

Regular Meeting of the Shelton Public Schools Board of Education
Monday, March 14, 2022
the Elementary Conference Room
7:30 PM

President Lewis called the Regular Meeting of the Shelton Public Schools Board of Education to order at 7:30 PM on Monday, March 14, 2022 in the Elementary Conference Room. The meeting was advertised in accordance to Policy 2003. An open meetings poster, agendas and procedures to address the Board of Education were available to visitors.

1. Call to order and roll call

Joe Berglund: Absent, Kay Johnson: Present, Chris Lewis: Present, Russ Muhlback: Present, Emmy Power: Present, Lisa Stewart: Present. Present: 5, Absent: 1.

Three visitors were present. Administrators Gannon, Kenton, and Meyer were present.

Motion made by Chris Lewis seconded by Russ Muhlback to excuse Joe Berglund from tonight's meeting. Vote: Passed

Joe Berglund: Absent, Kay Johnson: Yea, Chris Lewis: Yea, Russ Muhlback: Yea, Emmy Power: Yea, Lisa Stewart: Yea

Yea: 5, Nay: 0, Absent: 1

2. Routine matters

2.a. Review and approve minutes

Motion made by Chris Lewis seconded by Lisa Stewart to approve minutes from the February 14 Regular meeting and February 7 Board Retreat as presented. Vote: Passed

Joe Berglund: Absent, Kay Johnson: Yea, Chris Lewis: Yea, Russ Muhlback: Yea, Emmy Power: Yea, Lisa Stewart: Yea

Yea: 5, Nay: 0, Absent: 1

2.b. Review and approve claims

Motion made by Emmy Power seconded by Kay Johnson to approve Claims 54854-54904 in the amount of \$201,549.91 plus regular payroll. Vote: Passed

Joe Berglund: Absent, Kay Johnson: Yea, Chris Lewis: Yea, Russ Muhlback: Yea, Emmy Power: Yea, Lisa Stewart: Yea

Yea: 5, Nay: 0, Absent: 1

3. Request to address the Board of Education

There were no requests to address the Board.

4. Reports

4.a. Financial Report

Dr. Gannon gave an update on the financial status of the District.

4.b. Board Report

There were no committee meetings to report on.

4.c. Superintendent's Report

Dr. Gannon provided the Board with a matrix showing various classroom observations conducted throughout the year. Board discussed moving forward with the survey offered through NASB that Marcia Herring discussed at the Board Report. This is free of charge. Dr. Gannon and the board also discussed options to make up staff days from last week due to State Basketball.

4.d. Principal's Report

District Enrollment is 281 students. PT Conf Attendance: Elem = 85% & JH/HS = 53%. NSCAS tests will be taken this quarter. All Shelton winter activities had great success with State qualifiers in FFA, Speech, Wrestling, & Boys and Girls basketball. Congrats to all.

5. New Business

5.a. Consideration to approve a trip request from National Honor Society

Motion made by Lisa Stewart seconded by Emmy Power to approve the trip request from National Honor Society for 4/18 - 4/20/22 to Omaha. Vote: Passed

Joe Berglund: Absent, Kay Johnson: Yea, Chris Lewis: Yea, Russ Muhlbach: Yea, Emmy Power: Yea, Lisa Stewart: Yea

Yea: 5, Nay: 0, Absent: 1

5.b. Per ESSA III requirements, 6 month review of the Shelton Return to Learn Plan

Board reviewed the Return to School plan; will be discussed further at next month's meeting.

5.c. Consider revision to the facility use guidelines form

Motion made by Chris Lewis seconded by Lisa Stewart to approve the Shelton facility use guidelines form as revised. Vote: Passed

Joe Berglund: Absent, Kay Johnson: Yea, Chris Lewis: Yea, Russ Muhlbach: Yea, Emmy Power: Yea, Lisa Stewart: Yea

Yea: 5, Nay: 0, Absent: 1

6. Old Business

There was no old business to discuss.

7. Adjournment

Motion made by Emmy Power seconded by Lisa Stewart to adjourn at 9:28 PM. Vote: Passed

Joe Berglund: Absent, Kay Johnson: Yea, Chris Lewis: Yea, Russ Muhlbach: Yea, Emmy Power: Yea, Lisa Stewart: Yea

Yea: 5, Nay: 0, Absent: 1

Respectfully Submitted,
Emmy Power, Secretary

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1. Call to order and roll call

Joe Berglund: Present, Kay Johnson: Present, Chris Lewis: Present, Russ Muhlbach: Present, Emmy Power: Present, Lisa Stewart: Present. Present: 6.

Two visitors were present. Administrators Gannon, Kenton and Meyer were present.

2. Routine matters

2.a. Review and approve minutes

Motion made by Chris Lewis seconded by Lisa Stewart to approve the minutes from the January 17, 2022 Board of Education meeting as corrected. Vote: Passed

Joe Berglund: Yea, Kay Johnson: Yea, Chris Lewis: Yea, Russ Muhlbach: Yea, Emmy Power: Yea, Lisa Stewart: Yea
Yea: 6, Nay: 0

2.b. Review and approve claims

Motion made by Emmy Power seconded by Chris Lewis to approve claims 54796 - 54849 in the amount of \$199,930.18 plus regular payroll. Vote: Passed

Joe Berglund: Yea, Kay Johnson: Yea, Chris Lewis: Yea, Russ Muhlbach: Yea, Emmy Power: Yea, Lisa Stewart: Yea
Yea: 6, Nay: 0

3. Request to address the Board of Education

There were no requests to address the Board of Education.

4. Reports

4.a. Financial Report

Dr. Gannon gave an update on the financial status of the district.

4.b. Board Report

Members discussed the board retreat from last week

4.c. Superintendent's Report

Dr. Gannon reported on some climate/culture strategies that the Admin team has implemented with staff. She shared the core belief statements that were developed collaboratively by all staff, discussed committee opportunities available for staff, and also shared some successes which included improvements in trend walks from Fall 2021 to Winter 2022.

4.d. Principal's Report

District Enrollment is 281 students (166-elementary and 115- JH/HS). District wrestling is complete with a couple state qualifiers; Shelton earned the privilege to host both girls and boys Sub-District basketball games. JH Boys basketball season is complete. Speech is underway and the students are competing well. All 5 FFA seniors passed their interviews and will receive their State FFA Degrees this April. MAP Assessments are complete and results were shared with parents at PT Conf. PK registration is open, and 2 full classes are expected for next year. Kindergarten registration will be March 25th.

5. New Business

5.a. Review and possible action on bids for QCPUF HVAC project

Motion made by Russ Muhlbach seconded by Lisa Stewart to accept the bid from Rasmussen Mechanical Services Inc. for the HVAC project, not to exceed \$225,313.00 and to use QCPUF funds for the project. Vote: Passed

Joe Berglund: Yea, Kay Johnson: Yea, Chris Lewis: Yea, Russ Muhlbach: Yea, Emmy Power: Yea, Lisa Stewart: Yea
Yea: 6, Nay: 0

5.b. Consideration to approve the master contract agreement with the Shelton Education Association for the 2022-2023 school year.

