

**Hay Springs
Board of
Education
Regular Meeting
November 8th, 2021
School Distance Learning
Room**

**Prepared By
Superintendent: D. Russell Lechtenberg
Bookkeeper: Staci Wolken
Principal: Mr. Hagge**

**Hay Springs Public School
SCHOOL BOARD MEETING
November 8th, 2021
6:30 PM
Distance Learning room
REGULAR MEETING AGENDA**

- I. **Call Regular meeting to Order** The regular November meeting of the Hay Springs School District Board of Education is called to order on November 8th, 2021 at _____ pm in the Distance Learning room of Hay Springs Public School.
- II. **Meeting Notice:** Per Board Policy Publication of Board Meeting Notice was published in Hip Hop and Sheridan County Journal Star and on School Website the week of November 1st, 2021
- III. **Pledge of Allegiance**
- IV. **Open Meetings Law posting**
- V. **Roll Call**
- VI. **Excuse Board Absences**
- VII. **Approval of Agenda for November 8th, 2021**
- VIII. **Administrative Reports**
 - Superintendent – Mr. Lechtenberg
 - FFA Members report on National FFA Convention
 - NASB update video <https://vimeo.com/640439075>
 - School Labor Relations Workshop Update
 - Financial Needs & Resources Workshop Update
 - Superintendent search and community engagement
 - NASB Superintendent Evaluation delay until January Meeting
 - NRCSA Spot light on Hay Springs School – Jack Moles
 - Annual Report Update
 - 2020-21 Audit summary information
 - Financial Update on Building potential options
 - Construction Finance- Matt Fisher or Robin Buchanan (First National Capital Markets)
 - COVID Update
 - Policy Update
 - Principal- Mr. Hagge
 - Breanna Staman would like to address the Board of Education
 - Director of Student Affairs– Mrs. Marx
 - Activities Director's – Ms. Kudrna
 - Technology Coordinator- Mr. Reimann
 - Bookkeeper –Mrs. Wolken
 - Auditor Update
- IX. **Public Comments**

(Parents and patrons are invited to make comments AT THIS TIME on agenda items and other items related to policies and procedures. **Board Policy does not allow public comments to be made about staff members at Board Meetings.** Parents who have concerns about a faculty member must first address their concerns with the faculty member involved. If your concern is not resolved at the teacher level, the parent should visit with the principal/supt. If you still have an unresolved concern, it may be addressed at the Board Meeting in executive session.)
- X. **Discussion Items**
 - Lister-Sage Report-M. Kearns/G. Heiting
 - Beef to Lunch- S Henry/G. Heiting

- 11/30/21 scheduled 2 beef & 2 Hog to Sturgis Locker in afternoon
- **Building Funding/Potential options**
- **Teacher Negotiations update**
 - **Request to meet 11/10/21 5:30 – 7:30**
- **Superintendent Search Procedure update**
 - September 27th 2021 First Board meeting with NASB
 - NASB Community Engagement survey and meeting
- **Curriculum and Instruction**
- **Policy update**
 - 402.11 Credit card policy
 - 718.00 Fiscal Management Internal Controls
- **PBIS update- S. Henry**
- **Finance Committee (October Financial Summary and November payables)**
 - **October Bank Account** summary and balances
 - **November Payables \$123,436.52**
 - **November Payroll Liabilities** in the amount of **\$223,740.11**
 -

XI. Action Items

- Approval of the **Meeting Minutes for the October 11th, 2021, Regular meeting** and for the **October 18th, 2021 Board Superintendent Search Workshop meeting.**
- Approval of the **October ending Financial Account Summaries/Balances, November Payables** in the amount of **\$123,436.52** and **November Payroll Liabilities** in the amount of **\$223,740.11**
- Approval of **one-year renewal of CD that matures 11/30/21** _____
- Approval of **action to pay off the Signaturenny Financial Note and refinance with Security First Bank**
- Approval of **finial reading of Policy 402.11 revisions and policy 718.00**
- Approval of **delaying Superintendent evaluation** until the January 10th Board Meeting

XII. Executive session

- Negotiations update
- Superintendent Search update
- NASB Community Engagement Meeting
 - Community Member selection

XIII. Adjournment at _____

XIV. Next Meeting Dates:

- NASB Superintendent Search Timeline Application deadline November 21st 2021
 - December 2nd review applications
 - December 8th candidate interviews
- Negotiations Meeting November 10th, 2021@5:30 pm
- Regular Board Meeting December 13th 2021

XV. December Agenda items:

- NASB Superintendent Search Progress update
- Report on State Education Conference
- Approval of the 2020-21 Audit Report

Superintendent report
November 4th, 2021

NASB

- **NASB Monthly Video link** <https://vimeo.com/640439075>
- **State Education Conference 11/17th – 19th CHI Health Center Omaha** (I will be attending)
- **Review and adoption of Board Goals** will be completed following community engagement Meeting
- **Labor Relations Conference 10/12th & 13th in Lincoln**
I attended this meeting in Lincoln and explained some of the key components of this negotiation process to our board negotiators prior to our first meeting with the certified staff. (Superintendent's role and Board's role)
- **State Funding "Needs Minus Resources" Understanding State Funding 10/27/21 Alliance**
David Russel, Mrs. Marx attend as a representative of the ESU 313 board and I attended this meeting which went in depth into the state school finance process. They spent equal amounts of time explaining how they arrive and the needs of a school district and how they adjust state regulations etc. to assist in providing resources to districts that have greatest financial needs. I felt it was a very good meeting and the presenters did an excellent job and allowed time for additional questions and explanations.
- **Superintendent Search/Community Engagement**
 - It is my understanding that NASB have completed the student, staff and parent survey for the community engagement process after we had provided them with emails and school profile information.
 - It is my understanding that Marcia Herring NASB representative, would like the board to provide three questions for discussion at the Community Engagement Meeting to be held at some point in the future.
 - She would also like the board to select staff and community members/patrons to be involved in this community engagement meeting.
 - It is also my understanding that the public will be invited to participate in this meeting but that the district will be sending invitations out to specific individual selected by the board.
 - I have included in your packet a list of our school staff members that serve in leadership roles at Hay Springs, a list of potential area business that you might consider when selecting community members and eight of the 16 potential discussion questions for you to select your three from.
- **NASB Superintendent Evaluation** delayed until January Meeting

NRCSA – Jack Moles

- I forwarded the NRCSA newsletter to each of you via email for your review
- Spot light on Hay Springs School
 - Board and Superintendent Photo
 - Two highlights of the district etc.

Annual Report

- I had presented some of the student and staff demographics at the October meeting. I have compiled some financial information from the audit report but am waiting for the NDE to release 2020 NSCAS assessments results before I complete the final Annual report.

Audit Report

- I have received and reviewed the draft 2021 Audit report and sent each of you a copy of it for your review. I had a minor wording change that needed to be made and the final hard copies for each of you should be available shortly. When we receive them I will get them to you in advance of the December meeting so that we can approve the audit at the December meeting. We did have a few coding corrections to make but for the most part the audit went very smooth. I believe that they do an excellent job and certainly recommend that Hay Springs School continue to work with Lori Olson at Dana Cole Inc. for Budget support and as your auditors.

Financial Update on Building potential options

- After reporting the two ball park only estimates on potential building costs from Hausmann Construction and Boyd-Jones construction I have not pursued any additional planning estimates. I have been in contact with Matt Fisher or Robin Buchanan (First National Capital Markets) and they are willing to speak to the entire board or the

building or finance committee when and if we would like to have them present financing options. I had them planned to present at the meeting on November 8th but they would have had to present via Zoom and they preferred to present in person at a later date. In visiting with Mrs. Johnson we have decided to delay their presentation to the board until a later date.

- I have been in contact with Don Keough of Signature Finical via Phone and requested that he submit an invoice for the total pay off /prepayment of our HVAC loan so we can complete final payment before the November 22nd 2021 date. I have also visited with Mr. Jim Varvel about refinancing the entire loan which would reduce the interest and would allow us the flexibility prepay whenever we have the funds available. I have included approval of this action on the agenda so when we get the payoff statement I can take immediate action on this refinancing.

Staffing

- We had hired part time custodial person who worked for the past couple of weeks but was in this week and is returning to his previous job after receiving his COVID vaccination. So we are once again advertising for custodial help.
- We have also added an individual tour substitute list.

COVID

- I have continued to attend bi-weekly COVID zoom meetings to work with area superintendents as we continue through the school year. Hay Springs School will continue to evaluate PPHD recommendations and use their information as our guidance involving COVID decisions.

Policy – 402.11 and 718.00 final reading & approval

- I have included in the packet the Credit Card policy by replacing (my recommendation) with this will be the policy for wording change to facilitate the development of two credit card accounts. One for General Fund Spending and a second for Activities Account spending which would allow for greater simplicity and accuracy in our accounting of expenditures.
- Policy 718.00 is the NASB policy recommendation which will provide guidance and policy documentation for the expenditure of Federal funds. We just completed and audit exit review of federal expenditures in which they mention that we would need to get this policy in place as part of our Board Policy for future audit references.
- Both of these policies are on the action items for final approval.

