Schuyler Community Schools
Board of Education Regular Meeting
Monday, October 9, 2023 6:30 PM
Schuyler Community Schools Board Room
120 West 20th Street
Schuyler, NE 68661

Posting Locations:
Schuyler Sun
District Office Building Front Door
Schuyler Post Office
Colfax County Courthouse
Posted Date: 10/05/2023
Attendance Taken at 6:30 PM.

Richard Brabec:	Present
Amanda Jedlicka:	Present
Chuck Misek:	Present
Dr Renee Sayer:	Present
Virginia Semerad:	Present
Brian Vavricek:	Present

Present: 6.

I. Call Meeting to Order
STRIVE - COMMIT - SUCCEED - District Mission Statement

Schuyler Community Schools in partnership with parents, students, and the community is committed to educate students to become skilled, knowledgeable and responsible citizens in a global society - District Vision Statement

Notice of this meeting was given in advance according to State Law 84-1411, by giving notice of the meeting to the public. Notice of this meeting was also given in advance to all members of the Board of Education

I.A. Pledge of Allegiance

I.B. Declaration of Open Meeting
This meeting has been preceded by advance notice and is hereby declared to be in open session. A copy of the Open Meetings Act is posted in the front of the meeting room.
Nebraska Open Meetings Act: http://nitc.nebraska.gov/documents/statutes/NebraskaOpenMeetingsAct_current.pdf

II. Approval of Consent Agenda
Discuss, Consider and Take Action on the consent agenda

Motion to approve the consent agenda Passed with a motion by Virginia Semerad and a second by Brian Vavricek.
Richard Brabec: Yea, Amanda Jedlicka: Yea, Chuck Misek: Yea, Dr Renee Sayer: Yea, Virginia Semerad: Yea, Brian Vavricek: Yea
Yea: 6, Nay: 0

II.A. Agenda

II.B. Minutes

II.C. Acceptance of Claims

II.C.1. Bills of $5,000 or more

II.D. Financial

III. Public Forum - We ask that all presentation be limited in their length.

III.A. Recognition of visitors and guests

III.A.1. Bank of the Valley will present on their partnership with Schuyler Public Schools.

III.B. Other topics (limited to 5 minutes - subject to guidelines of the Board Participation Policy)

III.C. Student Representative's Report - Bella Jedlicka

Student Council Board Report

Oct 9, 2023

A. Plant Science has been working on the outdoor classroom, planting fall plants and trees
B. Open gym for basketball started on Friday, September 29th for boys and girls
C. FFA attended Greenhand Day
D. FFA National Applications were submitted and a committee of community
members chose the representatives - we appreciate the support of the community
E. Spirit Week and Homecoming were a success! Students and staff enjoyed a week of dressing up and fun activities. Student council made friendship beads for students on Tuesday, handed out pink beads on Wednesday, stickers on Thursday and green Beads on Friday. Jose Rocha from Rocha Designs even set up a photo booth for students to use on the Barbie/Ken Day. The homecoming pep rally was a fun time - the middle school attended and the 6th graders won the yell cup!
F. Student Council hosted their annual Homecoming banner competition. The class of 2025 were the winners this year!
G. The FOCUS team hosted a tug-of-war competition that wrapped up on Friday at the pep rally. Mr. Harper’s team was the overall champion and won the FOCUS Trophy.

IV. Action Item

IV.A. Americanism: Curriculum, Assessment, and Instructional Programs

This committee is responsible for reviewing curriculum recommendations, textbook selection, requisitions/inventory, and instructional programs.

IV.A.1. Consider, discuss, and take action to approve the request to attend the National FFA Convention

Attached is the Board Policy addressing the request for board approval to attend the National FFA Convention.

Make a motion to approve the FFA team to attend the FFA National Convention. Passed with a motion by Dr Renee Sayer and a second by Amanda Jedlicka.

Richard Brabec: Yea, Amanda Jedlicka: Yea, Chuck Misek: Yea, Dr Renee Sayer: Yea, Virginia Semerad: Yea, Brian Vavricek: Yea

Yea: 6, Nay: 0

IV.B. Budget, finance, negotiations, and personnel

This committee is responsible for budget, finance, and contract negotiations with administration, certificated staff, and support staff.

IV.B.1. Accept staff resignation

Kayden Boyce

Make a motion to accept the resignation of Kayden Boyce. Passed with a motion by Brian Vavricek and a second by Dr Renee Sayer.

Richard Brabec: Yea, Amanda Jedlicka: Yea, Chuck Misek: Yea, Dr Renee Sayer: Yea, Virginia Semerad: Yea, Brian Vavricek: Yea

Yea: 6, Nay: 0

V. Discussion Items and Reports

V.A. Marcia Herring will present the strategic planning process that NASB can provide.

V.B. Dr. Renee Sayer will present information on the power of counseling and Licensed Mental Health Practitioners in schools.

V.C. Principals Reports

V.C.1. Principals will present on student numbers at their respective buildings.

V.D. Superintendent's Report

Negotiations will be coming up

VI. Adjournment

To view this meeting go to: https://zoom.us/rec/share/pdT0o-nAWvaRUi7sQ4cCir-fR1DAK-ov-u1WYBAc4Lhda9tuN94plUHZnuA-_rin.HwqgtAyD3nGtMsUQ Motion to adjourn at 7:44 pm Passed with a motion by Brian Vavricek and a second by Dr Renee Sayer.

Richard Brabec: Yea, Amanda Jedlicka: Yea, Chuck Misek: Yea, Dr Renee Sayer: Yea, Virginia Semerad: Yea, Brian Vavricek: Yea

Yea: 6, Nay: 0

NEBRASKA OPEN MEETINGS ACT

84-1407. Act, how cited.

Sections 84-1407 to 84-1414 shall be known and may be cited as the Open Meetings Act.

Source: Laws 2004, LB 821, § 34.

84-1408. Declaration of intent; meetings open to public.

It is hereby declared to be the policy of this state that the formation of public policy is public business and may not be conducted in secret.

Every meeting of a public body shall be open to the public in order that citizens may exercise their democratic privilege of attending and speaking at meetings of public bodies, except as otherwise provided by the Constitution of Nebraska, federal statutes, and the Open Meetings Act.

Source: Laws 1975, LB 325, § 1; Laws 1996, LB 900, § 1071; Laws 2004, LB 821, § 35.
Annotations

- Nebraska's public meetings laws do not apply to school board deliberations pertaining solely to disputed adjudicative facts. McQuinn v. Douglas Cty. Sch. Dist. No. 66, 259 Neb. 720, 612 N.W.2d 198 (2000).
- The primary purpose of the public meetings law is to ensure that public policy is formulated at open meetings. Marks v. Judicial Nominating Comm., 236 Neb. 429, 461 N.W.2d 551 (1990).
- The public meetings law is broadly interpreted and liberally construed to obtain the objective of openness in favor of the public, and provisions permitting closed sessions must be narrowly and strictly construed. Grein v. Board of Education of Fremont, 216 Neb. 158, 343 N.W.2d 718 (1984).
- Although a committee was a subcommittee of a natural resources district board, it was not subject to the Open Meetings Act because there was never a quorum of board members in attendance and the committee did not hold hearings, make policy, or take formal action on behalf of the board. Koch v. Lower Loup NRD, 27 Neb. App. 301, 931 N.W.2d 160 (2019).
- A county board of equalization is a public body whose meetings shall be open to the public. Wolf v. Grubbs, 17 Neb. App. 292, 759 N.W.2d 499 (2009).

84-1409. Terms, defined.

For purposes of the Open Meetings Act, unless the context otherwise requires:

(1)(a) Public body means (i) governing bodies of all political subdivisions of the State of Nebraska, (ii) governing bodies of all agencies, created by the Constitution of Nebraska, statute, or otherwise pursuant to law, of the executive department of the State of Nebraska, (iii) all independent boards, commissions, bureaus, committees, councils, subunits, or any other bodies created by the Constitution of Nebraska, statute, or otherwise pursuant to law, (iv) all study or advisory committees of the executive department of the State of Nebraska whether having continuing existence or appointed as special committees with limited existence, (v) advisory committees of the bodies referred to in subdivisions (i), (ii), and (iii) of this subdivision, and (vi) instrumentalities exercising essentially public functions; and

(b) Public body does not include (i) subcommittees of such bodies unless a quorum of the public body attends a subcommittee meeting or unless such subcommittees are holding hearings, making policy, or taking formal action on behalf of their parent body, except that all meetings of any subcommittee established under section 81-15,175 are subject to the Open Meetings Act, (ii) entities conducting judicial proceedings unless a court or other judicial body is exercising rulemaking authority, deliberating, or deciding upon the issuance of administrative orders, and (iii) the Judicial Resources Commission or subcommittees or subgroups of the commission;

(2) Meeting means all regular, special, or called meetings, formal or informal, of any public body for the purposes of briefing, discussion of public business, formation of tentative policy, or the taking of any action of the public body; and

(3) Virtual conferencing means conducting or participating in a meeting electronically or telephonically with interaction among the participants subject to subsection (2) of section 84-1412.

Source: Laws 1975, LB 325, § 2; Laws 1983, LB 43, § 1; Laws 1989, LB 429, § 42; Laws 1989, LB 311, § 14; Laws 1992, LB 1019, § 124; Laws 1993, LB 635, § 1; Laws 1996, LB 1044, § 978; Laws 1997, LB 798, § 37; Laws 2004, LB 821, § 36; Laws 2007, LB296, § 810; Laws 2011, LB366, § 2; Laws 2021, LB83, § 11; Laws 2022, LB922, § 12.

Operative Date: July 21, 2022

Annotations

- A township is a political subdivision, and as such, a township board is subject to the provisions of the public meetings laws. Steenblock v. Elkhorn Township Bd., 245 Neb. 722, 515 N.W.2d 128 (1994).
- A county agricultural society is a public body to which the provisions of the Nebraska public meetings law are applicable. Nixon v. Madison Co. Ag. Soc'y, 217 Neb. 37, 348 N.W.2d 119 (1984).
- Failure by a public governing body, as defined under section 84-1409, R.R.S.1943, to take and record a roll call vote on an action, as required by section 84-1413(2), R.S.Supp.,1980, grants any citizen the right to sue for the purpose of

having the action declared void. In this case such failure could not be later corrected by a nunc pro tunc order because there was no showing that a roll call vote on the disputed action was actually taken, and even if it was the record showed it was not recorded until over a year later. Sections 23-1301, R.R.S.1943, and 23-1302, R.R.S.1943, make it the duty of the county clerk to record proceedings of the board of county commissioners. State ex rel. Schuler v. Dunbar, 208 Neb. 69, 302 N.W.2d 674 (1981).

- Although a committee was a subcommittee of a natural resources district board, it was not subject to the Open Meetings Act because there was never a quorum of board members in attendance and the committee did not hold hearings, make policy, or take formal action on behalf of the board. Koch v. Lower Loup NRD, 27 Neb. App. 301, 931 N.W.2d 160 (2019).
- Although the Open Meetings Act does not define "subcommittee," a subcommittee is generally defined as a group within a committee to which the committee may refer business. Koch v. Lower Loup NRD, 27 Neb. App. 301, 931 N.W.2d 160 (2019).
- The Open Meetings Act does not require policymakers to remain ignorant of the issues they must decide until the moment the public is invited to comment on a proposed policy. By excluding nonquorum subgroups from the definition of a public body, the Legislature has balanced the public's need to be heard on matters of public policy with a practical accommodation for a public body's need for information to conduct business. Koch v. Lower Loup NRD, 27 Neb. App. 301, 931 N.W.2d 160 (2019).
- As an administrative agency of the county, a county board of equalization is a public body. Wolf v. Grubbs, 17 Neb. App. 292, 759 N.W.2d 499 (2009).
- The electors of a township at their annual meeting are a public body under the Open Meetings Act. State ex rel. Newman v. Columbus Township Bd., 15 Neb. App. 656, 735 N.W.2d 399 (2007).
- The meeting at issue in this case was a "meeting" within the parameters of subsection (2) of this section because it involved the discussion of public business, the formation of tentative policy, or the taking of any action of the public power district. Hansmeyer v. Nebraska Pub. Power Dist., 6 Neb. App. 889, 578 N.W.2d 476 (1998).
- Informational sessions in which the governmental body hears reports are briefings. Johnson v. Nebraska Environmental Control Council, 2 Neb. App. 263, 509 N.W.2d 21 (1993).

84-1410. Closed session; when; purpose; reasons listed; procedure; right to challenge; prohibited acts; chance meetings, conventions, or workshops.

(1) Any public body may hold a closed session by the affirmative vote of a majority of its voting members if a closed session is clearly necessary for the protection of the public interest or for the prevention of needless injury to the reputation of an individual and if such individual has not requested a public meeting. The subject matter and the reason necessitating the closed session shall be identified in the motion to close. Closed sessions may be held for, but shall not be limited to, such reasons as:

(a) Strategy sessions with respect to collective bargaining, real estate purchases, pending litigation, or litigation which is imminent as evidenced by communication of a claim or threat of litigation to or by the public body;

(b) Discussion regarding deployment of security personnel or devices;

(c) Investigative proceedings regarding allegations of criminal misconduct;

(d) Evaluation of the job performance of a person when necessary to prevent needless injury to the reputation of a person and if such person has not requested a public meeting;

(e) For the Community Trust created under section 81-1801.02, discussion regarding the amounts to be paid to individuals who have suffered from a tragedy of violence or natural disaster; or

(f) For public hospitals, governing board peer review activities, professional review activities, review and discussion of medical staff investigations or disciplinary actions, and any strategy session concerning transactional negotiations with any referral source that is required by federal law to be conducted at arms length.

Nothing in this section shall permit a closed meeting for discussion of the appointment or election of a new member to any public body.

(2) The vote to hold a closed session shall be taken in open session. The entire motion, the vote of each member on the question of holding a closed session, and the time when the closed session commenced and concluded shall be recorded in the minutes. If the motion to close passes, then the presiding officer immediately prior to the closed session shall restate on the record the limitation of the subject matter of the closed session. The public body holding such a closed session shall restrict its consideration of matters during the closed portions to only those purposes set forth in the motion to close as the reason for the closed session. The meeting shall be reconvened in open session before any formal action may be taken. For purposes of this section, formal action shall mean a collective decision or a collective commitment or promise to make a decision on any question, motion, proposal, resolution, order, or ordinance or formation of a position or policy but shall not include negotiating guidance given by members of the public body to legal counsel or other negotiators in closed sessions authorized under subdivision (1)(a) of this section.

(3) Any member of any public body shall have the right to challenge the continuation of a closed session if the member determines that the session has exceeded the reason stated in the original motion to hold a closed session or if the member contends that the closed session is neither clearly necessary for (a) the protection of the public interest or (b) the prevention of needless injury to the reputation of an individual. Such challenge shall be overruled only by a majority vote of the members of the public body. Such challenge and its disposition shall be recorded in the minutes.

(4) Nothing in this section shall be construed to require that any meeting be closed to the public. No person or public body shall fail to invite a portion of its members to a meeting, and no public body shall designate itself a subcommittee of the whole body for the purpose of circumventing the Open Meetings Act. No closed session, informal meeting, chance meeting, social gathering, email, fax, or other electronic communication shall be used for the purpose of circumventing the requirements of the act.

(5) The act does not apply to chance meetings or to attendance at or travel to conventions or workshops of members of a public body at which there is no meeting of the body then intentionally convened, if there is no vote or other action taken regarding any matter over which the public body has supervision, control, jurisdiction, or advisory power.

Source: Laws 1975, LB 325, § 3; Laws 1983, LB 43, § 2; Laws 1985, LB 117, § 1; Laws 1992, LB 1019, § 125; Laws 1994, LB 621, § 1; Laws 1996, LB 900, § 1072; Laws 2004, LB 821, § 37; Laws 2004, LB 1179, § 1; Laws 2006, LB 898, § 1; Laws 2011, LB390, § 29; Laws 2012, LB995, § 17.

Annotations

- There is no absolute discovery privilege for communications that occur during a closed session. State ex rel. Upper Republican NRD v. District Judges, 273 Neb. 148, 728 N.W.2d 275 (2007).
- If a person present at a meeting observes a public meetings law violation in the form of an improper closed session and fails to object, that person waives his or her right to object at a later date. Wasikowski v. Nebraska Quality Jobs Bd., 264 Neb. 403, 648 N.W.2d 756 (2002).
- The public interest mentioned in this section is that shared by citizens in general and by the community at large concerning pecuniary or legal rights and liabilities. Grein v. Board of Education, 216 Neb. 158, 343 N.W.2d 718 (1984).
- Hearing in closed executive session was contrary to this section since there was no showing of necessity or reason under subdivision (1)(a), (b), or (c), but did not result in reversal of board decision. Simonds v. Board of Examiners, 213 Neb. 259, 329 N.W.2d 92 (1983).
- Negotiations for the purchase of land need not be conducted at an open meeting but the deliberations of a city council as to whether an offer to purchase real estate

should be made should take place in an open meeting. Pokorny v. City of Schuyler, 202 Neb. 334, 275 N.W.2d 281 (1979).