Motion made by Chris Lewis seconded by Joe Berglund to approve the master contract agreement with the Shelton Education Association for the 2022-2023 school years. Vote: Passed

Joe Berglund: Yea, Kay Johnson: Yea, Chris Lewis: Yea, Russ Muhlbach: Yea, Emmy Power: Yea, Lisa Stewart: Yea
Yea: 6, Nay: 0

5.c. Consideration to approve the district calendar for 2022-2023

Motion made by Joe Berglund seconded by Lisa Stewart to approve the district calendar for the 2022-2023 school year as corrected. Vote: Passed

Joe Berglund: Yea, Kay Johnson: Yea, Chris Lewis: Yea, Russ Muhlbach: Yea, Emmy Power: Yea, Lisa Stewart: Yea
Yea: 6, Nay: 0

5.d. Discussion and action regarding ESU 10 Special Education Contracts for 2022-2023

Motion made by Lisa Stewart seconded by Chris Lewis to approve the ESU 10 Special Education Contracts for 2022-2023. Vote: Passed

Joe Berglund: Yea, Kay Johnson: Yea, Chris Lewis: Yea, Russ Muhlbach: Yea, Emmy Power: Yea, Lisa Stewart: Yea
Yea: 6, Nay: 0

5.e. Discussion and possible action regarding a NASB Strategic Planning Service Agreement

The board decided not to move forward with the NASB Strategic Planning Service Agreement at this time, but will keep this service in mind for the future.

5.f. Consideration to approve the resignation of Janelle Gegg at the end of the school year.

Motion made by Chris Lewis seconded by Lisa Stewart to to accept the resignation of Janelle Gegg at the end of the 21-22 school year. Vote: Passed

Russ Muhlbach: Nay, Joe Berglund: Yea, Kay Johnson: Yea, Chris Lewis: Yea, Emmy Power: Yea, Lisa Stewart: Yea
Yea: 5, Nay: 1

5.g. Consideration to approve a contract for Stephanie Flint as the guidance counselor for the 22-23 school year.

Comments from Dr. Gannon: Mrs. Flint comes to Shelton with three years of school counseling experience. She has a comprehensive set of skills that we believe will be of value to Shelton Public Schools. She is organized, hard-working, and collaborative. Mrs. Flint focuses on building strong professional relationships and has a proven track record in program development.

Motion made by Chris Lewis seconded by Kay Johnson to approve a contract for Stephanie Flint as guidance counselor for the 2022-2023 school with the correction to include 15 extra duty contract days. Vote: Passed

Joe Berglund: Yea, Kay Johnson: Yea, Chris Lewis: Yea, Russ Muhlbach: Yea, Emmy Power: Yea, Lisa Stewart: Yea
Yea: 6, Nay: 0

6. Old Business

7. Executive session to protect the privacy of individuals

Motion made by Russ Muhlbach seconded by Chris Lewis to move to executive session at 9:07 PM to protect the privacy of individuals. Vote: Passed

Joe Berglund: Yea, Kay Johnson: Yea, Chris Lewis: Yea, Russ Muhlbach: Yea, Emmy Power: Yea, Lisa Stewart: Yea
Yea: 6, Nay: 0

Motion made by Russ Muhlbach seconded by Chris Lewis to move into regular session at 9:44 PM. Vote: Passed

Joe Berglund: Yea, Kay Johnson: Yea, Chris Lewis: Yea, Russ Muhlbach: Yea, Emmy Power:
Yea, Lisa Stewart: Yea
Yea: 6, Nay: 0

8. Adjournment

Motion made by Chris Lewis seconded by Lisa Stewart to adjourn at 9:48 PM. Vote: Passed
Joe Berglund: Yea, Kay Johnson: Yea, Chris Lewis: Yea, Russ Muhlbach: Yea, Emmy Power:
Yea, Lisa Stewart: Yea
Yea: 6, Nay: 0

Respectfully Submitted,
Emmy Power, Secretary

Board Retreat
Monday, February 7, 2022
the School Library
7:00 PM

President Lewis called the Board Retreat to order at 7:00 PM on Monday, February 7, 2022 in the School Library. The meeting was advertised in accordance to Policy 2003. An open meetings poster, agendas and procedures to address the Board of Education were available to visitors.

1. Call to order and roll call

Joe Berglund: Present, Kay Johnson: Present, Chris Lewis: Present, Russ Muhlbach: Present, Emmy Power: Present, Lisa Stewart: Present. Present: 6.

Marcia Herring with NASB was present and assisted in facilitating the retreat. Administrators Gannon, Kenton, and Meyer were present.

2. Request to address the Board of Education

There were no requests to address the Board.

3. New Business

3.a. Review and revise board operating principles and discussion regarding the onboarding processes and procedures for new board members and board code of conduct

Board members along with Marica Herring and the Admin team reviewed and discussed the operating principles.

3.b. Discussion regarding the strategic planning process

Marcia Herring discussed strategic planning and shared information regarding the strategic planning service agreement offered through NASB.

3.c. Discussion regarding the board's role is supporting a positive staff morale

Board members, Admin, and Marcia discussed and shared ideas regarding the Board member's roles and responsibilities.

4. Adjournment

Motion made by Kay Johnson seconded by Lisa Stewart to adjourn at 9:51 PM. Vote: Passed
Joe Berglund: Yea, Kay Johnson: Yea, Chris Lewis: Yea, Russ Muhlbach: Yea, Emmy Power:
Yea, Lisa Stewart: Yea
Yea: 6, Nay: 0

Respectfully Submitted,
Emmy Power, Secretary

Petty Cash Reimbursement - 2-4-2022- 2-25-22					
Date	Check #	Vendor	Cost	Program	Amount
2/4/2022	3391	Aurora High School - Speech Entry Fee	\$ 43.50	Speech/Drama	\$1,045.50
2/4/2022	3392	Kelsey Hubbert - Speech Judge	\$ 75.00	Board Dues & Fees	\$500.00
2/4/2022	3393	Jeanne Pope - Speech Judge	\$ 75.00	Student Council	\$304.10
2/7/2022	3394	Cornerstone Bank - Semi Agent Fee	\$ 500.00	Elem SPED	\$42.18
2/9/2022	3395	CNFL - Judge Speech Contest	\$ 75.00	HS GBB	\$434.12
2/9/2022	3396	GICC - Speech Entry	\$ 128.00	Admin Supplies	\$9.95
2/9/2022	3397	Amy Cheney - Speech Judge	\$ 75.00	Sec. Periodicals	\$39.98
2/9/2022	3398	Lori Cornelius - Speech Judge	\$ 75.00	Seniors	\$50.00
2/9/2022	3399	Jeanne Pope - Speech Judge	\$ 75.00	HS SPED	\$85.41
2/9/2022	3400	Minden High School - Speech Entry Fee	\$ 28.00	Postage	\$2,071.20
2/9/2022	3401	Jeanne Pope - Speech Judge	\$ 75.00	Sec Misc	\$53.68
2/15/2022	3402	Sam's Club - Stu Co - Concess	\$ 304.10	Elem Misc	\$28.33
2/16/2022	3403	Bank of America Card #8527			
		HS GBB	\$ 434.12		
		Admin Supplies -	\$ 9.95		
		Card #4738			
		Elem SPED	\$ 32.19		
		Card #1495			
		Sec. Periodical	\$ 39.98		
		HS SPED	\$ 85.41		

