

Publisher's Fee.....\$ \_\_\_\_\_

Extra Copies.....\$ \_\_\_\_\_

Total.....\$ 96.00

L02280338

**DISTRICT NO. 17  
NOTICE OF MEETING**

Notice is hereby given of a Board of Education meeting of School District No. 17, in the County of Douglas, which will be held at 7:00 p.m. on Monday, March 3, 2003, at 5606 South 147<sup>th</sup> Street, Omaha, Nebraska. An agenda for such meeting, kept continuously current, is available for public inspection at the office of the superintendent at 5606 South 147<sup>th</sup> Street, Omaha, Nebraska.

Brad R. Burwell  
Secretary  
February 28, 2003.

**STATE OF NEBRASKA**

**County of Douglas**

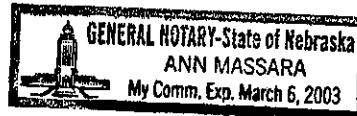
**SS.**

Cynthia Hoig

, being duly sworn,

deposes and says that he/she is vice President of The Midlands Business Journal, a legal weekly newspaper published in the City of Omaha, Douglas County, Nebraska, printed in the English language, having a bona fide circulation in Douglas County in excess of 300 copies for more than 52 weeks last year; that the printed notice attached hereto was published in said Midlands Business Journal for 1 consecutive weeks, beginning on February 24, 2003, and ending on February 28, 2003, and said newspaper was during that time and has since been in general circulation in said County and State, and that said newspaper was printed in whole or in part in the office maintained at place of publication.

Cindy Hoig  
Subscribed in my presence, and sworn to before me this 28th day of February, 2003.



Ann Massara

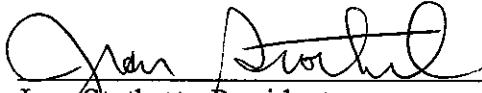
**Notary Public**

Duplicate Affidavits of this Publication have been filed in the office of:  
County Court  Clerk of Dist. Court  County Clerk  Sec. State


**ACKNOWLEDGMENT OF RECEIPT  
OF NOTICE OF MEETING**

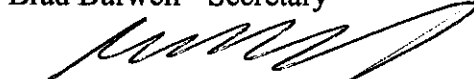
The undersigned members of the Board of Education of Millard, Nebraska,  
hereby acknowledge receipt of advance notice of a meeting of said Board of  
Education and the agenda for such meeting held at 7:00 P.M. on  
March 3<sup>rd</sup> 2003, at Don Stroh Administrative Center  
5606 South 147th Street.


Dated this 3rd day of March, 2003

  
\_\_\_\_\_  
Jean Stothert - President

  
\_\_\_\_\_  
Mike Pate - Vice President

  
\_\_\_\_\_  
Brad Burwell - Secretary

  
\_\_\_\_\_  
Mike Kennedy - Treasurer

  
\_\_\_\_\_  
Linda Poole

  
\_\_\_\_\_  
Julie Johnson

\_\_\_\_\_  
Joe Johnson - Millard North High School

\_\_\_\_\_  
Ashlee Freeman - Millard South High School

\_\_\_\_\_  
Jenna Coalson - Millard West High School

*The students  
were all  
here -*

BOARD OF EDUCATION MEETING - MARCH 3, 2003

Karen Hollingsworth	MNHS
Bill, Debbie & Mark Robinson	MNHS
Thom Fox	Black Elk
JESUS Morones	MSHS
Roxanne Senne	MSHS
Joel Knight	MVHS.
Emily Metior	MNHS
Will Anderson	MNHS
Barry Anderson	
Sheri Schuman	Roller
Amanda Rader	MNHS
Ashley COX	MNHS
Megan Glover	MW
Brenin Wimbor	MW
Judy Newman	
Chuck Newman	
Bark Walker	Parent - MW
Cynthia Bowen	Parent
Pascal Smith	MNHS
Doran Schmidt	MNHS
Don BAKER	MNHS
Shawn Reynolds	JDRF
Mary Indur	
Lauren Hunter	Kiewit-art

BOARD OF EDUCATION MEETING - MARCH 3, 2003

NAME:

REPRESENTING:

Kelli Franka	Nate Green
Nathan Green	Millard South
Jody Hampton	MN
Mark Hampton	MN Band
Meta Felt	M CMS
Marge Welch	RMS
John & Jack McCauley	MNHS Band
Kim Hanson, Dwight & Eric Scott and Susie, Bob, Amy Sandstrom	with Music award - MW MNHS Chorus
Cindy & Eric Nichols	MNHS Band
HASOOK KIM	MWHS or
Steve & Linda Phillips	Rohwer
Karen Banyan	Rohwer
Sarah Senne	MSHS Band
Jay McLeod	MWHS
Lorraine Baker	MSHS Band parent
Ross Baker	MSHS Band
Joe Hoelt	MNHS
Sheryl Jeff Chelsea + Jordan Forehead	MSHS
<del>Chelsea</del> Mackenzie Zietke	MNHS
Jayne Garvey	MWHS
Joseph and Cindy Nobby	MNHS
Nate Papp	MSHS
Laura Hollingsworth	MNHS

BOARD OF EDUCATION MEETING - MARCH 3, 2003

NAME:

REPRESENTING:

Trina Dunbar MW

Marshall Kunz MW

Cathy Keiser MN (All-State Musicians)

MR. & MRS. WAYNE GRACHEK MW ALL STATE MUSICIAN

Charles Magnett

Michael Mueller MW All state

Jonathan Mueller MW All state

TEALE BURTON MW All state choir

JoAnn Spurgin parent

Chris Spurgin MW All State Orch

Bill [Signature] EDAD 8740 - GND CLASS

Charlene & Skip Paschall MW All state

Anita Moss MW All state

Alison Seyler MS All state

Jen Andahl MS All-state

Ben Fry MS All-state

Jamara Hunter parent of art student

Bob & Cheryl [Signature] MW all state choir

Darrell [Signature] MW All - State Choir

Kelene & John Langefeld Katie Langefeld - All state

Mr & Mrs Jack Cozer parent

Byron Burkman MS

Kara & Sue Thomsen MW

BOARD OF EDUCATION MEETING - MARCH 3, 2003

NAME:

REPRESENTING:

NICKY ELKINS	CIVICS
Jenny ELKINS	CIVICS Millard West
Andrea D'Agosta	Civics MW
Edin Taylor	.
Amber Jensen	Civics MW
Josh Rupiper	Civics MW
Gavin Kubat	Civics MW
LAUREN BATES	CIVICS MW
Trevor Sitzer	Civics MW
Jacy Koerber	Civics MW
Anda Kaspar	Civics MW
Kelly Hurt	Civics MW
<del>forty Kaspar</del>	<del>Chris Minter</del>
Josh Mell	Civics MW
Michael Easter	Civics MS
Mike Kaspar	SSC

BOARD OF EDUCATION MEETING - MARCH 3, 2003

NAME:

REPRESENTING:

Annette Rodman

Millard West High School

Cindy Liu

Huei Mei Yang

MWP Amy + Maggie Cot

MWHS

Ashlee Freeman

MSHS

Clea Schreanzen

MSHS

David King

MSHS

Barb Otter

MSHS

Krista Scott-Davis

EZU

Roseanne + Katelyn Lynda

MNHS

Jan Kolbe

Mary Pat Mangiameli

MSHS

Nate Phelps

MWHS

Derek Banion

MWHS

Michael Easter

MS



*BOARD OF EDUCATION  
MEETING*



*MARCH 3, 2003*



BOARD OF EDUCATION  
MILLARD PUBLIC SCHOOLS  
OMAHA, NEBRASKA

BOARD OF EDUCATION MEETING  
7:00 P.M.

STROH ADMINISTRATION CENTER  
5606 SOUTH 147th STREET  
MARCH 3, 2003

6:45 P.M. – All State Musicians will play prior to mtg.

**AGENDA**

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. Public Comments on agenda items - This is the proper time for public questions and comments on agenda items only. Please make sure a request form is given to the Board President before the meeting begins.
- E. Routine Matters
  - \*1. Approval of Board of Education Minutes – February 17, 2003
  - \*2. Approval of Bills
- F. Information Items
  - 1. Employees of the Month
  - 2. Showcase: High School All State Music Awards, Gold Key Art Awards, Presidential Scholars
  - 3. Superintendent's Report
  - 4. Board Comments/Announcement
  - 5. Report from Student Representatives
- G. Unfinished Business
  - 1. Approval of Policy 8230 – Internal Board Policies – Remuneration and Reimbursement
  - 2. Approval of Policy 8240 – Internal Board Policies – Retirement: Members of the Board
  - 3. Approval of Policy 8260 – Internal Board Policies – Employee Recognition
  - 4. Approval of Policy 8270 – Internal Board Policies – Remembrances and Congratulations
  - 5. Approval of Policy 8330 – Internal Board Policies – Formulation of Administrative Regulations
  - 6. Approval of Policy 6315 – Curriculum, Instruction, and Assessment – Millard Education Program – Use of Assessment Data
  - 7. Approval of Rule 1310.1 – Community – Complaints – School Personnel
- H. New Business
  - 1. First Reading of Policy 1125 – Community – Communications with the Board of Education
  - 2. First Reading of Policy 4401 – Personnel – Longevity Stipend
  - 3. First Reading of Policy 4510 – Personnel – Leaves of Absence
  - 4. Approval of Rule 4600.1 – Personnel – Staff Memorials

5. Approval of Rule 5110.1 – Pupil Services – Transfer of Students Within the District
6. First Reading of Policy 5146 – Pupil Services – Student Accident Insurance
7. Approval of Rule 5600.2 – Pupil Services - Student Health
8. Approval of Rule 6315.1 - Curriculum, Instruction, and Assessment – Millard Education Program – Use of Assessment Data
9. Delete Rule 7212.1 – New Construction - Selection
10. Approval of Rule 8240.1 - Internal Board Policies -- Retirement: Members of the Board
11. Approval of Personnel Actions: Leaves of Absence, Resignations, Amendment to Continuing Contracts, Teachers for Hire, and Voluntary Early Separation Program

I. Reports

1. Enrollment Report
2. Legislative Update

J. Future Agenda Items/Board Calendar.

1. Teacher Recognition Day Tuesday, March 4, 2003 at 7:30 a.m. at Holiday Inn Central
2. Retiree Luncheon, Wednesday, March 5, 2003 at 11:30 a.m. at DSAC
3. Committee of the Whole Meeting on March 10, 2003 at 7 p.m. at the Don Stroh Administration Center, 5606 South 147<sup>th</sup> Street
4. Board of Education Meeting on Monday, March 17, 2003 at 7 p.m. at the Don Stroh Administration Center, 5606 South 147<sup>th</sup> Street
5. Town Hall Meeting on Monday, March 24, 2003 at Millard West High School at 7 p.m.
6. Town Hall Meeting on Monday, March 31, 2003 at Millard South High School at 7 p.m.
7. Committee of the Whole Meeting on April 14, 2003 at 7 p.m. at the Don Stroh Administration Center, 5606 South 147<sup>th</sup> Street.
8. Board of Education Meeting on April 21, 2003 at 7 p.m. at the Don Stroh Administration Center, 5606 South 147<sup>th</sup> Street
9. Town Hall Meeting on Monday, April 28, 2003 at Millard North High School at 7 p.m.

K. Public Comments - This is the proper time for public questions and comments on any topic. Please make sure a request form is given to the Board President before the meeting begins.

L. Adjournment

All items indicated by an asterisk (\*) will comprise the Consent Agenda and may be acted on in a single motion. Items may be deleted from the Consent Agenda by request of any board member.

BOARD OF EDUCATION  
MILLARD PUBLIC SCHOOLS  
OMAHA, NEBRASKA

BOARD OF EDUCATION MEETING  
7:00 P.M.

STROH ADMINISTRATION CENTER  
5606 SOUTH 147TH STREET  
March 3, 2003

ADMINISTRATIVE MEMORANDUM

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. Public Comments on agenda items - This is the proper time for public questions and comments on agenda items only. Please make sure a request form is given to the Board President prior to the meeting.
- \*E.1. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the Board of Education Minutes – February 17, 2003. (See enclosure.)
- \*E.2. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the bills. (See Enclosures.)
- F.1. Employees of the Month
- F.2. Showcase: High School All State Music Awards, Gold Key Art Awards, Presidential Scholars
- F.3. Superintendent's Report
- F.4. Board Comments/Announcements
- F.5. Report from Student Representatives
- G.1. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Policy 8230 – Internal Board Policies – Remuneration and Reimbursement. (See enclosure.)
- G.2. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Policy 8240 – Internal Board Policies – Retirement: Members of the Board. (See enclosure.)
- G.3. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Policy 8260 – Internal Board Policies – Employee Recognition. (See enclosure.)
- G.4. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Policy 8270 – Internal Board Policies – Remembrances and Congratulations. (See enclosure.)
- G.5. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve of Policy 8330 – Internal Board Policies – Formulation of Administrative Regulations. (See enclosure.)

Administrative Memorandum

March 3, 2003

Page 2

- G.6. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Policy 6315 – Curriculum, Instruction, and Assessment – Millard Education Program – Use of Assessment Data. (See enclosure.)
- G.7. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Rule 1310.1 – Community – Complaints – School Personnel
- H.1. First Reading of Policy 1125 – Community – Communications with the Board of Education. (See enclosure.)
- H.2. First Reading of Policy 4401 – Personnel – Longevity Stipend. (See enclosure.)
- H.3. First Reading of Policy 4510 – Personnel – Leaves of Absence. (See enclosure.)
- H.4. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Rule 4600.1 – Personnel – Staff Memorials. (See enclosure.)
- H.5. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Rule 5110.1 – Pupil Services – Transfer of Students Within the District. (See enclosure.)
- H.6. First Reading of Policy 5146 – Pupil Services – Student Accident Insurance. (See enclosure.)
- H.7. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Rule 5600.2 – Pupil Services – Student Health. (See enclosure.)
- H.8. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Rule 6315.1 – Curriculum, Instruction, and Assessment – Millard Education Program – Use of Assessment Data. (See enclosure.)
- H.9. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to delete Rule 7212.1 – New Construction – Selection. (See enclosure.)
- H.10. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Rule 8240.1 – Internal Board Policies – Retirement: Members of the Board. (See enclosure.)
- H.11. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Personnel Actions: Leaves of Absence, Resignations, Amendment to Continuing Contracts, Teachers for Hire, and Voluntary Early Separation Program. (See enclosures.)

I. Reports

1. Enrollment Report
2. Legislative Update

J. Future Agenda Items/Board Calendar.

1. Teacher Recognition Day Tuesday, March 4, 2003 at 7:30 a.m. at Holiday Inn Central
2. Retiree Luncheon, Wednesday, March 5, 2003 at 11:30 a.m. at DSAC

Administrative Memorandum

March 3, 2003

Page 3

3. Committee of the Whole Meeting on March 10, 2003 at 7 p.m. at the Don Stroh Administration Center, 5606 South 147<sup>th</sup> Street
4. Board of Education Meeting on Monday, March 17, 2003 at 7 p.m. at the Don Stroh Administration Center, 5606 South 147<sup>th</sup> Street
5. Town Hall Meeting on Monday, March 24, 2003 at Millard West High School at 7 p.m.
6. Town Hall Meeting on Monday, March 31, 2003 at Millard South High School at 7 p.m.
7. Committee of the Whole Meeting on April 14, 2003 at 7 p.m. at the Don Stroh Administration Center, 5606 South 147<sup>th</sup> Street.
8. Board of Education Meeting on April 21, 2003 at 7 p.m. at the Don Stroh Administration Center, 5606 South 147<sup>th</sup> Street
9. Town Hall Meeting on Monday, April 28, 2003 at Millard North High School at 7 p.m.

K. Public Comments - This is the proper time for public questions and comments on any topic. Please make sure a request form is given to the Board President before the meeting begins.

L. Adjournment

All items indicated by an asterisk (\*) will comprise the Consent Agenda and may be acted on in a single motion. Items may be deleted from the Consent Agenda by request of any board member.

## SCHOOL DISTRICT NO 17

A meeting was held of the Board of Education of the School District No. 17, in the County of Douglas in the State of Nebraska. This meeting was convened in open and public session at 7:00 p.m., Monday, February 17, 2003, the Don Stroh Administration Center, 5606 South 147<sup>th</sup> Street.

PRESENT: Brad Burwell, Mike Pate, Jean Stothert, Linda Poole, Julie Johnson, and Mike Kennedy

Notice of this meeting was given in advance thereof by publication in the Midlands Business Journal on February 14, 2003; a copy of the publication is being attached to these minutes. Notice of this meeting was given to all members of the Board of Education and a copy of their Acknowledgment of Receipt of Notice and the agenda are attached to these minutes. Availability of the agenda was communicated in advance notice and in the notice of the Board of Education of this meeting. All proceedings hereafter shown were taken while the convened meeting was open to the attendance of the public.

At 7:00 p.m. Jean Stothert called the meeting to order and asked everyone to say the Pledge of Allegiance.

Roll call was taken and all members were present.

Motion by Linda Poole, seconded by, Brad Burwell, to approve the Board of Education minutes of January 27, 2003, approve the bills and to receive the treasurer's report and place on file. Upon roll call vote, all members voted aye. Motion carried.

Mike Pate summarized the Board Committee of the Whole meeting from February 10, 2003. Topics of discussion were on weighted grades and an update of the Board's initiatives and the Superintendent's goals.

### Superintendent's Highlights:

1. Howard Feddema, strategic planning facilitator, will be working at Millard North High School High School tomorrow. We will be talking with Howard after his session at Millard North in preparation for the planning session that will take place towards the end of July.
2. Last week there was a legislative lunch, where three board members were in attendance in Lincoln with four of the State Senators. It was a very productive time spent with the Senators.
3. Tuesday, February 18, 2003, will be a meeting put on by the Commission of Education in regards to No Child Left Behind at the OPS offices. This will be an update from the state's perspective on the STAR System.

4. Today being President's Day, there were no students or teachers, but the administrators attended a workshop. It was a professional discussion among administrators about the continuity and articulation of the curriculum across elementary, middle school and high school.
5. We received information from the National Federation of Urban Suburban Schools that their Executive Board will be in Omaha on May 3, 2003. They are inviting the Board members and spouses out for dinner that evening. Please let Sheila know if you will be attending.
6. A meeting will be held with Mike Pate to determine the agenda for the Committee meeting on March 10, 2003.

**COMMENTS FROM THE BOARD:**

Mike Kennedy said two weeks ago he attended the "Winter Concert" at Beadle Middle School. It was a great event, he reported.

Mr. Kennedy said he received some concerns from patrons about budget issues, what's going to happen with state aid, and what will we do about making up the shortfall. He said he did receive one call about the difibulators issue, but he knew that the District would be addressing that issue in the future.

Brad Burwell said after the Committee meeting discussion last week, he made contact with three admission counselors with three universities. Information will be forthcoming and he will pass it on to other board members. In essence, he said, most of the private universities unweight the grades before they look at them. When asked what their main criteria were for entrance in the university, they indicated grade point average, ACT and activities in community service. None of the three universities mentioned class rank as one of their criteria.

Mr. Burwell said he would be attending all three Town Hall Meetings that are scheduled.

Mike Pate said he attended the Federal Relations Network Conference with Angelo Passarelli and Linda Poole. He will provide a written report to the Board members. He said it was a very timely to be in Washington because the President's budget had just been released. They were on the Capitol Hill on the final day where they had meetings with legislative aides, and did have a chance to meet with Chuck Hagel. At the airport they saw Congressman Lee Terry and talked with him about some of the issues.

The three primary areas they wanted the senators to be aware of included 1) Federal funding, 2) IDEA Re-authorization, and 3) the voucher program. Our message, Mr. Pate reported, was to fulfill their promise to pay for the programs that they have mandated back to local school districts. There have been many mandates that have come unfunded.

Discussion with all federal representatives touched on the vouchers and tuition tax credits. This is an area that the President will continue to push forward, which the congressional delegation realizes.

It is important to keep the dialog open with our representatives so they know what the positions are in Millard. Mr. Pate encouraged Board members to continue to dialog with all representatives in the state and nationally.

Jean Stothert said she attended the speech interview at Millard West on January 30, 2003. She thanked them for inviting the Board members. She will be at Millard South next week for their speech interviews.

The Metropolitan Area Boards of Education will be meeting Wednesday, February 19, 2003 at South Sarpy. One topic of discussion will be on assessments, Mrs. Stothert reported.

Mrs. Stothert said she did get some information from the M.A.B.E. group on honor classes being weighted. She said she had asked last week at the Committee meeting what area schools do weight the honor classes, and she found out that Bellevue, Omaha, and Westside do weight those classes.

Linda Poole thanked Angelo Passarelli for setting the luncheon meeting with the Senators last week. She sees this way is much more productive than when Millard belonged to the Greater Nebraska Schools Association. Having the opportunity for Millard to talk with the senators seems to go very well, Mrs. Poole said.

Mrs. Poole said she was in Washington for the Federal Relations Network Conference and was there a few days earlier to attend the Leadership Conference with the Nebraska Association of School Boards. Mike did a great job in summarizing the Federal Relations Network Conference. She also wanted to encourage all Board members to contact their Congressman and Senators in Washington, because they did express they needed to hear about Millard's positions on legislative bills. Mrs. Poole said she had their business cards with addresses and e-mail addresses if anyone needed them.

Mrs. Poole congratulated Kim Saum-Mills for being one of the three finalists for the National Assistant Principal of the Year for secondary schools. This is quite an honor for her.



Julie Johnson congratulated Dr. Saum-Mills for her accomplishments and the progress she is making on her special programs at Millard South. Mrs. Johnson said she was extremely proud of Dr. Saum-Mills

Joe Johnson, student representative from Millard North High School and Stacy Schmid, student representative from Millard South, reported on school activities occurring at their respective high schools.

Mike Kennedy provided the final reading of Policy 3621 – Support Services – Construction – Professional Services. Motion by Mike Kennedy, seconded by Mike Pate, to approve Policy 3621 – Support Services – Construction – Professional Services – Architects & Engineers. Upon roll call vote, all members voted aye. Motion carried.

Motion by Brad Burwell, seconded by Linda Poole, to Reaffirm Policy 1310 – Community – Complaints – School Personnel/Instruction Materials. Upon roll call vote, all members voted aye. Motion carried.

Motion by Linda Poole, seconded by Julie Johnson, to approve Rule 1310.1 – Community - Complaints – School Personnel. Motion by Brad Burwell, seconded by Mike Pate, to table Rule 1310.1. Upon roll call vote, all members voted aye. Motion carried.

Motion by Linda Poole, seconded by Brad Burwell, to approve Rule 1310.2 – Community – Complaints – Instructional Materials. Upon roll call vote, all members voted aye. Motion carried.

Motion by Mike Pate, seconded by Mike Kennedy, to delete Policy 7211 – New Construction – Architect, Policy 7212 – New Construction – Selection of Architect, Policy 7213 – New Construction – Services: Architect, Policy 7214 – New Construction – Contract – Architect(s), to delete Policy 7215 – New Construction – Engineer, to delete Policy 7216 – New Construction – Services: Engineer, Policy 7217 – New Construction – Contract: Engineer, to delete Policy 7343 - New Construction – Final Payment. Upon roll call vote, all members voted aye. Motion carried.

Motion by Linda Poole, seconded by Julie Johnson, to reaffirm Policy 8225 – Internal Board Policies – Use of Public Funds. Upon roll call vote, all members voted aye. Motion carried.

Brad Burwell provided the first reading of Policy 8230 – Internal Board Policies – Remuneration and Reimbursement. This policy will be on the next board agenda for approval.

Mike Pate provided the first reading of Policy 8240 – Internal Board Policies – Retirement: Members of the Board. This policy will be on the next board agenda for approval.

Linda Poole provided the first reading of Policy 8260 – Internal Board Policies – Employee Recognition. This policy will be on the next board agenda for approval.

Julie Johnson provided the first reading of Policy 8270 – Internal Board Policies – Remembrances and Congratulations. This policy will be on the next board agenda for approval.

Mike Kennedy provided the first reading of Policy 8330 – Internal Board Policies – Formulation of Administrative Regulations. This policy will be on the next board agenda for approval.

Motion by Brad Burwell, seconded by Mike Pate, to delete Policy 8300 – Internal Board Policies – Methods of Operation, Policy 8310 – Internal Board Policies – Formulation of Policies, Policy 8350 – Internal Board Policies – Memberships and Subscriptions, Policy 8351 – Internal Board Policies – Board Member Development Opportunities, Rule 8351.1 – Internal Board Policies – Board Member Development Opportunities. Upon roll call vote, all members voted aye. Motion carried.

Motion by Brad Burwell, seconded by Linda Poole, to reaffirm Policy 4600 – Personnel – Staff Memorials. Upon roll call vote, all members voted aye. Motion carried.

Brad Burwell provided the first reading of Policy 6315 – Curriculum, Instruction, and Assessment – Millard Education Program – Use of Assessment Data. This policy will be on the next board agenda for approval.

Motion by Linda Poole, seconded by Julie Johnson, that the District recognize the Millard Education Association as the Collective Bargaining agent for Teachers and Nurses in the District and, further, that the District meet and confer with the MEA to negotiate the FYE04 employment contracts for said employee groups at times and places mutually agreeable to the bargaining teams for the parties. Upon roll call vote, all members voted aye. Motion carried.

Motion by Mike Pate, seconded by Brad Burwell, that the Board appoints Ken Fossen, Steve Moore, and Duncan Young (or, in his absence, another attorney from the firm of Young & White) as the district's negotiations team for collective bargaining related to FYE04 employment contracts for teachers and nurses. Upon roll call vote, all members voted aye. Motion carried.

Motion by Julie Johnson, seconded by Brad Burwell, to begin Collective Bargaining with the Education Paraprofessional Association of Millard for the 2003-2004 school year and appoint Steve Moore and Kirby Eltiste to represent the district in the collective bargaining sessions. Upon roll call vote, all members voted aye. Motion carried.

Motion by Brad Burwell, seconded by Mike Pate, to approve Administrators for Hire: Nancy Nelson, principal at Cottonwood and Mandy Johnson, principal at Hitchcock Elementary. Upon roll call vote, all members voted aye. Motion carried.

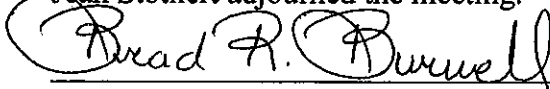
Motion by Julie Johnson, seconded by Linda Poole, to approve Personnel Action: Resignations: Keli Brindamour, Joanne Day, Stacy Donahue, Stephanie Haney, Lisa Kraft, Jennifer Lee, Holly Mains, Lisa Richter, Rebecca Wilson and Janelle Ward; Leaves of Absence: Pamela Fleury, Julie Kerkman, Heather Kulus, Cindy Laudin, Tracy Munter, Jennifer Myers, Susan Nelson, Shari Owen, Joan Trapp, Donnelle Underwood, Elizabeth Wallace and Roxanne Wiles; Teachers for Hire: Vicki Kyros, Thomas Michalek, Daniel Shreves, Dellyn Feighner and Brett Kelly, and Voluntary Early Separation Program: Pamela McCormick, Twila Juel, William Lind, Sharon Brown, Karen Dobash, Margaret Cass, Sharon Dickey, Joy Ausdemore, Carole Rezac, Doris Eversden, Mary Wilson, and Jim Cramer. Upon roll call vote, all members voted aye. Motion carried.

Reports included an Enrollment Report and a Legislative Update.

Future Agenda Items/Board Calendar: Board of Education Meeting will be held on March 3, 2003 at 7 p.m. at the Don Stroh Administration Center, 5606 South 147<sup>th</sup> Street. Teacher Recognition Day will be held on Tuesday, March 4, 2003 at 7:30 a.m. at Holiday Inn Central. Committee of the Whole Meeting will be held on March 10, 2003 at 7 p.m. at the Don Stroh Administration Center, 5606 South 147<sup>th</sup> Street. Board of Education Meeting will be held on Monday, March 17, 2003 at 7 p.m. at the Don Stroh Administration Center, 5606 South 147<sup>th</sup> Street. A Town Hall Meeting will be held on Monday, March 24, 2003 at Millard West High School at 7 p.m. A Town Hall Meeting will be held on Monday, March 31, 2003 at Millard South High School at 7 p.m. Committee of the Whole Meeting will be held on April 14, 2003 at 7 p.m. at the Don Stroh Administration Center, 5606 South 147<sup>th</sup> Street. A Board of Education Meeting will be held on April 21, 2003 at 7 p.m. at the Don Stroh Administration Center, 5606 South 147<sup>th</sup> Street. A Town Hall Meeting will be held on Monday, April 28, 2003 at Millard North High School at 7 p.m.

COMMENTS FROM THE PUBLIC: A community member, who has children in the Montessori program at Central Middle School expressed three reasons for attending the meetings, 1) He wanted to say thank you to the District for the support of the program for many years, 2) He provided information to Board members, and 3) The community members wanted to show their support for the program. The parents want to work with Dr. Sutfin to develop and implement a marketing campaign to promote the program.

Jean Stothert adjourned the meeting.