- Public meeting law was not violated where the Board of Regents of the University of Nebraska voted to hold a closed session to consider the university president's resignation, and also discussed the appointment of an interim president during such session. Meyer v. Board of Regents, 1 Neb. App. 893, 510 N.W.2d 450 (1993).

84-1411. Meetings of public body; notice; method; contents; when available; right to modify; duties concerning notice; virtual conferencing authorized; requirements; emergency meeting without notice; appearance before public body.

(1)(a) Each public body shall give reasonable advance publicized notice of the time and place of each meeting as provided in this subsection. Such notice shall be transmitted to all members of the public body and to the public.

(b)(i) Except as provided in subdivision (1)(b)(ii) of this section, in the case of a public body described in subdivision (1)(a)(i) of section 84-1409 or such body's advisory committee, such notice shall be published in a newspaper of general circulation within the public body's jurisdiction and, if available, on such newspaper's website.

(ii) In the case of the governing body of a city of the second class or village or such body's advisory committee, such notice shall be published by:

(A) Publication in a newspaper of general circulation within the public body's jurisdiction and, if available, on such newspaper's website; or

(B) Posting written notice in three conspicuous public places in such city or village. Such notice shall be posted in the same three places for each meeting.

(iii) In the case of a public body not described in subdivision (1)(b)(i) or (ii) of this section, such notice shall be given by a method designated by the public body.

(c) In addition to a method of notice required by subdivision (1)(b)(i) or (ii) of this section, such notice may also be provided by any other appropriate method designated by such public body or such advisory committee.

(d) Each public body shall record the methods and dates of such notice in its minutes.

(e) Such notice shall contain an agenda of subjects known at the time of the publicized notice or a statement that the agenda, which shall be kept continually current, shall be readily available for public inspection at the principal office of the public body during normal business hours. Agenda items shall be sufficiently descriptive to give the public reasonable notice of the matters to be considered at the meeting. Except for items of an emergency nature, the agenda shall not be altered later than (i) twenty-four hours before the scheduled commencement of the meeting or

(ii) forty-eight hours before the scheduled commencement of a meeting of a city council or village board scheduled outside the corporate limits of the municipality. The public body shall have the right to modify the agenda to include items of an emergency nature only at such public meeting.

(2)(a) The following entities may hold a meeting by means of virtual conferencing if the requirements of subdivision (2)(b) of this section are met:

(i) A state agency, state board, state commission, state council, or state committee, or an advisory committee of any such state entity;

(ii) An organization, including the governing body, created under the Interlocal Cooperation Act, the Joint Public Agency Act, or the Municipal Cooperative Financing Act;

(iii) The governing body of a public power district having a chartered territory of more than one county in this state;

(iv) The governing body of a public power and irrigation district having a chartered territory of more than one county in this state;

(v) An educational service unit;

(vi) The Educational Service Unit Coordinating Council;

(vii) An organization, including the governing body, of a risk management pool or its advisory committees organized in accordance with the Intergovernmental Risk Management Act;

(viii) A community college board of governors;

(ix) The Nebraska Brand Committee;

(x) A local public health department;

(xi) A metropolitan utilities district;

(xii) A regional metropolitan transit authority; and

(xiii) A natural resources district.

(b) The requirements for holding a meeting by means of virtual conferencing are as follows:

(i) Reasonable advance publicized notice is given as provided in subsection (1) of this section, including providing access to a dial-in number or link to the virtual conference;

(ii) In addition to the public's right to participate by virtual conferencing, reasonable arrangements are made to accommodate the public's right to attend at a physical site and participate as provided in section 84-1412, including reasonable seating, in at least one designated site in a building open to the public and identified in the notice, with: At least one member of the entity holding such meeting, or his or her designee, present at each site; a

recording of the hearing by audio or visual recording devices; and a reasonable opportunity for input, such as public comment or questions, is provided to at least the same extent as would be provided if virtual conferencing was not used;

(iii) At least one copy of all documents being considered at the meeting is available at any physical site open to the public where individuals may attend the virtual conference. The public body shall also provide links to an electronic copy of the agenda, all documents being considered at the meeting, and the current version of the Open Meetings Act; and

(iv) Except as otherwise provided in this subdivision or subsection (4) of section 79-2204, no more than one-half of the meetings of the state entities, advisory committees, boards, councils, organizations, or governing bodies are held by virtual conferencing in a calendar year. In the case of an organization created under the Interlocal Cooperation Act that sells electricity or natural gas at wholesale on a multistate basis or an organization created under the Municipal Cooperative Financing Act, the organization may hold more than one-half of its meetings by virtual conferencing if such organization holds at least one meeting each calendar year that is not by virtual conferencing. The governing body of a risk management pool that meets at least quarterly and the advisory committees of the governing body may each hold more than one-half of its meetings by virtual conferencing if the governing body's quarterly meetings are not held by virtual conferencing.

(3) Virtual conferencing, emails, faxes, or other electronic communication shall not be used to circumvent any of the public government purposes established in the Open Meetings Act.

(4) The secretary or other designee of each public body shall maintain a list of the news media requesting notification of meetings and shall make reasonable efforts to provide advance notification to them of the time and place of each meeting and the subjects to be discussed at that meeting.

(5) When it is necessary to hold an emergency meeting without reasonable advance public notice, the nature of the emergency shall be stated in the minutes and any formal action taken in such meeting shall pertain only to the emergency. Such emergency meetings may be held by virtual conferencing. The provisions of subsection (4) of this section shall be complied with in conducting emergency meetings. Complete minutes of such emergency meetings specifying the nature of the emergency and any formal action taken at the meeting shall be made available to the public by no later than the end of the next regular business day.

(6) A public body may allow a member of the public or any other witness to appear before the public body by means of virtual conferencing.

(7)(a) Notwithstanding subsections (2) and (5) of this section, if an emergency is declared by the Governor pursuant to the Emergency Management Act as defined in section 81-829.39, a public body the territorial jurisdiction of which is included in the emergency declaration, in whole or in part, may hold a meeting by virtual conferencing during such emergency if the

public body gives reasonable advance publicized notice as described in subsection (1) of this section. The notice shall include information regarding access for the public and news media. In addition to any formal action taken pertaining to the emergency, the public body may hold such meeting for the purpose of briefing, discussion of public business, formation of tentative policy, or the taking of any action by the public body.

(b) The public body shall provide access by providing a dial-in number or a link to the virtual conference. The public body shall also provide links to an electronic copy of the agenda, all documents being considered at the meeting, and the current version of the Open Meetings Act. Reasonable arrangements shall be made to accommodate the public's right to hear and speak at the meeting and record the meeting. Subsection (4) of this section shall be complied with in conducting such meetings.

(c) The nature of the emergency shall be stated in the minutes. Complete minutes of such meeting specifying the nature of the emergency and any formal action taken at the meeting shall be made available for inspection as provided in subsection (5) of section 84-1413.

(8) In addition to any other statutory authorization for virtual conferencing, any public body not listed in subdivision (2)(a) of this section may hold a meeting by virtual conferencing if:

(a) The purpose of the virtual meeting is to discuss items that are scheduled to be discussed or acted upon at a subsequent non-virtual open meeting of the public body;

(b) No action is taken by the public body at the virtual meeting; and

(c) The public body complies with subdivisions (2)(b)(i) and (2)(b)(ii) of this section.

Source: Laws 1975, LB 325, § 4; Laws 1983, LB 43, § 3; Laws 1987, LB 663, § 25; Laws 1993, LB 635, § 2; Laws 1996, LB 469, § 6; Laws 1996, LB 1161, § 1; Laws 1999, LB 47, § 2; Laws 1999, LB 87, § 100; Laws 1999, LB 461, § 1; Laws 2000, LB 968, § 85; Laws 2004, LB 821, § 38; Laws 2004, LB 1179, § 2; Laws 2006, LB 898, § 2; Laws 2007, LB199, § 9; Laws 2009, LB361, § 2; Laws 2012, LB735, § 1; Laws 2013, LB510, § 1; Laws 2017, LB318, § 1; Laws 2019, LB212, § 5; Laws 2020, LB148, § 3; Laws 2021, LB83, § 12; Laws 2022, LB742, § 1; Laws 2022, LB908, § 1; Laws 2022, LB922, § 13.
Note: The Revisor of Statutes has pursuant to section 49-769 correlated LB742, section 1, with LB908, section 1, and LB922, section 13, to reflect all amendments.
Note: Changes made by LB742 and LB908 became effective July 21, 2022. Changes made by LB922 became operative July 21, 2022.

Cross References

- **Intergovernmental Risk Management Act,** see section 44-4301.
- **Interlocal Cooperation Act,** see section 13-801.
- **Joint Public Agency Act,** see section 13-2501.

- **Municipal Cooperative Financing Act,** see section 18-2401.

Annotations

- Under subsection (1) of this section, the Legislature has imposed only two conditions on the public body's notification method of a public meeting: (1) It must give reasonable advance publicized notice of the time and place of each meeting and (2) it must be recorded in the public body's minutes. City of Elkhorn v. City of Omaha, 272 Neb. 867, 725 N.W.2d 792 (2007).
- An emergency is "(a)ny event or occasional combination of circumstances which calls for immediate action or remedy; pressing necessity; exigency; a sudden or unexpected happening; an unforeseen occurrence or condition." Steenblock v. Elkhorn Township Bd., 245 Neb. 722, 515 N.W.2d 128 (1994).
- An agenda which gives reasonable notice of the matters to be considered at a meeting of a city council complies with the requirements of this section. Pokorny v. City of Schuyler, 202 Neb. 334, 275 N.W.2d 281 (1979).
- When notice is required, a notice of a special meeting of a city council posted in three public places at 10:00 p.m. on the day preceding the meeting is not reasonable advance publicized notice of a meeting as is required by this section. Pokorny v. City of Schuyler, 202 Neb. 334, 275 N.W.2d 281 (1979).
- Teacher waived right to object to lack of public notice in board of education employment hearing by voluntary participation in the hearing without objection. Alexander v. School Dist. No. 17, 197 Neb. 251, 248 N.W.2d 335 (1976).
- A county board of commissioners and a county board of equalization are not required to give separate notices when the notice states only the time and place that the boards meet and directs a citizen to where the agendas for each board can be found. Wolf v. Grubbs, 17 Neb. App. 292, 759 N.W.2d 499 (2009).
- A county board of equalization is a public body which is required to give advanced publicized notice of its meetings. Wolf v. Grubbs, 17 Neb. App. 292, 759 N.W.2d 499 (2009).
- Notice of recessed and reconvened meetings must be given in the same fashion as the original meeting. Wolf v. Grubbs, 17 Neb. App. 292, 759 N.W.2d 499 (2009).
- True notice of a meeting is not given by burying such in the minutes of a prior board proceeding. Wolf v. Grubbs, 17 Neb. App. 292, 759 N.W.2d 499 (2009).
- An agenda notice which merely stated "work order reports" was an inadequate notice under this section because it did not give interested persons knowledge that plans for a 345 kv transmission line through the district was going to be discussed and voted upon at the meeting. Inadequate agenda notice under this section meant there was a substantial violation of the public meeting laws; however, later actions by the board of directors cured the defects in notice, and such actions were in substantial compliance with the statute. Hansmeyer v. Nebraska Pub. Power Dist., 6 Neb. App. 889, 578 N.W.2d 476 (1998).

84-1412. Meetings of public body; rights of public; public body; powers and duties.

(1) Subject to the Open Meetings Act, the public has the right to attend and the right to speak at meetings of public bodies, and all or any part of a meeting of a public body, except for closed sessions called pursuant to section 84-1410, may be videotaped, televised, photographed, broadcast, or recorded by any person in attendance by means of a tape recorder, a camera, video equipment, or any other means of pictorial or sonic reproduction or in writing.

(2) It shall not be a violation of subsection (1) of this section for any public body to make and enforce reasonable rules and regulations regarding the conduct of persons attending, speaking at, videotaping, televising, photographing, broadcasting, or recording its meetings, including meetings held by virtual conferencing. A body may not be required to allow citizens to speak at each meeting, but it may not forbid public participation at all meetings.

(3) No public body shall require members of the public to identify themselves as a condition for admission to the meeting nor shall such body require that the name of any member of the public be placed on the agenda prior to such meeting in order to speak about items on the agenda. The body shall require any member of the public desiring to address the body to identify himself or herself, including an address and the name of any organization represented by such person unless the address requirement is waived to protect the security of the individual.

(4) No public body shall, for the purpose of circumventing the Open Meetings Act, hold a meeting in a place known by the body to be too small to accommodate the anticipated audience.

(5) No public body shall be deemed in violation of this section if it holds its meeting in its traditional meeting place which is located in this state.

(6) No public body shall be deemed in violation of this section if it holds a meeting outside of this state if, but only if:

(a) A member entity of the public body is located outside of this state and the meeting is in that member's jurisdiction;

(b) All out-of-state locations identified in the notice are located within public buildings used by members of the entity or at a place which will accommodate the anticipated audience;

(c) Reasonable arrangements are made to accommodate the public's right to attend, hear, and speak at the meeting, including making virtual conferencing available at an instate location to members, the public, or the press, if requested twenty-four hours in advance;

(d) No more than twenty-five percent of the public body's meetings in a calendar year are held out-of-state;

(e) Out-of-state meetings are not used to circumvent any of the public government purposes established in the Open Meetings Act; and

(f) The public body publishes notice of the out-of-state meeting at least twenty-one days before the date of the meeting in a legal newspaper of statewide circulation.

(7) Each public body shall, upon request, make a reasonable effort to accommodate the public's right to hear the discussion and testimony presented at a meeting.

(8) Public bodies shall make available at the meeting or the instate location for virtual conferencing as required by subdivision (6)(c) of this section, for examination and copying by members of the public, at least one copy of all reproducible written material to be discussed at an open meeting, either in paper or electronic form. Public bodies shall make available at least one current copy of the Open Meetings Act posted in the meeting room at a location accessible to members of the public. At the beginning of the meeting, the public shall be informed about the location of the posted information.

Source: Laws 1975, LB 325, § 5; Laws 1983, LB 43, § 4; Laws 1985, LB 117, § 2; Laws 1987, LB 324, § 5; Laws 1996, LB 900, § 1073; Laws 2001, LB 250, § 2; Laws 2004, LB 821, § 39; Laws 2006, LB 898, § 3; Laws 2008, LB962, § 1; Laws 2021, LB83, § 13.

Annotations

- To preserve an objection that a public body failed to make documents available at a public meeting as required by subsection (8) of this section, a person who attends a public meeting must not only object to the violation, but must make that objection to the public body or to a member of the public body. Stoetzel & Sons v. City of Hastings, 265 Neb. 637, 658 N.W.2d 636 (2003).

84-1413. Meetings; minutes; roll call vote; secret ballot; when; agenda and minutes; required on website; when.

(1) Each public body shall keep minutes of all meetings showing the time, place, members present and absent, and the substance of all matters discussed.

(2) Any action taken on any question or motion duly moved and seconded shall be by roll call vote of the public body in open session, and the record shall state how each member voted or if the member was absent or not voting. The requirements of a roll call or viva voce vote shall be satisfied by a public body which utilizes an electronic voting device which allows the yeas and nays of each member of such public body to be readily seen by the public.

(3) The vote to elect leadership within a public body may be taken by secret ballot, but the total number of votes for each candidate shall be recorded in the minutes.

(4) The minutes of all meetings and evidence and documentation received or disclosed in open session shall be public records and open to public inspection during normal business hours.

(5) Minutes shall be written or kept as an electronic record and shall be available for inspection within ten working days or prior to the next convened meeting, whichever occurs

earlier, except that cities of the second class and villages may have an additional ten working days if the employee responsible for writing or keeping the minutes is absent due to a serious illness or emergency.

(6) Beginning July 31, 2022, the governing body of a natural resources district, the city council of a city of the metropolitan class, the city council of a city of the primary class, the city council of a city of the first class, the county board of a county with a population greater than twenty-five thousand inhabitants, and the school board of a school district shall make available on such entity's public website the agenda and minutes of any meeting of the governing body. The agenda shall be placed on the website at least twenty-four hours before the meeting of the governing body. Minutes shall be placed on the website at such time as the minutes are available for inspection as provided in subsection (5) of this section. This information shall be available on the public website for at least six months.

Source: Laws 1975, LB 325, § 6; Laws 1978, LB 609, § 3; Laws 1979, LB 86, § 9; Laws 1987, LB 663, § 26; Laws 2005, LB 501, § 1; Laws 2009, LB361, § 3; Laws 2015, LB365, § 2; Laws 2016, LB876, § 1; Laws 2021, LB83, § 14; Laws 2022, LB742, § 2.
Effective Date: July 21, 2022
Annotations

- If a person present at a meeting observes and fails to object to an alleged public meetings laws violation in the form of a failure to conduct rollcall votes before taking actions on questions or motions pending, that person waives his or her right to object at a later date. Hauser v. Nebraska Police Stds. Adv. Council, 264 Neb. 944, 653 N.W.2d 240 (2002).
- Subsection (2) of this section does not require the record to state that the vote was by roll call, but requires only that the record show if and how each member voted. Neither does the statute set a time limit for recording the results of a vote, after which no corrections of the record can be made. If no intervening rights of third persons have arisen, a board of county commissioners has power to correct the record of the proceedings had at a previous meeting so as to make them speak the truth, particularly where the correction supplies some omitted fact or action and is done not to contradict or change the original record but to have the record show that a certain action was taken or thing done, which the original record fails to show. State ex rel. Schuler v. Dunbar, 214 Neb. 85, 333 N.W.2d 652 (1983).
- Failure by a public governing body, as defined under section 84-1409, R.R.S.1943, to take and record a roll call vote on an action, as required by section 84-1413(2), R.S.Supp.,1980, grants any citizen the right to sue for the purpose of having the action declared void. In this case such failure could not be later corrected by a nunc pro tunc order because there was no showing that a roll call vote on the disputed action was actually taken, and even if it was the record showed it was not recorded until over a year later. Sections 23-1301, R.R.S.1943,

and 23-1302, R.R.S.1943, make it the duty of the county clerk to record proceedings of the board of county commissioners. State ex rel. Schuler v. Dunbar, 208 Neb. 69, 302 N.W.2d 674 (1981).