		Postage	\$ 2,071.20	
		Card #3923		
		ELEM SPED	\$ 9.99	
		Sec. Misc	\$ 25.35	
		Seniors	\$ 50.00	
		Sec/Elem Misc	\$ 56.66	
2/18/2022	3404	Northwest High - Speech	\$ 40.00	
2/18/2022	3405	Jeanne Pope - Speech Judge	\$ 75.00	
2/18/2022	3406	Void		
2/25/2022	3407	Centura High School	\$ 131.00	
2/25/2022	3408	Jeanne Pope - Speech Judge	\$ 75.00	
		Total	\$ 4,664.45	\$4,664.45

GF
~~\$~~ 3,876.023

Activity
~~\$~~ 788.22

Shelton Public Schools

Check Register Report by Check Number

Bank: [All]; Bank Account: [All]; Begin Check Number: 54854; End Check Number: 54904; Check Status: Paid; Created On: 3/9/2022 3:17:59 PM

Bank	Account Number				
Cornerstone Bank	031038968				
Paid Date	Check Number	Type	Vendor Name	Amount	Check Status
3/14/2022	54854	Payroll Liability	Aflac	\$2,115.86	Paid
3/14/2022	54855	Payroll Liability	Blue Cross Blue Shield	\$54,755.67	Paid
3/14/2022	54856	Payroll Liability	Colonial Life & Accident Insurance Co	\$39.75	Paid
3/14/2022	54857	Payroll Liability	Companion Insurance Company	\$109.50	Paid
3/14/2022	54858	Payroll Liability	Credit Management Services, Inc.	\$216.18	Paid
3/14/2022	54859	Payroll Liability	Dist. 19 Payroll Acct.	\$6,554.94	Paid
3/14/2022	54860	Payroll Liability	District 19 Payroll Acct.	\$43,936.22	Paid
3/14/2022	54861	Payroll Liability	Horace Mann Life Insurance Co	\$50.00	Paid
3/14/2022	54862	Payroll Liability	Payroll Account - Dist 19	\$600.00	Paid
3/14/2022	54863	Payroll Liability	Principal Life Insurance Co	\$940.69	Paid
3/14/2022	54864	Payroll Liability	Shelton School Payroll Acct.	\$39,308.48	Paid
3/14/2022	54865	Payroll Liability	Vision Service Plan	\$513.68	Paid
3/9/2022	54866	Accounts Payable	B2 Environmental, Inc.	\$750.00	Paid
3/9/2022	54867	Accounts Payable	Black Hills Energy	\$8,205.11	Paid
3/9/2022	54868	Accounts Payable	Cash-wa Distributing Co.	\$638.09	Paid
3/9/2022	54869	Accounts Payable	Clipper Publishing Co., Inc.	\$7.00	Paid
3/9/2022	54870	Accounts Payable	Communications Engineering, Inc.	\$370.00	Paid
3/9/2022	54871	Accounts Payable	Culligan	\$45.00	Paid
3/9/2022	54872	Accounts Payable	Eakes Office Solutions	\$1,910.18	Paid
3/9/2022	54873	Accounts Payable	Educational Service Unit #10	\$22,538.84	Paid
3/9/2022	54874	Accounts Payable	Egan Supply Co.	\$340.62	Paid
3/9/2022	54875	Accounts Payable	Kenneth Fairbanks	\$481.87	Paid
3/9/2022	54876	Accounts Payable	Heartland Disposal, Inc.	\$299.00	Paid
3/9/2022	54877	Accounts Payable	High Plains Community	\$206.85	Paid
3/9/2022	54878	Accounts Payable	Hobby Lobby Stores, Inc	\$33.27	Paid
3/9/2022	54879	Accounts Payable	Hometown Leasing	\$665.49	Paid
3/9/2022	54880	Accounts Payable	J.W. Pepper & Son, Inc.	\$190.33	Paid
3/9/2022	54881	Accounts Payable	Jostens, Inc.	\$174.67	Paid
3/9/2022	54882	Accounts Payable	K & K	\$1,644.54	Paid
3/9/2022	54883	Accounts Payable	KSB School Law PC LLO	\$65.00	Paid
3/9/2022	54884	Accounts Payable	Larry's Market	\$152.87	Paid
3/9/2022	54885	Accounts Payable	Todd C. Sutton	\$178.00	Paid
3/9/2022	54886	Accounts Payable	Matheson Tri-Gas, Inc.	\$71.54	Paid
3/9/2022	54887	Accounts Payable	MCI	\$57.58	Paid
3/9/2022	54888	Accounts Payable	Midwest Alarm Servces	\$175.00	Paid
3/9/2022	54889	Accounts Payable	Nebraska Air Filter, Inc.	\$1,187.41	Paid
3/9/2022	54890	Accounts Payable	Nebraska Central Telephone Co	\$319.34	Paid
3/9/2022	54891	Accounts Payable	Nebraska Pubilc Power Dist.	\$3,904.30	Paid
3/9/2022	54892	Accounts Payable	NWEA	\$850.00	Paid
3/9/2022	54893	Accounts Payable	Optum	\$150.00	Paid
3/9/2022	54894	Accounts Payable	Petals and Pictures	\$53.00	Paid
3/9/2022	54895	Accounts Payable	Shelton School Lunch Program	\$81.00	Paid
3/9/2022	54896	Accounts Payable	Shelton School Petty Cash	\$3,876.23	Paid
3/9/2022	54897	Accounts Payable	SPORT SAFE Testing Service, Inc.	\$425.00	Paid
3/9/2022	54898	Accounts Payable	SYNCB/AMAZON	\$437.67	Paid
3/9/2022	54899	Accounts Payable	Taylor Team	\$619.75	Paid
3/9/2022	54900	Accounts Payable	University of Nebraska-Lincoln	\$20.00	Paid
3/9/2022	54901	Accounts Payable	Village Of Shelton	\$1,021.90	Paid
3/9/2022	54902	Accounts Payable	Kevin Willis	\$143.55	Paid

3/9/2022	54903	Accounts Payable	Woodward Disposal Service, Inc.	\$25.00	Paid
3/9/2022	54904	Accounts Payable	Yanda's Music	\$94.00	Paid
Sub Total				\$201,549.97	
Grand Total				\$201,549.97	

Shelton Public Schools

Check Listing Report

Accounting Cycle: FY21-22; Begin Date: 03/01/2022; End Date: 03/31/2022; Bank: [All]; Sort By Element: FUND; Account Expression: ([FUND] = "01"); Created On: 3/9/2022 3:13:49 PM