SECRETARY

**Millard Public Schools**

**March 3, 2003**

# Millard Public Schools

Check Register for 3/3/2003 - 3/3/2003

Date: 2/26/2003

Check Number	Date	Vendor No	Vendor Name	Amount
193721	3/3/2003	027240	CUBS DISTRIBUTING	37.44
193722	3/3/2003	032800	DEMCO INC	73.78
193723	3/3/2003	132091	INTEGRIS METALS	356.00
193724	3/3/2003	101641	KAR PRODUCTS	267.66
193725	3/3/2003	064800	METRO UTILITIES DISTRICT OF OMAHA	11,038.97
193726	3/3/2003	109843	NEXTEL	643.74
193728	3/3/2003	071771	LT NEIL P. PAULISON	3,240.00
193729	3/3/2003	071891	PAYFLEX SYSTEMS USA, INC.	4,331.80
193730	3/3/2003	102699	PEARSON EDUCATION	3.98
193732	3/3/2003	082910	SECURITY EQUIPMENT, INC.	471.00
193733	3/3/2003	102869	SUPER SAVER	41.48
193734	3/3/2003	089130	THACKER ELECTRIC	86.20
193735	3/3/2003	093765	WATER ENGINEERING, INC.	1,850.00
193736	3/3/2003	107538	YELLOW TRANSPORTATION, INC.	152.97
193737	3/3/2003	096200	YOUNG & WHITE	15,079.25
<b>Total for GENERAL FUND</b>				<b>37,674.27</b>
193731	3/3/2003	077799	RDG SCHUTTE WILSCAM BIRGE	222,926.55
<b>Total for SPECIAL BUILDING</b>				<b>222,926.55</b>
193727	3/3/2003	070190	OFFICE DEPOT (125TH/RETAIL)	96.96
<b>Total for GRANT FUND</b>				<b>96.96</b>
<b>Report Total</b>				<b>260,697.78</b>

**Millard Public Schools**

Check Register for 3/3/2003 - 3/3/2003

Date: 2/25/2003

<b>Check Number</b>	<b>Date</b>	<b>Vendor No</b>	<b>Vendor Name</b>	<b>Amount</b>
193164	3/3/2003	013496	ASCD	349.85
193165	3/3/2003	106167	ASCD (CONFERENCE REGIST)	629.00
193166	3/3/2003	102840	ASSOCIATED FIRE PROTECTION	449.95
193167	3/3/2003	012507	AT&T	189.36
193168	3/3/2003	012507	AT&T	1,889.57
193169	3/3/2003	012507	AT&T	547.29
193170	3/3/2003	010083	ATS MOBILE TELEPHONE CO., INC.	646.62
193171	3/3/2003	013511	ATTAINMENT COMPANY, INC.	186.90
193172	3/3/2003	102237	AUTO STATION	3,318.87
193173	3/3/2003	108092	AUTOMOTIVE PARTS DISTRIBUTORS	306.61
193174	3/3/2003	072250	B.G. PETERSON COMPANY	27.90
193175	3/3/2003	016295	BADGER BODY & TRUCK EQUIPMENT CO	352.26
193176	3/3/2003	109852	BAER SUPPLY	103.55
193177	3/3/2003	017900	BARCO MUNICIPAL PRODUCTS, INC.	48.52
193178	3/3/2003	132274	TIMOTHY D BARNER	90.37
193179	3/3/2003	099646	BARNES & NOBLE BOOKSTORE(OAKV)	2,575.40
193180	3/3/2003	017877	CYNTHIA L BARR-MCNAIR	130.23
193181	3/3/2003	017926	ROSEMARY W BARTA	453.67
193182	3/3/2003	018240	CAROL A BEATY	132.13
193183	3/3/2003	107540	BRIAN F BEGLEY	137.49
193184	3/3/2003	131314	KYLE T BENHAM	818.04
193185	3/3/2003	101062	BENNINGTON IMPLEMENT INC.	1,222.87
193186	3/3/2003	018705	BERNINA SEWING CENTER	187.08
193187	3/3/2003	132475	BIO CORPORATION	122.73
193188	3/3/2003	019111	BISHOP BUSINESS EQUIPMENT	4,400.05
193189	3/3/2003	132124	JASON M BOATWRIGHT	19.95
193190	3/3/2003	130899	KIMBERLY M BOLAN	109.50
193191	3/3/2003	130483	THOMAS C BOLDT	18.31
193192	3/3/2003	101364	BOOKWORM	96.00
193193	3/3/2003	132189	MEVLUDIN BOSNJOR	26.28
193194	3/3/2003	019559	BOUND TO STAY BOUND BOOKS,INC.	11,572.66
193195	3/3/2003	019605	BOWLUS SCHOOL SUPPLY COMPANY	636.00

**Millard Public Schools**

Check Register for 3/3/2003 - 3/3/2003

Date: 2/25/2003

<b>Check Number</b>	<b>Date</b>	<b>Vendor No</b>	<b>Vendor Name</b>	<b>Amount</b>
193131	3/3/2003	101140	100% EDUCATIONAL VIDEOS	346.50
193132	3/3/2003	010040	A & D TECHNICAL SUPPLY CO.	5.00
193133	3/3/2003	103018	A & E WORLD OF A&E CATALOG	35.90
193134	3/3/2003	132557	AAVIM	61.55
193135	3/3/2003	100019	ABC NEWS	25.00
193136	3/3/2003	131632	AC AWARDS, INC.	288.00
193137	3/3/2003	132534	ACCESSIBILITY DOT NET, LLC	150.00
193138	3/3/2003	010298	ACCU/CUT	40.00
193139	3/3/2003	107945	ACORN BOOKS	198.00
193140	3/3/2003	132402	HEIDI L ADAMS	37.50
193141	3/3/2003	010808	AIR-SIDE COMPONENTS, INC.	977.00
193142	3/3/2003	108351	AIRGAS	134.00
193143	3/3/2003	010917	ALBERTSONS 2203	58.51
193144	3/3/2003	131419	ALFREY TRAVEL BUREAU	167.80
193145	3/3/2003	011040	ALL BRANDS TOOL SERVICE	1,215.47
193146	3/3/2003	011051	ALL MAKES OFFICE EQUIPMENT	733.60
193147	3/3/2003	108271	DAVE ALLOCCO	230.00
193148	3/3/2003	109079	ALLTEL	1,210.71
193149	3/3/2003	109113	ALPHASMART, INC.	341.00
193151	3/3/2003	107651	AMAZON.COM, INC.	220.72
193152	3/3/2003	099597	AMERICAN GUIDANCE SERVICE, INC	638.47
193153	3/3/2003	012064	AMERICAN MAIL SERVICE INC.	960.66
193154	3/3/2003	102051	AMERICAN MUSIC COMPANY	961.02
193155	3/3/2003	012450	AMERICAN RED CROSS HEARTLAND	495.00
193156	3/3/2003	012480	AMERICAN TIME & SIGNAL COMPANY	581.42
193157	3/3/2003	012590	AMSTERDAM PRINTING & LITHO	128.11
193158	3/3/2003	099836	ANDERSEN TRENCHING &	2,693.00
193159	3/3/2003	132585	ANDERSON BROTHERS ENGINEERING CO	85.00
193160	3/3/2003	101098	APPELBAUM TRAINING INSTITUTE	280.00
193161	3/3/2003	012989	APPLE COMPUTER, INC.	307.10
193162	3/3/2003	106889	APPLIED INDUSTRIAL TECHNOLOGIES	247.19
193163	3/3/2003	106436	AQUA-CHEM. INC.	252.60

**Millard Public Schools**

Check Register for 3/3/2003 - 3/3/2003

Date: 2/25/2003

Check Number	Date	Vendor No	Vendor Name	Amount
193196	3/3/2003	019852	BRACKERS GOOD EARTH CLAYS INC	2,521.00
193197	3/3/2003	132273	WENDY M BRENNAN	62.23
193198	3/3/2003	132435	BRENTWOOD CLINIC	64.00
193199	3/3/2003	132014	BROOKLYN PUBLISHERS	68.75
193200	3/3/2003	131995	M. MARTHA BRUCKNER	341.07
193201	3/3/2003	020550	BUREAU OF EDUCATION & RESEARCH	825.00
193202	3/3/2003	099431	BUSINESS MEDIA, INC.	1,658.00
193203	3/3/2003	132584	CALIFORNIA STAINLESS MFG CO INC	33.00
193204	3/3/2003	023831	CALLOWAY HOUSE	77.80
193206	3/3/2003	106806	ELIZABETH J CAREY	54.02
193207	3/3/2003	023925	CARLEX COMPANY	154.90
193208	3/3/2003	024061	CARQUEST AUTO PARTS	12.34
193209	3/3/2003	108026	CATHERINE U CARRINGTON	24.76
193210	3/3/2003	130066	CENTRAL PLAINS DISTRIBUTING	500.40
193211	3/3/2003	024425	CENTRAL STATES GROUP	73.58
193212	3/3/2003	132521	CHAMPIONSHIP BOOKS & VIDEO	435.45
193213	3/3/2003	132271	ERIK P CHAUSSEE	71.91
193214	3/3/2003	024652	CHILDCRAFT EDUCATION CORP.	309.17
193215	3/3/2003	024654	JONNA L CHILDERS-HANSEN	81.40
193216	3/3/2003	097900	CHILDSWORK/CHILDSPLAY	195.89
193217	3/3/2003	025080	CHRISTOPHER-GORDON PUB., INC.	42.25
193218	3/3/2003	102116	CHURCHICH RECREATIONAL DESIGN, INC.	600.00
193220	3/3/2003	132501	CISCO SYSTEMS	2,126.00
193221	3/3/2003	107467	CITICAPITAL COMMERCIAL CORP.	2,102.33
193222	3/3/2003	131336	CITIZEN'S EXECUTIVE LEASING	1,602.66
193223	3/3/2003	132581	CLARITUS	209.41
193224	3/3/2003	025220	CLASSROOM CONNECT INC	299.00
193225	3/3/2003	099222	CLASSROOMDIRECT.COM	29.05
193226	3/3/2003	025222	DEBI CLATTERBUCK	18.72
193227	3/3/2003	025250	CLEARVUE/EAV INC	299.60
193228	3/3/2003	131135	PATRICIA A CLIFTON	108.62
193230	3/3/2003	022701	SHARON R COMISAR-LANGDON	157.85



**Millard Public Schools**

Check Register for 3/3/2003 - 3/3/2003

Date: 2/25/2003

<b>Check Number</b>	<b>Date</b>	<b>Vendor No</b>	<b>Vendor Name</b>	<b>Amount</b>
193231	3/3/2003	025671	COMMUNITY INTERVENTION, INC.	70.80
193234	3/3/2003	026048	CONTINENTAL FIRE SPRINKLER CO.	1,115.00
193236	3/3/2003	108199	CONTRACT SERVICES GROUP, INC.	42.00
193237	3/3/2003	026057	CONTROL MASTERS, INC.	741.80
193238	3/3/2003	132539	CORNHUSKER INTERNATIONAL TRUCKS	63.45
193239	3/3/2003	026537	CORWIN PRESS, INC.	917.96
193240	3/3/2003	024157	COUNCIL FOR EXCEPTIONAL CHILD.	648.00
193242	3/3/2003	130586	CRAFT SUPPLIES USA	271.75
193243	3/3/2003	132486	CREATIVE IDEAS INC.	89.00
193244	3/3/2003	109063	CRISIS PREVENTION INSTITUTE,	75.00
193245	3/3/2003	132526	CROSS-CULTURAL COMMUNICATIONS	107.90
193246	3/3/2003	027130	CRYSTAL PRODUCTIONS	15.17
193247	3/3/2003	106893	CULLIGAN	40.00
193248	3/3/2003	027300	CUMMINS GREAT PLAINS DIESEL	157.51
193249	3/3/2003	027345	CURRICULUM ASSOCIATES, INC.	412.66
193250	3/3/2003	130900	CHERYL L CUSTARD	62.42
193251	3/3/2003	132409	TED CZERNIAK	15.60
193252	3/3/2003	130731	D & D COMMUNICATIONS	950.26
193253	3/3/2003	032061	D & D LASER	179.85
193255	3/3/2003	107469	DEFFENBAUGH INDUSTRIES	8,236.22
193257	3/3/2003	032680	DELTA SYSTEMS COMPANY, INC.	598.43
193258	3/3/2003	032700	DELUXE CATERING, INC.	890.00
193259	3/3/2003	032800	DEMCO INC	83.76
193260	3/3/2003	130388	DEMCO MEDIA	73.78
193261	3/3/2003	032872	DENNIS SUPPLY COMPANY	24.45
193262	3/3/2003	019132	DICK BLICK	580.88
193263	3/3/2003	033473	DIETZE MUSIC HOUSE INC.	210.90
193264	3/3/2003	033473	DIETZE MUSIC HOUSE INC.	28.12
193265	3/3/2003	033473	DIETZE MUSIC HOUSE INC.	14.20
193266	3/3/2003	100560	DISNEY EDUCATIONAL PRODUCTIONS	598.00
193267	3/3/2003	033720	DOMINIE PRESS, INC.	273.02
193268	3/3/2003	131198	DON SHAFER DISPLAY INC.	16.80

**Millard Public Schools**

Check Register for 3/3/2003 - 3/3/2003

Date: 2/25/2003

Check Number	Date	Vendor No	Vendor Name	Amount
193270	3/3/2003	034109	DRUMMOND AMERICAN CORPORATION	329.27
193271	3/3/2003	034120	DULTMEIER SALES	184.55
193272	3/3/2003	132505	E BAGS INC.	562.90
193273	3/3/2003	102791	EAI	195.55
193274	3/3/2003	036520	EASTERN NEBRASKA HUMAN	10,530.00
193275	3/3/2003	132253	EDU-KINESTHETICS	64.60
193276	3/3/2003	099281	EDUCATIONAL MEDIA CORPORATION	46.30
193278	3/3/2003	037525	EDUCATIONAL SERVICE UNIT #3	30,644.40
193279	3/3/2003	109135	EDUCATIONAL SERVICE UNIT 10	484.50
193280	3/3/2003	100415	EDUCATIONAL TESTING SERVICE	409.50
193281	3/3/2003	100330	EDUCATORS OUTLET INC.	93.49
193282	3/3/2003	037900	EDUCATORS PUBLISHING SERVICE	1,284.03
193283	3/3/2003	038025	MARY L EHLERS	200.02
193285	3/3/2003	038100	ELECTRIC FIXTURE & SUPPLY	7,108.43
193286	3/3/2003	038140	ELECTRONIC SOUND INC.	1,540.85
193287	3/3/2003	102286	ELECTRONIX EXPRESS	20.40
193288	3/3/2003	131884	ELEMENT K JOURNALS	137.00
193289	3/3/2003	035610	ETA/CUISENAIRE	2,188.84
193290	3/3/2003	132472	EVAN-MOOR EDUCATIONAL PUBLISHERS	206.22
193292	3/3/2003	040450	FEDERAL EXPRESS	15.70
193293	3/3/2003	040470	MARK W FELDHAUSEN	541.30
193294	3/3/2003	040537	FERGUSON ENTERPRISES INC.	1,530.22
193295	3/3/2003	106956	FERRELLGAS	48.10
193296	3/3/2003	040830	FILMS FOR THE HUMANITIES	232.09
193297	3/3/2003	132202	PHIL FITZWATER	89.00
193299	3/3/2003	041086	FLINN SCIENTIFIC INC	1,083.02
193300	3/3/2003	106714	LADONNA V FLOOD	64.09
193301	3/3/2003	132477	FOCUS ON EXCELLENCE	64.95
193302	3/3/2003	041100	FOLLETT LIBRARY RESOURCES	12,236.25
193303	3/3/2003	100307	FOOD SERVICES OF AMERICA	382.48
193304	3/3/2003	132335	FOX INTERNATIONAL LTD., INC.	43.21
193305	3/3/2003	041543	AMY J FRIEDMAN	200.62

**Millard Public Schools**

Check Register for 3/3/2003 - 3/3/2003

Date: 2/25/2003

Check Number	Date	Vendor No	Vendor Name	Amount
193306	3/3/2003	101528	FROG PUBLICATIONS	171.09
193307	3/3/2003	131494	FULL CIRCLE IMAGE	1,898.75
193308	3/3/2003	132586	DIANNE L FULTON	23.43
193310	3/3/2003	106894	TAMMY GEBHART	82.13
193311	3/3/2003	044050	GENERAL BINDING CORPORATION	410.00
193312	3/3/2003	043606	GENERAL ELECTRIC COMPANY	13.07
193313	3/3/2003	107699	GENTIVA HEALTH SERVICES	1,960.63
193314	3/3/2003	109854	GENUINE PARTS CO-OMAHA DC	165.01
193315	3/3/2003	107968	LORI E GERARDI	70.56
193316	3/3/2003	106660	GLASSMASTERS, INC.	440.60
193317	3/3/2003	044891	GOPHER SPORTS EQUIPMENT	1,291.79
193319	3/3/2003	109815	JENNIFER L GOWIN-HUSSEY	133.41
193320	3/3/2003	043609	GP BUSINESS SERVICES, INC.	761.60
193321	3/3/2003	043635	GPN	267.45
193322	3/3/2003	044920	GRAPHIC PRODUCTS	317.11
193323	3/3/2003	108370	JEREMY GRAY	110.00
193324	3/3/2003	044978	GREAT PLAINS BUSINESS FORMS	130.00
193325	3/3/2003	101058	GREAT PLAINS ORFF CHPT. OF NE.	25.00
193327	3/3/2003	101931	HANCOCK FABRICS	103.12
193328	3/3/2003	047853	HAPPY CAB COMPANY INC	8,732.70
193329	3/3/2003	047855	HARCOURT BRACE & COMPANY	1,612.42
193330	3/3/2003	056820	HARRY A. KOCH COMPANY	9,312.50
193331	3/3/2003	132197	SUZEN H HAYES	5.97
193332	3/3/2003	048475	HEARTLAND FOUNDATION	4,612.42
193333	3/3/2003	048517	HEINEMANN EDUCATIONAL BOOKS	76.87
193334	3/3/2003	132423	HEWLETT-PACKARD CO	5,672.00
193335	3/3/2003	107734	HHS REGULATION & LICENSURE	9.00
193336	3/3/2003	048710	HIGHSMITH COMPANY, INC.	301.86
193337	3/3/2003	048845	CAMILLE H HINZ	46.94
193338	3/3/2003	045329	HMS BROWN BAGGERS	87.21
193339	3/3/2003	048940	HOBBY LOBBY	69.25
193340	3/3/2003	099759	HOLIDAY INN OF KEARNEY	79.95

**Millard Public Schools**

Check Register for 3/3/2003 - 3/3/2003

Date: 2/25/2003

Check Number	Date	Vendor No	Vendor Name	Amount
193341	3/3/2003	132499	HOLMES MURPHY	17,712.50
193342	3/3/2003	049417	HORN WORKS SEE V#132592	169.00
193343	3/3/2003	049440	HOSIER REFRIGERATION SUPPLY, INC.	78.95
193344	3/3/2003	131462	MATHEW B. HOSTETTER	47.20
193345	3/3/2003	131461	WENDY HOSTETTER	70.80
193347	3/3/2003	049650	HOUGHTON MIFFLIN COMPANY	1,454.16
193348	3/3/2003	101533	DIANE F HOWARD	115.89
193349	3/3/2003	049715	HUMAN KINETICS	400.07
193351	3/3/2003	049850	HY-VEE FOOD STORE (OAKVIEW DR)	164.04
193352	3/3/2003	102958	INTERSTATE ALL BATTERY CENTER	491.19
193353	3/3/2003	010315	INTERSTATE BRANDS, INC.	327.32
193354	3/3/2003	052370	INTERSTATE ELECTRIC SUPPLY CO.	34.00
193355	3/3/2003	101991	J.A. SEXAUER	1,389.19
193356	3/3/2003	026300	J.P. COOKE COMPANY	18.89
193357	3/3/2003	100928	J.W. PEPPER & SON INC.	1,011.95
193358	3/3/2003	130409	JACKDAW PUBLICATIONS	375.24
193359	3/3/2003	131139	DOROTHY L JACOBI	94.90
193360	3/3/2003	131157	CHRISTINE A JANOVEC-POEHLMAN	137.35
193361	3/3/2003	054240	HANNELORE W JASA	59.50
193362	3/3/2003	107039	SHARON KIM H JOHANSEN	40.15
193363	3/3/2003	106488	JOHN DAY COMPANY	57.20
193364	3/3/2003	054500	JOHNSON HARDWARE COMPANY	517.95
193365	3/3/2003	054489	HUGH P JOHNSON	155.86
193366	3/3/2003	054481	JERRILL B JOHNSON	125.74
193367	3/3/2003	054492	JIMMIE L JOHNSON	50.00
193368	3/3/2003	107053	JULIE A. JOHNSON	37.76
193369	3/3/2003	054611	JED K JOHNSTON	95.48
193370	3/3/2003	054630	JOHNSTONE SUPPLY	194.80
193371	3/3/2003	054768	JUDAH CASTER COMPANY	19.95
193372	3/3/2003	101224	KAPCO	111.30
193373	3/3/2003	101641	KAR PRODUCTS	211.78
193374	3/3/2003	056240	EDMUND J KAZMIERSKI	86.72

**Millard Public Schools**

Check Register for 3/3/2003 - 3/3/2003

Date: 2/25/2003

Check Number	Date	Vendor No	Vendor Name	Amount
193375	3/3/2003	089577	KEL-WELCO DISTRIBUTING INC.	22.00
193376	3/3/2003	056275	KEL-WELCO DISTRIBUTING, INC.	525.01
193377	3/3/2003	056278	JEANNE M KELLEY	32.52
193378	3/3/2003	056279	KENDALL/HUNT PUBLICATIONS	82.89
193379	3/3/2003	109848	KERI KENNON	39.98
193380	3/3/2003	084090	KIWANIS CLUB OF SOUTHWEST OMAHA	85.00
193381	3/3/2003	056770	BETTY H KLESITZ	98.92
193382	3/3/2003	056865	PHILIP E KOCH	75.56
193383	3/3/2003	132571	JULIA L KOLANDER	115.00
193384	3/3/2003	108337	LAUREN KOTULAK	25.19
193385	3/3/2003	132500	JAMES KROLL	283.20
193386	3/3/2003	131011	KELLY A KRONFELD	17.10
193387	3/3/2003	057683	JANET F KRUGER	49.15
193388	3/3/2003	109033	AMANDA J KUNES	123.88
193389	3/3/2003	058755	LIDLAW TRANSIT, INC.	145,008.22
193390	3/3/2003	058757	LAKELAND ENGINEERING EQUIPMENT CO.	57.46
193391	3/3/2003	099217	LAKESHORE LEARNING MATERIALS	514.94
193392	3/3/2003	132564	PAULA LARSON	100.00
193393	3/3/2003	131498	LATTE LOUNGE	131.76
193394	3/3/2003	132573	LEADING EDGE PRINTING	479.00
193395	3/3/2003	059240	LENNOX INDUSTRIES	173.31
193396	3/3/2003	059300	CAROL A LEWIS	52.56
193397	3/3/2003	059337	LIBRARY CORPORATION	5,075.00
193398	3/3/2003	059380	LIBRARY VIDEO COMPANY	253.22
193399	3/3/2003	059470	LIEN TERMITE & PEST CONTROL INC	140.00
193400	3/3/2003	059577	LINGUI SYSTEMS, INC.	377.45
193401	3/3/2003	059560	LINWELD INC	1,417.14
193403	3/3/2003	132272	SUSAN L LIVINGSTON	146.00
193404	3/3/2003	059866	STACY L LONGACRE	91.98
193405	3/3/2003	060111	LOVELESS MACHINE & GRINDING	67.00
193406	3/3/2003	131397	LOWE'S HOME CENTERS INC	625.33
193407	3/3/2003	060155	LYMAN-RICHEY SAND & GRAVEL CO.	821.75

**Millard Public Schools**

Check Register for 3/3/2003 - 3/3/2003

Date: 2/25/2003

Check Number	Date	Vendor No	Vendor Name	Amount
193408	3/3/2003	102911	M & S GRADING	130.00
193409	3/3/2003	099321	MACKIN BOOK COMPANY	1,904.46
193410	3/3/2003	109834	JOHN MACLEAN	128.52
193411	3/3/2003	130089	MACWORLD SUBSCRIPTION	24.97
193412	3/3/2003	132556	MAKEMUSIC	5.34
193413	3/3/2003	102601	MALIBU GALLERY	32.70
193414	3/3/2003	063800	MANGELSEN'S	101.90
193415	3/3/2003	108303	MAPLE 85 DISTRIBUTION CENTER	1,800.00
193416	3/3/2003	063920	MARCO PRODUCTS	191.79
193417	3/3/2003	131484	MARILYN MARR	94.40
193418	3/3/2003	102466	WYMAN L MARTINEK	589.50
193419	3/3/2003	064110	CONNIE D MASEK	32.69
193420	3/3/2003	108052	MAX I. WALKER	235.60
193421	3/3/2003	131136	STEPHANIE A MAYFIELD	143.08
193422	3/3/2003	131019	RICHARD MCCOLLOM	18.72
193423	3/3/2003	100753	MCCORMICK'S ENTERPRISES, INC.	551.00
193424	3/3/2003	063349	MCGRAW-HILL COMPANIES	2,817.84
193425	3/3/2003	131270	MICHAEL MCKENZIE	60.00
193426	3/3/2003	064260	MECHANICAL SALES INC.	245.46
193427	3/3/2003	064413	MENARDS	2,284.80
193428	3/3/2003	106393	WALTER B MERTZ	48.06
193429	3/3/2003	064600	METAL DOORS & HARDWARE COMPANY	678.00
193430	3/3/2003	108304	METRO MEDICAL TRANSPORTATION	562.50
193433	3/3/2003	064800	METRO UTILITIES DISTRICT OF OMAHA	120,876.25
193434	3/3/2003	064848	MID-STATE DISTRIBUTING CO	24.41
193435	3/3/2003	102870	MIDLAND COMPUTER INC	9,583.93
193436	3/3/2003	064833	MIDLANDS BUSINESS JOURNAL	14.30
193437	3/3/2003	648477	MIDLANDS MESSENGER SERVICE INC	270.30
193438	3/3/2003	132343	MIDWEST ASCD AFFILIATES	225.00
193439	3/3/2003	034166	MIDWEST CONCEPTS CORPORATION	187.50
193440	3/3/2003	064950	MIDWEST METAL WORKS	41.15
193441	3/3/2003	064952	MIDWEST MINOR MEDICAL, P.C.	240.00

**Millard Public Schools**

Check Register for 3/3/2003 - 3/3/2003

Date: 2/25/2003

Check Number	Date	Vendor No	Vendor Name	Amount
193442	3/3/2003	131899	MIDWEST STORAGE SOLUTIONS	193.00
193443	3/3/2003	065233	MIDWEST TURF & IRRIGATION	42.90
193444	3/3/2003	065300	MILLARD DRYWALL SERVICES, INC.	86.89
193445	3/3/2003	131441	MILLARD ELECTRONICS	138.00
193446	3/3/2003	065350	MILLARD HARDWARE	223.39
193447	3/3/2003	065400	MILLARD LUMBER COMPANY	788.68
193448	3/3/2003	065410	MILLARD SCHOOLS ADMINISTRATIVE	50.00
193449	3/3/2003	132520	MINITEX LIBRARY INFORMATION NETWORK	280.00
193450	3/3/2003	106772	MODERN OFFICE SEE V#132581 CLARITUS	1,152.17
193451	3/3/2003	065895	MODERN SCHOOL SUPPLIES	226.40
193452	3/3/2003	109149	JULIE MOESSNER	126.88
193453	3/3/2003	066083	KAREN F MONTGOMERY	56.43
193454	3/3/2003	132492	MOONBEAM PUBLICATIONS, INC.	208.55
193455	3/3/2003	132588	RICHARD L MUFF	125.00
193456	3/3/2003	066490	JANIS R MULLINS	39.06
193457	3/3/2003	063115	MULTI-HEALTH SYSTEMS	228.80
193458	3/3/2003	066580	MUSIC IN MOTION	56.90
193459	3/3/2003	099662	NAESP	102.30
193460	3/3/2003	067000	NASCO	121.56
193461	3/3/2003	067085	NATIONAL ART EDUCATION ASSOC.	152.00
193462	3/3/2003	067087	NATIONAL ASSOCIATION FOR	86.95
193463	3/3/2003	099928	NATIONAL FORENSIC LEAGUE	30.00
193465	3/3/2003	067801	NATIONAL MIDDLE SCHOOL ASSOC.	69.00
193466	3/3/2003	067865	NATIONAL PROFESSIONAL	69.95
193467	3/3/2003	068280	JOHN R NATTERMANN	44.53
193468	3/3/2003	102067	NCA COMMISSION ON SCH (SEEVN069785	210.00
193469	3/3/2003	069785	NCA, CASI	210.00
193470	3/3/2003	130548	NCS PEARSON, INC.	6,538.92
193471	3/3/2003	068334	NEBRASKA AIR FILTER, INC.	1,790.50
193472	3/3/2003	101377	NEBRASKA ASCD	793.35
193473	3/3/2003	068340	NEBRASKA ASSOCIATION FOR GIFTED	170.00
193474	3/3/2003	068343	NEBRASKA ASSOCIATION OF	9,702.00

**Millard Public Schools**

Check Register for 3/3/2003 - 3/3/2003

Date: 2/25/2003

<b>Check Number</b>	<b>Date</b>	<b>Vendor No</b>	<b>Vendor Name</b>	<b>Amount</b>
193475	3/3/2003	068415	NEBRASKA COUNCIL OF SCHOOL	25.00
193476	3/3/2003	068400	NEBRASKA COUNCIL ON ECON ED/SMG	20.00
193477	3/3/2003	068401	NEBRASKA COUNCIL ON ECONOMIC	100.00
193478	3/3/2003	068440	NEBRASKA DEPARTMENT OF EDUCATION	75.00
193480	3/3/2003	130706	NEBRASKA IOWA INDUSTRIAL FASTENERS	1.33
193481	3/3/2003	107973	NEBRASKA PNEUMATICS, INC.	17.82
193482	3/3/2003	068466	NEBRASKA PRINTING CENTER	936.95
193483	3/3/2003	068684	NEBRASKA SCIENTIFIC	408.55
193484	3/3/2003	068737	NEBRASKA SPEECH, LANGUAGE, &	65.00
193485	3/3/2003	131476	NEBRASKA TURF PRODUCTS	2,103.60
193486	3/3/2003	069615	NEWBRIDGE EDUCATIONAL PUBLISHING	101.64
193487	3/3/2003	099374	NEWSWEEK	470.25
193488	3/3/2003	069099	CAROL C NEWTON	16.47
193489	3/3/2003	109843	NEXTEL	1,094.95
193490	3/3/2003	109843	NEXTEL	613.38
193491	3/3/2003	132576	THUONG T NGUYEN	150.00
193493	3/3/2003	107777	BRUCE J NOBLE	20.51
193494	3/3/2003	069689	NOGG CHEMICAL & PAPER	2,136.33
193495	3/3/2003	132572	NORTHERN WHOLESALE SUPPLY	64.46
193496	3/3/2003	069945	NUTS & BOLTS, INC.	147.74
193497	3/3/2003	107127	CHARICE K NYFFELER	192.36
193498	3/3/2003	099235	NYSTROM	1,391.11
193499	3/3/2003	130492	KELLY K O'CONNOR	18.69
193500	3/3/2003	070250	O'KEEFE ELEVATOR COMPANY, INC.	185.00
193503	3/3/2003	100013	OFFICE DEPOT BUS. SVCS. DIV.	3,163.07
193504	3/3/2003	102908	OFFICE INTERIORS & DESIGN	2,164.94
193505	3/3/2003	099625	OFFICE SYSTEMS DIVISION, INC.	425.44
193506	3/3/2003	070245	OHARCO DISTRIBUTORS	83.76
193507	3/3/2003	070473	ELIZABETH A OLSON	104.21
193508	3/3/2003	132460	OMAHA BOX CO	53.15
193509	3/3/2003	070480	OMAHA BUSINESS FURNITURE INC	1,371.51
193510	3/3/2003	130360	OMAHA EYE & LASER INSTITUTE INC.	68.00



**Millard Public Schools**

Check Register for 3/3/2003 - 3/3/2003

Date: 2/25/2003

<b>Check Number</b>	<b>Date</b>	<b>Vendor No</b>	<b>Vendor Name</b>	<b>Amount</b>
193511	3/3/2003	070662	OMAHA HEARING SCHOOL FOR CHILDREN	3,673.46
193513	3/3/2003	071025	OMAHA TRUCK CENTER, INC.	47.46
193514	3/3/2003	071039	OMAHA WINDUSTRIAL CO.	16.40
193515	3/3/2003	071050	OMAHA WORLD HERALD CO	1,139.32
193516	3/3/2003	071172	OT IDEAS, INC.	19.00
193517	3/3/2003	107193	OTIS ELEVATOR COMPANY	1,057.71
193518	3/3/2003	071510	RICHARD J PAHLS	224.84
193519	3/3/2003	071528	PAMECO CORPORATION	92.16
193520	3/3/2003	132006	ANDREA L PARSONS	70.70
193521	3/3/2003	108098	ANGELO D PASSARELLI	172.35
193522	3/3/2003	071891	PAYFLEX SYSTEMS USA, INC.	209.00
193523	3/3/2003	102047	PAYLESS OFFICE SUPPLY INC.	17.88
193524	3/3/2003	071353	PCI EDUCATIONAL PUBLISHING	139.30
193525	3/3/2003	109027	PEARSON EDUCATION	760.58
193526	3/3/2003	072120	PENTATHLON INSTITUTE	115.23
193527	3/3/2003	072200	PERFECTION LEARNING CORP.	556.20
193528	3/3/2003	072216	PERMA BOUND	1,023.47
193529	3/3/2003	132120	PERSONAL DEVELOPMENT PUBLISHING	105.90
193530	3/3/2003	072235	JEFFREY J PETERSEN	18.25
193531	3/3/2003	130720	JILL E PETERSEN	60.54
193532	3/3/2003	072242	PETERSON'S	24.95
193533	3/3/2003	102824	PEYTRAL PUBLICATIONS INC.	275.45
193534	3/3/2003	072382	SHEILA M PHELPS	13.88
193535	3/3/2003	106967	PHILFLEET ADVANTAGE	1,264.68
193536	3/3/2003	072450	PHILLIPS PETROLEUM	5,035.56
193537	3/3/2003	072468	PHYSICIAN SALES & SERVICE	15.00
193539	3/3/2003	130721	MARY J PILLE	78.11
193540	3/3/2003	132086	PIONEER VALLEY EDUCATIONAL PRESS	168.30
193541	3/3/2003	072750	PITNEY-BOWES, INC.	219.62
193542	3/3/2003	108071	PITTSBURGH PAINTS-5508	336.18
193543	3/3/2003	072900	POPPLERS MUSIC STORE	78.45
193544	3/3/2003	073011	JUDITH E PORTER	25.48

**Millard Public Schools**

Check Register for 3/3/2003 - 3/3/2003

Date: 2/25/2003

<b>Check Number</b>	<b>Date</b>	<b>Vendor No</b>	<b>Vendor Name</b>	<b>Amount</b>
193545	3/3/2003	073010	PORTER-TRUSTIN-CARLSON	62.00
193547	3/3/2003	073231	PRECISION INDUSTRIES, INC.	569.19
193548	3/3/2003	102432	PRENTICE HALL SCHOOL DIV.	3.98
193549	3/3/2003	101663	PRESTWICK HOUSE INC.	100.98
193550	3/3/2003	109845	CHRISTINA PREUSS	69.12
193551	3/3/2003	073427	PRO-ED	581.90
193552	3/3/2003	073424	PAMELA A PROCHASKA	126.66
193553	3/3/2003	073495	PROFESSIONAL AUDIOLOGY AND	99.00
193554	3/3/2003	107657	PROTEC SYSTEMS, LLC.	345.00
193556	3/3/2003	099551	PSYCHOLOGICAL CORPORATION	34.24
193557	3/3/2003	090673	QWEST	24,734.36
193558	3/3/2003	090673	QWEST	4,400.70
193559	3/3/2003	131292	QWEST CHOICE TV & ONLINE	4.00
193560	3/3/2003	107325	QWEST GOVERNMENT SERVICES, INC.	504.59
193561	3/3/2003	084660	R.S. STOVER COMPANY	113.22
193562	3/3/2003	099441	RADIO SHACK / OAKVIEW MALL	124.66
193563	3/3/2003	099777	RADIO SHACK	38.93
193565	3/3/2003	078420	RAWSON & SONS ROOFING, INC.	3,110.00
193566	3/3/2003	102568	READ NATURALLY	192.50
193567	3/3/2003	100642	REALLY GOOD STUFF	41.75
193568	3/3/2003	078772	REGAL PLASTIC SUPPLY COMPANY	77.40
193569	3/3/2003	102249	RELIABLE	27.54
193570	3/3/2003	099940	RENAISSANCE LEARNING INC.	106.95
193571	3/3/2003	078967	RENTAL CITY	70.95
193572	3/3/2003	102436	RENTAL SERVICE CORPORATION	719.60
193574	3/3/2003	106295	GREGORY RICE	108.41
193575	3/3/2003	132095	CHARLOTTE A RIEWER	216.71
193576	3/3/2003	079190	RIGBY EDUCATION	906.88
193577	3/3/2003	099555	RIVERSIDE PUBLISHING COMPANY	401.25
193578	3/3/2003	132574	RK DIGITAL	67.50
193579	3/3/2003	132450	JENELLE C ROCK	173.00
193580	3/3/2003	079310	ROCKBROOK CAMERA CENTER	172.50

