procedures	Beginning	Developing	Proficient	Innovating
Establishing rules and procedures				
Organizing the physical layout of the classroom				
Demonstrating withitness				
Acknowledging adherence to rules and procedures				
Acknowledging lack of adherence to rules and procedures				
Context Design Area 9: Building Relationships	Beginning	Developing	Proficient	Innovating
Using verbal and nonverbal behaviors that indicate affection				



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for students					
Understanding students' backgrounds and interests					
Displaying objectivity and control					
Context Design Area 10: Communicating High Expectations	Beginning	Developing	Proficient	Innovating	
Demonstrating value and respect for reluctant learners					
Asking in-depth questions of reluctant learners					
Probing incorrect answers with reluctant learners					
Domain 2 - Planning and Preparation					
Design Area 11: Planning and Preparation for Lessons and Unit	Beginning	Developing	Proficient	Innovating	
Effective Scaffolding of Information Within Lessons	Makes few, if any, attempts to perform this activity and / or does not actually complete or follow through with attempts	Scaffolds information but the relationship between elements is not always made clear	Organizes content in such a way that each new piece of information clearly builds on the previous learning	Recognized as a leader in helping others with clearly scaffolding information to meet individual students' needs	
Lessons within Units	Makes few, if any, attempts to perform this activity and / or does not actually complete or follow through with attempts	Organizes lessons within a unit so that students move from surface to deeper understanding of content, but may infrequently, if ever, require students to apply the content in authentic ways	Organizes lessons within a unit so that students move from understanding to routinely applying the content through authentic tasks	Recognized as a leader in helping others to organize lessons within a unit so students move from understanding to applying the content through authentic tasks based on individual students' needs	
Attention to Established Content Standards	Makes few, if any, attempts to perform this activity and / or does not actually complete or follow	Ensures lessons and units include nearly all of the important content identified by the district, but may	Ensures lessons and units include the important content identified by the district and the manner in which	Recognized as a leader in helping others to ensure units and lessons includes all content identified by the	