Update 11.8.21

- Sports teams completed their seasons and represented the Hay Springs School very admirably throughout the season. Thank you to coaches and players of all teams. Football qualified for first round of playoff game and Cross Country had state qualifier.
- Mr. Ginkens and sixteen members along with Mr. Skinner and Mrs. Nelson attended National FFA Convention and had a great experience.
- FFA members will be competing at CSC on November 17th 2021 in District XII Leadership Skills Events

Hay Springs Staff Committee Chairpersons

- **School Improvement Team** – Mrs. Jessica Mintken
- **PBIS Leadership Team** – Mrs. Ramie Varvel/Mrs. Kyli Heiting
- **Technology Team** – Mr. Larel Reimann
- **Americanism, Curriculum & Instruction Team** – Mr. Bard Bounous
- **MTSS Team** – Mrs. Nicole Marcy
- **Safety Team** – Mrs. Emma Strotheide
- **Crisis Team** – Mrs. Kim Marx
- **Early Childhood Team** – Mrs. Kim Marx
- **Administrative Team** - Mr. Russell Lechtenberg
- **Wellness Team** – Mrs. Jessie Anderson
- **Scholarship & Awards Team** –Ms. Garrett

Local Business Representatives

- **Chamber of Commerce**
- **Community Economic Development**
- **Business owners/leaders**
- **Banking**
- **Preschool providers**
- **Daycare providers**
- **News media**
- **Lister-Sage foundation**
- **Alumni**

Community Survey Questions

1. Identify what you believe are the top two most important areas the district might focus on to improve and expand learning facilities and grounds. (Functionality of learning space, Safety and security, Building access and parking, Capacity to support student enrollment, Building maintenance, Extracurricular facilities and grounds, Other)
2. Identify the points of pride, accomplishments, and achievements of the school district.
3. Identify the challenges that may impact the district in the next three to five years.
4. Identify the skills, knowledge, and abilities students need in order to be ready for a career in our future economy.
5. Identify the knowledge and skills a student should possess as a graduate of this school district.
6. On a scale from 0 to 10, how likely would you be to recommend this district to a friend?
7. If you could implement one change to benefit student success what would it be?
8. What more can the district do to attract students/families to the area to grow enrollment?

HAY SPRINGS PUBLIC SCHOOL

"HOME OF THE HAWKS"

P.O. BOX 280 * 407 N. BAKER STREET HAY SPRINGS, NEBRASKA 69347

Phone (308)638-4434 Fax (402)915-5126 www.hshawks.com

Mr. D. Russell Lechtenberg, District Superintendent

Mr. Mark J. Hagge, PK-12 Principal

Mrs. Kim Marx PK-12 Director of Student Services

Ms. Linda Kudrna, Activities Director

(Date)

Name

Address

Town/State/Zip

Dear Community Member:

As the Hay Springs' Superintendent, it is my pleasure, on behalf of the school district, to invite you to participate in Hay Springs' Community Engagement. The Board of Education and Administrative Leadership Team will embark on the process of stakeholder engagement to identify and address priorities and needs to support and grow learning for students. Effective Community Engagement involves key stakeholders working collaboratively to build consensus. A critical component of the process is to ensure a diverse representation of community and district stakeholders are empowered to share their personal perspectives, thoughts, and ideas in relationship to education in the Hay Springs Public School District. The identified stakeholders will include parents, community members, retired citizens, business leaders, teachers, support staff, and students.

We invite you to attend our meeting on **Wednesday, September 25** at **<insert location>**. The meeting will begin promptly at **<time>**. Please be prepared to share your brief comments on the following:

a. Question 1

b. Question 2

c. Question 3

We look forward to working with you on this initiative. Please contact Mr. Lechtenberg, superintendent at the District Office at **308-638-4434** to confirm your availability and/or interest in participating. We look forward to working collaboratively with you as we embark upon this most exciting endeavor to assist in shaping the future of the Hay Springs Public School District. Working together, we can strengthen our students' learning experience and success. On behalf of the students of our community, we appreciate your contribution to this and other school support initiatives.

Thank you in advance for considering this opportunity to participate.

Sincerely,

D. Russell Lechtenberg,
Superintendent
Hay Springs Public Schools

Brenda Johnson
President,
Hay Springs Board of Education

CREDIT CARDS

The Superintendent shall determine which employees may use school district credit cards for the purchase of goods and services on behalf of the district or the actual and necessary expenses incurred in the performance of work-related duties. Actual and necessary expenses incurred in the performance of work-related duties may include, but are not limited to, fuel for school district transportation vehicles used for transporting students to and from school and for school-sponsored events, payment of claims related to professional development of the board and employees, and other expenses required by employees and the board in the performance of their duties.

The Superintendent, in consultation with the Board, shall determine the acceptable types of purchases for which the credit card may be used.

Employees using a school district credit card must submit a detailed receipt in addition to a credit card receipt indicating the date, purpose and nature of the expense for each claim item. Failure to provide a proper receipt shall make the employee responsible for expenses incurred and may lead to suspension of the employee's credit card use.

It shall be the responsibility of the board to determine through its annual audit whether the school district credit card use and procedures are appropriately handled.

The superintendent shall be responsible for implementing this policy.

It will be the policy of the district to acquire separate credit card accounts for each of the different funds, General Fund and Activity Fund in an effort to simplify accounting procedures

Cross Reference: 206.04 Board Member Compensation and Expenses
 402.08 Employee Travel Compensation

Approved 6/29/2020 Reviewed October 11th 2021 Revised _____

FISCAL MANAGEMENT INTERNAL CONTROLS

The District will develop the necessary procedures to comply with the following fiscal management internal controls relating to oversight of all federal and state grant programs.

Equipment Management Requirements: The District will manage equipment (including replacement equipment), whether acquired in whole or in part under a Federal award, until the District disposes of that equipment, to meet the following requirements of 2 CFR 200.313 and 2 CFR 200.33:

- 1) Maintain property records procedure and policies (include description, serial number or other identification number, source of funding, acquisition date, etc.);
- 2) Develop and maintain a physical inventory procedure to occur a minimum of every 2 years;
- 3) A Control System procedure to ensure adequate safeguards are in place;
- 4) Develop and implement adequate maintenance procedures for such equipment;
- 5) Develop and implement sales procedures for such equipment; and
- 6) Develop and implement disposition procedures for such equipment.

Procurement: The District will use its own documented procurement procedures which reflect applicable State, local, and tribal laws and regulations, provided that the procurements conform to applicable Federal law and the standards identified below from 2 CFR 200.320;

- 1) A procedure for micro-purchases (Under 10,000);
- 2) A procedure for small purchases (10,000 to 250,000);
- 3) A procedure for sealed bids (using Lowest Bidder for over 250,000);
- 4) A procedure for competitive proposals (including showing why not sealed bids were not used for over 250,000); and
- 5) A procedure for noncompetitive bids (when sole sourced, must prove only source).

Record Retention: Financial records, supporting documents, statistical records, and all other non-Federal entity records pertinent to a Federal award must be retained for a period of three years from the date of submission of the final expenditure report or, for Federal awards that are renewed quarterly or annually, from the date of the submission of the quarterly or annual financial report, respectively, as reported to the Federal awarding agency or pass-through entity in the case of a sub-recipient in accordance with 2 CFR 200.333. Other records will be retained for a period of time as required by law.

Suspension and Debarment: The District may not subcontract with or award subgrants in any Federal assistance program to any person or company who is debarred or suspended and is required to check for excluded parties at the System for Award Management, SAM (formerly the Excluded Parties List System, EPLS) website before any procurement

Approved _____ Reviewed **11/8/2021** Revised _____

transaction in accordance with 2 CFR 200.213 and Policy 706.07 Suspension and Debarment.

Financial Management: The District must develop and maintain financial management systems to account for federal funds, including records documenting compliance with Federal statutes, regulations, and the terms and conditions of the Federal award. Such records must be sufficient to permit the preparation of reports required by general and program-specific terms and conditions; and the tracing of funds to a level of expenditures adequate to establish that such funds have been used according to the Federal statutes, regulations, and the terms and conditions of the Federal award in accordance with 2 CFR 200.302. See also §200.450 Lobbying.

The financial management system of each non-Federal entity must provide for the following;

- 1) A procedures for Identification of all Federal awards received and expended and the Federal programs under which they were received;
- 2) A procedure for accurate, current, and complete disclosure of the financial results of each Federal award or program in accordance with reporting requirements
- 3) A procedure to maintain records that identify adequately the source and application of funds for federally-funded activities.
- 4) A procedure for maintaining effective control over, and accountability for, all funds, property, and other assets.
- 5) A procedure for comparing District expenditures with budget amounts for each federal award.
- 6) A procedure to ensure payments of federal funds are made in accordance with 2 CFR 200.305.
- 7) A procedure for determining the allowability of costs in accordance with 2 CFR 200.305 Subpart E-Cost Principals and the term and conditions of the Federal award.