Check Date	Check Number	Payee	Description	Type	Amount
03/09/2022	54866	B2 Environmental, Inc.	Custodial Repair/Maint - 3 Year Inspection - Abstesos	Accounts Payable	\$750.00
03/09/2022	54867	Black Hills Energy	Utility - Gas	Accounts Payable	\$8,205.11
03/09/2022	54868	Cash-wa Distributing Co.	Custodial Supplies	Accounts Payable	\$52.85
03/09/2022	54868	Cash-wa Distributing Co.	Custodial Supplies	Accounts Payable	\$276.27
03/09/2022	54868	Cash-wa Distributing Co.	Custodial Supplies	Accounts Payable	\$279.02
03/09/2022	54868	Cash-wa Distributing Co.	Custodial Supplies	Accounts Payable	\$57.30
03/09/2022	54868	Cash-wa Distributing Co.	Custodial Supplies - Returned Towel Roll Paper	Accounts Payable	(\$27.35)
03/09/2022	54869	Clipper Publishing Co., Inc.	Febr. Meeting - Notice - Board Advertising	Accounts Payable	\$7.00
03/09/2022	54870	Communications Engineering, Inc.	Custodial Repair - Check North Hall and Circle Drive Cameras	Accounts Payable	\$218.50
03/09/2022	54870	Communications Engineering, Inc.	Custodial Repair - Adjustment to Weight Room	Accounts Payable	\$151.50
03/09/2022	54871	Culligan	RO System Rent W/Pump - Custodial Maint.	Accounts Payable	\$45.00
03/09/2022	54872	Eakes Office Solutions	Paper - Elem/Sec Teaching Supplies	Accounts Payable	\$89.82
03/09/2022	54872	Eakes Office Solutions	Art Supplies	Accounts Payable	\$14.40
03/09/2022	54872	Eakes Office Solutions	Elem Teaching Supplies	Accounts Payable	\$16.99
03/09/2022	54872	Eakes Office Solutions	Sec/Elem Teach Supplies - Paper	Accounts Payable	\$214.95
03/09/2022	54872	Eakes Office Solutions	PK - Elem/Sec Teaching Supplies	Accounts Payable	\$30.14
03/09/2022	54872	Eakes Office Solutions	Art Supplies	Accounts Payable	\$15.30
03/09/2022	54872	Eakes Office Solutions	Elementary Teaching Supplies	Accounts Payable	\$17.44
03/09/2022	54872	Eakes Office Solutions	Copier Lease - Elem/Sec	Accounts Payable	\$1,511.14
03/09/2022	54873	Educational Service Unit #10	Speech SA Secondary	Accounts Payable	\$2,787.77
03/09/2022	54873	Educational Service Unit #10	OT School Age - Sec	Accounts Payable	\$634.29
03/09/2022	54873	Educational Service Unit #10	Teaching & Learning - Workshop - Elementary	Accounts Payable	\$80.00
03/09/2022	54873	Educational Service Unit #10	Speech SA Elementary	Accounts Payable	\$7,096.14
03/09/2022	54873	Educational Service Unit #10	OT School Age Elem	Accounts Payable	\$634.29
03/09/2022	54873	Educational Service Unit #10	OT Ages 3-4	Accounts Payable	\$158.57
03/09/2022	54873	Educational Service Unit #10	OT B-2	Accounts Payable	\$158.57
03/09/2022	54873	Educational Service Unit #10	Psychology Secondary	Accounts Payable	\$1,200.41
03/09/2022	54873	Educational Service Unit #10	Psychology Elem	Accounts Payable	\$1,200.41
03/09/2022	54873	Educational Service Unit #10	Psychology Ages 3-4	Accounts Payable	\$300.10
03/09/2022	54873	Educational Service Unit #10	Psychology Ages B-2	Accounts Payable	\$300.10
03/09/2022	54873	Educational Service Unit #10	PT Secondary	Accounts Payable	\$364.76

03/09/2022	54873	Educational Service Unit #10	PT Elem	Accounts Payable	\$364.76
03/09/2022	54873	Educational Service Unit #10	Speech Ages 3-4	Accounts Payable	\$3,294.64
03/09/2022	54873	Educational Service Unit #10	PT Ages 3-4	Accounts Payable	\$91.19
03/09/2022	54873	Educational Service Unit #10	PT B - 2	Accounts Payable	\$91.19
03/09/2022	54873	Educational Service Unit #10	SPED Supervision Secondary	Accounts Payable	\$593.75
03/09/2022	54873	Educational Service Unit #10	SPED Supervision Elementary	Accounts Payable	\$593.75
03/09/2022	54873	Educational Service Unit #10	SPED Preschool Super. Ages 3-4	Accounts Payable	\$129.27
03/09/2022	54873	Educational Service Unit #10	SPED Preschool Super. Ages B-2	Accounts Payable	\$129.26
03/09/2022	54873	Educational Service Unit #10	Vocational Secondary	Accounts Payable	\$144.37
03/09/2022	54873	Educational Service Unit #10	Licensed Mental Health Provider Service SA	Accounts Payable	\$500.00
03/09/2022	54873	Educational Service Unit #10	Licensed Mental Health Provider Service Elem	Accounts Payable	\$500.00
03/09/2022	54873	Educational Service Unit #10	Speech B-2	Accounts Payable	\$337.91
03/09/2022	54873	Educational Service Unit #10	Teaching & Learning - HS - Professional Development	Accounts Payable	\$60.00
03/09/2022	54873	Educational Service Unit #10	Technology - Network Operation	Accounts Payable	\$281.25
03/09/2022	54873	Educational Service Unit #10	Audiology School Age Sec.	Accounts Payable	\$37.71
03/09/2022	54873	Educational Service Unit #10	Audiology School Age Elem	Accounts Payable	\$37.71
03/09/2022	54873	Educational Service Unit #10	Audiology Ages 3-4	Accounts Payable	\$9.43
03/09/2022	54873	Educational Service Unit #10	Audiology B - 2	Accounts Payable	\$9.42
03/09/2022	54873	Educational Service Unit #10	Deaf Education Secondary	Accounts Payable	\$140.11
03/09/2022	54873	Educational Service Unit #10	Deaf Education Elementary	Accounts Payable	\$277.71
03/09/2022	54874	Egan Supply Co.	Custodial Supplies	Accounts Payable	\$340.62
03/09/2022	54875	Fairbanks Farm Eq.	Mower - Shop Work	Accounts Payable	\$481.87
03/09/2022	54876	Heartland Disposal, Inc.	Trash Removal	Accounts Payable	\$299.00
03/09/2022	54877	High Plains Community	Speech/Drama - District Speech Reimbursement	Accounts Payable	\$206.85
03/09/2022	54878	Hobby Lobby Stores, Inc	Speech - Materials for Speech Meet	Accounts Payable	\$33.27
03/09/2022	54879	Hometown Leasing	Due to Lease Agreement Change - Have to make up the difference	Accounts Payable	\$12.22
03/09/2022	54879	Hometown Leasing	Copy Machine Lease Payment	Accounts Payable	\$653.27
03/09/2022	54880	J.W. Pepper & Son, Inc.	Band/Choir Music	Accounts Payable	\$74.37
03/09/2022	54880	J.W. Pepper & Son, Inc.	Band & Choir - Sec. Music	Accounts Payable	\$23.98
03/09/2022	54880	J.W. Pepper & Son, Inc.	Music - Elem	Accounts Payable	\$91.98
03/09/2022	54881	Jostens, Inc.	Sec. Misc - Cords	Accounts Payable	\$127.81
03/09/2022	54881	Jostens, Inc.	Sec. Misc - Medals - Val/Sal	Accounts Payable	\$46.86
03/09/2022	54882	K & K	Transportation Fuel	Accounts Payable	\$1,644.54
03/09/2022	54883	KSB School Law PC LLO	Legal Fees - Emails	Accounts Payable	\$65.00
03/09/2022	54884	Larry's Market	Custodial, HS Sped, Art	Accounts Payable	\$152.87
03/09/2022	54885	M&K Electric	Custodial Repair/Maint - Repair Outlet	Accounts Payable	\$178.00
03/09/2022	54886	Matheson Tri-Gas, Inc.	Welding Supplies	Accounts Payable	\$71.54