- There is no requirement that a public body make a record of where notice was published or posted. Wolf v. Grubbs, 17 Neb. App. 292, 759 N.W.2d 499 (2009).

84-1414. Unlawful action by public body; declared void or voidable by district court; when; duty to enforce open meeting laws; citizen's suit; procedure; violations; penalties.

(1) Any motion, resolution, rule, regulation, ordinance, or formal action of a public body made or taken in violation of the Open Meetings Act shall be declared void by the district court if the suit is commenced within one hundred twenty days of the meeting of the public body at which the alleged violation occurred. Any motion, resolution, rule, regulation, ordinance, or formal action of a public body made or taken in substantial violation of the Open Meetings Act shall be voidable by the district court if the suit is commenced more than one hundred twenty days after but within one year of the meeting of the public body in which the alleged violation occurred. A suit to void any final action shall be commenced within one year of the action.

(2) The Attorney General and the county attorney of the county in which the public body ordinarily meets shall enforce the Open Meetings Act.

(3) Any citizen of this state may commence a suit in the district court of the county in which the public body ordinarily meets or in which the plaintiff resides for the purpose of requiring compliance with or preventing violations of the Open Meetings Act, for the purpose of declaring an action of a public body void, or for the purpose of determining the applicability of the act to discussions or decisions of the public body. It shall not be a defense that the citizen attended the meeting and failed to object at such time. The court may order payment of reasonable attorney's fees and court costs to a successful plaintiff in a suit brought under this section.

(4) Any member of a public body who knowingly violates or conspires to violate or who attends or remains at a meeting knowing that the public body is in violation of any provision of the Open Meetings Act shall be guilty of a Class IV misdemeanor for a first offense and a Class III misdemeanor for a second or subsequent offense.

Source: Laws 1975, LB 325, § 9; Laws 1977, LB 39, § 318; Laws 1983, LB 43, § 5; Laws 1992, LB 1019, § 126; Laws 1994, LB 621, § 2; Laws 1996, LB 900, § 1074; Laws 2004, LB 821, § 40; Laws 2006, LB 898, § 4.

Annotations

- The Legislature has granted standing to a broad scope of its citizens for the very limited purpose of challenging meetings allegedly in violation of the Open Meetings Act, so that they may help police the public policy embodied by the act. Schauer v. Grooms, 280 Neb. 426, 786 N.W.2d 909 (2010).

- Any citizen of the state may commence an action to declare a public body's action void. City of Elkhorn v. City of Omaha, 272 Neb. 867, 725 N.W.2d 792 (2007).
- The reading of ordinances constitutes a formal action under subsection (1) of this section. City of Elkhorn v. City of Omaha, 272 Neb. 867, 725 N.W.2d 792 (2007).
- If a person present at a meeting observes a public meetings law violation in the form of an improper closed session and fails to object, that person waives his or her right to object at a later date. Wasikowski v. Nebraska Quality Jobs Bd., 264 Neb. 403, 648 N.W.2d 756 (2002).
- Under the Public Meetings Act, a county lacks capacity to maintain an action to declare its official conduct "void" for noncompliance with the act. County of York v. Johnson, 230 Neb. 403, 432 N.W.2d 215 (1988).
- When a petitioner under this section is successful in the district court, that court may allow attorney fees. Tracy Corp. II v. Nebraska Pub. Serv. Comm., 218 Neb. 900, 360 N.W.2d 485 (1984).
- Informal discussions between the Tax Commissioner and the State Board of Equalization in which instructions were clarified, with such clarification leading to the amendment of hearing notices, did not constitute a public meeting subject to the provisions of this section. Box Butte County v. State Board of Equalization and Assessment, 206 Neb. 696, 295 N.W.2d 670 (1980).
- The right to collaterally attack an order made in contravention of the Public Meeting Act must occur within a period of one year as is specifically provided by this section. Witt v. School District No. 70, 202 Neb. 63, 273 N.W.2d 669 (1979).
- Statutory change, requiring "publicized notice" for board of education employment hearings, occurring between dates meeting scheduled and conducted, held not to void proceedings. Alexander v. School Dist. No. 17, 197 Neb. 251, 248 N.W.2d 335 (1976).
- Voiding an entire meeting is a proper remedy for violations of the Open Meetings Act. Once a meeting has been declared void pursuant to Nebraska's public meetings law, board members are prohibited from considering any information obtained at the illegal meeting. Wolf v. Grubbs, 17 Neb. App. 292, 759 N.W.2d 499 (2009).
- Actions by the board of directors were merely voidable under this section, and not void. Pursuant to subsection (3) of this section, the plaintiffs were awarded partial attorney fees because they were successful in having the court declare that the board of directors was in substantial violation of the statute, even though the plaintiffs did not get the relief requested of having the board's actions declared void. Hansmeyer v. Nebraska Pub. Power Dist., 6 Neb. App. 889, 578 N.W.2d 476 (1998).

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Source: http://nebraskalegislature.gov/laws/display_html.php?begin_section=84-1407&end_section=84-1414

Date: July 2022

Schuyler Community Schools
Board of Education Regular Meeting
Monday, October 9, 2023 6:30 PM
Schuyler Community Schools Board Room
120 W. 20th Street
Schuyler, NE 68661-2400

I. Call Meeting to Order

I.A. Pledge of Allegiance

I.B. Declaration of Open Meeting

II. Approval of Consent Agenda

II.A. Agenda

II.B. Minutes

II.C. Acceptance of Claims

II.C.1. Bills of $5,000 or more

II.D. Financial

III. Public Forum - We ask that all presentation be limited in their length.

III.A. Recognition of visitors and guests

III.A.1. Bank of the Valley will present on their partnership with Schuyler Public Schools.

III.B. Other topics (limited to 5 minutes - subject to guidelines of the Board Participation Policy)

III.C. Student Representative's Report - Bella Jedlicka

IV. Action Item

IV.A. Americanism: Curriculum, Assessment, and Instructional Programs

IV.A.1. Consider, discuss, and take action to approve the request to attend the National FFA Convention

IV.B. Budget, finance, negotiations, and personnel

IV.B.1. Accept staff resignation

V. Discussion Items and Reports

V.A. Marcia Herring will present the strategic planning process that NASB can provide.

V.B. Dr. Renee Sayer will present information on the power of counseling and Licensed Mental Health Practitioners in schools.

V.C. Principals Reports

V.C.1. Principals will present on student numbers at their respective buildings.

V.D. Superintendent's Report
Negotiations will be coming up

VI. Adjournment

Prepared by: Shelley Friesz, Secretary to the Board

Schuyler Community Schools
Board of Education Budget Meeting and Regular Meeting
Monday, September 11, 2023 6:30 PM
Schuyler Community Schools Board Room
120 W. 20th Street
Schuyler, NE 68661-2400

Posting Locations:

- Schuyler Sun
- District Office Building Front Door
- Schuyler Post Office
- Colfax County Courthouse

Posted Date: 9/7/2023
Attendance Taken at 6:31 PM.

Richard Brabec:	Present
Amanda Jedlicka:	Present
Chuck Misek:	Present
Dr Renee Sayer:	Present
Virginia Semerad:	Present
Brian Vavricek:	Present

Present: 6.

I. 2023-2024 Budget Hearing
Action Item
Rich Brabec
I. Call Hearing to Order
II. The purpose of the Hearing is to review, discuss, consider, and receive input, and or support, opposition, criticism, suggestions or observations of taxpayers relating to the 2023-2024 proposed budget.
III. Adjourn Budget Hearing

II. 2023-2024 Levy Setting Hearing
Action Item
I. Call Hearing to Order
II. The purpose of the Hearing is to review, discuss, consider, receive input, and hear support, opposition, criticism, suggestions or observations of taxpayers relating to the 2023-2024 proposed tax levy.
III. Adjourn Levy Setting Hearing

III. Call Meeting to Order
Procedural Item

STRIVE - COMMIT - SUCCEED - District Mission Statement

Schuyler Community Schools in partnership with parents, students, and the community is committed to educate students to become skilled, knowledgeable and responsible citizens in a global society - District Vision Statement

Notice of this meeting was given in advance according to State Law 84-1411, by giving notice of the meeting to the public. Notice of this meeting was also given in advance to all members of the Board of Education

III.A. Pledge of Allegiance
Procedural Item

III.B. Declaration of Open Meeting
Procedural Item

This meeting has been preceded by advance notice and is hereby declared to be in open session. A copy of the Open Meetings Act is posted in the front of the meeting room.

Nebraska Open Meetings Act: http://nitc.nebraska.gov/documents/statutes/NebraskaOpenMeetingsAct_current.pdf

IV. Approval of Consent Agenda
Consent Agenda
Discuss, Consider and Take Action on the consent agenda

Motion to approve the consent agenda Passed with a motion by Brian Vavricek and a second by Dr Renee Sayer.
Richard Brabec: Yea, Amanda Jedlicka: Yea, Chuck Misek: Yea, Dr Renee Sayer: Yea, Virginia Semerad: Yea, Brian Vavricek: Yea
Yea: 6, Nay: 0

IV.A. Agenda
Consent Item

IV.B. Minutes
Consent Item

IV.C. Acceptance of Claims
Consent Item

IV.C.1. Bills of $5,000 or more
Consent Item

IV.D. Financial
Consent Item

IV.E. Other Listed Reports
Consent Item

V. Public Forum - We ask that all presentation be limited in their length.
Information Item

V.A. Recognition of visitors and guests
Information Item
Rich Brabec

V.B. Other topics (limited to 5 minutes - subject to guidelines of the Board Participation Policy)
Information Item

VI. Action Items
Procedural Item

VI.A. Americanism: Curriculum, Assessment, and Instructional Programs
Action Item

VI.A.1. Dr. Gibbons will present our curriculum adoption process and explain changes being made to the system as a whole.
Action Item
Dr. Dave Gibbons

VI.B. Budget, finance, negotiations, and personnel
Procedural Item
Rich Brabec, Chuck Misek, and Amanda Jedlicka
This committee is responsible for budget, finance, and contract negotiations with administration, certificated staff, and support staff.

VI.B.1. Recognize the Schuyler Community Schools Education Association as the exclusive bargaining group.
Action Item

Make a motion to recognize the Schuyler Community Schools Education Association as the exclusive bargaining group. Passed with a motion by Brian Vavricek and a second by Virginia Semerad.
Richard Brabec: Yea, Amanda Jedlicka: Yea, Chuck Misek: Yea, Dr Renee Sayer: Yea, Virginia Semerad: Yea, Brian Vavricek: Yea
Yea: 6, Nay: 0

VI.B.2. Approve the support staff pay schedule with CNA step 6 and LPN step 21.
Action Item
Dr. Schroder

Make a motion to approve the support staff pay schedule with CNA step 6 and LPN step 21. Passed with a motion by Dr Renee Sayer and a second by Amanda Jedlicka.
Brian Vavricek: Abstain (With Conflict), Chuck Misek: Nay, Richard Brabec: Yea, Amanda Jedlicka: Yea, Dr Renee Sayer: Yea, Virginia Semerad: Yea
Yea: 4, Nay: 1, Abstain (With Conflict): 1

VI.B.3. Approve the hire of Kellie Pleskac for LPN.
Action Item
Dr. Schroder

Make a motion to approve the hire of Kellie Pleskac for LPN. Passed with a motion by Dr Renee Sayer and a second by Amanda Jedlicka.
Brian Vavricek: Abstain (With Conflict), Richard Brabec: Yea, Amanda Jedlicka: Yea, Chuck Misek: Yea, Dr Renee Sayer: Yea, Virginia Semerad: Yea
Yea: 5, Nay: 0, Abstain (With Conflict): 1

VI.B.4. Consider, discuss, and take action to approve the 2023-2024 budget as advertised.
Action Item

Make a motion to approve the 2023-2024 budget as advertised. Passed with a motion by Brian Vavricek and a second by Dr Renee Sayer.
Richard Brabec: Yea, Amanda Jedlicka: Yea, Chuck Misek: Yea, Dr Renee Sayer: Yea, Virginia Semerad: Yea, Brian Vavricek: Yea
Yea: 6, Nay: 0

VI.B.5. Consider, discuss, and take action to approve the 2023-2024 Levy resolution as advertised.
Action Item

Make a motion to approve the 2023-2024 Levy resolution as advertised. Passed with a motion by Virginia Semerad and a second by Brian Vavricek.
Richard Brabec: Yea, Amanda Jedlicka: Yea, Chuck Misek: Yea, Dr Renee Sayer: Yea, Virginia Semerad: Yea, Brian Vavricek: Yea
Yea: 6, Nay: 0

VII. Discussion Items and Reports
Procedural Item

VII.A. Principals Reports

Principals will report on the start of the school year.
Information Item
Building Principals

VII.B. Directors Reports

Special Education will report on numbers this year.
Information Item
Directors

VII.C. Superintendent's Report
Information Item
Dan Hoesing

VII.C.1. Dr. Schroder will update the board on student enrollment.
Action Item
Dr. Schroder

VII.D. Board Member/Committee Reports
Information Item
Board Members

VII.D.1. The following committees met this month.

Budget/Finance/Negotiations on September 6 @ 5:00
Building/Grounds/Transportaton on September 6 @ 6:00
Action Item

VIII. Correspondence Items
Information Item
1. **Foundation Meeting:** Brian Vavricek and Amanda Jedlicka

VIII.A. 1. **Foundation Meeting:** Brian Vavricek and Amanda Jedlicka
Action Item

IX. Adjournment
Action Item

To view this meeting go to:
https://zoom.us/rec/share/jJFhCGnCInC6r2OZrnxUV6VWZXykeJ1Ec5ey1guz5Kc18TjFW6wVSIQcrPY-BvcH.8lym-LpitA2vqwV5
Motion to adjourn at 7: 36 pm Passed with a motion by Chuck Misek and a second by Brian Vavricek.
Richard Brabec: Yea, Amanda Jedlicka: Yea, Chuck Misek: Yea, Dr Renee Sayer: Yea, Virginia Semerad: Yea, Brian Vavricek: Yea
Yea: 6, Nay: 0

SCHUYLER COMMUNITY SCHOOLS
MONTHLY DISBURSEMENT REPORT
For the month of OCTOBER 2023

Check #	Date	Vendor	Description	Amount
46584	10/9/2023	AED Brands	AED supplies	$744.29
46585	10/9/2023	All Makes Office Equipment Co	Chairs	$1,134.00
46586	10/9/2023	Amazon Capital Services	Supplies, books	$5,528.49
46587	10/9/2023	Americom Communications	Phone system	$5,004.89
46588	10/9/2023	A.P.L. Associates	Aug wkshp expenses	$1,290.97
46589	10/9/2023	Apple Computer, Inc.	Music supplies	$1,277.00
46590	10/9/2023	ASCAP	Licenses	$466.22
46591	10/9/2023	Blick Art Materials	Supplies	$159.40
46592	10/9/2023	BOMGAARS	Supplies	$422.27
46593	10/9/2023	Butler County Clinic, PC	DOT physical	$185.00
46594	10/9/2023	Cada Electric, LLC	Services	$115.00
46595	10/9/2023	Callaway Rolloffs LLC	Rolloffs	$539.50
46596	10/9/2023	Casey's Business MasterCard	Fuel	$278.18
46597	10/9/2023	CenturyLink	Phone	$36.18
46598	10/9/2023	CenturyLink	Phone	$252.75
46599	10/9/2023	Central Nebraska Rehab Services	OT/PT Services	$12,039.45
46600	10/9/2023	City Of Schuyler	Yard waste key	$25.00
46601	10/9/2023	Cornhusker Public Power District	Electricity	$1,254.90
46602	10/9/2023	Crowne Plaza Kearney	Hotel room	$259.90
46603	10/9/2023	Dell Marketing L.P.	3 Inspirions	$2,764.86
46604	10/9/2023	Department Of Utilities	Utilities	$50,409.47
46605	10/9/2023	Dietze Music House, Inc.	Instruments, supplies	$3,568.21
46606	10/9/2023	Eakes Office Products Center	Leases/copies	$4,820.58
46607	10/9/2023	Elkhorn Valley School	JH Vocal Clinic	$230.00
46608	10/9/2023	Educational Service Unit #2	e-library renewal	$684.75
46609	10/9/2023	Educational Service Unit #7	Mandt training	$300.00
46610	10/9/2023	Educational Service Unit 7	Supplies	$141.92
46611	10/9/2023	ESU #7 Special Education	SPED services	$34,014.09
46612	10/9/2023	Flinn Scientific	Supplies	$702.00
46613	10/9/2023	FP Mailing Solutions	Postage meter fees	$141.00
46614	10/9/2023	Gimkit	License	$1,000.00
46615	10/9/2023	The Prophet Corp	Supply	$44.40
46616	10/9/2023	Great Plains Nursery	Supplies	$873.00
46617	10/9/2023	Hometown Leasing	Copier leases	$9,653.57
46618	10/9/2023	J & B Auto Parts	Supplies	$136.82
46619	10/9/2023	Jackson Services Inc	Linens	$1,276.35
46620	10/9/2023	KSB School Law PC LLO	Legal services	$1,072.50
46621	10/9/2023	Lee Valley Tools Ltd	Supplies	$118.00
46622	10/9/2023	The Lincoln Electric Company	Supplies	$5,306.38
46623	10/9/2023	Lincoln Journal Star	Notices, bd meeting,ads	$87.51
46624	10/9/2023	Matheson Trigas	Supplies	$94.45
46625	10/9/2023	Medicine Man Pharmacy-Schuyler	Supplies	$6.99
46626	10/9/2023	Melvin Brokaw, Jr.	Repair parts	$1,136.00
46627	10/9/2023	Mueller Sprinklers	Services	$1,165.16
46628	10/9/2023	Nebr Assoc Of School Boards	Board convention	$3,066.00
46629	10/9/2023	NASPA	Membership	$40.00
46630	10/9/2023	Nationwide	Surety Bond	$100.00