Program Income: The District will follow the guidance of the Federal awarding agency in how it uses, applies and accounts for all income received under those programs as listed below in accordance with 2 CFR 200.307;

- 1) *Deduction.* Ordinarily program income must be deducted from total allowable costs to determine the net allowable costs
- 2) *Addition.* With prior approval of the Federal awarding agency program income may be added to the Federal award by the Federal agency and the non-Federal entity. The program income must be used for the purposes and under the conditions of the Federal award.
- 3) *Cost sharing or matching.* With prior approval of the Federal awarding agency, program income may be used to meet the cost sharing or matching

requirement of the Federal award. The amount of the Federal award remains the same.

Cost Sharing or Matching: For all Federal awards, any shared costs or matching funds and all contributions, including cash and third party in-kind contributions, must be accepted as part of the District's cost sharing or matching when such contributions meet all of the following criteria in accordance with 2 CFR 200.306 and a procedure must ensure these criteria are covered:

- (1) Are verifiable from the District's records;
- (2) Are not included as contributions for any other Federal award;
- (3) Are necessary and reasonable for accomplishment of project or program objectives;
- (4) Are allowable under 2 CFR 200.305 Subpart E—Cost Principles;
- (5) Are not paid by the Federal Government under another Federal award, except where the Federal statute authorizing a program specifically provides that Federal funds made available for such program can be applied to matching or cost sharing requirements of other Federal programs;
- (6) Are provided for in the approved budget when required by the Federal awarding agency; and
- (7) Conform to other provisions of the law, as applicable in the terms and conditions of the federal award.

Unexpected or Extraordinary Circumstances: For all Federal awards, If the District does not currently have in place a policy that addresses extraordinary circumstances such as those caused by COVID-19, the District may later amend or create a policy in order to put emergency contingencies in place for Federal and non-Federal similarly situated employees in accordance with 2 CFR 200 et seq. If the conditions exist for charges to be made to the Federal grant, charges may also be made to any non-Federal sources that are used by the District in order to meet a matching requirement. The District may develop a procedure to ensure that federal expenditures during the unexpected or extraordinary circumstance are allowable.

Compensation for personal services: (a) *General.* Compensation for personal services includes all remuneration, paid currently or accrued, for services of employees rendered during the period of performance under the Federal award, including but not necessarily limited to wages, salaries, and fringe benefits in accordance with 2 CFR 200.430 and .431. Costs of compensation are allowable to the extent that they satisfy the following requirements;

- (1) Is reasonable for the services rendered and conforms to the established written policy and procedures of the District consistently applied to both Federal and non-Federal activities;

Compensation and fringe benefits: (a) Fringe benefits are allowances and services provided by employers to their employees as compensation in addition to regular salaries and wages. Fringe benefits in accordance with 2 CFR 200.431 include, but are not limited

to, the costs of leave (vacation, family-related, sick or military), employee insurance, pensions, and unemployment benefit plans. Except as provided elsewhere in these principles, the costs of fringe benefits are allowable provided that the benefits are reasonable and are required by law, District employee agreement, or an established policy of the District.

(b) *Leave*. The cost of fringe benefits in the form of regular compensation paid to employees during periods of authorized absences from the job, such as for annual leave, family-related leave, sick leave, holidays, court leave, military leave, administrative leave, and other similar benefits, are allowable if all of the following criteria are met:

- (1) They are provided under established written leave policies;

Standards for Documentation of Personnel Expenses: (1) Charges to Federal awards for salaries and wages must be based on records that accurately reflect the work performed in accordance with 2 CFR 200.430. These records must:

- (i) Be supported by a system of internal control which provides reasonable assurance that the charges are accurate, allowable, and properly allocated;
- (ii) Be incorporated into the official records of the District;
- (iii) Reasonably reflect the total activity for which the employee is compensated by the non-Federal entity, not exceeding 100% of compensated activities;
- (iv) Encompass both federally assisted and all other activities compensated by the District on an integrated basis, but may include the use of subsidiary records as defined in the District's written policy;
- (v) Comply with the established accounting policies and practices of the District; and
- (vi) Support the distribution of the employee's salary or wages among specific activities or cost objectives if the employee works on more than one Federal award; a Federal award and non-Federal award; an indirect cost activity and a direct cost activity; two or more indirect activities which are allocated using different allocation bases; or an unallowable activity and a direct or indirect cost activity.
- (vii) Budget estimates do not qualify as support for charges to Federal awards, but may be used for interim accounting purposes, provided that:
 - (A) The system for establishing the estimates produces reasonable approximations of the activity actually performed;
 - (B) Significant changes in the corresponding work activity (as defined by the District's written policies) are identified and entered into the records in a timely manner. Short term (such as one or two months) fluctuation between workload categories need not be considered as long as the distribution of salaries and wages is reasonable over the longer term; and
 - (C) The District's system of internal controls includes processes to review after-the-fact interim charges made to a Federal award based on budget estimates.

All necessary adjustment must be made such that the final amount charged to the Federal award is accurate, allowable, and properly allocated.

(2) In accordance with Department of Labor regulations implementing the Fair Labor Standards Act (FLSA) (29 CFR part 516), charges for the salaries and wages of nonexempt employees, in addition to the supporting documentation described in this section, must also be supported by records indicating the total number of hours worked each day.



SIGNATURE
PUBLIC FUNDING

11/4/2021

Contract Payoff Quote

500200001

County of Sheridan School

Start Date	9/26/2019	11/22/2021 Payment Due	34,897.51	Next Due	11/22/2021
Payment Term	30	Balance Due	700,912.73	Last Payment Date	5/22/2021
Payments Rec	4	Late Fees	0.00	Valid Until	11/22/2021
		Prepayment Fee	14,018.25		
		Total	749,828.49		

<u>Description</u>	<u># of assets</u>
Energy Conservation Measures	

Signature Public Funding Corp. will release its security interest in the above collateral promptly upon receipt of valid funds (wire transfer, certified or bank check). Company checks may require a thirty day waiting period for release of documentation or vehicles titles.

Payoff remittances should indicate the referenced account number and be sent as follows:

Mail

Signature Public Funding
225 Broadhollow Road Suite 32W
Melville, NY 11747
Attn. Operations
631-861-2701

Wire

Signature Bank
ABA# 026013576
Beneficiary Signature Public Funding
Account 1110000657
Further Credit 500200001

All quotes are subject to final audit.

Sincerely,

Tonia Lee

Facility Maintenance Improvements/Transportation

- Our quarterly vehicle inspections have been completed.
- The door under the southeast stairwell has been fixed.

Teacher/Curriculum Communications

- We have had the pleasure of hosting Ms. Breanna Stamann as a student teacher this fall in our 1st and 5th grades.
- Our paraprofessionals continue to participate in a series of on-line trainings provided by ESU 13, their second webinar was Wednesday, November 3rd.
- Mrs. Anderson's 5th grade class attended a space exploration day in Gordon, Nebraska on Wednesday, October 13th.
- Mrs. Beguin and our senior class attended the Chadron State College, college fair on Wednesday, October 20th.
- We hosted former Nebraska State Patrolmen Chuck Elley on Wednesday, October 20th.
- Formal teacher evaluations are on-going. The Danielson Framework for Teaching Instructional model is providing teachers an opportunity to reflect on their practice. Teachers are able to celebrate the good things going on in their classrooms and identify areas for improvement.
- Thank you to our elementary teachers for celebrating Red Ribbon week beginning Monday, October 25th.
- Our K-3 students and their families participated in a Fall Music Concert on Tuesday, October 26th.
- Our PBIS committee hosted a "Breakfast of Champions" on October 26th and 27th for students and their families.
- We had 16 FFA students attend the National Convention in Indianapolis during the last week of October.
- We hosted the Panhandle conference honor Band on Wednesday, November 3rd.
- We had two young ladies selected for Code Crush on the University of Nebraska Omaha campus on November 4th and 5th. Mrs. Beguin is sponsoring Lilly Dorhorst and Jaelynn Rasmussen.

Miscellaneous

- We will finish up our health screenings on Tuesday, November 9th.
- Our 3rd graders will be attending a Kids Fitness day on the Chadron State College campus on Wednesday, November 10th.
- We will be hosting a Veterans Day Celebration on Thursday, November 11th.
- Reminder, we will be having a teacher in-service on Friday, November 19th.

Linda Kudrna

Activity Director Report

- The start of winter sports is November 15th.
- Hay Springs hosted PANCO band clinic on Wednesday. They concluded the day with a short concert.
- Junior High wrestling competed in their first contest last Friday in Banner County. We had three medalists - first place and a third place.
- Junior High girls basketball will have their first game on Tuesday at home against Morrill.
- We will be taking a number of students to the Sportsmanship and Leadership Summit on November 16th in Alliance.
- PANCO One Act is scheduled to take place in Morrill on November 19th. District One Act will be held at Creek Valley on December 1st.

Kim Marx
Board Report – November 2021

October is always a busy month with state reporting. Larel and I spent a considerable amount of time working the ADVISER process and correcting errors. Our Fall data has been approved and we currently have no errors, although the state may turn on new error codes, which means I frequently monitor the site to ensure that we do not have errors that need correcting.