03/09/2022	54887	MCI	Telephone	Accounts Payable	\$57.58
03/09/2022	54888	Midwest Alarm Services	Custodial Maint/Repair - Semi Annual Fire Alarm Inspection	Accounts Payable	\$175.00
03/09/2022	54889	Nebraska Air Filter, Inc.	Custodial Supplies - Air filters	Accounts Payable	\$1,187.41
03/09/2022	54890	Nebraska Central Telephone Co	Telephone	Accounts Payable	\$319.34
03/09/2022	54891	Nebraska Public Power Dist.	Electricity	Accounts Payable	\$31.58
03/09/2022	54891	Nebraska Public Power Dist.	Electricity	Accounts Payable	\$2,757.88
03/09/2022	54891	Nebraska Public Power Dist.	Electricity	Accounts Payable	\$47.37
03/09/2022	54891	Nebraska Public Power Dist.	Electricity	Accounts Payable	\$1,067.47
03/09/2022	54892	NWEA	Elem Guide Assessment - MAP Reading Fluency	Accounts Payable	\$850.00
03/09/2022	54893	Optum	FSA Plan	Accounts Payable	\$150.00
03/09/2022	54894	Petals and Pictures	Board Misc - Plant for Funeral	Accounts Payable	\$53.00
03/09/2022	54895	Shelton School Lunch Program	Reimbursement - School Board - Board Retreat	Accounts Payable	\$65.00
03/09/2022	54895	Shelton School Lunch Program	Reimbursement - Sec. Misc	Accounts Payable	\$16.00
03/09/2022	54896	Shelton School Petty Cash	Petty Cash Reimbursement - 2-4-2022-2-25-2022	Accounts Payable	\$3,876.23
03/09/2022	54897	SPORT SAFE Testing Service, Inc.	Ext. Curr. Misc - Random Testing	Accounts Payable	\$425.00
03/09/2022	54898	SYNCB/AMAZON	Supplies - Sec/Elem Misc, Title IV, Art, Admin, Sec. Teaching Supply	Accounts Payable	\$583.03
03/09/2022	54898	SYNCB/AMAZON	Custodial Supplies - Refund	Accounts Payable	(\$145.36)
03/09/2022	54899	Taylor Team	Sec/Elem Misc - Shipping of Return of Copy Machine	Accounts Payable	\$619.75
03/09/2022	54900	University of Nebraska-Lincoln	Elementary Teaching Supplies	Accounts Payable	\$20.00
03/09/2022	54901	Village Of Shelton	Water - Utility	Accounts Payable	\$1,021.90
03/09/2022	54902	Willis Repair, LLC	Custodial Supplies	Accounts Payable	\$22.00
03/09/2022	54902	Willis Repair, LLC	Custodial Supplies	Accounts Payable	\$117.00
03/09/2022	54902	Willis Repair, LLC	Custodial Supplies	Accounts Payable	\$4.55
03/09/2022	54903	Woodward Disposal Service, Inc.	Document Destruction	Accounts Payable	\$25.00
03/09/2022	54904	Yanda's Music	Music - Instrument Repair	Accounts Payable	\$71.00
03/09/2022	54904	Yanda's Music	Music - Reeds	Accounts Payable	\$23.00
Sub Total					\$52,409.00

DISTRICT 19 FINANCIAL STATUS AS OF February 28,2022

CASH RESERVES:

GENERAL FUND CASH RESERVE	(2/28/22 Interest + \$440.37)	\$543,401.79
SPECIAL BUILDING CASH RESERVE	(2/28/22 Interest + \$49.93)	\$61,557.56
TOTAL CASH RESERVE ACCOUNTS:		\$604,959.35

SAVINGS:

GENERAL FUND CR SAVINGS 5882	\$166,312.82
\$166,312.82	

UNEMPLOYMENT SAVINGS #5891	\$26,561.57
VEH/BUS ACQ. Savings #9457	\$42,109.18
TECHNOLOGY ACQ SAVINGS # 5918	\$51,206.19
PARKING LOT DEPR. SAVINGS #5909	\$70,307.41
BAND UNIFORM SAVINGS #5900	\$0.10
HVAC Savings #9475	\$89,483.43

TOTAL DEPRECIATION SAVINGS: \$279,667.88

TOTAL SAVINGS: \$445,980.70

TOTAL OF DISTRICT FUNDS: \$1,050,940.05

<u>TAXES:</u>	<u>GENERAL</u>	<u>BUILDING</u>	<u>FUND TOTALS:</u>	
BUFFALO	\$160,978.38	\$336.92	GENERAL	\$709,714.61
HALL	\$66,518.90	\$0.00	DEPRECIATION	\$279,667.88
ADAMS	\$1,004.84	\$0.00	LUNCH	\$24,565.33
KEARNEY	\$15.86	\$0.00	SPECIAL BLDG	61,557.56
TOTAL TAXES	\$228,517.98	\$336.92		

Net Wages	\$ 150,002.19
General Fund Expenditures	\$ 52,409.00
Employee - Liabilities	\$ 92,133.07

Receipts for February 2022	\$ 401,827.72
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SHELTON PUBLIC SCHOOLS: GENERAL FUND MONTHLY COMPARISON

