


**ACKNOWLEDGMENT OF RECEIPT
OF NOTICE OF MEETING**


The undersigned members of the Board of Education of Millard, District #017, Omaha, 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 _____ November 6, _____ 2006, at _____ Don Stroh Administrative Center _____ 5606 South 147th Street _____ Omaha, NE 68137 _____

Dated this _____ 6th _____ day of _____ November _____, 2006.

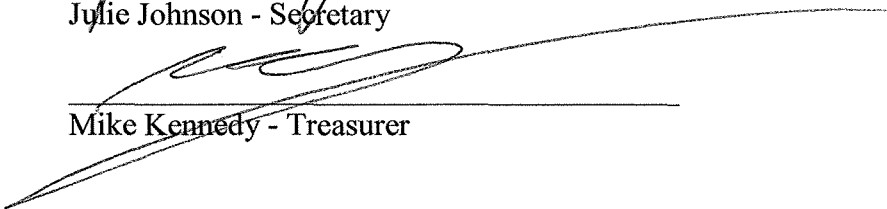


Brad Burwell - President

Jean Stothert – Vice President

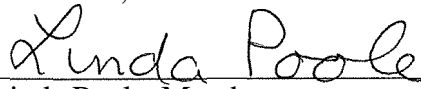


Julie Johnson - Secretary



Mike Kennedy - Treasurer

Mike Pate, Member



Linda Poole, Member



Derek Collins – Millard North High School



Corinne Wardian – Millard South High School



Jordan Carroll – Millard West High School

BOARD OF EDUCATION MEETING - NOVEMBER 6, 2006

NAME:

REPRESENTING:

Betty Hansen	North Middle
Jahmene Rossitto	North Middle
Alyssa Williams	Millard South High
Abby Dixon	Millard South High
Lauren Atkinson	Millard South
Skyler Heckman	Millard South
Lula Mc Coshill	Millard South
Stephanie Southwick	Millard South
Justin Kelly	Millard South
Deanna Larson	Ezra
Alexis LaFunk	Ezra
Mary Lybke	
Laura Yeager	Millard South
Mikayla Comba	Millard South
David M Anderson	Business Community
Jerry Fey	MEA
Bernadette Block	Ezra
Trevor Strickich	Millard South
Jacques	Millard South
Aaron Mosby	Millard South
Zoe L... (unclear)	Millard South
Kyle Luby	Millard South
Peggy Reed	Kiewit
Sue Lapp	Kiewit

BOARD OF EDUCATION MEETING - NOVEMBER 6, 2006

NAME:

REPRESENTING:

Elina Pisetsky

Millard South

Jacqueline Albenza

Millard South

Ermine Barber

Millard South

Melissa Tschida

Millard South

Derek Soderberg

Millard South

Matt Christman

Millard South

Michael Dean

Millard South

Terrence Shanahan

Serra Ellen

Edmond Holligan

Millard South

Trevor Templor

Leader

Angela Ralph

North Middle

Julie Jones

Millard South

Judy Bergman

Sharon Brown

Retired Retired Teachers



BOARD OF EDUCATION
MEETING



NOVEMBER 6, 2006

BOARD OF EDUCATION
MILLARD PUBLIC SCHOOLS
OMAHA, NEBRASKA

2

BUSINESS MEETING
7:00 P.M.

STROH ADMINISTRATION CENTER
5606 SOUTH 147th STREET
NOVEMBER 6, 2006

AGENDA

A. Call to Order

The Public Meeting Act is posted on the Wall and Available for Public Inspection

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 – October 16, 2006
2. *Approval of Bills
3. *Receive the Treasurer's Report and Place on File

F. Information Items

1. Employees of the Month
2. Superintendent's Comments
3. Board Comments/Announcement
4. Report from Student Representatives
Derek Collins – MNHS
Corinne Wardian – MSHS
Jordan Carroll – MWHS

G. Unfinished Business:

1. Approval of Policy 3410 – Support Services – Business – Investing – General

H. New Business

1. Approval to Proceed with the Curriculum Audit
2. Approval of Board Resolutions
3. Approval of Strategic Plan Modifications
4. Approval of Rule 1100.4 – Community – Notice of Non-Discrimination
5. Approval of Job Description 2100.04 – Associate Superintendent of General Administration
6. Approval of Job Description 2100.08 – Associate Superintendent for Human Resources
7. Approval of Job Description 2100.18 – Director of Employee Relations
8. Approval of Rule 4165.3 – Human Resources – Resignation Notification Incentive
9. First Reading of Policy 5010 – Pupil Services – Non-Discrimination
10. First Reading of Policy 6002 – Curriculum, Instruction, and Instruction – Non-Discrimination
11. *Reaffirm Policy 6235 – Curriculum, Instruction, and Assessment – Taught Curriculum – Make-Up Work

12. *Reaffirm Rule 6235.1 – Curriculum, Instruction, and Assessment – Taught Curriculum – Make-Up Work
13. *Reaffirm Policy 6301 – Curriculum, Instruction, and Assessment – Assessed Curriculum – Accountability for Assessments
14. *Reaffirm Rule 6301.2 – Curriculum, Instruction, and Assessment – Assessed Curriculum – Accountability for Assessment
15. *Reaffirm Policy 6625 – Curriculum, Instruction, and Assessment – Media Centers
16. *Reaffirm Policy 6810 – Curriculum, Instruction, and Assessment – Public Access to School Materials and Documents
17. *Reaffirm Rule 6810.1 – Curriculum, Instruction, and Assessment – Public Access to School Materials and Documents
18. Reassignment of Subdivision
19. Approval of Personnel Actions: Resignation, New Hires
20. Litigation Update (Executive Session)

I. Reports

1. Enrollment Report
2. Foundation Report
3. Administrative Evaluation Process

J. Future Agenda Items/Board Calendar

1. Committee of the Whole Meeting on Monday, November 13, 2006 at the Don Stroh Administration Center, 5606 South 147th Street
2. Nebraska Association of School Board's State Education Conference on November 15-17, 2006 at the Holiday Inn Central
3. Board of Education Meeting on Monday, November 20, 2006 at 7 p.m. at the Don Stroh Administration Center, 5606 South 147th Street
4. Board of Education Meeting on Monday, December 4, 2006 at 7 p.m. at the Don Stroh Administration Center, 5606 South 147th Street.
5. Board of Education Open House on Wednesday, December 13, 2006
6. Board of Education Meeting on Monday, December 18, 2006 at 7 p.m. at the Don Stroh Administration Center, 5606 South 147th Street

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

4

BUSINESS MEETING
7:00 P.M.

STROH ADMINISTRATION CENTER
5606 SOUTH 147TH STREET
NOVEMBER 6, 2006

ADMINISTRATIVE MEMORANDUM

A. Call to Order

The Public Meeting Act is posted on the Wall and Available for Public Inspection

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 – October 16, 2006. (See enclosure.)

*E.2. Motion by _____, seconded by _____, to approve the bills. (See Enclosures.)

*E3. Motion by _____, seconded by _____, to receive the Treasurer's Report and Place on File. (See enclosure.)

F.1. Employees of the Month

F.2. Superintendent's Comments

F.3. Board Comments/Announcements

F.4. Report from Student Representatives

Derek Collins – MNHS

Corinne Wardian – MSHS

Jordan Carroll – MWHS

G.1. Motion by _____, seconded by _____, to approve Policy 3410 –Support Services – Business – Investing - General. (See enclosure.)

H.1. Motion by _____, seconded by _____, approval to proceed with the Curriculum Audit. (See enclosure.)

H.2. Motion by _____, seconded by _____, to approve Board Resolutions. (See enclosure)

H.3. Motion by _____, seconded by _____, to approve the Strategic Plan Modifications. (See enclosure.)

November 6, 2006

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- H.4. Motion by _____, seconded by _____, to approve Rule 1100.4 – Community – Notice of Non-Discrimination. (See enclosure)
- H.5. Motion by _____, seconded by _____, to approve Job Description 2100.04 – Associate Superintendent of General Administration. (See enclosure.)
- H.6. Motion by _____, seconded by _____, to approve Job Description 2100.08 – Associate Superintendent for Human Resources. (See enclosure.)
- H.7. Motion by _____, seconded by _____, to approve Job Description 2100.18 – Director of Employee Relations. (See enclosure.)
- H.8. Motion by _____, seconded by _____, to approval of Rule 4165.3 – Human Resources – Resignation Notification Incentive. (See enclosure.)
- H.9. First Reading of Policy 5010 – Pupil Services – Non-Discrimination. (See enclosure.)
- H.10. First Reading of Policy 6002 – Curriculum, Instruction, and Instruction – Non-Discrimination (See enclosure.)
- *H.11. Motion by _____, seconded by _____, to reaffirm Policy 6235 – Curriculum, Instruction, and Assessment – Taught Curriculum – Make-Up Work. (See enclosure.)
- *H.12. Motion by _____, seconded by _____, to reaffirm Rule 6235.1 – Curriculum, Instruction, and Assessment – Taught Curriculum – Make-Up Work (See enclosure.)
- *H.13. Motion by _____, seconded by _____, to reaffirm Policy 6301 – Curriculum, Instruction, and Assessment – Assessed Curriculum – Accountability for Assessments. (See enclosure.)
- *H.14. Motion by _____, seconded by _____, to reaffirm Rule 6301.2 – Curriculum, Instruction, and Assessment – Assessed Curriculum – Accountability for Assessments. (See enclosure.)
- *H.15. Motion by _____, seconded by _____, to reaffirm Rule 6625 – Curriculum, Instruction, and Assessment – Media Centers. (See enclosure.)
- *H.16. Motion by _____, seconded by _____, to reaffirm Policy 6810 – Curriculum, Instruction, and Assessment – Public Access to School Materials and Documents. (See enclosure.)
- *H.17. Motion by _____, seconded by _____, to reaffirm Policy 6810.1 – Curriculum, Instruction, and Assessment – Public Access to School Materials and Documents. (See enclosure.)
- H.18. Motion by _____, seconded by _____, to approve the reassignment of the Town Ranch Estates Subdivision. (See enclosure.)

November 6, 2006

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H.19. Motion by _____, seconded by _____, to approve Personnel Actions: Resignation, New Hire(s). (See enclosure.)

H.20. Motion by _____, seconded by _____, to go into Executive Session in regards to the Chicano Awareness Center lawsuit against the Millard Public School's.

I. Reports:

1. Enrollment Report
2. Foundation Report
3. Administrative Evaluation Process

J. Future Agenda Items/Board Calendar

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4. Board of Education Meeting on Monday, December 4, 2006 at 7 p.m. at the Don Stroh Administration Center, 5606 South 147th Street.
5. Board of Education Open House on Wednesday, December 13, 2006
6. Board of Education Meeting on Monday, December 18, 2006 at 7 p.m. at the Don Stroh Administration Center, 5606 South 147th Street

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.

MILLARD PUBLIC SCHOOLS
SCHOOL DISTRICT NO 17

7

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, October 16, 2006, at the Don Stroh Administration Center, 5606 South 147th Street.

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

ABSENT: Linda Poole

Notice of this meeting was given in advance thereof by publication in the Daily Record on, October 13, 2006; 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 6:50 p.m. Brad Burwell opened the public hearing on the Children's Internet Protection Act (CIPA) Filtering Compliance for E-Rate Eligibility. There were no questions from the public.

Motion by Mike Pate, seconded by Jean Stothert to adjourn the hearing. Upon roll call vote, all members voted aye. Motion carried.

At 7:00 p.m. Brad Burwell called the meeting to order and announced that the public meeting act is posted on the wall and available for public inspection. Mr. Burwell asked everyone to say the Pledge of Allegiance.

Roll call was taken and members present were: Brad Burwell, Jean Stothert, Mike Pate, and Julie Johnson. Absent was Linda Poole. Mr. Burwell said Mike Kennedy was probably just running late, so he was not considering him absent at this time.

Motion by Julie Johnson, seconded by Jean Stothert, to excuse Linda Poole from the meeting. Upon roll call vote, all members voted aye. Motion carried.

Motion by Julie Johnson, seconded by Jean Stothert, to approve the Board of Education Minutes from October 2, 2006, to approve bills, and to receive the treasurer's report and place on file. Upon roll call vote, all members voted aye. Motion carried.

Jean Stothert reviewed the minutes of the Board Committee of the Whole meeting on Monday, October 9, 2006. The topics included graduation requirements, alternative diploma paths, Strategic Planning related to the curriculum area, and AP Action plans.

Mike Kennedy arrived at the meeting during this portion of the meeting.

Superintendent's Report:

1. Last week during the Strategic Planning session action plans under Strategy 7 were approved with minor changes.
2. Kraig Lofquist met with his safety committee and will bring an updated report in the near future. There will be an annual review of the Standards for Student Conduct.
3. Dr. Lutz continues to look at the process for a curriculum audit.
4. On November 2, 2006 representatives from the National School Boards Association will meet with Keith Lutz, Mike Pate, Linda Poole, and an attorney in Lincoln to discuss LB 1024 and give them the positive parts of this legislative bill.
5. On Thursday, October 26, 2006 there will be a hearing before Judge Coffey on LB 1024. The State's attorney has made a motion to vacate and one to dismiss. The hearing will probably take most of the day on Thursday.

Comments from the Board:

Mike Pate notified board members that he will be out of town on November 6, 2006, so he will not be able to attend the board meeting.

Mike Kennedy asked the other two members from the Committee to Name Buildings to let him know when they would be available early in November for a meeting.

Brad Burwell said item H.9 Executive Session will not be necessary.

Mr. Burwell recognized Boy Scout Troop 405. They were in attendance as a requirement for working on their badges in Communication and Citizenship in the Community.

Mike Kennedy provided the final reading of Policy 4100 – Personnel – Recruitment, selection, and Non-Discrimination. Motion by Mike Kennedy, seconded by Julie Johnson, to approve Policy 4100 – Personnel – Recruitment, Selection, and Non-Discrimination. Upon roll call vote, all members voted aye. Motion carried.

Julie Johnson provided the final reading of Policy 4205 – Personnel – Substitute Teachers. Motion by Julie Johnson, seconded by Jean Stothert, to approve Policy 4205 – Personnel – Substitute Teachers. Upon roll call vote, all members voted aye. Motion carried.

Jean Stothert provided the first reading of Policy 3410 – Support Services – Business – Investing – General. This policy will be on the next board agenda for approval.

Motion by Jean Stothert, seconded by Julie Johnson, to approve Rule 4100.1 – Personnel – Recruitment and Selection – Certificated Staff. Upon roll call vote, all members voted aye. Motion carried.

Motion by Mike Pate, seconded by Jean Stothert, to approve Rule 4100.2 – Personnel – Recruitment and Selection – Non Certificated Staff. Upon roll call vote, all members voted aye. Motion carried.

Motion by Mike Pate, seconded Julie Johnson, to approve Rule 4100.3 – Personnel – Employment Contracts. Upon roll call vote, all members voted aye. Motion carried.

Motion by Jean Stothert, seconded by Mike Pate, to approve Rule 4205.1 – Personnel – Substitute Teachers. Upon roll call vote, all members voted aye. Motion carried.

Motion by Mike Pate, seconded by Jean Stothert, to reaffirm Policy 7310 – Technology – Internet Safety – Filtering, and Rule 7310.1 – Technology – Internet Safety – Filtering. Upon roll call vote, all members voted aye. Motion carried.


Motion by Jean Stothert, seconded by Julie Johnson, to approve Personnel Actions: Resignation: Kathleen Hamm, and New Hires: Nichols Kaiser and Molly Adams. Upon roll call vote, all members voted aye. Motion carried.

Reports included: A Construction Report, the Personnel Report, an Advanced Placement Report, a report on the Peru State/UNO Early Entry Program, the Quarterly Investment Report, the Quarterly Operation & Maintenance Report, the Quarterly Food Service Report, a Quarterly Non-Bond Construction Report, a Post Graduation Follow-up Survey Report, and the Exiting Senior Survey Report

Future Agenda Items/Board Calendar: A Board of Education Meeting will be held on Monday, November 6,2006 at 7 p.m. at the Don Stroh Administration Center, 5606 South 147th Street. A Committee of the Whole Meeting will be held on Monday, November 13,2006 at the Don Stroh Administration Center, 5606 South 147th Street. The Nebraska Association of School Board's State Education Conference will be held on November 15-17, 2006 at the Holiday Inn Central. A Board of Education Meeting will be held on Monday, November 20,2006 at 7 p.m. at the Don Stroh Administration Center, 5606 South 147th Street. A Board of Education Meeting will be held on Monday, December 4, 2006 at 7 p.m. at the Don Stroh Administration Center, 5606 South 147th Street. A Board of Education Meeting will be held on Monday, December 18,2006 at 7 p.m. at the Don Stroh Administration Center, 5606 South 147th Street

A Millard West parent spoke to the board about her concern that procedures were not followed in a disciplinary action taken last week at Millard West. She also requested that parents be notified when situations are a safety concern for all other students.

Brad Burwell adjourned the meeting.


SECRETARY

Millard Public Schools
November 6, 2006

Millard Public Schools

Check Register

11

Prepared for the Board Meeting of November 6,2006

Check No	Vend No	Vendor Name	Amount
268363	130729	ACCONTEMPS	535.50
268366	130821	OCONNOR ENTERPRISES	138.00
268367	135759	TARYN A COLLETTE	249.36
268368	107454	CHRISTOPHER COLLING	135.00
268369	133617	CONOCOPHILLIPS	3,571.26
268370	135621	DARRELL ANDREWS ENTERPRISES	750.00
268372	099220	DICK BLICK CO	244.65
268374	135481	INTERMEDIATE DISTRICT 287	275.00
268375	F03011	INTERNATIONAL BACCALAUREATE ORG.	130.25
268376	133037	JENSEN TIRE COMPANY	146.92
268377	133643	JODY C LINDQUIST	145.00
268378	131397	LOWE'S HOME CENTERS INC	92.31
268379	063339	HOUGHTON MIFFLIN COMPANY	0.00
268380	063349	MCGRAW-HILL COMPANIES	15,573.83
268381	066996	NAPA/GENUINE PARTS COMPANY	14.75
268382	132711	UNIV OF NEBRASKA MEDICAL CENTER	2,000.00
268383	068463	NEBRASKA MUSIC EDUCATORS ASSOC	70.00
268384	130789	NEBRASKA SCHOOL PSYCHOLOGISTS ASSOC	175.00
268386	107732	BRIAN L NELSON	260.00
268387	131646	TYLER J PEARSON	18.83
268388	073040	PSI GROUP-OMAHA	10,000.00
268390	133443	CRISTINA SEABORN	70.00
268391	068839	UNIVERSITY OF NEBRASKA KEARNEY	692.00
268392	068834	UNIVERSITY OF NEBRASKA-LINCOLN	100.00
268393	068878	UNIVERSITY OF NEBRASKA-LINCOLN	40.00
268395	107354	STEPHEN W. VENTEICHER	220.00
268398	094245	WESTLAKE ACE HARDWARE INC	913.53
268399	107149	MONICA R WORMINGTON	76.95
268400	049650	HOUGHTON MIFFLIN COMPANY	4,015.58
268406	065420	CENTRAL MIDDLE SCHOOL	937.10
268407	107454	CHRISTOPHER COLLING	135.00
268408	026660	WILLIAM J CRAWFORD	4,820.00
268409	135763	DEVELOPMENT SYSTEMS INC	110.00
268411	099220	DICK BLICK CO	14,157.31
268413	F03027	INFO-TECH RESEARCH GROUP INC	990.00
268414	130812	INSTITUTE FOR NATURAL RESOURCES	79.00
268415	135481	INTERMEDIATE DISTRICT 287	80.00
268416	132668	MIKE KENNEDY	67.75
268417	058755	LAIDLAW TRANSIT INC	3,246.91
268418	060111	LOVELESS MACHINE & GRINDING	34.00
268419	060153	KEITH W LUTZ	177.70
268421	107732	BRIAN L NELSON	260.00
268422	130091	NORTH MIDDLE SCHOOL	354.00
268424	071891	PAYFLEX SYSTEMS USA INC	6,225.00
268425	102047	PAYLESS OFFICE PRODUCTS INC	7,333.20
268426	108155	PETTY CASH/WALT DISNEY	100.00

Date: 11/1/06

Millard Public Schools

Check Register

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Prepared for the Board Meeting of November 6,2006

Check No	Vend No	Vendor Name	Amount
268428	130787	SUBURBAN SCHOOL SUPERINTENDENTS	500.00
268429	135762	TOTAL BACKFLOW RESOURCES INC	250.00
268430	108224	U.S. POST OFFICE DEERFIELD	115.00
268431	090678	UNISOURCE	2,875.00
268432	068834	UNIVERSITY OF NEBRASKA-LINCOLN	100.00
268433	107354	STEPHEN W. VENTEICHER	260.00
268434	108433	WINGATE INN KEARNEY	324.75
268752	103085	AMERICAN ASSN TEACHERS OF GERMAN	240.00
268753	011651	AMERICAN EXPRESS	3,698.23
268754	106110	BRAD BURWELL	56.18
268756	133553	LINDSAY FERGUSON	50.76
268757	131176	STEPHEN A. FERGUSON	50.76
268758	135774	GREAT PLAINS GIRL SCOUT COUNCIL	54.00
268759	131179	GEOFFREY HAMILTON	50.76
268760	135775	MIDWAY HOTEL CORP	304.64
268762	132490	HYATT REGENCY CROWN CENTER	430.69
268763	107053	JULIE A. JOHNSON	119.97
268764	135772	DAN LEAMEN	100.00
268765	060153	KEITH W LUTZ	43.60
268766	135771	MICHELE S MADSEN	188.82
268768	135773	PETTY CASH/CATHER	100.00
268769	073011	JUDITH E PORTER	43.29
268770	132896	MARK ROTNER	21,662.48
268778	010037	ABC SCHOOL SUPPLY COMPANY	103.45
268780	010165	ABLENET INC	1,010.10
268781	133967	ABOLINS	124.75
268782	131632	AC AWARDS INC	360.00
268784	010283	ACADEMIC THERAPY PUBLICATIONS	87.78
268785	109853	ACCESS ELEVATOR INC.	190.00
268786	132534	ACCESSIBILITY DOT NET, LLC	159.00
268787	130729	ACCOUNTEMPS	3,312.75
268788	010298	ACCU CUT SYSTEMS	134.00
268789	010300	ACCURATE LOCKSMITHS, INC	128.90
268790	010383	ACTION BATTERIES UNLIMITED INC	167.90
268791	102832	ADVANCED OFFICE INTERIORS CORP	561.54
268792	010421	DEBORAH A ADY	45.61
268793	010570	AIMS EDUCATION FOUNDATION	75.74
268794	131189	AIR POWER OF NEBRASKA INC.	398.00
268795	133620	AKSARBEN PIPE & SEWER CLEANING LLC	261.25
268796	010946	JEFFREY S ALFREY	30.00
268797	011051	ALL MAKES OFFICE EQUIPMENT	2,395.10
268799	011185	ALLIED OIL & SUPPLY, INC.	60.34
268800	011175	ALLTECH,INC	1,153.75
268801	107651	AMAZON.COM INC	1,294.56
268802	097090	AMERICAN BOILER COMPANY	3,370.75
268803	102931	AMERICAN COMPUTER SCIENCE LEAGUE	125.00

Date: 11/1/06

Millard Public Schools

Check Register

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Prepared for the Board Meeting of November 6, 2006

Check No	Vend No	Vendor Name	Amount
268804	135692	AMERICAN COUNCIL ON THE TEACHING	917.00
268805	134688	AMERICAN DISCOUNT AWARDS	177.60
268806	012050	AMERICAN LIBRARY ASSOCIATION	218.85
268807	103126	AMERICAN MONTESSORI SOCIETY	500.00
268808	012450	AMERICAN RED CROSS HEARTLAND	1,212.98
268809	133174	AMERICAN SECURITY SERVICES INC	918.50
268810	102430	AMI GROUP INC	1,548.75
268811	012850	ANDERSON INDUSTRIAL ENGINES CO INC	9,541.94
268812	135534	ACTION GROUP LLC	198.50
268813	010112	ANDERSON ELECTRIC	487.20
268815	134041	MARTHA A ANDERSON	56.96
268816	134167	ELIZABETH A ANDREASEN	16.02
268819	108092	MERRILL COMPANY	1,057.05
268820	106436	AQUA-CHEM INC	1,285.92
268822	108047	ARR-BOONE BROTHERS ROOFING	145.75
268824	013496	ASCD	1,759.07
268825	134235	SARAH A ASCHENBRENNER	26.26
268826	102840	ASSOCIATED FIRE PROTECTION	558.00
268827	012507	AT&T	145.45
268828	131541	ATMOSPHERE PRODUCTS, INC.	56.00
268829	013511	ATTAINMENT COMPANY INC	52.00
268830	135687	NATE AUMAN	25.63
268831	102237	AUTO STATION	4,794.27
268832	067004	AVATECH SOLUTIONS INC	5,625.00
268833	134132	TRACY L BABIN	118.95
268835	016295	BADGER BODY & TRUCK EQUIPMENT CO	355.00
268837	132405	BAG 'N SAVE	1,281.85
268838	017600	SANDRA BAGLEY	76.14
268840	017670	BALCON	2,275.00
268841	132001	BETH L BALKUS	44.28
268842	017900	BARCO MUNICIPAL PRODUCTS, INC.	117.60
268843	099646	BARNES & NOBLE BOOKSTORE	3,881.81
268844	132608	BARNES DISTRIBUTION	555.15
268845	017877	CYNTHIA L BARR-MCNAIR	159.32
268846	017926	ROSEMARY W BARTA	54.51
268847	107979	LORI A BARTELS	216.72
268848	133353	JULIE A BARTHOLOMEW	25.81
268849	099749	BAUDVILLE INC	301.03
268850	018240	CAROL A BEATY	60.52
268851	018280	JEANINE C BEAUDIN	47.00
268853	018650	PAMELA R BERKI	177.11
268854	018705	BERNINA SEWING CENTER	37.29
268857	134945	NOLAN J BEYER	195.27
268859	132976	BIO-RAD LABORATORIES	284.43
268860	019111	BISHOP BUSINESS EQUIPMENT	440.00
268861	133364	DEWALT INC	66.25

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Check No	Vend No	Vendor Name	Amount
268862	134478	TIFFANY M BOCK SMITH	65.55
268863	130899	KIMBERLY M BOLAN	120.15
268864	132829	BOLCHAZY CARDUCCI PUBLISHERS INC	106.61
268865	135084	RITA BONILLA	45.39
268866	101364	BOOKWORM	148.72
268867	100056	BORDERS BOOKS & MUSIC	374.44
268868	019559	BOUND TO STAY BOUND BOOKS INC	6,137.86
268869	019835	BOYS TOWN NATIONAL	1,358.79
268870	132699	FATHER FLANAGANS BOYS HOME	193.32
268871	135363	JOHN V BRAMER	25.38
268872	130576	PAMELA A BRENNAN	203.26
268873	132273	WENDY M BRENNAN	30.35
268874	019861	BRIGGS, INC.	29.72
268875	020258	VICKI A BROWN	20.92
268876	020270	NANCY J BRUGGER	29.37
268877	106815	NANCY J BUDA	254.91
268878	134874	CHRISTI D BUELL	279.10
268879	020439	BUILDERS SUPPLY COMPANY INC	1,231.10
268880	132612	BUILDING COMPONENTS INC	992.00
268881	133375	BUSINESS INTERIORS GROUP	371.00
268882	099431	BUSINESS MEDIA INC	6,144.42
268883	131619	C E SUNDBERG CO	7.23
268884	023831	CALLOWAY HOUSE INC	57.80
268886	133246	RALPH CAREY	557.83
268887	054237	PIONEER LOCK CO INC	53.85
268889	108215	DEBRA R CARLSON	10.68
268890	135780	STEVEN K CARLSON	172.64
268891	023970	CAROLINA BIOLOGICAL SUPPLY CO	500.96
268892	024061	CARQUEST AUTO PARTS	144.33
268893	024052	JOHN T CARROLL	131.72
268894	132428	JENNIFER M CARSON	101.46
268895	135169	KNH INC	209.48
268896	131158	CURTIS R CASE	445.04
268897	134194	CASTLE ROCK INDUSTRIES	819.93
268898	133589	CDW GOVERNMENT, INC.	448.00
268899	132206	NCH CORPORATION	157.48
268900	130490	CERTIFIED TRANSMISSION-MILLARD	567.99
268901	018865	CHANNING BETE COMPANY INC	140.44
268902	109138	CHARACTER COUNTS COALITION	1,342.79
268903	132271	ERIK P CHAUSSEE	31.82
268904	135247	MARIELA J CHAVOYA	42.23
268905	024652	CHILDCRAFT EDUCATION CORP	590.88
268906	099661	CHILDREN'S BOOK COUNCIL	31.50
268907	132581	CLARITUS	904.00
268909	099222	CLASSROOMDIRECT.COM	585.41
268910	025222	DEBI CLATTERBUCK	25.37

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Check No	Vend No	Vendor Name	Amount
268911	025235	DALE CLAUSEN	146.85
268912	025250	CLEARVUE & SVE INC	240.54
268913	066006	JANET S CLURE	18.41
268915	025374	METROGROUP CORP	228.95
268916	107482	COLLEGE BOARD/NYO	45.00
268917	022701	SHARON R COMISAR-LANGDON	83.66
268920	131980	COMPUTER PREP	39.81
268921	135082	CONCENTRA MEDICAL CENTERS	247.50
268922	133617	CONOCOPHILLIPS	13,335.99
268923	133816	KATHLEEN CONRAD	44.06
268924	099792	CONSOLIDATED ELECTRICAL	227.42
268926	026057	CONTROL MASTERS INC	13,258.14
268927	132720	CONTROLTEMP INC	388.60
268928	135776	K & E COOKIES UNLIMITED INC	20.00
268930	026450	COREY MCKENZIE COMPANY	81.41
268931	131506	CP RECOVERY	5,050.70
268932	109021	PATRICIA A CRUM	37.56
268933	099957	CRYSTAL SPRINGS BOOKS	26.94
268934	027240	CUBS DISTRIBUTING INC	269.43
268936	027300	CUMMINS CENTRAL POWER LLC	4,860.73
268937	027345	CURRICULUM ASSOCIATES INC	803.83
268938	132725	CURRY BROTHERS MOTORSPORTS	514.95
268939	100577	CURTIS 1000	11,799.08
268940	108281	CHERYL CURTIS	205.01
268941	130900	CHERYL L CUSTARD	48.51
268942	133349	D & B	449.00
268943	130731	D & D COMMUNICATIONS	754.00
268944	032061	D & D LASER	631.00
268945	101026	D & H DISTRIBUTING	882.47
268946	132671	JEAN T DAIGLE	116.15
268947	131003	DAILY RECORD	39.90
268948	032140	DALTILE CORPORATION	169.00
268949	132975	PRIORITY TRAINING & CONSULTING INC	660.00
268950	135099	HEATHER L DAUBERT	115.92
268952	032246	PAMELA M DAVIS	114.37
268953	032370	DAYTIMERS	45.98
268955	032497	CHERYL R DECKER	32.93
268957	107469	DEFFENBAUGH INDUSTRIES	9,772.18
268958	099249	DELTA EDUCATION LLC	730.60
268959	032800	DEMCO INC	1,433.21
268960	032872	DENNIS SUPPLY COMPANY	4,777.47
268961	131108	DENVER INSTRUMENT COMPANY	445.40
268962	133009	ROBERTA E DEREMER	20.11
268963	109850	DEX MEDIA EAST LLC	2,077.17
268964	130685	VOGEL WEST INC	1,141.05
268965	099220	DICK BLICK CO	662.63

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Check No	Vend No	Vendor Name	Amount
268966	132750	JOHN D DICKEY	22.74
268967	135133	DAVID M DIEHL	12.37
268968	033473	DIETZE MUSIC HOUSE INC	85.27
268969	132669	DIGITALDOT SYSTEMS INC	496.14
268970	099552	DISCOUNT SCHOOL SUPPLY	125.90
268971	101561	DISCOVER WRITING COMPANY	350.00
268972	135224	DIVE CINCINNATI INC	88.54
268973	134086	AMBER J DOOLITTLE	40.14
268974	135650	JAY R DOSTAL	148.01
268979	133130	DOUGLAS SARPY 4H OFFICE	150.00
268981	034100	DRAKE-WILLIAMS STEEL INC	1,818.60
268982	099556	DRAMATISTS PLAY SERVICE INC	60.88
268984	135760	SCOTT DUGDALE	14.95
268985	135689	SUSAN M DULANY	48.86
268987	131 740	EAGLE SOFTWARE INC,	588.00
268988	103048	EARLY ADVANTAGE LLC	4,350.00
268989	036520	EASTERN NE HUMAN SERVICES AGENCY	24,300.00
268990	052370	ECHO ELECTRIC SUPPLY CO	2,508.79
268992	037525	EDUCATIONAL SERVICE UNIT #3	21,969.28
268993	100330	EDUCATORS OUTLET INC	380.92
268994	101277	EFFECTIVE COMMUNICATIONSKILLS INC	500.00
268995	107980	EHLI'S DECORATING, INC.	1,073.00
268996	132892	PAMELA S EHLI	90.04
268997	133823	REBECCA S EHRHORN	656.38
268999	038100	ELECTRIC FIXTURE & SUPPLY	9,018.45
269000	108082	ELECTRONIC CONTRACTING COMPANY	254.00
269001	038140	ELECTRONIC SOUND INC.	2,158.29
269002	038217	WARREN K ELTISTE	128.31
269003	035579	EMC/PARADIGM PUBLISHING	1,069.47
269004	135467	ENCYCLOPAEDIA BRITANNICA INC	1,198.00
269005	135199	LISA G ENGEL	53.40
269007	135297	LIZBETH ENSOR	222.60
269009	109066	TED H ESSER	308.87
269010	035610	ETA/CUISENAIRE	41.58
269011	038468	EVERBIND	174.96
269012	131743	FACTS ON FILE INC.	1,117.08
269014	040450	FEDERAL EXPRESS	89.45
269015	133565	STEVE FELICI	25.37
269016	040490	PATRICE FELLER	3,864.00
269017	134227	ANDREA J FELTZ	14.69
269018	040537	FERGUSON ENTERPRISES INC	1,661.76
269019	106956	FERRELLGAS	59.80
269020	109069	ELIZABETH A FIALA	82.33
269021	133269	SHANNON RENEE FICKEL	276.90
269022	040830	FILMS FOR THE HUMANITIES & SCIENCES	2,739.42
269023	133919	FILTER SHOP INC	4,729.18