Required Fall data includes information on enrollment, including early childhood, special education and high ability learners. Free and reduced lunch data is also uploaded. This data is used in figuring state aid for the following school year.

I also continue to work on grants and reimbursement requests.

The following is our option numbers for the current school year:

Nebraska Department of Education

OPTION IN, OPTION OUT, AND NET OPTION STUDENTS

School Year: 2021-2022 - As of October 1st (Locked)

DISTRICT: HAY SPRINGS PUBLIC SCHOOLS (81-0003-000)

Option In: 23

Option Out: 9

Net Option: 14

Any students reported as Grade Level HP or PK are not included in Option In, Option Out or Net Option Totals.

Parent reports for the 2020-2021 NSCAS assessment were mailed home. The data is still embargoed and can currently only be shared with staff. When the data is available to share I will provide you with a report of the aggregate scores.

Technology Report for November 2021 Board Meeting

As prepared by Mr. Larel Reimann

State Reporting/ADVISER

-As I am sure Mrs. Marx will mention in her report, the state reporting and ADVISER data has been submitted and as of the 31st of October was error free! I'll say it once again, Mrs. Marx puts in a lot of time and energy to make sure these crucial reports are taken care of properly. Thank you Mrs. Marx!

ViewBoard

As I am writing this on Wednesday the 3rd, I still have not gotten the ViewBoard moved down to the library...it's been crazy busy here. I was able to spend a little time getting to know my way around the hardware/software, but I just need to coordinate with Mrs. Marcy as to where she would like me to park this device and then do a quick crash course with her and a few others on using it.

Staff Laptops

-The staff laptops have all been delivered now and are waiting in my office for me to begin adding the extra RAM to them and to start configuring them for our network here. I have unboxed one of the laptops and I am very impressed with the build quality and looks of the device. I am still hopeful that I can get them to the staff before Christmas break and I am excited to get started on them. At the meeting on the 8th, you should have a payment to approve for the devices. Once that payment is sent, we can draw the REAP money down to replace it. This must be done before the 1st of December if I understand things correctly.

Misc.

-Have been very busy watching footage from the security cameras and trying to help middle level students locate their devices which they have been having a hard time keeping track of... All devices have been found, but not the best use of my time for certain. Perhaps a bill for the cost of the missing device might help jog their memory?

-Not much else worthy of note this month: getting mail every day, doing lunch count since Adriene has been gone, taking care of various issues that arise with student and staff devices, occasionally fighting with the copier. Pretty much standard stuff...that keeps me incredibly busy!

School District # 3 County of Sheridan

Cash Receipts Customer History Report

Cycle: FY21-22; Beginning Customer Code: [All]; Ending Customer Code: [All]; Begin Date: 10/01/2021; End Date: 10/31/2021; Created On: 11/4/2021 3:33:32 PM

Customer Name	Receipt No.	Method	Reference No.	Date	Description	Amount
000002 - Sheridan County						
Batch No.	00001	Direct		11/4/2021	Property Taxes-Sheridan Co	\$77,755.37
COOct21.S						\$77,755.37
Sub Total						
Customer Name						
000003 - Dawes County Treasurer						
Batch No.	00001	Direct		11/4/2021	Property Taxes-Dawes Co	\$8,897.63
COOct21.D						\$8,897.63
Sub Total						
Customer Name						
000009 - United States - Federal						
Batch No.	00001	Direct		11/4/2021	Native American Ed FY20-21	\$5,097.00
NaAmEd.Nov21				11/4/2021	REAP FY 2020-21	\$12,873.00
REAP.Nov21						\$17,970.00
Sub Total						
Customer Name						
1 - State of Nebraska						
Batch No.	00001	Direct		10/28/2021	State Aid	\$165,578.00
NEAidOct21						\$165,578.00
Sub Total						
Grand Total						\$270,201.00

October Bank Summary 10/31/21

Account	Beginning Bank Balance	Income	ICS Transfer IN	Expense	GF Transfer to ICS	Ending Bank Balance	November Payable Bills	November Payroll Expense	Projected 11/30/21 Balance w/ No projected Income
General Fund Acct.	\$100,014.24	\$270,216.26	\$220,000.00	\$314,343.16	\$175,872.08	\$100,015.26	\$123,436.52	\$223,740.11	-\$247,161.37
Special Building Fund	\$145,711.33	\$1,593.69	0	\$0.00		\$147,305.02			
General Fund Ending Balance Less Special Building				-\$47,289.76					

CD/Money Market	Beginning Balance	Income	Expense	Ending Balance
ICS	\$777,969.29	\$172,013.43	\$220,000.00	\$729,982.72
Security First	\$256,757.12	\$0.00	\$0.00	\$256,757.12
Security First	\$0.00	\$265,058.24	\$0.00	\$265,058.24
Security First	\$0.00	\$532,766.06	\$0.00	\$532,766.06
Activity Fund	\$108,976.76	\$32,288.35	\$31,537.99	\$109,727.12
Lunch Fund	\$42,218.09	\$3,165.88	\$8,062.04	\$37,321.93
125 Plan	\$8,103.02	\$1,096.99	\$1,368.67	\$7,831.34
				\$1,692,283.16

General Fund/ICS:	\$682,692.96
Special Building Fund	<u>\$147,305.02</u>
Total Amount in GF/ICS:	\$829,997.98
GF/ICS Oct 2021	\$829,997.98
GF/ICS Oct 2020	\$606,290.64
difference	\$223,707.34

October CD/Money Market 9/30/21				
	Balance 9/30/21	Interest / Transfers In	Withdrawals / Transfers Out	Ending Balance
Security First	\$256,757.12	\$0.00	\$0.00	\$256,757.12
ICS	\$777,969.29	\$172,013.43	\$220,000.00	\$729,982.72
Security First	\$0.00	\$265,058.24	\$0.00	\$265,058.24
Security First	\$0.00	\$532,766.06	\$0.00	\$532,766.06
				\$1,784,564.14
				2.750% Matures 11/30/2021
				1%
				1.5-1.6%
				0.50%
				0.50%

Transfer from ICS to Depreciation Accounts			
Balance 9/30/21	Interest / Transfers In	Withdrawals / Transfers Out	Ending Balance
ICS	\$777,969.29	\$172,013.43	\$729,982.72
Building And Maintenance	\$78,399.80	\$0.00	\$78,399.80
Curriculum and Technology	\$62,046.23	\$0.00	\$62,046.23
Transportation	\$77,811.41	\$0.00	\$77,811.41
Total ICS Less Depreciation accounts:			\$511,725.28

School District # 3 County of Sheridan

Check Listing Report

Accounting Cycle: FY21-22; Begin Date: 11/01/2021; End Date: 11/30/2021; Bank: [All]; Sort By Element: Fund; Account Expression: [All]; Created On: 11/3/2021 7:12:06 PM

Check Date	Check Number	Payee	Type	Amount
11/08/2021	8981	Arrow Building Center	Accounts Payable	\$39.60
11/08/2021	8982	Black Hills Energy	Accounts Payable	\$228.64
11/08/2021	8983	Caparoon, Kari	Accounts Payable	\$215.45
11/08/2021	8984	Chadron Community Hospital	Accounts Payable	\$664.28
11/08/2021	8985	Chadron Hospital Rehab Department	Accounts Payable	\$156.40
11/08/2021	8986	CinDesign	Accounts Payable	\$126.13
11/08/2021	8987	DAS State Accounting	Accounts Payable	\$259.49
11/08/2021	8988	Educational Service Unit 13	Accounts Payable	\$10,418.97
11/08/2021	8989	Ewell Educational Services	Accounts Payable	\$175.00
11/08/2021	8990	Farm to Family Coop	Accounts Payable	\$264.18
11/08/2021	8991	Ferrel, Sandra	Accounts Payable	\$106.51
11/08/2021	8992	Frankie Johnson	Accounts Payable	\$500.00
11/08/2021	8993	Gaswick, Erica	Accounts Payable	\$935.00
11/08/2021	8994	GovConnection, Inc	Accounts Payable	\$2,368.45
11/08/2021	8995	Great Plains Communications	Accounts Payable	\$359.33
11/08/2021	8996	Harris	Accounts Payable	\$1,265.77
11/08/2021	8997	Hay Springs Water Department	Accounts Payable	\$843.78
11/08/2021	8998	HSPS - Hot Lunch	Accounts Payable	\$132.00
11/08/2021	8999	Ideal Linen Supply	Accounts Payable	\$379.85
11/08/2021	9000	Intellicom	Accounts Payable	\$46,989.00
11/08/2021	9001	KSB School Law	Accounts Payable	\$32.00
11/08/2021	9002	Lechtenberg, D Russell	Accounts Payable	\$455.84
11/08/2021	9003	Main Street Grind	Accounts Payable	\$486.20
11/08/2021	9004	Merritt, Lisa K	Accounts Payable	\$63.50
11/08/2021	9005	Nebraska Association of School Boards	Accounts Payable	\$3,914.00
11/08/2021	9006	Nebraska Council of School	Accounts Payable	\$225.00
11/08/2021	9007	Nebraska Public Power Dist.	Accounts Payable	\$1,696.27
11/08/2021	9008	PlanConnect	Accounts Payable	\$125.00
11/08/2021	9009	Quill Corporation	Accounts Payable	\$2,384.56
11/08/2021	9010	Rocky Mountain Air Solutions	Accounts Payable	\$2,072.29
11/08/2021	9011	Sacker's	Accounts Payable	\$510.02
11/08/2021	9012	Sheridan County Journal Star	Accounts Payable	\$145.61
11/08/2021	9013	Signature Public Funding Corp	Accounts Payable	\$34,897.51
11/08/2021	9014	Starke, Mindie L	Accounts Payable	\$52.55
11/08/2021	9015	Sutherland Public Schools	Accounts Payable	\$5,000.00
11/08/2021	9016	U.S. Bank	Accounts Payable	\$3,462.24
11/08/2021	9017	Vocabulary.com	Accounts Payable	\$159.00
11/08/2021	9018	WPCI	Accounts Payable	\$313.00
11/08/2021	9019	Xerox Corporation - California	Accounts Payable	\$909.10
11/08/2021	9020	Young's Repair	Accounts Payable	\$105.00
Sub Total				\$123,436.52