	2020-21	2021-22		2020-21	2021-22
Sept. Expenditures Reported @ Board Mtg	\$221,441.00	\$238,035.00	Mar. Expenditures Reported @ Board Mtg	202,274.00	
Sept. Net Payroll	\$154,292.00	\$152,435.00	Mar. Net Payroll	151,673.00	
Sept. EOM Expenditures	-	-	Mar. EOM Expenditures	-	-
Total Sept. Expenditures	\$ 375,733.00	\$ 390,470.00	Total Mar. Expenditures	353,947.00	
Percent of Budget Spent	5.08%	5.21%	Accumulated Totals	\$ 2,559,255.00	\$ 1,828,788.00
Cash On Hand	\$ 1,279,562.89	\$1,454,002.00	Percent of Budget Spent	4.79%	0.00%
			Cash On Hand	\$ 670,187.00	
Oct. Expenditures Reported @ Board Mtg	220,279.00	\$241,803.00	April Expenditures Reported @ Board Mtg	204,634.00	
Oct. Net Payroll	153,801.00	\$150,362.00	April Net Payroll	153,248.00	
Oct. EOM Expenditures			April EOM Expenditures	-	-
Total Oct. Expenditures	\$374,080.00	\$392,165.00	Total April Expenditures	357,882.00	-
Accumulated Totals	\$ 749,813.00	\$ 782,635.00	Accumulated Totals	\$ 2,917,137.00	\$ 1,828,788.00
Percent of Budget Spent	5.06%	5.24%	Percent of Budget Spent	4.84%	0.00%
Cash On Hand	\$ 1,238,265.00	\$1,201,721.00	Cash On Hand	\$ 651,643.00	
Nov. Expenditures Reported @ Board Mtg	\$225,593.00	\$94,208.00	May Expenditures Reported @ Board Mtg	251,846.00	
Nov. Total Payroll	\$157,908.00	\$267,463.00	May Net Payroll	154,483.00	
Nov. EOM Expenditures	-	-	May EOM Expenditures	-	-
Total Nov. Expenditures	\$383,501.00	\$361,671.00	Total May Expenditures	406,329.00	
Accumulated Totals	\$ 1,133,314.00	\$1,144,306.00	Accumulated Totals	\$ 3,323,466.00	\$ 1,828,788.00
Percent of Budget Spent	5.19%	4.83%	Percent of Budget Spent	5.50%	0.00%
Cash On Hand	\$ 946,507.90	\$909,822.00	Cash On Hand	\$ 1,435,584.00	
Dec. Expenditures Reported @ Board Mtg	217,069.00	\$86,223.00	June Expenditures Reported @ Board Mtg	230,250.00	
Dec. Total Payroll	152,404.00	\$245,586.00	June Net Payroll	145,871.00	
Dec. EOM Expenditures		-	June EOM Expenditures	-	-
Total Dec. Expenditures	369,473.00	331,809.00	Total June Expenditures	376,121.00	-
Accumulated Totals	\$ 1,502,787.00	\$ 1,241,631.00	Accumulated Totals	\$ 3,699,587.00	\$ 1,828,788.00
Percent of Budget Spent	5.00%	4.43%	Percent of Budget Spent	5.09%	0.00%
Cash On Hand	\$ 667,873.95	\$ 686,300.00	Cash On Hand	\$ 1,425,759.00	
Jan. Expenditures Reported @ Board Mtg	197,420.00	\$49,418.00	July Expenditures Reported @ Board Mtg	286,319.00	
Jan. Net Payroll	148,885.00	\$243,555.00	July Net Payroll	146,403.00	
Jan. EOM Expenditures	-		July EOM Expenditures	-	-
Total Jan. Expenditures	\$346,305.00	\$292,613.00	Total July Expenditures	432,722.00	
Accumulated Totals	\$ 1,849,092.00	\$ 1,534,244.00	Accumulated Totals	\$ 4,132,309.00	\$ 1,828,788.00
Percent of Budget Spent	4.69%	3.91%	Percent of Budget Spent	5.86%	0.00%
Cash On Hand	\$ 801,434.00	\$ 993,449.00	Cash On Hand	\$ 1,110,707.00	
Feb. Expenditures Reported @ Board Mtg	\$206,032.00	\$52,409.00	August Expenditures Reported @ Board Mtg	\$217,765.00	
Feb. Net Payroll	\$150,184.00	\$242,135.00	August Net Payroll	\$171,935.00	
Feb. EOM Expenditures		-	August EOM Expenditures	-	
Total Feb. Expenditures	356,216.00	294,544.00	Total August Expenditures	389,700.00	
Accumulated Totals	\$ 2,205,308.00	\$ 1,828,788.00	Accumulated Totals	\$ 4,522,009.00	\$ 1,828,788.00
Percent of Budget Spent	4.82%	3.93%	BUDGET	\$7,389,889.00	\$7,491,037.00
Cash On Hand	\$ 759,347.00	\$ 1,050,940.00	TOTAL % OF BUDGET SPENT =	62.21%	
			Cash On Hand	\$ 785,296.00	

Superintendent Report for March 2022

Classroom Observations

I created this matrix to help the board better understand the different classroom observations that we conduct, how often they happen, the purpose, and who is involved.

Observation Type	Purpose	Frequency	Who Is Involved	Description
Trend Walks	<p>Non-evaluative Collect data on core instructional practices that routinely happen in the classroom. This data is used to determine professional development needs related to curriculum and instruction. These also serve as professional development for administrators to continue to build knowledge and skills as instructional leaders and to calibrate to ensure observations are conducted in a consistent manner from one administrator to the next. This improved the validity and reliability of our data.</p>	<p>3 times a year Fall Winter Spring</p>	<p>All 3 administrators conduct these observations. Generally we do one or 2 observations together to calibrate and then we break apart and individually observe and collect data for the rest of the day.</p>	<p>Teachers do not receive individual feedback on their instruction as a result of these observations. Rather the data is collected and entered in a google form, and the pie charts and graphs are then shared with teachers at the next professional development day. There is no identifiable data.</p> <p>Staff members are not notified in advance that trends walks are going to happen because we want accurate data that shows us what the typical day of school looks like. We already know that if our teachers plan their best lesson it will be amazing. That isn't useful data. We want to know what happens Most of the time because that information is more relevant to the type of professional development needed.</p>
Learning Walks	<p>Non-evaluative Focused professional development for 6 teachers each year. The</p>	<p>3 times a year Fall</p>	<p>All 3 administrators ESU Teaching and</p>	<p>The teachers being observed receive positive feedback on the great things we observed in their classrooms.</p>

	<p>purpose is for teachers to have an opportunity to observe in 4 different classrooms looking specifically for the instructional techniques from professional development. Following each observation is a 30 min debrief where we discuss the impact of the strategies on student learning. Teachers walk away with a deeper understanding of the instructional techniques that increase implementation in their classrooms.</p>	<p>Winter Spring</p>	<p>Learning Coordinator 2 teachers</p>	<p>The growth and improvement is not focused on the teacher being observed. We select high functioning teachers to observe for the purpose of modeling effective instruction.</p> <p>The learning is focused on the teachers doing the observing. It is critical that admin and ESU personnel join these walks to elevate the debriefing conversations and push teachers' thinking to dive deeper into the instructional techniques and the evidence they collect that students are learning. This is where true professional growth happens.</p> <p>Teachers being observed and going in to observe are notified 1-2 weeks prior to the date of the learning walks.</p>
<p>Formal Evaluations</p>	<p>Provide teachers with formal feedback on the effectiveness of their teaching</p>	<p>2 times per year for non-tenured staff 1 every 3 years for tenured staff</p>	<p>1 of the principals</p>	<p>Staff members are notified that a formal evaluation is needed and the principal and staff member schedule the date for the evaluation to take place.</p> <p>The observations last for 1 class period or approximately 50 min.</p> <p>Following the evaluation principals meet with the teacher for a post-evaluation conference.</p>

School Finance

Missy created a full compensation breakdown for each certified staff member to show them how much their salary, benefits, extra duties, and extended contract days come to in total compensation. I think this was very helpful for staff to see and eye opening to many. This was a great idea by board members and something we will do annually at the beginning of the school year once new salaries and benefits are entered in the payroll system.