46631	10/9/2023	Nebraska Council of School Administrators	Conference	$150.00
46632	10/9/2023	Nebraska.Gov	Drivers Annual Fee	$250.00
46633	10/9/2023	Nebraska UC Fund	Unemployment tax	$399.55
46634	10/9/2023	Nebraska Rural Community Schools Association	2324 Board Dues	$850.00
46635	10/9/2023	One Source The Background Check Company	Background checks	$125.50
46636	10/9/2023	OptiSigns, Inc.	Annual renewal	$1,012.50
46637	10/9/2023	OPTK Networks	Ethernet	$171.12
46638	10/9/2023	Parco Scientific Company	Supplies	$436.00
46639	10/9/2023	Parkview One Stop LLC	Fuel	$1,154.00
46640	10/9/2023	Performance Foodservice - Omaha	PreK snacks	$934.56
46641	10/9/2023	Perry, Guthery, Hasse & Gessford, P.C., L.L.O	Legal services	$640.00
46642	10/9/2023	PHILLIPS 66 CO./SYNCB	Fuel	$1,133.03
46643	10/9/2023	Prairie STEM	Tech Fair	$2,300.00
46644	10/9/2023	Presto-X	Pest control	$422.62
46645	10/9/2023	Pro-Ed, Inc.	SPED supplies	$1,406.90
46646	10/9/2023	Prochaska Tire LLC	Repairs	$15.00
46647	10/9/2023	QC Supply, LLC	Supplies	$262.79
46648	10/9/2023	Reardon Lawn & Garden	Mower repairs	$848.80
46649	10/9/2023	Reinecke Motor Co.	Repairs/maintenance	$1,138.65
46650	10/9/2023	Richard R. DeBower	Repairs	$623.00
46651	10/9/2023	S&S Worldwide, Inc.	Supplies	$20.12
46652	10/9/2023	Safetalk Trainer Manuel Andres Sandoval	Supplies	$45.00
46653	10/9/2023	Savvas Learning Company, LLC	Textbooks	$17,320.50
46654	10/9/2023	Schuyler Coop Association	Fuel	$243.08
46655	10/9/2023	Schuyler Home & Building Supply	Supplies	$23.66
46656	10/9/2023	Schuyler Sun	Subscription	$104.00
46657	10/9/2023	ScoreVision	23-24 Annual subscription	$5,000.00
46658	10/9/2023	SectorNow, LLC	Annual renewal/updating	$3,774.50
46659	10/9/2023	Snyder Heating & Refrigeration	Repairs	$1,240.00
46660	10/9/2023	Square 9 Softworks	Annual renewal	$1,304.68
46661	10/9/2023	Steve Weiss Music	Supplies	$351.63
46662	10/9/2023	Teacher Innovations, Inc	Annual subscription	$672.00
46663	10/9/2023	Verizon Wireless	Cell phones	$512.20
46664	10/9/2023	VISA	Supplies	$394.15
46665	10/9/2023	Visa	Supplies	$3,243.02
46666	10/9/2023	VISA	Supplies	$173.40
46667	10/9/2023	Vyve Broadbrand	Internet	$677.83
46668	10/9/2023	WageWorks	Admin fees	$215.00
46669	10/9/2023	Waste Connections of NE, Inc.	Sanitation services	$1,623.22
01023-01	10/10/2023	Heather Bebout	Sept mileage	$143.45
01023-02	10/10/2023	Kelly Kort	Sept mileage	$32.42
01023-03	10/10/2023	Luis Lucar	Bus license	$60.00
01023-04	10/10/2023	Mairen Montanez	Sept mileage	$36.03
01023-05	10/10/2023	Nestor Pelayo	Mileage	$168.92
01023-06	10/10/2023	Neleigh Reichert	Sept mileage	$45.85
TOTAL GENERAL FUND DISBURSEMENTS				**$205,666.08**
1496	10/9/2023	OCC Builders, LLC	Final Dual Lang payment	$189,231.00
TOTAL SPECIAL BUILDING FUND DISBURSEMENTS				**$189,231.00**
469	10/9/2023	Computer Hardware, Inc.	Repairs	$35.00
TOTAL STUDENT FEES FUND DISBURSEMENTS				**$35.00**

SCHUYLER COMMUNITY SCHOOLS
MONTHLY DISBURSEMENT REPORT over $5000
For the month of OCTOBER 2023

Check #	Date	Vendor	Description	Amount
46604	10/9/2023	Department Of Utilities	Utilities	$50,409.47
46611	10/9/2023	ESU #7 Special Education	SPED services	$34,014.09
46653	10/9/2023	Savvas Learning Company, LLC	Textbooks	$17,320.50
46599	10/9/2023	Central Nebraska Rehab Services	OT/PT Services	$12,039.45
46617	10/9/2023	Hometown Leasing	Copier leases	$9,653.57
46586	10/9/2023	Amazon Capital Services	Supplies, books	$5,528.49
46622	10/9/2023	The Lincoln Electric Company	Supplies	$5,306.38
46587	10/9/2023	Americom Communications	Phone system	$5,004.89
46657	10/9/2023	ScoreVision	23-24 Annual subscription	$5,000.00
TOTAL GENERAL FUND DISBURSEMENTS				**$144,276.84**
1496	10/9/2023	OCC Builders, LLC	Final Dual Lang payment	$189,231.00
TOTAL SPECIAL BUILDING FUND DISBURSEMENTS				**$189,231.00**

Current Cash Balance

Sorted by Site ID, Group ID, Activity ID.
From 09/01/2023 to 09/30/2023.

Site ID Site Name
Group ID Group Name

Activity ID	Activity Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
SCHUYL	Schuyler Community Schools					
A	ACADEMIC					
1100	CONSORTIUM PAYROLL	232.84	0.00	0.00	0.00	232.84
1500	ARC EQUIP SPEC.ED.	1,894.05	0.00	0.00	0.00	1,894.05
	A Totals:	2,126.89	0.00	0.00	0.00	2,126.89
B	ACTIVITIES					
2100	BASKETBALL B	110.00	0.00	0.00	0.00	110.00
2150	BASKETBALL G	110.00	0.00	0.00	0.00	110.00
2200	CROSS COUNTRY B & G	-710.00	1,510.00	630.00	0.00	170.00
2250	CROSS COUNTRY	62.05	0.00	0.00	0.00	62.05
2300	FOOTBALL	-1,330.00	0.00	2,266.90	0.00	-3,596.90
2350	GOLF B	300.00	0.00	0.00	0.00	300.00
2375	GOLF G	-245.00	0.00	550.00	0.00	-795.00
2400	SOFTBALL	-450.00	0.00	440.00	0.00	-890.00
2450	SOCCER B	555.00	0.00	0.00	0.00	555.00
2500	SOCCER G	400.00	0.00	0.00	0.00	400.00
2600	TRACK	978.50	0.00	0.00	0.00	978.50
2700	VOLLEYBALL	-70.00	0.00	2,345.00	0.00	-2,415.00
2750	WRESTLING	175.00	0.00	0.00	0.00	175.00
2755	WEIGHT ROOM EQUIPMENT	7.50	0.00	0.00	0.00	7.50
2775	GIRLS WRESTLING	175.00	0.00	0.00	0.00	175.00
2800	SMS ATHLETICS	-871.27	4,048.33	1,957.91	104.37	1,323.52
2850	LAUNDRY	0.00	0.00	0.00	0.00	0.00
2900	GENERAL	2,989.44	8,133.93	300.00	295.63	11,119.00
2950	MEDICAL	-2,341.13	0.00	3,113.66	0.00	-5,454.79
2970	BOOSTER CLUB DONATION	1,882.92	0.00	0.00	-1,882.92	0.00
2975	DONATIONS	654.78	800.00	0.00	0.00	1,454.78
2980	SPEECH	0.00	0.00	0.00	0.00	0.00
2982	FFA	-530.00	0.00	0.00	0.00	-530.00
2984	ONE ACT	0.00	0.00	150.00	0.00	-150.00
2986	FCCLA	0.00	0.00	0.00	0.00	0.00
2988	YOUTH SPORTS	0.00	0.00	0.00	0.00	0.00
2990	CHEER	0.00	0.00	5,871.50	0.00	-5,871.50
2995	DANCE	-4,151.50	0.00	0.00	0.00	-4,151.50
	B Totals:	-2,298.71	14,492.26	17,624.97	-1,482.92	-6,914.34

Current Cash Balance

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From 09/01/2023 to 09/30/2023.

Site ID Site Name
Group ID Group Name

	Activity ID	Activity Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
C	DISTRICT						
	3100	ADULT EDUCATION	0.00	0.00	0.00	0.00	0.00
	3110	COLLEGE CREDIT	425.00	0.00	0.00	0.00	425.00
	3200	GENERAL	16,371.58	1,496.14	91.61	0.00	17,776.11
	3250	FIELD HOUSE	52,986.72	2,285.00	1,005.12	0.00	54,266.60
	3300	FINES	1,916.09	0.00	0.00	0.00	1,916.09
	3400	HIGH SCHOOL--- BOOK FINES	0.00	0.00	0.00	0.00	0.00
	3450	SCHS LIBRARY FINES	1,115.21	0.00	0.00	0.00	1,115.21
		C Totals:	72,814.60	3,781.14	1,096.73	0.00	75,499.01
D	DEPARTMENTS						
	4000	BAND	-759.10	192.00	1,474.25	0.00	-2,041.35
	4025	Musical	2,196.40	959.38	0.00	0.00	3,155.78
	4050	VOCAL	0.00	0.00	0.00	0.00	0.00
	4750	KOEHN TRUST (BAND DONATION)	9,410.62	0.00	0.00	0.00	9,410.62
		D Totals:	10,847.92	1,151.38	1,474.25	0.00	10,525.05
E	UNIFORMS & EQUIPMENT						
	4500	BAND (UNIFORM DEP)	828.18	0.00	0.00	0.00	828.18
	4650	FLAG CORPS	852.43	90.58	0.00	0.00	943.01
	4700	INSTRUMENT RENTAL	0.00	0.00	0.00	0.00	0.00
	4770	AMBASSADORS	1,637.88	0.00	0.00	0.00	1,637.88
		E Totals:	3,318.49	90.58	0.00	0.00	3,409.07

Current Cash Balance

Sorted by Site ID, Group ID, Activity ID.

From 09/01/2023 to 09/30/2023.

Site ID Site Name

Group ID Group Name

	Activity ID	Activity Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
F	CLUBS ORGANIZATIONS						
	5000	ART	262.70	0.00	0.00	0.00	262.70
	5005	ATHS	0.00	0.00	0.00	0.00	0.00
	5050	CHEERLEADERS	12,607.21	132.87	8,461.41	0.00	4,278.67
	5100	DRAMATICS, SPEECH	225.70	0.00	0.00	0.00	225.70
	5105	One Act - NA	-40.20	0.00	0.00	0.00	-40.20
	5150	DANCE TEAM	3,634.83	53.50	0.00	0.00	3,688.33
	5175	EMERGENCY RESPNSE TEAM	0.00	0.00	0.00	0.00	0.00
	5200	FFA CLUB	16,305.39	658.00	0.00	0.00	16,963.39
	5250	FCCLA CLUB	-2,118.73	1,411.49	0.00	0.00	-707.24
	5300	CULTURAL UNITY	2,034.52	0.00	0.00	0.00	2,034.52
	5350	NATIONAL HONOR SOCIETY	2,473.73	360.37	0.00	0.00	2,834.10
	5400	S-CLUB	296.45	0.00	0.00	0.00	296.45
	5405	SPIRIT CLUB	0.00	0.00	0.00	0.00	0.00
	5425	WARRIORS STAND FOR THE SILENT	0.00	0.00	0.00	0.00	0.00
	5500	SCIENCE & mATH cLUB	5,511.03	0.00	0.00	0.00	5,511.03
	5510	SCIENCE TRIP	0.00	0.00	0.00	0.00	0.00
	5515	INDUST. TECH GRANT SCHS	2,000.00	0.00	0.00	0.00	2,000.00
	5525	SCIENCE FAIR	0.00	0.00	0.00	0.00	0.00
	5550	STUDENT COUNCIL	2,744.68	0.00	0.00	0.00	2,744.68
	5575	504 R ACTIVITY FUND	0.00	0.00	0.00	0.00	0.00
	5600	RICHLAND ACTIVITY FUND	1,664.85	285.60	0.00	0.00	1,950.45
	5610	FISHER 24 ACTIVITY FUND	7,554.00	0.00	57.52	0.00	7,496.48
	5615	DUAL LANGUAGE	742.71	0.00	0.00	0.00	742.71
	5616	Dual Lang Students	3,521.37	0.00	1,664.00	0.00	1,857.37
	5620	SCHUYLER ELEMENTARY SCHOOL	-563.04	0.00	0.00	0.00	-563.04
	5621	SES FELICIATIONS	0.00	0.00	0.00	0.00	0.00
	5622	SES FIELD DAY	8,812.83	0.00	0.00	0.00	8,812.83
	5623	SES Vocal Music Club	1,000.60	0.00	0.00	0.00	1,000.60
	5624	SES LIBRARY	3,929.81	0.00	0.00	0.00	3,929.81
	5631	SES POP FUND	0.00	0.00	0.00	0.00	0.00
	5632	SES Band CLUB	302.90	0.00	0.00	0.00	302.90
	5633	SES STEM	5,917.50	0.00	0.00	0.00	5,917.50
	5650	BRAINSTORMING	0.00	0.00	0.00	0.00	0.00
	5675	TEEN MOM'S	0.00	0.00	0.00	0.00	0.00
	5700	A.S.K.	2,204.46	0.00	0.00	0.00	2,204.46
	5725	STUDENT COUNCIL MAKE A WISH	2,889.37	0.00	0.00	0.00	2,889.37
	5750	FELLOWSHIP CHRISTIANS FOR ATHLETICS	0.00	0.00	0.00	0.00	0.00
	5775	INDUSTRIAL TECH ACCOUNT	0.00	0.00	0.00	0.00	0.00
	5800	SHEEL CREEK WATER TESTING	0.00	0.00	0.00	0.00	0.00
	5825	PRESCHOOL	2,931.32	80.00	0.00	0.00	3,011.32
	5900	SMS GENERAL ACTIVITY	-1,139.41	52.50	0.00	0.00	-1,086.91
	5901	SMS STUDENT COUNCIL	7,330.55	194.01	70.82	0.00	7,453.74
	5902	SMS LIBRARY	2,305.28	0.00	0.00	0.00	2,305.28
	5903	SMS RESOURCE ROOM	4,680.90	0.00	0.00	0.00	4,680.90

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Site ID Site Name
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Activity ID	Activity Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
5904	SMS BAND CLUB	138.60	0.00	40.00	0.00	98.60
5905	SMS TEACHER POP 7702463	189.83	0.00	0.00	0.00	189.83
5906	SMS EDUCATIONQUEST FOUNDATION GRANT	0.00	0.00	0.00	0.00	0.00
5907	SMS Entrepreneurship	0.00	0.00	0.00	0.00	0.00
5909	SMS VOCAL MUSIC	3.25	0.00	0.00	0.00	3.25
5910	SMS VOLLEYBALL CLUB	1,836.58	2,300.00	0.00	0.00	4,136.58
5911	SMS YEARBOOK	-735.19	0.00	0.00	0.00	-735.19
5915	SMS WRESTLING CLUB	232.20	0.00	0.00	0.00	232.20
5920	SMS FOOTBALL CLUB	1,670.64	0.00	512.00	0.00	1,158.64
5925	SMS BOYS BASKETBALL CLUB	763.04	0.00	0.00	0.00	763.04
5926	SMS GIRLS BASKETBALL	488.96	0.00	0.00	0.00	488.96
5927	SMS TRACK CLUB	0.00	0.00	0.00	0.00	0.00
5928	SMS CROSS COUNTRY	0.00	0.00	0.00	0.00	0.00
5930	YOUTH FOOTBALL	0.00	0.00	0.00	0.00	0.00
5935	YOUTH SPORTS	-310.00	720.00	0.00	0.00	410.00
5940	YOUTH SOCCERE	7,928.95	0.00	0.00	0.00	7,928.95
5945	TEAMMATES	0.00	5,003.69	0.00	0.00	5,003.69
5950	SMS SPEECH	44.18	0.00	0.00	0.00	44.18
5955	SMS Weights Club	0.00	0.00	0.00	0.00	0.00
	F Totals:	112,274.35	11,252.03	10,805.75	0.00	112,720.63