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269024	134304	FIRST BANK RICHMOND, NA	1,824.10
269025	109855	SHANNON M FISCHER	45.39
269026	135647	LACHELLE FISCUS	28.21
269028	041005	FLAGHOUSE INC	101.20
269029	135648	SUSAN M FLEISSNER	32.31
269030	041086	FLINN SCIENTIFIC INC	2,410.10
269031	041100	FOLLETT LIBRARY RESOURCES	13,620.72
269033	041146	KENNETH J FOSSEN	20.11
269034	134577	PATRICK R FOSTER	72.00
269036	041463	FREE SPIRIT PUBLISHING INC	409.64
269037	041461	SHARON A FREEMAN	14.28
269038	041530	SCHOOL SPECIALITY INC	895.14
269039	041543	AMY J FRIEDMAN	66.85
269040	101528	FROG PUBLICATIONS	28.40
269041	135031	FSH COMMUNICATIONS LLC	75.40
269042	107025	GALAXY CABLE INC	4,368.51
269043	043760	GALLUP ORGANIZATION	14,002.70
269044	131565	GARTNER & ASSOCIATES CO, INC.	108.09
269045	044050	GENERAL BINDING CORPORATION	174.27
269046	135635	JOE GERSTANDT	100.00
269048	106660	GLASSMASTERS INC	3,990.55
269049	135691	OSCAR GONZALEZ	59.81
269050	135734	LARRY R GOODENOUGH	30.26
269051	044891	GOPHER/PLAY WITH A PURPOSE	1,067.47
269052	044896	KAREN A GORDON	54.29
269053	135190	TERRY D GORDON	33.66
269054	043609	GP DIRECT	2,575.03
269056	044950	GRAINGER INDUSTRIAL SUPPLY	1,425.88
269057	044965	KATHERINE A GRAY	126.83
269058	099888	GRAYBAR ELECTRIC COMPANY INC	222.12
269060	130083	HARRY S GRIMMINGER	95.89
269062	135016	CANDRA R GUENTHER	313.40
269063	132287	CARI J GUTHRIE	83.22
269065	063347	NANCY J HAITH	83.40
269067	101931	HANCOCK FABRICS	25.64
269068	131067	HANDWRITING WITHOUT TEARS	772.40
269069	047841	DENNIS A HANLEY	92.53
269070	135782	JO D HANSHAW	636.00
269071	133487	HARCOURT ASSESSMENT INC	1,621.40
269072	047855	HARCOURT INC	6,541.81
269073	047855	HARCOURT INC	10,467.99
269074	047856	HARCOURT OUTLINES INC	82.46
269075	048200	HAUFF SPORTING GOODS COMPANY	1,092.49
269076	108175	SHERRY A HAVRANEK	10.68
269077	048475	HEARTLAND FOUNDATION	4,877.68
269078	108273	MARGARET HEBENSTREIT PT	136.17

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Check No	Vend No	Vendor Name	Amount
269079	048517	GREENWOOD PUBLISHING GROUP INC	29.68
269080	102842	HELGET GAS PRODUCTS INC	55.66
269081	108478	DAVID C HEMPHILL	17.09
269082	101881	HENRY DOORLY ZOO	40.50
269083	133186	JENNIFER HERZOG	70.00
269084	132423	HEWLETT PACKARD CO	3,287.00
269086	048710	HIGHSMITH COMPANY INC	467.99
269087	134441	ELAINE HILL	466.23
269088	048785	MARY HILLS	156.88
269089	048840	SUZANNE J HINMAN	19.14
269090	048845	CAMILLE H HINZ	96.15
269091	045329	HMS BROWN BAGGERS	287.40
269092	048940	HOB-LOB LIMITED PARTNERSHIP	371.57
269094	099759	HOLIDAY INN OF KEARNEY	72.95
269095	132592	WILLIAM SPRAGUE, JR.	84.92
269096	095520	LINDA D HORTON	151.64
269098	049650	HOUGHTON MIFFLIN COMPANY	4,335.59
269099	135781	MARLENE N HUNT	634.21
269100	101032	HUSKER MIDWEST PRINTING	1,323.54
269101	130283	KARA L HUTTON	22.21
269102	133397	HY-VEE FOOD STORE (WELCH PLAZA)	3,035.49
269103	049851	HY-VEE FOOD STORE (132ND ST.)	863.05
269104	049850	HY-VEE FOOD STORE (OAKVIEW DR)	2,298.54
269105	049844	HYDRONIC ENERGY INC	258.00
269106	051575	THERESA A ILIFF	70.31
269110	052150	INTERNATIONAL READING ASSOC	3,235.00
269111	102958	INTERSTATE ALL BATTERY CENTER	298.75
269112	103110	INTERSTATE MUSIC SUPPLY	293.62
269113	101991	J.A. SEXAUER	574.78
269114	100928	J.W. PEPPER & SON INC.	1,012.45
269116	131391	RICHARD J JACOBI	85.44
269117	130259	JAGUAR EDUCATIONAL	149.05
269119	131157	CHRISTINE A JANOVEC-POEHLMAN	71.20
269120	134984	MONTE K JANSSEN	62.30
269121	054240	HANNELORE W JASA	40.94
269122	134398	JDL ASSOCIATES INC	21,500.00
269123	135735	GEORGE W JELKIN	23.59
269124	133037	JENSEN TIRE COMPANY	672.63
269125	134875	JEWISH FEDERATION OF OMAHA INC	630.00
269126	054448	STEVEN K JOEKEL	215.38
269127	107039	SHARON KIM H JOHANSEN	15.58
269128	131367	AMANDA J JOHNSON	22.25
269129	054481	JERRILL B JOHNSON	74.98
269130	107905	MELINDA C JOHNSON	33.69
269131	135299	SHARI A JOHNSON	42.63
269132	059573	NANCY A JOHNSTON	43.79

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Check No	Vend No	Vendor Name	Amount
269133	054630	JOHNSTONE SUPPLY	1,322.41
269135	026300	JP COOKE COMPANY	48.51
269136	054768	JUDAH CASTER COMPANY	207.12
269137	132965	K-LOG INC	309.07
269139	056215	KAPLAN EARLY LEARNING CO	301.01
269140	132303	JANET D KATZ	44.50
269141	132265	CATHERINE A KEISER	137.62
269142	132272	SUSAN L KELLEY	15.93
269143	056276	KELVIN ELECTRONICS	2,089.28
269144	134344	CHRISTOPHER KESSELL	50.76
269145	133973	KIDS ON THE MOVE INC	2,288.00
269146	135765	YOUNG SUK KIM	51.26
269147	084090	KIWANIS CLUB OF SOUTHWEST OMAHA	300.00
269150	056770	BETTY H KLESITZ	117.04
269151	056913	RICHARD L KOLOWSKI	250.98
269153	132266	DAWN M KRONAIZL	23.14
269154	133923	KUBAT PHARMACY/HEALTHCARE	3,066.00
269155	057740	CHARON M KUPFER	25.59
269156	131993	KWAL-HOWELLS INC	1,116.00
269157	058740	LAB SAFETY SUPPLY INC	230.03
269159	099217	LAKESHORE LEARNING MATERIALS	1,693.05
269160	135257	LANGUAGE LINE SERVICES	921.98
269161	121124	LORENE M LARSEN	48.51
269162	135728	SANDI R LARSON	924.00
269163	135688	DENISE A LARSON	119.26
269164	102491	LARUE DISTRIBUTING INC	884.40
269165	109816	JILL C LAVENE	120.46
269167	101723	LEARNING TOOLS	128.02
269168	135764	LENTINE'S MUSIC INC	395.50
269169	059380	LIBRARY VIDEO COMPANY	814.18
269171	059470	LIEN TERMITE & PEST CONTROL INC	1,632.00
269172	131472	LINES OF COMMUNICATION	28,510.00
269173	059577	LINGUISYSTEMS, INC.	269.60
269174	059560	LINWELD INC	3,012.31
269175	133323	LITERACY FOOTPRINTS	225.50
269176	133758	KRAIG J LOFQUIST	338.99
269177	133027	TRACY LOGAN	172.73
269178	059866	STACY L LONGACRE	203.37
269179	060111	LOVELESS MACHINE & GRINDING	503.50
269180	131397	LOWE'S HOME CENTERS INC	446.46
269181	060121	BRYAN A LUBBERS	49.84
269182	060125	LUCKS MUSIC LIBRARY INC	222.75
269183	134568	NATASHA E LUDWIG	40.27
269184	060155	LYMAN-RICHEY CORPORATION	893.47
269185	131586	LYMM CONSTRUCTION CO.	15,771.25
269186	099321	MACKIN BOOK COMPANY	6,159.60

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Check No	Vend No	Vendor Name	Amount
269187	063582	MARY A MAGSTADT	25.81
269188	134908	CATHERINE E MANN CHRISTIANSEN	160.00
269189	133505	SUSAN N MARLATT	1,420.21
269190	133201	DAWN M MARTEN	51.00
269191	131303	DEBRA J MARTINEZ	79.21
269192	135706	CATHY MARUTZKY	153.72
269193	134037	MATHEMATICS LEAGUES INC	75.95
269194	108052	MAX I WALKER	1,174.04
269195	133809	MARY M MCCABE	54.16
269198	107470	MCGILL ASBESTOS ABATEMENT CO.	700.00
269199	133898	MCGILL RESTORATION INC.	2,220.00
269200	063349	MCGRAW-HILL COMPANIES	5,407.54
269201	063361	ALBERT G MCKAIN	28.48
269202	099781	MCQUEENY LOCK COMPANY	373.10
269203	109826	MCREL	22.00
269204	064260	MECHANICAL SALES INC.	385.61
269205	102560	MEDCO COMPANY	401.12
269206	101274	MEDICAL TECHNOLOGIES INC	193.20
269207	134165	MEDS - PDN	1,750.00
269208	121126	PATRICIA A MEEKER	32.75
269209	133998	SUZANNE MELLIGER	222.70
269210	064413	MENARDS INC	286.72
269211	135331	MENTORING MINDS LP	521.35
269214	064600	METAL DOORS & HARDWARE COMPANY INC	2,376.00
269215	133403	AMERICAN NATIONAL BANK	5,952.91
269216	064618	METROPOLITAN COMMUNITY COLLEGE	414.00
269217	064810	NICHOLAS MEYSENBURG	17.36
269218	132807	MONTESSORI EDUCATIONAL CENTERS INC	1,608.50
269219	102870	MIDLAND COMPUTER INC	3,224.46
269220	064925	MIDWEST INDUSTRIAL TOOLS	137.75
269221	135067	MIDWEST INSULATION SERVICES INC	96.00
269222	064950	MIDWEST METAL WORKS INC	90.00
269223	065233	MIDWEST TURF & IRRIGATION INC	532.28
269224	065300	MILLARD DRYWALL SERVICES, INC.	93.76
269226	065400	MILLARD LUMBER INC	899.83
269227	099585	MILLARD MANUFACTURING COMPANY	219.00
269228	107560	MILLARD METAL SERVICES INC.	79.20
269229	065410	MILLARD SCHOOLS ADMINISTRATIVE	50.00
269230	131716	BRAD S MILLARD	180.00
269231	065564	BARBARA F MILLER	58.30
269233	100316	MINDWARE	205.80
269234	065844	LEAGUE OF HUMAN DIGNITY INC	105.29
269235	065895	MODERN SCHOOL SUPPLIES INC	1,504.04
269236	101727	MOLLY HAWKINS HOUSE	711.23
269237	066010	MONEY HANDLING MACHINES, INC.	176.00
269238	135729	A CYNTHIA MONGE	72.90

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Check No	Vend No	Vendor Name	Amount
269239	066075	MONTESSORI RESEARCH AND	220.00
269240	066083	KAREN F MONTGOMERY	31.68
269241	066137	JUNE E MORRISSEY	391.40
269242	133945	MOUNTAIN PLAINS RRC USU	875.00
269243	063150	MSC INDUSTRIAL SUPPLY CO	1,324.37
269244	063115	MULTI-HEALTH SYSTEMS	354.24
269245	133712	MURPHY TRACTOR & EQUIPMENT CO	0.00
269247	102596	WEIDER PUBLICATIONS LLC	34.97
269248	066580	MUSIC IN MOTION INC	53.85
269249	066608	MUSIC TEACHERS SUPPLY LLC	45.60
269250	131395	DARREN D MYERS	183.34
269251	135592	JENNIFER J MYERS	176.09
269252	067030	CYNTHIA D NABITY	63.81
269253	067000	NASCO	776.10
269254	106114	NASSP CONVENTION	295.00
269255	067253	NATIONAL ASSOC OF SECONDARY	37.40
269256	099638	NATIONAL LANGUAGE ARTS OLYMPIAD	185.00
269257	132854	NATIONAL SAFETY COUNCIL	55.00
269258	067910	NATIONAL SCHOOL BOARDS ASSOC	1,440.00
269260	068027	NATIONAL SCIENCE OLYMPIAD	185.00
269262	135741	CENTER OCCUPATIONAL RESEARCH & DEV	1,710.00
269263	108416	WILLIAM B NATTERMANN	17.80
269264	130548	NCS PEARSON INC	1,423.98
269266	066671	NCTM	59.98
269267	068334	NEBRASKA AIR FILTER INC	2,718.28
269268	068338	NEBRASKA ART TEACHERS ASSOCIATION	410.00
269269	135742	NEBRASKA ASSN TEACHERS MATHEMATICS	340.00
269270	068343	NEBRASKA ASSOC OF SCHOOL BOARDS	551.25
269271	068415	NEBRASKA COUNCIL OF SCHOOL	790.00
269272	131617	NEBRASKA COUNSELING ASSOCIATION	90.00
269273	068445	NEBRASKA FURNITURE MART INC	8,894.90
269274	135061	NEBRASKA IOWA ELECTRICAL COUNCIL	225.00
269275	130706	NEBRASKA IOWA INDUSTRIAL FASTENERS	218.65
269276	134157	NEBRASKA MEDICAL CENTER	5,100.00
269277	068463	NEBRASKA MUSIC EDUCATORS ASSOC	70.00
269278	107973	NEBRASKA PNEUMATICS INC	93.50
269279	068684	NEBRASKA SCIENTIFIC	589.20
269280	068737	NEBRASKA SPEECH LANGUAGE & HEARING	1,436.00
269281	133989	NEBRASKA WORKFORCE DEVELOPMENT	75.00
269282	068950	KARLA J NEEMANN	10.24
269283	068951	MICHAEL L NEEMANN	74.32
269285	131550	NANCY G NELSON	16.02
269286	108288	NETPRO COMPUTING INC	2,112.00
269287	134798	NEW VISION COMUNICATIONS INC	681.05
269288	069615	NEWBRIDGE EDUCATIONAL PUBLISHING	89.10
269289	069099	CAROL C NEWTON	31.73

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269290	069561	LYNNE NEWVILLE	64.53
269291	067013	NIMCO INC	88.02
269292	069675	NOBBIES INC	97.55
269293	069689	AMSAN LLC	368.72
269294	069930	NOVA HEALTH EQUIPMENT COMPANY	1,492.00
269295	010345	NATIONAL SCIENCE TEACHER ASSOC.	3,480.00
269296	131265	JILL M NUISMER	204.67
269297	099235	HERFF JONES INC	1,936.19
269298	133368	KELLY R O'TOOLE	60.08
269299	134538	DIANE K OAKES	52.90
269301	050042	ANNE M OETH	117.26
269306	100013	OFFICE DEPOT BUS. SVCS. DIV.	9,510.15
269307	100013	OFFICE DEPOT BUS. SVCS. DIV.	65.97
269308	101147	OFFICE MAX #521	369.33
269309	099625	OFFICE SYSTEMS DIVISION, INC.	107.21
269310	070245	OHARCO DISTRIBUTORS	1,588.52
269311	070473	ELIZABETH A OLSON	37.83
269312	070662	OMAHA HEARING SCHOOL FOR CHILDREN	2,333.33
269313	070810	OMAHA PUBLIC SCHOOLS	200.00
269315	071024	OMAHA TRACTOR, INCORPORATED	105.29
269316	071027	VIDEO MEDIA PRODUCTS LLC	115.00
269317	071053	OMAHA WORLD HERALD (EDUC)	451.08
269318	071050	OMAHA WORLD HERALD CO	416.44
269319	133850	ONE SOURCE	1,678.00
269322	071138	ORIENTAL TRADING COMPANY	55.55
269323	132146	ORIZON CPAS LLC	740.00
269324	107193	OTIS ELEVATOR COMPANY	600.92
269325	071180	OUTWATER PLASTICS INDUSTRIES INC	29.44
269327	071515	PAINTIN PLACE CERAMICS INC	703.03
269328	102967	PALOS SPORTS INC	217.39
269329	134636	JANIE L PAPP	141.60
269331	135627	JENNIFER PARKER	50.00
269332	099244	PASCO SCIENTIFIC	1,407.00
269333	108098	ANGELO D PASSARELLI	131.71
269334	134919	KINNARI PATEL	103.68
269335	071760	PATTON EQUIPMENT COMPANY INC	107.72
269336	020175	PAUL H BROOKES PUBLISHING CO	554.40
269337	071771	LT NEIL P. PAULISON	968.00
269338	071891	PAYFLEX SYSTEMS USA INC	38.00
269339	071891	PAYFLEX SYSTEMS USA INC	5,557.70
269340	131610	PATRICIA D BUFFUM	740.00
269341	071353	WARFIELD PCI LIMITED	852.28
269342	071947	PAULA APEAL	171.88
269343	109027	PEARSON EDUCATION	2,004.16
269344	082652	PEARSON EDUCATION	1,485.70
269345	099302	PEGLER-SYSCO FOOD SERVICE CO	598.22

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269348	107783	HEIDI T PENKE	30.71
269349	135686	SARAH A PERCIVAL	30.35
269350	072200	PERFECTION LEARNING CORP.	1,559.16
269351	134365	VICKY L PETERSON	40.05
269352	133390	HEATHER C PHIPPS	180.00
269353	134301	BRDA INC	437.00
269354	134428	ELIZABETH A PIERCE	77.74
269355	130721	MARY J PILLE	47.39
269356	072760	PITSCO INC	148.75
269359	130332	SHARON L POISEL	255.88
269360	073011	JUDITH E PORTER	36.05
269361	079051	POSITIVE PROMOTIONS INC	308.55
269362	131835	PRAIRIE MECHANICAL CORP	3,951.45
269363	073231	PRECISION INDUSTRIES, INC.	578.33
269364	072349	PREMIER AGENDAS INC	29.90
269365	132269	PRENTKE ROMICH COMPANY	230.92
269366	102423	PRIMARY CONCEPTS	263.67
269368	134744	R & F HOBBIES INC	466.70
269369	073427	PRO-ED INC	1,438.50
269370	073495	PROFESSIONAL AUDIOLOGY AND	2,664.00
269371	073610	PROGRESS PUBLICATIONS	251.00
269372	102529	VOCATIONAL BIOGRAPHIES INC	338.45
269373	132713	PROTEX CENTRAL INC	6,018.20
269374	073040	PSI GROUP-OMAHA	20,000.00
269375	073840	PSYCHOLOGICAL ASSESSMENT	287.58
269377	135693	QUANTUM HEALTH PROFESSIONALS INC	4,400.00
269378	090673	QWEST	378.98
269379	099219	RADIOSHACK CORP	388.22
269381	078250	RALSTON PUBLIC SCHOOLS	34,709.50
269382	134199	JIN OK RANDALL	19.90
269383	134430	RANDOM HOUSE INC	94.44
269384	078420	RAWSON & SONS ROOFING, INC.	6,640.00
269385	134073	CARLA M REAL	130.38
269386	100642	REALLY GOOD STUFF INC	891.82
269387	078670	REAMS SPRINKLER SUPPLY COMPANY INC	245.73
269388	132808	REBECCA SNYDER SPEECH SERVICES	6,637.50
269389	078674	RECORDED BOOKS LLC	228.75
269390	078673	RECORDING FOR THE BLIND & DYSLEXIC	404.50
269391	133191	MATTHEW K REGA	41.83
269392	134858	JENNIFER L REID	245.60
269393	078958	REMEDIA PUBLICATIONS	37.96
269394	101924	RENIER PIANOS & KEYBOARD	300.00
269395	135191	RENZULLI LEARNING SYSTEMS LLC	1,050.00
269396	079055	RESEARCH PRESS CO	32.95
269397	135444	REVOLUTION ENTERPRISES INC	44.20
269398	130459	KAREN S RICHARDSON	13.84

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Check No	Vend No	Vendor Name	Amount
269399	079162	KAREN RICHTER	27.06
269400	132095	CHARLOTTE A RIEWER	253.43
269401	099555	RIVERSIDE PUBLISHING COMPANY	414.08
269402	079310	ROCKBROOK CAMERA CENTER	3,328.18
269403	102827	ROCKLER COMPANIES INC	264.02
269404	131723	EDWARD V ROCKWELL	59.79
269405	134882	LINDA A ROHMILLER	20.92
269406	134990	BRITTANY A ROM	124.87
269408	134081	EILEEN A RONCI	139.29
269409	079440	ROSENBAUM ELECTRIC INC	3,132.31
269411	072286	JEAN M RUCHTI	25.01
269412	107539	RUTH MUELLER ROBAK LLC	119.50
269413	130477	KATHRYN I RYAN	42.72
269414	101166	S & S WORLDWIDE INC	76.36
269415	079691	SADDLEBACK EDUCATIONAL INC	191.99
269416	081491	SAGE PUBLICATIONS, INC.	74.90
269417	081604	JEFFREYASALBERG	241.64
269418	081630	SAM'S CLUB DIRECT	188.80
269419	073300	SAMMONS PRESTON ROLYAN	39.89
269420	081725	KIMBERLEY K SAUM-MILLS	76.11
269421	133389	RYAN D SAUNDERS	118.06
269422	081800	SAX ARTS & CRAFTS INC	84.37
269423	109806	BRENT J SCHADE	24.92
269424	106432	KELLI J SCHINSTOCK	90.56
269425	082100	SCHOLASTIC INC	163.65
269427	082140	SCHOLASTIC MAGAZINES	6,575.19
269428	135488	SCHOOL NURSE SUPPLY	97.24
269429	082350	SCHOOL SPECIALTY INC	10,721.91
269430	135206	TERESA A SCHUETZ	35.16
269431	082395	CLAUDIA K SCHULTE	10.00
269432	130851	SEARCH INSTITUTE	291.80
269433	082905	KIMBERLY A SECORA	53.76
269434	098765	SECURITY BENEFIT LIFE INS CO	54,615.29
269435	082910	SECURITY EQUIPMENT INC	3,072.43
269436	082920	MARTI K SEIBERLING	10.24
269437	082941	KELLY M SELTING	131.72
269438	082960	SERVICE REPRODUCTION COMPANY	1,388.59
269439	133498	SHARED MOBILITY COACH INC	6,327.75
269440	109800	AMY L SHATTUCK	63.28
269441	109830	MATTHEW V SHEPPARD	104.58
269442	130645	SHERWIN-WILLIAMS	184.17
269443	083186	MARK L SHIELDS	79.00
269444	083188	SHIFFLER EQUIPMENT SALES, INC.	1,085.64
269445	083219	SHOPKO STORE #056	87.41
269446	131887	SIEMENS BUILDING TECHNOLOGIES INC.	2,446.00
269447	132590	SILVERSTONE GROUP INC	10,000.00

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269448	083400	SIMPLEXGRINNELL	884.44
269449	083452	SIMPSON SUPPLY	210.10
269450	132108	SKATELAND	87.00
269452	135512	SMARTDRAW.COM	530.85
269453	134921	HAFFISSATOU SMITH	56.96
269454	107093	CHARLENE S SNYDER	77.11
269455	101476	SODEXHO MARRIOTT INC	90,673.08
269456	102264	SOFTWARE PLUS	75.00
269457	084081	SOUTH OMAHA TERMINAL WAREHOUSE CO	477.40
269458	133954	SOUTHSIDE PLUMBING LLC	2,400.00
269459	131714	JOHN D SOUTHWORTH	18.33
269460	135398	JULIE A SPLITTGERBER	37.91
269461	090440	SPORT SUPPLY GROUP INC	342.09
269462	084326	SPORTIME	485.82
269463	102142	SPORTS ILLUSTRATED	72.24
269464	099780	SPSS, INC.	2,459.00
269465	109836	AMY ST AMOUR	91.67
269466	101378	STAFF DEVELOPMENT FOR EDUCATORS	507.00
269467	084415	STANDARD STATIONERY SUPPLY CO	1,074.39
269471	131099	STENHOUSE PUBLISHERS	158.67
269472	135211	KENNETH STOBBE	25.37
269473	131211	SUCCESSORIES	571.80
269474	135744	CLAUDIA P SUCHA	60.00
269475	135731	MOHANRAJ SUDHAKAR	89.00
269476	084689	SULLIVAN SEWER SERVICE INC	185.00
269477	109822	BRAD D SULLIVAN	44.50
269478	084781	SUMMIT LEARNING	126.85
269479	133230	GLOBAL VIDEO LLC	154.37
269484	084930	SUPER DUPER INC	5,388.10
269485	102869	SUPER SAVER #20	287.83
269486	084956	SUPERIOR SPA & POOL	8.99
269487	084959	JAMES V SUTFIN	276.03
269488	132417	JAMES D SWITZER	20.03
269490	133452	INNOVATIVE THERAPISTS INTERNATIONAL	330.31
269491	133300	JAMES E FRICK INC	605.49
269492	088654	TARGET	731.16
269493	130127	TASA	531.36
269494	103050	REPRINT/DRAPHIX, LLC	626.20
269495	132962	CHILDCRAFT EDUCATION CORPORATION	53.48
269496	088709	AMERICAN EAGLE COMPANY INC	51.15
269497	101393	GLOBAL VIDEO LLC	100.74
269498	101257	TEACHERS' CURRICULUM INSTITUTE	106.92
269500	088830	TED'S MOWER SALES & SERVICE INC	497.96
269501	133969	TENNANT SALES & SERVICE COMPANY	8,023.48
269502	049700	TERRY HUGHES TREE SERVICE	2,700.00
269503	135336	LOS ANGELES COUNTY OFFICE OF ED	218.00

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269504	135649	SHAUN M TEVIS	71.20
269505	089130	THACKER ELECTRIC	54.40
269506	102822	THERAPRO INC	353.24
269507	135066	TERENCE J THIELEN	34.27
269508	131159	JONATHON C THOMPSON	53.40
269509	135212	KIM M THOMPSON	15.99
269510	051572	THOMSON LEARNING	5,113.40
269511	107959	NANCY C THORNBAD	176.13
269512	135006	STEVE D THRONE	129.90
269513	134131	STORM THRONE	50.76
269514	132493	GREGORY E TIEMANN	33.83
269515	106807	JEAN M TOOHER	201.60
269516	089577	TOOL HOSPITAL	24.00
269517	131560	KATHLEEN K TORRES	9.98
269518	131446	TOSHIBA AMERICA INFO SYS INC	96.00
269519	131446	TOSHIBA AMERICA INFO SYS INC	12,256.69
269520	132138	TOYOTA FINANCIAL SERVICES	463.42
269521	089587	TOYS FOR SPECIAL CHILDREN	1,424.60
269522	101470	TOYS R US	328.77
269523	108055	TRADE WELL PALLET INC	880.00
269525	107719	KIMBERLY P TRISLER	30.26
269526	106493	TRITZ PLUMBING, INC.	2,415.67
269527	036945	TRIUMPH LEARNING	93.68
269528	135505	TY'S OUTDOOR POWER & SERVICE INC	45.12
269529	135716	AARON M JOHNSON LLC	16,149.00
269530	131819	JEAN R UBBELOHDE	111.70
269531	090678	UNISOURCE	7,963.52
269532	099268	UNITED ART AND EDUCATION	467.10
269533	090214	UNITED ELECTRIC SUPPLY CO INC	517.38
269534	109861	UNITED EQUIPMENT SERVICES CO INC	1,190.00
269535	090242	UNITED PARCEL SERVICE	368.63
269536	100096	UNIVERSITY OF NE AT LINCOLN	282.28
269537	090900	UNIVERSITY PUB, INC.	5,171.25
269538	090973	UPSTART	31.45
269539	090632	US TOY CO/CONSTRUCTIVE PLAYTHINGS	91.03
269540	091040	VALENTINOS INC	141.68
269541	135777	JANET M VANHOOSE	62.00
269542	083340	VERNE SIMMONDS COMPANY	428.00
269543	092280	VERNIER SOFTWARE & TECHNOLOGY LLC	565.08
269545	130676	VISITING NURSES HEALTH SERVICES	1,768.00
269546	135678	EMILY MARIE WAGEMAN	25.38
269547	092786	WALCRO INC	92.25
269548	092834	WALKER TIRE INC	1,350.70
269549	093008	BARBARA N WALLER	57.32
269550	131112	LINDA WALTERS	38.89
269551	131817	KRISTINE M WARD	47.62

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269552	093650	WARD'S NATURAL SCIENCE INC	206.84
269553	134884	JULIE K WARNEMUNDE	88.00
269554	093765	WATER ENGINEERING, INC.	1,850.00
269555	133438	HEIDI J WEAVER	41.20
269556	130269	MELISSA L WEAVER	55.18
269557	132263	JILL E WEDDINGTON	202.34
269558	093976	WEEKLY READER CORPORATION	113.40
269559	093978	BECKY S WEGNER	303.91
269564	134943	JESSICA WELLS	16.42
269565	094130	WENGER CORPORATION	2,593.42
269566	131998	RICHARD M WERKHEISER	30.71
269567	010698	WESCO DISTRIBUTION INC	61.56
269568	107563	CAROL M WEST	147.74
269569	105619	WESTERN TRAILER LEASING INC	50.00
269570	094650	WESTSIDE COMMUNITY SCHOOLS	944.00
269571	092637	WGBH BOSTON VIDEO	40.65
269573	133061	JACKIE L WHISENHUNT	147.74
269574	094751	DEBBY A WHITAKER	162.60
269575	133663	WHITE CAP CONSTRUCTION SUPPLY	545.05
269576	135724	WEYLON G WHITE	149.97
269577	094820	WHOLESALE HEATING & COOLING	237.89
269578	094859	WIESER EDUCATIONAL INC	420.04
269579	133448	JESSICA L WILKINSON	62.30
269580	079693	WILLIAM H SADLIER INC	244.94
269582	135419	JEANNE M WILSON	40.87
269583	095157	JOAN C WILSON	73.60
269585	109073	CRAIG J WOLF	18.25
269587	130716	SUSAN J WOOSTER	43.39
269588	095362	NANCY R MCGRATH	581.88
269589	095371	WORLD ALMANAC EDUCATION	117.47
269590	095376	WORLD BOOK INC	358.00
269592	095491	GLEN E WRAGGE	307.63
269593	134077	JAYME M WRATCHFORD	49.08
269594	135756	WRESTLING CAMPS OF AMERICA LLC	3,140.00
269596	100578	WT COX SUBSCRIPTIONS INC	8,997.94
269597	101370	XEROX CORPORATION (ORDERS)	40,152.00
269598	095674	XEROX CORPORATION (LEASES)	8,670.00
269599	130371	ROBERT J YAKUS	84.00
269600	131334	WAI CHI YIM	62.80
269603	135779	MARISA ZALLOCCHI	54.47
269604	099212	ZANER BLOSER INC	248.05
269605	135112	MARKETTOOLS INC	350.00
Total for GENERAL FUND			1,131,037.39
20008	094245	WESTLAKE ACE HARDWARE INC	40.45
20009	133180	CHRISTOPHER MCEVOY	107.75
20010	133617	CONOCOPHILLIPS	44.60