Follow-up With Marcia Herring:

Marcia called and followed up with an email after our board retreat last month. She would like to stand by her commitment to the board to provide the staff survey for free. She said she also understands the board's wish to wait a year and revisit, but she did want me to mention that she didn't want cost to be a barrier for our district. Here is her email below:

I hope this finds you well. I wanted to follow up with you regarding our last communication. During the retreat, I offered the support of the Board Leadership team to administer a well-being survey at no cost to the district. Because this is where we started our conversation based upon the concerns expressed by the board, I would like to revisit this offer to provide some form of immediate feedback to the board and administration. I would also propose expanding the survey to include administrators, certified staff, and classified staff members. There will be no charge to the district for this survey. The services NASB Board Leadership will provide include:

- *administering the survey via email*
- *analyzing/coding the data collected*
- *compiling the data collected into a formal report*
- *presenting the report to board and administration*

Please let me know if the board and administration would like to move forward with this survey.

Last, I have submitted a scholarship request on behalf of the Shelton Board of Education to the Association's Nebraska Public Leadership Foundation (NPLF), to reduce the strategic planning fee. I anticipate receiving confirmation of the scholarship after our fiscal year ends March 31, 2022. I will follow up with you as soon as I receive a response to this request.

I look forward to hearing from you at your personal convenience.

Possible options for making up staff days due to state basketball

- Option 1: I can't take credit for this idea, but it was suggested to use the 2 Thursdays of parent teacher conferences that have not been counted as teacher work days in our calendar. The negotiations committee has fixed that so it should not be an issue in future years, but technically, the teachers worked 2 extra contract days the last few years.
- Option 2: Leverage this as an opportunity for the board to build staff morale and recognize staff for all the hard work they put in outside of the school day. We all know this is not a 7:45-3:45 kind of job. By allowing staff to take these days to celebrate with the students down at state, the board is thanking them for their dedication as well as the countless hours they spend on school work in the evenings and on weekends. This could be a way to support staff for things like supervising bulldog walking club before school, professional reading/participating in book studies, lesson planning and grading papers, fielding parent emails and phone calls, Open House nights, technology roll out night, 7th grade orientation, supervising students during elementary spring and winter concerts, etc.
- Option 3: Consider extending the teacher work day by ½ an hour each day from March 21-May 3rd. Rather than the teacher work day being 7:45-3:45, teachers would be expected to be in the building from 7:30-4:00.
- Option 4: Assign staff morning supervision from 7:30-8:00. This was utilized in the past to help staff make up lost contracted time.

Classified Staff Wages

Typically in late spring we begin to look at classified staff wages. I have been in conversation with a few superintendents in the area about classified wages. KPS had an [article](#) that they are increasing wages next year. I will continue to learn more about what other districts are doing in our area so we remain competitive and will bring my recommendations to the board in the coming months.

Respectfully submitted,

Dr. Gannon

To: Board of Education
From: Jeff Kenton
Date: March 14, 2022
Re: Board Report

- District Enrollment is 281 students (same as last month)
 - Elementary = 166 students
 - JH/HS = 115 students

- Parent Teacher Conferences
 - Elementary = 85%
 - High School = 53%

- NSCAS Testing (Nebraska Student Centered Assessment System)
 - Spring is a very busy season not only with activities and banquets, but it is also our assessment season.
 - Juniors will take the state required ACT Test on April 13th.
 - 3rd through 8th grade will take NSCAS Growth in the areas of ELA, Math, and Science (Science is 5th,8th Only)

- FFA
 - This year our chapter had 6 proficiency awards that won at the district level and made it to the state level. Those students include:
 - Jett Johnson - Nursery Operations
 - Skyler Summers - Beef Production
 - Noah Summers - Diversified Agriculture
 - Maddie Krehmeyer - Diversified Livestock
 - Brianna Simmons - Vegetable Production
 - Taylor Lewis - Agriculture Services
 - Other District FFA Results (Qualified for State FFA on April 6th-8th)
 - Food Science Team - 1st Place
 - Veterinary Science Team - 1st Place
 - Nursery & Landscaping Team - 4th Place
 - Ag Biotechnology Team - 1st Place
 - AgriScience Team - 2nd Place
 - Livestock Management - 2nd Place

- Speech
 - The Speech Team placed third at Districts on March 3rd
 - Those students who qualify for the state competition on March 18th include:
 - OID
 - Lane Demilt, Taylor Lewis, Jaylea Pope, and Will Roe
 - Poetry
 - Steven Snyder
 - Extemporaneous
 - Jaylea Pope
- Wrestling
 - Congratulations to our State Medalists!
 - Sebastian Saucedo - Third Place
 - Gunner Spotanski - Fifth Place
- Basketball
 - Congratulations to our Lady Bulldogs and their District Final Win last Friday vs. Cambridge. The Lady Bulldogs will be competing in the State Basketball Tournament in Lincoln this week.
 - Congratulations to our Bulldogs and their District Final Win last week vs. Medicine Valley. The Bulldogs will be competing in the State Basketball Tournament in Lincoln this Week.

Respectfully Submitted,

Jeff Kenton

School Sponsored Trip Request Form

Name of the school club, organization, or group requesting this trip:

National Honor Society

Date request was submitted: 2.25.22 Dates of the trip: 4.18-4.20.22

Sponsor's Name: Shanna Held

Additional supervisor's name (s): JD Gangwish

General description of the trip: (e.g. Where, purpose, educational outcomes, connection to standards, etc.) please see attached letters

Who is eligible to attend? How are students selected if there is a selection process?

National Honor Society students

Cost to the organization: apprx. \$300-\$400

Cost to the students: apprx. \$100/student

Cost to the district: gas + substitute

Will the organization do fundraising for this trip? If so, what type of fundraising will be conducted?

We have done concessions this year to help with expenses.

Additional notes or comments regarding cost:

Approval of principal: _____

Dr. Gannon,

This year, unfortunately we are unable to attend the leadership conference for National Honor Society in person due to the cancellation. National Honor Society is providing an online seminar during leadership week in April. We would like to take this opportunity to do a retreat with all NHS students. This would be a good time for all students to truly connect with one another in the leadership aspect. Students can reflect on their actions and what to do differently in the future.

We would be using the National Honor Society curriculum. We find that it is important to reflect and grow when given the opportunity. These students have extreme potential to be great leaders and we would like to equip them with as many tools as possible. The goal of this retreat is to develop a student led plan for leadership within Shelton High School, and return with it ready to implement for the 2022-2023 school year.

We are looking to stay in Omaha. Currently, we would like to rent two Airbnbs: one for boys and one for girls. JD Gangwish has offered to chaperone and stay with the boys. This way boys and girls will be separate. Using an Airbnb would also give us a better setting for connecting with one another. Students would have the opportunity to be in a more comfortable environment, instead of a board room. National Honor Society would cover half of the cost of lodging and one group meal, and students would be responsible for the rest of lodging and food.

Leadership week is the week of the 18th in April. We would like to go from the 18th through the 20th. The 18th is the last day of Easter Break, so students would only be missing two days of school. There is only junior high track during this time period.

We would like your permission to give our students the opportunity to participate in leadership activities for the National Honor Society.