Board President

Date

Baord Treasurer

Date

Superintendent

Date

School District # 3 County of Sheridan

Check Listing Report

Accounting Cycle: FY21-22; Begin Date: 11/01/2021; End Date: 11/30/2021; Bank: [All]; Sort By Element: Fund; Account Expression: [All]; Created On: 11/3/2021 7:12:06 PM

Check Date	Check Number	Payee	Description	Amount
11/08/2021	8981	Arrow Building Center	maintenance/repairs	\$39.60
11/08/2021	8982	Black Hills Energy	407 N Baker	\$228.64
11/08/2021	8983	Caparoon, Kari	mileage	\$215.45
11/08/2021	8984	Chadron Community Hospital	PT services	\$664.28
11/08/2021	8985	Chadron Hospital Rehab Department	trainer	\$156.40
11/08/2021	8986	CinDesign	advertising	\$126.13
11/08/2021	8987	DAS State Accounting	Account 01 0187	\$259.49
11/08/2021	8988	Educational Service Unit 13	ESU Services	\$10,418.97
11/08/2021	8989	Ewell Educational Services	Ag Curriculum	\$175.00
11/08/2021	8990	Farm to Family Coop	PBIS supplies	\$35.00
11/08/2021	8990	Farm to Family Coop	FCS supplies	\$166.04
11/08/2021	8990	Farm to Family Coop	in service	\$36.18
11/08/2021	8990	Farm to Family Coop	In service	\$20.38
11/08/2021	8990	Farm to Family Coop	In service supplies	\$6.58
11/08/2021	8991	Ferrel, Sandra	Tower garden-AG supplies	\$75.62
11/08/2021	8991	Ferrel, Sandra	Tower garden-AG supplies	\$30.89
11/08/2021	8992	Frankie Johnson	Inv: 2021JHVB	\$500.00
11/08/2021	8993	Gaswick, Erica	One Act sponsor	\$935.00
11/08/2021	8994	GovConnection, Inc	Library supplies	\$2,368.45
11/08/2021	8995	Great Plains Communications	phone bill	\$359.33
11/08/2021	8996	Harris	eTriton license-less \$82.02 tax	\$1,261.77
11/08/2021	8996	Harris	EZSchoolPay fees	\$4.00
11/08/2021	8997	Hay Springs Water Department	water/sewer	\$843.78
11/08/2021	8998	HSPS - Hot Lunch	District guest account	\$132.00
11/08/2021	8999	Ideal Linen Supply	rugs/janitorial supplies	\$221.35
11/08/2021	8999	Ideal Linen Supply	rugs/janitorial supplies	\$30.74
11/08/2021	8999	Ideal Linen Supply	rugs/janitorial supplies	\$127.76
11/08/2021	9000	Intellicom	staff laptops	\$46,989.00
11/08/2021	9001	KSB School Law	residence	\$32.00
11/08/2021	9002	Lechtenberg, D Russell	Labor Relations Conf. mileage to Lincoln	\$455.84
11/08/2021	9003	Main Street Grind	concession	\$486.20
11/08/2021	9004	Merritt, Lisa K	fuel-reimbursement	\$63.50
11/08/2021	9005	Nebraska Association of School Boards	Search Fee	\$3,300.00
11/08/2021	9005	Nebraska Association of School Boards	State Ed Conf	\$464.00
11/08/2021	9005	Nebraska Association of School Boards	Need Resources Workshop	\$150.00
11/08/2021	9006	Nebraska Council of School Administrators	Labor relations	\$225.00
11/08/2021	9007	Nebraska Public Power Dist.	407 N Baker	\$33.00
11/08/2021	9007	Nebraska Public Power Dist.	407 N Baker	\$76.63
11/08/2021	9007	Nebraska Public Power Dist.	113 N Miller	\$9.71
11/08/2021	9007	Nebraska Public Power Dist.	407 N Baker	\$1,576.93
11/08/2021	9008	PlanConnect	Qtr Fees B1NNE0034617	\$125.00
11/08/2021	9009	Quill Corporation	janitorial supplies	\$201.59
11/08/2021	9009	Quill Corporation	janitorial supplies	\$2,035.95
11/08/2021	9009	Quill Corporation	art supplies	\$147.02
11/08/2021	9010	Rocky Mountain Air Solutions	welding supplies	\$2,072.29
11/08/2021	9011	Sacker's	fuel	\$510.02
11/08/2021	9012	Sheridan County Journal Star	notice	\$9.45
11/08/2021	9012	Sheridan County Journal Star	work session	\$6.44
11/08/2021	9012	Sheridan County Journal Star	proceedings	\$81.18
11/08/2021	9012	Sheridan County Journal Star	proceedings	\$48.54

11/08/2021	9013	Signature Public Funding Corp	Ameresco project	\$34,897.51
11/08/2021	9014	Starke, Mindie L	ASP supplies	\$52.55
11/08/2021	9015	Sutherland Public Schools	Distance Learning Art	\$5,000.00
11/08/2021	9016	U.S. Bank	multiple	\$3,462.24
11/08/2021	9017	Vocabulary.com	classroom license	\$159.00
11/08/2021	9018	WPCI	Sept testing	\$138.00
11/08/2021	9018	WPCI	Random Pool Mgt	\$50.00
11/08/2021	9018	WPCI	Policy Assurance Update-DOT	\$75.00
11/08/2021	9018	WPCI	Clearing House Mgt	\$50.00
11/08/2021	9019	Xerox Corporation - California	copier expense	\$909.10
11/08/2021	9020	Young's Repair	Quarterly Inspection	\$105.00
Sub Total				\$123,436.52

School District # 3 County of Sheridan

Payroll Register Payments Report

Accounting Cycle: FY21-22; Payroll Cycle: Monthly; Payroll Register: November2021 Pay Date
11/15/21 - Printed ; Employee: [All]; Sort Column: Employee; Show Salary Schedules: No; Show
Expenditure Accounts: Yes; Include Paycheck Details: Yes; Created On: 11/4/2021 2:07:39 PM

Wages/Deductions	Employer Amt.	Employee Amt.
Net Wages	\$0.00	\$104,468.78
125 Plan - Select Flex	\$0.00	\$1,096.67
AFLAC	\$0.00	\$2,987.91
AFLAC - Post Tax	\$0.00	\$490.24
BCBS Deduct-Dental EC	\$0.00	\$75.21
BCBS Deduct-Dental ES	\$0.00	\$97.38
BCBS Deduct-Dental FAM	\$0.00	\$645.00
BCBS Deduct-Dental Vari	\$0.00	\$57.29
BCBS Deduct-Health Vari	\$0.00	\$417.86
BCBS Dental ER Benefit	\$708.96	\$0.00
BCBS Dental Vari-ER Benefit	\$26.00	\$0.00
BCBS HDHP FAM ER Benefit	\$9,561.12	\$0.00
BCBS HEALTH EC ER Benefit	\$3,717.42	\$0.00
BCBS HEALTH EE ER Benefit	\$2,009.40	\$0.00
BCBS HEALTH ES ER Benefit	\$2,813.16	\$0.00
BCBS HEALTH FAM ER Benefit	\$16,998.12	\$0.00
BCBS HEALTH-Vari ER Benefit	\$3,064.34	\$0.00
EE HAS-	\$0.00	\$75.00
EE HSA-	\$0.00	\$50.00
EE HSA-	\$0.00	\$300.00
EE HSA-	\$0.00	\$50.00
ER HSA-Family	\$295.16	\$0.00
ER HSA-Family	\$295.16	\$0.00
ER HSA-Family	\$295.16	\$0.00
ER HSA-Family	\$295.16	\$0.00
ER HSA-Family	\$295.16	\$0.00
ER HSA-Family	\$259.74	\$0.00
ER HSA-Family	\$295.16	\$0.00
Federal Withholding	\$0.00	\$9,390.93
FICA	\$9,596.79	\$9,596.79
Medicare	\$2,244.40	\$2,244.40
NPERS	\$15,086.39	\$14,937.02
Roth-Post Tax	\$0.00	\$100.00
Security Benefit	\$0.00	\$500.00
State Withholding - NE	\$0.00	\$4,869.32
TSA%-American Funds	\$0.00	\$483.51
TSA-American Funds	\$0.00	\$2,950.00
Sub Total	\$67,856.80	\$155,883.31
	\$223,740.11	