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20011	099585	MILLARD MANUFACTURING COMPANY	124.00
20012	068445	NEBRASKA FURNITURE MART INC	200.00
20013	100013	OFFICE DEPOT BUS. SVCS. DIV.	530.45
Total for FOOD SERVICE			1,047.25
268364	135245	BAHR VERMEER HAECKER ARCHITECTS	2,978.25
268373	038140	ELECTRONIC SOUND INC.	115.00
268389	131699	SCOTT ENTERPRISES, INC.	50,522.00
268394	090406	US ASPHALT COMPANY	43,604.74
268423	071760	PATTON EQUIPMENT COMPANY INC	826.18
268767	102047	PAYLESS OFFICE PRODUCTS INC	860.00
268858	131524	BINSWANGER GLASS	39.08
268881	133375	BUSINESS INTERIORS GROUP	473.50
268918	130646	COMMONWEALTH ELECTRIC	6,615.00
268919	025689	COMPUTER CABLE CONNECTION INC	1,755.00
268995	107980	EHLI'S DECORATING, INC.	465.00
269006	132066	ENGINEERED CONTROLS INC	9,614.00
269529	135716	AARON M JOHNSON LLC	154.00
269537	090900	UNIVERSITY PUB, INC.	1,560.00
269607	106310	CLERK OF THE DISTRICT COURT	3,400.00
Total for SPECIAL BUILDING			122,981.75
268420	134668	MAGNUM RESOURCES INC	20,910.00
268427	134877	PROCHASKA & ASSOCIATES INC	7,452.95
268817	012989	APPLE COMPUTER, INC.	1,233.03
268882	099431	BUSINESS MEDIA INC	9,149.29
269084	132423	HEWLETT PACKARD CO	1,116.00
269152	134607	KONICA MINOLTA PRINTING SOLUTIONS	1,224.00
269172	131472	LINES OF COMMUNICATION	30,652.69
269197	100944	MCDONALD & ASSOCIATES INC	1,297.35
269219	102870	MIDLAND COMPUTER INC	2,288.86
269287	134798	NEW VISION COMUNICATIONS INC	18,138.33
Total for CONSTRUCTION			93,462.50
268365	135683	JOHN R BAYLOR JR	2,650.00
268371	134777	KATHY C DEBOER	60.96
268385	067014	NSCSS	1,100.00
268391	068839	UNIVERSITY OF NEBRASKA KEARNEY	692.00
268405	099646	BARNES & NOBLE BOOKSTORE	8,124.88
268412	135758	EDISON INSTITUTE	4,300.00
268753	011651	AMERICAN EXPRESS	100.85
268755	133371	CYNTHIA ELLIS	100.00
268764	135772	DAN LEAMEN	200.00
268778	010037	ABC SCHOOL SUPPLY COMPANY	57.45
268779	130403	ABILITATIONS	30.59
268780	010165	ABLENET INC	748.65
268783	010278	ACADEMIC HALLMARKS INC	147.50
268823	133406	BUSCO INC	925.00

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268834	135654	BABY TALK INC	712.50
268843	099646	BARNES & NOBLE BOOKSTORE	737.09
268855	135682	JESSICA BERNTH	170.00
268882	099431	BUSINESS MEDIA INC	798.89
268885	134015	CAMILLES SIDEWALK CAFE	170.00
268905	024652	CHILDCRAFT EDUCATION CORP	543.16
268909	099222	CLASSROOMDIRECT.COM	164.99
268951	135662	KATHRYN ANN DAVIS	128.00
268954	134777	KATHY C DEBOER	42.65
268970	099552	DISCOUNT SCHOOL SUPPLY	469.13
268979	133130	DOUGLAS SARPY 4H OFFICE	446.00
268986	094249	DURHAM WESTERN HERITAGE MUSEUM	925.00
268996	132892	PAMELA S EHLY	45.85
269008	130348	ENVIRONMENTS, INC.	41.90
269084	132423	HEWLETT PACKARD CO	1,324.00
269086	048710	HIGHSMITH COMPANY INC	667.68
269100	101032	HUSKER MIDWEST PRINTING	113.42
269104	049850	HY-VEE FOOD STORE (OAKVIEW DR)	140.29
269110	052150	INTERNATIONAL READING ASSOC	1,820.00
269118	100705	JAMES STANFIELD CO INC	437.80
269139	056215	KAPLAN EARLY LEARNING CO	126.44
269158	058755	LIDLAW TRANSIT INC	540.59
269159	099217	LAKESHORE LEARNING MATERIALS	3,296.80
269167	101723	LEARNING TOOLS	169.09
269229	065410	MILLARD SCHOOLS ADMINISTRATIVE	64.40
269242	133945	MOUNTAIN PLAINS RRC USU	175.00
269259	067996	JOHN C NOWELL	206.18
269261	068020	NATIONAL SCIENCE TEACHERS ASSOC	439.00
269289	069099	CAROL C NEWTON	130.15
269293	069689	AMSAN LLC	67.30
269306	100013	OFFICE DEPOT BUS. SVCS. DIV.	85.48
269320	135612	ONLINE MATH LEAGUE LLC	180.00
269321	135617	OPEN HANDS OMAHA INC	13,547.00
269330	131171	PARENTS AS TEACHERS NATIONAL CENTER	225.00
269341	071353	WARFIELD PCI LIMITED	22.95
269343	109027	PEARSON EDUCATION	759.86
269357	072850	PLAYTIME EQUIPMENT & SCHOOL SUPPLY	214.77
269386	100642	REALLY GOOD STUFF INC	201.04
269429	082350	SCHOOL SPECIALTY INC	290.42
269480	084905	SUNDANCE/NEWBRIDGE ED PUB LLC	1,096.03
269492	088654	TARGET	31.18
269495	132962	CHILDCRAFT EDUCATION CORPORATION	485.51
269499	088805	TEACHING RESOURCE CENTER LLC	46.09
269521	089587	TOYS FOR SPECIAL CHILDREN	319.80
269522	101470	TOYS R US	93.96
269539	090632	US TOY CO/CONSTRUCTIVE PLAYTHINGS	265.64

Date: 11/1/06

Millard Public Schools

Check Register

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Prepared for the Board Meeting of November 6, 2006

Check No	Vend No	Vendor Name	Amount
269572	134027	DAN A WHIPKEY	2,825.51
269584	135778	ARLENE WINKLER	106.00
269588	095362	NANCY R MCGRATH	208.36
Total for GRANT FUND			55,355.78
268797	011051	ALL MAKES OFFICE EQUIPMENT	258.50
268821	135733	AQUATIC ACCESS INC	3,939.00
268898	133589	CDW GOVERNMENT, INC.	77.40
268995	107980	EHLI'S DECORATING, INC.	642.00
269086	048710	HIGHSMITH COMPANY INC	1,376.39
269108	108348	INDEPENDENT SYSTEMS INC	1,024.00
269219	102870	MIDLAND COMPUTER INC	434.19
269265	130548	NCS PEARSON INC	2,599.00
269273	068445	NEBRASKA FURNITURE MART INC	600.63
269367	133745	PRIMEX WIRELESS INC	27,199.73
269384	078420	RAWSON & SONS ROOFING, INC.	17,240.00
269429	082350	SCHOOL SPECIALTY INC	531.25
269492	088654	TARGET	57.44
269537	090900	UNIVERSITY PUB, INC.	23,211.50
269544	092323	VIRCO MANUFACTURING CORP	11,017.84
269565	094130	WENGER CORPORATION	4,223.00
Total for DEPRECIATION			94,431.87
268978	130908	DOUGLAS COUNTY SCHOOL DIST.28-0001	480,205.15
268992	037525	EDUCATIONAL SERVICE UNIT #3	72.16
Total for INTERLOCAL FUND			480,277.31
268396	092323	VIRCO MANUFACTURING CORP	2,877.60
268761	135749	TIM HEDEGAARD	90.00
268798	135700	JAY ALLEN	64.00
268814	130564	DAVID ANDERSON	180.00
268836	109852	BAER SUPPLY	43.11
268839	135322	ALEXANDER BAKER	128.00
268852	134692	EMILY BENNETT	128.00
268856	134693	JADE BERTSCH	80.00
268883	131619	C E SUNDBERG CO	105.52
268888	134579	CAITLIN CARLSON	140.00
268898	133589	CDW GOVERNMENT, INC.	76.00
268908	135530	CARA CLARK	24.00
268914	133861	MORGAN NICOLE COFFEY	120.00
268929	135694	JUSTINE COOPER	96.00
268980	135695	AMANDA D DOWNING	128.00
268983	135312	LACY DUCKWORTH	128.00
269013	135766	KAITLYN FEDER	64.00
269027	135701	CHELSEA FISHER	128.00
269032	134948	FORMAL FASHION INC	1,123.82
269035	134496	TORY FOX	32.00
269047	135524	ASHLEY GINGERICH	32.00

Date: 11/1/06

Millard Public Schools

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Prepared for the Board Meeting of November 6,2006

Check No	Vend No	Vendor Name	Amount
269059	134553	CAITLIN GRIEVE	104.00
269061	135769	EMILEE GROHN	36.00
269064	135078	SHANNON GUY	68.00
269066	133335	MATTHEW HALL	70.00
269084	132423	HEWLETT PACKARD CO	1,116.12
269085	135702	KYLEE HIGGINSON	112.00
269093	135313	RACHEL HOGAN	96.00
269107	134557	ELLEN R ILLG	144.00
269115	135703	TAYLOR JACKSON	128.00
269134	134980	ABIGAIL C JORGENSEN	144.00
269138	132329	SOPHIE KAETER	140.00
269148	135079	CHRISTIAN KLAIBER	32.00
269149	133279	COLLEEN KLAIBER	180.00
269159	099217	LAKESHORE LEARNING MATERIALS	53.24
269166	135696	CHAD LAWTON	120.00
269196	133864	SEAN SAWYER MCCLAY	128.00
269212	134995	ALYSSA MERKEL	36.00
269213	134982	LYDIA ANN MERKEL	128.00
269219	102870	MIDLAND COMPUTER INC	162.22
269226	065400	MILLARD LUMBER INC	10.80
269232	135568	KIRSTEN MILLER	128.00
269246	134099	CAITLIN MURPHY	128.00
269284	135768	MIKE NELSON	64.00
269300	135704	BLAKE OAKY	64.00
269310	070245	OHARCO DISTRIBUTORS	326.42
269314	071023	OMAHA THEATER COMPANY FOR	167.00
269326	135697	JACOB PAASCH	128.00
269346	135080	JULIE PENGILLY	128.00
269347	134555	MOLLY PENGILLY	180.00
269358	134705	CARLY POHLMAN	64.00
269361	079051	POSITIVE PROMOTIONS INC	270.05
269376	135698	CHAEI QUANDT	96.00
269380	135324	ADAM RAFFERTY	96.00
269386	100642	REALLY GOOD STUFF INC	110.55
269402	079310	ROCKBROOK CAMERA CENTER	2,104.42
269407	079434	RONALD RAY ROMINE	90.00
269410	134997	KATHERINE ROUNDS	96.00
269429	082350	SCHOOL SPECIALTY INC	871.26
269451	132994	BRITTANY ANNE SLINGWINE	160.00
269468	132328	KAYLA STAUFFER	32.00
269469	132984	MARIAH STAUFFER	108.00
269470	109821	SETH STAUFFER	180.00
269481	084907	SUNDERLAND BROTHERS COMPANY	392.95
269482	135770	BRITTANY SUNDERMAN	32.00
269489	135705	MAX TAJDINI	96.00
269524	135325	JEFFERY TRICKLER	80.00

Date: 11/1/06

Millard Public Schools

Check Register

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Prepared for the Board Meeting of November 6,2006

Check No	Vend No	Vendor Name	Amount
269560	135522	AMANDA WEIHL	12.00
269561	134999	FAWN WEIHL	100.00
269562	135327	KARI WEIHL	135.00
269563	133330	LORIN WELCH	120.00
269565	094130	WENGER CORPORATION	165.58
269581	134783	TREVOR BRYCE WILLIAMSON	160.00
269586	135714	ALEXIS WONG	128.00
269591	135699	ELLE WRAGGE	96.00
269601	135390	CANDACE YONG	128.00
269602	135529	JANELLE ZACH	128.00
Total for ACTIVITY FUND			16,161.66
Report Total			1,994,755.51

November 1, 2006

TO: Board Members

FROM: Amy Friedman

RE: Employees of the Month

The Employees of the Month for November are Helen Lykke-Wisler, third grade teacher at Ezra Millard Elementary, and Helen Ortlieb, special education paraprofessional at North Middle School.

AF:sp

AGENDA SUMMARY SHEET

AGENDA ITEM: Policy 3410

MEETING DATE: November 6, 2006

DEPARTMENT: General Administration

TITLE & BRIEF DESCRIPTION: Policy 3410 – Support Services – Business – Investing – General

ACTION DESIRED: Approval Discussion Information Only

BACKGROUND: In the District's financial audit for FYE05, it was recommended that the District adopt a policy related to investment of funds. The proposed policy (see attached) was modeled after that of the Lincoln Public Schools.

OPTIONS AND ALTERNATIVES: n/a

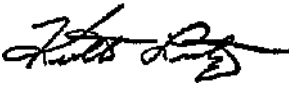
RECOMMENDATION: It is recommended that proposed Policy 3410 be adopted as submitted following the second reading on November 6, 2006.

STRATEGIC PLAN REFERENCE: n/a

IMPLICATIONS OF ADOPTION/REJECTION: n/a

TIMELINE: Immediate.

RESPONSIBLE PERSON: Ken Fossen, Associate Superintendent (General Administration)

SUPERINTENDENT'S APPROVAL: 

Support Services – Business**3410****Investing – General**

District funds not required for immediate obligations shall be invested in accordance with state law. Authorized investments shall include, but not necessarily be limited to, the following: (1) the Nebraska School District Liquid Asset Fund, (2) collateralized bank certificates of deposit, (3) insured savings accounts and money market accounts, (4) government agency securities, and (5) U.S. treasuries.

Legal References: *Neb. Rev. Stat.* §79-408, §79-1042, and §79-1043

Related Policies:

Policy Adopted: November 6, 2006

Millard Public Schools
Omaha, NE

AGENDA SUMMARY SHEET

MEETING DATE: November 6, 2006

DEPARTMENT: Office of the Superintendent

TITLE AND BRIEF DESCRIPTION: PDK Curriculum Audit

ACTION DESIRED: Approval XX

BACKGROUND:

OPTIONS/ALTERNATIVE CONSIDERATIONS: In order to fulfill the frame work for Superintendent Goal #3, a Curriculum audit is recommended. The audit will be performed by PDK over the next 30 weeks. The last audit performed/completed was 1998. The attachment explains duties of the consultant and that of the district.

RECOMMENDATIONS: Approval

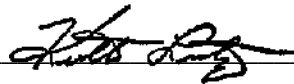
STRATEGIC PLAN REFERENCE: Goal 3

IMPLICATIONS OF ADOPTION OR REJECTION: N/A

TIME LINE: 30 Weeks

PERSONS RESPONSIBLE: Keith Lutz, Superintendent

SUPERINTENDENT'S APPROVAL: _____



Providing leadership, research, and service since 1906

October 23, 2006

www.pdkintl.org
information@pdkintl.org

Dr. Keith Lutz, Superintendent
Millard Public School District
5606 South 147th Street
Omaha, NE 68137

Dear Dr. Lutz:

Thank you for your request for information about the curriculum management post-audit. I am pleased to provide some information to you for your consideration and review. Basically, the curriculum audit is a system of organizational analysis, which originally started many years ago by the national accounting firm, Peat, Marwick, and Mitchell. The audit investigates two fundamental instructional management questions:

- 1. Does the system have a properly managed instructional program (curriculum that is planned, executed, and assessed in accordance with generally accepted appropriate principles and standards?)*
- 2. Does the system conform to the standards of quality in instructional organization which includes the following:*
 - a. Adequacy, specificity, and scope of board policies and planning?*
 - b. Sufficient quality in direction for teaching and learning/*
 - c. Consistency and equity in schools and program implementation?*
 - d. Effectiveness of program and process monitoring and assessment?*
 - e. Use and allocations of budget and resources for productivity and quality improvement?*

The process follows generally accepted auditing principles, and the product is a highly useful report. The detailed report analyzes the district's programs and policies, diagnoses strengths and weaknesses, and recommends concrete courses of action for the board and superintendent to follow in order to improve and advance quality in their educational organization. Phi Delta Kappa International is the only institution in the United States authorized to conduct curriculum management audits by contract with the Curriculum Management Audit Center, Incorporated. They own the copyright for curriculum audits.

Dr. Keith Lutz
October 23, 2006
Page Two

Generally, the cost of the audit depends upon the size of the district. As a rule of thumb, a post-audit for a district of your size (33 schools) would run about \$32,220.00, plus an estimated \$4,500.00 for expenses for the audit team to include travel, subsistence, lodging, etc. This fee includes site visits to all schools, brief visits to all classrooms, document analyses (including policies, planning documents, curriculum guides, linkage documents, budgets, test results, and job descriptions), program assessment, and the final written report to the superintendent and board.

This audit would be performed by fully qualified auditors, and the team would be comprised of a sufficient number of auditors to provide a high quality audit. The audit would have to be scheduled at a time convenient for both your board and the audit team, but early scheduling is advised.

I am enclosing some information for your review. Enclosed you will find a proposal with a list of standards for the audit, and more detailed information. If you wish to have an audit for your school system, please sign the document and return it to me at your earliest convenience. The experience of districts across the country supports our belief that the curriculum audit is very useful for superintendents and boards who wish to learn the needs and status of their school district for building a productive and effective system. If you wish more information about the audit, please contact me at (800)766-1156 x 2260 or (812)339-1156. We look forward to hearing from you, and to the opportunity to be of service.

Sincerely,



Judy Tackitt, Coordinator
International Curriculum Management Audit Center

Enclosures: Proposal
 Brochure

JT/hs

Proposal to Provide A Curriculum Management Post-Audit of:
System Governance, Organizational Quality Control,
and Design and Delivery of Programs and Services

To:
Dr. Keith Lutz, Superintendent
Millard Public School District
Omaha, Nebraska



Submitted By:
The International Curriculum Management Audit Center
Phi Delta Kappa International

Jeanne Storm, Director
International Curriculum Management Audit Center
Phi Delta Kappa International
P. O. Box 789
Bloomington, IN 47404 USA
Phone: (800) 766-1156
Fax: (812) 339-0018

October 23, 2006

Proposal Submitted to the:
Millard Public School District
 5606 South 147th Street
 Omaha, Nebraska 68137
 402/895-8208

Proposing Organization	Curriculum Management Audit Center Phi Delta Kappa International
Proposal Initiator	Jeanne Storm, Director International Curriculum Management Audit Center Phi Delta Kappa International Phone: (800) 766-1156 Fax: (812) 339-0018
Participating Educational Organization	Millard Public School District
Organization Representative	Dr. Keith Lutz, Superintendent
Title of Project	A Curriculum Management Post-Audit of the Millard Public School District
Proposed Starting Date	To be determined
Proposed Duration and Schedule	To be determined
Proposed Budget	\$32,220 plus \$4,500 estimated expenses
Number of Schools	33
Student Sampling	A sampling of schools

ACCEPTED:**ACCEPTED:**

*Jeanne Storm**October 23, 2006**Dr. Keith Lutz**Date*

Proposal Initiator
International Curriculum Management
Audit Center

Superintendent
Millard Public School District

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I. INTRODUCTION

This document constitutes a proposal for delivery of services to the Millard Public School District for the purpose of conducting a post-audit of the *quality* of the system's curriculum management processes. Included in the audit is a review and analysis of the (1) scope and extent of coverage of the school district's curriculum, programs, and services, (2) documentation of curriculum expectations to guide teachers in content selection, (3) nature and appropriateness of curriculum expectations for learners, (4) how the system assesses performance results and success in its educational programs, (5) scope and quality of board policies and planning for effective governance of the system, (6) connections and relationships among organizational components for consistency and equity of programs of services, and (7) use of resources for maximal productivity. The proposed audit will be in conformance with standards and principles of the Curriculum Management Audit Centers, Inc., Phi Delta Kappa International and with *Curriculum Management Auditing: Improving School Quality*.¹

A Curriculum Post-Audit is designed to reveal the extent to which officials and professional staff of a school district have developed and implemented a sound, valid, and operational system of curriculum management. Such a system, set within the framework of adopted board policies, enables the school district to make maximum use of its human and financial resources in the education of its students. When such a system is fully operational, it assures the governing board and Millard Public School District taxpayers that their fiscal support is optimized under the conditions in which the school district functions.

Background

The Millard Public School District constitutes one of Nebraska's advancing educational institutions in terms of its willingness to embark on a challenging road to improvement. Even in good school systems, the complexities of the system and the interrelationships of local schools and operational departments affect the quality of educational program delivery and the overall direction of the system. The salient characteristics of a sound curriculum have been recognized by citizens, taxpayers, teachers, and others in aiding the system in accomplishing its goals. The Millard Public School District has invited this proposal to determine whether or not its programs and services are properly suited for the system, if delivery of programs and services is in keeping with sound and appropriate practice, and whether or not the system has sufficient data for improvement of its educational programs and services over time.

This proposal contains a definition of the types of services proposed, a tentative calendar, and the cost for such services. The Phi Delta Kappa International Curriculum Management Audit Center is well suited to provide the proposed slate of services. It has several fully certified and highly experienced lead and regular curriculum management auditors available to serve on staff for this project, and all associates have achieved certified auditor status. In addition, the staff proposed for this audit includes nationally recognized auditors and educational leaders from across the United States, Canada, and other countries.

¹ (Frase L., English, F., and Poston, W.; 1995: Technomic Press, Lancaster, PA)

Nature of the Curriculum Audit Process

The Curriculum Management Audit is a process which was first implemented in 1979 in the Columbus Public Schools, Ohio. The audit is based upon generally-accepted concepts pertaining to effective instruction and curricular design and delivery, some of which have been popularly referred to as the "effective schools research" and quality improvement processes related to school excellence.

A curriculum management post-audit is an independent examination of three data sources: documents, interviews, and site visits. These are gathered and triangulated, or corroborated, to reveal the extent to which a school district is meeting its goals and objectives, whether they are internally or externally developed or imposed. A public report is issued as the final phase of the auditing process.

The audit's scope is centered on curriculum and instruction, and any aspect of operations of a school system that enhances or hinders its design and/or delivery. The audit is an intensive, focused, "postholed" look at how well a school system such as the Millard Public School District has been able to set valid directions for pupil accomplishment and well being, concentrate its resources to accomplish those directions, and improve its performance, however contextually defined or measured, over time.

The Curriculum Management Audit centers its focus on the main business of schools: teaching, curriculum, and learning. Its contingency focus is based upon data gathered during the audit which impinges negatively or positively on its primary focus. These data are reported along with the main findings of the audit.

In some cases, ancillary findings in a curriculum management audit are so interconnected with the capability of a school system to attain its central objectives, that they become major, interactive forces which, if not addressed, will severely compromise the ability of the school system to be successful with its students.

The methodology and assumptions of the Curriculum Management Audit have been reported in the national professional literature in the past decade, and at a broad spectrum of national education association conventions and seminars, including the American Association of School Administrators (AASA); Association of Supervision and Curriculum Development (ASCD); National Association of Secondary School Principals (NASSP); Association for the Advancement of International Education (AAIE); American Educational Research Association (AERA); National School Boards Association (NSBA); the National Governors Association (NGA); Phi Delta Kappa (PDK); the School Administrators of Iowa (SAI); the Ohio Association of School Boards (OASB); and the Texas Association of School Administrators (TASA).

- Auditors serving on the Millard Public School District' Curriculum Management Post-Audit will all be certified auditors from comparable educational systems. Each auditor has been trained through an intensive national program designed and developed by the National Curriculum Audit Center expressly for the purpose of conducting Curriculum Management Audit nationally and internationally. Of the members on the team, it is proposed that the auditors would be:
 - Auditors of comprehensive technical expertise, professional experience and demonstrated competence, and auditors will either be fully certified or in process and all will be approved by the Millard Public School District.

The audit team will be selected from a list of four hundred licensed auditors. Their availability depends on the actual dates for the on-site visit. The names and qualifications of all curriculum auditors will be identified and subject to school district approval prior to commencement of the audit.

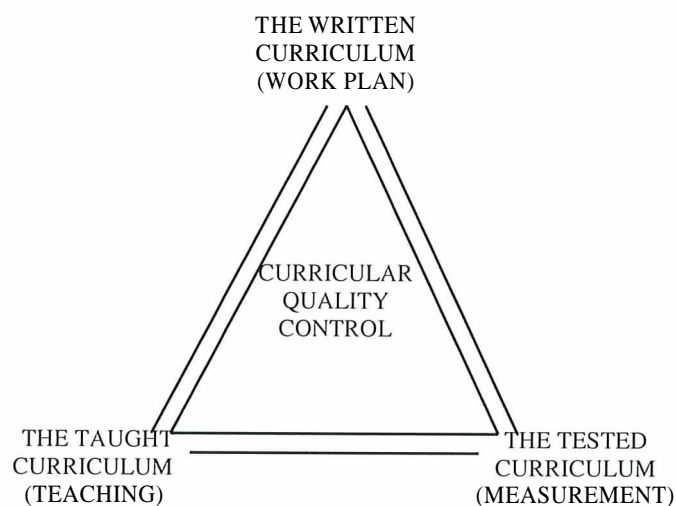
The Curriculum Management Audit has established itself as a process of integrity and candor in assessing educational organizations. The audit report should serve as an important data source to the governing board, superintendent, members of the faculty and staff, and the educational community for improvement of the design and delivery of teaching and learning.

II. METHODOLOGY

The Model for Curriculum Management Audit

The model for the Curriculum Management Audit is shown in the schematic below. The model has been published widely in the national professional literature, most recently in the book, *The Curriculum Management Audit: Improving School Quality* by Larry E. Frase, Fenwick W. English, and William K. Poston Jr. (Lancaster, PA: Technomic Press, 1995).

A Schematic View of Curricular Quality Control



General quality control assumes that at least three elements must be present in any organizational and work-related situation for it to be functional and capable of being improved over time. These are: (1) a work standard, goal/objective, or operational mission; (2) work directed toward attaining the mission, standard, goal/objective; and (3) feedback (work measurement), which is related to or aligned with the standard, goal/objective, or mission.

When activities are repeated, there is a "learning curve," i.e., more of the work objectives are achieved within the existing cost parameters. As a result, the organization or sub-unit of an organization, becomes more "productive" at its essential short- or long-range work tasks.

Within the context of an educational system and its governance and operational structure, curricular quality control requires: (1) a written curriculum in some clear and translatable form for application by teachers in classroom or related instructional settings, (2) a taught curriculum which is shaped by and interactive with the written one, and (3) a tested curriculum which includes the tasks, concepts, and skills, of pupil learning which are linked to both the taught and written curricula. This model is applicable in any kind of educational work structure typically found in mass public educational systems, and is suitable for any kind of assessment strategy, from norm-referenced standardized tests to more authentic approaches.

The Curriculum Management Audit assumes that an educational system, as one kind of human work organization, must be responsive to the context in which it functions and in which it receives support for its continuing existence. In the case of public educational systems, the support comes in the form of the moneys from three levels: local, state, and federal.

In return for such support, mass public educational systems are supposed to exhibit characteristics of rationality, i.e., being responsive to the public will as it is expressed in legally constituted bodies such as federal government, state legislatures, and locally elected/appointed boards of education.

In the case of emerging national public school reforms, more and more this responsiveness is assuring a distinctive school-based management focus which includes parents, teachers, and, in some cases, students. The ability of schools to be responsive to public expectations, as legally expressed in law and policy, is crucial to their survival as publicly-supported educational organizations in the years ahead. The Curriculum Management Audit is one method for ascertaining the extent to which a school system or sub-unit thereof, has been responsive to these expressed expectations and requirements in its context.

Standards for the Auditors

The members of the audit team will be highly trained and experienced in conducting audits of systems of the magnitude of the Millard Public School District. The audit team is guided by a set of generally accepted auditing principles. While a Curriculum Management Audit is not a financial audit, it is governed by some of the same principles. These are:

Technical Expertise

Selected auditors must have actual experience in conducting the affairs of a school system at all levels audited. They must understand the tacit and contextual clues of sound curriculum management.

The Millard Public School District Audit Team will include auditors who have been school superintendents, assistant superintendents, directors, coordinators, principals and assistant principals, as well as elementary and secondary classroom teachers in public educational systems of comparable size and characteristics as the Millard Public School District.

The Principle of Independence

None of the audit team members have any vested interest in the findings or recommendations of Millard Public School District Curriculum Management Audit. None of the auditors presently works in the State of Nebraska, nor do any know the individuals that occupy top or middle management positions in Millard Public School District nor any of the past or current members of the system's governing board. The district representative will coordinate the audit process, but will not directly be involved in the audit findings or recommendations found in the final report.

The Principle of Objectivity

Events and situations which comprise the data base for the audit are derived from documents, interviews, and site visits. This public data base and subsequent judgments made upon it, must be verifiable and grounded in it. Findings must be factually triangulated.

The Principle of Consistency

This audit will use the same standards and basic methods found in the copyrighted curriculum audit process. Audits are not normative in the sense that one school system is compared to another. School systems, as the units of analysis, are compared to a set of standards and positive/negative discrepancies cited.

The Principle of Materiality

Auditors have broad implied and discretionary power to focus on and select those findings which they consider most important to describing how the curriculum management system is functioning in a school district, and how that system must improve, expand, delete, or re-configure various functions in order to attain an optimum level of performance.

The Principle of Full Disclosure

Auditors must reveal all relevant information to the users of the audit, except in cases where such disclosure would compromise the identity of employees or patrons of the system. Confidentiality is respected in audit interviews.

Data Sources of the Curriculum Management Audit

A Curriculum Post-Audit uses a variety of data sources to determine if each of the three elements of curricular quality control is in place and connected one to the other. The audit process also inquires as to whether pupil learning has improved as the result of effective application of curricular quality control.

The major sources of data for the Millard Public School District Curriculum Management Audit will be:

Documents

These sources consist of written board policies, administrative regulations, curriculum guides, memoranda, budgets, state reports, accreditation documents, and any other source of information which would reveal elements of the written, taught, and tested curricula and the linkages among these elements.

Interviews

Interviews will be conducted by the auditors to shed light on the same elements often included in written documents or reports and to reveal interrelationships and contextual understanding. Interviews will be held with all board members, the superintendent, top-level administrative staff, building principals, some classroom teachers and some parents. The auditors will also interview those who request an audience.

Site Visits

The audit team would prefer to schedule a visit to as many school sites in the Millard Public School District as time permits. Site visits reveal the actual context in which programs and services are designed and delivered in an educational system. Contextual references are important as they indicate discrepancies in documents or unusual working conditions.

Standards Proposed for the Curriculum Management Audit

The proposed audit will use five major standards against which to compare, verify, and comment upon the Millard Public School District' existing curricular management practices. These standards have been extrapolated from an extensive review of management principles and practices and have been applied in all previous Curriculum Management Audits.

As a result, the standards reflect an ideal management system, but not an unattainable one. They describe the major working characteristics that any complex work organization should possess in being responsive and responsible to its clients.

A school district that is using its financial and human resources for the greatest benefit of its students is a district that is able to establish clear objectives, examine alternatives, select and implement alternatives, measure results as they develop against established objectives, and adjust its efforts so that it achieves a greater share of the objectives.

The five standards to be employed in the proposed Curriculum Management Audit include:

1. **Governance and Control:** The school district demonstrates its control of resources, programs, and personnel.
2. **Direction and Clientele Expectations:** The school district has established clear and valid objectives for students and clientele.
3. **Connectivity and Consistency:** The school district has demonstrated internal consistency and rational equity in its program development and implementation.
4. **Assessment and Feedback:** The school district has used the results from district-designed or adopted assessments to adjust, improve, or terminate ineffective practices or programs.
5. **Productivity and Efficiency:** The school district has improved its productivity and efficiency, particularly in the use of resources.

A finding within a Curriculum Management Post-Audit is simply a description of the existing state, negative or positive, between an observed and triangulated condition or situation at the time of the audit, and its comparison with one or more of the five audit standards.

Findings in the negative represent discrepancies below the standard. Findings in the positive reflect meeting or exceeding the standard. As such, audit findings are recorded on nominal or ordinal indices and not ratio or interval scales. As a general rule, audits do not issue commendations, because it is expected that a school district should be meeting every standard as a way of normally doing its business. Commendations are not given for good practice. On occasion, exemplary practices may be cited.

Unlike accreditation methodologies, audits do not have to reach a forced, summative judgment regarding the status of a school district or sub-unit being analyzed. Audits simply report the discrepancies and formulate recommendations to ameliorate them.

Other dimensions of school district operations and activities deemed germane and discovered during the conduct of the audit will be considered in the formulation of findings and recommendations.