Thank you,

National Honor Society Students and Ms. Held

Shelton Public Schools

Return To School Plan

The purpose of this document is to outline the protocols Shelton Public Schools will follow for in-person learning in the 2021-22 school year. The return to school protocols were created to create a safe and predictable environment that can be used by parents, students, staff, and community during the COVID-19 pandemic. **The district realizes that COVID-19 is unpredictable and as a result, these protocols may need to be modified as needed to ensure the safety of all staff, students, and patrons.**

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

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

Maintaining Health and Safety

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

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

Universal and Correct Wearing of Masks

Green, yellow, orange, and red will be based on the percent of students and staff absent due to any illness for a three day period. If the absentee count for ANY ILLNESS reaches or exceeds 5% over a 3 day period, it will result in a mask mandate for 10 calendar days for students and staff. If the absentee count is below the 5% at the END OF THE 10-DAY REQUIREMENT, students and staff will no longer be required to wear masks.

0% people absent due to illness	2% people absent due to illness	4% people absent due to illness	5% people absent due to illness
In the green zone, students and staff are not required to wear masks but may do so if they choose.	In the yellow zone, students and staff will be encouraged to wear masks, but not required.	In the orange zone students will socially distance when possible and masks are recommended but not required.	In the red zone, students and staff will be required to wear masks at all times in school and at school activities while indoors unless participating in a sporting event for 10 days.

Modifying Facilities to Allow For Physical Distancing

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

In the green zone, students and staff will not be required to socially distance.	In the yellow zone, students and staff will be encouraged to maintain social distance when eating food, singing, or while not wearing masks.	In the orange zone, students and staff will be encouraged to maintain social distance whenever possible.	In the red zone, students and staff will be encouraged to maintain social distance when eating food or singing if unmasked. In the classroom if social distancing is possible students/teachers may remove their masks for instruction. Masks will be worn during academic teaming.
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Handwashing and Respiratory Etiquette

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

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

Shelton Public Schools will work with local health departments to assist with contact tracing as needed. Students and staff testing positive for COVID-19 will use the following protocol:

Isolation					Return To School
Day 1 First day of experiencing symptoms	Day 2	Day 3	Day 4	Day 5 Fever free without fever reducing medications for 24 hours and symptoms are resolving.	Day 6  Wearing a mask for the next 5 days.

Students or staff who come in direct contact with someone who has tested positive for COVID-19 may wear a mask for 10 days in lieu of quarantine when social distancing is not possible and self monitor for symptoms.

Diagnostic and Screening Testing

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

Appropriate Accommodations For Children With Disabilities

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

Efforts To Provide Vaccinations to School Communities

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

Coordination With State and Local Health Officials

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

Ensuring Continuity of Services

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

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

Beginning in the fall of the 2021-22 school year, 7th graders will complete a study skills course that not only supports

their transition to secondary education, but also teaches them important skills for both in-person and virtual learning. The purpose of this course is to give students the necessary skills to be well organized, prepared to ask questions in class, study in effective ways, and have ownership of their progress and learning.

Students' health needs will be met by offering all students a free grab and go breakfast every morning, free lunches throughout the school year, as well as free meals offered during the summer months. In addition, students will receive guidance counseling services that support stress and anxiety management on a weekly basis by the school guidance counselor.

Staff emotional and mental health needs will be met through the district Employee Assistance Program (EAP), which offers up to five free sessions of various mental health services. Staff may access these services as needed throughout the year. Some of the services offered include counseling, stress and anxiety management, and holistic wellness services.

Public Comment Requirements

In July of 2021, a parent survey will be conducted to gather input on the return to school plan. The feedback to the survey was used to make adjustments to the return to school plan. Both the survey and any revisions to the back to school program will be documented and will be retained for future reference.

Uniform Format

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

Shelton Public School: Exercise Facility Use

REQUEST AND RELEASE

I, the undersigned, hereby request permission to enter Shelton Public Schools, located at 210 9th Street in Shelton, NE to participate in a group activity and/or to utilize fitness equipment. I know that there are risks and dangers involved in such activities. I have anticipated such dangers, which arise during such activities. I assume all risks for all injuries to my person and property that may be sustained by me in connection with the stated and associated activities, in and about the premises.

In consideration of the permission granted to me to enter the premises and participate in:

I hereby, for myself, and my heirs, administrators and assignees, release, remise and discharge the School District of Shelton in the County of Buffalo, in the State of Nebraska, members of the Shelton School Board, employees and volunteers of the Shelton School District of all claims, demands, action, and causes of property during my presence on the premises and my participation in the stated activities.

I understand that I am responsible for procuring my own insurance or paying the cost for any injuries and damages that may occur during my presence on the premises and my participation in the above stated activities. I understand that the School District of Shelton has no obligation to provide such insurance or to pay a cost arising from any such injury. I further understand that the School District of Shelton will not carry such insurance.

GUIDELINES

1. I understand that I shall confine my presence to the weight room and/or gym and that I will follow any posted rules in the area.
2. I understand that I shall not aid other persons in gaining access to the premises by sharing or lending a passkey or by propping open doors.
3. **I understand that my PK-12 children must be supervised by an adult at all times when using the facility. The supervisor must remain in the gym and/or weightroom during activity.**
4. **In the event you are allowing others to utilize the facility with you i.e. pickup game, significant other, spotter, etc., the other individuals must also reside in the district and you will be responsible as the owner of the key to ensure said individuals adhere to the guidelines as listed.**
5. **I understand that in the event of school closings due to weather conditions the building is closed and not to be used by students or community members until the following morning.**
6. I understand that I shall use the premises and equipment as designed and intended, and that I am responsible for the condition of the premises and equipment following my use. **Please don't wear street shoes on the gym floor.**
7. I understand that I shall report damage to the premises and equipment as soon as I am able, and that I may be liable for the costs of replacement or repair of the equipment if caused by my activity.
8. I understand that I shall promptly return any passkey registered to me if I discontinue my residence within the Shelton Public School District, and that I am responsible for the replacement of a lost or damaged passkey.
9. I understand that I shall enter and exit the premises at the prescribed location: Weight room door #D12 on the south side of the building.
10. I understand that access to the exercise facilities will be restricted to **5:00am-7:00am & 6:30pm-10:00pm daily during the school year.** Summer time access will be restricted to those times when it's not in use by Shelton student-athletes, between the hours of **8am-10pm. Use of the facilities when school events are scheduled are not permitted (i.e. basketball games, volleyball games).**
11. **I understand that the facilities are monitored by security cameras at all times and a record of my key usage is kept.**
12. **I understand that failure to comply with the request and release/guidelines may result in the loss of access to the premises and any criminal/civil litigation that is deemed appropriate.**
13. **I understand that there is a one time \$25 fee to help pay for wear and tear on equipment from public use. This fee must be paid prior to acquiring a key.**

I HAVE READ AND UNDERSTAND THE FORGOING REQUEST AND RELEASE. IN WITNESS WHEREOF, I have executed this Request and Release at:

_____ on _____, 20_____

Printed Name: _____

Signature: _____

Address: _____

Home Phone #: () _____ Cell Phone #: () _____ Email Address: _____

Date: _____