**Millard Public Schools**

Check Register for 3/3/2003 - 3/3/2003

Date: 2/25/2003

<b>Check Number</b>	<b>Date</b>	<b>Vendor No</b>	<b>Vendor Name</b>	<b>Amount</b>
193581	3/3/2003	079440	ROSENBAUM ELECTRIC COMPANY	1,510.74
193583	3/3/2003	102903	ROWMAN & LITTLEFIELD PUBLISHING	98.07
193584	3/3/2003	107539	RUTH & MUELLER LLC	5,300.00
193585	3/3/2003	081495	LEONARD E SAGENBRECHT	123.03
193586	3/3/2003	103055	SALTILLO CORP.	95.00
193587	3/3/2003	073300	SAMMONS/PRESTON,INC	59.90
193588	3/3/2003	132368	SAN DIEGO STATE UNIVERSITY	107.00
193589	3/3/2003	081725	KIMBERLEY K SAUM-MILLS	131.94
193591	3/3/2003	102980	SAVIN CORPORATION	33,404.80
193592	3/3/2003	081800	SAX ARTS & CRAFTS	332.52
193594	3/3/2003	081891	SCHMITT MUSIC CENTER	91.45
193595	3/3/2003	082100	SCHOLASTIC, INC.	2,019.39
193596	3/3/2003	082200	SCHOOL HEALTH CORPORATION	239.09
193597	3/3/2003	130526	SCHOOL MEDIA ASSOCIATES	84.83
193598	3/3/2003	082350	SCHOOL SPECIALTY INC	824.77
193599	3/3/2003	082336	SCHOOLMART	7,740.00
193600	3/3/2003	082395	CLAUDIA K SCHULTE	83.00
193601	3/3/2003	082396	CURT H SCHULTE	179.22
193602	3/3/2003	082475	SCIENCE KIT, INC. & BOREAL	143.75
193603	3/3/2003	082905	KIMBERLY A SECORA	185.31
193604	3/3/2003	098765	SECURITY BENEFIT LIFE INS.CO.	8,822.94
193605	3/3/2003	082910	SECURITY EQUIPMENT, INC.	3,976.43
193606	3/3/2003	082920	MARTI K SEIBERLING	111.69
193607	3/3/2003	109800	AMY L SHATTUCK	179.22
193609	3/3/2003	083186	MARK L SHIELDS	348.00
193610	3/3/2003	083190	LINDA S SHIRCK	120.63
193612	3/3/2003	132590	SILVERSTONE GROUP INC	750.00
193613	3/3/2003	083400	SIMPLEXGRINNELL	727.50
193614	3/3/2003	083451	SIMPLICITY PATTERN COMPANY	37.90
193615	3/3/2003	083452	SIMPSON SUPPLY	356.16
193616	3/3/2003	083542	SKILLPATH SEMINARS	149.00
193617	3/3/2003	099592	SMILE MAKERS, INC.	45.65

**Millard Public Schools**

Check Register for 3/3/2003 - 3/3/2003

Date: 2/25/2003

Check Number	Date	Vendor No	Vendor Name	Amount
193618	3/3/2003	083950	SOCIAL STUDIES SCHOOL SERVICE	91.18
193619	3/3/2003	102264	SOFTWARE PLUS	48.50
193620	3/3/2003	109793	SOLUTION ONE	322.11
193621	3/3/2003	130722	SOLUTIONS FOR YOUR OFFICE	585.66
193622	3/3/2003	084056	SOPRIS WEST, INC.	41.50
193623	3/3/2003	131714	JOHN D SOUTHWORTH	246.67
193624	3/3/2003	084240	SPEECH BIN	52.90
193625	3/3/2003	132577	COLLEEN A SPELLMAN	58.10
193626	3/3/2003	109796	SPORT SUPPLY GROUP INC.	35.12
193627	3/3/2003	084326	SPORTIME	131.80
193628	3/3/2003	101378	STAFF DEVELOPMENT FOR EDUCATORS	1,160.00
193629	3/3/2003	084415	STANDARD STATIONERY	971.28
193630	3/3/2003	132587	SUZANNE STECKELBERG	113.88
193631	3/3/2003	131099	STENHOUSE PUBLISHERS	18.65
193632	3/3/2003	084630	CYNTHIA F STIGGE	25.92
193633	3/3/2003	100825	STOKES PUBLISHING	341.00
193634	3/3/2003	084689	SULLIVAN SEWER SERVICE INC	1,727.50
193635	3/3/2003	106793	VICKIE A SULLIVAN	52.49
193636	3/3/2003	084781	SUMMIT LEARNING	225.20
193637	3/3/2003	132400	SUN TURF, INC.	116.00
193638	3/3/2003	084900	SUNBURST TECHNOLOGY CORP.	311.08
193639	3/3/2003	084905	SUNDANCE PUBLISHING	94.27
193640	3/3/2003	084907	SUNDERLAND BROTHERS COMPANY	164.93
193641	3/3/2003	084930	SUPER DUPER SCHOOL COMPANY	44.95
193642	3/3/2003	102869	SUPER SAVER	219.33
193643	3/3/2003	084956	SUPERIOR SPA & POOL	143.88
193644	3/3/2003	084959	JAMES V SUTFIN	250.16
193645	3/3/2003	088654	TARGET	209.57
193646	3/3/2003	088680	TEACHER CREATED MATERIALS	943.80
193647	3/3/2003	101393	TEACHER'S VIDEO COMPANY	305.45
193648	3/3/2003	101257	TEACHERS' CURRICULUM INSTITUTE	401.25
193649	3/3/2003	102865	TEACHING AND LEARNING COMPANY	23.85

**Millard Public Schools**

Check Register for 3/3/2003 - 3/3/2003

Date: 2/25/2003

Check Number	Date	Vendor No	Vendor Name	Amount
193650	3/3/2003	088920	TEXAS INSTRUMENTS COMPANY	2,705.00
193651	3/3/2003	089130	THACKER ELECTRIC	59.46
193652	3/3/2003	131159	JONATHON C THOMPSON	140.16
193655	3/3/2003	051572	THOMSON LEARNING	3,520.19
193656	3/3/2003	107959	NANCY C THORNBLAD	127.75
193657	3/3/2003	089318	A. GERALD TIEGER	61.06
193658	3/3/2003	132140	TILT GOLF	90.00
193659	3/3/2003	089574	TOTAL MARKETING, INC.	415.42
193660	3/3/2003	106364	TRANE COMPANY	4,209.26
193661	3/3/2003	101301	TREND ENTERPRISES INC.	29.54
193662	3/3/2003	132593	LORI A TRITZ	60.00
193663	3/3/2003	103111	TRUE COLORS	294.84
193664	3/3/2003	132268	LYNNE A TRUMAN	97.82
193665	3/3/2003	090625	U.S. POSTAL SERVICE	475.00
193666	3/3/2003	090678	UNISOURCE	5,586.21
193667	3/3/2003	090214	UNITED ELECTRIC SUPPLY CO.	305.82
193668	3/3/2003	090230	UNITED INDUSTRIES, INC.	233.94
193669	3/3/2003	100096	UNIVERSITY OF NE AT LINCOLN	285.60
193670	3/3/2003	068878	UNIVERSITY OF NEBRASKA-LINCOLN	65.00
193671	3/3/2003	090890	UNIVERSITY PRODUCTS, INC.	77.39
193672	3/3/2003	090900	UNIVERSITY PUB, INC.	150.00
193673	3/3/2003	109089	D'NETTE M UPTAGRAFT	180.57
193674	3/3/2003	106173	UTA HALEE GIRLS VILLAGE	5,202.72
193675	3/3/2003	132117	VALA'S PUMPKIN PATCH	185.00
193676	3/3/2003	091040	VALENTINO'S, INC.	64.87
193678	3/3/2003	108210	MARY J VAP	18.69
193679	3/3/2003	132517	VERNON LIBRARY SUPPLIES	338.95
193680	3/3/2003	099714	VINCENT METALS GOODS (SEE #132091)	356.00
193681	3/3/2003	132445	VISUAL DATA INC.	1,637.00
193682	3/3/2003	092600	VOSS ELECTRIC CO	582.30
193683	3/3/2003	044950	W.W. GRAINGER INDUSTRIAL SUPPLY	487.13
193684	3/3/2003	092786	WALCRO FLOORCOVERING SUPPLIERS	86.00

**Millard Public Schools**

Check Register for 3/3/2003 - 3/3/2003

Date: 2/25/2003

Check Number	Date	Vendor No	Vendor Name	Amount
193685	3/3/2003	092834	WALKER TIRE INC	101.96
193686	3/3/2003	093008	BARBARA N WALLER	367.01
193687	3/3/2003	131112	LINDA WALTERS	158.01
193688	3/3/2003	093650	WARD'S NATURAL SCIENCE	232.49
193689	3/3/2003	132596	LISA M WEAVER	98.92
193690	3/3/2003	093978	BECKY S WEGNER	64.97
193691	3/3/2003	093989	DIANA L WEIS	83.62
193692	3/3/2003	010698	WESCO DISTRIBUTION, INC.	10.51
193693	3/3/2003	094174	WEST MUSIC COMPANY	3,448.98
193694	3/3/2003	094245	WESTLAKE HARDWARE	302.19
193695	3/3/2003	094630	WESTONE LABORATORIES	51.50
193696	3/3/2003	094650	WESTSIDE COMMUNITY SCHOOLS	685.00
193697	3/3/2003	094751	DEBBY A WHITAKER	346.75
193698	3/3/2003	094820	WHOLESALE HEATING & COOLING	28.33
193699	3/3/2003	109119	TRACEY A WIESER	31.03
193700	3/3/2003	132589	LYNN R WILLIAMS	6.00
193701	3/3/2003	131851	DANIEL P WILTGEN	6.00
193702	3/3/2003	095173	WINGERT JONES MUSIC INC.	839.53
193703	3/3/2003	101525	KATHY M WISCHOW	18.43
193704	3/3/2003	109073	CRAIG J WOLF	174.47
193705	3/3/2003	130716	SUSAN J WOOSTER	58.40
193706	3/3/2003	095371	WORLD ALMANAC EDUCATION	979.90
193707	3/3/2003	095376	WORLD BOOK, INC.	1,568.00
193708	3/3/2003	132536	WORLD WISE	87.00
193709	3/3/2003	107149	MONICA R WORMINGTON	212.80
193710	3/3/2003	130371	ROBERT J YAKUS	141.00
193711	3/3/2003	101717	YOUTHLIGHT INC.	118.58
<b>Total for GENERAL FUND</b>				<b>731,002.12</b>
193148	3/3/2003	109079	ALLTEL	-570.80
193161	3/3/2003	012989	APPLE COMPUTER, INC.	3,976.00
193219	3/3/2003	025150	CIACCIO-DENNEL GROUP	4,232.50
193232	3/3/2003	025689	COMPUTER CABLE CONNECTION INC	70.00

# Millard Public Schools

Check Register for 3/3/2003 - 3/3/2003

Date: 2/25/2003

Check Number	Date	Vendor No	Vendor Name	Amount
193237	3/3/2003	026057	CONTROL MASTERS, INC.	2,806.00
193241	3/3/2003	131506	CP RECOVERY	9,487.00
193334	3/3/2003	132423	HEWLETT-PACKARD CO	1,071.00
193435	3/3/2003	102870	MIDLAND COMPUTER INC	2,961.00
193479	3/3/2003	068445	NEBRASKA FURNITURE MART	766.97
193546	3/3/2003	132337	PRE-OWNED ELECTRONICS, INC.	79.94
193581	3/3/2003	079440	ROSENBAUM ELECTRIC COMPANY	13,603.32
193593	3/3/2003	081880	SCHEMMER ASSOCIATES, INC.	7,045.00
193608	3/3/2003	083175	SHEPPARD'S BUSINESS INTERIORS	319.68
193672	3/3/2003	090900	UNIVERSITY PUB, INC.	6,905.50
<b>Total for SPECIAL BUILDING</b>				<b>52,753.11</b>
193150	3/3/2003	102541	ALPS PUBLISHING	89.95
193205	3/3/2003	108354	CAMP FIRE USA	250.00
193229	3/3/2003	107482	COLLEGE BOARD/MWRO	100.00
193233	3/3/2003	131512	COMPUTER SOURCE INC.	2,171.00
193262	3/3/2003	019132	DICK BLICK	98.43
193278	3/3/2003	037525	EDUCATIONAL SERVICE UNIT #3	345.00
193289	3/3/2003	035610	ETA/CUISENAIRE	2,291.14
193291	3/3/2003	132495	FAIRFAX COUNTY PUBLIC SCHOOLS	25.00
193298	3/3/2003	033373	JULIE FJELL	750.00
193309	3/3/2003	131730	TRACI GABEL	5.76
193318	3/3/2003	132152	GOVCONNECTION, INC.	134.55
193326	3/3/2003	044992	CATHERINE D GREENWALD	123.13
193329	3/3/2003	047855	HARCOURT BRACE & COMPANY	1,340.16
193334	3/3/2003	132423	HEWLETT-PACKARD CO	16,064.00
193346	3/3/2003	102075	HOSTS CORPORATION	300.00
193350	3/3/2003	049850	HY-VEE FOOD STORE (OAKVIEW DR)	21.37
193435	3/3/2003	102870	MIDLAND COMPUTER INC	579.53
193464	3/3/2003	102087	NATIONAL GEOGRAPHY OLYMPIAD	100.00
193465	3/3/2003	067801	NATIONAL MIDDLE SCHOOL ASSOC.	81.60
193473	3/3/2003	068340	NEBRASKA ASSOCIATION FOR GIFTED	80.00
193476	3/3/2003	068400	NEBRASKA COUNCIL ON ECON ED/SMG	240.00

# Millard Public Schools

Check Register for 3/3/2003 - 3/3/2003

Date: 2/25/2003

Check Number	Date	Vendor No	Vendor Name	Amount
193492	3/3/2003	099775	NJL ASSOCIATES, INC.	3,959.10
193503	3/3/2003	100013	OFFICE DEPOT BUS. SVCS. DIV.	54.28
193512	3/3/2003	070810	OMAHA PUBLIC SCHOOLS	110.00
193515	3/3/2003	071050	OMAHA WORLD HERALD CO	9,776.08
193538	3/3/2003	072500	PIECES OF LEARNING	116.20
193555	3/3/2003	073650	PRUFROCK PRESS	41.85
193564	3/3/2003	078170	RAINBOW PRESS INC	1,111.49
193576	3/3/2003	079190	RIGBY EDUCATION	869.82
193580	3/3/2003	079310	ROCKBROOK CAMERA CENTER	362.40
193582	3/3/2003	130747	BARBARA L ROTHENBERG	18.54
193590	3/3/2003	132192	JEAN A SAVAGE	7.50
193599	3/3/2003	082336	SCHOOLMART	5,234.68
193611	3/3/2003	083239	NANCY R. SIEGERT	750.00
193653	3/3/2003	102713	THOMPSON PUBLISHING GROUP INC.	480.00
193654	3/3/2003	108393	NANCY THOMPSON	300.00
193676	3/3/2003	091040	VALENTINO'S, INC.	255.72
193693	3/3/2003	094174	WEST MUSIC COMPANY	2,471.38
<b>Total for GRANT FUND</b>				<b>51,109.66</b>
193235	3/3/2003	132522	CONTRACT INTERIORS	1,215.00
193447	3/3/2003	065400	MILLARD LUMBER COMPANY	934.46
<b>Total for DEPRECIATION</b>				<b>2,149.46</b>
193269	3/3/2003	130908	DOUGLAS COUNTY SCHOOL DIST.28-0001	278,085.07
193278	3/3/2003	037525	EDUCATIONAL SERVICE UNIT #3	238.57
<b>Total for INTERLOCAL FUND</b>				<b>278,323.64</b>
193146	3/3/2003	011051	ALL MAKES OFFICE EQUIPMENT	78.40
193148	3/3/2003	109079	ALLTEL	13.69
193194	3/3/2003	019559	BOUND TO STAY BOUND BOOKS,INC.	59.08
193204	3/3/2003	023831	CALLOWAY HOUSE	31.45
193225	3/3/2003	099222	CLASSROOMDIRECT.COM	94.01
193256	3/3/2003	099249	DELTA EDUCATION	163.84
193286	3/3/2003	038140	ELECTRONIC SOUND INC.	632.15



**Millard Public Schools**

Check Register for 3/3/2003 - 3/3/2003

Date: 2/25/2003

Check Number	Date	Vendor No	Vendor Name	Amount
193289	3/3/2003	035610	ETA/CUISENAIRE	75.68
193303	3/3/2003	100307	FOOD SERVICES OF AMERICA	500.35
193312	3/3/2003	043606	GENERAL ELECTRIC COMPANY	33.90
193316	3/3/2003	106660	GLASSMASTERS, INC.	444.00
193334	3/3/2003	132423	HEWLETT-PACKARD CO	1,581.00
193391	3/3/2003	099217	LAKESHORE LEARNING MATERIALS	24.95
193401	3/3/2003	059560	LINWELD INC	466.36
193402	3/3/2003	132304	FEI LIU	50.00
193424	3/3/2003	063349	MCGRAW-HILL COMPANIES	118.61
193435	3/3/2003	102870	MIDLAND COMPUTER INC	2,207.00
193503	3/3/2003	100013	OFFICE DEPOT BUS. SVCS. DIV.	119.61
193506	3/3/2003	070245	OHARCO DISTRIBUTORS	141.90
193557	3/3/2003	090673	QWEST	150.00
193567	3/3/2003	100642	REALLY GOOD STUFF	77.60
193573	3/3/2003	100813	RESOURCES FOR READING	49.95
193592	3/3/2003	081800	SAX ARTS & CRAFTS	69.98
193640	3/3/2003	084907	SUNDERLAND BROTHERS COMPANY	159.93
193645	3/3/2003	088654	TARGET	93.83
193677	3/3/2003	132098	SARAH R VALERI	13.02

**Total for ACTIVITY FUND****7,450.29****Report Total****1,122,788.28**

**Millard Public Schools**

Check Register for 2/20/2003 - 2/20/2003

Date: 2/19/2003

Check Number	Date	Vendor No	Vendor Name	Amount
193113	2/20/2003	108411	DEBORAH JEAN BEAN	49.00
193114	2/20/2003	107540	BRIAN F BEGLEY	482.00
193115	2/20/2003	107454	CHRISTOPHER COLLING	120.00
193117	2/20/2003	059573	NANCY A JOHNSTON	887.00
193118	2/20/2003	100058	LINCOLN EAST HIGH SCHOOL	272.00
193119	2/20/2003	100058	LINCOLN EAST HIGH SCHOOL	15.00
193120	2/20/2003	100058	LINCOLN EAST HIGH SCHOOL	294.00
193121	2/20/2003	107732	BRIAN L. NELSON	240.00
193122	2/20/2003	071566	PAPILLION-LAVISTA PUBLIC SCHOOLS	70.00
193123	2/20/2003	084360	CANDACE W SPURZEM	338.00
193124	2/20/2003	107286	TRAVELERS - COMMERCIAL LINES	145,713.75
193125	2/20/2003	068393	NEBRASKA STATE PATROL	10.00
<b>Total for GENERAL FUND</b>				<b>148,490.75</b>
193116	2/20/2003	132591	EZRA ELEMENTARY	449.00
<b>Total for SPECIAL BUILDING</b>				<b>449.00</b>
<b>Report Total</b>				<b>148,939.75</b>

# MILLARD PUBLIC SCHOOLS FOOD SERVICE REPORT

July 1, 2002 through January 31, 2003

**CASH BALANCE** **(\$20,785.09)**

**INCOME**

Lunch Sales	\$3,000,622.23
Breakfast Sales	\$1,719.18
Federal/State Receipts	\$347,813.16
Investments Redeemed	\$0.00
Other Income	\$2,668.48

**TOTAL INCOME** **\$3,352,823.05**

**MONEY ON ACCOUNT** **\$175,262.51**

**EXPENDITURES**

Food & Supplies	\$1,943,123.72
Payroll	\$1,486,148.87

**TOTAL EXPENDITURE** **\$3,429,272.59**

Interfund Transfer Adju	\$88,435.80
Interest Earned	\$1,852.20

**CASH BALANCE** **\$168,315.88**

**INVESTMENTS**

Previous Balance July	\$611,916.95
Interest Earned	\$4,348.87
Adjustment	\$0.00
Less Redemption	\$0.00

**INVESTMENT BALANCE** **\$616,265.82**

**FUND BALANCE** **\$784,581.70**

**ANTICIPATED STATE RECEIPTS**

**TOTAL ANTICIPATED RECEIPTS** **\$71,714.55**

**ANTICIPATED FUND BALANCE** **\$856,296.25**

**MILLARD PUBLIC SCHOOLS  
FOOD SERVICE REPORT**

Year To Date

July 1, 2002 through January 31, 2003

	ABBOTT	ACKERMAN	ALDRICH	BLACK ELK	BRYAN BRYAN - B	
<b>INCOME</b>						
STUDENTS	\$44,745.70	\$60,615.00	\$35,683.90	\$62,663.30	\$33,456.45	\$135.50
ADULT	\$216.30	\$1,651.65	\$400.35	\$1,204.15	\$783.40	\$0.00
ALA CARTE	\$2,039.25	\$1,015.80	\$1,554.25	\$3,714.60	\$782.80	\$2.10
STATE	\$6,580.75	\$11,894.34	\$4,023.38	\$8,285.51	\$13,698.23	\$0.00
OTHER INCOME	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
INCOME SHARING						
MISC. INCOME						
<b>TOTAL INCOME</b>	<b>\$53,582.00</b>	<b>\$75,176.79</b>	<b>\$41,661.88</b>	<b>\$75,867.56</b>	<b>\$48,720.88</b>	<b>\$137.60</b>
<b>EXPENSES</b>						
FOOD	\$25,588.16	\$27,958.44	\$18,169.00	\$32,354.08	\$19,266.08	\$591.51
LABOR	\$22,099.46	\$26,881.87	\$23,891.63	\$28,671.19	\$22,687.69	\$489.60
OTHER	\$6,998.20	\$7,480.55	\$6,491.83	\$8,837.42	\$7,719.31	\$15.21
EQUIPMENT	\$789.51	\$951.56	\$287.88	\$528.62	\$369.65	\$0.00
<b>TOTAL EXPENSES</b>	<b>\$55,475.33</b>	<b>\$63,272.42</b>	<b>\$48,840.34</b>	<b>\$70,391.31</b>	<b>\$50,042.73</b>	<b>\$1,096.32</b>
<b>INVENTORY</b>						
BEGINNING	\$1,107.26	\$589.90	\$748.46	\$852.08	\$890.11	
ENDING	\$1,363.75	\$1,775.60	\$1,487.10	\$2,661.55	\$1,621.57	\$214.90
<b>MEALS SERVED</b>						
STUDENTS	32,069	44,102	24,358	43,611	27,774	1,006
ADULT	392	883	176	488	532	32
ALA CARTE	1,236	616	942	2,251	474	1
<b>TOTAL MEALS SERVED</b>	<b>33,697</b>	<b>45,601</b>	<b>25,476</b>	<b>46,350</b>	<b>28,780</b>	
<b>AVERAGE PER MEAL</b>						
INCOME	\$1.59	\$1.65	\$1.64	\$1.64	\$1.69	
COST	\$1.64	\$1.36	\$1.89	\$1.48	\$1.71	
<b>MEALS PER MAN HOUR</b>						
MAN HOURS	1,426.50	1,858.75	1,482.25	2,026.00	1,311.83	2.50
MEALS PER MAN HOURS	23.6	24.5	17.2	22.9	21.9	0.0
<b>PARTICIPATION</b>						
# OF STUDENTS	435	575	327	568	363	
% OF PARTICIPATION	70.2%	73.0%	70.9%	73.1%	72.9%	

	CATHER	CODY-L	CODY-B	COTTONWOOD	DISNEY
<b>INCOME</b>					
STUDENTS	\$44,675.10	\$15,656.90	\$1,542.83	\$34,038.60	\$29,464.25
ADULT	\$2,107.40	\$1,004.85	\$28.70	\$468.25	\$948.20
ALA CARTE	\$2,629.80	\$487.05	\$10.05	\$1,324.05	\$696.35
STATE	\$10,219.75	\$22,558.52	\$5,433.16	\$7,204.04	\$8,418.42
OTHER INCOME	\$0.00	\$0.00	\$0.00	\$0.00	\$50.01
INCOME SHARING					
MISC. INCOME					
<b>TOTAL INCOME</b>	<b>\$59,632.05</b>	<b>\$39,707.32</b>	<b>\$7,014.74</b>	<b>\$43,034.94</b>	<b>\$39,577.23</b>
<b>EXPENSES</b>					
FOOD	\$22,171.48	\$13,872.26	\$4,241.82	\$19,351.57	\$17,390.82
LABOR	\$22,113.39	\$20,184.09	\$1,958.40	\$23,349.41	\$25,127.10
OTHER	\$7,072.53	\$5,566.74	\$249.29	\$7,798.23	\$6,632.14
EQUIPMENT <sup>1</sup>	\$629.19	\$528.92	\$0.00	\$237.52	\$0.00
<b>TOTAL EXPENSES</b>	<b>\$51,986.59</b>	<b>\$40,152.01</b>	<b>\$6,449.51</b>	<b>\$50,736.73</b>	<b>\$49,150.06</b>
<b>INVENTORY</b>					
BEGINNING	\$327.95	\$926.96	\$93.64	\$786.04	\$674.61
ENDING	\$2,009.49	\$1,751.09	\$576.28	\$1,355.61	\$1,303.28
<b>MEALS SERVED</b>					
STUDENTS	32,810	19,470	7,320	25,743	23,627
ADULT	1,167	605	155	418	517
ALA CARTE	1,594	295	6	802	422
<b>TOTAL MEALS SERVED</b>	<b>35,571</b>	<b>20,370</b>	<b>7,481</b>	<b>26,963</b>	<b>24,566</b>
<b>AVERAGE PER MEAL</b>					
INCOME	\$1.68	\$1.95	\$0.94	\$1.60	\$1.61
COST	\$1.41	\$1.93	\$0.80	\$1.86	\$1.98
<b>MEALS PER MAN HOUR</b>					
MAN HOURS	1,469.00	1,386.00	15.00	1,222.75	1,427.25
MEALS PER MAN HOURS	24.2	14.7	498.7	22.1	17.2
<b>PARTICIPATION</b>					
# OF STUDENTS	433	222	222	349	293
% OF PARTICIPATION	72.2%	83.5%	31.4%	70.2%	76.8%

	EZRA	HARVEY OAKS	HITCHCOCK	HOLLING HTS.	MONTCLAIR
<b>INCOME</b>					
STUDENTS	\$39,829.65	\$26,170.50	\$23,802.30	\$31,531.35	\$55,997.70
ADULT	\$1,153.20	\$828.95	\$891.00	\$1,474.95	\$2,333.45
ALA CARTE	\$1,469.85	\$742.90	\$531.00	\$758.40	\$2,439.30
STATE	\$7,172.73	\$4,320.84	\$4,559.79	\$11,286.51	\$14,739.44
OTHER INCOME	\$0.00	\$0.00	\$0.00	\$0.00	\$126.55
INCOME SHARING					
MISC. INCOME					
<b>TOTAL INCOME</b>	<b>\$49,625.43</b>	<b>\$32,063.19</b>	<b>\$29,784.09</b>	<b>\$45,051.21</b>	<b>\$75,636.44</b>
<b>EXPENSES</b>					
FOOD	\$20,202.27	\$13,783.79	\$11,833.29	\$17,221.26	\$33,448.83
LABOR	\$21,827.57	\$20,058.30	\$21,018.18	\$22,072.45	\$26,586.41
OTHER	\$6,072.14	\$6,167.86	\$6,306.35	\$7,183.62	\$7,477.13
EQUIPMENT	\$356.43	\$301.51	\$482.47	\$623.15	\$278.32
<b>TOTAL EXPENSES</b>	<b>\$48,458.41</b>	<b>\$40,311.46</b>	<b>\$39,640.29</b>	<b>\$47,100.48</b>	<b>\$67,790.69</b>
<b>INVENTORY</b>					
BEGINNING	\$252.71	\$510.97	\$575.00	\$739.58	\$917.08
ENDING	\$1,042.26	\$893.17	\$1,458.60	\$966.25	\$1,123.74
<b>MEALS SERVED</b>					
STUDENTS	29,043	18,906	17,791	26,097	43,316
ADULT	707	512	615	818	1,272
ALA CARTE	891	450	322	460	1,478
<b>TOTAL MEALS SERVED</b>	<b>30,641</b>	<b>19,868</b>	<b>18,728</b>	<b>27,375</b>	<b>46,066</b>
<b>AVERAGE PER MEAL</b>					
INCOME	\$1.62	\$1.61	\$1.59	\$1.65	\$1.64
COST	\$1.56	\$2.01	\$2.07	\$1.71	\$1.47
<b>MEALS PER MAN HOUR</b>					
MAN HOURS	1,402.50	755.25	1,472.00	1,177.75	1,882.75
MEALS PER MAN HOURS	21.8	26.3	12.7	23.2	24.5
<b>PARTICIPATION</b>					
# OF STUDENTS	383	250	205	335	545
% OF PARTICIPATION	72.2%	72.0%	82.7%	74.2%	75.7%

	MORTON	NEIHARDT	NORRIS	ROCKWELL	ROHWER	SANDOZ
<b>INCOME</b>						
STUDENTS	\$37,285.25	\$59,305.30	\$27,010.80	\$29,543.30	\$41,258.85	\$31,244.20
ADULT	\$702.35	\$1,845.75	\$2,013.85	\$1,001.60	\$1,404.05	\$967.50
ALA CARTE	\$808.20	\$1,369.90	\$382.30	\$566.75	\$2,370.75	\$647.80
STATE	\$6,582.41	\$15,750.94	\$11,270.41	\$17,243.00	\$5,449.79	\$10,624.70
OTHER INCOME	\$0.00	\$39.96	\$0.00	\$0.00	\$0.00	\$0.00
INCOME SHARING						
MISC. INCOME						
<b>TOTAL INCOME</b>	<b>\$45,378.21</b>	<b>\$78,311.85</b>	<b>\$40,677.36</b>	<b>\$48,354.65</b>	<b>\$50,483.44</b>	<b>\$43,484.20</b>
<b>EXPENSES</b>						
FOOD	\$21,088.39	\$35,489.01	\$16,525.26	\$20,398.03	\$18,438.80	\$16,377.64
LABOR	\$23,575.14	\$35,236.04	\$23,074.91	\$22,489.51	\$22,704.97	\$19,513.92
OTHER	\$6,758.75	\$7,640.65	\$5,750.41	\$7,203.12	\$6,655.45	\$6,516.39
EQUIPMENT	\$613.55	\$193.70	\$445.68	\$396.89	\$1,253.51	\$618.27
<b>TOTAL EXPENSES</b>	<b>\$52,035.83</b>	<b>\$78,559.40</b>	<b>\$45,796.26</b>	<b>\$50,487.55</b>	<b>\$49,052.73</b>	<b>\$43,026.22</b>
<b>INVENTORY</b>						
BEGINNING	\$516.42	\$660.52	\$1,121.73	\$581.95	\$1,543.82	\$994.89
ENDING	\$1,898.94	\$3,174.63	\$1,957.50	\$1,811.12	\$1,901.59	\$1,327.39
<b>MEALS SERVED</b>						
STUDENTS	27,054	45,660	23,614	28,435	28,282	24,913
ADULT	512	1,113	936	393	957	611
ALA CARTE	490	830	232	343	1,437	393
<b>TOTAL MEALS SERVED</b>	<b>28,056</b>	<b>47,603</b>	<b>24,782</b>	<b>29,171</b>	<b>30,676</b>	<b>25,917</b>
<b>AVERAGE PER MEAL</b>						
INCOME	\$1.62	\$1.65	\$1.64	\$1.66	\$1.65	\$1.68
COST	\$1.81	\$1.60	\$1.81	\$1.69	\$1.59	\$1.65
<b>MEALS PER MAN HOUR</b>						
MAN HOURS	1,241.25	2,418.75	1,426.50	1,331.25	1,197.25	1,111.50
MEALS PER MAN HOURS	22.6	19.7	17.4	21.9	25.6	23.3
<b>PARTICIPATION</b>						
# OF STUDENTS	361	613	289	325	391	305
% OF PARTICIPATION	71.4%	70.9%	77.8%	83.3%	68.9%	77.8%

	WHEELER /ILLOWDALE		TOTAL ELEMENTARY
<b>INCOME</b>			
STUDENTS	\$51,439.70	\$40,803.60	\$857,764.53
ADULT	\$788.80	\$866.80	\$25,085.50
ALA CARTE	\$4,161.30	\$2,780.55	\$33,283.00
STATE	\$6,397.34	\$5,665.94	\$219,379.94
OTHER INCOME	\$0.00	\$0.00	\$216.52
INCOME SHARING			
MISC. INCOME			
<hr/>			
TOTAL INCOME	\$62,787.14	\$50,116.89	\$1,135,867.09
<b>EXPENSES</b>			
FOOD	\$24,954.43	\$22,446.80	\$473,163.02
LABOR	\$23,950.32	\$22,307.06	\$521,868.61
OTHER	\$6,912.56	\$7,030.03	\$152,535.91
EQUIPMENT	\$131.64	\$610.89	\$10,628.86
<hr/>			
TOTAL EXPENSES	\$55,948.95	\$52,394.78	\$1,158,196.40
<b>INVENTORY</b>			
BEGINNING	\$1,285.33	\$1,072.58	\$19,950.42
ENDING	\$2,014.56	\$2,021.39	\$37,711.36
<b>MEALS SERVED</b>			
STUDENTS	35,295	28,128	657418
ADULT	493	558	14830
ALA CARTE	2,522	1,685	20172
<hr/>			
TOTAL MEALS SERVED	38,310	30,371	692420
<b>AVERAGE PER MEAL</b>			
INCOME	\$1.64	\$1.65	\$1.64
COST	\$1.44	\$1.69	\$1.65
<b>MEALS PER MAN HOUR</b>			
MAN HOURS	1,374.00	1,415.50	31,834.08
MEALS PER MAN HOURS	27.9	21.5	21.8
<b>PARTICIPATION</b>			
# OF STUDENTS	459	405	8,431
% OF PARTICIPATION	73.2%	66.1%	74.3%