What the Audit Will Look For in the Education Organization:

Standard 1: Governance and Control

A school system meeting Curriculum Management Audit Standard One is able to demonstrate its control of resources, programs, and personnel. Common indicators are:

- a curriculum policy framework that:
 - is centrally defined and adopted by the board of education
 - establishes an operational framework for management that permits accountability
 - reflects state requirements and local program goals
 - reflects the necessity to use achievement data to improve school system operations
 - defines and directs change and innovation within the school system to permit focus of its resources on priority goals, objectives, and mission
- a functional administrative structure that facilitates the design and delivery of the system's curriculum (programs and services) and achievement of goals
- a direct, uninterrupted line of authority from governing board to the superintendent/chief executive officer and other central office officials to principals and classroom teachers
- documentation of school board and central office planning for the attainment of goals, objectives, and mission over time.
- organizational development efforts which are focused to improve system effectiveness

Standard 2: Direction and Learner Expectations

An educational system meeting Standard Two demonstrates clearly established learner expectations and definitions of instructional content for effective teaching and learning. Common indicators are:

- a clearly established, system-wide set of goals and objectives that addresses all programs and courses and is adopted by the board of education
- demonstration that the system is contextually responsive to national, state, and other expectations as evidenced in local initiatives
- operations set within a framework that carries out the system's goals and objectives
- evidence of comprehensive, detailed, short- and long-range curriculum management planning
- knowledge, local validation, and use of current best curricular practices
- written curriculum that addresses both current and future needs of students
- major programmatic initiatives designed to be cohesive
- provision of explicit direction for the superintendent and professional staff
- a framework that exists for systemic curricular change

Standard 3: Connectivity and Consistency

A successful school system meeting Standard Three will demonstrate a highly-developed, articulated, and coordinated curriculum (programs and services) in the organization that is effectively monitored by the administrative and supervisory staffs at the central and site levels. Common indicators are:

- documents/sources that reveal internal connections at different levels in the system
- predictable consistency through a coherent rationale for content delineation within the curriculum
- equality of curriculum/course access and opportunity
- allocation of resource flow to areas of greatest need
- a curriculum that is clearly explained to members of the teaching staff and building-level administrators and other supervisory personnel
- specific professional development programs to enhance curricular design and delivery
- a curriculum that is monitored by central office and site supervisory personnel
- teacher and administrator responsiveness to school board policies, currently and over time

Standard 4: Assessment and Feedback

A school system meeting Standard Four has designed a comprehensive system of assessment/testing and uses valid measurement tools that indicate how well its students are achieving designated priority learning goals and objectives. Common indicators are:

- a formative and summative assessment system linked to a clear rationale in board policy
- knowledge, local validation, and use of current curricular and program assessment best practices
- use of a student and program assessment plan which provides for diverse assessment strategies for varied purposes at all levels -- district, school, and classroom
- a way to provide feedback to the teaching and administrative staffs regarding how classroom instruction may be evaluated and subsequently improved
- a timely and relevant data base upon which to analyze important trends in student achievement
- a vehicle to examine how well specific programs are actually producing desired learner outcomes of results
- a data base to compare the strengths and weaknesses of various programs and program alternatives, as well as to engage in equity analysis
- a data base to modify or terminate ineffective educational programs
- a method/means to relate to a programmatic budget and enable the school system to engage in cost-benefit analysis
- organizational data gathered and used to continually improve system functions

Standard 5: Productivity and Efficiency

While the attainment of improved productivity in a school is a complex process, caused in part by the lack of a tight organizational structure (referred to as "loosely coupled"), common indicators of an educational system meeting Standard Five are:

- planned and actual congruence among curricular objectives, results, and financial allocations
- a financial data base band network that are able to track costs to results, provide sufficient fiduciary control, and is used as a viable data base in making policy and operational decisions
- specific means that have been selected or modified and implemented to attain better results in the schools over a specified time period
- a planned series of interventions that have raised pupil performance levels over time and maintained those levels within the same cost parameters as in the past
- school facilities that are well-kept, sufficient, safe, orderly, and conducive to effective delivery of the instructional program
- support systems that function in systemic ways
- district and school climate conducive to continual improvement

III. SCOPE OF WORK

Lead Auditor Responsibilities

1. The Lead Auditor will be responsible for overall coordination of the work, employment of the auditors, preparation of the report, and delivery of the report to the client, the Millard Public School District. All work will be performed and reported in accordance with the guidelines and standards described in this proposal
2. The final report to the Millard Public School District will include a description of the standards employed, the process followed, the findings of the audit team with documentation, and a set of recommendations for action by the governing board and administrative staff of the system. The timeline for performance of the work is described below:

Typical Timeline for the Proposed Work

The proposed schedule for activities pursuant to this audit is delineated below:

Week One	Millard Public School District' authorization to proceed with the audit and notification to district representative
Week Two-Four	Selection and identification of audit team members
Week Twelve - 2	District personnel responsibilities completed (see list below)
Week Sixteen	Site visits, document review, and development of findings on site in the Millard Public School District
Week Sixteen - Twenty-four	Preparation of audit report with findings and recommendations
Week Twenty-six	Expected date for delivery of final audit report to the Millard Public School District

Millard Public School District Responsibilities

General Tasks:

1. Assign a local liaison representative (usually not the superintendent, but may be a senior administrator with curriculum and instruction responsibilities). Support the audit team and project in accordance with the following schedule.

First Week	Commence process to obtain board approval
Second Week	Board approval and authorization to proceed with notice to district representative
Eighth Week <i>-? 1.13?</i>	Delivery of documents requested for audit to audit team members as directed by Lead Auditor
Sixteenth Week	Coordination of audit team site visit including scheduling and support
Twenty-sixth Week	Receive final report and prepare implementation strategies for Board and Superintendent approval
Twenty-seventh Week (and annually thereafter)	Progress report to the Superintendent and Board on audit recommendations

2. Pay proportionate amount of the project cost (quoted on page 2) on the following schedule:

Upon approval and authorization of the work	1/3 of the total project amount
Upon completion of the site visit	1/3 of the total project amount
Upon delivery of the final report	1/3 of the total project amount plus reimbursement for out of pocket expenses (travel, lodging, printing, etc.)

3. Obtain, prepare, and deliver the following documents for the audit team review in accordance with the schedule indicated above:
 - All Board policies, rules, or regulations relating to curriculum, budgeting, or assessment
 - Any planning documents for the past five years
 - All system produced curriculum guides (one copy each)
 - All course descriptions and courses of study
 - Testing reports and test scores for the past five years
 - Copies of the system budgets for the past three years
 - Copies of any reviews or accreditation reports conducted by external agencies in the past five years
 - Copies of any studies of graduates conducted during the past five years
 - Copies of any financial audits conducted in the past three years
 - Any document which presents a history of the school system, from inception to the present
 - A map and list of schools for the school system
 - A complete list of all administrative and supervisory personnel
 - A complete listing of all documents provided to the audit team (very important so we can return everything to you)

4. Identify, list, and notify all schools to be visited in the Millard Public School District.
5. Arrange, recruit, and convene three focus groups for the purpose of obtaining background information for the audit team. Focus groups should consist of approximately 20-30 persons each if possible, and should convene for not less than a two hour session (at a convenient time) under the supervision of the school administration. Data from focus groups should be compiled, summarized, and presented to auditors at the time of the site visit. Focus groups should also be interviewed in person by the audit team during the site visit. Three focus groups are recommended, including the following:
 - a. District parents, reflecting all educational levels (preschool, primary, middle, high school -- whether or not their children are enrolled in the Millard Public School District).
 - b. District teachers, reflecting all educational levels (see above)
 - c. District and community leaders, representing other educational institutions, employers, business and industry representatives, and patrons of the system. This group should reflect the community at large with perspectives about the needs and direction of the community over the next twenty years.

Tasks for Focus Groups

The purpose of the focus groups is to identify their perceptions of the status of the system, how that status manifests itself compared to expectations, and what information is available to such groups affecting their perceptions and opinions. Focus groups should address the following issues and questions during their sessions:

1. What are your expectations for the programs and services of the Millard Public School District? In other words, what skills, attitudes, abilities, knowledge, and characteristics do you want the educational program of the Millard Public School District' to produce in its graduates and/or students?
2. How well is the system addressing the expectations you enumerated in number 1? In your opinion, what needs are being fully met and what needs are not being fully met by the educational program of the Millard Public School District? (Note: needs are differences between expectations and performance).
3. What information do you have or get which enables you to identify your responses to the above questions? What information would you like to receive about educational programs and services which would enable you to better assess the progress and performance of the Millard Public School District?

Responses from the focus groups should be documented, summarized in a report, and published by the system, or its assigned representatives.

Documented information obtained from the focus groups will be provided to the audit team prior to the site visit. Responses from focus groups should be kept confidential (within the bounds of law) as much as possible until after the audit team site visit so as to prevent influence in the conditions monitored during the audit site visit.

IV. SUMMARY

This proposal sets forth the services of a curriculum management audit requested by the Millard Public School District. If approved, The Phi Delta Kappa International Curriculum Management Audit Center will conduct a curriculum management audit of the Millard Public School District in accordance with generally accepted standards and principles for school district management audits.

Moreover, the audit team provided pursuant to this audit will include only certified curriculum auditors, unless the school district gives permission to use interns. This increases the cost of conducting such an audit, but it also assures a high quality product suitable for use by the Millard Public School District in its efforts to improve the quality of its curriculum design and delivery.

The Curriculum Management Audit Report will be provided to the Superintendent for transmittal to the Governing Board and for dissemination to stakeholders of the system. The audit report provides a detailed, rigorous, and forthright diagnosis and analysis of the quality control activities of the system in terms of its capabilities to provide quality teaching and learning for its clientele. Given the audit report information, the Board and Superintendent will be able to identify strengths and weaknesses of the system, formulate improvement action plans, and proceed to improve and enhance the quality of the Millard Public School District.

AGENDA SUMMARY SHEET

AGENDA ITEM: Board of Education Legislative Resolutions

MEETING DATE: November 6, 2006

DEPARTMENT: Office of the Superintendent

TITLE AND BRIEF DESCRIPTION:

Legislative Resolutions for 2007

ACTION DESIRED: APPROVAL XX DISCUSSION _____ INFORMATION ONLY

BACKGROUND:

Each year the Board takes a position on Legislative Resolutions.

These resolutions will guide our lobbying efforts on all bills and amendments to bills.

The NASB Resolution you voted on in July is attached for your information.

OPTIONS AND ALTERNATIVES CONSIDERED: None

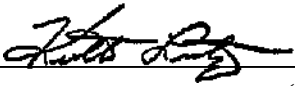
RECOMMENDATION: Approve the resolutions

STRATEGIC PLAN REFERENCE: Strategic Planning Parameters

IMPLICATIONS OF ADOPTION OR REJECTION:

TIMELINE: Immediate

RESPONSIBLE PERSON: Angelo Passarelli

SUPERINTENDENT'S APPROVAL:  _____
(Signature)

BOARD ACTION:

**Millard Public Schools
Board of Education
Legislative Resolutions - 2007**

DRAFT

BE IT RESOLVED, that members of the Millard Public Schools' Board of Education are committed to providing quality education for the children of the Millard Public Schools District and ensuring that the boundaries of the Millard Public School District continue to exist as they exist today, and to take whatever action is necessary to ensure that the best interest of our students are, as they always have been, the paramount concern of the Millard Public Educational System; and

BE IT FURTHER RESOLVED, that the Board of Education for the Millard Public Schools is charged with the duty and obligation to provide a quality education to the students and residents of the Millard Public School District, and the Millard Board of Education is adamantly opposed to any action by the Omaha Public School District, or any other entity which interferes or disrupts the education of the students or the established curriculum of the Millard Public Schools District; and

THEREFORE BE IT RESOLVED that the Millard Public Schools District and its Board of Education will take any and all action necessary in the Courts and/or in the state legislature to resist such actions by the Omaha Public Schools, or any other entity which is intended to interfere, disrupt or encroach on the Millard Public School District (2006).

Continuing Resolutions and Standing Positions

1. The Millard Public Schools supports the independence of established Class III school districts within cities of the metropolitan class. We believe that any legislation should clarify and support the right of these Class III school districts to remain as independent districts, and that such districts may only waive their right to exist independently of other districts within cities of the metropolitan class through existing reorganization laws, the consent of the boards of education of each affected district and approval by the residents of each affected district (2006).

2. The Millard Public Schools supports legislation that seeks accurate and transparent accounting of all funds that support education from local, state and federal sources (2006).
3. State funding should be sufficient to keep teacher's salaries regionally competitive (2003).
4. A legislative solution is the most effective way to resolve the issues that are represented in the current finance litigation (2003).
5. Additional state funding should follow any new requirements for new or revised assessments (2002).
6. School finance studies should focus on adequacy of funding (2002).
7. State and local taxpayers share the responsibility for the Pre-K through 12th grade educational program. The funding should reflect an equitable distribution of state revenue (2001).
8. School districts should be encouraged to support ongoing maintenance of school buildings; therefore spending and levy restrictions should be removed from the building fund (2001).
9. Federal and state governments should never impose un-funded mandates (2001).
10. Local boards of education are accountable to their community for making decisions regarding the educational program and are in the best position to make decisions on curriculum, management and funding (2001).
11. Financial decisions on lids and levies are best made at a local level where elected officials are most accountable to the community (2001).

**Legislative Resolutions and Standing Positions are due by July 11.
Don't let your board be shut out. Submit your proposal soon.**

2007 Proposed Resolution or Standing Position

Topic: Independent Metropolitan School Districts

Board: Millard Public Schools

This is a: **Resolution** X **Standing Position** _____

Proposed Resolution or Position:

The NASB supports the independence of established school districts within a Learning Community. The NASB believe that any legislation introduced should seek to give these independent districts the same resources as all districts across the state. Any legislation should also allow these independent districts to maintain their right to governance, district curriculum, and the allocation of resources.

Rationale: School districts within a Learning Community require equitable resources and should retain the right to allocate those resources and establish appropriate curriculum.

Contact Person: Linda Poole

Phone: (402) 891-4200

Return this form by July 11, 2006 to:
Chair, Legislation Committee
Nebraska Association of School Boards
1311 Stockwell Street, Lincoln NE 68502
FAX (402) 423-4961

AGENDA ITEM: Modifications to the District Strategic Plan

MEETING DATE: November 6, 2006

DEPARTMENT: Office of the Superintendent

TITLE AND BRIEF DESCRIPTION: Approve the modifications to the District Strategic Plan

ACTION DESIRED: APPROVAL XX DISCUSSION _____ INFORMATION ONLY _____

BACKGROUND: The current Strategic Plan was originally approved in March 2004. The strategic planning team updated the plan in January 2006 and added the fifth objective dealing with reducing the percentage of students engaging in negative social behaviors. The planning team also asked for an action team to take another look at Strategy 7.

Action Team 7 met in the spring of 2006 and revised action plans and wrote new plans.

The planning team met again on October 13, 2006 to review the work of Action Team 7. It was decided to approve all of the revisions and new plans with some minor changes (noted). There was considerable discussion on the topic of the Superintendent’s goal *...to develop a plan to address the rapid increase of drug and alcohol use/abuse in our schools*. The team is recommending that the best way to approach this goal is for the Superintendent to convene a task force to look at the issues incorporated in this goal.

The next steps after approval are to develop budgets for the plans slated for implementation. Allocation of the resources for these plans will be completed through the program budgeting process. The changes to the strategic plan are attached.

OPTIONS AND ALTERNATIVES CONSIDERED: Keep the original plan in place.

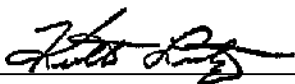
RECOMMENDATION: I move approval of the modifications to the district strategic plan.

STRATEGIC PLAN REFERENCE: Planning Process and Discipline

IMPLICATIONS OF ADOPTION OR REJECTION:

TIMELINE: Immediate

RESPONSIBLE PERSON: Angelo Passarelli

SUPERINTENDENT’S APPROVAL: _____

(Signature)

BOARD ACTION:

Mission

The mission of the Millard Public Schools is to guarantee all students learn the academic and life skills necessary for personal success and responsible citizenship in a global society by creating a world-class educational system characterized by innovative and diverse opportunities designed to challenge each student.

Beliefs

We believe:

- Each individual has worth.
- Individuals are responsible for their actions.
- Our greatest resource is people.
- Diversity enriches life.
- All people can learn.
- High expectations promote higher achievement.
- Achievement builds self-esteem; self-esteem promotes achievement.
- All people are entitled to a safe, caring, and respectful environment.
- Responsible risk-taking is essential for growth.
- Excellence is worth the investment.
- The future of our democratic society depends upon educated and involved citizens.
- Public education benefits the entire community.
- Schools are accountable to the community.
- Shaping and developing character is the shared responsibility of the individual, family, school and community.
- Public education is the shared responsibility of all.

Parameters

We will always operate safe, caring environments to ensure student learning.

We will not tolerate any behavior that diminishes the self-worth of any student, staff member, or community member.

Nothing will take precedence over the pre-kindergarten through 12th grade education program.

No new program, course, and/or service will be added unless:

- it meets a clearly demonstrated, mission-related need;
- it survives a cost-benefit analysis;
- its impact on other programs/courses/services is addressed;
- adequate staffing, staff development, funding, and facilities are provided;
- it contains an evaluation procedure.

No existing program, course, and/or service will be maintained unless it:

- meets a clearly demonstrated, mission-related need;
- survives a cost-benefit analysis and periodic evaluation.

District-wide performance on standardized achievement tests will always be at or above state and national averages.

We will always communicate effectively, both internally and externally, in order to implement our Strategic Plan, operate our schools, and maintain high levels of student, staff, family and community support.

We will attract, develop, and retain the highest quality staff dedicated to achieving our mission and objectives. *(Revised: August 2003)*

Objectives

All students will meet or exceed District and state standards and overall performance on District and state assessments will improve annually.

Each student will participate in setting and will achieve challenging educational goals tailored to his or her abilities, interests and aspirations.

The percentage of students performing at high levels on measures of national and international educational excellence will increase annually.

All students will make successful transitions from one level of education to the next.

The percentage of students engaging in negative social behavior such as substance abuse, harassment, and/or acts of aggression will decrease annually.

The percentage of students engaging in negative social behavior such as substance abuse, harassment, and/or acts of aggression will decrease annually. *(Revised: January 2006)*

ACTION PLAN

STRATEGY NUMBER: 7

62

PLAN NUMBER: 2

DATE: *Draft*

STRATEGY: In partnership with our community, we will develop and implement plans to offset the social issues that negatively affect student behavior and learning.

SPECIFIC RESULT: *Increase the use of neighborhood schools as centers to provide information and support to families.*

#	ACTION STEP (Number each one)	Assigned To:	Starting Date:	Due Date:	Completed Date:
1.	Identify resources for funding.				
2.	Identify program director who is responsible for things such as coordinating program, communicating with staff, soliciting and implementing the use of community resources (e.g. - Region 6, Well Baby Check, Social Service, Community Organizations) and developing family tutoring.				
3.	Identify and build linkages with community organizations and state network for full-service community schools.				
4.	Provide resources for at-risk families, support groups, and family resource centers where the need is the greatest. Including, but not limited to: <ul style="list-style-type: none"> • Parenting/parent education classes • ELL adult classes • Media center use • Information about community resources available for basic needs (food, clothing, medical, etc.) 				
5.	Recruit parent volunteers to act as liaisons and assist them in forming a committee to increase family involvement in school. <ul style="list-style-type: none"> • Parent volunteers to organize parenting and life skill classes. • Family buddy system for new and uninvolved families. 				

6. Provide resources outside the regular school ~~day~~ **day schedule** (e.g. until 8:00 p.m. **and during the summer**) to support ~~at-risk~~ students. Including, but not limited to:
- Vocational skills
 - Clubs and activities
 - Sport coaching
 - Tutorial services
 - Computer access
 - Media Center
 - Fitness
 - Classes not offered during the regular school day
 - Recreation (free time)

7. Implement an ongoing staff development program that addresses effectively using the building after hours.

8. Provide ongoing evaluation of program.

Responsible:

Cost Benefit Analysis

STRATEGY NUMBER: 7

PLAN NUMBER: 2

DATE: *Draft*

STRATEGY: In partnership with our community, we will develop and implement plans to offset the social issues that negatively affect student behavior and learning.

SPECIFIC RESULT: *Increase the use of neighborhood schools as centers to provide information and support to families.*

COSTS

BENEFITS

Tangible:

- Full-time program director
- Need for secretary time as program grows.
- Information specialist after school hours
- One academic teacher for every 12 students after school hours
- Counselor for support groups after school hours
- PE teacher or gym supervisor after school hours
- Additional activities supervisor for every 35 kids after school hours
- Head cook after school hours
- Bus route: (dismissal, study center, activities, late bus)

Intangible:

- Staff anxiety about change in building use
- Paradigm shift for what schools look like
- Time

Tangible:

- Increase in student achievement
- Decrease in drop-out rate
- Increased parental communication
- Improved health care
- Basic needs for families are better met
- Social needs for families are better met
- Trusting relationships with schools
- Increased partnerships between school, family and community

Intangible:

- Increased awareness of student/family needs
- Parental support of schools
- Improved student perception of self
- Fewer at-risk behaviors
- Fewer family conflicts
- Parents have more confidence in ability to parent
- Positive sense of community

ACTION PLAN

STRATEGY NUMBER: 7

65

PLAN NUMBER: 3

DATE: *Draft*

STRATEGY: In partnership with our community, we will develop and implement plans to offset the social issues that negatively affect student behavior and learning.

SPECIFIC RESULT: Implementation of a Pre K-12 drug, *alcohol and tobacco* abuse prevention initiative.

#	ACTION STEP (Number each one)	Assigned To:	Starting Date:	Due Date:	Completed Date:
1.	Complete an audit on our current drug, <i>alcohol and tobacco</i> curriculum.				
2.	Assess where gaps exist in the current drug, <i>alcohol and tobacco</i> curriculum.				
3.	Conduct a district-wide student survey beginning at sixth grade regarding drug, <i>alcohol and tobacco</i> attitudes, risk factors and use.				
4.	Analyze data and incorporate needed services based on survey results into the existing curriculum (refusal skills, booster sessions, parent involvement, community media involvement, incorporation of assets).				
5.	Organize a drug prevention student group within each school to promote positive behaviors.				
6.	Align the resulting curriculum to correlate with all levels, Pre K-12.				
7.	Develop a resource book, which outlines prevention/intervention efforts for each grade level and location within curriculum.				
8.	Implement an ongoing staff development program that addresses drug, <i>alcohol and tobacco</i> prevention.				
9.	Evaluate effectiveness of the drug, <i>alcohol and tobacco</i> abuse prevention initiative by sampling parents, staff, and student groups regarding increased knowledge base of drugs, <i>alcohol and tobacco</i> in our community.				

Responsible:

Cost Benefit Analysis

STRATEGY NUMBER: 7

PLAN NUMBER: 3

DATE: *Draft*

STRATEGY: In partnership with our community, we will develop and implement plans to offset the social issues that negatively affect student behavior and learning.

SPECIFIC RESULT: Implementation of a Pre K-12 drug, *alcohol and tobacco* abuse prevention initiative.

COSTS

BENEFITS

Tangible:

- Curriculum audit cost
- Time for teachers to develop the curriculum audit
- Develop or buy district-wide needs assessment
- Time for teachers to correlate curriculum with all levels
- Costs associated with ongoing staff development (one to two hours per quarter at building or district level)

Intangible:

- Facing the unpleasantness of the current reality as shown by the needs assessment
- Time
- Possible controversy among staff regarding curriculum or curriculum audit.
- Stress of additional staff development

Tangible:

- Increased student involvement in school
- Increased student awareness of drugs, *alcohol and tobacco*
- Increased staff awareness regarding programs and signs of drugs, *alcohol and tobacco* alcohol usage
- Increased student performance and learning
- Curriculum alignment
- Increased student awareness increases student safety

Intangible:

- Positive communication with parents/community regarding drug, *alcohol and tobacco* abuse curriculum and awareness
- Accurate information is communicated
- Integrated curriculum message to all students
- Increased readiness for high school and college
- Positive social atmosphere created

ACTION PLAN

STRATEGY NUMBER: 7
PLAN NUMBER: 5
DATE: *Draft*

STRATEGY: In partnership with our community, we will develop and implement plans to offset the social issues that negatively affect student behavior and learning.

SPECIFIC RESULT: *Utilize the 40 Developmental Assets Framework to effectively promote positive student behavior through student recognition.*

#	ACTION STEP (Number each one)	Assigned To:	Starting Date:	Due Date:	Completed Date:
1.	Build upon existing programs in each school that recognize positive student behavior/achievement by incorporating the 40 Assets language.				
2.	Encourage coaches, sponsors and community partners to use the 40 Development Assets Framework to recognize positive student behavior.				
3.	Educate staff and community partners on using the 40 Developmental Assets Framework to effectively promote positive student behavior.				
4.	Evaluate the effectiveness of the plan.				

Responsible:

Cost Benefit Analysis

STRATEGY NUMBER: 7
PLAN NUMBER: 5
DATE: Draft

STRATEGY: In partnership with our community, we will develop and implement plans that offset the social issues that negatively affect student behavior and learning

SPECIFIC RESULT: Utilize the 40 Developmental Assets Framework to effectively promote positive student behavior through student recognition.

COSTS

BENEFITS

Tangible:

- Costs to recognize positive student behavior
- Communications to staff and community regarding effective promotion of positive student behavior

Tangible:

- Increased positive behaviors
- Improved student achievement
- Consistent affirmations through common language given throughout school and community
- Increased student affirmation for positive behaviors

Intangible:

- Time
- Resistance to increased parameters or expectations of recognizing students

Intangible:

- Increased student self-esteem
- Strengthened partnerships with community

ACTION PLAN

STRATEGY NUMBER: 7

69

PLAN NUMBER: 7

DATE: *Draft*

STRATEGY: In partnership with our community, we will develop and implement plans to offset the social issues that negatively affect student behavior and learning.

SPECIFIC RESULT: *Create collaborative partnerships with parents and the community through open communication about social issues.*

#	ACTION STEP (Number each one)	Assigned To:	Starting Date:	Due Date:	Completed Date:
1.	Designate a district liaison responsible for working with counselors, families, and community to provide information regarding social issues impacting MPS students.				
2.	Develop frequent, ongoing programs/forums to inform staff, families, and community members on current social issues.				
3.	Include a link on the District webpage and each school's webpage to address social issues impacting MPS students.				
4.	Develop informational fliers to be included quarterly in school newsletters. Fliers could include, but not be limited to: information on social issues and mental health issues that are impacting MPS students and an opportunity for parents to respond.				
5.	Utilize email groups, ConnectEd, and the Millard website to keep parents/staff more informed about programs being held.				
6.	Provide opportunities to inform parents and the community about the 40 Developmental Assets on a regular basis.				
7.	Involve parents in the understanding of students' 40 Developmental Assets Self-evaluation.				
8.	Evaluate effectiveness of partnerships.				

Responsible:

Cost Benefit Analysis

STRATEGY NUMBER: 7

PLAN NUMBER: 7

DATE: *Draft*

STRATEGY: In partnership with our community, we will develop and implement plans to offset the social issues that negatively affect student behavior and learning.

SPECIFIC RESULT: Create collaborative partnerships with parents and the community through open communication about social issues.

COSTS

BENEFITS

Tangible:

- Cost for district strategy 7 Liaison
- Costs for development and dissemination of fliers
- Community Forums/Programs
 - Presentation Costs
 - Supervision Costs
 - Building Costs
 - Materials/Handouts/Supplies /Equipment

Intangible:

- Time needed for schools to prepare, host and supervise community forums.
- Time to update the web page(s)
- Increased responsibility for school staff

Tangible:

- Increased effective communication through the completed parent website with strategy 7 link
- Increased education of staff, families, and community through programs and forums
- Increased positive student behaviors

Intangible:

- Drug, alcohol, tobacco and mental health education for students, staff, and families
- Increased opportunities for student-parent communication
- Increased opportunities for home-to-school and school-to-home communication
- Common 40 Asset language between school, parents, staff, and community
- Effective use of ConnectEd, district website, and email

ACTION PLAN

STRATEGY NUMBER: 7

71

PLAN NUMBER: 8

DATE: *Draft*

STRATEGY: In partnership with our community, we will develop and implement plans to offset the social issues that negatively affect student behavior and learning.

SPECIFIC RESULT: Use the 40 Developmental Assets Framework as a research-based foundation for building thriving behaviors and addressing risk behaviors in all students, Pre K-12.

#	ACTION STEP (Number each one)	Assigned To:	Starting Date:	Due Date:	Completed Date:
1.	Align the right side of the T-Chart to reflect the assets from the 40 Developmental Assets Framework that are appropriate for the school setting.				
2.	Use the 40 Developmental Assets Framework as the support of a Life Skills curriculum.				
3.	Establish procedures for using the 40 Developmental Assets Profile to assess secondary students on a regular basis.				
4.	Implement the 40 Developmental Assets Profile as one form of assessing life skills acquisition.				
5.	Incorporate the results of the individual Developmental Assets Profile into each student's Personal Learning Plan.				
6.	Utilize the curriculum matrix to ensure that each curriculum study committee focuses on the incorporation of and the philosophy of the 40 Developmental Assets Profile.				
7.	Provide staff development for MPS staff regarding the 40 Developmental Assets Framework.				
8.	Evaluate the above steps to determine if there is an increase of thriving behaviors and decrease in risk behaviors across the district.				

Responsible:

Cost Benefit Analysis

STRATEGY NUMBER: 7

PLAN NUMBER: 8

DATE: Draft

STRATEGY: In partnership with our community, we will develop and implement plans to offset the social issues that negatively affect student behavior and learning.

SPECIFIC RESULT: Use the 40 Developmental Assets Framework as a research-based foundation for building thriving behaviors and addressing risk behaviors in all students, Pre K-12.

COSTS

BENEFITS

Tangible:

- Time to align the right side of the T-Chart
- Time to revise the Life Skills curriculum
- \$2 per pupil to administer the Developmental Assets Profile to secondary students
- Time to administer the Developmental Assets Profile
- Possible technology costs and time to incorporate the Developmental Assets Profile into the Personal Learning Plan
- Cost and time for 40 Developmental Assets staff development for the MPS community
- Suggested:
 - Eight hours for two designees at the elementary and middle schools, four to five designees at the high schools
 - Two to four hours for all staff per year
 - Ongoing staff development for designees
 - Community invited to staff development as appropriate

Intangible:

- Stress of additional assigned tasks
- Community and/or staff misperceptions of value of the 40 Assets

Tangible:

- Increased usage of common language when referring to the Life Skills
- Continuity of the T-Chart, Life Skills curriculum, and assessment
- Continuity of the Life Skills and other curricula
- Research based anonymous survey to give an accurate profile of MPS students
- Students and parents awareness of students' assets
- Increased number of students building thriving behaviors
- Decreased number of students exhibiting risk behaviors
- Continuity of language with teachers, students, administrators and parents across school, home and community environment

Intangible:

- Knowledge that life skills language is research-based and reflects what students need to be successful
- Sense of seamlessness between T-Chart, Life Skills curriculum, and Life Skills assessment
- School/community pride in students and their behaviors

ACTION PLAN

STRATEGY NUMBER: 7

73

PLAN NUMBER: 9

DATE: *Draft*

STRATEGY: In partnership with our community, we will develop and implement plans to offset the social issues that negatively affect student behavior and learning.

SPECIFIC RESULT: Increase the number of service learning opportunities across grade levels for students in individual classes, in school-wide projects and in extracurricular activities.

#	ACTION STEP (Number each one)	Assigned To:	Starting Date:	Due Date:	Completed Date:
1.	Define service learning and provide research to district administrators.				
2.	Conduct an audit at each school to determine how many students participate in school-sponsored, service learning opportunities.				
3.	Administrators will send results of the service learning audit to an assigned district staff person to establish baseline data related to service learning.				
4.	Provide opportunities for staff and community to learn about service learning and funding sources.				
5.	Utilize the curriculum matrix to incorporate service learning in all appropriate subject areas.				
6.	Evaluate this plan for data such as: teachers' perception of impact of service learning on students, an increase in the number of service learning opportunities, the number of students participating in service learning, and the impact of service learning on student behavior and achievement.				

Responsible:

Cost Benefit Analysis

STRATEGY NUMBER: 7

PLAN NUMBER: 9

DATE: *Draft*

STRATEGY: In partnership with our community, we will develop and implement plans to offset the social issues that negatively affect student behavior and learning.

SPECIFIC RESULT: Increase the number of service learning opportunities across grade levels for students in individual classes, in school-wide projects and in extracurricular activities.

COSTS

BENEFITS

Tangible:

- Time to develop questions that measure student participation in service learning opportunities
- Staff development time for MPS staff and community to learn about service learning

Intangible:

- Stress of additional assigned tasks

Tangible:

- Baseline data on service learning participation
- Increased number of students participating in more service learning opportunities
- Increased number of students exhibiting thriving behaviors
- Decreased number of students exhibiting risk behaviors

Intangible:

- Accurate understanding of service learning
- Knowledge of the impacts of service learning on student behavior
- Students gain greater and more positive sense of self in relation to community
- Strengthened connections between MPS and the community

AGENDA SUMMARY SHEET

AGENDA ITEM: Policy 6002: Curriculum, Instruction, and Assessment – Non-Discrimination
 Rule 1100.4: Community Relations – Communication with the Public – Notice of Nondiscrimination
 Policy 5010: Pupil Services – Non-Discrimination

MEETING DATE: November 6, 2006

DEPARTMENT: Educational Services, Communications, Pupil Services

TITLE AND BRIEF DESCRIPTION: Non-Discrimination Policies

ACTION DESIRED: APPROVAL X DISCUSSION ___ INFORMATION ONLY ___

BACKGROUND:

OPTIONS AND ALTERNATIVES CONSIDERED: Leave the policies unchanged.

RECOMMENDATIONS: Approve the changes as recommended.

STRATEGIC PLAN REFERENCE: N/A

IMPLICATIONS OF ADOPTION OR REJECTION: Revision of these policies meets the need for changing all references to District telephone numbers to reflect the consolidation of all exchanges to 715.