G CONCESSION/VENDING

Activity ID	Activity Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
6000	CONCESSION	2,027.45	1,506.92	4,394.78	0.00	-860.41
6005	SMS CONCESSIONS	-630.33	1,270.20	903.96	0.00	-264.09
6010	Imp. Fund-10%	2,430.49	612.59	642.49	0.00	2,400.59
6015	SMS IMP FUND - 10%	469.83	207.86	805.55	0.00	-127.86
6100	SCHS PEPSI 7701503	9,649.76	1,808.55	961.00	0.00	10,497.31
6105	SMS PEPSI 7702463	-410.81	555.60	620.94	0.00	-476.15
6125	SCHS LUNCH PEPSI	0.00	0.00	0.00	0.00	0.00
6150	SCS FIELD HOUSE POP	1,993.51	0.00	0.00	0.00	1,993.51
6200	STUDENT POP	1,022.46	0.00	0.00	0.00	1,022.46
6300	TEACHER POP	5,465.87	0.00	0.00	0.00	5,465.87
6400	S-CLUB JUICE	38.64	0.00	0.00	0.00	38.64
6500	MAINTENANCE	10,809.86	900.00	0.00	0.00	11,709.86
6600	MILK MACHINE - FCCLA	0.00	0.00	0.00	0.00	0.00
	G Totals:	32,866.73	6,861.72	8,328.72	0.00	31,399.73

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Site ID Site Name
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	Activity ID	Activity Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
H	SALES						
	7000	HORTICULTURE	15,690.47	1,545.00	0.00	0.00	17,235.47
	7010	HOUSE CONSTRUCTION	8,768.31	0.00	40.43	0.00	8,727.88
	7020	HOUSE RENTAL	28,502.10	1,625.00	0.00	0.00	30,127.10
	7050	INDUSTRIAL TECH / PLASMA CAM SALES	3,957.52	0.00	99.00	0.00	3,858.52
	7150	BBB CLUB ACCOUNT	283.68	0.00	0.00	0.00	283.68
	7200	GBB CLUB ACCOUNT	2,580.47	421.33	0.00	0.00	3,001.80
	7215	BOYS GOLF CLUB ACCT.	5,382.35	0.00	0.00	0.00	5,382.35
	7225	GIRLS GOLF CLUB ACCOUNT	675.47	0.00	458.58	0.00	216.89
	7250	WRESTLING CLUB ACCOUNT	9,431.81	0.00	0.00	0.00	9,431.81
	7260	GIRLS WRESTLING CLUB	2,806.06	664.59	0.00	0.00	3,470.65
	7275	WRESTLING AIDS	385.83	0.00	0.00	0.00	385.83
	7300	BSOC CLUB ACCOUNT	1,423.50	2,300.00	0.00	0.00	3,723.50
	7325	GSOC CLUB ACCOUNT	1,805.30	0.00	0.00	0.00	1,805.30
	7350	G/B CROSS COUNTRY CLUB	1,112.18	629.00	768.98	0.00	972.20
	7400	FOOTBALL CLUB ACCOUNT	4,819.52	0.00	714.92	0.00	4,104.60
	7450	VOLLEYBALL CLUB ACCT.	16,305.43	1,081.10	0.00	0.00	17,386.53
	7500	SB CLUB ACCOUNT	1,528.25	0.00	0.00	0.00	1,528.25
	7550	STUDENT PURCHASES	244.52	0.00	0.00	0.00	244.52
	7600	TR. CLUB ACCT	2,553.10	0.00	0.00	0.00	2,553.10
	7650	SPEECH CLUB	3,282.08	0.00	0.00	0.00	3,282.08
	7700	ONE ACT CLUB	1,449.46	0.00	0.00	0.00	1,449.46
		H Totals:	112,987.41	8,266.02	2,081.91	0.00	119,171.52

Current Cash Balance

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I	CLASSES						
	8000	ALUMNI ACCOUNT	1,386.24	0.00	0.00	0.00	1,386.24
	8255	CLASSES OF 2013	0.00	0.00	0.00	0.00	0.00
	8260	CLASS 2014	0.00	0.00	0.00	0.00	0.00
	8265	CLASS OF 2015	0.00	0.00	0.00	0.00	0.00
	8270	CLASS OF 2016	0.00	0.00	0.00	0.00	0.00
	8275	CLASS OF 2017	0.00	0.00	0.00	0.00	0.00
	8280	CLASS 2018	0.00	0.00	0.00	0.00	0.00
	8285	CLASS OF 2019	0.00	0.00	0.00	0.00	0.00
	8290	CLASS OF 2020	0.00	0.00	0.00	0.00	0.00
	8295	CLASS OF 2021	0.00	0.00	0.00	0.00	0.00
	8300	Class of 2022	0.00	0.00	0.00	0.00	0.00
	8305	CLASS OF 2023	574.42	0.00	0.00	0.00	574.42
	8310	CLASS OF 2024	720.57	0.00	0.00	0.00	720.57
	8315	CLASS OF 2025	510.06	0.00	0.00	0.00	510.06
	8320	CLASS OF 2026	1,267.27	0.00	0.00	0.00	1,267.27
	8325	CLASS OF 2027	547.26	0.00	0.00	0.00	547.26
	8330	CLASS OF 2028	298.97	0.00	0.00	0.00	298.97
	8335	CLASS OF 2029	-788.82	0.00	0.00	0.00	-788.82
	8340	CLASS OF 2030	-6.30	0.00	0.00	0.00	-6.30
	8345	CLASS OF 2031	1,170.36	520.00	0.00	0.00	1,690.36
	8350	Class of 2032	545.58	640.00	0.00	0.00	1,185.58
	8355	CLASS OF 2033	721.94	780.00	0.00	0.00	1,501.94
	8360	Class of 2034	1,743.74	980.00	0.00	0.00	2,723.74
	8365	CLASS OF 2035	382.80	0.00	0.00	0.00	382.80
	8370	Class of 2036	0.00	500.00	0.00	0.00	500.00
		I Totals:	9,074.09	3,420.00	0.00	0.00	12,494.09
J	YEARBOOK						
	8560	YEARBOOK	6,869.27	448.00	0.00	0.00	7,317.27
		J Totals:	6,869.27	448.00	0.00	0.00	7,317.27

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K	MISCELLANEOUS						
	9000	STUDENT COUNCIL SCHOOL IMPROVMENT FUND	1,304.25	0.00	0.00	0.00	1,304.25
	9025	SAVE THE CHILDREN	0.00	0.00	0.00	0.00	0.00
	9030	AFTERSCHOOL PROGRAM	122,016.79	1,585.00	0.00	0.00	123,601.79
	9031	BEYOND SCHOOL BELL	84,193.96	0.00	127.50	0.00	84,066.46
	9035	SIXPENSE	0.00	0.00	0.00	0.00	0.00
	9040	SES BACK PACK PROGRAM	1,492.21	0.00	0.00	0.00	1,492.21
	9045	BUILDING HEALTHY RELATIONSHIPS.	7,736.07	0.00	0.00	0.00	7,736.07
	9050	STAFF INSURANCE PURCHASES	-414.22	775.38	0.00	0.00	361.16
	9075	KEY DEPOSITS & RENTAL FEES	9,556.25	72.00	0.00	0.00	9,628.25
	9085	PROFESSIONAL DEVELOPMENT	-693.02	0.00	408.31	0.00	-1,101.33
	9095	PARENT INVOLMENT - PRESCHOOL	12,569.00	170.00	0.00	0.00	12,739.00
	9100	BLOOD MOBILE	0.00	0.00	0.00	0.00	0.00
	9105	WELLNESS WARRIORS	3,326.63	0.00	0.00	0.00	3,326.63
	9110	PTO WELLNESS DAY DONATION	-2,760.00	0.00	2,645.00	0.00	-5,405.00
	9115	LUNCH CARD	2,446.05	0.00	0.00	0.00	2,446.05
	9125	TMH	0.00	0.00	0.00	0.00	0.00
	9150	PRINCIPAL	1,012.90	0.00	0.00	0.00	1,012.90
	9175	Technology Fee	32,132.00	816.00	0.00	0.00	32,948.00
	9250	Booster Club	1,099.26	0.00	0.00	1,482.92	2,582.18
	9300	Credit Cards to Other ACCTS	980.00	0.00	960.00	0.00	20.00
		K Totals:	275,998.13	3,418.38	4,140.81	1,482.92	276,758.62
L	SCHOLARSHIPS/MEMORIALS						
	9200	EF TOUR	0.00	0.00	0.00	0.00	0.00
	9500	COLLEGE ACCESS GRANT	-134.35	0.00	0.00	0.00	-134.35
		L Totals:	-134.35	0.00	0.00	0.00	-134.35
		SCHUYLER Activity Totals:	636,744.82	53,181.51	45,553.14	0.00	644,373.19

	Begin Balance	Transfers	Receipts	Disbursements	Adjustments	End Balance
SCHUYLER Checking:			53,181.51	45,553.14		
SCHUYLER Investment:						
SCHUYLER Bank Balances:	636,744.82		53,181.51	45,553.14	0.00	644,373.19

Report Activity Totals:	636,744.82	53,181.51	45,553.14	0.00	644,373.19

SCHUYLER COMMUNITY SCHOOLS
Treasurer's Report
Fiscal Year 2024

SCHUYLER COMMUNITY SCHOOLS GENERAL FUND	Sep-23	YTD 2023-2024
Beginning Cash Balance	**830,082.34**	**830,082.34**
Receipts:		
Colfax county Local District Tax	3,030,186.72	3,030,186.72
Butler county Local District Tax	235,387.48	235,387.48
Saunders county Local District Tax	621.00	621.00
Interest	8,326.94	8,326.94
License Fees		0.00
Rent of Facility		0.00
Categorical Grants		0.00
Curriculum Receipts		0.00
Other Local Receipts		0.00
Private grants		0.00
ESU Receipts		0.00
State Aid	472,233.00	472,233.00
Special Education		0.00
SPED Transportation		0.00
State Apportionment		0.00
Distant Ed Incentive		0.00
Six Pence		0.00
Other State Receipts		0.00
High Ability Learner		0.00
IDEA ARP Base 0-21		0.00
IDEA ARP Preschool		0.00
IDEA ARP Proportionate Share		0.00
Title 1 Part A	115,330.00	115,330.00
Title I part B		0.00
Title I, SIG		0.00
Title II, Part A - Staff		0.00
SPED IDEA Base		0.00
SPED Preschool		0.00
SPED IDEA Part B BASE Enrollment/Poverty		0.00
SPED IDEA, Part B Enroll		0.00
SPED Ed IDEA CEIS		0.00
SPED non public		0.00
Medicaid in the Public Schools - MIPS	24,055.69	24,055.69
NASB MEDICAID Reimbursements	4,095.35	4,095.35
Carl Perkins Fund		0.00
E-Rate Reimbursement		0.00
Migrant		0.00
Title III		0.00
Title III Immigrant		0.00
Peak ILCD/other grants		0.00
21st Century Grant		0.00
Title IV A SSAE Grant		0.00
ESSERS I		0.00
ESSERS II		0.00
ESSERS III		0.00
Insurance Adjustments		0.00
Sale of Property		0.00
Other Non Revenue		0.00
ASP HS Expanded Learning		0.00
ARP Summer School		0.00
Transfers in		0.00
Total Receipts	**3,890,236.18**	**3,890,236.18**

Non-program Receipts		
Intrafund loan from QCPUF		0.00
Non-program Receipts		0.00
Lunch & Coop Fund Reimbursements	37,444.05	37,444.05
Subtotal	**37,444.05**	**37,444.05**
Transfers from CD		
Transfers IN/OUT Money Market Accounts		0.00
Total Receipts & Transfers	**3,927,680.23**	**3,927,680.23**
General Fund Cash	**4,757,762.57**	**4,757,762.57**
General Fund Disbursements	-2,120,612.84	-2,120,612.84
Transfers In/Out Money Market Accounts		0.00
Prior Period Adjustment (Voided Checks)		0.00
Total Disbursements	**-2,120,612.84**	**-2,120,612.84**
GENERAL FUND Cash Balance	**2,637,149.73**	**2,637,149.73**

SPECIAL BUILDING FUND		
Beginning Cash Balance	**442,753.83**	**442,753.83**
Colfax County Tax Collection	127,671.79	127,671.79
Butler County Tax Collection	10,061.87	10,061.87
Saunders County Tax Collection	27.02	27.02
ESSER II		0.00
ESSER III		0.00
ESSER III		0.00
Sale of Property		0.00
Interest	1,389.65	1,389.65
2019 HS Bonds sold		0.00
Sale of Property		0.00
Non-revenue receipts		0.00
Total before non-program receipts	**139,150.33**	**139,150.33**
Non-program Receipts/transfers		0.00
Total Monthly Receipts	**139,150.33**	**139,150.33**
Cashed CD's	**0.00**	0.00
Total Building Fund Cash	**581,904.16**	**581,904.16**
Disbursements & Transfers:		
Total Expenditures	0.00	0.00
Non-program Expenditures		0.00
Loan repayment to QCPUF		0.00
Total Disbursements	**0.00**	**0.00**
Special Building Fund Ending Balance	**581,904.16**	**581,904.16**

BOND FUND ACCOUNT

Beginning Balance Pinnacle Bank	**719,512.29**	**719,512.29**
Bond tax collections	320,796.20	320,796.20
Interest	603.50	603.50
		0.00
Total before non-program receipts	**321,399.70**	**321,399.70**
Non-program Receipts/transfers		**0.00**
Total Monthly Receipts	**321,399.70**	**321,399.70**
Bond Payment		0.00
Expenditures	**0.00**	**0.00**
Loan repayment to QCPUF		**0.00**
Balance bonds	**1,040,911.99**	**1,040,911.99**
Beginning Balance - County Treasurer		**0.00**
Old Bond - WW 1993 - Held by Colfax Co Treasurer		0.00
Transfers		0.00
Total Old Bond Balance		**0.00**
Beatrice Bank Holding funds		**0.00**
Total Bond Fund Balance	**1,040,911.99**	**1,040,911.99**

DEPRECIATION FUND SAVINGS

Beginning Balance Checking accounts	**30,801.72**	**30,801.72**
Receipts	100,000.00	100,000.00
Interest on Money Market Accounts	62.58	62.58
Non-program receipts		
Total	**130,864.30**	**130,864.30**
Disbursements	-40,265.56	-40,265.56
Transfers		
Non-program disbursements		
Ending Balance Cash account/Money Market Ac	**90,598.74**	**90,598.74**
DEPRECIATION FUND INVESTMENTS:		
Beginning Balance (800011254, 800012522, 583	**87,638.09**	**87,638.09**
CD's		**0.00**
Interest		**0.00**
Ending Balance Investments	**87,638.09**	**87,638.09**
Total Depreciation Funds	**178,236.83**	**178,236.83**

QUALIFIED CAPITAL PURPOSE BONDS

Beginning balance	**4,812,985.52**	**4,812,985.52**
PINNACLE BANK (initial deposit+interest)		
Colfax County Tax Collections	85,112.43	85,112.43
Butler County Tax Collections	6,707.76	6,707.76
Saunders County Tax Collections	17.83	17.83
Interest & Transfers	15,904.94	15,904.94
US Treasury Receipts		0.00
Total Monthly Receipts	**107,742.96**	107,742.96
Transfers/Loan repayment		0.00
Payments/Disbursements	**-6,198.48**	-6,198.48
Loans		0.00
Fund Balance	**4,914,530.00**	**4,914,530.00**

EMPLOYEE BENEFITS FUND		
Beginning Balance	**77,010.25**	**77,010.25**
Deposits	29,207.36	29,207.36
Total Revenue	**106,217.61**	**106,217.61**
Disbursements & Transfers:	-8,922.18	-8,922.18
Ending Balance	**97,295.43**	**97,295.43**
EMPLOYEE BENEFITS FUND INVESTMENTS:		
Beginning Balance (800010018; 55375)	**13,745.92**	**13,745.92**
SCS CD's Interest		
Ending Balance	**13,745.92**	**13,745.92**
Total Employee Benefits Funds Investments	13,745.92	13,745.92
Total Employee Benefits Funds	**111,041.35**	**111,041.35**