	ANDERSEN MID.	CENTRAL MID.	KIEWIT MID.	NORTH MID.
<b>INCOME</b>				
STUDENTS	\$65,691.60	\$72,140.65	\$81,714.95	\$44,629.45
ADULT	\$3,382.05	\$5,455.50	\$1,114.30	\$3,031.70
ALA CARTE	\$74,795.15	\$81,953.20	\$122,191.25	\$58,060.45
STATE	\$21,761.92	\$21,112.68	\$12,969.42	\$16,530.06
OTHER INCOME	\$147.00	\$260.32	\$2.56	\$0.00
INCOME SHARING				
MISC. INCOME				
<b>TOTAL INCOME</b>	<b>\$165,777.72</b>	<b>\$180,922.35</b>	<b>\$217,992.48</b>	<b>\$122,251.66</b>
<b>EXPENSES</b>				
FOOD	\$72,639.20	\$81,449.84	\$91,331.11	\$54,035.89
LABOR	\$69,497.33	\$70,179.93	\$83,713.92	\$67,331.36
OTHER	\$13,539.54	\$12,524.30	\$12,746.75	\$11,421.59
EQUIPMENT	\$612.78	\$1,972.89	\$969.31	\$934.07
<b>TOTAL EXPENSES</b>	<b>\$156,288.85</b>	<b>\$166,126.96</b>	<b>\$188,761.09</b>	<b>\$133,722.91</b>
<b>INVENTORY</b>				
BEGINNING	\$2,059.50	\$2,209.51	\$3,805.06	\$1,630.07
ENDING	\$6,250.20	\$6,339.62	\$7,469.36	\$4,454.42
<b>MEALS SERVED</b>				
STUDENTS	49,262	52,442	52,866	34,612
ADULT	2,060	2,686	361	1,519
ALA CARTE	45,330	49,669	74,055	35,188
<b>TOTAL MEALS SERVED</b>	<b>96,652</b>	<b>104,797</b>	<b>127,282</b>	<b>71,319</b>
<b>AVERAGE PER MEAL</b>				
INCOME	\$1.72	\$1.73	\$1.71	\$1.71
COST	\$1.57	\$1.55	\$1.45	\$1.84
<b>MEALS PER MAN HOUR</b>				
MAN HOURS	5,766.40	5,468.25	7,275.50	5,723.75
MEALS PER MAN HOURS	16.8	19.2	17.5	12.5
<b>PARTICIPATION</b>				
# OF STUDENTS	803	857	1,024	625
% OF PARTICIPATION	113.3%	114.6%	118.0%	106.4%

	RUSSELL MID.	BEADLE MID	TOTAL MIDDLE
<b>INCOME</b>			
STUDENTS	\$84,874.30	\$54,076.80	\$403,127.75
ADULT	\$5,781.80	\$4,566.10	\$23,331.45
ALA CARTE	\$87,639.85	\$53,428.00	\$478,067.90
STATE	\$11,553.47	\$7,164.25	\$91,091.80
OTHER INCOME	\$111.15	\$140.00	\$661.03
INCOME SHARING			
MISC. INCOME			
<hr/>			
TOTAL INCOME	\$189,960.57	\$119,375.15	\$996,279.93
<b>EXPENSES</b>			
FOOD	\$78,959.34	\$53,580.72	\$431,996.10
LABOR	\$69,740.49	\$65,234.31	\$425,697.34
OTHER	\$11,517.25	\$12,257.39	\$74,006.82
EQUIPMENT	\$854.30	\$902.99	\$6,246.34
<hr/>			
TOTAL EXPENSES	\$161,071.38	\$131,975.41	\$937,946.60
<b>INVENTORY</b>			
BEGINNING	\$1,807.41	\$2,072.25	\$13,583.80
ENDING	\$5,720.34	\$4,942.09	\$35,176.03
<b>MEALS SERVED</b>			
STUDENTS	54,548	34,579	278,309
ADULT	2,906	2,357	11,889
ALA CARTE	53,115	32,381	289,738
<hr/>			
TOTAL MEALS SERVED	110,569	69,317	579,936
<b>AVERAGE PER MEAL</b>			
INCOME	\$1.72	\$1.72	\$1.72
COST	\$1.42	\$1.86	\$1.58
<b>MEALS PER MAN HOUR</b>			
MAN HOURS	5,858.50	5,580.75	35,673.15
MEALS PER MAN HOURS	18.9	12.4	16.3
<b>PARTICIPATION</b>			
# OF STUDENTS	756	507	4,572
% OF PARTICIPATION	136.9%	125.8%	119.5%

	NORTH 9-12	HOLE IN THE WALL	NORTH TOTAL
<b>INCOME</b>			
STUDENTS	\$63,024.90	\$0.00	\$63,024.90
ADULT	\$6,610.90	\$0.00	\$6,610.90
ALA CARTE	\$182,993.51	\$208,567.65	\$391,561.16
STATE	\$11,276.75	\$0.00	\$11,276.75
OTHER INCOME	\$157.99	\$0.00	\$157.99
INCOME SHARING		(\$29,936.39)	(\$29,936.39)
MISC. INCOME			
<b>TOTAL INCOME</b>	<b>\$264,064.05</b>	<b>\$178,631.26</b>	<b>\$442,695.31</b>
<b>EXPENSES</b>			
FOOD	\$152,636.05	\$91,331.41	\$243,967.46
LABOR	\$97,427.72	\$23,241.49	\$120,669.21
OTHER	\$14,836.47	\$6,245.66	\$21,082.13
EQUIPMENT	\$3,244.87	\$0.00	\$3,244.87
<b>TOTAL EXPENSES</b>	<b>\$268,145.11</b>	<b>\$120,818.56</b>	<b>\$388,963.67</b>
<b>INVENTORY</b>			
BEGINNING	\$2,962.32	\$1,088.87	\$4,051.19
ENDING	\$7,419.60	\$3,584.55	\$11,004.15
<b>MEALS SERVED</b>			
STUDENTS	35,124	0	35,124
ADULT	2,143	0	2,143
ALA CARTE	110,905	0	110,905
<b>TOTAL MEALS SERVED</b>	<b>148,172</b>		<b>148,172</b>
<b>AVERAGE PER MEAL</b>			
INCOME	\$1.78		\$2.99
COST	\$1.78		\$2.58
<b>MEALS PER MAN HOUR</b>			
MAN HOURS	8,239.00	2,215.00	10,454.00
MEALS PER MAN HOURS	18.0		14.2
<b>PARTICIPATION</b>			
# OF STUDENTS	2,261	0	2,261
% OF PARTICIPATION	62.7%		62.7%

	SOUTH 9-12	CONVENIENCE STORE	SOUTH TOTAL
<b>INCOME</b>			
STUDENTS	\$56,397.25	\$0.00	\$56,397.25
ADULT	\$6,695.65	\$0.00	\$6,695.65
ALA CARTE	\$97,329.35	\$177,069.74	\$274,399.09
STATE	\$18,293.76	\$0.00	\$18,293.76
OTHER INCOME	\$631.14	\$0.00	\$631.14
INCOME SHARING		(\$25,422.15)	(\$25,422.15)
MISC. INCOME			
<b>TOTAL INCOME</b>	<b>\$179,347.15</b>	<b>\$151,647.59</b>	<b>\$330,994.74</b>
<b>EXPENSES</b>			
FOOD	\$100,901.16	\$78,473.63	\$179,374.79
LABOR	\$97,526.87	\$33,330.58	\$130,857.45
OTHER	\$13,920.18	\$6,266.32	\$20,186.50
EQUIPMENT	\$1,098.57	\$31.20	\$1,129.77
<b>TOTAL EXPENSES</b>	<b>\$213,446.78</b>	<b>\$118,101.73</b>	<b>\$331,548.51</b>
<b>INVENTORY</b>			
BEGINNING	\$1,514.71	\$806.53	\$2,321.24
ENDING	\$4,082.24	\$2,990.40	\$7,072.64
<b>MEALS SERVED</b>			
STUDENTS	37,896	0	37,896
ADULT	263	0	263
ALA CARTE	58,987	0	58,987
<b>TOTAL MEALS SERVED</b>	<b>97,146</b>		<b>97,146</b>
<b>AVERAGE PER MEAL</b>			
INCOME	\$1.85		\$3.41
COST	\$2.17		\$3.36
<b>MEALS PER MAN HOUR</b>			
MAN HOURS	8,108.00	3,131.75	11,239.75
MEALS PER MAN HOURS	12.0	0.0	8.6
<b>PARTICIPATION</b>			
# OF STUDENTS	1,901	0	1,901
% OF PARTICIPATION	49.5%		49.5%

	WEST	CAT'S DEN	WEST TOTAL	TOTAL SECONDARY	YEARLY SUB-TOTALS
<b>INCOME</b>					
STUDENTS	\$61,545.90	\$0.00	\$61,545.90	\$180,968.05	\$1,441,860.33
ADULT	\$1,229.75	\$0.00	\$1,229.75	\$14,536.30	\$62,953.25
ALA CARTE	\$139,049.44	\$273,561.86	\$412,611.30	\$1,078,571.55	\$1,589,922.45
STATE	\$7,770.91	\$0.00	\$7,770.91	\$37,341.42	\$347,813.16
OTHER INCOME	\$338.30	\$0.00	\$338.30	\$1,127.43	\$2,004.98
INCOME SHARING		(\$37,948.03)	(\$37,948.03)	(\$93,306.57)	(\$93,306.57)
MISC. INCOME					\$821.61
<b>TOTAL INCOME</b>	<b>\$209,934.30</b>	<b>\$235,613.83</b>	<b>\$445,548.13</b>	<b>\$1,219,238.18</b>	<b>\$3,352,206.81</b>
<b>EXPENSES</b>					
FOOD	\$131,011.36	\$127,499.46	\$258,510.82	\$681,853.07	\$1,587,012.19
LABOR	\$101,288.79	\$32,478.97	\$133,767.76	\$385,294.42	\$1,332,860.37
OTHER	\$15,599.62	\$9,572.61	\$25,172.23	\$66,440.86	\$292,983.59
EQUIPMENT	\$6,907.64	\$12.42	\$6,920.06	\$11,294.70	\$28,169.90
<b>TOTAL EXPENSES</b>	<b>\$254,807.41</b>	<b>\$169,563.46</b>	<b>\$424,370.87</b>	<b>\$1,144,883.05</b>	<b>\$3,241,026.05</b>
<b>INVENTORY</b>					
BEGINNING	\$3,998.77	\$899.02	\$4,897.79	\$11,270.22	\$44,804.44
ENDING	\$9,928.15	\$7,948.53	\$17,876.68	\$35,953.47	\$108,840.86
<b>MEALS SERVED</b>					
STUDENTS	31,203	0	31,203	104,223	1,039,950
ADULT	20	0	20	2,426	29,145
ALA CARTE	84,272	0	84,272	254,165	564,075
<b>TOTAL MEALS SERVED</b>	<b>115,495</b>		<b>115,495</b>	<b>360,814</b>	<b>1,633,170</b>
<b>AVERAGE PER MEAL</b>					
INCOME	\$1.82		\$3.86	\$3.38	\$2.05
COST	\$2.15		\$3.56	\$3.10	\$1.95
<b>MEALS PER MAN HOUR</b>					
MAN HOURS	7,986.50	2,976.00	10,962.50	32,656.25	100,163.48
MEALS PER MAN HOURS	14.5		10.5	11.0	16.3
<b>PARTICIPATION</b>					
# OF STUDENTS	1,714	0	1,714	5,876	18,879
% OF PARTICIPATION	66.1%		66.1%	59.2%	81.7%

	CAPITAL OUTLAY	INDIRECT COSTS	YEARLY TOTALS
<b>INCOME</b>			
STUDENTS			\$1,441,860.33
ADULT			\$62,953.25
ALA CARTE			\$1,589,922.45
STATE			\$347,813.16
OTHER INCOME			\$2,004.98
INCOME SHARING			(\$93,306.57)
MISC. INCOME			\$1,437.85
<hr/>			
TOTAL INCOME		\$0.00	\$3,352,823.05
<b>EXPENSES</b>			
FOOD			\$1,587,012.19
LABOR		\$153,288.50	\$1,486,148.87
OTHER			\$292,983.59
EQUIPMENT <sup>1</sup>	\$34,958.04		\$63,127.94
<hr/>			
TOTAL EXPENSES	\$34,958.04		\$3,429,272.59
<b>INVENTORY</b>			
BEGINNING			\$44,804.44
ENDING			\$108,840.86
<b>MEALS SERVED</b>			
STUDENTS			1,039,950
ADULT			29,145
ALA CARTE			564,075
<hr/>			
TOTAL MEALS SERVED			1,633,170
<b>AVERAGE PER MEAL</b>			
INCOME			\$2.05
COST			\$2.06
<b>MEALS PER MAN HOUR</b>			
MAN HOURS			100,163.48
MEALS PER MAN HOURS			16.3
<b>PARTICIPATION</b>			
# OF STUDENTS			18,879
% OF PARTICIPATION			81.7%



---

Don Stroh Administration Center • 5606 So. 147th Street • Omaha, NE 68137-2604 • (402) 895-8200 • Fax (402) 895-8409

February 26, 2003.

TO: Board Members

FROM: Amy Friedman

RE: Employees of the Month

The Employees of the Month for March are Nathan Green, security at Millard South High School, and Sheryl Forehead, foreign language teacher at Millard South High School.

AF:sp

7.

**AGENDA SUMMARY SHEET**

**AGENDA ITEM:** Approval of Policy 8230 – Internal Board Policies – Remuneration and Reimbursement

**MEETING DATE:** March 3, 2003

**DEPARTMENT:** Superintendent's Office

**TITLE AND BRIEF:**

**DESCRIPTION:** We continue to update the policies and rules in the 8000 Series

**ACTION DESIRED:** Approval

**BACKGROUND:** The last revision was done in 1998.

**OPTIONS/ALTERNATIVE CONSIDERATIONS:** N/A.

**RECOMMENDATIONS:** Approval

**STRATEGIC PLAN REFERENCE:**

**IMPLICATIONS OF ADOPTION OR REJECTION:**

**TIME LINE:**

**PERSONS RESPONSIBLE:** Dr. Keith Lutz

**SUPERINTENDENT'S APPROVAL:** Keith Lutz



## **Internal Board Policies**

### **Remuneration and Reimbursement**

**8230**

Members of the Board shall be reimbursed for all necessary ~~and legal~~ expenses incurred in attending any meetings or in making any trips on official business for the sSchool dDistrict when so authorized by the Board.

Legal Reference: Neb. Rev. Stat. § 79-807 Board of Education; compensation, and;  
79-546 Association of school boards, membership dues; payment authorized

Related Policies & Rules: 8230.1

Policy Adopted: February 4, 1974  
Revised: September 9, 1996; August 3, 1998

Millard Public Schools  
Omaha, NE

**AGENDA SUMMARY SHEET**

**AGENDA ITEM:** Approval of Policy 8240 – Internal Board Policies – Retirement:  
Members of the Board

**MEETING DATE:** March 3, 2003

**DEPARTMENT:** Superintendent's Office

**TITLE AND BRIEF:**

**DESCRIPTION:** We continue to update the policies and rules in the 8000 Series

**ACTION DESIRED:** Approval

**BACKGROUND:** The last revision was done in 1996.

**OPTIONS/ALTERNATIVE CONSIDERATIONS:** N/A.

**RECOMMENDATIONS:** Approval

**STRATEGIC PLAN REFERENCE:**

**IMPLICATIONS OF ADOPTION OR REJECTION:**

**TIME LINE:**

**PERSONS RESPONSIBLE:** Dr. Keith Lutz

**SUPERINTENDENT'S APPROVAL:** \_\_\_\_\_

*Keith Lutz*

**Internal Board Policies**

**Retirement: Members of the Board**

**8240**

Upon completion of his or her *final* term ~~or terms~~ as a member of the Board of Education, the member will be publicly recognized and thanked for his or her service to the school ~~and~~ District. Public recognition shall be entered into the minutes of the Board.

Related Policies & Rules: 8240R1, 8225P

Policy Adopted: November 17, 1980

Revised: September 9, 1996

Millard Public Schools

Omaha, Nebraska

**AGENDA SUMMARY SHEET**

**AGENDA ITEM:** Approval of Policy 8260 -- Internal Board Policies -- Employee Recognition

**MEETING DATE:** March 3, 2003

**DEPARTMENT:** Superintendent's Office

**TITLE AND BRIEF:**

**DESCRIPTION:** We continue to update the policies and rules in the 8000 Series

**ACTION DESIRED:** Approval

**BACKGROUND:** The policy was adopted in 1996.

**OPTIONS/ALTERNATIVE CONSIDERATIONS:** N/A.

**RECOMMENDATIONS:** Approval

**STRATEGIC PLAN REFERENCE:**

**IMPLICATIONS OF ADOPTION OR REJECTION:**

**TIME LINE:**

**PERSONS RESPONSIBLE:** Dr. Keith Lutz

**SUPERINTENDENT'S APPROVAL:**



## **Internal Board Policies**

### **Employee Recognition**

**8260**

~~In the fall of~~ Each year, employees who have served the District for 10 years, 15 years, 20 years, 25 years, 30 years, 35 years and beyond, in five year increments, will be honored by a Board hosted dinner. A plaque will be given to 10-year honorees. ~~with a~~ A smaller plaque attachment designating years of service *will be given to for the other honorees as the honorees complete the service of each successive five year increment.* Beginning with the 30th year, employees will receive a special gift designated by the Board. The budget for this employee recognition ~~will~~ shall be set annually by the Board and will comply with expenditure rules established by the Nebraska Accountability and Disclosure Commission.

Related Policies & Rules: 8225P

Policy Adopted: September 9, 1996

Millard Public Schools  
Omaha, NE

**AGENDA SUMMARY SHEET**

**AGENDA ITEM:** Approval of Policy 8270 – Internal Board Policies – Remembrances and  
Congratulatory

**MEETING DATE:** March 3, 2003

**DEPARTMENT:** Superintendent's Office

**TITLE AND BRIEF:**

**DESCRIPTION:** We continue to update the policies and rules in the 8000 Series

**ACTION DESIRED:** Approval

**BACKGROUND:** The policy was adopted in 1996.

**OPTIONS/ALTERNATIVE CONSIDERATIONS:** N/A.

**RECOMMENDATIONS:** Approval

**STRATEGIC PLAN REFERENCE:**

**IMPLICATIONS OF ADOPTION OR REJECTION:**

**TIME LINE:**

**PERSONS RESPONSIBLE:** Dr. Keith Lutz

**SUPERINTENDENT'S APPROVAL:**



**Internal Board Policies**

**Remembrances and Congratulations**

**8270**

Reasonable and appropriate expressions of sympathy or congratulations in the name of the District may be sent *to members of the community, elected officials and employees of the District as when* directed by the Board President.

Related Policies & Rules: 8225P

Policy Adopted: September 9, 1996

Millard Public Schools  
Omaha, NE

**AGENDA SUMMARY SHEET**

**AGENDA ITEM:** Approval of Policy 8330 – Internal Board Policies – Formulation of Administrative Regulations

**MEETING DATE:** March 3, 2003

**DEPARTMENT:** Superintendent's Office

**TITLE AND BRIEF:**

**DESCRIPTION:** We continue to update the policies and rules in the 8000 Series

**ACTION DESIRED:** Approval

**BACKGROUND:** The last revision was done in 1974.

**OPTIONS/ALTERNATIVE CONSIDERATIONS:** N/A.

**RECOMMENDATIONS:** Approval

**STRATEGIC PLAN REFERENCE:**

**IMPLICATIONS OF ADOPTION OR REJECTION:**

**TIME LINE:**

**PERSONS RESPONSIBLE:** Dr. Keith Lutz

**SUPERINTENDENT'S APPROVAL:** Keith Lutz



## Internal Board Policies

### Formulation of Administrative Regulations

8330

~~The Board shall delegate to the Superintendent the function of specifying required actions and designing the detailed arrangements under which the schools will be operated. Such rules and detailed arrangements shall constitute the administrative regulations governing the schools.~~

~~The administrative regulations must be in every respect consistent with the policies adopted by the Board. The Board itself will formulate and adopt administrative regulations only when specific state laws require Board adoption, and may do so when the Superintendent recommends Board adoption in light of strong community attitudes, or probable staff reaction.~~

*The Superintendent shall implement the policies of the Board and provide for the District to meet the requirements of law. He or she shall, from time to time, formulate and enact rules and regulations for the operating of the schools of the District and District activities.*

*The rules and regulations shall be approved by the Board prior to the effective date of the rules and regulations.*

*The Superintendent may delegate to building principals and other administrators authority to formulate and establish rules and regulations for buildings and activities. The rules and regulations of the building Principals and administrators shall be subject to the approval of the Superintendent and Board.*

*The Superintendent or his or her designee shall select the means of publication to inform persons and organizations to which the rules and regulations apply.*

~~Legal Reference: RRS 79-807~~

Policy Adopted: February 4, 1974  
Revised:

Millard Public Schools  
Omaha, NE

**AGENDA SUMMARY SHEET**

**MEETING DATE:** March 3, 2003

**DEPARTMENT:** Educational Services

**TITLE AND BRIEF DESCRIPTION:** Millard Education Program – Use of Assessment Data. Annual Review of Policy 6315 and Rule 6315.1

**ACTION DESIRED:** \_\_\_\_\_ Approval

**BACKGROUND:** This policy and rule represents the work of the strategic plan, strategy 1: the process of identifying, developing and implementing the outcomes, standards, and assessments for the Millard Education Program. An annual review of this policy and rule is required.

**OPTIONS AND ALTERNATIVES CONSIDERED:** N/A

**RECOMMENDATIONS:** Approval

**STRATEGIC PLAN REFERENCE:** Strategy 1

**IMPLICATIONS OF ADOPTION OR REJECTION:** N/A

**TIMELINE:** N/A

**RESPONSIBLE PERSON(S):** Dr. Martha Bruckner

**SUPERINTENDENT'S APPROVAL:** \_\_\_\_\_

*Keith Lutz*

**BOARD ACTION:**

**Millard Education Program – Use of Assessment Data**

The Millard School District shall assess the progress of students through a district-wide assessment system. Such an assessment system shall provide for a fair and adequate measurement of each student's progress and achievement. The information provided by the assessment system shall be used by the Millard Board of Education and the District staff to evaluate the progress of students; differentiate instructional strategies; ~~and~~ adjust the district curriculum; *and plan and provide reteaching experiences for students.*

Essential learner outcome assessments will be valid, reliable, and aligned with the curriculum and outcomes in reading, writing, mathematics, science, and social studies. The district will allocate resources to support continued student progress.

Related Policies: 6301, 6320  
Related Rules: 6301.1, 6315.1, 6320.1

Policy Approved: December 21, 1998  
Revised: February 4, 2002, \_\_\_\_\_ 2003

Millard Public Schools  
Omaha, NE

**AGENDA SUMMARY SHEET**

AGENDA ITEM: Approval of Rule 1310.1  
Community – Complaints: School Personnel

MEETING DATE: Monday, March 3, 2003

DEPARTMENT: Superintendent's Office

TITLE AND BRIEF DESCRIPTION: We are updating the Rule: Complaints: School Personnel

ACTION DESIRED: Approval

BACKGROUND: This rule was tabled at the last board meeting. Additional language was inserted in response to board comments. The rule is due for revision since it was approved in 1975.

OPTIONS AND ALTERNATIVES: Leave unchanged, delete, or make additional revisions.

RECOMMENDATION: Approval

STRATEGIC PLAN REFERENCE: Parameter: We will always communicate effectively, both internally and externally, in order to implement our Strategic Plan, operate our schools, and maintain high levels of community support.

IMPLICATIONS OF ADOPTION/REJECTION: N/A

TIMELINE: We will continue to bring policies and rules from the 1100 series to you this year.

PERSON RESPONSIBLE: Amy Friedman

SUPERINTENDENT APPROVAL: Keith Lipz

Community

Complaints: School Personnel

1310.1

*The following procedures have been established to provide a system for receiving, considering and acting upon complaints regarding school personnel.*

- I. The normal channel for complaints concerning school personnel shall be from the complainant to the teacher to the building principal to the Assistant Superintendent of Human Resources to the Superintendent. Reasonable efforts should be made to resolve the complaint at the earliest stage. Complaints not resolved at the point of origin must be submitted in writing before further processing. Complaints regarding instructional materials shall follow the procedures of District Rule 1310.2. Complaints regarding inappropriate conduct by school personnel or regarding child abuse or neglect as a result of the conduct by school personnel, shall follow the procedures of District Rule 4163.3.*
- II. When a complaint concerning school personnel is made directly to the Board as a whole, the complaint shall be referred to the Superintendent.*
- III. When a complaint concerning school personnel is made to a Board member individually, the Board member will explain the normal channel for complaints as written in Section I (above) or refer the complaint to the Superintendent.*
- IV. When a teacher receives a complaint, the teacher will immediately address the concerns and/or issues by scheduling an initial informal conference with the complainant, thereby providing an opportunity for a discussion and informal resolution of the complaint. If, following the initial informal conference, the complainant chooses to pursue formal complaint procedures, then the complainant must submit the complaint in writing to the building principal.*
- V. When a building principal receives a complaint, the building principal will immediately schedule a formal conference with the teacher and complainant at which the complainant's concerns and/or issues shall be discussed. Failure of the complainant to participate in a formal conference will result in the discontinuance of the complaint procedure.*
- VI. If the complainant's concerns and/or issues are not resolved at the formal conference, the building principal will notify the Assistant Superintendent of Human Resources and will forward the written complaint and a written report of the formal conference.*
- VII. Upon receipt of a written complaint and the building principal's report, the Assistant Superintendent of Human Resources will schedule a formal conference with the teacher, the building principal and the complainant, at which the complainant's concerns and/or issues shall be discussed. Following this formal conference, the*

*Assistant Superintendent of Human Resources may undertake any needed investigation relating to the complaint and will thereafter render a written disposition of the complaint within ten (10) school days of the formal conference.*

- VIII. If the complainant desires to have the disposition by the Assistant Superintendent of Human Resources reviewed by the Superintendent, then the complainant must submit a written request for review within five (5) school days of receipt of the disposition by the Assistant Superintendent of Human Resources. The written request for review shall be submitted to the Assistant Superintendent of Human Resources, and upon receipt thereof the Assistant Superintendent of Human Resources will forward to the Superintendent the complaint, the building principal's report, his/her written disposition, and the request for review.*
- IX. Upon receipt of a request for review, the Superintendent will review the complaint, the building principal's report, and the written disposition of the Assistant Superintendent of Human Resources, and the Superintendent will undertake such investigation as he/she determines to be appropriate. Thereafter, the Superintendent will render a written disposition of the complaint within ten (10) school days of his/her receipt of the request for review.*

Related Policy : 1310P, 1310.2, 1125, 4163.3

Rules Approved: February 17, 1975

Millard Public Schools

Revised: \_\_\_\_\_, 2003

Omaha, NE

Community

Complaints

1310.1

School Personnel

~~The normal channel for complaints concerning school personnel shall be from complainant to employee to principal to Superintendent to Board. Every effort will be made to satisfy the complainant at the earliest possible stage. Complaints not resolved at the point of origin must be submitted in writing before further processing.~~

~~When a complaint is made directly to the Board as a whole or to a Board Member as an individual, it shall be referred to the Office of the Superintendent. When a complaint results in a written report being filed in the staff member's personnel folder, the individual involved will receive a copy of the report.~~

~~If it appears necessary, the Superintendent, the person who made the complaint, or the employee involved may request a public or executive session of the Board for the purposes of complete study and a decision by this body. All parties involved, including the school administration, shall be asked to attend such a meeting for the purpose of presenting additional facts, making further explanations, and clarifying the issues.~~

~~No hearing (subject to the exception hereinafter) whether in executive session or in public, shall be held by the Board on such a complaint without the Board first having received from the Superintendent his written report concerning such complaint, such report to include but not be limited to the following:~~

- ~~A. The name of each employee involved~~
- ~~B. A brief but specific summary of the nature of the complaint and the facts surrounding same, sufficient to inform the Board and the employee as to the precise nature of the complaint, and to allow the employee to prepare a defense~~
- ~~C. A true copy or the signed original of the complaint, itself~~
- ~~D. A summary of the action taken by the Superintendent in connection with the complaint, which summary shall include his specific finding that effective disposition at the Superintendent's level is not feasible, and the reasons therefore.~~

~~(\*Exception: notwithstanding the provisions of paragraph 4, any written complaint forwarded to the Board, whether by the district administration or otherwise, which meets the informational requirements of sub-paragraphs 1 and 2 above, and which further contains within it specific allegations of (a) prior submission of the complaint in the same or similar form to the Superintendent, and (b) the failure or refusal of the Superintendent to effectively dispose of the complaint, shall, subject to Board agenda requirements, be heard by the Board at its next regularly scheduled session or any other session scheduled for the purpose of such hearing.)~~

~~Administration Help to the Public: The district administration shall cooperate so as to quickly and easily meet the informational requirements of these rules. Copies of these rules regarding the submission and handling of all such complaints shall be made freely available.~~

Related Policy : 1310P

Rules Approved: February 17, 1975

Millard Public Schools

Revised:

Omaha, NE



AGENDA ITEM: First reading of Policy 1125  
Community – Communications with the Board of  
Education

MEETING DATE: Monday, March 3, 2003

DEPARTMENT: Superintendent's Office

TITLE AND BRIEF  
DESCRIPTION: We are updating the Policy: Communications with  
The Board of Education

ACTION DESIRED: First reading

BACKGROUND: This Board requested that this policy be re-examined to  
make it consistent with changes made to rule 1310.1.

OPTIONS AND  
ALTERNATIVES: Leave unchanged, delete, or make additional revisions.

RECOMMENDATION: Approval

STRATEGIC PLAN  
REFERENCE: Parameter: We will always communicate effectively, both  
internally and externally, in order to implement our  
Strategic Plan, operate our schools, and maintain high  
levels of community support.

IMPLICATIONS OF  
ADOPTION/REJECTION: N/A

TIMELINE: We will continue to bring policies and rules from the 1100  
series to you this year.

PERSON RESPONSIBLE: Amy Friedman

SUPERINTENDENT APPROVAL: \_\_\_\_\_

*Keith Lutz*

Community

Communications with the Board of Education

1125

Members of the Board, individually or collectively, recognize and welcome their responsibilities for listening to and seeking comments and suggestions from members of the community.

Board members individually will refer complaints, suggestions, and constructive criticism about policy and operational matters directly to the Superintendent for appropriate consideration and action. *When a complaint concerning school personnel is made to a Board member individually, the Board member will explain the normal channel for complaints as written in Rule 1310.1 or refer the complaint to the Superintendent.*

No Board member may speak for, or in the name of, the total Board unless so directed.

*Related Policy and Rule: 1310, 1310.1*

Rev. Stat. 79-526

Policy Adopted: February 17, 1975

Millard Public Schools

Revised: December 16, 2002  
\_\_\_\_\_, 2003

Omaha, NE

AGENDA SUMMARY SHEET

**Agenda Item:** Policy 4401

**Meeting Date:** First Reading March 3, 2003  
Second Reading March 17, 2003

**Department:** Human Resources

**Title and Brief Description:** We are completing the examination and updating of the policies and rules in the 4000 series.

**Action Desired:** Approval

**Background:** This policy needs to be revised to conform to collective bargaining agreements.

**Options/Alternatives Considered:** N/A

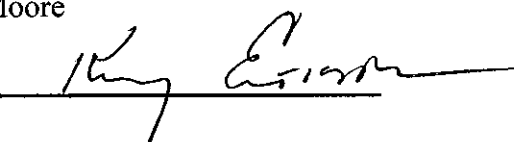
**Recommendations:** Approval

**Strategic Plan Reference:** N/A

**Implications of Adoption/Rejection:** N/A

**Timeline:** We will continue to bring policies and rules from the 4000 series to you this year.

**Responsible Persons:** Steve Moore

**Superintendent's Signature:** 

**Personnel**

**Longevity Stipend**

**4401**

The District may provide eligible ~~certificated~~ employees with a longevity stipend.

Policy Adopted: December 15, 1986

Revised: August 16, 1993; \_\_\_\_\_

Millard Public Schools  
Omaha, Nebraska

AGENDA SUMMARY SHEET

**Agenda Item:** First reading of Policy 4510

**Meeting Date:** March 3, 2003

**Department:** Human Resources

**Title and Brief Description:** We are completing the examination and updating of the policies and rules in the 4000 series.

**Action Desired:** First reading of Policy 4510

**Background:** This policy needs to be reviewed since it was last revised in 1993. Attached you will find the accompanying rules for your review, and also a summary of returns and resignations for the last four years.

**Options/Alternatives Considered:** N/A

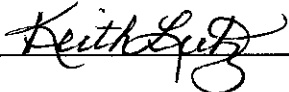
**Recommendations:** 1<sup>st</sup> reading of Policy 4510

**Strategic Plan Reference:**

**Implications of Adoption/Rejection:** N/A

**Timeline:** We will continue to bring policies from the 4000 series to you this year.

**Responsible Persons:** Kirby Eltiste, Steve Moore

**Superintendent's Signature:**  \_\_\_\_\_

LEAVES OF ABSENCE

	1999-2000	2000-2001	2001-2002	2002-2003
Total on Leave	41	38	40	32
Total Returned	13	5	14	5
Total Resigned	18	17	16	15
1st year leave	29	27	25	22
Returned	11	3	6	5
Resigned	8	8	8	5
Requested 2nd yr.	10	16	10	12
2nd year leave	12	11 **	16	10
Returned	2	2	8	0
Resigned	10	9	8	10
		** 1 returned; then		
		took 2nd yr. Leave		
		on 11/3/00		

## Personnel

### Leaves of Absence

4510

Leaves of absence may be granted with or without loss of pay provided, however, that such shall be in accordance with the federal and state laws . Any rights of the employer are specifically reserved by the District.