TIMELINE: N/A

RESPONSIBLE PERSON(S): Martha Bruckner, Amy Friedman, Kraig Lofquist

SUPERINTENDENT'S APPROVAL: 

BOARD ACTION:

Category: Community Relations
Policy: Communication with the Public
Rule: Notice of **Non-Discrimination**

1100.4

Annual public notification of the Notice of Nondiscrimination shall be made through placement in student and employee handbooks, board policies, newsletters, bulletins, job applications, course offering handbooks, postings, websites, and in other communications required for Title IX, Title VI, and Section 504.

The Notice of **Non-Discrimination** shall read as follows:

The Millard School District does not discriminate on the basis of race, color, religion, national origin, gender, marital status, disability, or age, in admission or access to or treatment of employment, in its programs and activities. The following person has been designated to handle inquiries regarding the **Non-Discrimination** policies: Superintendent of Schools, 5606 South 147 Street, Omaha, NE 68137 (402) ~~895-8200~~ 715-8200. The Superintendent may delegate this responsibility as needed.

Related Policies and Rules: 1100 , 4100 , 5010 , 6002 , 4155.1 , 5450.1 , 5510.1

Date of Adoption: June 7, 2004; November 6, 2006

Millard Public Schools
Omaha, NE

AGENDA SUMMARY SHEET

Agenda Item: Administrator Job Description

Meeting Date: November 6, 2006

Department: Human Resources

Title and Brief Description: Revision of 2100.04 Associate Superintendent of General Administration, 2100.18 Director of Employee Relations, and 2100.8 Associate Superintendent of Human Resources

Action Desired: Approval of 2100.04, 2100.18, and 2100.8.

Background: These rules (job descriptions) are being revised. There have been minor modifications to the job descriptions.

Options/Alternatives Considered: N/A

Recommendations: Approval of Rule 2100.04 Associate Superintendent of General Administration, 2100.18 Director of Employee Relations, and 2100.8 Associate Superintendent Human Resources.

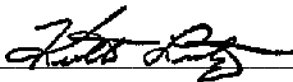
Strategic Plan Reference: N/A

Implications of Adoption/Rejection: N/A

Timeline: We will continue to bring job descriptions from the 2000 series to you this year.

Responsible Persons: Dr. Kirby Eltiste

Superintendent's Signature: _____



ADMINISTRATOR JOB DESCRIPTION

Associate Superintendent for General Administration

2100.04

Reports to: Superintendent of Schools

General Summary: Administers the district's non-education programs, including those that support the district's educational programs and services, under the general direction of the Superintendent and in accordance with Board policies and rules.

Essential Functions:

1. Assists the Superintendent in directing the administration and coordination of the District's programs. (20%)
2. Evaluates interprets and administers Board policies and program related to business, facilities maintenance, food service, transportation, purchasing, distribution, and contribution. (20%)
3. Supervises the director of food service and transportation, accounting manager, support services manager and internal auditor. (10%)
4. Assists the Superintendent in the preparation of the budget and administers a budget control program. (10%)
5. Supervises, assists and evaluates the work of principals and other administrative staff as directed by the Superintendent. (5%)
6. Assists in determining the district's future facilities needs. (5%)
7. Administers the contracted services for the supervision of the District's operations and maintenance program. (5%)
8. Keeps informed of and interprets all court decisions, regulations, statutes, rules and policies affecting his/her division. (5%)
9. Assists with collective bargaining by serving on the District's negotiating team. (5%)
10. Attends board meetings and prepares such reports for the board as the Superintendent may request. (5%)
11. Assists in the determination of types of programs needed by the schools and makes appropriate recommendations. (4%)
12. Coordinate the employee photo ID system. (3%)
13. Assumes other responsibilities as delegated by the Superintendent. (3%)

Contract Length: 12 month

Qualifications:

1. Education Level: A doctoral degree from an approved institution with a major in educational administration or the accepted equivalent is preferred. A six-year specialist degree in educational administration or the accepted equivalent is required.
2. Certification or Licensure: Appropriate Nebraska Administrative certificate.
3. Experience desired: Five years of successful experience in administration is preferred; three years is required.
4. Other requirements: Experience, maturity and leadership abilities in all facets of school administration, the ability to supervise and evaluate the work of others, and the ability to evaluate and manage the non-educational function of the school district.

Special Requirements:

	Occasional <u>1 - 32%</u>	Frequent <u>33 - 66%</u>	Constant <u>67% +</u>
1. Standing	X		
2. Walking		X	
3. Sitting		X	
4. Lifting <u>20</u> lb max.	X		
5. Carrying <u>25</u> feet	X		
6. Pushing / Pulling	X		
7. Climbing / Balancing	X		
8. Stooping / Kneeling / Crouching / Crawling	X		
9. Reaching / Handling.....	X		
10. Speaking / Hearing.....			X
11. Seeing / depth perception / color.....			X

The statements herein are intended to describe the general nature and level of work being performed by employees assigned to this classification. They are not intended to be construed, as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. Responsibilities and duties assigned are at the discretion of the supervisor and building principal (or superintendent).

Employee Signature: _____

Date: _____

Supervisor Signature: _____

Date: _____

Rule Approved: May 20, 1996
 Revised: September 21, 1998; January 22, 2001; April 4, 2005

Millard Public Schools
 Omaha, NE

Associate Superintendent of Human Resources

2100.8

Reports to: Superintendent of Schools

General Summary: Directs the planning, implementation and evaluation of the human resources program to ensure that it effectively supports the development and implementation of the educational programs and services of the district, including: recruiting, hiring, compensating, retaining, supervising, evaluating, and dismissing district employees.

Essential Functions:

- I. Plans and administers an efficient modern system of recruiting, hiring, compensating, retaining, supervising, evaluating, and dismissing district employees. (30%)
- II. Supervises the Director of Personnel, the Director of Employee Relations, the Director of Pupil Services, Induction Intern, and the HR Recruiter. (10%)
- III. ~~Directs the New Administrator Induction Program and S~~Supervises, assists and evaluates the work of principals and other administrative staff as directed by the Superintendent. (10%)
- IV. Prepares and administers of the District's human resources budget. (10%)
- V. Communicates to the Superintendent any human resource requirements and needs of the District. Maintains contact with all departments and schools in planning and anticipating personnel needs of the school program. (10%)
- VI. Develops, administers and interprets board policies related to the human resources function. (10%)
- VII. Assists the Superintendent in directing the administration and coordination of the District's program. (5%)
- VIII. Keeps informed of and interprets all court decisions, regulations, statutes, rules and policies affecting his/her division. (5%)
- IX. Attends board meetings and prepares such reports for the Board as the Superintendent may request. (5%)
- X. Assumes other responsibilities as assigned by the Superintendent. (5%)

Qualifications:

- I. Education Level: A doctoral degree from an approved institution with a major in educational administration or the accepted equivalent is preferred. A six-year specialist degree in educational administration or the accepted equivalent is required.
- II. Certification or Licensure: Appropriate Nebraska Administrative certificate.
- III. Experience desired: Five years of successful experience in personnel administration; three years preferred.
- IV. Other requirements: Experience, maturity and leadership abilities in appropriate facets of school administration; the ability to select, supervise and evaluate the work of others, and the ability to evaluate and manage the personnel function of the school district.

Special Requirements:	Occasional	Frequent	Constant
------------------------------	-------------------	-----------------	-----------------

	1 - 32%	33 - 66%	67% +
1. Standing x	x		
2. Walking x		x	
3. Sitting x		x	
4. Lifting <u>20</u> lb max. x	x		
5. Carrying <u>25</u> feet x	x		
6. Pushing / Pulling x	x		
7. Climbing / Balancing x	x		
8. Stooping / Kneeling / Crouching / Crawling x	x		
9. Reaching / Handling x	x		
10. Speaking / Hearing x			x
11. Seeing / depth perception / color x			x

The statements herein are intended to describe the general nature and level of work being performed by employees assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. Responsibilities and duties assigned are at the discretion of the supervisor and/or the Superintendent.

Employee Signature: _____

Date: _____

Supervisor Signature: _____

Date: _____

Related Policy: [2100](#)

Date of Revision: May 20, 1996; September 21, 1998; July 12, 1999; June 5, 2000; November 1, 2004; June 6, 2005

Millard Public Schools
Omaha, NE

Administrator Job Description**2100.18****Title: Director of Employee Relations****Reports to:** Associate Superintendent of Human Resources

General Summary: Supports the educational programs and services of the district by developing and administering those phases of the personnel program which include: collective bargaining, data processing, record keeping, contracts, and compensation/benefit programs, ~~and certification~~. Assists with recruitment, selection, assignment and evaluation of all employees.

Essential Functions:

1. Administers the employee compensation and benefits program for the district. (3530%)
2. Coordinates the MIS, and records management, ~~and employee photo ID systems~~ for Human Resources and serves as liaison to Business Office and Payroll. (1520%)
3. Coordinates collective bargaining ~~by~~ serving as negotiator, preparing and analyzing district proposals, analyzing and evaluating employee proposals, conducting comparability studies, administering and interpreting adopted agreements and resolving grievances. (10%)
4. Interprets existing personnel policies and regulations to staff members, and makes recommendations concerning formulation of policies and regulations. (10%)
5. Coordinates the development and distribution of personnel handbooks and collective bargaining agreements to all personnel. (5%)
6. Coordinates the submission of all state and federal personnel reports. (5%)
7. Coordinates the development and distribution of salary letters and letters of intent to all personnel. (5%)
8. Attends all School Board and Cabinet meetings. (5%)
9. Assists in preparation and administration of the human resources budget. (5%)
10. Assumes other responsibilities assigned by the Assistant Superintendent of Human Resources. (5%)

Length of contract: 12 Months

Qualifications:

1. Education Level: A doctoral degree from an approved institution with a major in educational administration or the accepted equivalent is preferred; a six-year specialist degree is required.
2. Certification or Licensure: A Nebraska Administrative and Supervisory Certificate with the appropriate endorsement.
3. Experience desired: Four years of successful experience in personnel administration is preferred, three years is required.
4. Other requirements: Ability to work with individuals and groups in the development and implementation of the district's, compensation and evaluation programs; ability to compile and prepare reports, and project staff needs of the district.

Special Requirements:

	Occasional <u>1 - 32%</u>	Frequent <u>33 - 66%</u>	Constant <u>67% +</u>
1. Standing			X
2. Walking			X
3. Sitting			X
4. Lifting <u>25</u> lb max.			X
5. Carrying <u>50</u> feet			X
6. Pushing / Pulling			X
7. Climbing / Balancing			X
8. Stooping / Kneeling / Crouching / Crawling			X
9. Reaching / Handling			X
10. Speaking / Hearing			X
11. Seeing / depth perception / color			X

The statements herein are intended to describe the general nature and level of work being performed by employees assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. Responsibilities and duties assigned are at the discretion of the supervisor and Superintendent.

Employee Signature: _____

Date: _____

Supervisor Signature: _____

Date: _____

Rule Revised: March 18, 1991; May 20, 1996; September 21, 1998;
June 5, 2000; April 19, 2004

Millard Public Schools
Omaha, NE

AGENDA SUMMARY SHEET

Agenda Item: Rule 4165.3, Resignation Notification Incentive

Meeting Date: November 6, 2006

Department Human Resources

Title and Brief Description: Rule 4165.3, Resignation Notification Incentive – A concept to encourage certified staff to “pre-notify” the HR division of the intent to resign effective at the end of the school year.

Action Desired: Approval

Background: The attached bar graph illustrates the number of teachers hired over the past three years. Note, the majority of teacher hires took place in April, May and June. We have searched for years for a way to move hiring from May back to March. At the recent NFUSSD Conference, during an HR think tank, one school district shared a unique idea they have been using for 5 years. We have modified this idea, and are presenting it to the Board for consideration. This rule would allow the HR division to offer a \$500 incentive to any teacher, nurse, exempt professional technical employee or administrator who notifies the district, by a given date, to resign effective at the end of the school year.

Options/Alternatives Considered: N/A

Recommendations: Approval

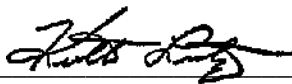
Strategic Plan Reference: N/A

Implications of Adoption/Rejection: N/A

Timeline: November 2006

Responsible Persons: Dr. Kirby Eltiste, Dr. Jim Sutfin, Mr. Steve Moore

Superintendent's Signature: _____



Human Resources

Resignation Notification Incentive

4165.3

The District may offer a financial incentive for an employee planning on resigning or retiring to give advanced notification to the District.

Purpose of the Incentive

The primary purpose of the incentive is to encourage eligible employees who are considering separation or retirement to accelerate their decision. Objectives include but are not limited to the following:

- I. To offer a financial incentive for District employees to provide advanced notification to the District.
- II. To provide the District the opportunity to make job offers to highly qualified candidates when the candidate pool is at its best.
- III. To provide the District additional time to develop a quality candidate pool where one does not already exist.
- IV. To increase the District's competitiveness for highly qualified candidates in critical needs areas.

Program Eligibility Requirements and Provisions

All regular full-time and part-time exempt employees working 50% or more are eligible for the incentive. Employees on extended leave of absence without pay (4510.5) are eligible.

Conditions

- I. Acceptance of an employee's application will be considered a voluntary resignation and termination of the employee's employment rights with the District at the conclusion of the school year. Any future re-employment by the District is at the sole discretion of the District.
- II. An eligible employee must complete the school year before separation commences.
- III. An employee receiving long-term disability benefits is not eligible.
- IV. An employee is not eligible for the incentive if his or her employment is terminated by the District.
- V. Payment will be made with the employee's final payroll.
- VI. In the event the number of applications exceeds the expectations of the district, the district may deny all applications; provided, however, the applications were not first approved by the Board.

Application Process

- I. The District will notify employees of the availability of the incentive and the deadline for application.
- II. Employees will be given at least 30 days from the date of District notification to submit the Resignation Notification Incentive application. The written application must be submitted to the Human Resources Department on or before the date specified by the Superintendent.

- III. The request shall set forth that the employee resigns his or her position, effective at the end of the school-year, provided, however, and subject to the acceptance and approval of the employee's request by the Superintendent and the Board.
- IV. Employees applying for both the resignation notification incentive and voluntary separation may withdraw an approved application in the event the other application is denied.

Financial Incentive

\$500 stipend: teachers, school nurses, exempt professional/technical employees, and administrators.

Related Policies & Rules: 4511P, 4511.1R, 4510R5

Rule Approved: _____ Millard Public Schools
Revised: _____ Omaha, Nebraska

**Millard Public Schools
2006-07
Resignation Notification Incentive**

All teachers, school nurses, exempt professional/technical employees, and administrators who declare their intentions to resign from the District for any reason effective at the end of the 2006-07 school year on or before **December 12, 2006** are eligible to receive a \$500.00 early resignation notification incentive.

TO WHOM IT MAY CONCERN:

I, ____, am resigning voluntarily as an employee of the Millard Public School District effective at the end of the 2006-07 school year. In order to receive this incentive, I understand that I must fulfill by duties through the end of the school year.

Position ____ School or Location ____

Home Address ____

REASON FOR LEAVING – Please check one:

- | | |
|---|--|
| <input type="checkbox"/> Retiring | <input type="checkbox"/> Family responsibilities |
| <input type="checkbox"/> Another job in education | <input type="checkbox"/> Additional education |
| <input type="checkbox"/> Another job outside of education | <input type="checkbox"/> Job dissatisfaction and/or working conditions |
| <input type="checkbox"/> Health | <input type="checkbox"/> Other (explain): ____ |

Employee Signature

Date

Supervisor or Principal Acknowledgement:

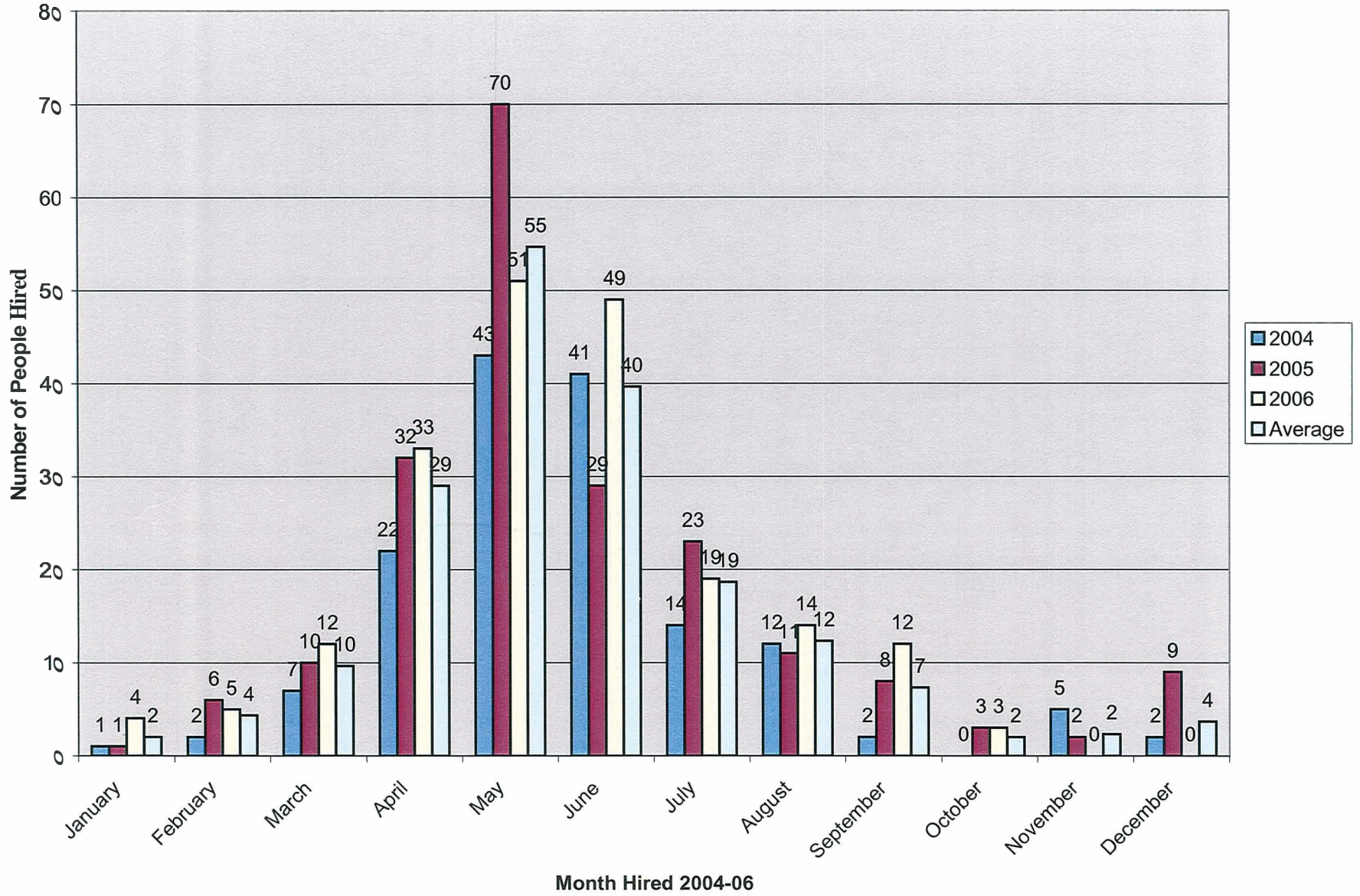
Supervisor/Principal

Date

Human Resources Department Acknowledgement:

Associate Superintendent

Date



AGENDA SUMMARY SHEET

AGENDA ITEM: Policy 6002: Curriculum, Instruction, and Assessment – Non-Discrimination
 Rule 1100.4: Community Relations – Communication with the Public – Notice of Nondiscrimination
 Policy 5010: Pupil Services – Non-Discrimination

MEETING DATE: November 6, 2006

DEPARTMENT: Educational Services, Communications, Pupil Services

TITLE AND BRIEF DESCRIPTION: Non-Discrimination Policies

ACTION DESIRED: APPROVAL DISCUSSION INFORMATION ONLY

BACKGROUND:

OPTIONS AND ALTERNATIVES CONSIDERED: Leave the policies unchanged.

RECOMMENDATIONS: Approve the changes as recommended.

STRATEGIC PLAN REFERENCE: N/A

IMPLICATIONS OF ADOPTION OR REJECTION: Revision of these policies meets the need for changing all references to District telephone numbers to reflect the consolidation of all exchanges to 715.

TIMELINE: N/A

RESPONSIBLE PERSON(S): Martha Bruckner, Amy Friedman, Kraig Lofquist

SUPERINTENDENT'S APPROVAL: 

BOARD ACTION:

Category: Pupil Services
Policy: Non-Discrimination

5010

The District does not discriminate on the basis of race, color, religion, national origin, gender, marital status, disability, or age in admission or access to, or treatment of employment, in its programs and activities.

The following person has been designated to handle inquiries regarding the nondiscrimination policies: Superintendent of Schools, 5606 South 147th Street, Omaha, NE 68137 (402) ~~895-8200~~ 715-8200. The Superintendent may delegate this responsibility as needed.

Through its nondiscrimination policy, the District will provide equal opportunity to participate fully in educational programs and activities.

Legal References:

Title VI of the Civil Rights Act of 1964

Title IX of the Education Amendments of 1972

Section 504 of the Rehabilitation Act of 1973

Age Discrimination Act of 1975 (age)

Nebraska Equal Opportunity in Education Act

Date of Adoption: December 20, 1993

Date of Revision: August 7, 2000; June 21, 2004; November 6, 2006

Millard Public Schools
Omaha, NE

AGENDA SUMMARY SHEET

AGENDA ITEM: Policy 6002: Curriculum, Instruction, and Assessment – Non-Discrimination
 Rule 1100.4: Community Relations – Communication with the Public – Notice of Nondiscrimination
 Policy 5010: Pupil Services – Non-Discrimination

MEETING DATE: November 6, 2006

DEPARTMENT: Educational Services, Communications, Pupil Services

TITLE AND BRIEF DESCRIPTION: Non-Discrimination Policies

ACTION DESIRED: APPROVAL DISCUSSION INFORMATION ONLY

BACKGROUND:

OPTIONS AND ALTERNATIVES CONSIDERED: Leave the policies unchanged.

RECOMMENDATIONS: Approve the changes as recommended.

STRATEGIC PLAN REFERENCE: N/A

IMPLICATIONS OF ADOPTION OR REJECTION: Revision of these policies meets the need for changing all references to District telephone numbers to reflect the consolidation of all exchanges to 715.

TIMELINE: N/A

RESPONSIBLE PERSON(S): Martha Bruckner, Amy Friedman, Kraig Lofquist

SUPERINTENDENT'S APPROVAL: 

BOARD ACTION:

Category: Curriculum, Instruction, and Assessment
Policy: Non-Discrimination

6002

The Millard Education Program shall not discriminate with regard to race, color, religion, national origin, gender, marital status, disability, or age in the access to, benefits of, or participation in employment, educational programs or activities.

The following person has been designated to handle inquiries regarding the nondiscrimination policies: Superintendent of Schools, 5606 South 147th Street, Omaha, NE 68137 (402) ~~895-8200~~ 715-8200. The Superintendent may delegate this responsibility as needed.

Date of Adoption: November 17, 1975

Date of Revision: November 10, 1997; April 19, 1999; June 21, 2004; November 6, 2006

Millard Public Schools
Omaha, NE

AGENDA SUMMARY SHEET

AGENDA ITEM: Approval of Curriculum, Instruction, and Assessment Policies

MEETING DATE: November 6, 2006

DEPARTMENT: Educational Services

TITLE AND BRIEF DESCRIPTION:

ACTION DESIRED: APPROVAL X DISCUSSION INFORMATION ONLY

BACKGROUND: These policies are being recommended for reaffirmation after routine review. They were last reviewed in 1999. The specific policies are:

- 6235 Taught Curriculum – Make-Up Work
- 6235.1 Taught Curriculum – Make-Up Work
- 6301 Assessed Curriculum – Accountability for Assessments
- 6301.2 Assessed Curriculum – Accountability for Assessments
- 6625 Media Centers
- 6810 Public Access to School Materials and Documents
- 6810.1 Public Access to School Materials and Documents

OPTIONS AND ALTERNATIVES CONSIDERED: NA

RECOMMENDATIONS: Reaffirm the policies and rules.

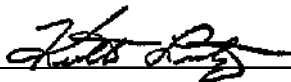
STRATEGIC PLAN REFERENCE:

IMPLICATIONS OF ADOPTION OR REJECTION: Review and approval of the policies will meet the board guideline of regular review of policies.

TIMELINE: N/A

RESPONSIBLE PERSON(S): Martha Bruckner, Judy Porter, Carol Newton, Donna Helvering

SUPERINTENDENT'S APPROVAL: _____



BOARD ACTION:

Category: Curriculum, Instruction, and Assessment
Policy: Taught Curriculum: Make-Up Work

6235

Students who are absent from school (with excused absences) shall be assigned those make-up activities for the purpose of allowing the student to successfully complete the minimum class requirements and derive the maximum benefit from the instructional material.

Related Rule: 6235.1

Date of Adoption: June 16, 1975

Date of Revision: November 18, 1996; May 17, 1999

Date of Reaffirmation: November 6, 2006

Millard Public Schools
Omaha, NE

Category: Curriculum, Instruction, and Assessment

Policy: Taught Curriculum: Make-Up Work

Rule: Taught Curriculum: Make-Up Work

6235.1

The teacher of each subject area will determine the plans for making up the work.

During prolonged absence due to illness, the parent may call the school office to make arrangements for picking up the work.

When the school administration has given approval for a student to participate in school sponsored programs such as music programs, dramatics, or athletics, the student should not be penalized for not being present to take tests and participate in the daily work. The student should be given an opportunity to make up any work missed.

Related Policy: 6235

Date of Adoption: June 16, 1975

Date of Revision: May 17, 1999

Date of Reaffirmation: November 6, 2006

Millard Public Schools
Omaha, NE

Category: Curriculum, Instruction, and Assessment

Policy: Assessed Curriculum: Accountability for Assessment

6301

Accountability for the Comprehensive Student Assessment System is the shared responsibility of district and building personnel. This assessment system includes district and classroom assessments. District assessments shall be secure and administered according to protocols outlined in the District Assessment Procedures Manual and/or in the curriculum guide.

Related Rules: 6301.1, 6301.2

Date of Adoption: July 12, 1999

Date of Reaffirmation: November 6, 2006

Millard Public Schools
Omaha, NE

Category: Curriculum, Instruction, and Assessment
Policy: Assessed Curriculum: Accountability for Assessment
Rule: Assessed Curriculum: Accountability for Assessment 6301.2

Accountability for classroom assessments is the shared responsibility of district and building personnel.

Educational Services shall be accountable to:

- I. develop curriculum frameworks which include level/course system-wide assessment outcomes
- II. develop curriculum guides which include assessments (formative and summative)

Building administration and staff shall be accountable to:

- I. follow appropriate security procedures
- II. use the assessments identified within curriculum guides
- III. use assessment data to monitor student learning
- IV. use assessment data to differentiate instruction
- V. provide students and parents with feedback about student learning
- VI. use assessment data for school improvement planning
- VII. provide reteaching opportunities in response to student learning information
- VIII. use to adjust, improve, or terminate ineffective teaching practices.

Related Policy: 6301

Date of Adoption: July 12, 1999

Date of Reaffirmation: November 6, 2006

Millard Public Schools
Omaha, NE

Category: Curriculum, Instruction, and Assessment
Policy: Media Centers

6625

The Board of Education establishes the School Library Bill of Rights, as drawn by the American Library Association, as applicable to the Millard School District, and the District shall:

- I. Provide materials that will enrich and support the curriculum, taking into consideration the varied interests, abilities and maturity levels of the pupils served.
- II. Provide materials that will stimulate growth in factual knowledge, literary appreciation, aesthetic values, and ethical standards.
- III. Provide background of information which will enable pupils to make intelligent judgments of their daily life.
- IV. Provide materials on opposing sides of controversial issues so that young citizens may develop under guidance the practice of critical reading and thinking.
- V. Provide materials representative of the many religious, ethnic and cultural groups and their contributions to our American heritage.
- VI. Place principle above personal opinion and reason above prejudice in the selection of materials of the highest quality in order to assure a comprehensive collection appropriate for the users of the library.

Date of Adoption: June 16, 1975

Date of Revision: August 9, 1999

Date of Reaffirmation: November 6, 2006

Millard Public Schools
Omaha, NE

Category: Curriculum, Instruction, and Assessment

Policy: Public Access to School Materials and Documents

6810

The District shall make available, upon request, books, manuals, visual aids, teaching materials, reference materials and other documents utilized in the preparation and administration of the District's curricula and educational programs. Such materials will be made available under procedures which will provide full access to the materials requested but not interfere or conflict with the continuity, efficiency or effectiveness of the District's educational programs or mission.

Related Rules: 6810.1 , 6810.2

Legal Reference: Neb. Rev. Stat. - §84-712 et seq

Date of Adoption: March 7, 1994

Date of Revision: September 13, 1999

Date of Reaffirmation: November 6, 2006

Millard Public Schools
Omaha, NE

Category: Curriculum, Instruction, and Assessment
Policy: Public Access to School Materials and Documents
Rule: Public Access to School Materials and Documents **6810.1**

- I. Any documents or other materials requested for examination will be made available during the hours and days when the offices of the school or other District facilities are open. Requests by parents or guardians to examine the materials being used or planned for use in teaching their son/daughter will be honored but, to avoid interruption of the classroom environment, parents will follow those procedures listed in items [2-4](#) [II-IV](#) (below). Requests, other than those from parents or guardians, shall be made in writing and shall state with as much specificity, as is reasonable, a description of the documents and materials which are requested to be examined.
- II. Persons making the request will be provided facilities where the examination can be made and where the examining person or persons can make such memoranda and abstracts as may be desired.
- III. Request for copies of documents and other materials will be provided by the District subject to the following conditions:
 - A. No documents or other materials which are subject to a copyright or subject to copyright laws shall be copied; and
 - B. Requests for copies shall be submitted on forms provided by the District. The District will provide the copies within a reasonable time and whenever the work required to make the copies does not interfere with the ordinary transaction of the business of the District or interfere with the conduct of the District's educational programs.
- IV. When the District provides copies of documents or other materials, the copies will be provided if the person making the request agrees to pay the District the charges established for providing copies. Charges will be a reasonable estimate of the cost of the materials, and employees' time in making the copies and a reasonable charge for the use of the copying machine or machines. The charges will be established from time to time and the person or persons making the request shall be notified of the charges at the time the request to the District is made.

Related Policy: 6810

Legal Reference: Neb. Rev. Stat. §84-712 et seq.

Date of Adoption: March 7, 1994

Date of Revision: September 13, 1999

Date of Reaffirmation: [November 6, 2006](#)

AGENDA SUMMARY SHEET

AGENDA ITEM: Reassignment of Town Ranch Estates

Meeting Date: November 6, 2006

Department: Planning and Evaluation

Title and Brief Description: Reassignment of Town Ranch Estates in Rural Douglas County to nearby Elementary #24 from Reeder

Action Desired: Approval Discussion Information Only

Background: Town Ranch Estates is an area of Rural Douglas County with less than 20 homes and few students. This area is currently assigned to Reeder. Because this area is surrounded on three sides by subdivisions reassigned to Elementary #24, and this area is located less than one mile from this new school, a reasonable assignment would be to include this area in the reassignment to Elementary #24 beginning in 2007-08. This is not to be confused with the 180th Street acreages assigned to Rohwer.

Options/Alternatives Considered: Leave as is.

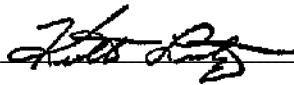
Recommendations: Assign Town Ranch Estates to Elementary #24.

Strategic Plan Reference: To meet the mission of the district.

Implications of Adoption/Rejection: If reassignment is not approved, status quo would remain unchanged.

Timeline: Changes take effect immediately.

Responsible Persons: Jon Lopez

Superintendent's Signature:  _____

AGENDA SUMMARY SHEET

MEETING DATE: November 6, 2006

DEPARTMENT: Human Resources

ACTION DESIRED: Approval

BACKGROUND: Personnel items: (1) New Hires; (2) Resignation

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:  _____

November 6, 2006

RESIGNATION

Recommend: the following resignations be accepted:

1. Dave Keber – Language Arts teacher at North High School. He is resigning due to employment outside of education. Resignation is effective November 3, 2006.

November 6, 2006

TEACHERS RECOMMENDED FOR HIRE**Recommend: the following teachers be hired:**

1. Nicholas Kaiser – BA – Grace University. Language Arts Teacher at North High School beginning January 3, 2007. Previous approved for the 2007/08 school year.
2. Fred Robertson – MA+36 – Wayne State. Language Arts teacher at West High School beginning January 3, 2007. Previous Exp: Excelsior Springs, MO (2006); Fremont, NE (1985/2006); St. Edward, NE (1979/1985).
3. Carrie Swift – BA – University of Nebraska at Omaha. Special Ed Multi-Handicapped teacher with location to be determined for the 2007/2008 school year.
4. Kathleen Guinan – MA – University of Nebraska at Omaha. High Ability Learner teacher (50%) at Central Middle School beginning October 27, 2006. Previous Exp: Millard Public Schools (1994/2002).
5. Kimberly Hagedorn – BA+18 – Dana College. Math teacher at West High School beginning October 30, 2006. Previous Exp: Millard Public Schools (1997/2002).