SCS STUDENT FEES		
Beginning Balance	**40,694.26**	**40,694.26**
Receipts	8,445.60	8,445.60
Total	**49,139.86**	**49,139.86**
Disbursements	0.00	0.00
Ending Balance	**49,139.86**	**49,139.86**

SCS ACTIVITY FUND		
Beginning Balance	**636,644.80**	**636,644.80**
Receipts	53,281.53	53,281.53
Total	**689,926.33**	**689,926.33**
Disbursements	-45,553.14	-45,553.14
Ending Balance	**644,373.19**	**644,373.19**

Lunch Fund		
Beginning Balance Checking accounts	**354,749.03**	**354,749.03**
Receipts	75,204.35	75,204.35
Interest	449.38	449.38
non-program receipts		0.00
Total Cash	**430,402.76**	**430,402.76**
Disbursements	-124,945.09	-124,945.09
non-program expenses		0.00
Total Expenditures	-124,945.09	-124,945.09
Total Lunch Funds	**305,457.67**	**305,457.67**

SCS COOPERATIVE FUND		
Beginning Balance	**5,578.67**	**5,578.67**
Receipts	13,080.03	13,080.03
Total	**18,658.70**	**18,658.70**
Disbursements	-3,334.45	-3,334.45
Ending Balance	**15,324.25**	**15,324.25**

Submitted By:

Charles P. Misek, Treasurer

SCHUYLER COMMUNITY SCHOOLS

Revenue Summary Report

FY 2024

For the Month of SEPTEMBER 2023

Account	BUDGET 2023-24		Sep-23	2023-24 YTD TOTALS	Percent Collected
Tax Collections	15,190,151.00		3,266,195.20	3,266,195.20	21.50%
Tuition Rec'd Other Districts	-			-	0.00%
Interest earned on Local Receipts	42,000.00		8,326.94	8,326.94	19.83%
CD Interest	7,500.00			-	0.00%
License Fee	3,500.00			-	0.00%
Community Service Activities	3,000.00			-	0.00%
Grants from Corp & other private	-			-	
Other Local Receipts	19,118.00			-	0.00%
ESU Receipts	2,000.00			-	0.00%
State Aid	4,722,330.00		472,233.00	472,233.00	10.00%
Sp Ed Programs	808,000.00			-	0.00%
Sp Ed Transportation	4,000.00			-	0.00%
State Apportionment	200,482.00			-	0.00%
Other State/Distance Learning Education				-	
High Ability Learner	6,500.00			-	0.00%
Six Pence	335,000.00			-	0.00%
Other State	5,000.00			-	0.00%
Title I, Part A	200,000.00		115,330.00	115,330.00	0.00%
Title I, part B	400,000.00			-	0.00%
Title I - School Improvement Grant				-	0.00%
Title IIA	140,000.00			-	0.00%
Title IIA, ESU7 Consortium	-			-	0.00%
IDEA ARP Base 0-21					0.00%
IDEA ARP Preschool					0.00%
IDEA ARP Proportionate Share					0.00%
IDEA, to age 5	82,576.00			-	0.00%
Sp Ed - Base	250,000.00			-	0.00%
IDEA Part B Base Enrollment Poverty	352,921.00			-	0.00%
Sp Ed-Part B Funds Enrollment	47,595.00			-	0.00%
Sp Ed - CEIS	45,000.00			-	0.00%
Sp Ed - Non public				-	0.00%
Medicaid in Public schools	10,000.00		24,055.69	24,055.69	0.00%
NASB NEBMAC MEDICAID	40,000.00		4,095.35	4,095.35	10.24%
Carl Perkins	5,000.00			-	0.00%
E-Rate Reimbursement	57,000.00			-	0.00%
Migrant	-			-	
Title III	80,000.00			-	0.00%
Title III Immigrant	4,575.00			-	0.00%
Peak ILCD/other grants	425.00			-	0.00%
21st Century Grant	272,109.00			-	0.00%
Title IV-A SSAE	-			-	
ESSERS II	200,000.00			-	0.00%
ESSERS III	1,496,796.00			-	0.00%
Education Quest	-			-	0.00%
Scott Grant - Child Well Being				-	
Debt Services				-	0.00%
Insurance Adjustments	-			-	0.00%
Sale of Property	-			-	0.00%
Other Non Revenue Receipts				-	0.00%
ASP HS Expanded Learning					
ARP Summer School					
Total Program Receipts	**25,032,578.00**	**#**	**3,890,236.18**	**3,890,236.18**	15.54%

Non Program Receipts				
Non Program Receipts	-		-	
Lunch, Coop Payroll or Reimb	-	37,444.05	37,444.05	
Intrafund loan from QCPUF	-			
Total Receipts	**25,032,578.00**	**3,927,680.23**	**3,927,680.23**	
Total Budgeted Beginning Cash	1,463,175.98			
Total Resources Available	**26,495,753.98**			
Audit adjustments				
OTHER FUND RECEIPTS				
Depreciation Fund Receipts	318,008.00	100,062.58	100,062.58	31.47%
Employee Benefits Fund Receipts	90,912.00	29,207.36	29,207.36	
Qualified Capital Purpose Fund	1,000,000.00	107,742.96	107,742.96	10.77%
Activities Fund Receipts	749,720.00	53,281.53	53,281.53	7.11%
Lunch Fund Receipts	1,867,000.00	75,653.73	75,653.73	4.05%
Bond Fund	2,300,000.00	321,399.70	321,399.70	13.97%
Special Bldg Fund	1,100,000.00	139,150.33	139,150.33	12.65%
Cooperative Fund	175,000.00	13,080.03	13,080.03	7.47%
Student Fee Receipts	30,000.00	8,445.60	8,445.60	28.15%
TOTAL OTHER FUND RECEIPTS	**7,630,640.00**	**848,023.82**	**848,023.82**	
Beginning Balances	8,052,196.72			
TOTAL SCS FUND RECEIPTS	**42,178,590.70**	**4,775,704.05**	**4,775,704.05**	
Transfer				
General Fund	-		-	
Depreciation Fund			-	
Employee Benefits			-	
Qualified Capital Purpose Fund			-	
Activity Fund			-	
Lunch Fund			-	
Bond Fund			-	
Special Building Fund			-	
Cooperative Fund				
Student Fees Fund			-	
TOTAL TRANSFERS		**-**	**-**	
TOTAL SCS RECEIPTS WITH TRANSFERS		**4,775,704.05**	**4,775,704.05**	

SCHUYLER COMMUNITY SCHOOLS
EXPENDITURE SUMMARY
FISCAL YEAR 2024
Monthly Expenditures

Account	2023-24 Budget	Sep-23	YTD 2023-24	Percent 2023-24
Regular Instructional Programs	12,449,546.00	968,103.27	968,103.27	7.78%
Special Education Instructional Programs	1,750,000.00	171,108.81	171,108.81	9.78%
Summer School	42,000.00	-	-	0.00%
Support Services-Pupils	800,000.00	59,212.60	59,212.60	7.40%
OT/PT/Speech/Vision	370,000.00	17,929.05	17,929.05	4.85%
Support Services-Staff	1,000,000.00	101,933.69	101,933.69	10.19%
General Administration	650,000.00	29,357.84	29,357.84	13.20%
Office Of The Principal	1,100,000.00	145,172.58	145,172.58	5.96%
Support Services-Business	250,800.00	14,954.96	14,954.96	5.96%
Furniture and Equipment	36,400.00	7,765.35	7,765.35	21.33%
Personnel Services	15,000.00	-	-	0.00%
Support Services-Maintenance & Operation	2,340,189.00	237,667.29	237,667.29	10.16%
Support Services-Pupil Transportation	275,320.00	18,667.17	18,667.17	6.78%
Community Services	90,000.00	1,976.82	1,976.82	2.20%
State Categorical Programs	485,400.00	24,157.85	24,157.85	4.98%
Building	200,000.00	-	-	0.00%
Federal Programs	3,045,423.00	285,161.51	285,161.51	9.36%
Debt Service	32,500.00		-	0.00%
Transfers	100,000.00		-	0.00%
Total Program Expenditures	**25,032,578.00**	**2,083,168.79**	**2,083,168.79**	**8.32%**
Non Prog. Expenditures - Misc			-	
Non Prog. Expenditures - Lunch & Coop		37,444.05	37,444.05	
Total Expenditures	**25,032,578.00**	**2,120,612.84**	**2,120,612.84**	
Budgeted Cash Reserve	3,000,000.00			
Total Requirements	**28,032,578.00**	**2,120,612.84**	**2,120,612.84**	
OTHER FUND DISBURSEMENTS				
Depreciation Fund Disbursements	318,008.00	40,265.56	40,265.56	12.66%
Employee Benefits Fund Disbursements	90,912.00	8,922.18	8,922.18	9.81%
Qualified Capital Purpose Fund	1,000,000.00	6,198.48	6,198.48	0.62%
Activities Fund Disbursements	749,720.00	45,553.14	45,553.14	6.08%
Lunch Fund Disbursements	1,867,000.00	124,945.09	124,945.09	6.69%
Bond Fund	2,300,000.00	-	-	0.00%
Special Bldg Fund Disbursements	1,100,000.00	-	-	0.00%
Cooperative	175,000.00	3,334.46	3,334.46	1.91%
Student Fee Disbursements	100,000.00	-	-	0.00%
	7,700,640.00	229,218.91	229,218.91	2.98%
Other fund Cash Reserves				
TOTAL DISTRICT'S DISBURSEMENTS	**35,733,218.00**	**2,349,831.75**	**2,349,831.75**	
Transfer funds				
General Fund			-	
Depreciation Fund			-	
Employee Benefits			-	
Qualified Capital Purpose Fund			-	
Activity Fund			-	
Lunch Fund Transfers			-	
Bond Fund			-	
Special Building Fund			-	
Cooperative Fund			-	
Student Fees Fund			-	
Transfer funds		-	-	
TOTAL DISTRICT EXPENDITURES		**2,349,831.75**	**2,349,831.75**	

SCHUYLER COMMUNITY SCHOOLS
LUNCH PROGRAM
BUDGET TO ACTUAL
FISCAL YEAR 2024

Receipts:	Budget 2023-2024	September 2023	YTD Actual 2023-2024	% of Budget
Sale of Meals	210,000.00	16,646.12	16,646.12	7.93%
Interest	5,000.00	449.38	449.38	8.99%
State Reimbursement	10,000.00		0.00	0.00%
Federal Reimbursement	1,641,500.00	58,558.23	58,558.23	3.57%
Other Income	500.00		0.00	0.00%
Other Non-Revenue Income	0.00		0.00	
Transfer	0.00		0.00	
Non-program receipts	0.00		0.00	0.00%
Total Receipts	**1,867,000.00**	**75,653.73**	**75,653.73**	**4.05%**
Beginning Cash	354,749.03			
Transfer between accts				
Total Receipts & Beg. Cash	**2,221,749.03**			
Expenditures				
Regular Salaries	400,000.00	35,247.41	35,247.41	8.81%
Substitute Salaries	55,000.00	230.13	230.13	0.42%
Employee Benefits	300,000.00	19,893.20	19,893.20	6.63%
Contracted Services	1,000.00		0.00	0.00%
Gas & Van Service	1,500.00	88.27	88.27	5.88%
Food	885,000.00	63,143.92	63,143.92	7.13%
Software	10,000.00		0.00	0.00%
Supplies & Materials	120,000.00	5,030.20	5,030.20	4.19%
Equipment	71,500.00		0.00	0.00%
Equipment Repair	20,000.00	735.00	735.00	3.68%
Miscellaneous	3,000.00		0.00	0.00%
Non-program Expenditures	0.00		0.00	
Total Expenditures	**1,867,000.00**	**124,368.13**	**124,368.13**	**6.66%**
Necessary Cash Reserves	**0.00**			
TOTAL REQUIREMENTS	**1,867,000.00**			
Transfers back between accts				
Revenue over Expenses		**-48,714.40**	**-48,714.40**	

607.05R1 - FIELD TRIP PROCEDURES

PK-8

Each grade level may have one field trip within a 75-mile radius. This radius includes Omaha, Lincoln, Norfolk and Wayne. All other field trips must occur in the Schuyler district.

9-12

Field trips are limited by discipline. Each discipline is allowed one field trip within a 75-mile radius. This radius includes Omaha, Lincoln and Norfolk and Wayne. All other field trips must occur in the Schuyler district.

7-12

Field trips taken by clubs, need to be directly related to the club and must be educational to the club. All clubs are limited to one field trip within a 75-mile radius. This radius includes Omaha, Lincoln and Norfolk and Wayne. All other field trips must occur in the Schuyler district. School organizations that use a bus/van for unassigned, non-education field trips, summer camps, etc. will submit their request to the Activities office. If the club would choose to take a field trip that is above their allotted one outside of the Schuyler district or be a field trip not directly related to their club, the club will incur all expenses. This includes driver wage, gasoline and a fee per mile.

Specific Procedures Unique to Curriculum and Organization Areas

- Every travel must have written permission. Curriculum travel forms are to be approved by the building Principal. Activity travel forms are to be approved by the Activity Administrator.

- FFA is allowed one field trip per term at district expense (FFA State Conventions will be considered a field trip). All other FFA field trips must be at FFA expense i.e. driver, fuel

- In this instance, field trips are considered out of town travel

- Travel within the school district is limited by the building principal

- FFA National Convention is not considered a field trip

- Agriculture will be handled like all other curriculum areas when it comes to field trips - refer to certified staff handbook

- A travel log will be placed in van #5 (van designated for staff travel only - no student can legally ride in this van because of state law).

- Field trips need to be requested one month in advance

- Field trips are considered such regardless of the time of day - i.e. during, before or after school.

- College/Post high school visits sponsored by SCS are not considered field trips. However, these trips must be limited and approved by the building principal.

607.05 - STUDENT FIELD TRIPS

All students must have a signed and approved emergency medical leave form on file with the school nurse. Teachers are to have a copy of the emergency leave form for each student prior to taking field trips. Copies may be obtained from the school nurse. The nurse should have 24-hour notice of the students to be leaving to assemble the forms needed. For field trips out of town, all students complete a form signed by parents and in teacher possession prior to leaving on the field trip. There is board policy regarding out of state and out of country trips. Please refer to board policy if planning an out of state or country trip. Activity participants travel to and from out of town events as a unit. Exceptions to this rule will be made rarely and must be approved in writing and verbally by parents to a school official. A student will only be permitted to travel apart from the team or organization when that student´s parent/guardian specifies all alternate travel arrangements (time, vehicle, driver, etc. info) to the satisfaction of the coach or sponsor.

Cross Reference: 504.03 Student Conduct

506.01 Student Activity Eligibility

604 Instructional Curriculum

801 Transportation

Approved _____ Reviewed _____ Revised _____

NASB Strategic Planning Handbook

Board Leadership
NEBRASKA ASSOCIATION OF SCHOOL BOARDS

The NASB Mission Statement

The Nebraska Association of School Boards

Provides programs, services, and advocacy to strengthen public education for all Nebraskans.



NASB Board Leadership Team Mission

to promote and advance effective board governance and leadership to support learning for all students.

Marcia R. Herring, NASB Director of Board Leadership

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1.800.422.4572

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Need for Strategic Planning

For many school districts, the purpose for engaging in strategic planning begins with the belief that a school district's primary mission is the education of students and all actions and decisions are dedicated to improving educational outcomes. Experienced educators also understand that, although the district is accomplished, the bar must be raised to ensure improvement and growth of learning for all students. This commendable goal is quite often tempered by the certainty that most school districts are challenged with needs that exceed access to adequate resources and meeting the expectations of stakeholders to be more efficient and accountable with the investment of resources.

NASB Strategic Planning

NASB Strategic Planning ensures that common purpose and values are established for the school through a strategic vision for the forthcoming three to five years. The strategic plan is expressed through guiding principles, objectives, strategies, and performance indicators. These critical components validate for stakeholders the district is operating strategically and planning for the future and success of students.