All leaves granted in accordance with this policy and its applicable rules shall be reported to the Board semi-annually. ~~Situations involving perpetually infectious diseases or extended active duty military leave shall be reported as the situations arise.~~

Related Rules: 4510R1; 4510R2; 4510R3; 4510R4; 4510R5; 4510R6; 4510R7; 4510R8; 4510R9; 4510R10; 4510R11; 4510R12; 4510R13; 4510R14; 4510R15

Policy Adopted: October 7, 1974

Revised: January 10, 1983; September 20, 1993

Millard Public Schools  
Omaha, Nebraska

Reaffirmed: \_\_\_\_\_

Neb. Rev. Stat 79-248, 79-824(4)

## Personnel

### Illness, Injury, Disability

4510.1

#### A. Rules:

The following provisions shall apply to usage of leave for illness, injury, and/or disability (hereinafter "sick leave") by eligible employees:

1. Eligible employees may be required to file a doctor's statement certifying to the need for the absence when using leave for illness, injury, or disability.
2. An eligible employee who has been absent due to illness, injury or disability shall report the absence and set forth sign an absent form upon return, setting forth the reason he or she is entitled to sick leave. to be granted time off at full pay. Upon completion the form will be transmitted to the personnel office through the building principal. Absences should be reported through the automated attendance program and with the building principal or immediate supervisor. Hourly employees shall report their attendance via timecards and to their principal or supervisor.
3. When an eligible employee becomes aware of circumstances which may require an extended period of absence, such employee shall notify his/her immediate supervisor. Circumstances that would require such notice include but are not limited to: pregnancy, extended illness, personal injury, anticipated surgery, hospitalization and/or disability preventing the performance of the employee's job. The eligible employee may be required to furnish a written statement from his/her physician confirming the condition and providing an opinion as to the employee's physical and/or mental ability to continue employment. If applicable, the physician shall advise the District of the scheduled date of surgery, the expected delivery date for pregnancy, and/or the date the employee should discontinue work.
4. The superintendent or his/her designee may make a continuing request for medical evidence demonstrating the continued need for sick leave time off and ~~in addition~~ may also request a physician's opinion as to the anticipated date that the eligible employee will be able to return to work.
5. Except as provided by the Family Medical Leave Act, eligible employees may use accumulated personal illness leave in the event there is illness in the immediate family; however, the maximum number of days per school year that can be used for this purpose is ten (10). The Superintendent or his/her designee may waive this maximum number for extenuating circumstances.
6. The District may limit any of the above provisions if an eligible employee has abused the District's provisions governing leaves of absence.

#### B. On-the-job Injury

Employees sustaining an injury arising out of and in the course of his/her employment with the District shall immediately notify the building principal and/or his/her immediate supervisor and shall ~~are to~~ obtain and complete a worker's compensation accident report form. The form should be sent to the ~~District's bookkeeping~~ Human Resource department within ~~three (3) one (1) days~~ twenty-four (24) hours of the injury. The employee must also complete the Choice of Doctor form. The District reserves the right to select a physician to treat the employee in accordance with Neb. Rev. Stat. §48-120

#### C. Definitions:

1. "Eligible employees" shall mean an employees who has ~~have~~ not exhausted his/her ~~their~~ paid leave (i.e. paid sick leave provided for by the applicable collective bargaining agreement or Board approved administrative allowance in the absence of a collective bargaining agreement).



2. "Extended period of absence" shall mean an absence of three (3) or more consecutive work days.
3. "Immediate family" shall mean the following: employee's spouse, parents, children, grandchildren, brothers, sisters, grandmothers, grandfathers, mother-in-law, father-in-law, sisters-in-law, brothers-in-law, sons-in-law, daughters-in-law, spouse's grandparents, or any relative who is a permanent resident in the employee's home or for whom the employee has specific legal responsibility.

Related Policies and Rules: 4510P, 4510R6;

Legal Reference: Neb. Rev. Stat. §48-164, 48-165, R.R.S. 1943, and  
48-120, 48-120.02, 48-163, 48-168, 48-173 (Supp. 1993).

Rule Approved: October 7, 1974

Revised: 7/5/83; 4/15/85; 7/10/89; 9/7/93; 9/9/96; 7/27/98; \_\_\_\_\_

Millard Public Schools  
Omaha, NE

## Personnel

### Long Term Disability - Group Income Protection Plan

4510.2

#### A. Procedure

Employees who qualify for long term disability under the District's Group Income Protection Plan (hereinafter Plan) shall be placed on a leave of absence for a period not to exceed the earlier of a. four (4) years or b. termination of coverage under the Plan. In order for such leave to be effective, the following procedures shall be followed:

1. The employee shall submit a written request to the ~~office of the Superintendent~~ or designee, setting forth the reason for the request and, if known, the anticipated date for return to employment.
2. The ~~office of the Superintendent~~ or designee shall review the request and determine if the employee is eligible for the leave.
3. In the event it is determined that the leave will exceed four (4) years, the employee shall submit a written request for a subsequent leave prior to the expiration of the four (4) year period.
3. Notice shall be provided to the ~~office of the Superintendent~~ or designee when the employee determines he/she is able to return to employment.

#### B. Salary and Benefits

During the leave(s) of absence, the employee will not be paid a salary nor will he/she be advanced on the salary schedule. Health insurance coverage provided to the employee by the District immediately prior to the leave of absence, will be continued during such leave at the employee's expense in accordance with the provisions of COBRA and the health insurance plan. This rule shall apply to all employees, who are or have been receiving benefits under the Plan.

#### C. Return to Employment

If an employee is re-hired after long term disability, the District will attempt to place the employee in a position comparable to the position held prior to the leave of absence.

Legal Reference: Neb. Rev. Stat. 79-12,120

Related Policies and Rules: 4405.1; 4510P

Rule Approved: October 3, 1988

Revised: September 7, 1993; \_\_\_\_\_

Millard Public Schools  
Omaha, Nebraska

## Personnel

### Business and Emergency Leave

4510.3

Leave with pay ~~for up to two days per school year~~ may be granted to eligible employees for personal business obligations or unforeseen emergencies (hereinafter "B/E leave") which cannot be scheduled on non-duty days or at a time other than during working hours.

Requests for B&E leave ~~business and emergency~~ leave shall be reviewed by the employee's immediate supervisor before being submitted to the Human Resources office for consideration. Approval of B&E leave shall be at the sole discretion of the District and will be based upon the particular date the leave is requested, the number of requests for the date requested, and the availability of a substitute (if needed), and any other factors the District deems relevant in making a determination.

#### A. Sufficient Grounds for B/E Leave:

~~The following guidelines are to assist in deciding leave for business or emergency reasons. Exceptions and/or deviations may be made in extreme cases with the approval of the administration. Such Examples of situations for which B&E leave may be granted are: for the following reasons:~~

1. Legal matters which cannot be arranged at a time other than during working hours.
2. To attend the funeral of a friend or non-immediate family member.
3. Doctor or dental appointments for one's self or immediate family members which **cannot** be scheduled at a time other than during working hours.
4. College requirement - meeting with advisor, taking tests, etc. which **cannot** be scheduled at a time other than during working hours.
5. Closing on the sale or purchase of your personal primary residence.
6. Moving to or from a house which **cannot** be scheduled at a time other than working hours,
7. Weddings and/or graduations of the employee or immediate family members. (Note: employees are limited to paid leave on the day of the graduation or wedding of immediate family members; a second B/E day will be allowed for travel if the ceremony is more than 200 miles away.)
8. Attending competition which is sanctioned by the District provided the employee is the spouse of an employee-participant or the parent of a student-participant.
9. Observation of major religious holiday as approved by the Human Resources Office.

#### B. Insufficient Grounds for B/E Leave:

1. Weddings and or graduations for someone other than self or an immediate family member.
2. Accompanying a spouse on a business trip or vacation.
3. Ill health of a friend or non-immediate family member.
4. Applying or interviewing for a position outside the District.
5. Entertaining, shopping and/or running errands.

6. Closing on the sale or purchase of rental, business, or secondary property.
7. Looking for housing.
8. Personal recreational activities (e.g. hunting, fishing, hobbies, family or personal vacations and family business trips.)

Leave without pay may be granted for any of the above grounds if approved by the ~~administration~~ Superintendent or his/her designee.

C. Definitions:

1. "Eligible employees" shall mean employees who have not exhausted their paid leave (i.e. paid sick leave) provided for by the applicable collective bargaining agreement or Board approved administrative allowance in the absence of a collective bargaining agreement. Use of Business and Emergency leave shall reduce the paid leave allocation of the employee.
2. "Immediate family" shall mean employee's spouse, parents, children, grandchildren, brothers, sisters, grandparents, mother-in-law, father-in-law, brother-in-law, sister-in-law, son-in-law, daughter-in-law, spouse's grandparents or any other relative who is a permanent resident in the home or for whom the employee has specific legal responsibility.

Related Policies and Rules: 4510P; 4510R4

Rule Approved: October 7, 1974

Revised: 8/6/1979; 7/10/1989; 9/7/1993; 6/16/97; 7/27/98; \_\_\_\_\_

Millard Public Schools  
Omaha, NE

## Personnel

### Leave Without Pay

4510.4

Requests for leave without pay will be considered on an individual basis. Factors for determination will include the amount of leave time requested, the frequency of the employee request for leave without pay, the availability of a substitute (if necessary), the effect of leave on the educational program, and any other factors deemed relevant by the administration. Requests for an extension of leave without pay after a medical leave has expired will also be considered on an individual basis. The District discourages the use of leave without pay for family or personal vacations and/or family or spousal business trips.

#### A. Procedure

Initial approval or denial will be made by the immediate supervisor. The supervisor's recommendation decision will be submitted to the Human Resources Office for final determination.

#### B. Benefits and Salary Schedule

Leave without pay exceeding ~~five (5)~~ ten (10) days shall also be leave without paid benefits for the entire unpaid leave period.

A certificated employee paid on the teachers' or nurses' salary schedule must be employed and paid for a minimum of 135 90 days of employment in the District in order to advance move to the next step on the teachers' or nurses' salary schedule.

#### C. Violation of District Determination

If a request for leave is denied and the individual takes unauthorized leave or the employee takes more leave than the amount authorized by the District, the employee's actions shall constitute ~~will be considered~~ neglect of duty and conduct which interferes substantially with the continued performance of the employee's duties as set forth in 79-824(4).

Related Policies and Rules: 4510P; 4510R1; 4510R3; 4510R4

Legal Reference: Neb. Rev. Stat. 79-824(4)

Rule Approved: July 21, 1980

Revised: September 7, 1993; \_\_\_\_\_

Millard Public Schools  
Omaha, Nebraska

## Personnel

### Extended Leave Without Pay

4510.5

Extended leave without pay is leave for one or more complete semesters or, in the case of leave under the Family and Medical Leave Act ("FMLA"), for a period of time exceeding the twelve (12) weeks available under the FMLA. Such leave may be granted for continuing one's education, personal or immediate family health reasons, or to stay at home with one's children. At the sole discretion of the District, such leave may also be granted for other personal reasons depending upon the circumstances. Such leave will not be granted if the purpose of the requested leave is to seek or obtain other gain employment. ~~outside the Millard School District.~~

#### A. Procedure

After a minimum of three years of employment with the District, an extended leave without pay may be granted. The following procedure must be followed:

1. A request for an extended leave of absence without pay must be submitted in writing to the Human Resources Office. Such request must receive formal approval from the Board of Education.
2. Leaves may be granted for up to one school year. To continue leave beyond one school year, the employee must reapply ~~each year~~. A leave beyond the second school year will only be granted in extreme circumstances.
3. When an employee wishes to return from extended leave without pay, the employee shall report this intention in writing to the Human Resources Office on or before February 1 during the year in which the leave is in effect. If no such notice is received on or before February 1, the employee's inaction will be considered a resignation. The District shall not be responsible for reminding an employee of this requirement.

#### B. Salary and Benefits

During the extended leave without pay, the employee will not receive salary nor credit for years of service with the District increments. Health insurance coverage provided to the employee by the District immediately prior to the leave of absence may be continued during such leave at the employee's expense in accordance with the provisions of COBRA and the health insurance plan.

#### C. Return to Employment

The District does not ~~cannot~~ guarantee that an employee on extended leave without pay will return to the position held prior to the leave of absence. Reasonable efforts will be made to place the employee in the same or comparable position upon returning to employment.

Related Policies and Rules: 4510P; 4510R4; 4510R6

Rule Approved: April 16, 1979

Revised: September 7, 1993; \_\_\_\_\_

Millard Public Schools

Omaha, Nebraska

## Personnel

### Family and Medical Leave Act ("FMLA")

4510.6

#### A. Entitlement to Unpaid Leave Under the FMLA.

1. Grounds for Leave. An eligible employee shall be entitled to a total of 12 work weeks of leave during any 12 month period for one or more of the following reasons:
  - a. The birth of a son or daughter of an employee;
  - b. The placement of a son or daughter with an employee for adoption or foster care;
  - c. To care for a spouse, son, daughter, or parent of an employee if such spouse, son, daughter, or parent has a serious health condition; and/or
  - d. A serious health condition that makes an employee unable to perform the functions of the position of such employee.
2. Expiration of Entitlement for Child Birth or Adoption. The entitlement to leave under subparagraph A.1.a. (hereinafter "A.1.a.") and A.1.b. (hereinafter "A.1.b.") shall expire at the end of the 12 month period beginning on the date of such birth or placement.
3. Paid and Unpaid Leave. If the District provides paid leave for fewer than 12 work weeks, the additional weeks of leave necessary to attain the 12 work weeks of leave required under this Rule will be provided without compensation.

The District shall require the employee to substitute any of the employee's available paid leave for any part of the 12 week period for such leave.

No extensions beyond the 12 weeks for any given 12 month period will be allowed without prior District approval. If an employee, however, uses paid leave under circumstances that are determined by the District not to qualify as FMLA leave, the leave will not count against the 12 weeks of FMLA leave to which the employee is entitled.

If any of the above provisions are subject to a collective bargaining agreement, the provisions of the collective bargaining agreement shall prevail.

4. Intermittent or Reduced Leave.
  - a. Immediate Family or Employee Health Leave for Instructional Personnel. Subject to the following paragraph, in any case in which an eligible District employee, employed principally in an instructional capacity for the District, requests leave under subparagraph A.1.c. (hereinafter "A.1.c.") or subparagraph A.1.d. (hereinafter "A.1.d.") that is foreseeable based on planned medical treatment and the employee would be on leave for greater than 20% of the total number of working days in the period during which the leave would extend, the District may require that such employee elect either:
    - i. To take leave for periods of a particular duration, not to exceed the duration of the planned medical treatment; or
    - ii. To transfer temporarily to an available alternative position offered by the District for which the employee is qualified and that:

1) Has equivalent pay and benefits; and

2) Better accommodates recurring periods of leave than the employee's regular employment position.

b. Immediate Family or Employee Health for Non-instructional Personnel. Leave under A.1.c. or A.1.d. may be taken intermittently or on a reduced leave schedule when medically necessary. The taking of leave intermittently or on a reduced leave schedule pursuant to this paragraph shall not result in a reduction of the total leave to which the employee is entitled (12 weeks) beyond the amount of leave actually taken. If an employee requests intermittent leave, or leave on a reduced leave schedule, for immediate family or employee health under A.1.c. or A.1.d. that is foreseeable based on planned medical treatment, the District can require such employee to transfer temporarily to an available alternative position offered by the District for which the employee is qualified and that:

i. Has equivalent pay and benefits; and

ii. Better accommodates recurring periods of leave than the employee's regular employment position.

c. Birth or Adoption. Leave under A.1.a. or A.1.b. shall not be taken by an employee intermittently or on a reduced leave schedule unless the employee and the District agree otherwise.

B. Employee's Notice Requirement for Births or Adoptions.

In any case in which the necessity for leave under A.1.a. or A.1.b. is foreseeable based on an expected birth or placement, the employee shall provide the District Human Resources Office with not less than 30 days' notice before the date the leave is to begin of the employee's intention to take leave, except that if the date of the birth or placement requires leave to begin in less than 30 days, the employee shall provide such notice as soon as is practicable.

C. Duties of District Human Resources Involving Immediate Family or Employee's Health.

In any case in which the necessity for leave under subparagraphs A.1.c. or A.1.d. is foreseeable based on planned medical treatment, the employee:

1. Shall make a reasonable effort to schedule the treatment so as not to disrupt unduly the operations of the District, subject to the approval of the health care provider of the employee or the health care provider of the son, daughter, spouse, or parent of the employee, as appropriate;

2. Shall provide the District Human Resources Office with not less than 30 days' notice, before the date the leave is to begin, of the employee's intention to take leave under such subparagraph, except that if the date of such treatment requires leave to begin in less than 30 days, the employee shall provide such notice as soon as is practicable.

D. Certification. The District shall require that a request for leave under A.1.c. or A.1.d. be supported by a certification issued by the health care provider of the eligible employee or of the son, daughter, spouse, or parent of the employee, as appropriate. The employee shall provide, in a timely manner, a copy of such certification to the employer through the District Human Resources Office on forms provided by the District.

1. Second Opinion. In any case in which the District has reason to doubt the validity of the certification provided for leave under A.1.c. or A.1.d., the District may require, at the expense of the District, that the eligible employee obtain the opinion of a second health care provider designated or approved by the District concerning any information certified above for such leave.



A health care provider so designated by the District shall not be employed on a regular basis by the District.

2. **Resolution of Conflicting Opinions.** In any case in which the second opinion described above differs from the opinion of the original certification provided under this Rule, the District may require, at the expense of the District, that the employee obtain the opinion of a third health care provider designated or approved jointly by the District and the employee concerning the information so certified under this Rule. The opinion of the third health care provider concerning the information certified under this Rule shall be considered to be information certified under this Rule shall be considered to be final and shall be binding on the District and the employee.
3. **Subsequent Recertification.** The District may require that the eligible employee obtain subsequent recertifications on a reasonable basis.

E. **Spouses Employed by the District.** In any case in which a husband and wife entitled to leave under this Rule are both employed by the District, the aggregate number of work weeks to which both may be entitled will be limited to 12 work weeks during any 12 month period in which such leave is taken under subparagraphs A.1.a., A.1.b. or A.1.c.

F. **Employment and Benefits Protection.**

1. **Restoration to Position.** Except as otherwise provided, any eligible employee who takes leave under this Rule for the intended purpose of the leave shall be entitled, on return from such leave:
  - a. To be restored by the District to the position of employment held by the employee when the leave commenced; or
  - b. To be restored to an equivalent position with equivalent employment benefits, pay, and other terms and conditions of employment. For purposes of determinations relating to restoration to an equivalent position, such determination shall be made on the Basis of established District School Board policies and practices and collective bargaining agreements.
2. **Employment Benefits.** The taking of leave shall not result in the loss of any employment benefits accrued prior to the date on which the leave commenced.
3. **Limitations.** Nothing in this section shall be construed to entitle any restored employee to:
  - a. The accrual of any seniority or employment benefits during any period of leave; or
  - b. Any right, benefit, or position of employment other than any right, benefit, or position to which the employee would have been entitled had the employee not taken the leave.
4. **Periodic Reporting.** The District may require an employee on leave under A.1.a. through A.1.d. to report periodically on the status and intention of the employee to return to work.

G. **Maintenance of Health Benefits.**

1. **Coverage.** Except as provided in the next succeeding paragraph, during any period that an eligible employee takes leave under this Rule, the District shall maintain coverage under its group health plan for the duration of such leave at the level and under the conditions coverage would have been provided if the employee had continued in employment continuously for the duration of such leave.

2. Failure to Return from Leave. The District may recover the premium that the District paid for maintaining coverage for the employee under such group health plan during any period of unpaid leave if:
  - a. The employee fails to return from leave under this Rule after the period of leave to which the employee is entitled has expired; and
  - b. The employee fails to return to work for a reason other than:
    - i. The continuation, recurrence, or onset of a serious health condition that entitles the employee to leave under A.1.c. or A.1.d.; or
    - ii. Other circumstances beyond the control of the employee.
3. Certification. For a claim made under preceding paragraph B.2.b.i., the District may require a timely certification by the treating health care provider on a form provided by the District to be submitted to the Human Resources Office.

H. Rules Applicable to Periods near the Conclusion of an Academic Term. The following rules shall apply with respect to periods of leave near the conclusion of the District's academic term in the case of any eligible employee employed principally in an instructional capacity by the District:

1. Leave More than Five Weeks Prior to the End of Term. If the eligible employee begins leave under this Rule more than 5 weeks prior to the end of the academic term, the District may require the employee to continue taking leave until the end of the term, if:
  - a. The leave is of at least 3 weeks duration; and
  - b. The return to employment would occur during the 3 week period before the end of such term.
2. Leave Less than Five Weeks Prior to the End of Term. If the eligible employee begins leave under A.1.a., A.1.b., or A.1.c. of this Rule during the period that commences 5 weeks prior to the end of the academic term, the District may require the employee to continue taking leave until the end of such term if:
  - a. The leave is of greater than 2 weeks duration; and
  - b. The return to employment would occur during the 2 week period before the end of such term.
3. Leave Less than Three Weeks Prior to the End of Term. If the eligible employee begins leave under A.1.a., A.1.b., or a.1.c. during the period that commences three weeks prior to the end of the academic term and the duration of the leave is greater than 5 working days, the District may require the employee to continue to take leave until the end of such term.

I. Definitions

1. Academic Term shall mean either of the two (2) school semesters.
2. Eligible Employee shall mean an employee who has been employed by the District for at least 12 month and for at least 1250 hours of service with the District during the previous 12 month period.
3. Employment Benefits shall mean all benefits provided or made available to District employees, regardless of whether such benefits are provided by a District practice or written policy or through an employee benefit plan.

4. Health Care Provider shall mean a doctor of medicine or osteopathy who is authorized to practice medicine or surgery (as appropriate) by the state in which the doctor practices or any other person determined by the Secretary of Labor to be capable of providing health care services.
5. Instructional Employees shall mean those whose principal function is to teach and instruct students in a class, small group, or on an individual basis. This term includes not only teachers, but also athletic coaches, driving instructors, and special education assistants.
6. Parent shall mean the biological parent of an employee or an individual who stood in *loco parentis* (i.e., in the place of a parent) to an employee when the employee was a son or daughter.
7. Reduced Leave shall mean a leave schedule that reduces the usual number of hours per work week, or hours per work day, of an employee.
8. Serious Health Condition shall mean an illness, injury, impairment, or physical or mental condition that involves inpatient care in a hospital, hospice, or residential medical care facility; or continuing treatment by a health care provider.
9. Son or Daughter shall mean a biological, adopted, or foster child, a stepchild, a legal ward, or a child of a person standing in *loco parentis* who is under 18 years of age or who is 18 years of age; or older and incapable of self-care because of a mental or physical disability.
10. Spouse shall mean husband or wife.
11. Twelve month period shall mean the twelve months constituting the school year, which begins August 1st and ends July 31st.

Legal Reference: Family and Medical Leave Act of 1993, Pub. L.No. 103-3, 107 Stat. 6 (1993)

Related Policies and Rules: 4510P; 4510R1; 4510R3; 4510R5

Rule Approved: September 7, 1993

Revised: September 9, 1996

Millard Public Schools  
Omaha, Nebraska

Reaffirmed: \_\_\_\_\_

## Personnel

### Perpetually Infectious Diseases

4510.7

It is the policy of the Millard Schools that there shall be no discrimination against an employee because of disability. This policy shall apply to a disability which may arise from a perpetually infectious disease; provided, however, that due consideration must be given to the specific facts of each case and the possibility of harm to others.

In all instances where an employee has a perpetually infectious disease, the employee's condition and identity will remain confidential unless the employee has consented to the release of such information. ~~Only those persons with a need to know as determined by the Team will be advised of the situation.~~

The provisions of Rule 4510.1 shall apply to eligible employees, as defined therein, with a perpetually infectious disease. In addition to the conditions set forth therein for use of sick leave days, such may also be used by persons with a perpetually infectious disease, if warranted to avoid opportunistic infections diseases.

"Perpetually infectious diseases" are those diseases which are carried throughout life by the infected person and have the potential to be transmitted to other individuals and include but are not limited to: AIDS, ARC, CMV (as defined below), Tuberculosis, Hepatitis, and Herpes.

- a. Acquired Immune Deficiency Syndrome (AIDS) - infected with human T - lymphotropic virus type III/lymphadenopathy associated virus (HTLV- III/LAV). Persons infected with this virus are unable to fight off a variety of infections and rare illnesses. Symptoms include repeated infections that result in persistent diarrhea, swollen glands, fatigue, fevers or persistent cough which the body is unable to fight off, eventually resulting in a life-threatening illness such as pneumonia or uncommon skin cancer. The disease is transmitted through blood to blood contact or intimate sexual contact.
- b. AIDS Related Complex (ARC) - a medical condition in which the body has repeated infections and is unable to protect itself from certain tumors and/or infections. Symptoms similar to AIDS are present but there has been no life-threatening illness. This condition may progress to AIDS although the symptoms may be the result of other diseases. The disease is transmitted through blood to blood contact or intimate sexual contact.
- c. Cytomegalovirus (CMV) - common virus which is harmless to most persons. At greatest risk are fetuses and persons receiving medications which suppress their natural immunity to infections. It is transmitted by close person to person contact, body secretions and blood.

The following procedures shall be followed with respect to an employee who is suspected of having or has a perpetually infectious disease.

1. Any employee who has or suspects that he/she has a perpetually infectious disease shall advise the superintendent or his designee. Such information shall be treated as confidential and will not be divulged to other persons or sources except to the extent necessary to take precautions to protect others from the disease.
2. The superintendent may require an employee to provide current medical information or to submit to a medical evaluation if he has a reasonable suspicion that an employee has a perpetually infectious disease.
3. If an employee has been diagnosed with a perpetually infectious disease, determination of whether the employee should be permitted to continue to be employed in his/her capacity will be made by a review of each individual case by a team (hereinafter "Team") established by the superintendent. The Team will consist of the school medical advisor, the employee's physician, the employee and/or his/her representative, the superintendent and/or his designee, the local Health Department representative and legal counsel, if desired. The Team shall meet within seven working days of the diagnosis and make a determination within ten working days of the Team meeting.

44.

4. The Team will consider the following factors in arriving at its recommendation as to the propriety of the employee's continued employment in his/her current capacity:
  - a. The employee's work place and interaction with other persons;
  - b. the physical condition of the employee;
  - c. whether the employee's condition substantially interferes with his/her ability to perform essential job functions with reasonable accommodation; and
  - d. whether the employee poses a substantial possibility of harm to others.
5. Upon diagnosis and prior to a decision by the Team, the superintendent may remove the employee from the work place if he determines that the employee's presence in the work place poses a health threat.
6. Based upon the information available to the Team, it may recommend:
  - a. continued employment in his/her current capacity;
  - b. reassignment;
  - c. leave of absence;
  - d. reduction in amount of employment;
  - e. termination;
  - f. such other reasonable accommodations as may permit the employee to perform essential job functions; or
  - g. any combination of the above
7. Based upon the Team's recommendation, the superintendent shall take appropriate action. If the employee's employment status will be affected appropriate due process procedures as required by law shall be followed.

Legal References: 29 U.S.C. 794, 29 U.S.C. 706 705; Neb. Rev. Stat. 48-1101

Related Policies and Rules: 4100P; 4510P; 4510R1; 4510R6

Rule Approved: September 6, 1988; September 7, 1993

Millard Public Schools  
Omaha, Nebraska

Reaffirmed: \_\_\_\_\_

## Personnel

### Family Death Leave

4510.8

1. Eligible employees shall be granted not more than four (4) consecutive work days of paid leave immediately following the death of an immediate family member. Such leave covers each death in the immediate family.
2. An eligible employees who ~~is~~ ~~are~~ required to travel a minimum of four hundred miles (400) one way to attend the funeral of an immediate family member will be granted an additional day of leave. The Superintendent or his designee may grant additional days in extenuating circumstances.

#### Definitions:

"Immediate family member" shall mean the employee's spouse, parents, children, brothers, sisters, grandchildren, grandparents, mother-in-law, father-in-law, sisters-in-law, brothers-in-law, sons-in-law, daughters-in-law, spouse's grandparents, or any relative who is a permanent resident in the employee's home or for whom the employee has specific legal responsibility.

"Eligible employees" shall mean an employees who has ~~have~~ not exhausted his/her ~~their~~ paid leave (i.e. ~~paid sick~~ leave provided for by the applicable collective bargaining agreement or Board approved administrative allowance in the absence of a collective bargaining agreement. Use of Family Death leave shall reduce the paid personal leave allocation of the employee.

Rule Approved: July 10, 1989  
Revised: 9/7/93; 7/27/98

Millard Public Schools  
Omaha, Nebraska

Reaffirmed: \_\_\_\_\_

4/6.

## Personnel

### Professional Leave

4510.9

Employees of the District may request paid professional leave for the purpose of attending local, state and national professional meetings or conferences. Paid professional leave may be granted if the District determines that the attendance at such meeting or conference will directly benefit the District.

Requests by individual staff members for professional leave and related expenses will be submitted to the staff member's immediate supervisor and/or the person responsible for the budget from which expenses, if allowed, will be paid. The request should be submitted with sufficient time to make appropriate arrangements and to secure a substitute where necessary. Receipts must be submitted to the staff member's immediate supervisor if additional expense reimbursement is requested. Reimbursements of expenses will be provided in accordance with procedures provided by the Business Office.

Professional Leave is defined as time away from one's normal work assignment to participate in work related activities. These activities include, but are not limited to, professional meetings, staff development, curriculum writing, or supervision at student competition.

Professional Leave may be provided by departments for district purposes. When professional leave is initiated by the district, staff supervisors will be notified and substitutes will be scheduled where necessary.

Staff members attending professional meetings during contract time and at district expense may be required requested to submit a written report or develop a presentation which allows them to share information received at the meetings.

Professional leave shall not result in the use of paid personal leave of the employee.

~~Permission to attend local, state and national professional meetings may be granted if, in the opinion of the principal and superintendent's office, the employee could better serve the District by such attendance.~~

~~Requests will be submitted in duplicate to the principal who will make a preliminary judgment and will then submit them to the administrative office.~~

~~Requests for travel should be submitted at least one month before the proposed trip. Staff members will not normally be permitted to attend a national or regional meeting unless they are members of that organization and are active at the state level.~~

~~When a staff member has attended a professional meeting on the school District time or expense, he/she shall submit a written report to his or her immediate supervisor, as requested, along with any request for expense reimbursement.~~

Related Policies and Rules: 4510P

Rule Approved: October 7, 1974

Revised: September 7, 1993; \_\_\_\_\_

Millard Public Schools  
Omaha, Nebraska

49.

## Personnel

### Association Leave

4510.10

The membership of the teachers' organization recognized by the Board of Education will be granted a maximum aggregate total of eighteen excused absences during a single school year to attend professional meetings of the teachers' association or other association obligations.

The cost of these days will be shared equally by the ~~Board of Education~~ District and the teacher association. The association will pay half the cost of a substitute teacher for any days its members are absent for association leave.

Requests for association leave shall be reviewed by the association president and by the immediate supervisor before being submitted to the Human Resources office for consideration. The request shall state how the release time will be used.

Related Policies and Rules: 4510P

Rule Approved: March 3, 1980

Revised: September 7, 1993; \_\_\_\_\_

Millard Public Schools  
Omaha, Nebraska



**Personnel**  
**Sabbatical Leave**

4510.11

A certificated staff member who meets the criteria set forth below may apply for a sabbatical leave for up to one year. The sabbatical must involve professional growth of the individual in a scholarly program, approved by the Superintendent or his/her designee, and must be in the interest of improved education in the Millard Public Schools.

Criteria for employee eligibility:

- a. Employed full-time as a certificated employee by the Millard Public Schools for at least seven (7) consecutive years immediately preceding the request for the sabbatical leave; and
- b. Hold a Masters Degree from an approved institution; and
- c. No previous sabbatical has been taken; and
- d. Must complete at least 12 graduate level semester credit-hours during each semester of leave. Such hours shall be in a program of study leading to the completion of a PhD, EdD or EdS in Curriculum and Instruction or School Administration.

If leave is granted, the employee shall be subject to the following conditions:

- a. The employee shall sign a written agreement with the Board of Education which shall provide that at the end of the sabbatical leave, he or she will return immediately to the employment of the District for a minimum of three years; provided, however, that if the sabbatical leave is for less than a full year, the employee shall agree to return to the District's employ for three (3) semesters. The employee shall further agree to reimburse the District as set forth herein in the event he/she does not fulfill this provision.
- b. The employee will be paid one-half of his/her salary and insurance benefits during the time he/she is on sabbatical leave, provided however, that the certificated staff member receiving such insurance benefits agrees to pay and does pay the remaining one-half of the total premium.
- c. Credit will be given toward salary advancement, insurance benefits and seniority as if the employee had remained a full time employee of the District.
- d. The employee cannot be guaranteed that he/she will return to the position held prior to the sabbatical leave, but an effort will be made to place the employee in a comparable position.

If the employee does not fulfill the employment requirements following his/her sabbatical as set forth above, the employee shall reimburse the District at the time he/she ceases employment according to the following schedule:

Length of Sabbatical	Return to Employment	Amount District Reimbursed
1 year	Does not return	Full salary received
1 year	1 year	2/3 salary received
1 year	2 years	1/3 salary received
Less than 1 year	Does not return	Full salary received
Less than 1 year	1 semester	2/3 salary received
Less than 1 year	2 semesters	1/3 salary received

Application for sabbatical leave for the ensuing school year must be submitted to the Superintendent prior to January 1.

Up to 30 months of sabbatical leave may be granted by the District ~~allowed~~ during any school year. If there are more than 30 months of sabbatical leave requested in a school year, leaves will be granted to the staff members whose leaves would most benefit the District as determined by the Superintendent or designee. If a decision cannot be made based upon benefit to the District, then the staff members with the longest full-time continuous service to the District will be given preference.

Related Policies and Rules: 4510P

Rule Approved:

Millard Public Schools  
Omaha, NE

Revised: March 21, 1988; September 7, 1993; May 4, 1998

Reaffirmed: \_\_\_\_\_

**Personnel**

**Jury Duty - Election Boards - Subpoenas**

**4510.12**

Any employee who is summoned to serve on jury or election board duty, or who is subpoenaed, shall not be subject to discharge from employment, loss of pay, loss of sick leave, loss of vacation time, or any other form of penalty, as a result of his or her absence from work (including shift work) due to such service provided the employee submits a copy of the summons, in advance, to the Human Resources office.

The District may reduce the pay of an employee who is absent for jury or election board duty by an amount equal to any compensation, other than expenses, paid by the court for jury or election duty, or for the employee's appearance pursuant to a subpoena.

Legal Reference: RRS Neb. Rev. Stat. 25-1640 §25-1601

Related Policies and Rules: 4510P

Rule Approved: October 7, 1974

Revised: August 2, 1993; August 16, 1993; September 7, 1993

Reaffirmed: \_\_\_\_\_

Millard Public Schools  
Omaha, Nebraska

## Personnel

### Inclement Weather

4510.13

~~Attendance requirements for all employees of the District during periods of inclement weather shall be determined under the procedures established by the Superintendent which procedures shall be published and distributed to all employees. The Superintendent or his/her designee shall establish, publish and distribute attendance requirements for employees of the District regarding periods of inclement weather.~~ The requirements and procedures shall provide for the precedence, applicability of and effect upon other leave and attendance rules in the event of inclement weather.