Elementary		K	1	2	3	4	5	Self Cont	Total	Current Change	YTD Change	Official 9/06 Enrollment
Abbott	(3 unit)	80	68	54	77	87	61		427	0	0	427
Ackerman	(4 unit)	91	102	100	93	109	99		594	-5	-5	599
Aldrich	(3 unit)	86	72	76	64	59	64		421	-1	-1	422
Black Elk	(3 unit)	97	80	103	91	99	103		573	-4	-4	577
Bryan	(3 unit)	69	61	55	61	52	68		366	-1	-1	367
Cather	(3 unit)	65	68	70	74	63	73		413	-1	-1	414
Cody	(2 unit)	40	32	39	31	34	39	18	215	1	1	214
Cottonwood	(3 unit)	57	57	62	46	52	56		330	0	0	330
Disney	(3 unit)	56	34	50	43	50	36	21	269	3	3	266
Ezra Millard	(3 unit)	57	59	63	84	75	71	10	409	-1	-1	410
Harvey Oaks	(2 unit)	53	41	45	50	44	42		275	0	0	275
Hitchcock	(2 unit)	34	23	30	40	40	43	19	210	-2	-2	212
Holling Heights	(3 unit)	80	77	64	70	69	64		424	-6	-6	430
Montclair	(4 unit)	96	91	79	103	84	88		541	-6	-6	547
Morton	(3 unit)	66	63	51	74	63	77	14	394	7	7	387
Neihardt	(4 unit)	103	121	74	87	82	99		566	-1	-1	567
Norris	(3 unit)	66	59	58	54	53	46		336	0	0	336
Reeder	(3 unit)	150	129	130	100	90	104		703	4	4	699
Rockwell	(3 unit)	74	63	59	56	56	53	23	361	2	2	359
Rohwer	(3 unit)	84	81	80	68	81	72	26	466	1	1	465
Sandoz	(3 unit)	54	49	52	54	46	50		305	-1	-1	308
Wheeler	(3 unit)	109	100	89	94	94	98	22	584	-3	-3	587
Willowdale	(3 unit)	66	76	67	69	67	76		421	0	0	421
Totals		1733	1606	1550	1683	1549	1562	153	9603	-14	-14	9617

Secondary	6	7	8	Self Cont	Total	Current Change	YTD Change	Official 9/06 Enrollment
Andersen MS	233	276	257	10	766	-5	-5	771
Beadle MS	232	234	229	18	695	-2	-2	697
Central MS	255	249	260	22	764	-1	-1	765
Kiewit MS	305	318	300	8	923	0	0	923
North MS	235	202	208	21	645	3	3	642
Russell MS	274	268	295	33	837	-1	-1	838
MS Alternative	0	8	8		16	1	1	15
Totals	1534	1555	1557	112	4646	-5	-5	4651

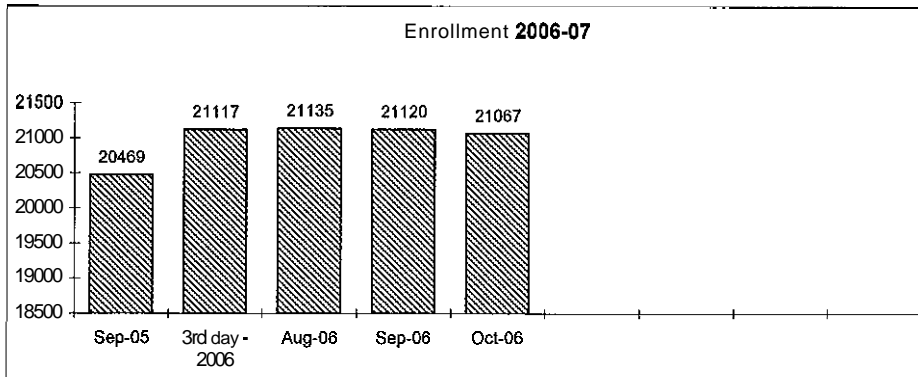
	9	10	11	12	Self Cont	Total	Current Change	YTD Change	Official 9/06 Enrollment
North HS	638	635	637	567	27	2477	-9	-9	2486
South HS	490	558	536	509	18	2091	-13	-13	2104
West HS	556	507	541	464	20	2068	-6	-6	2074
Millard Learning Center	0	0	27	69		96	-5	-5	101
Totals	1684	1698	1741	1609	65	6732	-33	-33	6765

Preschool	
Disney	9
Cody Early Start	15
Neihardt	36
Rockwell	36
Bryan	36
Holling Heights	35
Norris	18
Sandoz ELL	17
Montessori - Montclair	77
Montessori - Norris	30
Total	309

Preschool SPED	
Cody	58
Disney	18
	66
	27
Contracted	2
Infants	77
Total	248

Contracted SPED	38	1	1	37
Young Adult Program	48	-2	-2	50
Total District K-12	21067	-53	-53	21120
Total District PreK-12	21624	-39	-39	21663

West High enrollment reflects 9 mid-term graduates.



9/20/2006	
Elementary	9617
Middle Sch	4651
High Sch	6765
Contracted	37
Young Adult	50
Total	21120
10/20/2006	
Elementary	9603
Middle Sch	4646
High Sch	6732
Contracted	38
Young Adult	48
Total	21067
Current Chg	-53
YTD Change	-53

Elementary Classroom Enrollment							Self Cont	Total	Current Change	YTD Change	Official 9/06 Enrollment	Class Size W/out PED
K	1	2	3	4	5							
Abbott	21	23	19	25	22	22						
	20	22	17	26	22	19						
	18	23	16	26	22	20						
	21				21							
Total Students	60	68	54	77	67	61		427	0	0	427	427
Total Teachers	4	0	3	3	3	4	3	20.0				20.0
Classroom Avg	20.0	22.7	18.0	25.7	22.0	20.3		21				21

K	1	2	3	4	5		Self Cont	Total	Current Change	YTD Change	Official 9/06 Enrollment	
Ackerman	24	20	26	23	23	25						
	22	20	24	23	19	25						
	21	20	24	23	22	25						
	24	21	26	24	21	24						
		21			24							
Total Students	91	102	100	93	109	99		594	-5	-5	599	594
Total Teachers	4	0	5	4	4	5	4	26.0				26.0
Classroom Avg	22.6	20.4	25.0	23.3	21.8	24.8		23				23

K	1	2	3	4	5		Total	Current Change	YTD Change	Official 9/06 Enrollment		
Aldrich	21	16	25	20	20	21						
	22	17	26	22	21	22						
	21	16	25	22	16	21						
	22	19										
Total Students	66	72	76	64	59	64		421	-1	-1	422	421
Total Teachers	4	4	3	3.00	3	3		20.00				20
Classroom Avg	21.5	16.0	25.3	21.3	19.7	21.3		21				21

K	1	2	3	4	5		Total	Current Change	YTD Change	Official 9/06 Enrollment		
Black Elk	25	20	21	23	24	26						
	24	20	19	22	25	26						
	24	20	21	23	25	26						
	24	20	21	23	25	25						
		21										
Total Students	97	60	103	91	99	103		573	-4	-4	577	573
Total Teachers	4	0	4	5	4	4	4	25				25
Classroom Avg	24.3	20.0	20.6	22.6	24.8	25.8		23				23

K	1	2	3	4	5		Total	Current Change	YTD Change	Official 9/06 Enrollment		
Bryan	23	17	20	20	26	24						
	23	15	16	21	26	23						
	23	16	17	20		21						
		13										
Total Students	69	61	55	61	52	66		366	-1	-1	367	366
Total Teachers	3	4	3	3	2	3		16				16
Classroom Avg	23.0	15.3	18.3	20.3	26.0	22.7		20				20

K	1	2	3	4	5	C-K	C-1	C-2	C-3	C-4	C-5	Total	Current Change	YTD Change	Official 9/06 Enrollment		
Gather	21	20	22	25	14	16	22	24	24	24	22						
					16	22	24	24	25	25	19						
Total Students	21	20	22	25	14	32	44	46	46	49	49	41	413	-1	-1	414	413
Total Teachers	1	1	1	1	1	2	2	2	2	2	2	2	19			19.0	19
Classroom Avg	21.0	20.0	22.0	25.0	14.0	16.0	22.0	24.0	24.0	24.5	24.5	20.5	22			22	22

K	1	2	3	4	5	Self Cont	Total	Current Change	YTD Change	Official 9/06 Enrollment		
Cody	16	16	15	15	16	19	6					
	19	14	15	16	16	16	5					
							5					
Total Students	37	30	30	31	32	37	16	215	1	1	214	197
Total Teachers	2	2	2	2	2	2	3	15				12
Classroom Avg	16.5	15.0	15.0	15.5	16.0	16.5	60	14				16

K	1	2	3	4	5		Total	Current Change	YTD Change	Official 9/06 Enrollment		
Cottonwood	20	19	22	23	26	18						
	17	19	21	23	26	16						
	20	19	19			20						
Total Students	57	57	62	46	52	56		330	0	0	330	330
Total Teachers	3.00	3	3	2	2	3		16				16
Classroom Avg	19.0	19.0	20.7	23.0	26.0	16.7		21				21

K	1	2	3	4	5	Self Cont	Total	Current Change	YTD Change	Official 9/06 Enrollment		
Disney	25	14	24	13	25	17	7					
	25	14	24	12	24	16	6					
				13			6					
Total Students	50	26	46	36	49	35	21	269	3	3	266	246
Total Teachers	2	0	2	2	3	2	2	16.0				13
Classroom Avg	25	14	24	13	25	16	7	17				19

	K	1	2	3	4	5	Self Cont	Total	Current Change	YTD Change	Official 9/06 Enrollment	Class Size W/out SPED
Ezra Millard	19	20	21	22	24	23	4					107
	18	18	20	22	24	23	6					
	18	20	21	22	24	24						
				16								
Total Students	55	58	62	82	72	70	10	409	-1	-1	410	399
Total Teachers	3.00	3	3	4	3	3	2	21				19
Classroom Avg	18.3	19.3	20.7	20.5	24.0	23.3	5	19				21

	K	1	2	3	4	5	Total	Current Change	YTD Change	Official 9/06 Enrollment
Harvey Oaks	18	21	23	25	22	21				
	18	20	22	25	22	21				
	17									
Total Students	53	41	45	50	44	42	275	0	0	275
Total Teachers	3	0	2	2	2	2	13.0			
Classroom Avg	17.7	20.5	22.5	25.0	22.0	21.0	21			

	K	1	2	3	4	5	Total	Current Change	YTD Change	Official 9/06 Enrollment
Hitchcock	15	23	14	18	17	20	10			
	15		15	17	17	20	9			
Total Students	30	23	29	35	34	40	19	210	-2	-2
Total Teachers	2	0	1	2	2	2	2	13.0		
Classroom Avg	15.0	23.0	14.5	17.5	17.0	20.0	10	16		

	K	1	2	3	4	5	Total	Current Change	YTD Change	Official 9/06 Enrollment
Holling Heights	19	19	18	23	24	21				
	20	18	23	24	22	21				
	21	20	23	23	23	22				
	20	20								
Total Students	80	77	64	70	69	64	424	-8	-6	430
Total Teachers	4	0	4	3	3	3	20.0			
Classroom Avg	20.0	19.3	21.3	23.3	23.0	21.3	21			

	K	1	2	3	4	5	M-K	M1-3	M4-5	Self Cont	Total	Current Change	YTD Change	Official 9/06 Enrollment
Montclair	21	16	18	22	20	27	26	21	18					
	23	15	19	21	21	26	26	22	20					
		17		14				21	19					
								20	21					
								24						
								23						
Total Students	44	48	37	57	41	53	52	131	78		541	-6	-6	547
Total Teachers	2	3	2	3	2	2	2	6	4		28			26
Classroom Avg	22.0	16.0	18.5	19.0	20.5	26.5	26.0	21.8	19.5		21			21

	K	1	2	3	4	5	Self Cont	Total	Current Change	YTD Change	Official 9/06 Enrollment
Morton	22	23	13	24	20	25	7				
	20	17	16	24	20	26	7				
	20	22	19	24	20	25					
Total Students	62	82	48	72	60	76	14	394	7	7	387
Total Teachers	3.00	3	3	3	3	3	2	20			18.0
Classroom Avg	20.7	20.7	16.0	24.0	20.0	25.3	7.0	20			21

	K	1	2	3	4	5	Total	Current Change	YTD Change	Official 9/06 Enrollment
Neihardt	21	21	17	23	21	26				
	20	21	19	22	20	24				
	19	20	19	21	20	25				
	21	20	19	21	21	24				
	22	19								
		20								
Total Students	103	121	74	87	82	99	566	-1	-1	567
Total Teachers	5	0	6	4	4	4	27.0			27.0
Classroom Avg	20.8	20.2	16.5	21.8	20.5	24.8	21			21

	K	1	2	3	4	5	M-K	MI-3	M-4	Self Cont	Total	Current Change	YTD Change	Official 9/06 Enrollment
Norris	20	18	18	21	16	22	24	22	20					
	22	18	15	19	17	24		20						
								20						
Total Students	42	38	33	40	33	46	24	62	20		336	0	0	336
Total Teachers	2	0	2	2	2	2	2	1	3	1	17.0			12
Classroom Avg	21.0	18.0	16.5	20.0	16.5	23.0	24.0	20.7	20.0		20			19

	K	1	2	3	4	5	Self Cont	Total	Current Change	YTD Change	Official 9/06 Enrollment
Reeder	23	24	23	28	25	26					
	13	25	23	24	25	26					
	23	24	15	25	15	26					
	23	18	17	25	25	26					
	23	13	17								
	22	25	35								
	23										
Total Students	150	129	130	100	90	104	703	4	4	699	
Total Teachers	7	0	6	7	4	4	32.0			32	
Classroom Avg	21.4	21.5	21.7	25.0	22.5	26.0	22			22	

	K	1	2	3	4	5	Self Cont	Total	Current Change	YTD Change	Official 9/06 Enrollment
Rockwell	23	21	20	15	18	25	9				
	24	20	20	16	18	23	7				
	23	20	18	16	18		7				
Total Students	70	61	58	47	54	48	23	361	2	2	359
Total Teachers	3	0	3	3	3	2	3	20.0			17.0
Classroom Avg	23.3	20.3	19.3	15.7	18.0	24.0	7.7	18			20

	K	1	2	3	4	5	Self Cont	Total	Current Change	YTD Change	Official 9/06 Enrollment
Rohwer	19	18	24	22	25	22	7				
	20	19	24	20	25	23	7				
	22	19	25	21	26	23	6				
	23	20					6				
Total Students	84	78	73	63	76	68	26	466	1	1	465
Total Teachers	4	0	4	3	3	3	4	24.0			20
Classroom Avg	21.0	19.0	24.3	21.0	25.3	22.7	6.5	19			22

	K	1	2	3	4	5	Self Cont	Total	Current Change	YTD Change	Official 9/06 Enrollment
Sandoz	17	15	17	20	24	24					
	18	17	18	19	22	26					
	19	17	17	15							
Total Students	54	49	52	54	46	50		305	-1	-1	306
Total Teachers	3	3	3	3	2	2		16			16
Classroom Avg	18.0	16.3	17.3	18.0	23.0	25.0		19			19

	K	1	2	3	4	5	Self Cont	Total	Current Change	YTD Change	Official 9/06 Enrollment
Wheeler	22	18	22	23	22	28	7				
	20	19	20	22	21	26	4				
	21	20	24	24	22	25	11				
	22	20	21	23	24	17					
	17	21									
Total Students	102	98	87	92	89	94	22	584	-3	-3	687
Total Teachers	5	5	4	4	4	4	3	29			28
Classroom Avg	20.4	19.6	21.8	23.0	22.3	23.5	7.3	20			22

	K	1	2	3	4	5	Self Cont	Total	Current Change	M D Change	Official 9/06 Enrollment
Willowdale	23	26	23	23	22	26					
	22	25	22	23	22	25					
	21	25	22	23	23	25					
Total Students	66	76	67	69	67	76		421	0	0	421
Total Teachers	3	0	3	3	3	3		18.0			18
Classroom Avg	22.0	25.3	22.3	23.0	22.3	25.3		23			23

Elementary Totals	Grade	K	1	2	3	4	5	Self Cont	Total	Current Change	YTD Change	Official 9/06 Enrollment
Students		1733	1606	1550	1583	1549	1582	153	9603	-14	-14	9617
Teachers		81.0	81.0	75.0	73.0	70.0	89.0	22	471			449.0
Classroom Avg		21.4	19.8	20.7	21.7	22.1	22.9	7.0	20			21

	6	7	8	Self Cont	Total	Current Change	M D Change	Official 9/06 Enrollment
Andersen MS	233	276	257	10	788	-5	-5	771
Beadle MS	232	234	229	18	695	-2	-2	697
Central MS	255	249	260	22	784	-1	-1	765
Kiewit MS	305	318	300	8	923	0	0	923
Nonh MS	235	202	208	21	645	3	3	642
Russell MS	274	268	295	33	837	-1	-1	838
MS Alternative	0	8	8		16	1	1	15
Totals	1534	1555	1557	112	4848	-5	-5	4651

	9	10	11	12	Self Cont	Total	Current Change	M D Change	Official 9/06 Enrollment	
North HS		638	635	637	27	2477	-9	-9	2486	
South HS		490	556	538	18	2091	-13	-13	2104	
West HS		556	507	541	20	2088	-6	-6	2074	
Millard Learning Center		0	0	27		96	-5	-5	101	
Totals		1684	1698	1741	1609	65	6732	-33	-33	6765

Contracted SPED	38	1	1	37
Young Adult Program	48	-2	-2	50
Total District Enrollment	21067	-53	-53	21120

AGENDA SUMMARY SHEET

MEETING DATE: November 6, 2006

DEPARTMENT: Office of the Superintendent

TITLE AND BRIEF DESCRIPTION: Foundation Report

ACTION DESIRED: Information Only XX

BACKGROUND:

OPTIONS/ALTERNATIVE CONSIDERATIONS: The Millard Public School's Foundation was founded in 1984 for the purpose of increasing excellence in education by means of programs and services for students and staff. The main source of revenue for the Foundation is obtained by providing before and after school care for children with the Millard Public Schools.

A Board of Directors made up of 15 members governs the Foundation. One of the members shall be a current Board of Education member appointed by the President of the Board of Education. One member shall be the Superintendent of the Millard Public Schools. Two of the remaining thirteen shall be appointed by the Superintendent and the remaining eleven are selected by the Board of Directors.

Programs and projects sponsored by the Foundation include classroom grants, Hall of Fame, Scholarships for graduates, leadership funds including CCM funds, Alumni Services, and Kid's Network.

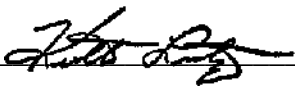
RECOMMENDATIONS: N/A

STRATEGIC PLAN REFERENCE: N/A

IMPLICATIONS OF ADOPTION OR REJECTION: N/A

TIME LINE: N/A

PERSONS RESPONSIBLE: Keith Lutz, Superintendent

SUPERINTENDENT'S APPROVAL: _____




Investment Review
For
Millard Education Foundation Agency

Fiscal Year
May 31,2006

September 21,2006

Sean A. Lynch, CFA
Sr. Vice President & Sr. Regional Investment Manager
(402) 384-5595

Deborah D. McLarney
Regional Trust Manager
(402) 384-5588

Current Market Status

- ***U.S. equities posted solid gains in August, with the technology-heavy Nasdaq Composite taking the lead.***

The Nasdaq Composite had its best month since January 2006, posting a one-month gain of 4.41% on a price-only basis. The Dow Jones Industrial Average (DJIA) of 30 blue chip stocks rose modestly, posting a total return of 2.08%. Among the S&P family of capitalization-based U.S. equity benchmarks, the S&P 500 Large-Cap Index was the best performer of the month, posting a total return of 2.38%.

- ***'Growth' stocks sharply outperformed value stocks.***

The Growth Index is now up 2.54% for the year.

- ***'The Information Technology sector posted its biggest one month gain since March 2003.***

- ***Treasury bonds gained ground as interest rates fell.***

The 10-year proxy gained 2.35% in August, as its yield fell 25 basis points, to 4.73%. The next Federal Open Market Committee meeting is scheduled for September 20, 2006.

Source: Bloomberg, Citigroup Global Markets Inc., Wall Street Journal, CNN & Money Magazine

Market Indices Performance						
	August	3 Month	YTD	1 Year	3 Year	5 Year
S&P 500 Composite	2.4%	3.1%	5.8%	8.9%	11.0%	4.7%
Dow Jones Industrials	2.1%	2.5%	7.9%	11.2%	8.9%	5.0%
Russell 1000 Growth	3.1%	0.8%	0.2%	3.7%	7.0%	1.7%
Russell 1000 Value	1.7%	4.8%	11.0%	14.0%	16.1%	8.7%
NASDAQ Composite	4.4%	0.2%	-1.0%	1.5%	6.5%	3.9%
Russell 2000 <i>Small Stocks</i>	3.0%	0.3%	7.8%	9.4%	14.5%	10.4%
MSCI EAFE <i>w/Net DVD</i>	2.8%	3.8%	14.3%	24.3%	23.5%	11.8%
Lehman Interm Gov't/Corp	1.3%	2.6%	2.2%	1.9%	3.2%	4.5%
TBill Equiv(365) Discnt\$U	0.4%	1.3%	3.2%	4.7%	2.9%	2.4%

The Economy

The Economy Slowing, but Growing:

- Housing concerns are being offset by easing credit conditions and lower fuel prices
- Interest rates remain low as inflation is in check
- 1Q 2006 GDP surged 5.7%; 2Q 2006 GDP slowed to 2.9%; and 3Q expected at 3 - 3 ½ %

Corporate Earnings Continue to Grow:

- 2Q 2006 represents the 17th consecutive quarter of double digit earnings growth (18%) for the S&P 500
- 3Q expected earnings growth is for 13%
- Profit margins at historic highs

Consumer Strong, but Facing Challenges:

Positives:

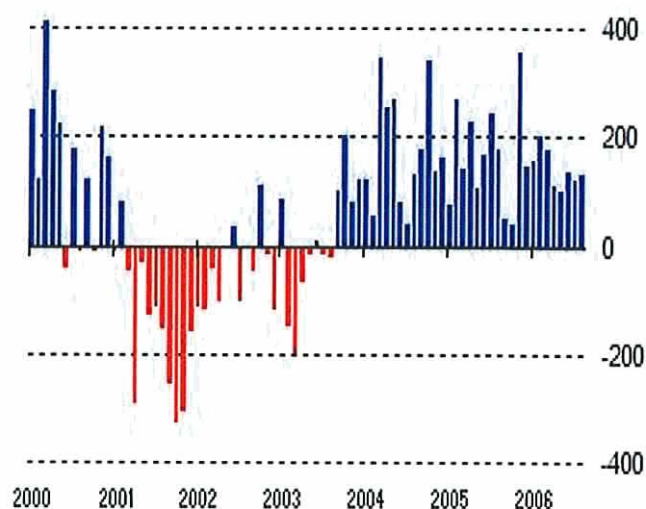
- Spending to continue as mortgage equity withdrawals being replaced by more job growth
- Unemployment at 4.7%; lowest in 5 years
- Household net worth at record levels

Negatives:

- Slowdown of housing market
- High consumer debt loads
- Fear of inflation leading to higher interest rates

Over 5.7 Million Jobs in Past 36 Months

(Change in employment, in thousands)



Source: Bureau of Labor Statistics



The Outlook

Business Sector:

Strong Profit Growth and Cautious Spending Leaves Balance Sheets Flush with Cash:

- Cash as a percentage of total assets at its highest level since the 1960's
- 5 main outlets for cash: M&A, dividends, capex, share repurchases and debt retirement

Consumer Sector:

A Period of Transition:

- New spending driven by labor income growth as opposed to mortgage equity withdrawals
- 2.5 million new jobs in the last year; should be sufficient to maintain solid trend in purchasing power

The Environment:

Potential Risks:

- Higher oil prices negatively impact corporate margins and reduce consumer discretionary spending
- Higher mortgage rates
- Acts of terrorism
- Global credit tightening

The Markets:

Stocks Poised to Rise:

- Building blocks in place: strong earnings growth, historically low interest rates and reasonable valuations (S&P 500 P/E at 14x)

Bonds Facing Headwinds:

- Threat of higher inflation leading to rising yields

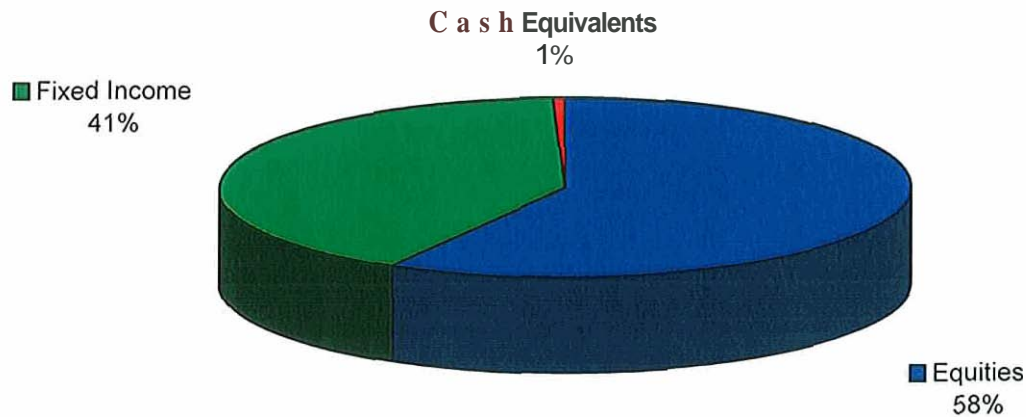
Portfolio Summary

June 1, 2006

Millard Education Foundation Agency

Investment Objective: **Balanced**

Asset Allocation
(Excludes "Other" Category)



Portfolio Structure	Market Value	Percent of Portfolio	Current Yield
Cash Equivalents	\$25,342	1%	4.59%
Fixed Income	\$2,013,631	41%	5.20%
Equities	\$2,869,699	58%	1.90%
Other	\$0	0%	0.00%
Total Assets	\$4,908,672	100%	3.27%

Estimated Annual Income: \$160,406

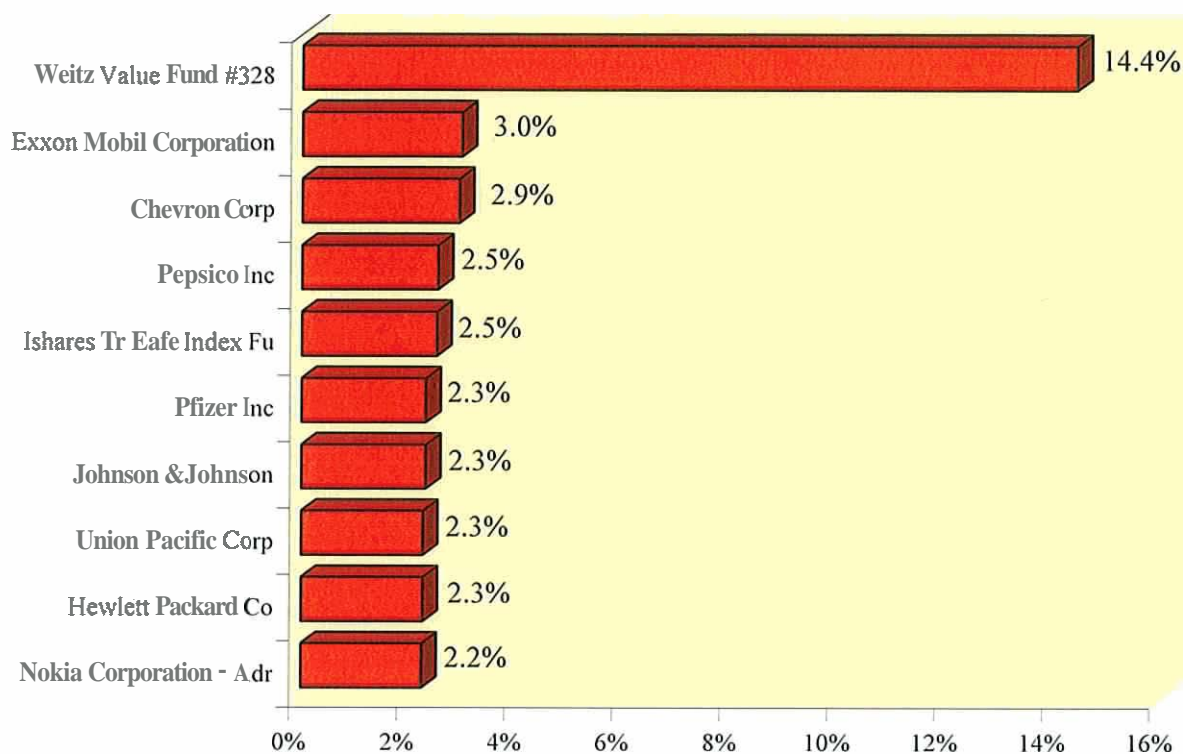
Year-to-Date, Realized, Net Capital Gains:

Short-Term	\$3,930
Long-Term	<u>\$25,498</u>
Net	<u><u>\$29,428</u></u>

Top 10 Equity Holdings

June 1, 2006

Millard Education Foundation Agency



Market Value as a Percent of Total Equities

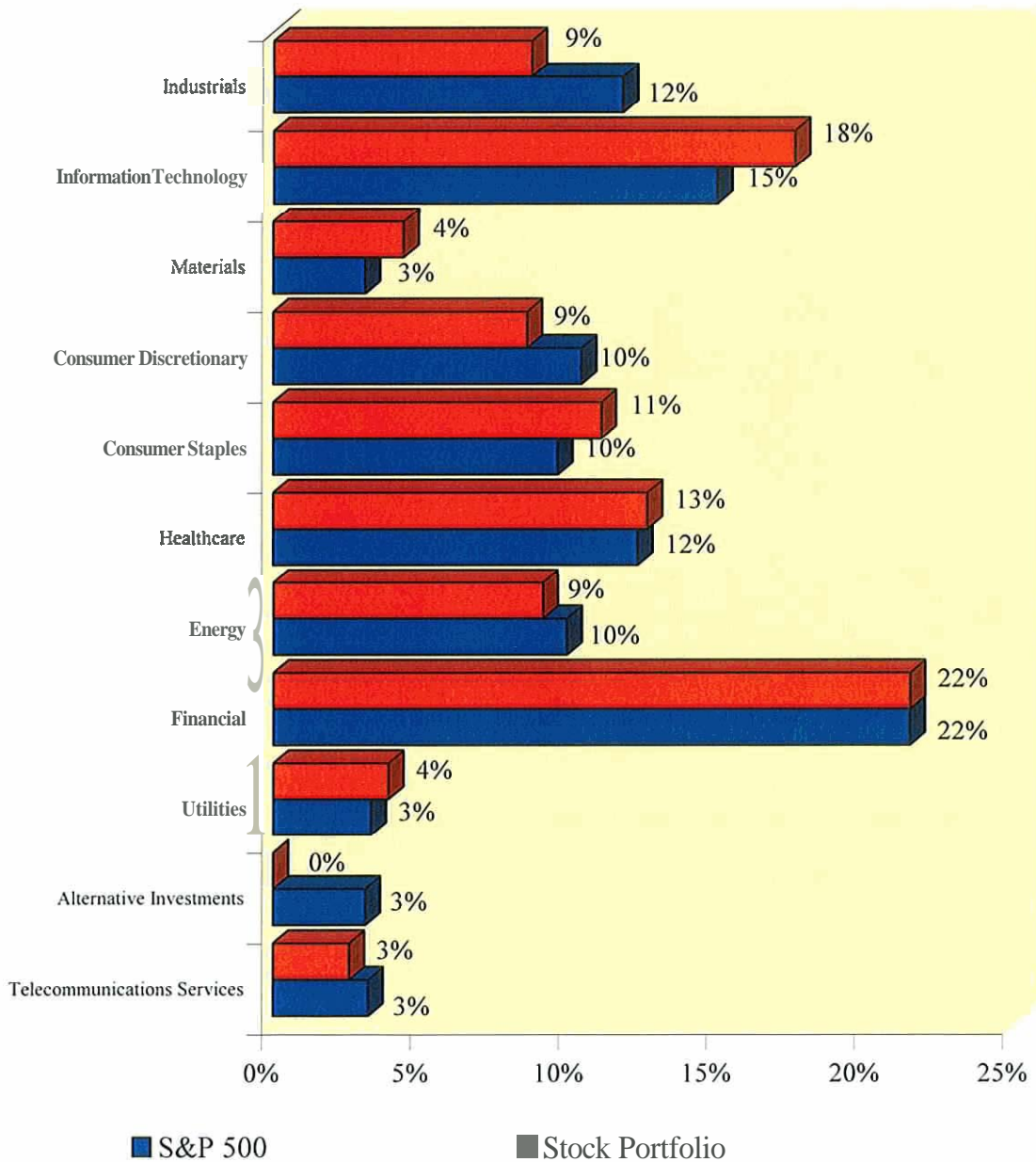
<u>Top 10 Holdings</u>	<u>% of Total Equities</u>	<u>Market Value</u>	<u>Cost Basis</u>	<u>Gain / (Loss)</u>
Weitz Value Fund #328	14.4%	\$ 414,265	\$ 321,844	\$ 92,421
Exxon Mobil Corporation	3.0%	\$ 85,274	\$ 20,321	\$ 64,953
Chevron Corp	2.9%	\$ 83,706	\$ 50,160	\$ 33,546
Pepsico Inc	2.5%	\$ 72,552	\$ 29,876	\$ 42,676
Ishares Tr Eafe Index Fu	2.5%	\$ 71,973	\$ 59,467	\$ 12,506
Pfizer Inc	2.3%	\$ 66,248	\$ 78,284	\$ (12,036)
Johnson & Johnson	2.3%	\$ 66,242	\$ 29,309	\$ 36,933
Union Pacific Corp	2.3%	\$ 64,960	\$ 40,075	\$ 24,885
Hewlett Packard Co	2.3%	\$ 64,760	\$ 43,564	\$ 21,196
Nokia Corporation - Adr	2.2%	\$ 64,410	\$ 38,599	\$ 25,811
Total	36.8%	\$ 1,054,390	\$ 711,499	\$ 342,891

Equity Sector Analysis

June 1, 2006

Millard Education Foundation Agency

Percent of Common Stocks
by Economic Sector

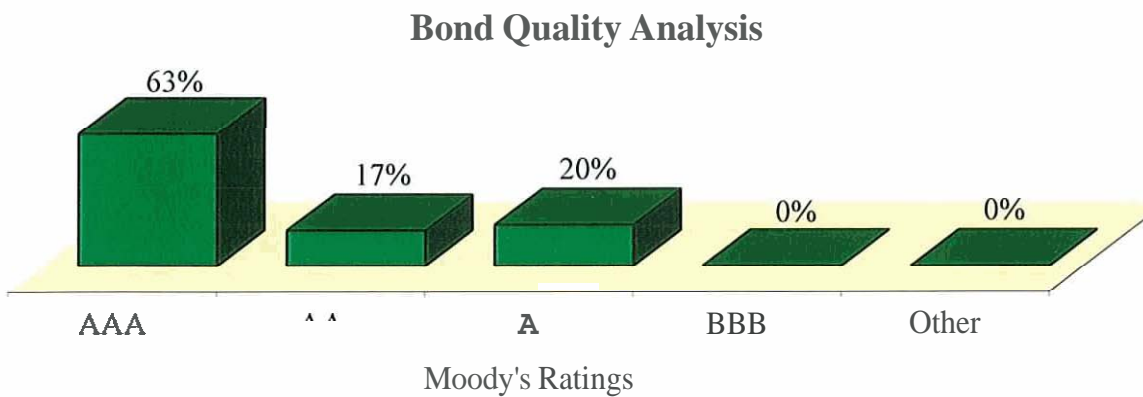
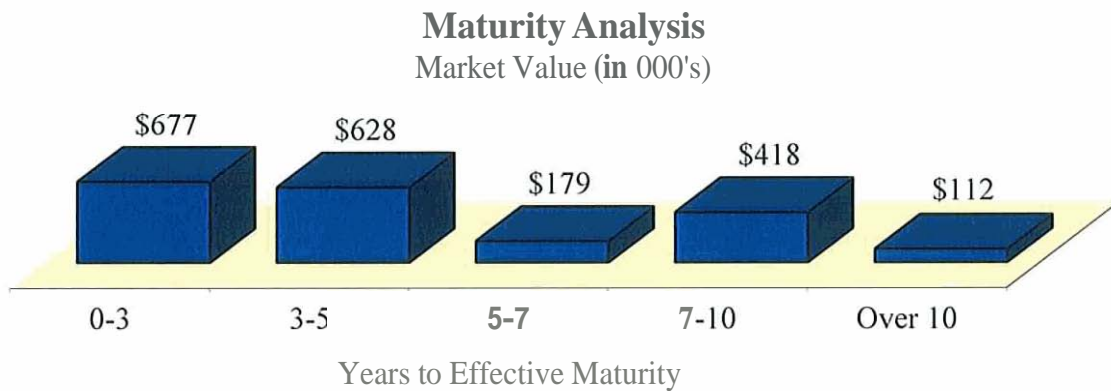
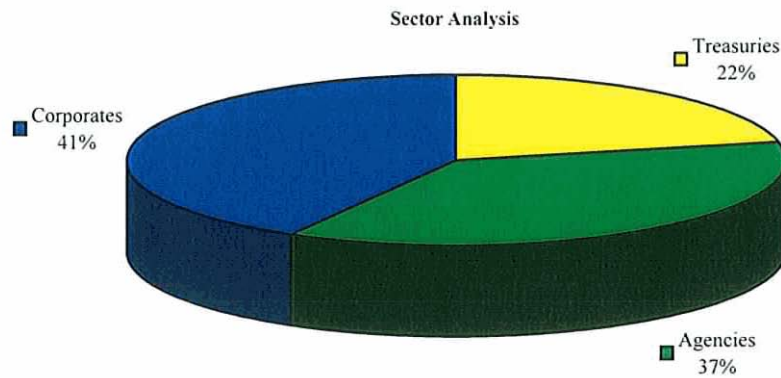


Note: Analysis includes individual common stocks only.