Board President

Date

Baord Treasurer

Date

Superintendent

Date

<u>ACCOUNT</u>	<u>Beginning Balance</u>	<u>DEPOSITS</u>	<u>EXPENSES</u>	<u>10/31/2021</u>
ACC. READER	\$389.68	\$1,647.14	\$1,792.14	\$244.68
ANNUAL	\$2,251.26			\$2,251.26
ATHLETICS	\$101.03	\$4,366.82	\$12,167.15	(\$7,699.30)
BBB CLUB	\$38.76			\$38.76
ALUMNI	\$3,203.09			\$3,203.09
CLASS OF 21	\$371.00			\$371.00
CLASS OF 22	\$2,098.71			\$2,098.71
CLASS OF 23	\$4,554.31		\$142.95	\$4,411.36
CLASS OF 24	\$2,562.69			\$2,562.69
CLASS OF 25	\$2,210.51	\$156.66		\$2,367.17
CLASS OF 26	\$1,442.12	\$222.33		\$1,664.45
CLASS OF 27	\$763.33	\$222.34		\$985.67
CLASS OF 28	\$263.34	\$222.33		\$485.67
CONCESSIONS	\$4,442.23	\$3,574.91	\$3,029.27	\$4,987.87
ELEMENTARY ACCOUNT	\$1,598.44			\$1,598.44
ELDER'S WISDOM	\$4,146.70			\$4,146.70
FBLA	\$4,187.25	\$360.75		\$4,548.00
FEES--STUDENT	\$12,170.53	\$25.00	\$450.00	\$11,745.53
FFA	\$17,783.99	\$12,027.00	\$993.28	\$28,817.71
FINES & FEES	\$6,045.56	\$10.00	\$438.91	\$5,616.65
FOOTBALL	\$334.26	\$1,001.60	\$1,331.80	\$4.06
GBB CLUB	\$380.40			\$380.40
JH GBB	\$564.38			\$564.38
GOLF CLUB	(\$51.12)			(\$51.12)
HAWK STORE	\$3,412.97	\$360.38	\$638.48	\$3,134.87
H-CLUB	\$1,146.83		\$83.07	\$1,063.76
INDUSTRIAL ARTS	\$6,264.68		\$1,142.34	\$5,122.34
MUSIC	\$5,540.66	\$4,058.40	\$2,993.00	\$6,606.06
NHS	\$282.97			\$282.97
PBIS	\$576.47	\$1,052.23	\$252.62	\$1,376.08
PLAY	\$1,284.74			\$1,284.74
POP MACHINE	\$521.17	\$405.50	\$90.67	\$836.00
SPAC	\$1,349.88			\$1,349.88
SPEECH	(\$103.21)			(\$103.21)
STUCO	\$765.61			\$765.61
TRACK CLUB	\$714.62			\$714.62
VOLLEYBALL	\$1,058.03		\$225.00	\$833.03
JHVOLLEYBALL	\$2,296.89	\$374.50	\$853.43	\$1,817.96
WASHINGTON DC	\$0.00	\$1,787.26	\$109.50	\$1,677.76
WELLNESS ACCOUNT	\$1,606.53	\$284.20	\$434.20	\$1,456.53
WRESTLING CLUB	\$507.24	\$129.00		\$636.24
XC CLUB	\$519.67		\$360.00	\$159.67
TOTALS:	\$99,598.20	\$32,288.35	\$27,527.81	\$104,358.74

Hay Springs Activity Fund--Cash

Profit & Loss Detail

October 2021

	Type	Date	Num	Name	Memo	Amount
Income						
Accelerated Reader Income						
	Deposit	10/19/2021			Book Fair	1,647.14
Total Accelerated Reader Income						1,647.14
Athletics Income						
Gate						
	Deposit	10/12/2021			JH FB Gate 9/23	131.00
	Deposit	10/12/2021			JH VB Gate 9/23	47.30
	Deposit	10/12/2021			VB Gate 10/30	316.00
	Deposit	10/12/2021			FB Gate 10/30	211.25
	Deposit	10/12/2021			VB Gate 9/30	305.00
	Deposit	10/14/2021			VB Tri. Gate 10/7	213.06
	Deposit	10/14/2021			K. Andersons pass	40.00
	Deposit	10/14/2021			JH VB Gate 10/11	175.00
	Deposit	10/19/2021			10/16/2021	481.00
	Deposit	10/19/2021			10/16/2021	136.00
	Deposit	10/26/2021			JV VB 10/21/2021	183.00
	Deposit	10/27/2021			VB subdistricts	1,078.25
	Deposit	10/27/2021			VB subdistricts	340.00
Total Gate						3,656.86
Athletics Income - Other						
	Deposit	10/12/2021			SFB cards	15.00
	Deposit	10/14/2021			C. Schiaffo	300.00
	Deposit	10/19/2021			PANCO Ads	390.00
	Deposit	10/31/2021			Interest	4.96
Total Athletics Income - Other						709.96
Total Athletics Income						4,366.82
Class of 25 Income						
	Deposit	10/19/2021			Outlaw Printers	156.66
Total Class of 25 Income						156.66
Class of 26						
	Deposit	10/12/2021			Football Throw	222.33
Total Class of 26						222.33
Class of 27 Income						
	Deposit	10/12/2021			Football Throw	222.34
Total Class of 27 Income						222.34
Class of 28 Income						
	Deposit	10/12/2021			Football Throw	222.33
Total Class of 28 Income						222.33
FBLA Income						
HS FBLA Income						
	Deposit	10/14/2021			VB Tri. Conc 10/7	200.75
Total HS FBLA Income						200.75
FBLA Income - Other						
	Deposit	10/19/2021			member dues	160.00
Total FBLA Income - Other						160.00
Total FBLA Income						360.75

Hay Springs Activity Fund--Cash

Profit & Loss Detail

October 2021

	Type	Date	Num	Name	Memo	Amount
FFA Income						
	Deposit	10/12/2021			S. Dorshorst dues	100.00
	Deposit	10/12/2021			Westco & Land o Lakes donat	10,000.00
	Deposit	10/12/2021			Pancake Feed - donation	180.00
	Deposit	10/14/2021			Russ	300.00
	Deposit	10/19/2021			FB tailgate 10/14/21	625.00
	Deposit	10/26/2021			Sheridan Co fair concessions	30.00
	Deposit	10/28/2021			National FFA	792.00
Total FFA Income						12,027.00
Fines & Fees						
	Deposit	10/14/2021			L. Edwards	10.00
Total Fines & Fees						10.00
Football Income						
	Deposit	10/14/2021			Youth FB Conc. 10/10	194.10
	Deposit	10/19/2021			youth football concessions	310.50
	Deposit	10/26/2021			shirt sales	405.00
	Deposit	10/27/2021			VB subdistricts-concessions	92.00
Total Football Income						1,001.60
H-Club Income						
Concessions Income						
	Deposit	10/12/2021			JH VB & FB Conc. 9/23	328.18
	Deposit	10/12/2021			HS VB & FB conc 9/30	561.40
	Deposit	10/14/2021			youth FB conc 10/10	291.15
	Deposit	10/14/2021			VB Tri. Conc. 10/7	358.75
	Deposit	10/14/2021			JH VB conc. 10/11	180.75
	Deposit	10/19/2021			youth football	465.75
	Deposit	10/19/2021			10/14/2021	568.83
	Deposit	10/26/2021			VB sub districts	371.90
	Deposit	10/26/2021			VB	315.20
	Deposit	10/27/2021			VB subdistricts	133.00
Total Concessions Income						3,574.91
Total H-Club Income						3,574.91
Hawk Store Income						
	Deposit	10/14/2021			sales - Kyli H	35.00
	Deposit	10/14/2021			sales - Rachel R.	30.00
	Deposit	10/19/2021			sales, online sales	295.38
Total Hawk Store Income						360.38
Junior High VB						
	Deposit	10/12/2021			HS VB & FB Conc. 9/30	374.50
Total Junior High VB						374.50
Music Income						
	Deposit	10/12/2021			JH VB & FB Conc. 9/23	211.40
	Deposit	10/12/2021			Little Ceasars orders	3,171.00
	Deposit	10/14/2021			JH VB Conc. 10/11	121.00
	Deposit	10/26/2021			Little Caesars	463.00
	Deposit	10/27/2021			Little Caesars	92.00
Total Music Income						4,058.40