Related Policies and Rules: 4510P

Rule Approved:

Revised: November 19, 1984; September 7, 1993; \_\_\_\_\_

Millard Public Schools  
Omaha, Nebraska

## Personnel

### Uniform Service Leave (Military Leave of Absence) Active Service Leave

4510.14

Leave of absence will be granted to employees of the District who are absent from employment by reason of service in the uniformed services as provided by law. ~~if the employee has given advance notice of such service, the cumulative length of absence by reason of service in the uniformed services does not exceed five (5) years except as provided by law and the employee submits a timely application for re-employment.~~

#### A. Eligibility:

The following employees are eligible for active service leave:

1. ~~Guard and Reserve Members.~~ Employees who are members of the National Guard, Army Reserve, Naval Reserve, Marine Corps Reserve, Air Force Reserve, Coast Guard Reserve and State Guard are entitled to a leave of absence, without loss of pay, on all days during which they are employed under the orders or authorization of competent authority in the active service of the State of Nebraska or of the United States, ~~not to exceed fifteen (15) work days in one any calendar year.~~ Employees who normally work or are normally scheduled to work one hundred twenty (120) hours or more in three (3) consecutive weeks shall receive a military leave of absence of one hundred twenty (120) hours each calendar year. Members who normally work or are scheduled to work less than one hundred twenty (120) hours in three (3) consecutive weeks shall receive a military leave of absence each calendar year equal to the number of hours they normally work or would be scheduled to work whichever is greater. Such military leave of absence may be taken in hourly increments and shall be in addition to the regular annual leave of the persons named in this rule.
2. ~~State of Emergency.~~ If the Governor declares that a state of emergency exists, any persons named in the first paragraph who are ordered to active service of the state shall receive a state of emergency leave of absence ~~an additional leave of absence~~ until such person is released from active service of the state by competent authority. During a state of emergency leave of absence ~~the additional leave of absence~~, the affected employee shall receive his/her normal ~~such portion of the employee's salary or compensation minus the state active duty base pay he or she receives in active service of state. as will equal the loss the employee may suffer while in active service of the state.~~
3. ~~Training and Military Duty.~~ Employees who are required to leave a position other than temporary to undergo training with the armed forces of the United States or to undertake military duty in the active service of the state are entitled to a leave of absence for such period, ~~not to exceed four years, plus any additional period as provided by law, without loss of status and without loss of pay during the first fifteen work days, which pay for the first fifteen work days is not in addition to that described in paragraph one of this Rule.~~

B. Return to Employment

~~Upon an honorable discharge from active service, such employee shall be entitled to a return to the same or a comparable position as provided by law with such seniority, status, pay, and vacation as the employee would have had if the employee had not been absent for such purpose; provided, however, that the employee is still qualified to perform the duties of the employee's former position, and the employee makes a timely application to return to employment as follows: allows within thirty (30) days of the employee's release. If such employee is not qualified to perform the duties of such position upon the employee's return by reason of a disability sustained during the training or service but is qualified to perform the duties of any other positions, the employee shall be restored to such other positions, the duties of which the employee is qualified to perform, as will provide the employee with the same seniority, status, and pay, or the nearest approximation thereof consistent with the circumstances of the employee's case. Such person shall not be discharged without justifiable cause within one year after reinstatement.~~

Service of 1 to 30 days. The employee must report to his or her employer not later than the first full regularly scheduled work period on the first full calendar day following the completion of the period of service and the expiration of eight (8) hours after the period allowing for the transportation of the person from the place of that service to the person's residence.

If, due to no fault of the employee, timely reporting back to work would be impossible or unreasonable, the employee must report back to work as soon as possible.

Fitness Exam. The time limit for reporting back to work for a person who is absent from work in order to take a fitness-for-service examination is the same as the one above for persons who are absent for 1 to 30 days.

Service of 31 to 180 days. In the case of a person whose period of service in the uniformed services was for more than 31 days but less than 181 days, an application for re-employment must be submitted to ~~with~~ the District no later than 14 days after completion of the a person's service. If submission of a timely application is impossible or unreasonable through no fault of the person, the application must be submitted as soon as possible.

Service of 181 days or more. In the case of a person whose period of service in the uniformed services for more than 180 days, an application for re-employment must be submitted to the District no later than 90 days after the completion of the person's service.

If such employee is not qualified to perform the duties of such position upon the employee's return by reason of a disability sustained during the training or service but is qualified to perform the duties of any other positions, the employee shall be restored to such other positions, the duties of which the employee is qualified to perform, as will provide the employee with the same seniority, status, and pay, or the nearest approximation thereof consistent with the circumstances of the employee's case. Such person shall not be discharged without justifiable cause within one (1) year after reinstatement.

Any such employee submitting an application for re-employment shall, upon request, provide the District documentation to establish that the person's application is timely and that the person is entitled to the benefits under this Rule.

C. Preservation of Benefits

Absence for any of the reasons stated above shall not affect the employee's right to receive normal vacation, sick leave, bonus, advancement and other advantages of the employee's employment normally to be anticipated in the employee's particular position.

D. Re-employment. Definitions

A person whose military service lasted 1 to 90 days shall be promptly re-employed

- (1) In the job the person would have held had the person remained continuously employed, so long as the person is qualified for the job or can become qualified after reasonable efforts by the employer to qualify their person; or in the position of employment in which the person was employed on the date of the commencement of the service in the uniformed services, only if the person is not qualified to perform the duties of the position the person would have held after reasonable efforts by the employer to qualify the person.
- (2) If the employee cannot become qualified for either position described above, even after reasonable employer efforts, the person is to be re-employed in a position that is the nearest approximation to the positions described above which the person is able to perform, with full seniority.

91 or more days. Section 4313(a)(2). A person whose military service lasted 91 or more days shall be promptly re-employed in the job the person would have held had the person remained continuously employed, or a position of like seniority status and pay, so long as the person is qualified for the job or can become qualified after reasonable efforts by the employer to qualify the person; or, in the position of employment in which the person was employed on the date of the commencement of the service in the uniformed services, or a position of like seniority, status, and pay the duties of which the person is qualified to perform, only if the person is not qualified to perform the duties of the position the person would have held after reasonable efforts by the employer to qualify the person.

If the employee cannot become qualified for either position, then in any other position of lesser status and pay, but that most nearly approximates the above positions (in that order) that the employee is qualified to perform with full seniority.

Definitions:

- A. The term "service in the uniformed services" means the performance of duty on a voluntary or involuntary basis in a uniformed service under competent authority and includes active duty, active duty for training, initial active duty for training, inactive duty training, full-time National Guard duty, and a period for which a person is absent from a position of employment for the purpose of an examination to determine the fitness of the person to perform any such duty.
  - B. The term "uniformed services" means the Armed Forces, The Army National Guard and the Air National Guard when engaged in active duty for training, inactive duty training, or full-time National Guard duty, the commissioned corps of the Public Health Service, and any other category of persons designated by the President in time of war or national emergency.
1. ~~"Active service of the state" shall mean services rendered on behalf of the State of Nebraska pursuant to state law.~~

Legal Reference: Neb. Rev. Stat §55-104; 55-160, 55-161; 38 USC 4301 et. seq. through 55-163, inclusive

Related Policy: ~~4510P~~

Rule Approved \_\_\_\_\_

Millard Public Schools  
Omaha, Nebraska

Rule Approved: ~~January 10, 1983~~

Revised: ~~September 7, 1993~~

Reaffirmed: \_\_\_\_\_

## Personnel

### Pre-Retirement Seminars

4510.15

Any employee who participates in the Nebraska School Employees Retirement System and is at least fifty (50) years of age or who is within five (5) years of qualifying for retirement or early retirement may attend one pre-retirement seminar per fiscal year, sponsored by The Nebraska School Employees Retirement System, while employed by the Millard Public Schools.

Attendance at this seminar is voluntary. An employee who is qualified and registered to attend a seminar can do so without loss of pay. Each employee may attend the seminar no more than twice. The employee is responsible for paying his or her own seminar expenses.

An employee desiring to attend a seminar must submit the proper request form to the Office of the Superintendent and receive approval to attend prior to his or her attendance. An employee who attends must verify his or her attendance with the Office of the Superintendent. The Superintendent reserves the right to limit attendance at any one seminar based upon the ability of the District to deliver the educational program. If attendance is limited, preference will be given to those employees who are nearest retirement.

Legal Reference: Neb. Rev. Stat. §84-1511

Related Policies and Rules: 4510P

Rule Approved: October 5, 1987

Revised: September 7, 1993; November 17, 1997

Reaffirmed: \_\_\_\_\_

Millard Public Schools  
Omaha, Nebraska



**AGENDA SUMMARY SHEET**

**Agenda Item:** Approval of Rule 4600.1

**Meeting Date:** March 3<sup>rd</sup>, 2003

**Department:** Human Resources

**Title and Brief**

**Description:** We are completing the examination and updating of the policies and rules in the 4000 series.

**Action Desired:** Approval of Rule 4600.1

**Background:** Rule 4600.1 was reaffirmed June 3, 2002. During the reaffirmation of Policy 4600 last month it was noted that there was a reference to the old name used for the Foundation. This Rule is being brought to you for approval to make the appropriate name change for the Foundation.

**Options/Alternatives**

**Considered:** N/A

**Recommendations:** Approve Rule 4600.1

**Strategic Plan**

**Reference:**

**Implications of**

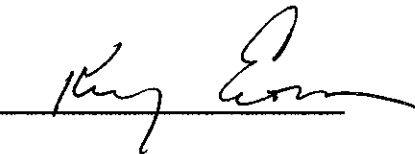
**Adoption/Rejection:** N/A

**Timeline:**

**Responsible**

**Persons:** George Conrad

**Assistant Superintendent's Signature:** \_\_\_\_\_



## Personnel

### Staff Memorials

4600.1

#### Guidelines for Staff Memorials

Memorials will be for staff members who were employed by the district at the time of their death.

#### Yearbook Guidelines:

A deceased staff member's picture, if available, will be included with the pictures of other staff for the year covered by the yearbook. The picture will be framed in black. The words "In Memory Of," the staff member's name, and years of birth and death will be included within the frame. If the death occurs after the December yearbook publication date, the framed picture and wording will be included at the end of the index of the yearbook. If there is a staff death during the summer, the staff member's picture will appear in the next year's yearbook.

Purchased advertisements in memory of a staff member's death will not be allowed in yearbooks.

#### Student Newspaper Guidelines:

Memorial pictures or articles about the deceased may be published. Letters to the editor of tribute to the deceased or of sympathy to family and/or friends may also be published. Letters must be signed and are subject to editing, after consultation with the author(s). Staff editorials may be published, at the discretion of the editorial staff and with the approval of the newspaper sponsor.

#### Plaques with Brass Engraving Plates:

Each school will display a plaque with brass engraving plates to recognize staff members who have died. Each plaque will be no larger than nine inches by twelve inches. The top of the plaque will be engraved with the words, "In Memory." Individual plates will include the staff member's legal name and dates of birth and death. Individual plates will be removed after ten years and offered to the staff member's spouse or nearest relative.

#### Other Memorials:

Other staff memorials may be established if there is no cost to the school with the consent of the deceased staff member's spouse or nearest relative. Appropriate memorials include:

1. A memorial scholarship administered by the Millard Education ~~Public Schools~~ Foundation.
2. Plantings on school grounds (trees, shrubs, perennials). The type and placement of the planting will be approved by the school principal. Such plantings may be accompanied by a moveable granite ground marker no larger than twelve by six inches. The engraving on the marker will be limited to the staff member's legal name, dates of birth and death, and the words, "In Memory Of," or, "Planted In Memory Of." The marker will be moved, when necessary, as the planting grows, and will be removed after ten years and offered to the spouse or nearest relative.
3. Purchase of library books, artistic pictures, CD Roms, schools supplies and equipment, with the approval of the school principal. Donated books may include a book plate, and pictures and equipment may include an engraved plate no larger than two by six inches. Wording on the plates will be limited to, "Donated In Memory Of," or, "In Memory Of," and the staff member's legal name and dates of birth and death. Any engraved plate will be removed at the end of ten years and offered to the spouse or nearest relative.
4. Monetary funds designated to a particular school activity or department. The use of funds will be approved by the principal.

Unacceptable Memorials:

Not acceptable are memorials that:

1. May alter the conduct of a regular school instructional day.
2. Alter school activities or the school activities schedule.
3. Require the retirement or discontinued use of school property.
4. Infringe on the separation of church and state.
5. Require the use of public funds for purchase or development.
6. Involve the naming of any facility or portion thereof after the deceased without the consent of the Board of Education.

Any memorial plaque, pictures, or name plates in existence at the time these guidelines are adopted, whether in compliance with these guidelines or not, will be removed ten years after the death of the staff member involved and offered to the spouse or nearest relative.

Spouses or nearest relatives of deceased staff members are encouraged to inform the school of any change of address so the school may return plaques, markers, and name plates to them, as stipulated above.

Rule Adopted: January 23, 1995

Re-affirmed: June 3, 2002

Approved: \_\_\_\_\_

Millard Public Schools  
Omaha, Nebraska

### AGENDA SUMMARY SHEET

**Agenda Item:** Revision of Rule 5110.1, Transfer of Students Within the District

**Meeting Date:** March 3, 2003

**Department:** Pupil Services

**Title and Brief Description:** Revision of Rule 5110.1, Transfer of Students Within the District, to allow students to transfer only once during a school year and to consider disciplinary record in deciding if the transfer is approved.

**Action Desired:** Approval.

**Background:** Some students want to transfer as many as two or three times each school year. Typically, students with disciplinary records do not improve their behavior because of transferring to a new school. Some students try to use within district transfer as a way of avoiding disciplinary sanctions imposed by their present school. The principals have recommended these changes.

**Options/Alternatives Considered:** Consideration was given to leaving the Rule as it currently was written.

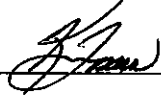
**Recommendations:** Approval of this Policy is necessary to reduce transfers based on whims rather than sound educational planning.

**Strategic Plan Reference:** N/A

**Implications of Adoption or Rejection:** Rejection may contribute to students transferring more often than is beneficial to their academic success.

**Timeline:** Implement immediately

**Responsible Persons(s):** Dr. Roger R. Farr

**Associate Superintendent Approval:**  \_\_\_\_\_  
(Signature)

**Board Action:**

## Pupil Services

### Transfer of Students Within the District

5110.1

- I. Determination of Unavailability. The Superintendent or Superintendent's designee will determine which classes, grades, programs, or schools are to be considered unavailable for student transfers within the District after considering the following:
- A. Available capacity (i.e., space for efficient and effective instruction based on total student enrollment);
  - B. The relative positive or negative impact that a transfer would have on the class, grade, program, or *student's assigned school or the requested school, or on the classes, grades, or programs of either school;*
  - C. Prior *and anticipated future* enrollment levels at the ~~transferee~~ *student's assigned school;* and
  - D. Anticipated future growth of the class, grade, program, or school requested.

The Board will be informed annually of any classes, grades, programs, or schools that are closed to transfers.

- II. Procedural Steps to Request Transfer Within the District. The following are the steps to be followed when students desire a transfer within the District:
- A. A Transfer Request form should be obtained, completed, and returned to the building principal (the forms are available in the building principal's office);
  - B. Parents should discuss the reasons for the transfer request with the principal of their assigned school; the discussion may be in person or on the phone depending on the desire of the principal. After the discussion, the principal will forward the Transfer Request to the office of the Director of Pupil Services. The Director of Pupil Services will serve as the Superintendent's designee and will determine whether the transfer request will be granted or denied;
  - C. When deciding upon transfer requests, the Director of Pupil Services will consider the following factors:
    - 1. The reasons for the request and the principal's recommendations resulting from the conference held with the parents;
    - 2. The number of students enrolled in the building to which the student wishes to transfer *and the number of students enrolled in the student's assigned school, and whether* (the transfer ~~should not~~ adversely affects pre-established class size, grade size, and/or total building enrollment);
    - 3. The time of year the transfer request is made;
    - 4. ~~If the student is in a special education program, The~~ the recommendation of the Director of Special Education (if the student is in a special education program), which may be based upon the following: ~~the student's individualized education program and educational needs; class size; related service needs; transportation arrangements as may be required by law; the allocation of specially trained staff and personnel; facility issues; and the allocation of equipment or materials necessary to provide an appropriate education program;~~

601.

5. Personnel and staffing requirements, curriculum, and facility issues affecting the building to which the student wishes to transfer;
  6. The student's educational program including but not limited to course credits and graduation requirements; and.
  7. ~~7.~~—The interests of the individual student based on the preceding factors.
  8. *The number of transfers that a student has been granted during a school year. Unless special safety, health, or program issues are involved no student will be granted more than one transfer per school year.*
  9. *Students will not be allowed to transfer to another school during suspension or expulsion. A student's disciplinary record will be considered and student's with extensive disciplinary records will not be considered for transfer unless it is determined to be in the safety interests of the student or the school. The transfer policy will not apply to or alter a student's mandatory reassignment.*
- D. After considering the above-mentioned factors, the Director of Pupil Services will make a decision and will notify the parents and the principals of the buildings involved; ~~parents~~—Parents will be notified in writing; and.
  - E. A decision regarding a transfer request made during a school year for the following school year may be made at any time, but the District will not be obligated to make the decision until after the District's new student registration.

III. Conditions for Transfer. The following conditions apply to all transfers within the District:

- A. Students of parents who move from one school's attendance area to that of another within the District during the school year may continue attending the original school if the parents apply for a transfer even though the original school is closed to transfers for students who have not been attending that school;
- B. Once a student is transferred to a particular school, the parents need not re-apply unless they want the student to transfer back to the student's home school or to another school at the same level (elementary school, middle school, or high school) in the District; ~~parents~~—Parents must re-apply if they want their student to attend a school other than the home school at the next higher level (middle school or high school);).
- C. Transfer requests for siblings of students already transferred will not be automatically approved; ~~siblings~~—Siblings of students who have transferred must follow the steps for requesting a transfer set forth in Section II; above.;
- D. Once a transfer is approved, every effort will be made to make the transfer permanent; however, the District reserves the right to reassign transferred students back to their home school in order to maintain enrollment limits on an annual basis; and/or based on any of the factors set forth in Section II (C) above; and.
- E. Transportation for students who transfer within the District must be provided by the student's parents or legal guardian unless as otherwise required by law.

IV. Extenuating Circumstances. The Superintendent may in his/her discretion allow students to transfer to closed schools when extenuating circumstances warrant.

V. Definitions.

- A. "Assigned school" shall mean the District school in which the student is enrolled/assigned prior to making the transfer request.

Rule Approved: October 5, 1992  
Revised: January 8, 1996; March 17, 1997; February 16, 1998;  
September 11, 2000; \_\_\_\_\_, 2003.

Millard Public Schools  
Omaha, NE

**AGENDA SUMMARY SHEET**

**Agenda Item:** Revision of Policy 5146, Student Accident Insurance

**Meeting Date:** March 3, 2003

**Department:** Pupil Services

**Title and Brief Description:** Revision of Policy 5146, Student Accident Insurance, to bring the policy in line with new insurance opportunities offered by the District.

**Action Desired:** Approval.

**Background:** Student accident insurance opportunities have changed since this policy was last revised.

**Options/Alternatives Considered:** Consideration was given to leaving the Policy as it currently was written.


**Recommendations:** Approval of this Policy is necessary to provide consistency in the District accident insurance procedures.

**Strategic Plan Reference:** N/A

**Implications of Adoption or Rejection:** If the Policy were not approved, inconsistent practices would continue.

**Timeline:** Implement immediately

**Responsible Person(s):** Dr. Roger R. Farr

**Associate Superintendent Approval:**  \_\_\_\_\_  
(Signature)

**Board Action:**

64.



*Pupil Services***Students**

***Student Accident Insurance***

**5146**

A group plan of ~~pupil-student~~ accident insurance shall be made available on a voluntary basis to every ~~pupil-student~~ registered in the schools of the ~~district-District~~ from kindergarten through grade twelve.

All students participating in school athletic programs are required to ~~purchase~~ *be covered* by ~~pupil-accident insurance, and are eligible to purchase pupil accident insurance made available by the district.~~ The ~~pupil-accident insurance~~ for athletes must be ~~purchased in effect~~ prior to participation on any team.

**Legal Reference:** \_\_\_\_\_

\_\_\_\_\_ 44 762 Blanket sickness and accident insurance, defined.

\_\_\_\_\_ 79 443 District board; schools; supervision and control.

Policy Adopted:

Revised: August 3, 1992; \_\_\_\_\_, 2003.

Millard Public Schools

Omaha, NE

65.

**AGENDA SUMMARY SHEET**

**AGENDA ITEM:** Approval of Rule 5600.2, Student Health Possession and Use of Medication

**MEETING DATE:** March 3, 2003

**DEPARTMENT:** Pupil Services

**TITLE AND BRIEF DESCRIPTION:** This revision is necessary to allow school nurses to train staff for glucagons injections. It also allows the school nurse to administer injections at school if the student is incapable and other accommodations can not be made.

**ACTION DESIRED:** Information Only \_\_\_\_\_ Approval  X

**BACKGROUND:** Parents have been asked in the past to provide someone from their family physician's office to train staff to administer glucagons injections. Some parents objected to inconvenience and cost and we could not find agencies that would provide the training. Changing the policy would allow school nurses to do the training as they do in some other districts. The Rule now makes parents or students totally responsible to administer insulin injections at school regardless of the student's ability to self-administer or the parent's capability to come to school and give injections. This obligation will cut down on the nursing services available to other students if students must be diverted to provide this service. However, the Rule, as written previous to this change, may subject us to equal access questions.

**OPTIONS AND ALTERNATIVE CONSIDERED:**

**RECOMMENDATIONS:** Adoption of proposed rule.

**STRATEGIC PLAN REFERENCE:** N/A

**IMPLICATIONS OF ADOPTION OR REJECTION:** If rejected, school nurses could not train for glucagons injections, and parents will still be responsible for administering injections regardless of the student's capability or their personal circumstances.

**TIMELINE:**

**RESPONSIBLE PERSON(S):** Dr. Roger Farr

**ASSOCIATE SUPERINTENDENT APPROVAL:**  \_\_\_\_\_ (Signature)

**BOARD ACTION:**

66.

## Pupil Services

### Student Health

5600.2

#### Possession and Use of Medication

- I. General Statement. Prescribed medication shall not be brought to school unless a physician's written directions state that the prescribed medication must be taken during school hours or during school activities.
- II. Rules for all Medications. The following rules shall apply to the use, application, and transportation of all medications at the preschool, elementary school, and middle school levels.
  - A. Preschool, Elementary and Middle School Levels.
    1. Non-Prescribed Medication. A written authorization must be signed by the student's parents or guardian and filed with the school nurse or principal permitting the possession and use of non-prescribed medication.
    2. Prescribed Medication. The student or the student's parents or guardian must provide the school nurse or principal with a physician's written order which prescribes the type and amount of medication. A current prescription label will satisfy the requirements of this paragraph. In addition, a written authorization permitting the possession and use of medication must be signed by the student's parents or guardian and filed with the school nurse or principal.
    3. Taking of Non-Prescribed and Prescribed Medication. The ingestion, taking, or application of non-prescribed and prescribed medications, including nebulizers, shall be performed under the direct supervision and observation of the school nurse, principal, or principal's designee, who shall have successfully completed a District competency assessment pursuant to the Medication Aide Act and applicable state rules and regulations, will be administered as directed on the manufacture's label, as directed by the student's physician. The school nurse or health room paraprofessional may assist a student with eye drops or ear drops if the school nurse or health room paraprofessional deems it appropriate or the student is unable to effectively administer such.
    4. Transporting Medications to and from School.
      - a. Preschool and Elementary Schools. In the preschool and elementary schools, students shall not be allowed to transport non-prescribed or prescribed medications to and from school. Non-prescribed or prescribed medications must be transported by the student's parents or guardian or by an adult designated in writing by the parents or guardian.
      - b. Middle School. Middle school students will not be allowed to transport prescription medications to and from school. Prescription medications must be transported by the student's parents or guardian or by an adult designated in writing by the parents or guardian. Non-prescription medications may be transported by middle school students to and from school but must be delivered to the school nurse, principal, or the principal's designee.

B. High School. The following rules shall apply to the use and application of medications at the high school level.

1. Non-Prescribed Medication. No written authorization shall be required for non-prescribed medication. However, if a teacher, principal or school nurse observes frequent or inappropriate use by a student of non-prescribed medication, the school may require the following:
  - a. Written authorization by the student's parents or guardian permitting the possession and use of the non-prescribed medication; and
  - b. A written statement signed by a physician permitting the use of the non-prescribed medication.
2. Prescribed Medication. If prescribed medication is to be ingested, taken or applied, the following shall be required:
  - a. The medication shall be delivered to the school nurse, principal, or principal's designee;
  - b. A written authorization signed by the student's parents or guardian permitting the possession and use of the medication shall be filed with the school nurse or principal;
  - c. The school nurse or principal shall be provided with the physician's order prescribing the medication, and its dosage; and
  - d. The ingestion, taking or application of the medication, including nebulizers, shall be performed under the direct supervision and observation of the school nurse, principal, or principal's designee, who shall have successfully completed a District competency assessment pursuant to the Medication Aide Act and applicable state rules and regulations, and as directed by the student's parents, guardian, or physician.

C. Administration of Injections. School nurses are the only school personnel who may give injections at school except school personnel who have been trained to administer Epi-Pen or Glucagon injections and are giving injections in emergency life-saving situations.

1. Glucagon Injections. If a student requires administration of Glucagon in an emergency diabetic attack, school personnel will call 911. The Glucagon will be provided by the student's parents or guardian and school personnel other than the school nurse may administer Glucagon injections only in emergency situations if they are trained by qualified medical personnel ~~other than the school nurse~~.
2. Insulin-Other Injection. If a student requires ~~insulin~~ any injections during the school day, the student or the parents or guardian will be responsible for administration. *Parents may request that the school nurse administer injections if the student is incapable of self administration and reasonable accommodations are not available. Parents shall submit requests to the Director of Pupil Services.*
- 2-3. Epi-pen Injections. Epi-pen injections may be given by health room paraprofessionals trained to administer such injections. All other injections that are given in response to an emergency should be given by a school nurse if available. An emergency medical unit and the student's parents or guardian shall be called.

D. Recordkeeping.

1. Authorization and Medical Directions File. The school nurse, principal, or principal's designee for each school shall keep a file which shall contain the following:
  - a. All authorizations required under this Rule;
  - b. Physician's orders or instructions;
  - c. The dates that authorizations and/or physician's orders are received; and
  - d. The date that medication is delivered to the nurse, principal, or principal's designee.
2. Daily Medication Log. In each school, a daily medication log shall be kept which shall contain the following:
  - a. The student's name;
  - b. The type of medication the student is authorized to have;
  - c. The dosage or directions for ingestion, taking, or application of the medication; and
  - d. The name of the person supervising the student who is taking the medication.

E. Medical Information to be Provided to the District.

1. Medical Allergies, Seizures, and Susceptibility to Illness. If a student is either allergic to a certain medication or is prone to seizure or other illness, the student's parents, guardian, or physician shall provide the District, in writing, with the following information on or by the first day of school:
  - a. The name of the medications to which the student is allergic;
  - b. The serious illnesses to which the student is susceptible; and
  - c. If the student is susceptible to an illness, what steps are to be taken by school personnel in the event the illness occurs.
2. Injections for Medical Emergencies. If a student is required to receive an injection for a medical emergency, the student's parents, guardian, or physician shall notify the school, in writing, and provide the following information on or by the first day of school:
  - a. The name of the medication and its dosage; and
  - b. The method of administration (subcutaneous, intramuscular, intravenous, etc.).

F. Miscellaneous Provisions.

1. Inhalers. Students may use inhalers without supervision or monitoring by the school nurse or principal provided, however, if the inhaler is a prescribed medication, the school nurse or principal will have been advised by the student's parents, guardian, or a physician in writing of the inhaler's frequency of use. If school personnel observe a student using an inhaler in excess of the directions on the inhaler or with a frequency which would be considered unreasonable, it shall be reported to the school nurse or principal in which case the student's use of the inhaler shall be supervised by the school nurse or principal.

2. Containers. All medication shall be kept in its original container with its original label.
3. Custody and Storage. All medication delivered to the school nurse or principal shall be stored in a container or refrigerator in the nurse's office, principal's office, or other area designated by the school principal. The storage area shall either be locked or under the control of a designated school employee.
4. Quantity. No more than a thirty (30) day supply of prescribed medication shall be provided and delivered to the school by the student, student's parents or guardian, unless there is a written order by a physician requiring a greater supply.
5. Transfer to Other Students. Students are prohibited from transferring, delivering, or receiving any medication to or from other students. Violation of this subsection will authorize the confiscation of the medication by the District, and subject the students to discipline.
6. Finger Stick Blood Test. Students who have been taught finger stick blood tests shall follow those procedures ~~which~~ *that* they have been taught. Parents of students who have diabetes, and students who have diabetes, should notify the school nurse or principal at the beginning of the school year ~~of the fact that~~ the student is diabetic, and should provide the school nurse or principal with all information required under this Rule. *Students must administer the finger stick blood test in the nurse's office or area designated by the school nurse.*

III. Student Discipline. If a student violates a provision of this Rule, the student shall be subject to discipline.

- A. In addition, where appropriate, the following people shall be immediately notified of a violation of this Rule:
  1. The school nurse, principal, or principal's designee; and
  2. The student's parents or guardian; and
  3. The physician prescribing the medication if deemed necessary.
- B. While notifications are being given, the student shall remain in the custody of the school nurse, principal, or principal's designee until necessary notifications have been made and until actions have been taken to eliminate any possible threat to the student or other students.
  1. If medications have been improperly dispensed or ingested by the student or other students, the student's physician shall be requested to give the proper medical directions to be followed by the school staff. Unless otherwise directed by the physician, the school nurse, and principal or principal's designee shall determine what action if any shall be followed to insure the student(s)' safety.
  2. If the physician cannot be reached and the school nurse or principal determines that an emergency exists, an emergency medical unit shall be immediately called. The parents or guardian shall be notified of any action being taken.

IV. Definitions.

- A. Emergency medical unit. Emergency medical unit shall mean a medical unit that can respond to a medical emergency.
- C. Medication. Medication shall be broadly defined and shall include:

1. All prescribed medications, over the counter and other non-prescribed medications, and all chemical substances, compounds, and/or devices, which purport to aid in a person's health or well-being or are intended for use in the diagnoses, cure, mitigation, treatment, or prevention of diseases, or are intended to affect the structure or any function of the body; and
  2. Any device, instrument, apparatus, implement, machine, contrivance, implant, or other similar or related article, including any component part or accessory, which is prescribed by a physician and dispensed by a pharmacist or other person authorized by law.
- C. Physician. Physician shall mean individuals who are licensed by the Department of Health and Human Services Regulations and Licensure as:
1. Medical Doctors (M.D.) who practice medicine and/or surgery; or
  2. Osteopathic Physicians (D.O.), who are also authorized to prescribe medications.
- D. Qualified Personnel. Shall mean people who have met an educational or legal requirement necessary to administer emergency injections.

Legal References: Neb. Rev. Stat. § 71-6718 *et seq.*  
Title 92, Nebraska Administrative Code, Chapter 59  
Title 172, Nebraska Administrative Code, Chapter 95

Rule Approved: February 5, 1990  
Revised: November 20, 1995; December 4, 2000; \_\_\_\_\_, 2003

Millard Public Schools  
Omaha, NE

**AGENDA SUMMARY SHEET**

**MEETING DATE:** March 3, 2003

**DEPARTMENT:** Educational Services

**TITLE AND BRIEF DESCRIPTION:** Millard Education Program – Use of Assessment Data. Annual Review of Policy 6315 and Rule 6315.1

**ACTION DESIRED:** \_\_\_\_\_ Approval

**BACKGROUND:** This policy and rule represents the work of the strategic plan, strategy 1: the process of identifying, developing and implementing the outcomes, standards, and assessments for the Millard Education Program. An annual review of this policy and rule is required.

**OPTIONS AND ALTERNATIVES CONSIDERED:** N/A

**RECOMMENDATIONS:** Approval

**STRATEGIC PLAN REFERENCE:** Strategy 1

**IMPLICATIONS OF ADOPTION OR REJECTION:** N/A

**TIMELINE:** N/A

**RESPONSIBLE PERSON(S):** Dr. Martha Bruckner

**SUPERINTENDENT'S APPROVAL:** \_\_\_\_\_ *Keith Lee*

**BOARD ACTION:**



**Millard Education Program – Use of Assessment Data**

The assessment system shall take its overall direction from the District strategic plan. The assessment system shall be aligned with the written curriculum and *shall* measure student progress within the primary, intermediate, middle school and high school grade levels. The level system shall provide opportunities for reteaching to occur before the student advances to another level/school.