The NASB Strategic Planning process:

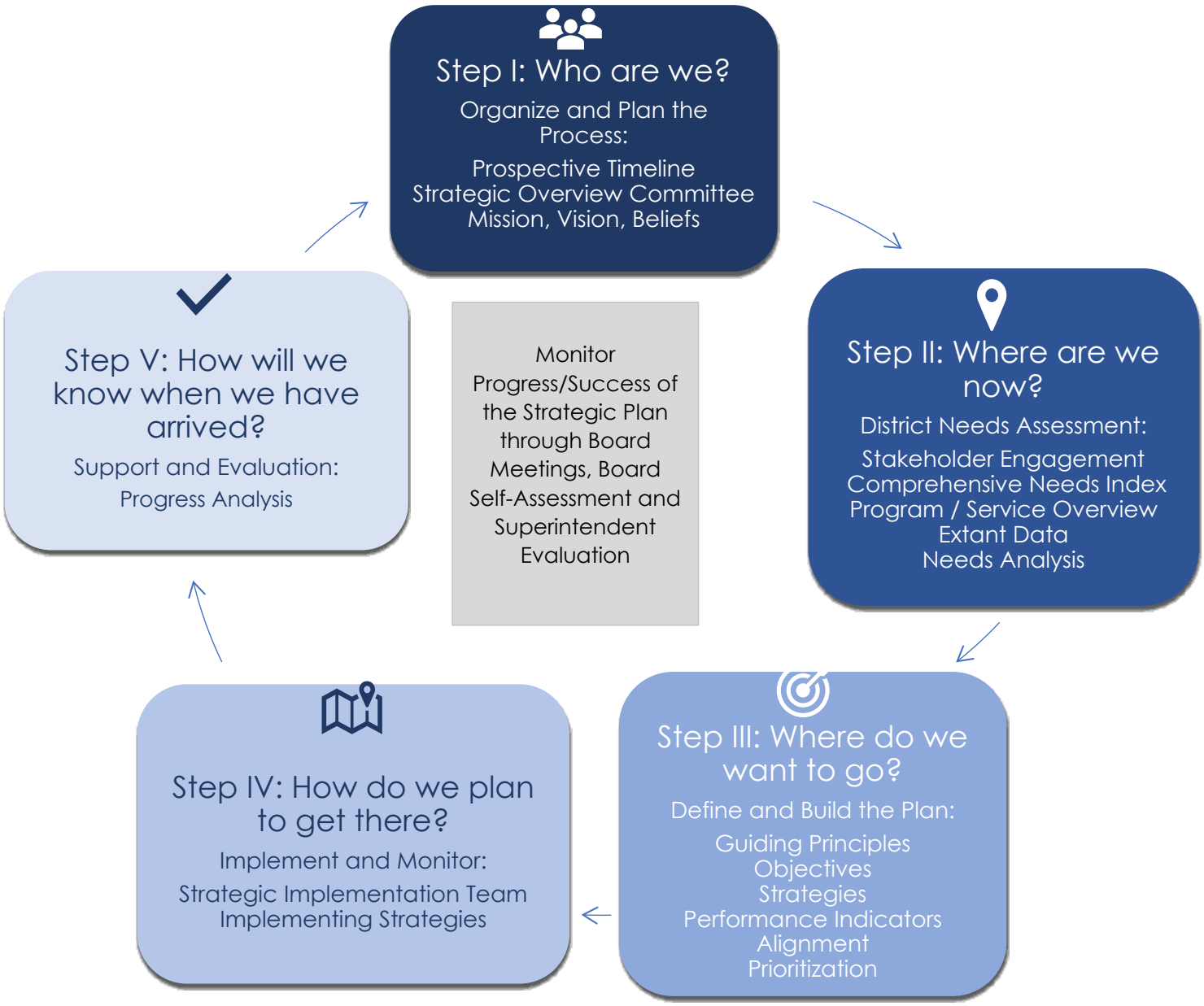
- Validates the mission, vision, and beliefs of the district
- Informs through internal and external stakeholder engagement
- Produces qualitative and quantitative data to validate the identified needs
- Empowers the district leadership team to prioritize and focus on target areas
- Enables the district to allocate and align resources to address priorities
- Provides a mechanism for the board to monitor and assess the progress/success of instruction and learning

As the district changes internally or is impacted by changes externally, it is essential to revisit and reevaluate the strategic plan to ensure its effectiveness and ability to address the needs and priorities of the school district. Revisiting the strategic plan empowers administration and staff to align the day-to-day instruction to meet the ever-changing landscape of education. A strategic plan is never "finished." It is important to look back at the original objectives and strategies within the plan to assess how best to leverage continuous improvement and progress. The following process is a glimpse of how NASB assists the district by reflecting on the past, understanding the present state of the district, and planning strategically for the future.

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NASB Strategic Planning Evaluation Model

The NASB approach to strategic planning utilizes tested methods for guiding schools through this important process. We modify our methodology to align to the vision and expectations of the process as defined by the District Leadership Team and Board of Education. The process is designed to meet two, central goals: the collection of high-quality data necessary for the creation of prioritized strategies and to engage stakeholders' perspective, ideas, and suggestions for growing education.



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Step I



Who are we?

Organize and Plan the Process:

Prospective Timeline | Strategic Overview Committee | Mission, Vision, Beliefs

Embarking on an effective strategic plan begins with organizing a timeline to establish a unified vision and expectations amongst stakeholders regarding how the process will unfold. This phase provides the district an opportunity to identify internal and external stakeholders that contribute to the community and district's identity. Once identified, the stakeholders are extended an invitation take part in the strategic planning process.

Prospective Timeline

The NASB Strategic Planning process is comprehensive and will be facilitated with reliability and competence; therefore, to ensure we embark upon this most important endeavor with certainty of a positive and effective outcome, it is essential for the NASB Board Leadership Team to initiate contact with the leadership of the district. The priority will be to discuss the development of the timeline including dates for reports, meetings, and touchpoint targets to support identified deadlines. Identifying these details prior to beginning, streamlines the efforts of the Association and the district and coordinates a highly effective, efficient process. To ensure the structure is provided at the outset, a NASB Strategic Planning Consultant will initiate communication with the District Contact to embark upon the discussion and development of a formal timeline inclusive of each step and the associated actions to guarantee a mutual understanding of the task at hand.

NASB Strategic Overview Committee (SOC)

The most diverse and instrumental group to the creation of a purposeful and effective strategic plan is the development of the Strategic Overview Committee (SOC). The committee represents a cross-section of both internal and external stakeholders. This committee will be tasked with:

- Reviewing and providing feedback regarding the district mission, vision, and beliefs.
- Engaging in a SWOT analysis discussion pertaining to the:
    - Strengths of the district
    - Needs of the district
    - Opportunities for growth in the district
    - Barriers that may potentially prevent achievement of goals in the district

Membership on the SOC will require participation in two meetings and encompasses two responsibilities: discussing a S.W.O.T. Analysis pertaining to the committee members will compile an exhaustive list of the characteristics identified in each of the four areas of the S.W.O.T. Analysis. The

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SOC will also review and provide feedback pertaining to the qualities of the current District Mission and Vision Statements. Meeting II will enlist the review of the S.W.O.T. Analysis Summary and Mission and Vision Statement feedback.

Most important will be to place an emphasis on the importance of timely and accurate communication of the dates and times of stakeholder engagement opportunities. The NASB Board Leadership staff will engage with the Superintendent to identify and establish a Strategic Overview Committee (SOC). The SOC is designed to provide representation of all identified stakeholder groups. It is not unusual for this representative group to exceed 30 to 40+ inclusive stakeholders.

Identification of the SOC Members

The creation of the SOC shall be initiated by the board and administration. In accordance with the guidelines defined throughout this proposal, the Association recommends that the committee encompasses the following essential stakeholders including, but not limited to:

- Superintendent
- Members of the Board of Education
- District Level Directors
- Building Level Administrators
- Staff Leaders
- Parents
- Business Leaders
- Students
- City Leaders
- Other

The membership of this committee will ensure greater participation, provide a diversity of perspectives, lessen the workload of individual team members, and contributes to the success of the strategic plan process.

Mission, Vision, Beliefs

NASB engages the SOC committee on a review of mission, vision, and beliefs. By revisiting the core of "who we are" and "where we are going" at the outset of the process the SOC will provide a formal recommendation for updating or readopting the current Mission and Vision Statements.

All data collected will be included in the district's Strategic Planning Comprehensive Needs Analysis Summary.

Step II

Where are we now?

District Needs Assessment:

Stakeholder Engagement | Comprehensive Needs Index

Program/Service Overview | Extant Data | Needs Analysis

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District Needs Assessment and Data Collection

The core of a good strategic plan rests on the collection of accurate and relevant data. The **Needs Assessment** is the period of collecting and assessing district needs and challenges, as well as the expectations for the future of the district structured to collaboratively engage internal and external stakeholders while remaining focused on student learning.

The conglomeration of the various data provides qualitative and quantitative evidence to validate the emergent and common district identified needs and priorities as a result of the stakeholder feedback received throughout the strategic planning process.

Internal and External Stakeholder Engagement

Engagement of District Internal and Community External Stakeholders

Stakeholder engagement serves a critical role in supporting the identification of the needs and priorities of the school district. Shaping and strengthening the public image of the school district and building a positive working relationship with stakeholders both internally and externally is important in this era of accountability. Stakeholders are those who may be affected by or influence the mission, vision, goals, and/or policies of the school district. Engaging stakeholders in the Strategic Planning process aids in:

- Creating transparency
- Demonstrating why key stakeholders should trust and value the school district
- Conveying what is being done to improve and grow student learning
- Providing evidence of how resources are properly invested in education
- Expressing to stakeholders that their input is relevant
- Establishing open lines of communication with stakeholders enables the school district to foster positive relations and interactions moving forward

Engagement of Diverse District Stakeholders and Underrepresented Groups

The Association utilizes two methods of stakeholder engagement: online surveys and in-person focus group meetings. The online surveys are provided through multilingual support which ensures that stakeholders who do not speak English and/or relate to an underrepresented group are provided equitable access to modified surveys [i.e., surveys translated in an alternative language] when contributing their perspective through the strategic planning engagement. The Association will ensure that the stakeholder surveys are translated to engage a diverse student population. To ensure equitable access for in-person focus group meetings and/or discussion, the district will be responsible for identifying the appropriate on-site translation service.

NASB Online Surveys

This primary method of engagement enables the Association to gather both qualitative and quantitative data to inform the Strategic Planning process. The distribution of uniquely designed

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online stakeholder surveys is accomplished through the listservs we acquire from the school district. NASB staff will manage each component of this process by:

- Distributing the online survey link through email
- Managing bounce back email issues
- Forwarding reminders to stakeholders to complete the survey by the defined deadline
- Analyzing data collected
- Reporting the assessment findings and summaries

The Association utilizes the Qualtrics XM® survey system. All surveys during the Strategic Planning process are distributed using this system. All stakeholder groups, with exception of the community members, will receive an email to access the online engagement survey. Community members will provide feedback through community engagement meetings or through a link and/or a QR code provided on the school district website.

On average most all surveys may be completed in a span of 20 to 30 minutes. However, the time needed to complete some surveys is dependent upon the unique stakeholder group involved. The NASB District-Level and Building-Level Administrator and Certified staff surveys will require the most time.

An overview of the stakeholder groups and topics is provided in the diagram on the following page and titled Stakeholder Survey Topics.

NASB Stakeholder Engagement via Online Survey

- Superintendent
- Assistant Superintendents
- District- Level Administrators
- Building-Level Administrators
- Board Members
- Certified Staff
- Classified Staff
- Students (Grades 5-12)
- Parents
- Business Leaders (Identified by district.)
- Community Members (QR Code posted to the school district website following the Community Engagement Meeting/Discussion)

Please reference the diagram below for survey distribution estimates for each identified stakeholder group.

Stakeholder Survey Topics

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Stakeholder Group	# Of Surveys	Climate/Culture	DEI	District Strengths	Student Achievement	District Resources	Student Centered Learning	Personnel Effectiveness	Mission & Vision Goals	Advocacy	Policy Governance	Board Operations	Board & Superintendent Relations	Professional Development	Community	Accountability
Administrators	4	√	√	√	√	√	√	√	√				√	√	√	
Board of Education	6	√	√	√	√	√			√	√	√	√	√	√	√	√
Certified Staff	30	√	√	√	√	√	√	√								
Classified Staff	15	√	√	√		√	√	√								
Parents	353	√	√	√	√	√	√	√								
Students (Grade 5-12)	179	√	√	√	√		√	√								
Business Leaders*	?															
Community*	?															
*** Ditrict will select the survey questions for the Business Leader and Community stakeholder groups.**																

Due to the robust nature of the data received through the surveys and engagement meetings NASB Board Leadership staff are equipped to provide data analysis to identify common themes among each stakeholder group validating the overarching needs and priorities of the school district.

NASB Community Focus Group Discussion

The NASB Strategic Plan Consultants use a qualitative discussion setting also known as the NASB Community Focus Group discussion. This setting is designed to bring together individuals to discuss a common topic of interest and allows everyone to share their individual experiences, perceptions, opinions, and ideas in response to a short questionnaire consisting of three - four questions. This form of community engagement creates a safe setting that ensures each member of the group the ability to share with an appointed scribe recording the information each member contributes to the discussion. The benefit of a focus group allows individuals to discover that they are more alike than they are different from others in the focus group who are collectively gathered for this purpose.

Through this purposefully designed discussion, the NASB Strategic Plan Consultant upholds the structure to provide a protective measure to safeguard the discussion. When communicating the purpose for the community meeting and the topics that will be discussed, this enables stakeholders to arrive prepared to participate in purposeful discussion and reduces the potential of disruption that may compromise the benefit and positive outcome of the process. The Community Focus Group questions are to be selected by the District Administration and Board of Education, however, once they have done so, the questions will be distributed to patrons to assist them in preparing for the meeting. The meetings will be advertised by the school district encouraging all who wish to participate to attend one meeting. The Community Focus Group meeting/discussion will be limited to a 90-minute timeframe.

The Association provides a list of suggested groups and leaders throughout the community the board may wish to consider when identifying key stakeholders to involve in the engagement.

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Comprehensive Needs Index

The Comprehensive Needs Index (CNI) is a secondary mechanism by which district-level and building administrators assess a department or learning center identifying needs that for distinct reasons did not surface in the feedback received from the Administrator Strategic Planning Survey. This provides an additional lens to confirm, compare, and contrast the identified stakeholder needs in the Needs Analysis by building level and across the district.

The design and structure of the (CNI) is a rubric analysis. To ensure the context of the rubric aligns to common and effective practice and trends within the educational industry, NASB staff considered the value of the Charlotte Danielson Instructional Framework, Marzano Instructional Framework, as well as the value of the accreditation standards of NE Framework and COGNIA. The (CNI) is categorized as follows:

1. Climate and Culture
2. Diversity, Equity, and Inclusion
3. Educational Opportunities and Access
4. Student Centered Learning
5. Social-Emotional and Mental Health Well-being
6. Academic Achievement
7. Personnel Effectiveness
8. Family and Community Partnerships
9. District Resources
10. Building Board Governance

Program/Service Overview

In addition to the engagement survey, administrators will also have the choice to contribute through the NASB Program-Service Overview Survey. This additional survey equips administrators with the opportunity to provide, more detailed context related to specific programs and services the district may or may not offer. Example, a High Ability Learners (HAL) program. This program may be provided to students at specific learning centers; however, HAL may be considered an identified need by a building administrator at s different site. The Program- Service Overview survey enables the administrator to recommend unique programs and services to expand and/or support learning opportunities within the building or department they represent. The input received from administrators will enhance the unique data necessary to make informed decisions relating to the continuation or addition of programs and services when examining opportunities to improve and grow learning for students.

Needs Analysis

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The Association will develop the District' s Comprehensive Needs Analysis by compiling the results of the Program Service Overview, Comprehensive Needs Index (CNI) results, stakeholder engagement data collected through the online surveys, Community Engagement Focus-Group Meetings discussion, the Strategic Overview Committee meetings, business leader feedback through surveys, district-specific extant data, etc. to create the District Strategic Plan Comprehensive Needs Analysis. This document is a multifaceted reflection of the district as it includes significant and emergent themes from all engagement methods.

The NASB Strategic Planning process provides a direct connection between the administration, board, and a vast number of district and community stakeholders. The engagement of stakeholders provides the opportunity to voice thoughts and ideas prior to the administration and board setting goals. The board fosters a positive working relationship with stakeholders when they model transparency prior to setting goals. The Comprehensive Needs Analysis serves as the primary instrument when designing the strategic plan framework.

The Needs Analysis data will:

- Provide direction for programs and services that support the system's mission and vision
- Allow staff to determine priorities and allocate limited resources to activities that will have the greatest impact
- Create cohesion through the alignment of goals, strategies, professional development, and desired outcomes
- Enable benchmarking and monitoring of implementation and impact
- Assist with continuous improvement by helping staff identify change, which instructional and other practices are working, and the strategies associated with the greatest success

Step III

Where do we want to go?

Define and Build the Plan:

Guiding Principles | Objectives | Strategies | Performance Indicators
Strategy Prioritization | Alignment Matrix

Building the Strategic Plan

Using the results from the Comprehensive Needs Analysis, the NASB Board Leadership team will create a preliminary draft of the strategic plan. Known as the strategic plan framework, this draft is the base for the final strategic plan and will be presented to the Administrators and the Board of Education. The NASB Board Leadership team will design the district's Strategic Plan Framework; however, the district will be afforded the liberty to modify the Framework as they deem appropriate. The modifications will be updated within the Framework.

Strategy Prioritization

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To ensure the strategic plan is implemented with fidelity, the NASB Strategic Planning service provides a unique process to empower each administrator the opportunity to rank the strategies throughout the plan. The process is administered through an online survey distributed by Association staff. Prioritization empowers each district and building-level administrator the opportunity to rank the guiding principles and strategies in the plan by greatest urgency and largest impact. In doing so, administration identifies the most important areas of need in their plan, and the most pressing actions to address them. All administrator feedback from this survey is compiled to provide a comprehensive prioritization report to be presented to the district as the final measurement of progress in the Strategic Planning process.

In addition to administration, the board of education will also complete a prioritization process pertaining solely to the strategies identified in the Board Governance guiding principle. A similar prioritization report will be provided the board so they may identify the first steps in creating an increasingly effective and functional team to support the district by creating board goals.

*Additional fees will be charged if more than 5 administrators are participating in the prioritization process.