Hay Springs Activity Fund--Cash

Profit & Loss Detail

October 2021

	Type	Date	Num	Name	Memo	Amount
PBIS						
	Deposit	10/19/2021			pink out	15.00
	Deposit	10/19/2021			pink out	119.00
	Deposit	10/26/2021			Outlaw Printers-Pink Out	918.23
Total PBIS						1,052.23
Pop Machine Income						
	Deposit	10/12/2021			Agri Affiliates, Inc. Auction do	150.00
	Deposit	10/26/2021			Teacher's lounge	255.50
Total Pop Machine Income						405.50
Student Fee Income						
	Deposit	10/12/2021			A. Young	25.00
Total Student Fee Income						25.00
Washinton D.C.						
	Deposit	10/12/2021			popcorn sales	219.00
	Deposit	10/12/2021			Tailgate 9/30	1,018.26
	Deposit	10/14/2021			Tailgate Ads	550.00
Total Washinton D.C.						1,787.26
Wellness Account						
	Deposit	10/28/2021			E Strotheide	189.07
	Deposit	10/28/2021			R Lechtenberg	95.13
Total Wellness Account						284.20
Wrestling Income						
	Deposit	10/19/2021			fundraising	129.00
Total Wrestling Income						129.00
Total Income						32,288.35
Gross Profit						32,288.35
Expense						
Accelerated Reader Expense						
	Check	10/19/2021	21198	Scholastic	Inv W4913262BF	1,792.14
Total Accelerated Reader Expense						1,792.14
Athletics Expense						
	Check	10/07/2021	21185	Pioneer Athletics	HA3648 - football field paint	1,393.50
	Check	10/07/2021	21181	Sidney High School	XC Entry 10/7	40.00
	Check	10/07/2021	21168	Trisha Kudrna	VB ref 10/7	330.00
	Check	10/07/2021	21169	Kelsey Kudrna	VB ref 10/11	180.00
	Check	10/07/2021	21144	Lou's Sporting Goods	FB/Tape	0.00
	Check	10/07/2021	21136	H2I Group	# 7352 Basketball service	5,745.00
	General Journal	10/07/2021	ADJCASHAUD	Lou's Sporting Goods	For CHK 21144 voided on 10/19/2021	496.12
	Check	10/12/2021	21188	Bridgeport High School	XC	60.00
	Check	10/12/2021	21189	NSAA District VI	entry	350.00
	Check	10/12/2021	21190	Trent Kuhn	FB ref 10/14	450.00
	Check	10/12/2021	21191	Alan Toof	FB Ref 10/14	230.00
	Check	10/12/2021	21192	Holly Scherbarth	VB Ref 10/14	220.00
	Check	10/12/2021	21193	Kelsey Kudrna	VB Ref 10/14	270.00

Hay Springs Activity Fund--Cash

Profit & Loss Detail

October 2021

	Type	Date	Num	Name	Memo	Amount
	General Journal	10/19/2021	ADJCASHAUDR	Lou's Sporting Goods	Reverse of GJE ADJCASHAUD -- For CHK 21144 voided on 10/19/2021	-496.12
	Check	10/25/2021	21187	Mary Lou Marshall	volleyball sub districts 10/25/2021	240.00
	Check	10/25/2021	21201	Linda Rischling	volleyball sub districts 10/25/2021	240.00
	Check	10/25/2021	21202	Banner County School	JH wrestling 10/29/2021	60.00
	Check	10/25/2021	21207	Pioneer Athletics	INV815549	404.25
	Check	10/25/2021	21208	Lou's Sporting Goods	AAX784592-AX01	502.45
	Check	10/25/2021	21208	Lou's Sporting Goods	ATE745683-AX02	246.79
	Check	10/25/2021	21210	BSN Sports	913959193	444.66
	Check	10/26/2021	21211	Wallace High School	FB playoffs	50.00
	Check	10/26/2021	21212	NSAA	Runner-up trophy-FB	192.00
	Check	10/26/2021	21214	Doane University	Honor Band	60.00
	Check	10/28/2021	21215	NSAA	Volleyball SubDistricts	458.50
Total Athletics Expense						12,167.15
Class of 23 Expense						
	Check	10/07/2021	21184	US Bank	Tailgate	142.95
Total Class of 23 Expense						142.95
FFA						
	Check	10/07/2021	21184	US Bank	supplies	822.13
	Check	10/07/2021	21109	Ralph Butler	Doe service	120.00
	Check	10/19/2021	21200	Farm to Family	9320 FFA tailgate	51.15
Total FFA						993.28
Fines and Fees						
	Check	10/07/2021	21184	US Bank	supplies	438.91
Total Fines and Fees						438.91
Football Expense						
	Check	10/19/2021	21197	Outlaw Printers	Inv 18202	1,331.80
Total Football Expense						1,331.80
H-Club Expense						
Concessions Expense						
	Check	10/07/2021	21184	US Bank	concessions	132.62
	Check	10/07/2021	21124	Cash-wa	supplies	334.27
	Check	10/07/2021	21135	Pepsi-Cola Bottling	5100069299, 5100069300, 5100069968, 5100069969	1,126.50
	Check	10/19/2021	21196	Pepsi-Cola Bottling	5100071316	655.50
	Check	10/19/2021	21196	Pepsi-Cola Bottling	5100069968	499.10
	Check	10/19/2021	21196	Pepsi-Cola Bottling	CM5100055957	-565.25
	Check	10/26/2021	21213	Cash-wa	INV 13127591	846.53
Total Concessions Expense						3,029.27
H-Club Expense - Other						
	Check	10/07/2021	21184	US Bank	Homecoming supply	83.07
Total H-Club Expense - Other						83.07
Total H-Club Expense						3,112.34
Hawk Store						

Hay Springs Activity Fund--Cash

Profit & Loss Detail

October 2021

	Type	Date	Num	Name	Memo	Amount
	Check	10/07/2021	21184	US Bank	Clothing	638.48
Total Hawk Store						638.48
Industrial Arts Expense						
	Check	10/07/2021	21145	Chadron Lumber	supplies	76.34
	Check	10/19/2021	21199	Wood Stock Supply	Inv 00373231-001	1,066.00
Total Industrial Arts Expense						1,142.34
JH Volleyball						
	Check	10/07/2021	21184	US Bank	food	853.43
Total JH Volleyball						853.43
Music Expense						
	Check	10/07/2021	21182	Cara McKillip	reimburse music acct	250.00
	Check	10/07/2021	21183	Sarah Dorshorst	reimburse music acct	165.00
	Check	10/07/2021	21180	Little Ceasar's	music order	2,578.00
Total Music Expense						2,993.00
PBIS Expense						
	Check	10/07/2021	21184	US Bank	supplies	11.62
	Check	10/12/2021	21194	"moments" captured by Bev	PBIS 4 Banners	108.00
	Check	10/25/2021	21203	Daylight Donuts	PBIS breakfast	63.00
	Check	10/25/2021	21204	Main Street Grind	PBIS	16.00
	Check	10/25/2021	21205	Hay Springs Senior Center	PBIS breakfast	54.00
Total PBIS Expense						252.62
Pop Machine Expense						
	Check	10/12/2021	21195	Quill	supplies	90.67
Total Pop Machine Expense						90.67
Student Fee Expense						
	Check	10/07/2021	21184	US Bank	Hudl	450.00
Total Student Fee Expense						450.00
Volleyball Expense						
	Check	10/25/2021	21206	Lisa Merritt	return 1/2 hudl	225.00
Total Volleyball Expense						225.00
Washington DC Expense						
	Check	10/07/2021	21006	Adriene Kelly	Washington DC popcorn fundraiser	64.00
	Check	10/07/2021	21007	Gabby Twarling	Washington DC popcorn fundraiser	45.50
Total Washington DC Expense						109.50
Wellness Expense						
	Check	10/25/2021	21209	Raime Varvel	wellness	150.00
	Check	10/28/2021	21216	Emma Strotheide	AFLAC	189.07
	Check	10/28/2021	21217	Russell Lechtenberg	AFLAC	95.13
Total Wellness Expense						434.20
XC Club						
	Check	10/19/2021	21186	Melissa Reffalt	state qualifier t shirts	360.00
Total XC Club						360.00
Total Expense						27,527.81
Net Income						4,760.54