As curriculum revisions occur, *and are approved by the Millard Board of Education as recommended by the Assessment Steering Committee*, the assessment system shall reflect those changes and modifications to assessments *and shall be approved by the Millard Board of Education*. The curriculum content areas, grade levels when administered, and the types of assessments shall be as follows:

**Level: Primary grades (K-2)**

<b>Outcome</b>	<b>When Administered</b>	<b>Type of Assessment</b>
Language Arts	1 <sup>st</sup> Grade	Scholastic <i>and District-developed Assessments</i>
Primary Mathematics	2 <sup>nd</sup> Grade	District-developed assessment

**Level: Intermediate Grades (3-5)**

<b>Outcome</b>	<b>When Administered</b>	<b>Type of Assessment</b>
Reading Comprehension	4 <sup>th</sup> Grade	Scholastic <i>Assessment</i>
Six-Trait Analytical Writing	3 <sup>rd</sup> Grade	Performance-based, six writing traits applied to <del>3</del> <i>three</i> writing samples
Intermediate Mathematics	4 <sup>th</sup> Grade	District-developed assessment
Social Studies	5 <sup>th</sup> Grade	District-developed assessment
Science	5 <sup>th</sup> Grade	District-developed assessment

**Level: Middle School Grades (6-8)**

<b>Outcome</b>	<b>When Administered</b>	<b>Type of Assessment</b>
Reading Comprehension	7 <sup>th</sup> Grade	District-developed assessment
Six-Trait Analytical Writing	7 <sup>th</sup> Grade	Performance-based, six writing traits applied to <del>3</del> <i>three</i> writing samples
Mathematics	7 <sup>th</sup> Grade	District-developed assessment
Social Studies	8 <sup>th</sup> Grade	District-developed assessment
Science	8 <sup>th</sup> Grade	District-developed assessment

**Level: High School Grades (9-12)**

<b>Outcome</b>	<b>When Administered</b>	<b>Type of Assessment</b>
Reading Comprehension	9 <sup>th</sup> Grade	District-developed assessment
Six-Trait Analytical Writing	10 <sup>th</sup> Grade	Performance-based, six writing traits applied to <del>3</del> <i>three</i> writing samples
Mathematics	10 <sup>th</sup> Grade	District-developed assessment
Social Studies	11 <sup>th</sup> Grade	District-developed assessment
Science	11 <sup>th</sup> Grade	District-developed assessment

The preceding assessments may not be appropriate for some students with disabilities whose individualized education programs prescribe a different course of instruction and/or different requirements for graduation. The participation of students with disabilities, the provision of accommodations, and the provision of alternate

assessments will be in accordance with the District's ~~District-Wide~~ Assessment Procedures Manual, which includes the process for identifying appropriate assessment accommodations and alternate assessments.

VII. I. Implementation of Assessment System.

A. In accordance with Policy 6301 and Rule 6301.1, the District shall use all reasonable efforts to provide fair and adequate measurement by:

1. Establishing the reliability and validity of each recommended assessment;
2. Ensuring that the alignment of the assessment contents are consistent with the District's curriculum content;
3. Ensuring that the students of the District are provided with the opportunity to learn the material which is the subject of each assessment;
4. Ensuring the establishment of adequate and necessary reteaching; and
5. Ensuring a proper cutscore for each assessment is established through acceptable and reliable methods.

B. Upon approval and adoption of the cutscore established for each assessment by the Board of Education, the assessment will be incorporated in the District curriculum.

I II. Description of the Standard Setting Process.

A. ~~The "Angoff Method"~~ Psychometrically accepted, standard methods shall be used for setting the cutscores on the assessments. All assessments shall be re-examined ~~on a yearly basis~~ and re-calibrated ~~periodically~~ as needed to ensure curriculum alignment as well as appropriateness of the cutscore.

H. III. Effect of Student Performance.

A. When a student has successfully met the Essential Learner Outcomes assessment cutscore for each outcome:

1. A notation shall be made in the student's cumulative record. ~~for each outcome, that the student has passed the assessment test.~~ Such information will be communicated to parent(s)/guardian(s) in writing.
2. Having ~~passed met the cutscores~~ for the high school Essential Learner Outcomes assessments, the student shall have met an essential criteria for graduating from the Millard Public Schools. Upon successful completion of the ~~second criteria~~ required number of credits as defined by Policy 6320 and Rule 6320.1, the student shall be eligible for a graduation diploma from the Millard Public Schools.
3. ~~Assessments may also be utilized by the District in prescribing additional educational instructional activities designed to challenge and extend student learning.~~

B. If a student has not met the cutscore for a given Essential Learner Outcomes assessment, the following shall occur:

1. ~~If the student is not verified with a disability or does not have a 504 Accommodation Plan,~~ *a*An Individual Learning Plan (ILP) ~~will~~ shall be designed by a team of qualified staff. Classroom teachers may refer students to the Millard Intervention Team (MIT) for assistance in evaluating

and implementing problem solving and intervention strategies. ~~which address learning and/or behavioral difficulties manifested by the academic, social, or emotional needs of students.~~

2. a. Utilizing the Essential Learner Outcomes, *school representatives will* offer the student supplemental learning activities which address recognized deficiencies. Supplemental learning activities may include, but are not limited to, the following:

- i. a. Differentiated/complementary instruction during regular classes (i.e., peer tutoring, needs groups, individualized instruction);
- ii. b. Before or after school tutorials;
- iii. c. Study hall tutorials;
- iv. d. Change of interdisciplinary teams or level of instruction;
- v. e. Repeat of specific course(s) of study;
- vi. f. Attendance at specific class(es) designed to address deficiencies; *and/or*
- g. Attendance at summer school.

~~2.3.~~ 3. If the student is verified with a disability the IEP Team ~~shall~~ *may* reconvene to review the ILP and to ensure that the IEP is written to assist the student in areas of weakness and that appropriate accommodations are in place.

~~3.4.~~ 4. If the student has a 504 Accommodation Plan, the 504 Team ~~shall~~ *may* reconvene to review the ILP and to ensure that needed accommodations are in place in areas of weakness.

~~4.5.~~ 5. Upon completion of one or more of the above strategies, the student shall be re-tested using the appropriate Essential Learner Outcomes assessment. ~~At each level, K-2, 3-5, 6-8, 9-12, students shall be given the opportunity to be re-tested.~~ Students shall be given notice of the opportunity for re-testing.

- C. If, after a re-take of an assessment, a student has not met the cutscore for a given Essential Learner Outcomes assessment, the following ~~may~~ *shall* occur:

1. ~~If the student is not verified with a disability or does not have a 504 Accommodation plan, the~~ Individual Learning Plan will be reviewed by a qualified team and, if necessary, redesigned. Students shall be referred to MIT for identification of needs if not previously referred.

2. *Assessment results for the primary, intermediate, and middle school levels shall not be utilized to retain students, but shall be utilized for reteaching strategies.*

- 3-a. ~~In grades 9-12, the~~ student shall be re-tested using the appropriate Essential Learner Outcomes assessment. In grades 9-12, students shall be given the opportunity to be re-tested not less than annually until a ~~passing score~~ *the requisite cutscore* is achieved. Students shall be given notice of the opportunity for re-testing.

- 4-b. The student will be considered ineligible for a diploma from the Millard Public Schools until such time that the requisite cutscores are achieved for ~~High School~~ *High School* Essential Learner Outcomes assessments.

- 2-5. If the student is verified with a disability or has a 504 Accommodation Plan, then the IEP or 504 Team will reconvene to review the education plan and ~~to~~ *may* consider lowering of the cutscore requirement as part of the IEP or 504 Accommodation Plan. The student's parent(s) and/or guardian(s) shall be notified and shall also be advised of the effect of lowering the cutscore.

- a. Applications for approval of lowered cutscore requirements and/or alternate assessments may be submitted by the student's parent(s) and/or guardian(s) IEP or 504 Team to the Associate Superintendent of Educational Services for consideration and, where appropriate, approval.

The Associate Superintendent of Educational Services or designee shall decide and respond to all such requests.

- b. If the lowered cutscore ~~requirement~~ is approved, it will be considered to represent the student's performance in this content area. The student shall then be eligible to receive a graduation diploma with appropriate notation from the Millard Public Schools as provided in Rule 6320.1.
- D. ~~3. In grades 9-12, For students in grades 9-12 an additional opportunity is available to demonstrate their proficiency. After two retest attempts to meet the established cutscore(s) for the performance standards established for the Essential Learner Outcome assessment(s) without achieving the cutscore, students may appeal apply to the Associate Superintendent for Educational Services to participate in a process, as provided in the District's Assessment Procedures Manual, to demonstrate an appropriate level of proficiency in reading, writing, math, science or social studies. for acceptance of evidence other than the Essential Learner Outcomes assessments for graduation from Millard Public Schools. Students must present sufficient evidence that they have met performance standards at a proficient level in reading, writing, math, science, or social studies. Students may:~~
- a. ~~Submit evidence of their proficiency as in work products from class, etc, and~~
  - b. ~~Submit recommendations from teachers regarding students' demonstrations of competencies.~~

III.IV. District Procedures for Unusual Circumstances— Appeals and Opting Out of Recommended Reteaching.

- A. Should a student participating in the Assessment Program not meet the requisite cutscore and be recommended for one of the reteaching strategies listed above, the student's parent(s)/guardian(s) shall have the right to refuse placement of their student within the recommended strategy and either:
  1. Request an alternative teaching strategy; or
  2. Refuse such placement at all.
- B. Such requests for an alternative teaching strategy shall be submitted in writing to the appropriate building principal. The building principal or designee shall respond within thirty (30) calendar days.
- C. ~~Students will still be expected to meet the established cutscores on each of the level assessments. Assessment results for the primary, intermediate, and middle school levels shall not be utilized to retain students, but shall be utilized for reteaching strategies as provided for in Paragraph II, Section B.~~

IV.V. District Procedures for New Students.

- A. ~~Students who are new to the District in elementary, middle level and high school will take assessments given after their arrival. At the elementary school level, new students will take any initial Essential Learner Outcome assessments given after their arrival. All new 4<sup>th</sup> grade students shall take the 3<sup>rd</sup> grade analytical writing assessments. Building principals may decide if new students will take other assessments that they have missed.~~
- B. *At the middle school level, new students will take all middle school level assessments unless testing opportunities are no longer available.*
- C. *At the high school level, incoming students shall take all high school assessments designated for that grade level or lower grades, regardless of their grade-level when they enter Millard the District. They may participate in all remedial and supplemental learning activities provided by the dDistrict in accordance with this Rule and retake sessions that are available for assessments. Students are required to meet the established cutscore on each of the high school Essential Learner Outcome assessments.*

~~V.~~VI. District Procedures for ESL Students.

*Students must meet all graduation requirements in the English language to earn a Millard Public Schools diploma. ESL students who have not demonstrated adequate English language proficiencies may postpone testing according to District procedures.*

~~VI.~~ VII. Student's Right to Appeal.

- ~~A. Upon completion of the final assessment testing offered by the district during the student's senior year, if any s~~Students who have not achieved the necessary *high school* cutscores as set approved by the Millard Board of Education, ~~his/her diploma will be denied. may appeal the denial of a diploma.~~
- B. A student may appeal the denial of a diploma only on the grounds that the student's failure to achieve the required cutscore is due to:
1. The failure of the District to provide a reasonable accommodation which was previously requested by the student and denied by the District.
  2. The failure of the District to provide an alternate assessment *or approve a demonstration of proficiency*, which had been previously requested by the student and denied by the District.
  - ~~3. The student had transferred into the District and was therefore not provided adequate teaching of the curriculum to enable the student to achieve the necessary cutscores.~~
  - ~~4. The failure of the District to approve evidence of proficiency through work products or classroom demonstrations in areas of deficiency in reading, writing, math, science or social studies.~~

~~VI.~~VIII. Procedures for Appeal.

- A. Within seven (7) days after the receipt of the notice that the student failed to achieve the cutscore required for graduation from the Millard Public Schools, a written notice of appeal shall be served upon the Superintendent of the Millard Public Schools or his/her designee. Such appeal shall set forth all of the reasons for the appeal as provided herein and shall set forth the relief sought by the student, parent(s) or guardian(s). Such notice of appeal may also include any additional information which is relevant to the appeal.
- B. Within seven (7) days after the receipt of the written notice of appeal and any supporting information relevant to the appeal, the Superintendent or designee shall consider and render a decision on the appeal based on whether the decision of the District was unreasonable. Such decision shall then be forwarded to the student's parent(s) and/or guardian(s) advising the student's parent(s) and/or guardian(s) of the basis for the Superintendent's decision and the reasons therefore.
- C. Within seven (7) days after the receipt of the written notification from the Superintendent or the Superintendent's designee, a written request may be made by the student, parent(s), or guardian(s) to the secretary of the Millard Board of Education or the Superintendent, or designee, for a hearing before the Millard Board of Education be held on the issue whether the decision of the Superintendent or designee was unreasonable.
- D. Such hearing shall be held before the Millard Board of Education within thirty (30) days of the date the request for hearing was received. If a hearing before the Millard Board of Education is not received in a timely manner, the decision of the Superintendent or the Superintendent's designee shall be final.
- E. The student, parent(s) and/or guardian(s) shall be advised at least seven (7) days prior to the date of the hearing before the ~~h~~Board and such notification shall set forth the date, time, and place for the hearing before the Millard Board of Education.

- F. The parties may, by mutual written agreement, extend the time for hearing or final determination.
- G. The student, parent(s), and/or guardian(s) shall have the right to be represented by legal counsel and shall have the opportunity to present such evidence that is material to the issue or issues stated in the appeal.
- H. The hearing shall be conducted in closed session and in accordance with the student privacy laws unless the student, parent(s), and/or guardian(s) shall request, in writing, that the hearing be held in open session. Any formal action of the Millard Board of Education shall be taken in closed session unless such proceeding was requested by the student, parent(s), or guardian(s) to be held in open session.
- I. The decision of the Millard Board of Education shall be by vote of a majority of the members of the Millard Board of Education and the Millard Board of Education shall reduce its findings and decision to writing and provide the written findings and decision to the student, parent(s), and/or guardian(s) within ten (10) days of the hearing.

VII. ~~Implementation of Assessment System. The Superintendent shall cause and direct the Assessment Steering Committee to initiate the process to validate and recommend to the Board for adoption the assessments as provided for under Policy 6315 and Rule 6315.1.~~

~~Prior to presenting each assessment to the Board for adoption, the Steering Committee shall use all reasonable efforts to provide fair and adequate measurement by:~~

- ~~A. Establishing the reliability and validity of each recommended assessment;~~
- ~~B. Insuring that the alignment of the assessment contents are consistent with the District's curriculum content;~~
- ~~C. Insuring that the students of the District are provided with the opportunity to learn the material which is the subject of each assessment;~~
- ~~D. Insuring the establishment of adequate and necessary reteaching;~~
- ~~E. Insuring a proper cutscore for each assessment is established through acceptable and reliable methods.~~

~~Upon approval and adoption of the performance standard established for each assessment by the Board of Education, the Superintendent shall cause the assessment to be incorporated in the District curriculum as directed by the Board (and utilized throughout the District) to impact the student's education process.~~

IX. Annual Review.

This Rule shall be reviewed annually.

Related Policies: 6301, 6315, 6320  
 Related Rules: 6301.1, 6320.1

Rule Adopted: December 21, 1998  
 Rule Revised: February 7, 2000; February 4, 2002; \_\_\_\_\_ 2003

Millard Public Schools  
 Omaha, NE

## AGENDA SUMMARY SHEET

**AGENDA ITEM:** Delete Rule 7212.1

**MEETING DATE:** March 3, 2003

**DEPARTMENT:** Business

**TITLE & BRIEF DESCRIPTION:** Delete Rule 7212.1 – The deletion of a rule that was inadvertently omitted from the other rules deleted at the previous meeting.

**ACTION DESIRED:** Approval  Discussion  Information Only .

**BACKGROUND:** At the last meeting, a number of old policies and rules were deleted and replaced by a new policy. Rule 7212.1 was inadvertently omitted form the list of deletions.

**OPTIONS AND ALTERNATIVES:** n/a


**RECOMMENDATION:** It is recommended that Rule 7212.1 be deleted.

**STRATEGIC PLAN REFERENCE:** n/a

**IMPLICATIONS OF ADOPTION/REJECTION:** n/a

**TIMELINE:** Immediate

**RESPONSIBLE PERSON:** Ken Fossen (Assoc. Supt. Gen. Admin.)

**SUPERINTENDENT'S APPROVAL:** 

New Construction

Selection

7212.1

~~Architects for specific construction projects shall be recommended by an architect selection committee to the Board of Education through the Superintendent of Schools. Members of the architect selection committee shall be appointed by the Board and shall include the Assistant Superintendent for Business and others responsible for building, planning and construction.~~

~~Completion of the architect selection process shall be attained as early as possible so that the architects services may be used in the site selection and public relations aspects of the program. Generally, the district shall use local architects. However, an architect from outside the immediate area may be recommended, if he clearly has unique qualifications.~~

~~Although design competition may be used in the selection of architects, the inherent dangers of this practice result in favoring selection through general qualifications procedures such as interview, job visitation, credential check and so forth.~~

~~The guidelines established for architect selection in this manner shall be as follows:~~

- ~~1. The architect must possess the school design experience necessary for the work.~~
- ~~2. He must have the needed technical knowledge to control the design of the structure in order to secure the best results without waste of space of money.~~
- ~~3. He must have the executive or business ability to compel the proper performance of contracts.~~
- ~~4. In special architectural situations, such as facilities for the handicapped, etc., he must have successfully done work of like character from which his ability may be inferred.~~
- ~~5. Honesty, integrity and fiscal responsibility are considered essential to the prudent use of school funds.~~
- ~~6. He must have demonstrated the design ability (creativity) for the planning of a good school and the creation of aesthetic qualities.~~
- ~~7. He must have the staff necessary for the task, and this staff must be organized to provide adequate supervision and perform the other functions of an architect in a satisfactory manner.~~
- ~~8. He must have the ability and temperament to work cooperatively with others in the building program.~~

Rules Approved: February 4, 1974

Millard Public Schools

Revised:

Omaha, NE

80.



**AGENDA SUMMARY SHEET**

**AGENDA ITEM:** Approval of Rule 8240.1 – Internal Board Policies – Retirement:  
Members of the Board

**MEETING DATE:** March 3, 2003

**DEPARTMENT:** Superintendent's Office

**TITLE AND BRIEF:**

**DESCRIPTION:** We continue to update the policies and rules in the 8000 Series

**ACTION DESIRED:** Approval

**BACKGROUND:** The last revision was done in 1996.

**OPTIONS/ALTERNATIVE CONSIDERATIONS:** N/A.

**RECOMMENDATIONS:** Approval

**STRATEGIC PLAN REFERENCE:**

**IMPLICATIONS OF ADOPTION OR REJECTION:**

**TIME LINE:**

**PERSONS RESPONSIBLE:** Dr. Keith Lutz

**SUPERINTENDENT'S APPROVAL:** Keith Lutz

## Internal Board Policies

### Retirement: Members of the Board

8240.1

When members of the Board of Education complete their *final* terms, they will receive:

1. A pass to attend, without any charge for attendance or admission, all school activities for as long as the former Board member desires; ~~and~~,
2. An invitations to special school *and* District events; and,
3. A plaque recognizing their service.

Members of the Board who have completed their final terms will be invited to present diplomas to his or her graduating children. The name of the retireding Board member shall be added to the past Board ~~member~~ plaque.

Related Policies & Rules: 8240P, 8225P

Rule Approved:

Revised: December 3, 1990; September 9, 1996

Millard Public Schools

Omaha, NE

AGENDA SUMMARY SHEET

MEETING DATE: March 3, 2003

DEPARTMENT: Human Resources

ACTION DESIRED: Approval

BACKGROUND: Personnel items: (1) New Hires; (2) Amended Contracts;  
(3) Leaves of Absence; and (4) Resignations

OPTIONS & ALTERNATIVES: NA


RECOMMENDATION: Approval

STRATEGIC PLAN REFERENCE: N/A

IMPLICATIONS OF ADOPTION  
OR REJECTION: N/A

TIMELINE: N/A

RESPONSIBLE PERSON: Dr. Kirby Eltiste

SUPERINTENDENT APPROVAL: 

March 3, 2003

**LEAVE OF ABSENCE REQUEST**

**Recommend: the following leave of absence request be approved:**

1. Tracy Klein – Kindergarten teacher at Bryan Elementary School. She is requesting a leave of absence for the 2003-04 school year for family reasons.

**RESIGNATIONS**

**Recommend: the following resignations be accepted:**

1. Mary Berner – Currently on a leave of absence (kindergarten teacher at Morton Elementary School). She is resigning for family reasons. Resignation is effective at the end of the 2002-03 school year.
2. Erin Dietsch – Currently on a leave of absence (science teacher at West High School). She is resigning for family reasons. Resignation is effective at the end of the 2002-03 school year.
3. Kimberly Hagedorn – Currently on a leave of absence (math teacher at North High School). She is resigning for family reasons. Resignation is effective at the end of the 2002-03 school year.
4. Jody Revell – Currently on a leave of absence (music teacher at Beadle Middle School). She is resigning to relocate to another state. Resignation is effective at the end of the 2002-03 school year.
5. Nancy Wagner – Currently on a leave of absence (second grade teacher at Black Elk Elementary School). She is resigning for family reasons. Resignation is effective at the end of the 2002-03 school year.

March 3, 2003

**AMENDMENT TO CONTINUING CONTRACTS**

**Recommend: amendment to the following contracts:**

1. Karen Beard – Fourth grade teacher at Norris Elementary School. Amend contract from 75% to 100% effective January 20, 2003 for the remainder of the 2002-03 school year.
2. Tracey Wieser – Speech pathologist at Andersen/Beadle Middle School. Amend contract from 50% to 100% effective February 18, 2003 for the remainder of the 2002-03 school year.

)

March 3, 2003

**TEACHERS RECOMMENDED FOR HIRE**

**Recommend: the following teachers be hired for the 2003-04 school year:**

1. Sherri Andersen – Step 11, MA – University of Nebraska at Omaha. New Frontier English teacher at South High School. Previous experience: teacher, Boys Town High School (1986-2001).
2. Rose Bernstein – Step 11, MA – State University College, Oneonta, NY. Family consumer science teacher at Kiewit Middle School. Previous experience: teacher, Warminster, PA (1999-2002); Roanoke, VA (1997-99); New York (1981-88, 1993-97).
3. Terra Keiser – Step 5, BA – Dana College. Vocal music teacher (short term) at Abbott Elementary School. Previous experience: teacher, Omaha Public Schools (1997-2003).
4. Jacquie Welch – Step 1, BA – Creighton University. New Frontier science teacher at South High School.

)

**The following individual is employed with Millard Public Schools during the 2002-03 school year on a short term contract. She is being offered a regular contract for the 2003-04 school year.**

1. Katie O'Doherty – Step 3, BA – University of Nebraska at Omaha. Social studies teacher at Kiewit Middle School.

March 3, 2003

## Voluntary Early Separation

**Recommend:** The following qualified candidates be approved to participate in the District's Voluntary Early Separation Program:

<u>Name</u>	<u>Position</u>	<u>School</u>	<u>Years of Credited Service</u>
Linda Ottemann	Math Teacher	North High	20
Patricia L Johnson	Grade 1 Teacher	Hitchcock	13
Patricia Maas	Media Specialist	West High	34
Susan Martinez	Grade 1-2 Teacher	Cather	34
Suzen (DeCastro) Hayes	Grade 3 Teacher	Ezra Millard	21
Sharon Maly	Grade 2 Teacher	Rohwer	34
Margaret Mullin	Music Teacher	Morton	28
Linda Gibbs	Chapter 1 Teacher	Rockwell	35

SS.



Elementary	K	1	2	3	4	5	Self Cont	Total	Current Change	YTD Change	Official 9/02 Enrollment
Abboff (3 unit)	70	64	70	75	79	77		435	0	-3	438
Ackerman (4 unit)	116	93	86	103	78	84	17	577	2	12	565
Aldrich (3 unit)	47	56	64	53	58	51		329	2	5	324
Black Elk (3 unit)	103	83	105	86	99	93		569	1	10	559
Bryan (3 unit)	56	63	62	56	62	63		362	-1	-5	367
Cather (3 unit)	70	78	77	81	63	69		438	5	-11	449
Cody (2 unit)	43	34	22	31	34	31	29	224	2	6	218
Cottonwood (3 unit)	51	46	57	70	58	67		349	0	0	349
Disney (3 unit)	54	40	53	50	34	50	10	291	-2	-13	304
Ezra Millard (3 unit)	61	56	65	68	54	64	13	381	-2	0	381
Harvey Oaks (2 unit)	34	39	39	42	50	49		253	3	5	248
Hilchcock (2 unit)	37	39	31	33	39	24		203	-2	3	200
Holling Heights (3 unit)	60	52	53	50	59	63		337	2	7	330
Montclair (4 unit)	89	104	90	88	72	89	10	542	-3	-5	547
Morton (3 unit)	59	53	60	40	74	66	9	361	0	-4	365
Neihardt (4 unit)	106	109	94	109	96	101		615	2	7	608
Norris (3 unit)	52	45	46	34	40	44	25	286	-3	4	282
Rockwell (3 unit)	59	53	50	53	52	42	19	328	3	-5	333
Rohwer (3 unit)	71	63	66	52	61	63	14	390	-1	16	374
Sandoz (3 unit)	42	51	49	50	57	55		304	-1	-5	309
Wheeler (3 unit)	71	101	71	65	73	59	21	461	2	8	453
Willowdale (3 unit)	54	65	66	56	70	83	11	405	0	1	404
<b>Totals</b>	<b>1405</b>	<b>1387</b>	<b>1376</b>	<b>1345</b>	<b>1362</b>	<b>1387</b>	<b>178</b>	<b>8440</b>	<b>9</b>	<b>33</b>	<b>8407</b>

Secondary	6	7	8	Self Cont	Total	Current Change	YTD Change	Official 9/02 Enrollment
Andersen MS	241	274	285	12	800	-3	2	798
Beadle MS	203	175	131	13	509	2	6	503
Central MS	297	317	243	18	857	0	11	846
Kiewit MS	337	337	348	7	1022	-2	-7	1029
North MS	191	229	203	20	623	-2	9	614
Russell MS	221	278	258	10	757	1	-7	764
MS Alternative	0	7	15		22	0	11	11
<b>Totals</b>	<b>1490</b>	<b>1617</b>	<b>1483</b>	<b>80</b>	<b>4590</b>	<b>-4</b>	<b>25</b>	<b>4565</b>

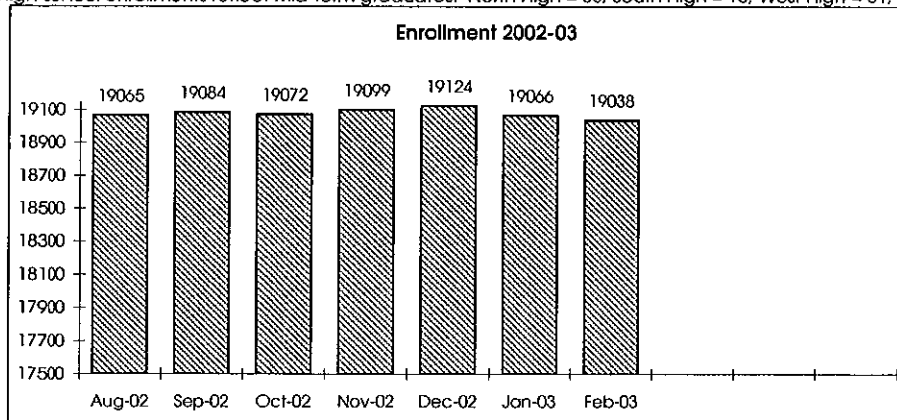
	9	10	11	12	Self Cont	Total	Current Change	YTD Change	Official 9/02 Enrollment
North HS	573	626	533	506	20	2238	-23	-55	2293
South HS	489	460	489	461	14	1899	-2	-33	1932
West HS	452	451	415	398	17	1716	2	-22	1738
Millard Learning Center	0	0	32	54		86	-13	2	84
<b>Totals</b>	<b>1514</b>	<b>1537</b>	<b>1469</b>	<b>1419</b>	<b>51</b>	<b>5939</b>	<b>-36</b>	<b>-108</b>	<b>6047</b>

Preschool	
Disney	36
Cody	16
Neihardt	76
Rockwell	51
Montessori - Montclair	59
Montessori - Norris	29
<b>Total</b>	<b>267</b>

Preschool SPED	
Cody	68
Rohwer	36
Sandoz	33
Wheeler	36
Contracted	4
Infants	80
<b>Total</b>	<b>257</b>

Contracted SPED	36	3	5	31
Young Adult Program	33	0	-1	34
<b>Total District K-12</b>	<b>19038</b>	<b>-28</b>	<b>-46</b>	<b>19084</b>
<b>Total District PreK-12</b>	<b>19562</b>	<b>-20</b>	<b>-2</b>	<b>19564</b>

High school enrollments reflect mid-term graduates: North High = 35, South High = 18, West High = 31, MLC = 6



9/27/2002	
Elementary	8407
Middle School	4565
High School	6047
Contracted	31
Young Adult	34
<b>Total</b>	<b>19084</b>
2/20/2003	
Elementary	8440
Middle School	4590
High School	5939
Contracted	36
Young Adult	33
<b>Total</b>	<b>19038</b>
Current Change	-28
YTD Change	-46

89

Elementary	Classroom Enrollment							Self Cont	Total	Current Change	YTD Change	Official 9/02 Enrollment	Class Size W/out SPED
	K	1	2	3	4	5	4-5						
Abbott	18	22	23	26	23	22	10						
	18	19	23	24	24	22	10						
	16	23	24	25	22	23							
	18												
Total Students	70	64	70	75	69	67	20		435	0	-3	438	435
Total Teachers	4.0	3	3	3	3	3	1		20.0				20.0
Classroom Avg	17.5	21.3	23.3	25.0	23.0	22.3	20		22				22

	K	1	2	3	1-3	4	5	Self Cont	Total	Current Change	YTD Change	Official 9/02 Enrollment	Class Size W/out SPED
Ackerman	15	24	22	26	22	27	28	8					
	25	23	23	26	23	25	28	9					
	26	23	22	25	23	26	28						
	25												
	25												
Total Students	116	70	67	77	68	78	84	17	577	2	12	565	560
Total Teachers	4.5	3	3	3	3	3.5	3.5	2	25.5				23.5
Classroom Avg	23.2	23.5	22.3	26.0	22.7	22.3	24.0	8.5	23				24

	K	1	2	3	4	5	Self Cont	Total	Current Change	YTD Change	Official 9/02 Enrollment	Class Size W/out SPED
Aldrich	23	19	21	27	18	26						
	24	18	22	26	20	25						
		19	21		20							
Total Students	47	56	64	53	58	51		329	2	5	324	329
Total Teachers	2	3	3	2	3	2		15.00				15
Classroom Avg	23.5	18.7	21.3	26.5	19.3	25.5		22				22

	K	1	2	3	4	5	Self Cont	Total	Current Change	YTD Change	Official 9/02 Enrollment	Class Size W/out SPED
Black Elk	22	21	21	21	25	24						
	21	21	20	22	25	23						
	19	20	21	22	25	23						
	21	21	21	21	24	23						
	20		22									
Total Students	103	83	105	86	99	93		569	1	10	559	569
Total Teachers	5.0	4	5	4	4	4		26				26
Classroom Avg	20.6	20.8	21.0	21.5	24.8	23.3		22				22

	K	1	2	3	4	5	Self Cont	Total	Current Change	YTD Change	Official 9/02 Enrollment	Class Size W/out SPED
Bryan	19	21	15	20	22	20						
	19	21	15	19	19	22						
	18	21	16	17	21	21						
			16									
Total Students	56	63	62	56	62	63		362	-1	-5	367	362
Total Teachers	3	3	4	3	3	3		19				19
Classroom Avg	18.7	21.0	15.5	18.7	20.7	21.0		19				19

	K	1	2	3	4	5	1-2	C-K	C-1	C-2	C-3	C-4	C-5	Self Cont	Total	Current Change	YTD Change	Official 9/02 Enrollment	Class Size W/out SPED
Cather	21	24	19	16	23	17	9	25	23	24	25	21	16						
				17		16	10	24	22	24	23	19	20						
Total Students	21	24	19	33	23	33	19	49	45	48	48	40	36		438	5	-11	449	438
Total Teachers	1	1	1	2	1	2	1	2	2	2	2	2	2		21				21.0
Classroom Avg	21.0	24.0	19.0	16.5	23.0	16.5	19.0	24.5	22.5	24.0	24.0	20.0	18.0		21				21

	K	1	2	3	4	5	Self Cont	Total	Current Change	YTD Change	Official 9/02 Enrollment	Class Size W/out SPED
Cody	22	18	11	15	16	16	10					
	21	16	11	16	18	15	9					
							10					
Total Students	43	34	22	31	34	31	29	224	2	6	218	195
Total Teachers	2	2	2	2	2	2	3	15				12
Classroom Avg	21.5	17.0	11.0	15.5	17.0	15.5	9.7	15				16

	K	1	2	3	4	5	Self Cont	Total	Current Change	YTD Change	Official 9/02 Enrollment	Class Size W/out SPED
Cottonwood	25	16	21	23	20	23						
	26	14	16	24	19	22						
		16	20	23	19	22						
Total Students	51	46	57	70	58	67		349	0	0	349	349
Total Teachers	2	3	3	3	3	3		17				17
Classroom Avg	25.5	15.3	19.0	23.3	19.3	22.3		21				21

90.