Fixed Income Analysis

June 1, 2006

Millard Education Foundation Agency



Average Effective Maturity: 4.85 Years
Average Quality: AA1
Current Yield: 5.18%



Performance Report - Net of Fees
Millard Education Foundation Agency
 Account # 25306400
 As of May 31, 2006

	YTD	1 Year	2 Years
Total Account	1.62%	4.05%	5.33%
Cash & Equivalents	1.72%	3.65%	2.62%
Equities	3.06%	7.44%	8.40%
Equity Funds	7.80%	7.14%	7.93%
<i>S&P 500 Index</i>	2.57%	8.63%	8.43%
<i>Lipper Large Cap Core</i>	1.57%	7.89%	6.87%
Fixed Income	0.19%	0.63%	2.85%
<i>Lehman Int Gov/Credit A+</i>	-0.34%	0.06%	2.23%
<i>Lehman Gov/Credit A+</i>	-1.29%	-0.64%	2.99%

Transactions

Purchase/Sell 3/1/06 to 6/26/06

Equities

Action	Ticker	Shares	Amount	Per Share Price	Trade Date
Buy	fpl	700.00	\$ 28,392.00	\$ 40.56	3/3/2006
Buy	fpl	300.00	\$ 12,150.00	\$ 40.50	3/27/2006
Buy	ccl	500.00	\$ 23,900.00	\$ 47.80	3/28/2006
Buy	dell	300.00	\$ 7,487.00	\$ 24.96	5/10/2006
Buy	syy	1,000.00	\$ 29,950.00	\$ 29.95	5/11/2006
Buy	pbr	500.00	\$ 41,525.00	\$ 83.05	5/22/2006
Buy	irm	1,000.00	\$ 36,090.00	\$ 36.09	6/5/2006
Buy	ccl	200.00	\$ 7,768.00	\$ 38.84	6/7/2006
Sell	t	1,100.00	\$ 29,259.00	\$ 26.60	6/7/2006
Sell	hpq	500.00	\$ 16,429.00	\$ 32.86	6/16/2006

Bonds

Action	Company	Par Value	Price	Trade Date
Mat.	U.S. Tr. Bills due 4/1/306	\$ 100,000.00	\$ 100.00	3/9/2006
Mat.	U.S. Tr. Bills due 4/13/06	\$ 75,000.00	\$ 100.00	4/13/2006
Buy	U.S. Tr. Notes 4.50%. 2/15/16	\$ 75,000.00	\$ 96.09	4/17/2006
	MidAmerican Energy 6.375%. 6/15/06	\$ 100,000.00	\$ 100.00	6/15/2006

PRIVATE CLIENT SERVICES
INVESTMENT MANAGEMENT & TRUST

Investment Objective Confirmation

Balanced

Balance in emphasis between current income and longer-term capital appreciation.

ACCOUNT NAME: Millard Education Foundation Agency

ACCOUNT NUMBER: 25306400

ASSET CLASSES:

EQUITIES: Common stocks, convertible preferred stocks, and other equity investments, both domestic and international, that are considered to be of high quality and exhibit a strong potential for growth in capital value and/or income.

FIXED INCOME: U.S. Treasury securities, U.S. Government Agency securities, corporate debt securities, mortgage- and asset-backed securities, municipal securities, and preferred stocks (non-convertible). Commercial paper, repurchase agreements, master notes, and other money-market instruments. Individual debt instruments must be investment-grade or better at time of purchase.

ALTERNATIVE INVESTMENTS: Exchange funds, hedge funds, commodity linked securities, private equity, options, collars, and variable forward sales.

REAL ESTATE: Direct or indirect ownership of real property offering current income and/or appreciation potential. Parcels of property, real-estate partnerships. REITs, real-estate-based exchange-traded funds.

Note: Depending on account circumstances, the above asset types may be held in direct form (e.g., shares of common stock) or in aggregate form such as mutual funds (including Wells Fargo Funds) or common trust funds (excluding IMA/IRA accounts) or exchange-traded funds. These funds must meet investment quality standards.

ASSET ALLOCATION RANGES

- 30-70% Equities
- 30-60% Fixed Income
- 0-20% Alternative Investments (if qualified)
- 0-20% Real Estate (depending on account circumstances)

The asset allocation in this account may move outside the ranges due to major market moves, large transactions or client directives. Ranges may fluctuate and/or change from what is noted above due to new asset allocation recommendations.

Please take a moment to review the information above. Sign, date and return the form with the enclosed self-addressed envelope. In the future, if you feel that circumstances warrant a change in this investment objective, please contact your trust officer or investment manager immediately.

Private Client Services will from time to time request a re-confirmation of this objective.

Client Approved Date

Client Approved Date

Bank Approved Date

MILLARD EDUCATION FOUNDATION AGENC 253064001

	MARKET VALUE:		COST:		IND INCOME:		YLD (%) ON:	
	\$	%	\$	%	\$	%	MKT	COST
CASH EQUIVALENTS	25,342	1	25,342	1	1,164	1	4.59	4.59
EQUITIES	2,869,699	58	2,378,372	54	54,556	34	1.90	2.29
FIXED INCOME	2,013,631	41	2,038,159	46	104,686	65	5.19	5.13
REAL ESTATE AND OTHER	0	0	0	0	0	0		
TOTAL	4,908,672	100	4,441,873	100	160,406	100	3.26	3.61

INCLUDED CASH BALANCE		FYTD REAL G/L:	NET YTD ST	\$3,930
SETTLED & PENDING:	0		NET YTD LT	\$25,498
			TOTAL	529,428

CASH EQUIVALENTS DIVERSIFICATION

VERY LIQUID ASSETS	100.0%	SHORT TERM ASSETS
MONEY MARKET FUNDS	100.0%	US TREAS BILL
BANK DEPOS (CDS & SAV INGS)		COMMERCIAL PAPER/BANKER ACCT
REPRCHSE AGRMNTS & MAST NTES		

MILLARD EDUCATION FOUNDATION AGENC

		PCT TYP	LAST PRICE	MARKET VALUE	UNIT COST	TOTAL COST	EST INCOME	YIELD
CASH EQUIVALENTS								
<u>VERY LIQUID ASSETS</u>								
25,342 F	WF ADV CASH INVT MM FO-SVC #250	100.0	1.00	25,342	1.0	25,342	1,164	4.59
TOTAL CASH EQUIVALENTS		0.5		25,342		25,342	1,164	
EQUITIES								
<u>INDUSTRIALS</u>								
1,500	GENERAL ELECTRIC CO	1.8	34.26	51,390	10.5	15,773	1,500	2.92
600	INGERSOLL-RAND COMPANY LTO	0.9	43.61	26,166	36.3	21,804	384	1.47
400	L-3 COMMUNICATIONS CORP COM	1.0	72.96	29,184	73.9	29,553	300	1.03
2,000	SOUTHWEST AIRLINES CO	1.1	16.10	32,200	14.2	28,400	36	0.11
700	UNION PACIFIC CORP	2.3	92.80	64,960	57.3	40,075	840	1.29
	TOTAL	7.1		203,900		135,605	3,060	
<u>INFORMATION TECHNOLOGY</u>								
500	AFFILIATED COMPUTER SVCS INC CL A	0.9	49.92	24,960	52.3	26,163	0	0.00
1,500	DELL INC	1.3	25.38	38,070	31.6	47,413	0	0.00
3,000	E M C CORP MASS	1.3	12.80	38,400	16.7	49,960	0	0.00
700	FIRST DATA CORP	1.1	46.11	32,277	40.0	27,965	168	0.52
2,000	HEWLETT PACKARD CO	2.3	32.38	64,760	21.8	43,564	640	0.99
2,500	INTEL CORP	1.6	18.02	45,050	28.5	71,206	1,000	2.22
600	INTERNATIONAL BUSINESS MACHS CORP	1.7	79.90	47,940	95.4	57,225	720	1.50
2,500	MICROSOFT CORP	2.0	22.65	56,625	32.6	81,624	900	1.59
3,000	NOKIA CORPORATION - ADR	2.2	21.47	64,410	12.9	38,599	984	1.53
	TOTAL	14.4		412,492		443,719	4,412	
<u>MATERIALS</u>								
1,900	ALCOA INC	2.1	31.72	60,268	27.4	52,055	1,140	1.89
1,000	DU PONT E ■ OE NEMOURS & CO	1.5	42.53	42,530	40.7	40,701	1,480	3.48
	TOTAL	3.6		102,798		92,756	2,620	
<u>CONSUMER DISCRETIONARY</u>								
500	CARNIVAL CORP	0.7	39.91	19,955	47.8	23,900	500	2.51
1,500	COMCAST CORP-SPECIAL CL A	1.7	32.00	48,000	32.0	48,041	0	0.00
1,500	KONINKLIJKE PHILIPS ELECTRONIC - AOR	1.7	31.61	47,415	25.3	38,006	810	1.71
800	TARGET CORP	1.4	48.92	39,136	29.3	23,448	320	0.82
1,500	WALT DISNEY CO	1.6	30.50	45,750	20.4	30,554	405	0.89
	TOTAL	7.0		200,256		163,949	2,035	
<u>CONSUMER STAPLES</u>								
1,000	ANHEUSER BUSCH COS INC	1.6	45.64	45,640	43.6	43,560	1,080	2.37
700	KIMBERLY CLARK CORP COM	1.5	60.67	42,469	54.3	38,020	1,372	3.23
1,200	PEPSICO INC	2.5	60.46	72,552	24.9	29,876	1,440	1.98
1,000	SYSCO CORP	1.1	30.58	30,580	30.0	29,950	680	2.22
900	WAL MART STORES INC	1.5	48.45	43,605	51.1	45,993	603	1.38
600	WALGREEN CO	0.9	40.60	24,360	28.9	17,367	156	0.64
	TOTAL	9.0		259,206		204,766	5,331	
<u>HEALTH CARE</u>								
1,700	HEALTH MGMT ASSOC INC NEW CL A	1.2	20.85	35,445	22.2	37,702	408	1.15
1,100	JOHNSON & JOHNSON	2.3	60.22	66,242	26.6	29,309	1,650	2.49
700	MEOTRONIC INC	1.2	50.49	35,343	43.9	30,725	270	0.76
2,800	PFIZER INC	2.3	23.66	66,248	28.0	78,284	2,688	4.06
1,000	QUEST DIAGNOSTICS INC	1.9	55.74	55,740	29.6	29,629	400	0.72
800	WYETH	1.3	45.74	36,592	25.5	20,405	800	2.19
	TOTAL	10.3		295,610		226,054	6,216	
<u>ENERGY</u>								
1,400	CHEVRON CORP	2.9	59.79	83,706	35.8	50,160	2,912	3.48
1,400	EXXON MOBIL CORPORATION	3.0	60.91	85,274	14.5	20,321	1,792	2.10
500	PETROLEO BRASILEIRO S.A. - COMM - AOR	1.5	87.557	43,779	83.1	41,525	875	2.00
	TOTAL	7.4		212,759		112,006	5,579	
<u>FINANCIAL</u>								
600	AFLAC INC	1.0	46.80	28,080	36.4	21,860	312	1.11
1,000	AMERICAN INTL GROUP INC	2.1	60.80	60,800	63.3	63,250	660	1.09
400	BANK OF AMERICA CORP	0.7	48.40	19,360	37.2	14,884	800	4.13
1,500	BANK OF NEW YORK INC	1.7	33.23	49,845	31.8	47,749	1,260	2.53
1,200	CITIGROUP INC	2.1	49.30	59,160	38.7	46,428	2,352	3.98

MILLARD EDUCATION FOUNDATION AGENC

				PCT TYP	LAST PRICE	MARKET VALUE	UNIT COST	TOTAL COST	EST INCOME	YIELD
EQUITIES										
900	FED HOME LN MTG CORP			1.9	60.04	54,036	51.2	46,069	1,692	3.13
800	JPMORGAN CHASE & CO			1.2	42.64	34,112	38.1	30,462	1,088	3.19
1,000	RADIAN GROUP INC			2.1	61.12	61,120	41.1	41,131	80	0.13
1,100	THE ST. PAUL COMPANIES, INC			1.7	44.02	48,422	39.0	42,930	1,144	2.36
800	WACHOVIA CORP			1.5	53.50	42,800	44.6	35,680	1,632	3.81
1,000	WASHINGTON MUTUAL INC			1.6	45.91	45,910	37.7	37,720	2,040	4.44
	TOTAL			17.6		503,645		428,163	13,060	
UTILITIES										
1,000	FPL GROUP INC			1.4	39.83	39,830	40.5	40,542	1,500	3.77
800	PUBLIC SVC ENTERPRISE GROUP INC			1.8	63.73	50,984	35.2	28,180	1,824	3.58
	TOTAL			3.2		90,814		68,722	3,324	
TELECOMMUNICATIONS SVCS										
1,100	AT & T INC			1.0	26.06	28,666	37.5	41,294	1,463	5.10
1,000	VERIZON COMMUNICATIONS			1.1	31.21	31,210	38.0	37,982	1,620	5.19
	TOTAL			2.1		59,876		79,276	3,083	
FUNDS AND OTHER EQUITIES										
1,100	ISHARES TR EAFE INDEX FUND			2.5	65.43	71,973	54.1	59,467	1,221	1.70
300	MIOCAP S & P OEP REC TR UNIT SER 1			1.5	140.35	42,105	140.2	42,045	456	1.08
11,151 F	WEITZ VALUE FUND #328			14.4	37.15	414,265	28.9	324,844	4,359	1.00
	TOTAL			18.4		528,343		423,356	5,836	
TOTAL EQUITIES				58.5		2869699		2378372	54,556	
FIXED INCOME										
GOVT & OTH AGENCY OBLIGATIONS										
100,000	FED HOME LN BK	2.750%	12/15/06	4.9	98.625	98,625	99.9	99,897	2,750	5.34
50,000	U S TREASURY NOTES	6.625%	5/15/07	2.5	101.387	50,694	99.5	49,734	3,313	5.12
75,000	FED HOME LN BK	4.625%	1/18/08	3.7	98.906	74,180	99.9	74,910	3,469	5.32
50,000	FED HOME LN BK	6.060%	5/21/08	2.5	101.438	50,719	100.2	50,111	3,030	5.27
100,000	U S TREASURY NOTES	4.125%	8/15/08	4.9	98.23	98,230	100.1	100,133	4,125	4.98
75,000	FED HOME LN BK	5.420%	9/23/08	3.7	100.281	75,211	97.6	73,219	4,065	5.28
75,000	FED HOME LN BK	5.950%	3/16/09	3.8	101.375	76,031	100.8	75,618	4,463	5.40
100,000	U S TREASURY NOTE	3.500%	8/15/09	4.7	95.535	95,535	100.8	100,844	3,500	5.02
75,000	FED HOME LN BK	3.875%	1/15/10	3.6	95.219	71,414	99.9	74,961	2,906	5.34
50,000	U S TREASURY NOTE	4.500%	11/15/10	2.4	97.902	48,951	100.8	50,396	2,250	5.03
50,000	FED NATL MTG ASSN	5.375%	11/15/11	2.5	99.938	49,969	104.0	52,008	2,688	5.38
50,000	FED NATL MTG ASSN	6.125%	3/15/12	2.6	103.50	51,750	100.7	50,342	3,063	5.41
75,000	U S TREASURY NOTE	4.000%	2/15/14	3.5	92.973	69,730	96.8	72,633	3,000	5.11
50,000	FED NATL MTG ASSN	5.000%	4/15/15	2.4	97.219	48,610	100.0	50,000	2,500	5.40
50,000	FED HOME LN MTG CORP	5.600%	10/13/15	2.5	98.902	49,451	99.7	49,840	2,800	5.75
75,000	U S TREASURY NOTES	4.500%	2/15/16	3.5	95.176	71,382	96.1	72,070	3,375	5.14
100,000	FED FARM CREDIT BK	5.490%	9/07/16	4.7	95.313	95,313	99.6	99,563	5,490	6.11
	TOTAL			58.4		1175795		1196279	56,787	
CORPORATE OBLIGATIONS										
100,000	MIDAMERICAN ENERGY	6.375%	6/15/06	5.0	100.026	100,026	94.7	94,675	6,375	5.17
50,000	MORGAN STANLEY	6.875%	3/01/07	2.5	101.079	50,540	96.7	48,351	3,438	5.35
50,000	VR CIT GROUP INC	4.730%	9/20/07	2.5	100.247	50,124	100.0	50,000	2,365	4.52
50,000	MERRILL LYNCH & CO	6.560%	12/16/07	2.5	101.504	50,752	102.7	51,352	3,280	5.52
50,000	ROCKWELL	6.150%	1/15/08	2.5	100.963	50,482	101.0	50,516	3,075	5.51
50,000	BELLSOUTH TELECOM	5.875%	1/15/09	2.5	100.532	50,266	103.3	51,643	2,938	5.64
50,000	ALLSTATE LIFE GLOBAL	4.250%	2/26/10	2.4	95.628	47,814	99.6	49,789	2,125	5.56
75,000	BANK AMER CORP	4.375%	12/01/10	3.6	95.307	71,480	100.8	75,575	3,281	5.56
50,000	GOLDMAN SACHS GROUP	6.875%	1/15/11	2.6	104.517	52,259	99.8	49,875	3,438	5.74
50,000	MORGAN J P & CO	6.250%	2/15/11	2.5	102.115	51,058	98.6	49,284	3,125	5.72
50,000	CITIGROUP INC	6.000%	2/21/12	2.5	101.523	50,762	98.9	49,455	3,000	5.68
50,000	FIRST DATA CORP	4.700%	8/01/13	2.3	93.42	46,710	99.6	49,811	2,350	5.83
75,000	CIT GROUP INC	5.000%	2/01/15	3.5	93.159	69,869	99.4	74,581	3,750	6.02
97,445 F	FED HOME LN MTG CORP	5.500%	12/15/18	4.8	98.203	95,694	99.5	96,973	5,359	5.91
	TOTAL			41.6		837,836		841,880	47,899	
TOTAL FIXED INCOME				41.0		2013631		2038159	104686	
TOTAL ACCOUNT				100.0		4,908,672		4,441,873	160406	



Performance Report - Net of Fees
Millard Education Foundation Agency
Account # 25306400
As of August 31, 2006

	YTD	1 Year
Total Account	4.76%	6.03%
Cash & Equivalents	2.94%	4.15%
Equities	7.17%	9.89%
Equity Funds	10.69%	9.86%
<i>S&P 500 Index</i>	2.38%	5.79%
<i>Lipper Large Cap Core</i>	2.23%	3.59%
Fixed Income	2.66%	2.35%
<i>Lehman Int Gov/Credit A+</i>	2.20%	1.94%
<i>Lehman Gov/Credit A+</i>	1.72%	1.08%

Transactions

Purchase/Sell 6/27/06 - 9/18/06

Equities

Action	Ticker	Shares	Amount	Per Share Price	Trade Date
Buy	lll	200.00	\$ 14,727.34	\$ 73.64	7/11/2006
Buy	fdj	300.00	\$ 12,469.11	\$ 41.56	7/24/2006
Buy	afi	600.00	\$ 25,164.00	\$ 41.94	7/26/2006
Buy	syy	500.00	\$ 13,930.40	\$ 27.86	7/28/2006
Buy	nvdsx	3,628.45	\$ 50,000.00	\$ 13.78	8/14/2006
Buy	acs	500.00	\$ 24,435.00	\$ 48.87	8/14/2006
Buy	amgn	400.00	\$ 26,400.00	\$ 66.00	8/14/2006
Buy	ccl	300.00	\$ 11,118.00	\$ 37.06	8/14/2006
Buy	glw	1,300.00	\$ 25,142.00	\$ 19.34	8/14/2006
Buy	lr	400.00	\$ 14,552.00	\$ 36.38	8/14/2006
Buy	mdt	300.00	\$ 12,770.58	\$ 42.57	8/14/2006
Buy	s	1,500.00	\$ 24,840.00	\$ 16.56	8/14/2006
Buy	sta	200.00	\$ 8,644.00	\$ 43.22	8/14/2006
Buy	twx	2,000.00	\$ 32,360.00	\$ 16.18	8/14/2006
Sell	bac	400.00	\$ 20,419.93	\$ 51.05	8/14/2006
Sell	pep	200.00	\$ 12,761.60	\$ 63.81	8/14/2006
Buy	tgvi	1,845.70	\$ 50,000.00	\$ 27.09	8/22/2006
Buy	s	500.00	\$ 8,580.00	\$ 17.16	9/1/2006
Buy	hal	1,000.00	\$ 30,340.00	\$ 30.34	9/11/2006

Bonds

Action	Company	Par Value	Price	Trade Date
Buy	Royal Bk Canada 5.65% 7/20/11	\$ 50,000.00	\$ 99.79	7/12/2006
Buy	VR Morgan Stanley 3.00% 1/9/12	\$ 100,000.00	\$ 100.00	8/2/2006
	General Electric Cap. 5.720% 8/22/11	\$ 100,000.00	\$ 100.00	8/16/2006

MILLARD EDUCATION FOUNDATION AGENC 253064001

	MARKET VALUE:		COST:		IND INCOME:		YLD (%)	ON:
	\$	%	\$	%	\$	%		
CASH EQUIVALENTS	149,489	3	149,489	3	7,202	4	4.81	4.81
EQUITIES	3,369,640	59	2,757,774	54	55,343	32	1.64	2.00
FIXED INCOME	2,183,923	38	2,190,219	43	109,954	64	5.03	5.02
REAL ESTATE AND OTHER	0		0		0			
TOTAL	5,703,052	100	5,097,482	100	172,499	100	3.02	3.38

INCLUDED CASH BALANCE		FYTD REAL G/L:	NET YTD ST	55,014
SETTLED & PENDING	-30.340		NET YTD LT	523,058
			TOTAL	528,072

CASH EQUIVALENTS DIVERSIFICATION

VERY LIQUID ASSETS	100.0%	SHORT TERM ASSETS
MONEY MARKET FUNDS	100.0%	US TREAS BILL
BANK DEPOSIT (CDS & SAVINGS)		COMMERCIAL PAPER/BANKER ACCT
REPRCHSE AGRMNTS & MAST NTES		

	PCT TYP	LAST PRICE	MARKET VALUE	UNIT COST	TOTAL COST	EST INCOME	YIELD
CASH EQUIVALENTS							
<u>VERY LIQUID ASSETS</u>							
-30,340 S							
CASH: SETTLED & PENDING FROM TRADES	-20.3	1.00	-30,340	1.0	-30,340	-1,462	4.82
179,829 F							
WF ADV W H INVT MM FD-SVC #250	120.3	1.00	179,829	1.0	179,829	8,664	4.82
TOTAL	100.0		149,489		149,489	7,202	
TOTAL CASH EQUIVALENTS	2.6		149,489		149,489	7,202	
EQUITIES							
<u>INDUSTRIALS</u>							
1,500							
GENERAL ELECTRIC CO	1.5	34.67	52,005	10.5	15,773	1,500	2.88
1,000							
INGERSOLL-RAND COMPANY LTD	1.1	37.46	37,460	36.4	36,356	660	1.76
600							
L-3 COMMUNICATIONS CORP COM	1.4	76.25	45,750	73.8	44,280	450	0.98
2,000							
SOUTHWEST AIRLINES CO	1.0	16.87	33,740	14.2	28,400	36	0.11
1,100							
TYCO INTL LTO NEW COM	0.9	26.43	29,073	25.7	28,259	440	1.51
700							
UNION PACIFIC CORP	1.7	81.95	57,365	57.3	40,075	840	1.46
TOTAL	7.6		255,393		193,143	3,926	
<u>INFORMATION TECHNOLOGY</u>							
1,000							
AFFILIATED COMPUTER SVCS INC CL A	1.6	53.43	53,430	50.6	50,598	0	0.00
1,300							
CORNING INC	0.9	22.57	29,341	19.3	25,142	0	0.00
1,500							
DELL INC	1.0	21.87	32,805	31.6	47,413	0	0.00
3,000							
E M C CORP MASS	1.1	11.77	35,310	16.7	49,960	0	0.00
1,000							
FIRST DATA CORP	1.4	45.39	45,390	40.4	40,434	240	0.53
1,500							
HEWLETT PACKARD CO	1.6	36.92	55,380	15.6	23,388	480	0.87
2,500							
INTEL CORP	1.5	19.75	49,375	28.5	71,206	1,000	2.03
600							
INTERNATIONAL BUSINESS MACHS CORP	1.5	82.28	49,368	95.4	57,225	720	1.46
1,000							
IRON MOUNTAIN INC	1.2	41.10	41,100	36.1	36,090	0	0.00
2,500							
MICROSOFT CORP	1.9	25.93	64,825	32.6	81,624	900	1.39
3,000							
NOKIA CORPORATION - ADR	1.8	19.81	59,430	12.9	38,599	984	1.66
TOTAL	15.3		515,754		521,679	4,324	
<u>MATERIALS</u>							
1,900							
ALCOA INC	1.5	27.40	52,060	27.4	52,055	1,140	2.19
1,000							
DU PONT E ■ DE NEMOURS & CO	1.2	40.18	40,180	40.7	40,701	1,480	3.68
TOTAL	2.7		92,240		92,756	2,620	
<u>CONSUMER DISCRETIONARY</u>							
1,000							
CARNIVAL CORP	1.3	44.76	44,760	42.8	42,786	1,000	2.23
1,500							
COMCAST COUP-SPECIAL CL A	1.6	34.87	52,305	32.0	48,041	0	0.00
1,500							
KONINKLIJKE PHILIPS ELECTRONIC - ADR	1.6	34.77	52,155	25.3	38,006	810	1.55
800							
TARGET CORP	1.3	52.50	42,000	29.3	23,448	384	0.91
2,000							
TIME WARNER INC NEW	1.0	17.04	34,080	16.2	32,360	440	1.29
1,500							
WALT DISNEY CO	1.3	30.21	45,315	20.4	30,554	405	0.89
TOTAL	8.0		270,615		215,195	3,039	
<u>CONSUMER STAPLES</u>							
1,000							
ANHEUSER BUSCH COS INC	1.4	47.36	47,360	43.6	43,560	1,180	2.49
700							
KIMBERLY CLARK CORP COM	1.4	65.58	45,906	54.3	38,020	1,372	2.99
1,000							
PEPSICO INC	1.9	65.20	65,200	22.7	22,714	1,200	1.84
1,500							
SYSCO CORP	1.5	33.15	49,725	29.3	43,880	1,020	2.05
900							
WAL MART STORES INC	1.3	48.07	43,263	51.1	45,993	603	1.39
600							
WALGREEN CO	0.9	51.00	30,600	28.9	17,367	186	0.61
TOTAL	8.4		282,054		211,534	5,561	
<u>HEALTH CARE</u>							
400							
AMGEN INC	0.8	69.16	27,664	66.0	26,400	0	0.00
1,700							
HEALTH MGMT ASSOC INC NEW CL A	1.1	21.31	36,227	22.2	37,702	408	1.13
1,100							
JOHNSON & JOHNSON	2.1	63.83	70,213	26.6	29,309	1,650	2.35
1,000							
MEDTRONIC INC	1.4	47.18	47,180	43.5	43,496	440	0.93
2,800							
PFIZER INC	2.4	28.25	79,100	28.0	78,284	2,688	3.40
1,000							
QUEST DIAGNOSTICS INC	1.9	63.01	63,010	29.6	29,629	400	0.63
800							
WYETH	1.2	49.92	39,936	25.5	20,405	800	2.00
TOTAL	10.8		363,330		265,225	6,386	
<u>ENERGY</u>							
1,400							
CHEVRON CORP	2.6	61.39	85,946	35.8	50,160	2,912	3.39
1,400							
EXXON MOBIL CORPORATION	2.7	64.70	90,580	14.5	20,321	1,792	1.98
1,000 P							
HALLIBURTON CO	0.9	29.05	29,050	30.3	30,340	300	1.03