HSSD#3-Lunch Fund Profit & Loss Detail

October 2021

	Type	Date	Num	Name	Memo	Amount
Income						
Adult Lunches						
	Deposit	10/26/2021			Woltman	40.00
Total Adult Lunches						40.00
Interest Income						
	Deposit	10/31/2021			Interest	1.70
Total Interest Income						1.70
Other						
	Deposit	10/26/2021			Beef to Lunch donation-Hunzeker	1,000.00
Total Other						1,000.00
Student Lunches						
	Deposit	10/04/2021			merchant services	26.00
	Deposit	10/06/2021			merchant services	41.00
	Deposit	10/12/2021			merchant services	52.00
	Deposit	10/13/2021			multiple	1,567.10
	Deposit	10/15/2021			merchant services	21.00
	Deposit	10/18/2021			merchant services	51.00
	Deposit	10/22/2021			merchant services	101.00
	Deposit	10/26/2021			merchant services	9.60
	Deposit	10/27/2021			multiple	103.48
	Deposit	10/28/2021			merchant services	101.00
	Deposit	10/29/2021			merchant services	51.00
Total Student Lunches						2,124.18
Total Income						3,165.88
Expense						
Food Supplies						
	Check	10/06/2021	6015	Cash-Wa Distributing		7,356.41
	Check	10/06/2021	6015	Cash-Wa Distributing		
	Check	10/06/2021	6015	Cash-Wa Distributing		
	Check	10/06/2021	6015	Cash-Wa Distributing		
	Check	10/06/2021	6015	Cash-Wa Distributing		
	Check	10/06/2021	6015	Cash-Wa Distributing		
	Check	10/06/2021	6015	Cash-Wa Distributing		
	Check	10/06/2021	6015	Cash-Wa Distributing		
	Check	10/06/2021	6015	Cash-Wa Distributing		
	Check	10/19/2021	6016	Farm to Family Co-Op	5442	13.78
	Check	10/19/2021	6016	Farm to Family Co-Op	8091	40.78
	Check	10/19/2021	6016	Farm to Family Co-Op	7659	20.90
	Check	10/19/2021	6016	Farm to Family Co-Op	6954	23.94
	Check	10/19/2021	6016	Farm to Family Co-Op	7133	33.07
	Check	10/19/2021	6016	Farm to Family Co-Op	9676	104.62
	Check	10/19/2021	6016	Farm to Family Co-Op	9169	196.63
	Check	10/19/2021	6016	Farm to Family Co-Op	9555	23.94

HSSD#3-Lunch Fund Profit & Loss Detail

October 2021

	Type	Date	Num	Name	Memo	Amount
	Check	10/27/2021	6017	Kendra Johnson	reimburse supplies	37.20
	Check	10/27/2021	6018	Farm to Family Co-Op	10207	215.34
	Check	10/27/2021	6018	Farm to Family Co-Op	9675	8.66
	Check	10/27/2021	6018	Farm to Family Co-Op	10163	14.97
	Check	10/27/2021	6018	Farm to Family Co-Op	10207, 9675, 10163	
	Check	10/27/2021	6018	Farm to Family Co-Op	10207, 9675, 10163	
	Check	10/27/2021	6018	Farm to Family Co-Op	10207, 9675, 10163	
	Check	10/27/2021	6018	Farm to Family Co-Op	10207, 9675, 10163	
	Check	10/27/2021	6018	Farm to Family Co-Op	10207, 9675, 10163	
	Check	10/27/2021	6019	Cash-Wa Distributing	13119677	1,276.04
	Check	10/27/2021	6019	Cash-Wa Distributing	13109020	1,317.57
	Check	10/27/2021	6019	Cash-Wa Distributing	13106080	203.00
	Check	10/27/2021	6019	Cash-Wa Distributing	13127591	943.08
	Check	10/27/2021	6019	Cash-Wa Distributing	13134120	239.00
	Check	10/27/2021	6019	Cash-Wa Distributing	13115192	228.50
	Check	10/27/2021	6019	Cash-Wa Distributing	13124764	209.05
	Check	10/27/2021	6019	Cash-Wa Distributing	13137906	1,208.87
	Check	10/27/2021	6019	Cash-Wa Distributing	CM13137906	-207.70
Total Food Supplies						13,507.65
Other Expenditures						
	Check	10/04/2021			merchant services	82.43
Total Other Expenditures						82.43
Total Expense						13,590.08
Net Income						-10,424.20

**Hay Springs Public School
SCHOOL BOARD MEETING**

October 11th, 2021

6:30 pm

**Hay Springs Public School
REGULAR MEETING**

- I. The Regular Meeting was called to order by President Johnson at 6:35 pm in the school distance learning room, followed by the Pledge of Allegiance and the pointing out of the posting of the Open Meetings Law.
- II. Roll Call was taken with B. Johnson, M. Reed, S. Henry, M. Kearns and G. Heiting present. School personnel in attendance included Superintendent Mr. Lechtenberg, Principal Mr. Hagge and bookkeeper Mrs. Wolken.
- III. Motion to excuse D. Russell a was made by S. Henry and seconded by M. Kearns. Roll Call Vote passed 5/0.
- IV. Motion to approve the agenda for October 11, 2021 Board Meeting was made by S. Henry and seconded by G. Heiting. Roll Call Vote passed 5/0.
- V. Open Forum
 - Administrative Reports
 - Superintendent – Mr. Lechtenberg
 - Principal- Mr. Hagge
 - Director of Student Affairs– Mrs. Marx
 - Activities Director’s – Ms. Kudrna
 - Technology Coordinator- Mr. Reimann
 - Bookkeeper –Mrs. Wolken

There were no public comments

D. Russell arrived at 6:45 pm

I. Discussion Items

- **Lister-Sage Report**-M. Kearns/G. Heiting
- **Beef to Lunch**- S Henry/G. Heiting
 1. 11/30/21 scheduled 2 beef & 2 Hog to Sturgis Locker in afternoon
- **Building Funding/Potential options**
- **Teacher Negations update**
 - **Request to meet 10/20/21**
- **Superintendent Search Procedure update**
 - September 27th 2021 First Board meeting with NASB
 - NASB Community Engagement survey and meeting
- **Curriculum and Instruction**
 - Approval of Nebraska State Standards for English Language Arts, Mathematics, Science, and Social Studies Content
- **Policy update**
 - 402.11 Credit card policy
 - 718.000 Fiscal Management Internal Controls
- **PBIS update**- S. Henry
- **Finance Committee** (September Financial Summary and October payables)
 - **September** Bank Account summary and balances
 - **October Payables** **\$45,942.60**
 - **October Payroll Liabilities** in the amount of **\$234,941.96**

VI. Action Items

- Motion to approve the minutes of the September 13th, 2021 Budget Hearing Tax Request Hearing and Regular meeting was made by G. Heiting and seconded by M. Reed. Roll Call Vote passed 4/0 with S. Henry and M. Kearns abstaining.
- Motion to approve the minutes for the September 27, 2021 Board Superintendent Search Workshop was made by S. Henry and seconded by M. Kearns. Roll Call Vote passed 6/0.
- Motion to approve the September ending Financial Account Summary/Balances, October payables in the amount of \$45,942.60 and October payroll liabilities in the amount of \$234,941.96 was made by D. Russell and seconded by M. Reed. Roll Call Vote passed 6/0.
- Motion to approve FFA travel request to attend National FFA Convention and provide transportation, was made by S. Henry and seconded by G. Heiting. Roll Call Vote passed 6/0.
- Motion to approve the Nebraska State Standards for English Language Arts, Mathematics, Science and Social Studies Content was made by M. Kearns and seconded by M. Reed. Roll Call Vote passed 6/0.
- Motion to approve the purchase of Staff Laptop Computers in the amount of \$46,989.00 was made by D. Russell and seconded by S. Henry. Roll Call Vote passed 6/0.
- Motion to approve the renewal of maturing CD's was made by G. Heiting and seconded by M. Kearns. Roll Call Vote passed 6/0.
- Motion to approve pay off of the Signatureny Financial Note and refinance with Security First Bank was made by G. Heiting and seconded by M. Kearns. Roll Call Vote passed 6/0.
- Motion to approve the first reading of policy 402.11 and policy 718.00 was made by M. Kearns and seconded by M. Reed. Roll Call Vote passed 6/0.
- Motion to approve the creation of separate credit card accounts for the General Fund and the Activity Fund accounts was made by D. Russell and seconded by S. Henry. Roll Call Vote passed 6/0.
- Motion to approve teacher contract adjustments for Varvel and Mandelko was made by G. Heiting and seconded by M. Kearns. Roll Call Vote passed 6/0.

VII. President Johnson adjourned the meeting at 8:32 pm.

VIII. Next Meeting Dates:

- a. NASB Superintendent Search timeline October 18th
- b. Negotiating Committee Meeting, October 20th, 2021
- c. Regular Board Meeting November 8th 2021

IX. November Agenda items:

- a. Superintendent Evaluation
- b. NASB Superintendent Search Progress update
- c. Negotiations Workshop update

**Hay Springs Public School
SCHOOL BOARD MEETING
October 18th, 2021
Board Workshop with NASB
6:30 pm
Minutes**

President B. Johnson called the Workshop to Order at 6:39 pm. Meeting Notice Per Board Policy Publication of Hearing Notice was published in Hip Hop and Sheridan County Journal Star and on School Website the week of October 11th, 2021. President Johnson noted the posting of the "Open Meeting Law" on the wall in the meeting room.

Roll Call was taken with B. Johnson, M. Reed, M. Kearns, S. Henry present and *D. Russell, G. Heiting absent. Motion to excuse D. Russell, and G. Heiting, was made by M. Reed and seconded by S. Henry. Motion passed 4-0 with B. Johnson, M. Reed, M. Kearns, and S. Henry voting in favor of the motion.

Work Session was conducted with representative from NASB serving as facilitators.

President Johnson adjourned the Board Workshop at 8:17 pm.

*D. Russell joined over zoom.