	K	1	2	3	4	5	Self Cont	Total	Current Change	YTD Change	Official 9/02 Enrollment	Class Size
												Size W/out SPED
Disney	17	14	17	17	18	24	6					
	18	13	19	15	16	26	4					
	19	13	17	18								
Total Students	54	40	53	50	34	60	10	291	-2	-13	304	281
Total Teachers	3.0	3	3	3	2	2	2	18.0				16
Classroom Avg	18.0	13.3	17.7	16.7	17.0	25.0	5.0	16				18

	K	1	2	3	4	5	Total	Current Change	YTD Change	Official 9/02 Enrollment	Class Size
											Size W/out SPED
Harvey Oaks	17	18	19	21	25	25					
	17	21	20	21	25	24					
Total Students	34	39	39	42	50	49	253	3	5	248	253
Total Teachers	2.0	2	2	2	2	2	12.0				12
Classroom Avg	17.0	19.5	19.5	21.0	25.0	24.5	21				21

	K	1	2	3	4	5	Total	Current Change	YTD Change	Official 9/02 Enrollment	Class Size
											Size W/out SPED
Hitchcock	19	19	15	17	20	24					
	18	20	16	16	19						
Total Students	37	39	31	33	39	24	203	-2	3	200	203
Total Teachers	2.0	2	2	2	2	1	11.0				11
Classroom Avg	18.5	19.5	15.5	16.5	19.5	24.0	18				18

	K	1	2	3	4	5	Total	Current Change	YTD Change	Official 9/02 Enrollment	Class Size
											Size W/out SPED
Holling Heights	20	17	18	16	19	21					
	20	17	19	17	20	22					
	20	18	16	17	20	20					
Total Students	60	52	53	50	59	63	337	2	7	330	337
Total Teachers	3.0	3	3	3	3	3	18.0				18
Classroom Avg	20.0	17.3	17.7	16.7	19.7	21.0	19				19

	K	1	2	3	4	5	Self Cont	Total	Current Change	YTD Change	Official 9/02 Enrollment	Class Size
												Size W/out SPED
Ezra Millard	21	18	21	23	18	22	6					
	19	19	22	22	18	21	7					
	21	19	22	23	18	21						
Total Students	61	56	65	68	54	64	13	381	-2	0	381	368
Total Teachers	3	3	3	3	3	3	2	20				18
Classroom Avg	20.3	18.7	21.7	22.7	18.0	21.3	7	19				20

	K	1	2	3	4	5	M-K	M1-3	M4-5	Self Cont	Total	Current Change	YTD Change	Official 9/02 Enrollment	Class Size
															Size W/out SPED
Montclair	21	22	21	19	17	24	17	26	21	6					
	19	22	20	20	17	24	17	27	19	4					
							15	26	20						
								26	19						
								28							
								25							
Total Students	40	44	41	39	34	48	49	158	79	10	542	-3	-5	547	532
Total Teachers	2	2	2	2	2	2	3	6	4	2	27				25
Classroom Avg	20.0	22.0	20.5	19.5	17.0	24.0	16.3	26.3	19.8	5.0	20				21

	K	1	2	3	4	5	Self Cont	Total	Current Change	YTD Change	Official 9/02 Enrollment	Class Size
												Size W/out SPED
Morton	21	17	20	21	24	21	9					
	19	18	19	19	25	23						
	19	18	21		25	22						
Total Students	59	53	60	40	74	66	9	361	0	-4	365	352
Total Teachers	3	3	3	2	3	3	1	18				17.0
Classroom Avg	19.7	17.7	20.0	20.0	24.7	22.0	9.0	20				21

	K	1	2	3	4	5	Total	Current Change	YTD Change	Official 9/02 Enrollment	Class Size
											Size W/out SPED
Neihardt	22	23	23	21	25	25					
	21	21	24	22	25	25					
	20	22	23	22	24	26					
	22	22	24	22	22	25					
	21	21		22							
Total Students	106	109	94	109	96	101	615	2	7	608	615
Total Teachers	5.0	5	4	5	4	4	27.0				27.0
Classroom Avg	21.2	21.8	23.5	21.8	24.0	25.3	23				23

	K	1	2	3	4	5	M-K	Self Cont	Total	Current Change	YTD Change	Official 9/02 Enrollment	Class Size
													Size W/out SPED
Norris	17	16	21	17	20	22	19	8					
	16	14	25	17	20	22		8					
		15						9					
Total Students	33	45	46	34	40	44	19	25	286	-3	4	282	261
Total Teachers	2.0	3	2	2	2	2	1	3	17.0				14
Classroom Avg	16.5	15.0	23.0	17.0	20.0	22.0	19.0	8.3	17				19

	K	1	2	3	4	5	Self Cont	Total	Current Change	YTD Change	Official 9/02 Enrollment	Class Size
												Size W/out SPED
Rockwell	19	17	17	18	16	21	10					
	20	17	17	18	18	21	9					
	20	19	16	17	18							
Total Students	59	53	50	53	52	42	19	328	3	-5	333	309
Total Teachers	3.0	3	3	3	3	2	2	19.0				17.0
Classroom Avg	19.7	17.7	16.7	17.7	17.3	21.0	9.5	17				18

	K	1	2	3	4	5	Self Cont	Total	Current Change	YTD Change	Official 9/02 Enrollment	Class Size
												Size W/out SPED
Rohwer	24	20	21	26	20	22	6					
	23	21	22	26	20	19	8					
	24	22	23		21	22						
Total Students	71	63	66	52	61	63	14	390	-1	16	374	376
Total Teachers	3.0	3	3	2	3	3	2	19.0				17
Classroom Avg	23.7	21.0	22.0	26.0	20.3	21.0	7.0	21				22

	K	1	2	3	4	5	Self Cont	Total	Current Change	YTD Change	Official 9/02 Enrollment	Class Size
												Size W/out SPED
Sondoz	21	17	16	25	20	19						
	21	17	17	25	19	18						
		17	16		18	18						
Total Students	42	51	49	50	57	55		304	-1	-5	309	304
Total Teachers	2	3	3	2	3	3		16				16
Classroom Avg	21.0	17.0	16.3	25.0	19.0	18.3		19				19

	K	1	2	3	4	5	Self Cont	Total	Current Change	YTD Change	Official 9/02 Enrollment	Class Size
												Size W/out SPED
Wheeler	24	20	24	22	24	20	10					
	23	17	23	22	24	18	11					
	24	22	24	21	25	21						
		21										
		21										
Total Students	71	101	71	65	73	59	21	461	2	8	453	440
Total Teachers	3	5	3	3	3	3	2	22				20
Classroom Avg	23.7	20.2	23.7	21.7	24.3	19.7	10.5	21				22

	K	1	2	3	4	5	Self Cont	Total	Current Change	YTD Change	Official 9/02 Enrollment	Class Size
												Size W/out SPED
Willowdale	18	22	22	18	23	21	11					
	17	22	22	19	24	21						
	19	21	22	19	23	18						
						23						
Total Students	54	65	66	56	70	83	11	405	0	1	404	394
Total Teachers	3.0	3	3	3	3	4	1	20.0				19
Classroom Avg	18.0	21.7	22.0	18.7	23.3	20.8	11.0	20				21

Elementary Totals	Grade	K	1	2	3	4	5	Self Cont	Total	Current Change	YTD Change	Official 9/02 Enrollment	Class Size
													Size W/out SPED
Students		1405	1387	1376	1345	1362	1387	178	8440	9	33	8407	8262
Teachers		68.5	70.5	68.5	64.0	65.0	64.0	22.0	422.5				400.5
Classroom Avg		20.5	19.7	20.1	21.0	21.0	21.7	8.1	20				21

	6	7	8	Self Cont	Total	Current Change	YTD Change	Official 9/02 Enrollment	Class Size
									Size W/out SPED
Andersen MS	241	274	285	12	800	-3	2	798	
Beadle MS	203	175	131	13	509	2	6	503	
Central MS	297	317	243	18	857	0	11	846	
Klewit MS	337	337	348	7	1022	-2	-7	1029	
North MS	191	229	203	20	623	-2	9	614	
Russell MS	221	278	258	10	757	1	-7	764	
MS Alternative	0	7	15		22	0	11	11	
Totals	1490	1617	1483	80	4590	-4	25	4565	

	9	10	11	12	Self Cont	Total	Current Change	YTD Change	Official 9/02 Enrollment	Class Size
										Size W/out SPED
North HS		573	626	533	506	20	2238	-23	-55	2293
South HS		489	460	489	461	14	1899	-2	-33	1932
West HS		452	451	415	398	17	1716	2	-22	1738
Millard Learning Center		0	0	32	54		86	-13	2	84
Totals		1514	1537	1469	1419	51	5939	-36	-108	6047

Contracted SPED							36	3	5	31
Young Adult Program							33	0	-1	34
<b>Total District Enrollment</b>							<b>19038</b>	<b>-28</b>	<b>-46</b>	<b>19084</b>

92.

**AGENDA SUMMARY SHEET**

**Enclosure I.2.  
March 3, 2003**

**AGENDA ITEM: Legislative Report**

**MEETING DATE: March 3, 2003**

**DEPARTMENT: Office of the Superintendent**

**TITLE AND BRIEF DESCRIPTION: This is the third Legislative Report for the 98th Legislature**

**ACTION DESIRED: APPROVAL \_\_\_\_ DISCUSSION \_\_\_\_ INFORMATION ONLY XX**

**BACKGROUND:**

Lb 66 moved to Final Reading. Once a bill arrives at Final Reading, it cannot be amended unless the Legislature votes to return it to Select File. LB 66 is relatively safe right now. The "A" bill will be attached and will be approximately \$1 million. It will likely sit until the rest of the budget is complete. There is probably no advantage to have it go to the Governor early and be a candidate for an early veto.

Hearings: We are nearing the end of the hearings. The hearings have continued on several issues including consolidation, wards of the court. Bill and/or I attend all pertinent hearings including the ones on LB reorganization and wards of the state. It is always good for us to hear the rationale for the legislation and to support or oppose the measure at that time.

We are tracking the attached list of bills and will offer an administrative recommendation on all bills that are supported by the resolutions you approved in September. We are closely watching:

- LB 66 (technology reimbursements)
- LB 236 (further restricts provisions for supplying personal information on students)
- LB 246 (levy and spending exceptions for life safety, fire and air quality)
- LB 249 ( change option enrollment deadline)
- LB 335 (change annexation provisions for certain Class III school districts)
- LB 648 (raises the levy limit to \$1.10)
- LB 698 (revises the funding formula based on the Education Committee study)
- LB 769 (exempts expenditures for SROs from levy and expenditure lids)
- LB 774 (eliminates budget and tax levy limits)
- LB 778 (move to a single state-wide test for state standards)

If there are any bills that you would like us to track, in addition to the attached bills, please let me know.

**STRATEGIC PLAN: Implemented Strategies, Plan 7-1, and Board Goals**

**RESPONSIBLE PERSON: Angelo Passarelli**

**SUPERINTENDENT'S APPROVAL:** Keith Lutz  
(Signature)

**BOARD ACTION:**

# MILLARD PUBLIC SCHOOLS

## LEGISLATIVE SUMMARY

### 98th Legislature - First Session - 2003

Ruth Mueller

530 South 13<sup>th</sup> Street, Suite 110  
 Lincoln, Nebraska 68508  
 Telephone: 402.434.3399  
 Fax: 402.434.3390  
 www.ruthmueller.com

BILL NO.	DESCRIPTION AND SUMMARY OF BILL	COMMITTEE & HEARING DATE	STATUS IF NOT IN COMMITTEE	POSITION	NOTES
LB 1 Exec. Bd.	Revisor bill to repeal obsolete provisions governing the Teacher Salary Task Force	General File	Signed by Governor 2/3/03	Support	
LB 10 Exec. Bd.	Revisor bill to repeal obsolete sections governing the Reorganized School Assistance Fund	General File	Signed by Governor 2/3/03	Support	
LB 53 Smith, Erdman	Change provisions for educational service units core services funding	Education 1/27/03 at 1:30 Room 1525	Final Reading 2/20/03	No Position	
LB 63 Preister	Adopt the School Pesticide Notification Act	Agriculture 2/11/03 at 1:30 Room 1524		No Position	

BILL NO.	DESCRIPTION AND SUMMARY OF BILL	COMMITTEE & HEARING DATE	STATUS IF NOT IN COMMITTEE	POSITION	NOTES
LB 64 Preister	Adopt the School Integrated Pest Management Act	Agriculture 2/11/03 at 1:30 Room 1524		No Position	
LB 66 Raikes	Change disbursement provisions relating to the School Technology Fund	Education 1/21/03 at 2:00 Room 1525	Final Reading 2/20/03	Support	
LB 67E Raikes	Change and eliminate provisions relating to education	Education 1/21/03 at 2:00 Room 1525	Signed by Governor 1/31/03	Support	
LB 68 Raikes	Change and eliminate provisions relating to institutions governed by the Board of Regents and the University of Nebraska	Education 1/21/03 at 2:00 Room 1525	Signed by Governor 2/3/03	No Position	
LB 77 Hartnett	Change fees charges by the State Fire Marshal and fireworks display requirements	Government, Military and Veterans Affairs 1/29/03 at 1:30 Room 1507	Killed 1/31/03	No Position	
LB 106 Beutler	Provide for inclusion of associate degree program students under the Minority Scholarship Program Act	Education 1/21/03 at 2:00 Room 1525	Signed by Governor 2/3/03	Support	
LB 147 D. Pederson, Schrock	Change cancellation and ownership provisions for the Nebraska educational savings plan trust	Education 2/3/03 at 1:30 Room 1525			
LB 152 Schimek, Aguilar, Byars, et al	Change residency provisions relating to postsecondary education	Education 2/3/03 at 1:30 Room 1525			

95.

BILL NO.	DESCRIPTION AND SUMMARY OF BILL	COMMITTEE & HEARING DATE	STATUS IF NOT IN COMMITTEE	POSITION	NOTES
LB 163 Raikes	Authorize educational service units to exceed the maximum tax levy as prescribed	Revenue 2/27/03 at 1:30 Room 1524		Support	
LB 172 Foley, Erdman	Eliminate a requirement for school districts to provide abortion information	Education 3/4/03 at 1:30 Room 1525		No Position	
LB 174 Byars	Provide eye examinations for children entering school	Education 3/4/03 at 1:30 Room 1525		No Position	
LB 181 Stuhr, Baker, Kremer, et al	Provide for filling of vacancies on the Board of Regents	Education 1/28/03 at 1:30 Room 1525	Final Reading 2/20/03	No Position	
LB 236 Maxwell	Change provisions for withholding personal information on students in public records	Government, Military and Veterans Affairs 1/30/03 at 1:30 Room 1507	General File 2/18/03	Support	
LB 244 Wehrbein	Change University of Nebraska priorities	Education 1/28/03 at 1:30 Room 1525		No Position	
LB 246 Jensen	Provide for funding to correct schools' life safety code violations and make air quality improvements	Education 3/10/03 at 1:30 Room 1525		Support	
LB 247 Redfield, Baker, Burling, et al	Provide for Internet auction of political subdivision bonds	Banking, Commerce and Insurance 2/18/03 at 1:30 Room 1507	General File 2/19/03	Support	

96.



BILL NO.	DESCRIPTION AND SUMMARY OF BILL	COMMITTEE & HEARING DATE	STATUS IF NOT IN COMMITTEE	POSITION	NOTES
LB 249 Stuhr, D. Pederson, Raikes	Change option enrollment deadline and eligibility provisions	Education 2/25/03 at 1:30 Room 1 525		Support	
LB 262 Raikes, D. Pederson	Change deadlines and provisions relating to treatment of students under the enrollment option program	Education 2/25/03 at 1:30 Room 1 525		Support	
LB 263 Raikes, Janssen	Permit excess budget authority requests for full-day kindergarten programs	Education 2/10/03 at 1:30 Room 1525		Support	
LB 264 Raikes	Change and eliminate provisions relating to educators' certificates and permits	Education 3/3/03 at 1:30 Room 1525		Support	
LB 282 Landis	Adopt the Streamlined Sales and Use Tax Agreement and harmonize Nebraska law	Revenue 1/24/03 at 1:30 Room 1524	Final Reading 2/20/03		Sales tax on admission fees
LB 288 Price	Change provisions relating to acquisition and use of real property by school districts	Education 3/10/03 at 1:30 Room 1 525		Support	
LB 289 Price	Change provisions relating to payment of educational costs for state wards in residential settings	Education 2/25/03 at 1:30 Room 1 525		No Position	
LB 297 Hartnett, Byars	Change provisions for receipt of specialized developmental disabilities services	Health and Human Services 2/21/03 at 1:30 Room 1510		No Position	

97.

BILL NO.	DESCRIPTION AND SUMMARY OF BILL	COMMITTEE & HEARING DATE	STATUS IF NOT IN COMMITTEE	POSITION	NOTES
LB 310 Connealy, Aguliar, Tyson	Adopt the Public Facilities Construction and Finance Act Allows two governmental entities to cooperatively construct an improvement, issue bonds to do it, and taxes levied not be limited by levy limit.	Government, Military and Veterans Affairs 2/28/03 at 1:30 Room 1507		Support	
LB 311 Erdman, Baker, Maxwell, et al	Adopt the Unfunded Mandates Reform Act	Executive Board 2/20/03 at 12:00 Room 2102	Killed 2/24/03		
LB 318 Chambers	Eliminate the Postsecondary Education Award Program Act	Education 2/4/03 at 1:30 Room 1525			
LB 335 Kremer, Burling, Byars, et al	Change annexation provisions relating to certain Class III school districts	Education 1/27/03 at 1:30 Room 1525		No Position	
LB 340 Bourne	Provide for extended contract days and change certain programs and funding related to teaching	Education 3/3/03 at 1:30 Room 1525			
LB 341 Bourne	Adopt the Teacher Tuition Reimbursement Program Act	Education 3/3/03 at 1:30 Room 1525			
LB 356 Stuhr	Change provisions relating to freeholder petitions	Education 1/27/03 at 1:30 Room 1525			

98.

BILL NO.	DESCRIPTION AND SUMMARY OF BILL	COMMITTEE & HEARING DATE	STATUS IF NOT IN COMMITTEE	POSITION	NOTES
LB 370 Baker	Change provisions relating to school consolidation incentive payments Revive the school incentive fund and create a new deadline of August 2, 2006 for applications.	Education 1/27/03 at 1:30 Room 1525		No Position	
LB 372 Jones, Burling, Erdman, et al	Change requirements for financial examinations of certain Class I school districts	Education 2/10/03 at 1:30 Room 1525			
LB 386 Hudkins, Wehrbein	Change risk management pool provisions	Banking, Commerce and Insurance 2/25/03 at 1:30 Room 1507			
LB 387 Louden, Burling, Jones, et al	Provide a sales tax on food with proceeds to be distributed to school districts	Revenue 2/20/03 at 1:30 Room 1524		No Position	
LB 389 Johnson, Bromm	Create the Nebraska Higher Education Board of Regents	Education 1/28/03 at 1:30 Room 1525		No Position	
LB 394 McDonald, Erdman, Jones, et al	Permit Class VI school districts to offer grades six through twelve as prescribed	Education 1/27/03 at 1:30 Room 1525	Select File 2/24/03	No Position	

99.

BILL NO.	DESCRIPTION AND SUMMARY OF BILL	COMMITTEE & HEARING DATE	STATUS IF NOT IN COMMITTEE	POSITION	NOTES
LB 397 Redfield, Mines	Change the sales tax rate and tax certain services  A very comprehensive 34-page bill expanding the base of services for sales taxation, and removing many current exemptions from sales tax. The bill would reduce the rate of the current sales tax from 5.5% to 2.8%, and then extend that tax to almost all services performed within Nebraska for customers located within Nebraska (except "health care services"). The broad language in the bill would thus appear to include such services as construction, financial, third-party processing, repair, installation of annexed property, training, laboratory and diagnostic, collection, reporting, advertising, professional services (legal, engineering, architectural, accounting, etc.), and a host of others. LB 397 would also remove some standard exemptions from the current sales tax, such as garage sales, "occasional" sales by religious organizations, and admissions to school events.	Revenue 3/6/03 at 1:30 Room 1524		No Position	
LB 417 Speaker Bromm, at the request of the Governor	Eliminate provisions relating to payment for wards' education	Education 2/25/03 at 1:30 Room 1 525		Oppose	
LB 442 Erdman	Change death benefit provisions under the School Employees Retirement Act	Nebraska Retirement Systems		Support	
LB 466 D. Pederson	Change provisions relating to educational savings plans	Education 2/3/03 at 1:30 Room 1525			
LB 482 Redfield, Aguliar, Baker, et al	Adopt the In the Line of Duty Dependent Education Act	Education 2/3/03 at 1:30 Room 1525			
LB 486 Price	Change allowable growth rate provisions for school building operation and maintenance costs	Education 3/10/03 at 1:30 Room 1 525		Support	

100.

BILL NO.	DESCRIPTION AND SUMMARY OF BILL	COMMITTEE & HEARING DATE	STATUS IF NOT IN COMMITTEE	POSITION	NOTES
LB 513 Byars	Require certain vaccinations for postsecondary students	Education 3/4/03 at 1:30 Room 1525			
LB 534 Erdman	Provide for public school participation and part-time enrollment for certain students	Education 2/10/03 at 1:30 Room 1525			
LB 540 Raikes	Change provisions relating to maximum school levies and state aid Extend a policy adopted by the Legislature last session where districts' formula needs are reduced by a specific percent and a temporary levy exclusion is authorized to make up the lost state aid. LB 540 applies to both equalized and non-equalized school districts. The levy exclusion would require a three-quarters vote of the school board for approval.	Education 3/10/03 at 1:30 Room 1525		Support	
LB 541 Dw. Pedersen	Change competitive bidding requirements for school districts	Education 3/10/03 at 1:30 Room 1525			
LB 544 Stuhr	Change the employee contribution rate under the School Employees Retirement Act	Nebraska Retirement Systems			
LB 545 Schrock	Impose a local option income tax to support schools	Revenue			
LB 556 Beutler	Create and provide duties for the School Structure Task Force Study optimum size and components of a school district that would most "efficiently and most fairly maximize the educational benefits to all students." The task force will deliver a detailed plan to the Legislature by May 1, 2009 to reduce or configure the number of school districts in the standard cost grouping.	Education 2/24/03 at 1:30 Room 1525			
LB 573 Raikes	Adopt the Nebraska Scholarship Act and repeal three scholarship programs	Education 2/4/03 at 1:30 Room 1525			

104.

BILL NO.	DESCRIPTION AND SUMMARY OF BILL	COMMITTEE & HEARING DATE	STATUS IF NOT IN COMMITTEE	POSITION	NOTES
LB 574 Raikes	Adopt the Nebraska Scholarship Act and repeal three scholarship programs	Education 2/4/03 at 1:30 Room 1525			
LB 575 Raikes	Provide for tuition waivers and repeal three scholarship programs	Education 2/4/03 at 1:30 Room 1525			
LB 581 Bourne	Change sales tax provisions relating to services and exemptions In effect, repeals expanded service taxes from 2002.	Revenue 3/5/03 at 1:30 Room 1524			
LB 597 Synowiecki, Bourne, Janssen	Provide for a study of countywide school districts Study the merits of consolidating the state's schools into county-wide districts. Such study to be completed by January 1, 2005.	Education 2/24/03 at 1:30 Room 1525			
LB 620 Jones, Baker, Burling, et al	Authorize a school income tax	Revenue			
LB 621 Jones	Impose a school income tax	Revenue			
LB 635 Schrock	Exempt agricultural personal property from property tax and change school levy provisions	Revenue 2/27/03 at 1:30 Room 1524			
LB 645 Hartnett	Create a preferred purchasing status for governmental units for calcium-enriched products	Health and Human Services 2/19/03 at 1:30 Room 1510	General File 2/24/03		

102.

BILL NO.	DESCRIPTION AND SUMMARY OF BILL	COMMITTEE & HEARING DATE	STATUS IF NOT IN COMMITTEE	POSITION	NOTES
LB 646 Hartnett	Provide powers and duties for the Auditor of Public Accounts	Government, Military and Veterans Affairs 2/12/03 at 1:30 Room 1507	Killed 2/18/03		
LB 648 Hartnett	Increase the maximum school tax levy	Revenue 2/27/03 at 1:30 Room 1524			
LB 649 Hartnett	Authorize additional tax levy authority for school buildings	Revenue 2/27/03 at 1:30 Room 1524			
LB 651 Hartnett	Disallow certain sales and use tax refunds under the Employment and Investment Growth Act  NCCI Summary: This would allow sales and use tax refunds to be used for rentals for use on the project and for the application fee paid under the Employment and Investment Growth Act (LB 775). Sales tax refunds under the Local Option Revenue Act of more than \$25,000 will not be made before the first January following the first April following the claim for refund and the Tax Commissioner would be required to notify the affected municipality of the refund claim.	Revenue 2/12/03 at 2:30 Room 1524			See LB 287, LB 651, LB 668, LB 677, LB 731, LB 736, LB 742, LB 749, LB 758
LB 653 Raikes, Byars	Change provisions relating to tuition of wards in foster care	Education 2/25/03 at 1:30 Room 1525			
LB 658 Beutler	Adopt the Community Scholarship Foundation Program Act	Education 2/3/03 at 1:30 Room 1525			

103.

BILL NO.	DESCRIPTION AND SUMMARY OF BILL	COMMITTEE & HEARING DATE	STATUS IF NOT IN COMMITTEE	POSITION	NOTES
LB 659 Maxwell, Stuhr	Change provisions relating to allocations under certain scholarship programs	Education 2/4/03 at 1:30 Room 1525			
LB 660 Maxwell, Stuhr, Byars	Prohibit unfunded mandates relating to elementary and secondary education	Education 2/10/03 at 1:30 Room 1525			
LB 668 Thompson	Change employment requirements under the Employment and Investment Growth Act NCCI Summary: Would amend the employment requirements under the Employment and Investment Growth Act (LB 775) to provide that basic health insurance coverage is a condition for receiving tax credits. Basic health insurance coverage would be defined as an insurance plan for which the employer pays 70% of the premium for family coverage that covers at least 80% of the costs of office visits, emergency care, surgery, and prescriptions, and has an annual deductible of no more than \$1,500. The bill would apply only to new applications under the Act.	Revenue 2/13/03 at 1:30 Room 1524			See LB 287, LB 651, LB 668, LB 677, LB 731, LB 736, LB 742, LB 749, LB 758
LB 672 Erdman, Baker, Burling, et al	Require filtering technology on school computers having Internet access	Education 3/4/03 at 1:30 Room 1525			

104.



BILL NO.	DESCRIPTION AND SUMMARY OF BILL	COMMITTEE & HEARING DATE	STATUS IF NOT IN COMMITTEE	POSITION	NOTES
LB 677 Landis	Create the Tax Incentive Sunset Review Commission  NCCI Summary: This is a bill proposing to create the Tax Incentive Sunset Review Commission consisting of 5 members: the Speaker of the Legislature, 2 appointed by the Executive Board of the Legislature, the Governor or Governor's designee, and another appointed by the Governor who is qualified in finance, economic development, or other related field. The Commission would terminate on January 1, 2005. The Commission's duties are to examine the Employment and Investment Act (LB 775) and make recommendations to the Legislature for improving the impact and effectiveness of the Act. The Commission will study the effects of investments and job creation and recommend what incentives produce the best results with the least revenue impact, the likelihood of whether investments and jobs created would have occurred or not, whether new jobs were created or relocated and the quality of such jobs. All information would be held confidential and would not be published as company specific. Section 5 would provide that no applications for benefits would be accepted after January 1, 2005, without further authorization of the Legislature, but would preserve all past applications and pending applications for projects entered into before such date.	Revenue 2/13/03 at 1:30 Room 1524			See LB 287, LB 651, LB 668, LB 677, LB 731, LB 736, LB 742, LB 749, LB 758
LB 680 Wehrbein, Baker	Create and provide duties for the Nebraska Commission for Quality Education	Education 2/24/03 at 1:30 Room 1525			
LB 682 Kremer	Change provisions relating to reimbursement for special education costs	Education 2/10/03 at 1:30 Room 1510			
LB 683 Raikes	Change provisions relating to nonpublic colleges and career schools	Education 3/3/03 at 1:30 Room 1525			
LB 684 Raikes	Change provisions relating to the Private Postsecondary Career School Act	Education 3/3/03 at 1:30 Room 1525			

105

BILL NO.	DESCRIPTION AND SUMMARY OF BILL	COMMITTEE & HEARING DATE	STATUS IF NOT IN COMMITTEE	POSITION	NOTES
LB 685 Raikes	Change provisions relating to student fees	Education 2/25/03 at 1:30 Room 1525			
LB 686 Raikes	Change provisions relating to disbursement of administrative fines	Education 3/10/03 at 1:30 Room 1525			
LB 698 Education Committee	Change calculation of state aid pursuant to the Tax Equity and Educational Opportunities Support Act	Education 2/11/03 at 1:30 Room 1525		Monitor	
LB 731 Connealy	Establish wage and health benefit requirements under the Employment and Investment Growth Act  NCCI Summary: This bill would amend the employment requirements for the Employment and Investment Act (LB 775) by providing for "qualifying wages" that are defined as the greater of 125% of the county average annual wage in the county or counties in which a project is located or 100% of the regional average annual wage in the region or regions in which a project is located. The State is divided into 7 regions: Panhandle, Mid-plains, Central, Northeast, Southeast, Omaha, and Lincoln. The provisions would apply to applications filed on or after the effective date of the legislation. The bill would also require that all new applicants for business tax incentives under LB 775 provide health care benefits to new employees in order to qualify. The health benefits must be substantially similar to those provided under the Nebraska State Insurance Program.	Revenue 2/13/03 at 1:30 Room 1524			See LB 287, LB 651, LB 668, LB 677, LB 731, LB 736, LB 742, LB 749, LB 758
LB 736 Kremer, Baker, Bromm, et al	Extend Employment and Investment Growth Act benefits to certain cooperatives  NCCI Summary: LB 736 would extend Employment and Investment Growth Act (LB 775) benefits to certain cooperatives as defined in IRC §521.	Revenue 2/14/03 at 1:30 Room 1524			See LB 287, LB 651, LB 668, LB 677, LB 731, LB 736, LB 742, LB 749, LB 758

106.

BILL NO.	DESCRIPTION AND SUMMARY OF BILL	COMMITTEE & HEARING DATE	STATUS IF NOT IN COMMITTEE	POSITION	NOTES
LB 749 Beutler	<p>Require payment of a living wage to project employees to receive tax credits under the Invest Nebraska Act</p> <p>NCCI Summary: This is a bill to amend the Invest Nebraska Act by requiring the payment of a living wage of \$8.70 per hour to full-time project employees who receive health care benefits and \$9.57 per hour for employees who do not receive health care benefits. The minimum wages would be adjusted annually beginning in 2005 for inflation based on the unadjusted federal CPA for all Urban Consumers. Full-time employee would mean an employee employed to work one-half or more the regularly scheduled hours during each pay period, but does not include temporary employees. Health care benefits would mean participation in an employer-sponsored or supported health insurance program in which the employer contributes at least 50% of the premium cost for individual coverage.</p>	Revenue 2/13/03 at 1:30 Room 1524			See LB 287, LB 651, LB 668, LB 677, LB 731, LB 736, LB 742, LB 749, LB 758
LB 750 Beutler	<p>Provide aid to counties to provide living wages to county employees who are single parents or farm family second income earner</p>	Business and Labor 3/3/03 at 1:30 Room 2102			
LB 758 Brashear, at the request of the Governor	<p>Change investment, employment, and reporting requirements under the Employment and Investment Growth Act</p> <p>NCCI Summary: Would require companies qualifying for economic development tax incentives under the Employment and Investment Growth Act to pay employees a minimum wage of \$8.24/hour in Douglas, Lancaster, and Sarpy counties and a minimum wage of \$7.21/hour in all other counties in the state. The measure also creates a new lower tier of investment and new employee requirements for all counties except Douglas, Lancaster, and Sarpy by reducing the current \$3 million investment and 30 employee tier to \$2 million investment and 20 new employees. Finally, the Governor's bill calls for making additional details regarding qualifying projects eligible for release by the Department of Revenue, with such information to be grouped by county or industry group.</p>	Revenue 2/12/03 at 2:30 Room 1524			See LB 287, LB 651, LB 668, LB 677, LB 731, LB 736, LB 742, LB 749, LB 758

107.

BILL NO.	DESCRIPTION AND SUMMARY OF BILL	COMMITTEE & HEARING DATE	STATUS IF NOT IN COMMITTEE	POSITION	NOTES
LB 759 Brashear, D. Pederson, Thompson	Change income tax, sales tax, homestead and school aid provisions Expand sales tax to include new goods and services including snack food, construction repair and remodeling, repair services for cars, and lottery tickets. Reduce state spending by 4% across the board excluding Medicaid and K-12 education. Return the state sales tax rate to 5% in October. Extend the income tax increase from last year. Raise school districts' property tax levy lid to \$1.10. Limit the growth of state aid to schools. Provide a general homestead exemption.	Revenue 3/6/03 at 1:30 Room 1524			
LB 769 Hartnett	Exempt expenditures for school resource officers from levy expenditure limits	Revenue 2/27/03 at 1:30 Room 1524		Support	
LB 770 Legislative Program Evaluation Committee	Change provisions for public contracts for personal services	Government, Military and Veterans Affairs 2/13/03 at 1:30 Room 1507			
LB 771 Synowiecki	Change calculation of state aid under the Tax Equity and Educational Opportunities Support Act	Education 2/11/03 at 1:30 Room 1525		Monitor	
LB 774 Kruise, Hartnett, Mines, Thompson	Eliminate budget and tax levy limits Repeals Section 77-3443 which currently places a levy limit on city airport authorities.	Revenue 2/26/03 at 2:30 Room 1524		Support	
LB 777 Beutler	Adopt the Higher Education Opportunities Act	Education 2/3/03 at 1:30 Room 1525			

108.

BILL NO.	DESCRIPTION AND SUMMARY OF BILL	COMMITTEE & HEARING DATE	STATUS IF NOT IN COMMITTEE	POSITION	NOTES
LB 778 Beutler	Change provisions relating to statewide student assessments and academic standards	Education 3/4/03 at 1:30 Room 1525			
LB 784 Janssen	Adopt the Public Facilities Construction and Finance Act	Government, Military and Veterans Affairs 2/28/03 at 1:30 Room 1507			
LB 785 Hartnett	State intent relating to school district grade offerings and state aid Require that each school district have at least 1,600 students and offer K-12 instruction by the 2005-06 school year. The bill does not recognize Class 1, Class VI, affiliated or unified systems as meeting the requirements of a recognized school district.	Education 2/24/03 at 1:30 Room 1525			
LB 786 Hartnett	Provide for receipt by school districts of property annexed by certain cities as prescribed	Education 2/24/03 at 1:30 Room 1525			
LR 13CA Smith Aguilar, Cunningham, et al	Constitutional amendment to add appointed members to the Board of Regents of the University of Nebraska	Education 1/28/03 at 1:30 Room 1525		No Position	
LR 15CA Johnson, Bromm, Dw. Pedersen	Constitutional amendment to create the Nebraska Higher Education Board of Regents	Education 1/28/03 at 1:30 Room 1525		No Position	
LR 17CA Schrock	Constitutional amendment to permit the Legislature to annually appropriate ten percent of the principal of the permanent school fund	Education 2/10/03 at 1:30 Room 1525			

109.