Alignment Matrix*

The NASB Strategic Planning process is meant to provide a comprehensive framework for the improvement of the school district. To ensure the process is truly comprehensive, the final step in the creation of the strategic plan is to align each strategy to the district's accreditation framework, AQuESTT, School Improvement Goals, and other relevant documents. This step enables district leadership to coordinate the many efforts of school improvement within one working document efficiency and effective measurement of growth and progress of the school district.

***This is an optional component**

Step IV

How do we plan to get there?

Implement and Monitor:

Strategic Implementation Team | Implementing Strategies

Implement and Monitor

A strategic plan, no matter how good it is on paper, is of little value if it is not implemented well. NASB Board Leadership staff will work closely with District Leadership to put mechanisms in place to ensure the strategic plan is implemented in a realistic and meaningful way; often this means creating action plans inclusive of specific tasks and goals at the building or classroom-level.

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Strategic Implementation Team

The NASB Strategic Planning supports the administration and board after the strategic plan is adopted. Implementation and evaluation ensure the plan does not die on paper. Implementing the strategic plan in a meaningful way involves assigning responsibility of specific strategies and performance indicators as appropriate. To ensure progress is made towards the assigned obligations, the district will identify and appoint a Strategic Implementation Team (SIT) comprised of administrators and staff. The SIT serves as a measure of accountability for the district and is the primary source of progress assessment after implementation of the strategic plan. Through the NASB Strategic Planning SIT process, Board Leadership staff will equip the SIT with a problem-solving matrix to determine barriers preventing progress or success of the assigned responsibilities. This matrix includes a series of questions to identify obstacles, assess resource allocation, and create actionable steps to make the outlined strategies and performance indicators achievable.

Step V

How do we know when we have arrived?

Support and Evaluation:

Superintendent Evaluation | Board Self-Assessment | Progress Analysis

Support, Progress Analysis, and Evaluation

The NASB Strategic Planning process is facilitated as a cycle. After the adoption and implementation of the final strategic plan, a Progress Analysis is administered on an annual basis for the next four years. This yearly review provides the opportunity to recognize success and identify remaining areas of need. The NASB Board Leadership team will also provide necessary services to support the coordination of district efforts in accomplishing the strategies and performance indicators. This may include but is not limited to establishing a superintendent evaluation aligned to the strategic plan, establishing a board self-assessment to measure progressive governance, editing the existing plan to reflect modifications made by the SIT, reprioritizing the plan to the most current, and most urgent needs, or re-engaging stakeholders through any of the aforementioned methods.

Ensuring fidelity – ensuring all staff and administrators responsible for implementing the strategic plan are carrying it out with fidelity requires tremendous communication and coordination. If the district fails to track progress, the district will fail to reach the plan's desired result. Progress of implementation must be monitored regularly and on a scheduled basis to ensure staff remains on track. Therefore, the plan must be prioritized in order for the cabinet, directors, and principals to establish action steps that are specific, measurable, and timely.

Reporting to the Board – the Board will expect the superintendent to regularly report the status of implementation, including progress toward each of the overall strategic goals. In turn, the superintendent will expect regular status reports from the Strategic Implementation Team regarding the status toward achieving the goals and objectives.

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Celebrate Success – too often we fail to acknowledge and/or celebrate success. Celebration is as important as accomplishing objectives – maybe more important! In the absence of closure and acknowledgement, it may be difficult to generate the support and enthusiasm of staff to embark upon the next challenge.

Phase II of Strategic Planning

Following the implementation of the District's Strategic Plan, the Association will reengage with the district through the NASB Phase II Strategic Planning process. This involves the multi-year Progress Analysis summaries and embark upon the re-engagement of all internal and external stakeholders including SOC and Community focus groups, for the purpose of updating the original District Strategic Plan. Note: The proposed budget includes the annual Progress Analysis; however, Phase II will require a new contract.

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Testimonials

“Our Board and Superintendent engaged the leadership services of Marcia and the NASB team to facilitate our district's development and adoption of our strategic plan. Marcia provided instrumental assistance in guiding and eliciting stakeholder input to identify key strategic plan goals. The strategic plan developed through the assistance of Marcia and NASB has been crucial in district decision-making to help our Board maintain strong governance to support our students." - Superintendent and Board President

“The NASB team did an excellent job guiding us through the process. The community engagement is what I liked most about the process.” -Superintendent

“I like how they collected an immense amount of data from a variety of stakeholders. Good feedback from the individuals that were surveyed.” -Superintendent

“Comprehensive and detailed. I really like the community engagement process and the work with the Strategic Overview Committee.” -Superintendent

“Every school needs a road map to move forward from where they currently are to where they want to be in the future. NASB was instrumental in assisting us collaborate with district stakeholders through a guided process that has helped accomplish this. Together, we were able to identify our district’s Vision, Mission, Values and Core Beliefs which has defined who we are, and who we want to be.” -Superintendent

“I really appreciated that we had the time to discuss real issues and the possibility to solve them.” -District Administrator

“I learned that it takes oversight and effort from all to have a lasting impact in our schools.” -Business Leader

“I liked the opportunity to hear multiple viewpoints from such knowledgeable people.”
-Business Leader

“The NASB process is a powerful experience for school and community! It is an opportunity for school administration and board of education members to hear patron perception, and in turn provide stakeholders with information pertaining to the school. Deficit areas are discussed which aids in the strategic planning and school improvement processes of the district, but the strengths of the district will dominate the discussion. It is awesome! The process truly helps a school district to move forward for the betterment of kids!” -Superintendent

“I really liked the prioritization summary and the fact that we are able to revise the plan to fit our needs.”
-Superintendent

“Thank you for all your help and guidance. This process has been instrumental in guiding our efforts for improvement.” -Superintendent

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SCHUYLER COMMUNITY SCHOOLS

Strategic Planning Proposal

STRATEGIC PLANNING®
NEBRASKA ASSOCIATION OF SCHOOL BOARDS

Schuyler Community Schools

Superintendent of Schools

Dr. Bret Schroder

Members of the Board of Education

Richard Brabec, President
Brian Vavricek
Chuck Misek
Renee Sayer
Amanda Jedlicka
Virginia Semerad

Mission Statement

Schuyler Community Schools, in partnership with parents, students, and the community is committed to educating students to become skilled, knowledgeable, and responsible citizens in a global society.

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Strategic Planning Proposal

Strategic Planning Consulting Services

Presented by the Nebraska Association of School Boards

John Spatz, NASB Executive Director

Marcia Herring, NASB Director of Board Leadership

Kari Stephens, Board Leadership Associate

Katie Coble, Board Leadership Associate

Caden Frank, Board Leadership Associate

Mission Statement

The Nebraska Association of School Boards provides programs, services, and advocacy to strengthen Community education for all Nebraskans.

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August 3, 2023

Superintendent Schroder and members of the Schuyler Board of Education,

It is a privilege to share the NASB Strategic Plan Proposal with the Schuyler Community Schools Administrators and Board of Education. The NASB Board Leadership Department is pleased to provide a multitude of programs and services to our members, including the following strategic planning process.

The Association adopted protocol and procedures are characteristic of a comprehensive planning process. The proposal outlines the scope and sequence that includes engagement of both internal and external stakeholders through online surveys, and purposeful focus group discussion. Our unique process ensures open and continuous communication with our staff, and a personalized strategic plan design that will meet the vision and expectations of administration and the board of education.

The NASB Board Leadership team represents a collective commitment to the time, resources, and values necessary to provide the optimum service needed to meet the defined timeline and to support the creation of a purposeful three-five-year plan to guide the district, align resources, and improve instruction and learning.

It would be our honor to partner with Schuyler Community Schools on this most important endeavor. I look forward to the opportunity to address questions and points of clarification as needed. Please feel free to contact me at 402-817-0296 at your convenience.

Respectfully submitted,

Marcia R. Herring

Marcia R. Herring
NASB Director of Board Leadership

Board Leadership
NEBRASKA ASSOCIATION OF SCHOOL BOARDS

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PROPOSED FEE

The following is a description of Services to be provided by NASB:

Engagement & SOC Meetings

NASB will engage the Client in stakeholder engagement and Strategic Overview Committee meetings as needed and mutually agreed upon, to be conducted by the NASB Board Leadership Department. Reasonable travel expenses will be assessed.

Stakeholder Engagement & Data Analysis

NASB will provide engagement via online surveys. The charge associated with the collection and analysis of data is based on school district enrollment, projected survey response rates, and the administrative management of survey responses.

Needs Analysis & Strategic Plan

NASB will provide analysis, drafting, and planning work including the construction and presentation of a comprehensive Needs Analysis and necessary support for the district to write the final Strategic Plan document, as well as the following:

- Define a timeline to support the board/district's intended outcome of Strategic Planning.
- Work collaboratively with the board/superintendent/district representative to define the internal/external stakeholders engagement process and procedures to meet the vision and expectations for Strategic Planning.
- Design communications for district approval.
- Provide administrative support and leadership through the planning process as requested by the board and/or superintendent.
- Prepare outcomes from the meetings for district web posting and distribution as directed.
- Compile and analyze the needs assessment stakeholder data and summarize the needs and priorities for the District Needs Analysis.
- Develop the Strategic plan and administer the Prioritization Matrix.

Schuyler Community School Enrollment: 1,795

Total Estimated Cost: $16,000 - $18,000

*Note: The estimated cost does not include reasonable travel expenses.

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APPENDIX I: DETAILED PROSPECTIVE TIMELINE

The draft timeline provides a general scope of the project and the optimum timeline for strategic planning. The timeline for a district will vary based upon the ability to schedule stakeholder engagement meetings.

Phase One		
Organize and Plan the Process	Target Date	Date Complete
Timeline Phone Call with Kari Stephens Create a proposed timeline to support: ▪ Identify district point person ▪ Distribute the District Profile ▪ Strategic Overview Committee meetings I and II ▪ Stakeholder Engagement Surveys ▪ Community engagement meetings ▪ Business Leader Surveys		
District will complete the District Profile		
District/board will: ▪ Identify members of the Strategic Overview Committee (e.g., superintendent, administrators, 2 to 4 teachers, 2 classified staff, board members, secondary students, 2 to 4 parents, community members, and business leaders) ▪ Identify members of the community and business leaders		
Distribute the District Communications Packet		
Meeting preparation		
Send invites, press release, social media promo community mtg.		
Verify attendance		
Phase Two		
District Needs Assessment	Target Date	Date Complete
NASB will administer the: ▪ Administrator Surveys ▪ Comprehensive Needs Index (CNI) ▪ Program-Service Overview Survey ▪ Board Member Surveys		
NASB will facilitate the Strategic Overview Committee Meetings: ▪ Meeting I – NASB facilitates review of Mission, Vision, Beliefs/Values, conduct SWOT ▪ Meeting II – NASB facilitates review SWOT results and Mission, Vision, discussion		
NASB will administer the Stakeholder engagement surveys: ▪ Certified Staff *(Identify a Professional Development/In-Service date.)* ▪ Classified Staff		

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▪ Parents (Lottery System) ▪ Students (Grades 5, 8, 10, 12) (*Identify a class or homeroom block.)*		
NASB will facilitate the Community meeting and Business Leader Focus Group Survey ▪ Community Focus Group Meeting ▪ Business Leader – Online Survey		
NASB will compile and code all stakeholder data		
NASB will develop the School District Needs Analysis		
Phase Three		
Review the Strategic Plan and Finalize	Target Date	Date Complete
Develop Strategic Plan Framework		
NASB Present Strategic Plan Needs Analysis and Framework to Board and Administration		
Board and Administration Review of compiled data and Needs Analysis with Strategic Overview Committee		
Administration make Modifications/Edits to Framework		
Phase Four		
Implement and Monitor	Target Date	Date Complete
Administer the Strategy Prioritization Assessment		
Align Strategic Plan Strategies (e.g., AQuESTT, School Improvement, NE Framework/COGNIA, other*		
Promote plan internally and externally		
NASB and Superintendent Strategic Implementation Team (SIT) Video Call		
Establish Strategic Implementation Team to monitor progress and success at regular intervals		
Board Adopts Strategic Plan		
Present final plan to all SOC – Meeting III (*Board and Superintendent)*		
Integrate Strategic Plan into SPARQ Meetings*		
Phase Five		
Support and Evaluation	Target Date	Date Complete
Establish superintendent evaluation aligned to strategic plan		
Administer Board Self-Assessment Annually and Review Goals		
Contact, schedule, and conduct Progress Analysis Annually (Year 1, 2, 3, and 4)		
Re-engage community Year 2 and 4		
Schedule Phase II – Strategic Planning at end of Year 4		

*** Indicates optional components of the NASB Strategic Planning Process.**

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APPENDIX II: IDENTIFICATION OF STAKEHOLDERS

Below contains an unexclusive list of potential stakeholders to consider in the engagement process:

External Stakeholders

a. Community
   - Parents (e.g., households with school-age and non-school age children)
   - Residents
   - Community groups
   - Neighborhood leaders

b. Business and Industry Representatives
   - Chamber of Commerce
   - Community Economic Development
   - Developers
   - Business owners/leaders
   - Realtors
   - Banking
   - Preschool providers
   - Daycare providers
   - Post-Secondary Institutions
   - News media

c. Community and Youth Service Organization Representatives
   - Ministerial leaders
   - YMCA, Teammates, other
   - Civic Club Youth Programs (Optimist, Rotary, Kiwanis, Legion, Lions, etc.)
   - Veteran organizations (United Way)
   - Community Based Programs
   - Family/Student resource systems and organizations

d. Social and Mental Health Service Representatives
   - Comprehensive care centers, drug prevention programs
   - Social Services
   - Health and Human Services

e. Local and State Government Representatives
   - Mayor and/or City Council Members
   - County Board
   - Sheriff and Chief of Police
   - Legislators
   - Commissions
   - Minority Advocacy groups

Internal Stakeholders

- Board
- Superintendent
- Assistant Superintendents
- District Level Administration
- Building Level Administrators
- Certificated/Classified Staff
- Students (Middle and High School)
- Advisory Councils
- Booster Club Officers/Members
- PTO/PTA Groups
- Organized Parental Support Groups
- Foundation
- Alumni

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Appendix III: The NASB Strategic Planning Team

The Nebraska Association of School Boards has been advocating for, working with, and training Nebraska school boards since 1918. Traditionally, the NASB's Board Leadership department has collaborated with school boards and their superintendents in more narrowly focused goal setting exercises. However, in 2014 district leaders requested that we expand community engagement to include a comprehensive strategic planning process. Since that time, NASB has facilitated strategic planning for Nebraska school districts ranging in size from Class A to D. As demand has grown, our Strategic Planning Team has grown to include four facilitators:

Marcia Herring – NASB Director of Board Leadership

Marcia began her service to Community education as a school board member on the Waverly School District Board of Education, completing 12 years of service. During her tenure as a local board member, she was elected by her peers to serve on the Nebraska Association of School Boards—Board of Directors completing three terms as Director. She began her work as a superintendent search consultant more than 20 years ago. Marcia served as Director of NASB Search Services for 8 years.

As the Director of Board Leadership, Marcia has expanded the programs and services to meet the ever-changing needs of our members. We currently support our members through Strategic Planning, Community Engagement, Board Development Learning Retreats and Workshops, and Online Board Self-Assessment and Superintendent Evaluation. The growth of the Department and scope of services has enabled our team to provide impactful and purposeful leadership for school districts across the state and ranging in enrollment from 125 students to more than 10,000.

Kari Stephens – NASB Board Leadership Associate

Kari has been involved in education over the past 26 years as an instructor at all levels from Kindergarten through Twelfth grade. She has a BS in Elementary Education and continues to be passionate about literacy, inclusion, diversity, and equality for all students. The perspective she brings to the NASB Strategic Planning process will be unique as she will offer an educator's lens to ensure that our stakeholder engagement tools, and processes are valid, dependable, and effective through the engagement of all internal and external stakeholder groups in the district. Kari provides support to board members primarily through Strategic Planning, Community Engagement, and Superintendent Evaluation. She also serves as the NASB facilitator for the NASB Equity Collaborative and Board Leadership representative for the Nebraska Community Leadership Foundation (NPLF).

Katie Coble – NASB Board Leadership Associate

Being from rural-Nebraska and always having an interest and love for Community education, Katie is passionate about serving school boards across Nebraska to best support their efforts of providing a positive impact on student learning and achievement. Katie graduated with a BA in Psychology and Sociology and since joining the Association has enjoyed the opportunity to pursue a career path that has a significant impact on education. As a Board Leadership Associate, Katie provides support to board members through the NASB Online Survey Service, primarily Superintendent Evaluation, Board Self-Assessment, and Leadership Encompass 360. She also provides leadership and support to the members of the Nebraska Administrative Education Professionals (NAEP) group.

Caden Frank – NASB Board Leadership Associate

Caden comes to the Board Leadership team from a community engagement and higher education background. Earning his BS in Organizational Leadership and MSE in Higher Education and Student Affairs from Fort Hays State University, Caden's greatest passion lies in grassroots community engagement and creating new learning opportunities for students through their community education. In addition to his work community engagement, Caden is responsible for facilitating stakeholder engagement meetings, administers online stakeholder surveys, and assists with data collection, analysis, coding, and reporting.

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