		PCT	LAST	MARKET	UNIT	TOTAL	EST	YIELD
		TYP	PRC	VALUE	COST	COST	INCOME	
EQUITIES								
500	PETROLEO BRASILEIRO S.A. - COHM - AOR	1.2	79.582	39,791	83.1	41,525	875	2.20
	TOTAL	7.3		245,367		142,346	5,879	
FINANCIAL								
1,200	AFLAC INC	1.6	45.92	55,104	39.2	47,024	624	1.13
1,000	AMERICAN INTL GROUP INC	1.9	65.00	65,000	63.3	63,250	660	1.02
1,500	BANK OF NEW YORK INC	1.5	34.19	51,285	31.8	47,749	1,320	2.57
1,200	CITIGROUP INC	1.7	48.99	58,788	38.7	46,428	2,352	4.00
900	FED HOME LN MTG CORP	1.7	63.90	57,510	51.2	46,069	1,692	2.94
800	JPMORGAN CHASE & CO	1.1	46.01	36,808	38.1	30,462	1,088	2.96
1,000	RADIAN GROUP INC	1.8	60.41	60,410	41.1	41,131	80	0.13
1,300	THE ST. PAUL COMPANIES, INC	1.8	45.70	59,410	39.7	51,574	1,352	2.28
800	WACHOVIA CORP	1.3	54.20	43,360	44.6	35,680	1,792	4.13
1,000	WASHINGTON MUTUAL INC	1.3	41.96	41,960	37.7	37,720	2,080	4.96
	TOTAL	15.7		529,635		447,087	13,040	
UTILITIES								
1,000	FPL GROUP INC	1.3	44.40	44,400	40.5	40,542	1,500	3.38
800	PUBLIC SVC ENTERPRISE GROUP INC	1.6	66.15	52,920	35.2	28,180	1,824	3.45
	TOTAL	2.9		97,320		68,722	3,324	
TELECOMMUNICATIONS SVCS								
2,000	SPRINT NEXTEL CORP	1.0	16.73	33,460	16.7	33,420	200	0.60
1,000	VERIZON COMMUNICATIONS	1.1	35.84	35,840	38.0	37,982	1,620	4.52
	TOTAL	2.1		69,300		71,402	1,820	
FUNDS AND OTHER EQUITIES								
1,100	ISHARES TR EAFE INDEX FUND	2.2	66.88	73,568	54.1	59,467	1,221	1.66
300	MIDCAP S & P DEP REC TR UNIT SER 1	1.2	137.18	41,154	140.2	42,045	486	1.18
1,846 F	THORNBURG INTL VALUE FUND-CL I #209	1.5	26.84	49,539	27.1	50,000	509	1.03
11,296 F	WEIR VALUE FUND #328	12.8	38.18	431,287	29.0	327,173	3,208	0.74
3,628 F	WF ADV DIVRS SMALL CAP FD-ADMIN #96	1.6	14.63	53,084	13.8	50,000	0	0.00
	TOTAL	19.3		648,632		528,685	5,424	
TOTAL EQUITIES		59.1		3369640		2757774	55,343	

FIXED INCOME

GOVT & OTH AGENCY OBLIGATIONS										
100,000	FED HOME LN BK	2.750%	12/15/06	4.6	99.375	99,375	99.9	99,897	2,750	5.17
50,000	U S TREASURY NOTES	6.625%	5/15/07	2.3	100.996	50,498	99.5	49,734	3,313	5.09
75,000	FED HOME LN BK	4.625%	1/18/08	3.4	99.313	74,485	99.9	74,910	3,469	5.15
50,000	FED HOME LN BK	6.060%	5/21/08	2.3	101.563	50,782	100.2	50,111	3,030	5.08
100,000	U S TREASURY NOTES	4.125%	8/15/08	4.5	98.871	98,871	100.1	100,133	4,125	4.74
75,000	FED HOME LN BK	5.420%	9/23/08	3.5	100.656	75,492	97.6	73,219	4,065	5.07
75,000	FED HOME LN BK	5.950%	3/16/09	3.5	101.844	76,383	100.8	75,618	4,463	5.16
100,000	U S TREASURY NOTE	3.500%	8/15/09	4.4	96.68	96,680	100.8	100,844	3,500	4.73
75,000	FED HOME LN BK	3.875%	1/15/10	3.3	96.75	72,563	99.9	74,961	2,906	4.94
50,000	U S TREASURY NOTE	4.500%	11/15/10	2.3	99.176	49,588	100.8	50,396	2,250	4.72
50,000	FED NATL MTG ASSN	5.375%	11/15/11	2.3	101.625	50,813	104.0	52,008	2,688	5.01
50,000	FED NATL MTG ASSN	6.125%	3/15/12	2.4	105.156	52,578	100.7	50,342	3,063	5.04
75,000	U S TREASURY NOTE	4.000%	2/15/14	3.3	95.242	71,432	96.8	72,633	3,000	4.77
50,000	FED NATL MTG ASSN	5.000%	4/15/15	2.3	99.438	49,719	100.0	50,000	2,500	5.08
50,000	FED HOME LN MTG CORP	5.600%	10/13/15	2.3	101.398	50,699	99.7	49,840	2,800	5.40
75,000	U S TREASURY NOTES	4.500%	2/15/16	3.4	97.906	73,430	96.1	72,070	3,375	4.78
100,000	FED FARM CREDIT BK	5.490%	9/07/16	4.5	97.125	97,125	99.6	99,563	5,490	5.87
	TOTAL			54.5		1190513		1196279	56,787	
CORPORATE OBLIGATIONS										
50,000	MORGAN STANLEY	6.875%	3/01/07	2.3	100.632	50,316	96.7	48,351	3,438	5.48
50,000	VR CIT GROUP INC	5.27467%	9/20/07	2.3	100.242	50,121	100.0	50,000	2,637	5.03
50,000	MERRILL LYNCH & CO	6.560%	12/16/07	2.3	101.606	50,803	102.7	51,352	3,280	5.22
50,000	ROCKWELL	6.150%	1/15/08	2.3	100.784	50,392	101.0	50,516	3,075	5.53
50,000	BELLSOUTH TELECOM	5.875%	1/15/09	2.3	101.063	50,532	103.3	51,643	2,938	5.38
50,000	ALLSTATE LIFE GLOBAL	4.250%	2/26/10	2.2	96.777	48,389	99.6	49,789	2,125	5.28
75,000	BANK AMER CORP	4.375%	12/01/10	3.3	96.737	72,553	100.8	75,575	3,281	5.25
50,000	GOLDMAN SACHS GROUP	6.875%	1/15/11	2.4	105.448	52,724	99.8	49,875	3,438	5.45
50,000	MORGAN 3 P & CO	6.250%	2/15/11	2.4	103.238	51,619	98.6	49,284	3,125	5.42
50,000	ROYAL BK CNANOA	5.650%	7/20/11	2.3	101.693	50,847	99.8	49,895	2,825	5.25
100,000	GENERAL ELECTRIC CAP	5.720%	8/22/11	4.6	100.548	100,548	100.0	100,000	5,720	5.47
100,000	VR MORGAN STANLEY	3.000%	1/09/12	4.6	100.007	100,007	100.0	100,000	3,000	3.00

MILLARD EDUCATION FOUNDATION AGENC

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				PCT	LAST	MARKET	UNIT	TOTAL	EST	
				TYP	PRICE	VALUE	COST	COST	INCOME	YIELD
FIXED INCOME										
50,000	CITIGROUP INC	6.000%	2/21/12	2.4	103.268	51,634	98.9	49,455	3,000	5.30
50,000	FIRST DATA CORP	4.700%	8/01/13	2.2	95.104	47,552	99.6	49,811	2,350	5.56
75,000	CIT GROUP INC	5.000%	2/01/15	3.3	95.268	71,451	99.4	74,581	3,750	5.72
94,270 F	FED HOME LN MTG CORP	5.500%	12/15/18	4.3	99.631	93,922	99.5	93,813	5,185	5.54
	TOTAL			45.5		993,410		993,940	53,167	
TOTAL FIXED INCOME				38.3		2183923		2190219	109954	
TOTAL ACCOUNT				100.0		5,703,052		5,097,482	172499	

AGENDA SUMMARY SHEET

Agenda Item: Performance Based Administrator Evaluation

Meeting Date: November 6, 2006

Department Human Resources

Title and Brief Description: Performance Based Administrator Evaluation

Action Desired: Report Only

Background: This is simply an opportunity to share our Administrator Evaluation Program with you.

Options/Alternatives Considered: N/A

Recommendations: Report Only

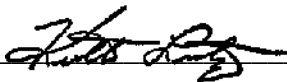
Strategic Plan Reference: N/A

Implications of Adoption/Rejection: N/A

Timeline: November 2006

Responsible Persons: Dr. Kirby Eltiste

Superintendent's Signature: _____



Executive Summary

1. Prior to the beginning of every school year, supervisors meet with those administrators they supervise to prepare Mutual Commitments for the following school year.
2. Each administrator submits his/her Mutual Commitments to his/her supervisor by September 1.
3. Each supervisor meets with those he/she supervises to discuss and review the proposed Mutual Commitments.
4. Occasionally, modifications or additions are made to the Mutual Commitments. This year, every building administrator was assigned a Mutual Commitment specifically focused on “gap scores”: Example: Gaps in student achievement involving special education, economically disadvantaged, and ethnic minorities are reduced.
5. A copy of all completed Mutual Commitments for every administrator is forwarded to Dr. Lutz no later than September 15.
6. Quarterly throughout the year supervisors meet with those they supervise to check progress of Mutual Commitments.
7. A final progress report on Mutual Commitments is due to each administrator’s supervisor by June 1.
8. Supervisors use the final report to write the administrator’s summative evaluation. Other data used to write the final evaluation include ELO assessment results, Effective School Battery Results, school achievement results, site visit information, newsletters, reports, and anecdotal data.



***PERFORMANCE BASED
ADMINISTRATOR EVALUATION***

AUGUST 2006

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Questions about this document? Call Dr. Kirby Eltiste, Associate Supt Human Resources, 715-8207

PRINCIPAL EVALUATORS

2006-2007

<i>SCHOOL</i>	<i>PRINCIPAL</i>	<i>EVALUATOR</i>
ABBOTT	ERIC CHAUSSEE	ANGELO PASSARELLI
ACKERMAN	MARTHA NIELSEN	CAROL NEWTON
ALDRICH	SUSIE MELLIGER	ANGELO PASSARELLI
BLACK ELK	KEVIN CHICK	KIRBY ELTISTE
BRYAN	PAT RHODES	MARTHA BRUCKNER
CATHER	NILA NIELSEN	CAROL NEWTON
CODY	NICK MEYSENBURG	ANGELO PASSARELLI
COTTONWOOD	NANCY NELSON	KIRBY ELTISTE
DISNEY	MARK SCHULTZE	ANGELO PASSARELLI
EZRA MILLARD	CAROL BEATY	MARTHA BRUCKNER
HARVEY OAKS	ROBERTA DEREMER	CAROL NEWTON
HITCHCOCK	MANDY JOHNSON	KIRBY ELTISTE
HOLLING HEIGHTS	TERRY HOULTON	ANGELO PASSARELLI
MONTCLAIR	MATT REGA	CAROL NEWTON
MORTON	JULIE WARNEMUNDE	CAROL NEWTON
NEIHARDT	CHRISTI BUELL	KIRBY ELTISTE
NORRIS	PEGGY BRENDEL	KIRBY ELTISTE
REEDER	SUZANNE HINMAN	CAROL NEWTON
ROCKWELL	JERRI WESLEY	CAROL NEWTON
ROHWER	BRAD SULLIVAN	KIRBY ELTISTE
SANDOZ	SUSAN ANGLEMYER	ANGELO PASSARELLI
WHEELER	ANDY DEFREECE	KIRBY ELTISTE
WILLOWDALE	SUSAN KELLEY	ANGELO PASSARELLI
ANDERSEN MIDDLE	JEFF ALFREY	JUDY PORTER
BEADLE MIDDLE	NANCY JOHNSTON	JUDY PORTER
CENTRAL MIDDLE	BETH BALKUS	JUDY PORTER
KIEWIT MIDDLE	LORI JASA	JUDY PORTER
NORTH MIDDLE	GARY BARTA	JUDY PORTER
RUSSELL MIDDLE	BRIAN BEGLEY	JUDY PORTER
MILLARD LEARNING CENTER	ANGIE MERCIER	MARTHA BRUCKNER
NORTH HIGH SCHOOL	RICK WERKHEISER	MARTHA BRUCKNER
SOUTH HIGH SCHOOL	CURTIS CASE	MARTHA BRUCKNER
WEST HIGH SCHOOL	RICK KOLOWSKI	MARTHA BRUCKNER

Overview of the Administrator Evaluation

The Administrator Evaluation System is comprised of two components. They, and short descriptors, are as follows:

I. MUTUAL COMMITMENTS & KEY PERFORMANCE AREAS

Millard Public Schools administrators and their supervisors establish performance expectations to ensure that the objectives and the mission of the school district are implemented and accomplished. This procedure makes the Strategic Plan operational and results oriented, and allows the administrator's performance to be observed in relation to specific measurable outcomes. These performance expectations have come from position job descriptions and from the strategic plan. Supervisors and the administrators establish performance expectations at the acceptable level of performance for the salary paid for the job.

The MUTUAL COMMITMENTS AND KEY PERFORMANCE AREAS component of the Administrator Evaluation system brings the Job Description down to an operational level with greater precision and conciseness as to what those job responsibilities include and are deemed essential in the successful operation of a building. The Mutual Commitments are based on the more general Job Description but have been refined to a greater level of specificity and, hopefully, more clearly define for principals what the main points of the Job Description mean when put into an operational format.

In addition, the MUTUAL COMMITMENTS component provides the administrator with the opportunity to define “why” they do what they do and “how” they will know if they have achieved the stated Mutual Commitments and the criteria used to measure successful completion. In addition, there are defined “givens” in certain areas where District standards have been, or are being established. This includes the areas of Administrative Leadership and Student Achievement which have been incorporated into the Mutual Commitments rather than standing as isolated components in the evaluation document. In most Mutual Commitment areas, administrators will have the opportunity to be creative in generating the rationale as to why they do what they do and the development of those Mutual Commitments they are striving to achieve.

THE KEY PERFORMANCE AREA component provides an avenue to develop specific job targets that are either administrator-initiated and/or assigned by the District. Two to four job targets are derived from Mutual Commitments. Administrators write a detailed plan of action for each of these Key Performance Areas and are expected to show evidence of successful completion. Areas of needed focus are generated with greater specificity and more detail in planning.

II. LEADERSHIP DIMENSIONS

Administrators are expected to meet at least four dimensions from a list of approximately 20 possibilities. The intent here is that administrators are active in the community and school settings.

The OVERALL SUPERVISOR RATING is based on the fulfillment of those responsibilities as defined in the Mutual Commitments. There are many data sources utilized in compiling this component of the evaluation and the FORMATIVE FEEDBACK DATA is utilized as the document for the initial compilation of such data. Review and interpretation of the data will serve as a basis for the supervisor and administrator arriving at the decision as to whether these Mutual Commitments have been successfully completed and then documented through the use of the SUMMATIVE EVALUATION FORM. Areas of improvement could serve as a basis for a growth objective, the development of a Key Performance Area or the development of an area for specific focus in the Mutual Commitments document.

**PRINCIPAL, ASSISTANT PRINCIPAL
EVALUATION INSTRUMENT**



PRINCIPAL, ASSISTANT PRINCIPAL EVALUATION INSTRUMENT

SUPERVISOR RATING

The SUPERVISOR'S RATING is based on a variety of data sources. This could include, but is not restricted to, data gathered from the following:

- Visitations to the School
 - Classroom Visitations
 - Attending Special Activities or Meetings
 - *MIT
 - *Staff Meeting
 - *Department/Grade Level
 - *Instructional Team
 - *Implementation Team
 - *Staff Development
 - *Special Programs
 - *Other
 - Principal/Supervisor Dialogue
 - Community Survey(s)
 - Effective School Correlates
 - Requested Reports
 - School Newsletters
 - Achievement Test Data
 - Essential Learner Outcome Assessment Data
 - Special Information/Projects Provided to the Supervisor
 - Principal Attendance and Participation in Requested Activities (e.g., Principal Meetings, Inservice)
 - Principal Attendance and Participation in Voluntary Activities (e.g., Board Meeting, State Senators)

FORMATIVE FEEDBACK DATA

This serves as the primary document for recording data necessary for completing the SUPERVISOR'S SUMMATIVE EVALUATION. The SUMMATIVE EVALUATION is generally completed at the end of the school year, unless the administrator's job performance is such that he/she may not be retained. In this instance,

the SUMMATIVE will be completed prior to the date established for administrative contract renewal. The items on the FORMATIVE FEEDBACK FORM are generated from Mutual Commitments, which defines the general job responsibilities of the building principal. Data may be recorded on the FEEDBACK FORM during the visitation or upon leaving the building. Data from sources other than visitations may be recorded at any time it becomes available.

The FORMATIVE FEEDBACK DATA may be utilized on an ongoing basis and need not be re-created every year. Modifications may be made to the initial document each year, provided the initial evaluative information is considered satisfactory in nature. Areas of need/improvement should be re-written during the next year as the results of change become apparent.

SUMMATIVE EVALUATION FORM

This serves as the final formal document in the *SUPERVISOR RATING* component of the *Administrator Evaluation* system. After administrator/supervisor review of the collected data, an analysis of said data and the identification of areas of strengths and/or areas for needed improvement, the SUMMATIVE EVALUATION shall be completed and the administrator shall be assigned an overall rating of Meets or Exceeds Expectations, Approaches Expectations or Unsatisfactory. Those areas of the SUMMATIVE EVALUATION which contribute to the classification of Approaches Expectations or Unsatisfactory may be identified as a growth objective, Key Performance Area or specific Mutual Commitment for the upcoming year.

Based on the collection and analysis of the data sources contributing to the final SUPERVISOR RATING, the above administrator is assigned the following performance rating.

_____ Meets or Exceeds Expectations _____ Approaches Expectations _____ Unsatisfactory

Assigned Areas for Focus/Improvement for the Upcoming Year (if deemed necessary):

COMPONENT ONE: MUTUAL COMMITMENTS & KEY PERFORMANCE AREAS

The MUTUAL COMMITMENTS & KEY PERFORMANCE AREAS component of the *Administrator Evaluation* system are designed to address those job responsibilities deemed critical or essential in the operation of a successful school. Unlike the Job Description, in which the categories are more general and broad-based, the MUTUAL COMMITMENTS identify the most critical components of the Job Description and move them to an operational level with more preciseness and clarity as to "what" is to be done, "why" it is being done and the establishment of "Standards of Performance" to know whether the Mutual Commitments have been met successfully.

A variety of databases, many of which may also be utilized in the *SUPERVISOR RATING* in a different manner, may be utilized as verification data in the "Standards of Performance" column. Since the MUTUAL COMMITMENTS portion of the administrator's assignment is viewed as "what they actually do on an operational level," it is important that time and attention be given to the development of the data on this instrument and that the principal's established "Standards of Performance" are meaningful and measurable/observable. The MUTUAL COMMITMENTS FORM provides the Essential or Critical job responsibilities identified for the building principalship. It is not all-inclusive in that administrators and/or supervisors may expand this list to include other job responsibilities they deem critical for their building's operation.

There are a varying number of Mutual Commitments developed and assigned to the building administrator. These are to be actively pursued by all building principals on a yearly basis, along with other ESSENTIAL RESPONSIBILITIES that the principal might choose to include to better meet the needs of their building. In the completion of the MUTUAL COMMITMENTS form, the following guidelines will establish a framework for:

- 1) The "I WILL DO THIS" are essential responsibilities and are to be addressed by each principal.
- 2) The second column (WHY/SO THAT) is generated by the principal as he/she has the best reason as to why they do what they do.
- 3) The HOW WELL/SPECIFIC COMMITMENTS column establishes the answer to the question of "how do I know if I've done it or how well have I done it?"
- 4) The STRATEGIC PLAN column references a specific action plan or other strategic plan component.
- 5) The SYSTEM SUPPORT REQUIRED column asks the administrator to describe the district support necessary to complete the commitment

KEY PERFORMANCE AREAS (See Page 15)

Each principal will develop or be assigned up to four ACTION PLANS during any one school year. Exceptions to this are 1) when the administrator chooses additional areas of emphasis, which may then lead to the exceeding of the limit of four, or 2) when an administrator and supervisor deem it necessary to develop additional ACTION PLANS to address areas of need. ACTION PLANS assigned by the District may be in response to changes in state law, accreditation, critical need, in response to an item in the Strategic Plan, or an area in the MUTUAL COMMITMENTS, which may need special attention.

COMPONENT TWO: LEADERSHIP DIMENSIONS

This section encourages administrators to provide both positive and observable leadership. See pages 19-22.

EVALUATION DOCUMENTS

- **MUTUAL COMMITMENTS**
-Open Form (for Administrator Completion)
- **KEY PERFORMANCE AREAS**
-Open Form (for Administrator-Initiated Plans)
- **FORMATIVE FEEDBACK DATA**
- **SUMMATIVE EVALUATION FORM**

MUTUAL COMMITMENTS AND EXPECTATIONS

Howard Feddema

I WILL DO THIS:	SO THAT:	MY SPECIFIC COMMITMENTS ARE:	STRATEGIC PLAN	THE SYSTEM SUPPORT REQUIRED IS:
<ul style="list-style-type: none"> Answers the question: What am I accountable for achieving? Described as either: <ol style="list-style-type: none"> Job components Responsibility areas; or Performance areas Start by listing nouns or noun/adjective combinations (DOMAIN) After nouns are listed, select the verb that best describes the relationship to that domain. Don't use "wimpy" verbs. Identify two-three job components as key performance areas that are especially important this year. 	<ul style="list-style-type: none"> Answers the question: Why am I accountable for this? Format: I will do this so that.... You may have more than one reason why you are accountable for a job component. State the next, direct, immediate consequence(s). Should be within your control: commensurate with your <ol style="list-style-type: none"> Decision-making prerogative, Plus Resources Often, rationale is found within Beliefs, Mission, Parameters, Objectives, and Strategies. If this column is done correctly, the performance expectation for column three is usually implied. 	<ul style="list-style-type: none"> Answers the question: <ol style="list-style-type: none"> How well? How many? By when? At what cost? State the expectation for your own performance this coming year. Get at least two of the following in each performance expectation: <ol style="list-style-type: none"> Time Money Quality Quantity These should be observable indicators of specific results. State at least one performance expectation for each reason "why" in the second column. Often performance expectations are implied or stated explicitly for action plans scheduled to be implemented this coming year. 	<p>Direct reference to specific strategies and action plans scheduled to be implemented this year.</p>	<ul style="list-style-type: none"> Answers the question: What type of support do I need from the system to meet or exceed my performance expectations this year? May be written as specifically as necessary. Could include: <ol style="list-style-type: none"> Policy Staff Funding Data Evaluation Equipment/materials Projects

MUTUAL COMMITMENTS AND EXPECTATIONS

Sample – Elementary Principal

I WILL DO THIS:	SO THAT:	MY SPECIFIC COMMITMENTS ARE:	STRATEGIC PLAN	THE SYSTEM SUPPORT REQUIRED IS:
1. Ensure students' achievement	<ul style="list-style-type: none"> • ...Students succeed at the next level of instruction. • ...We build parent support. 	<ul style="list-style-type: none"> • Any student who has not met standards on essential outcomes is placed on an appropriate intervention program. • Assist each parent who expresses concern about his/her child's academic achievement. 		
2. Select new staff	<ul style="list-style-type: none"> • ...To comply with law and contract • ...Teachers improve instruction. 	<ul style="list-style-type: none"> • All forms completed by June 1. 		
3. Assure curriculum implementation	<ul style="list-style-type: none"> • ...Newly developed curricula are used effectively in the classroom. 			
4. Support curriculum development				
5. Direct staff development				
6. Ensure parent support				
7. Ensure parent support				
8. Develop and control budget				
9. Manage building operations				

MUTUAL COMMITMENTS AND EXPECTATIONS

Sample – Associate Superintendent for Ed Services

I WILL DO THIS:	SO THAT:	MY SPECIFIC COMMITMENTS ARE:	STRATEGIC PLAN	THE SYSTEM SUPPORT REQUIRED IS:
10. Ensure students' achievement				
11. Direct curriculum development	<ul style="list-style-type: none"> Curriculum clearly identifies what is essential for all students to learn. Curriculum includes opportunities to help students develop to their potential. 			
12. Direct strategic planning	<ul style="list-style-type: none"> The district approves (updates) a strategic plan. 	<ul style="list-style-type: none"> Board approves the plan prior to budget development for the next fiscal year; planning team is a microcosm of district. 		
13. Direct learner assessment system	<ul style="list-style-type: none"> ...To evaluate the learning program ...To build public support ...To comply with law 			
14. Direct staff development				
15. Complete state and federal reports	<ul style="list-style-type: none"> ...To comply with law 	<ul style="list-style-type: none"> Submit by deadline without error. 		
16. Draft policy recommendations				
17. Assure personal professional growth	<ul style="list-style-type: none"> ...I continually improve knowledge and skills needed to make valuable contributions to the system. ...I enhance my career development 			

MUTUAL COMMITMENTS AND EXPECTATIONS

Sample - Superintendent

I WILL DO THIS:	SO THAT:	MY SPECIFIC COMMITMENTS ARE:	STRATEGIC PLAN	THE SYSTEM SUPPORT REQUIRED IS:
1. Lead strategic planning	<ul style="list-style-type: none"> ...We develop common purpose and sense of direction ...We establish priorities for change and protect against over extending ...We give meaning to the budgeting process 	<ul style="list-style-type: none"> All administrators understand beliefs, mission, objectives, strategies, and action plans by September 1. All certified staff understands beliefs and mission by January 1. Accept no new initiatives (non-emergency) that are outside the strategic plan. All action plans scheduled to be implemented this year have sufficient resources in the budget 		
2. Ensure staff performance	<ul style="list-style-type: none"> Parents and community members support the schools. ...Each administrator is fulfilling the responsibilities of his/her position. 	<ul style="list-style-type: none"> The immediate supervisor addresses ineffective performance by any staff member appropriately. Performance expectations are mutually established prior to start of school; formative performance reviews held quarterly; summative evaluations completed prior to setting next year's salary. 		
3. Ensure public support	<ul style="list-style-type: none"> ...The District maintains sufficient financial resources. ...Community has trust and confidence in the educational program. 			
4. Recommend board policy/action				
5. Implement board policy/action				

Key Performance Action Plan

Name _____ **Building** _____ **Year** _____

Key performance targets become “action plans”. The action plan should answer the following questions:

1. What is the overall outcome to be achieved?
2. What objectives or steps are required to achieve this goal?
3. What resources are required--money, time, personnel, others?
4. What is the deadline for each step?
5. What will constitute evidence that the objective has been completed?
Evidence may be ratings, narratives, logs, diaries, observation data, and/or products. Evidence of completion or attainment of job targets is collected and placed in performance files.

1. **Goal (Job Target):** _____

2. Steps to be followed to achieve the goal	3. Resources needed	4. Timeline	5. Evidence of completion

The purpose of this form is for the Supervisor to gather information throughout the year.

FORMATIVE FEEDBACK DATA

Principal/Assist Prin: _____

Supervisor: _____

Building Visitation(s):

Dates:

Nature of Visit:

Other Sources of Data:

Community Survey(s)

Effective School Correlates

Requested Reports

School Newsletters

Achievement Test Data

Essential Learner Outcome Assessment Data **Other Sources:**

Special Information/Project(s)

Attached are the individual administrator's Mutual Commitments and Key Performance Areas.

This form is intended to be used by the Supervisor for the “final” evaluation. This form is on the Intranet under Administrative Evaluation.

*

SUMMATIVE EVALUATION FORM

PRINCIPAL/ASSIST PRINCIPAL: _____

SUPERVISOR: _____

YEAR: _____

PERFORMANCE CRITERIA

I. Mutual Commitments and Key Performance Areas:

() Meets or Exceeds Expectations () Approaches Expectations () Unsatisfactory

II. Leadership Dimensions

() Meets or Exceeds Expectations () Approaches Expectations () Unsatisfactory

III. Overall Rating

Meets or Exceeds Expectations Approaches Expectations Unsatisfactory

Signatures:

<hr/>	
(Administrator)	(Supervisor)
<hr/>	
(Date)	(Date)

A copy of the final evaluation of each Administrator is to be sent to the Superintendent in June of each year.

PRINCIPAL LEADERSHIP (Need four dimensions for “meets or exceeds”)

LEADERSHIP DIMENSIONS: Opportunities to demonstrate leadership outside the regular job description, mutual commitments and performance action plans.

The principal achieves four or more of the dimensions of leadership listed below to meet the STANDARD for leadership.

1. The principal reflects a commitment to the community he or she serves through active involvement in civic or community-based organizations that contribute to the enhancement of the local, state, or national quality of life.
2. The principal serves as a member of the district strategic planning team or action team.
3. The principal is assigned by the Superintendent to special assignments.
4. The principal logs 20 hours or more of classroom instructional time during the year.
5. The principal hosts visitations due to exemplary classrooms/program where visitors from outside the district come to the building. The principal spends time facilitating these visits and assists others in their professional growth.
6. The principal makes presentations to outside agencies, professional organizations, service clubs, the Board of Education, graduate classes or is a member of an educational panel.
7. The principal serves as a mentor to another principal, as assigned by the Superintendent's office.
8. The principal accepts student teachers, or supervises graduate students in his or her building and can document activities to provide for their professional development and evaluation (observations, video-taping, in service sessions, etc.).
9. The principal serves as a chair, officer, or member of a committee created by one of the major local professional organizations.
10. The principal serves in a leadership capacity through participation and service to other governmental agencies, such as the city and county, by serving on committees or assuming special assignments such as a director, chairperson, or task force leader.
11. The principal assumes a leadership role through service to educationally related organizations (ESU, MOEC, etc.) by serving on designated committees, or attends at least four professional organizations, meetings or functions (PDK, Adm Days, NCSA Workshops, Region II meetings, national conventions).
12. The principal is a presenter at a conference attended by persons from districts other than Millard.
13. The principal chairs a district committee or is an active member of three district level committees. (The committee(s) met at least three times and accomplished the mission.)

14. The principal is directly involved in a district pilot. The principal plays a strong role in planning, monitoring, and/or evaluating the project.
15. The principal is actively involved in a building-originated project or experiment (the principal played a major role in the planning and implementation of the project, which had prior approval by appropriate central office personnel).
16. Three credits from a graduate course or professional growth course are earned in the current year.
17. The principal submits an article for publication in a professional journal.
18. Other leadership functions as mutually agreed upon by the principal and his/her supervisor.

ASSISTANT PRINCIPAL LEADERSHIP (Need four dimensions for “meets or exceeds”)

LEADERSHIP DIMENSIONS: Opportunities to demonstrate leadership outside the regular job description, mutual commitments and performance action plans.

The assistant principal achieves four or more of the dimensions of leadership listed below to meet the STANDARD for leadership.

1. The assistant principal reflects a commitment to the community he or she serves through active involvement in civic or community-based organizations that contribute to the enhancement of the local, state, or national quality of life.
2. The assistant principal serves as a member of the district strategic planning team or action team.
3. The assistant principal is assigned by the Superintendent to special assignments.
4. The assistant principal logs 20 hours or more of classroom instructional time during the year.
5. The assistant principal hosts visitations due to exemplary classrooms/program where visitors from outside the district come to the building. The assistant principal/administrative intern spends time facilitating these visits and assists others in their professional growth.
6. The assistant principal makes presentations to outside agencies, professional organizations, service clubs, the Board of Education, graduate classes or is a member of an educational panel.
7. The assistant principal serves as a mentor to another administrator, as assigned by the Superintendent's office or building Principal.
8. The assistant principal accepts student teachers, or supervises graduate students in his or her building and can document activities to provide for their professional development and evaluation (observations, video-taping, in service sessions, etc.).
9. The assistant principal serves as a chair, officer, or member of a committee created by one of the major local professional organizations.
10. The assistant principal serves in a leadership capacity through participation and service to other governmental agencies, such as the city and county, by serving on committees, or attends at least four professional organizations, meetings or functions (PDK, Adm Days, NCSA Workshops, Region II meetings, national conventions).
11. The assistant principal assumes a leadership role through service to educationally related organizations (ESU, MOEC, etc.) by serving on designated committees, assuming task force assignments, serving on committees or assuming special assignments such as a director, chairperson, or task force leader.
12. The assistant principal is a presenter at a conference attended by persons from districts other than Millard.

13. The assistant principal chairs a district committee or is an active member of three district level¹ committees (the committee(s) met at least three times and accomplished the mission).
14. The assistant principal is directly involved in a district/school pilot. The assistant principal/administrative intern plays a strong role in planning, monitoring, and/or evaluating the project.
15. The assistant principal is actively involved in a building-originated project or experiment. (The activity has potential impact on other buildings. The activity is greater than a week's length in effort. The assistant principal/administrative intern played a major role in the planning and implementation of the project. Projects must have prior approval by appropriate central office personnel or the building Principal.)
16. Three credits from a graduate course or professional growth course are earned in the current year.
17. The assistant principal submits an article for publication in a professional journal.

CENTRAL OFFICE ADMINISTRATOR EVALUATION

EVALUATION OF CENTRAL OFFICE SUPPORT STAFF¹⁶³

Staff Member Evaluator

Associate Superintendent for Educational Services	KEITH LUTZ
Associate Superintendent for General Administration	KEITH LUTZ
Associate Superintendent for Human Resources	KEITH LUTZ
Assistant Superintendent – Technology.....	KEITH LUTZ
Executive Director for Planning, Evaluation and Informational Services.....	KEITH LUTZ
Director of Administrative Affairs	KEITH LUTZ
Director of Communications	KEITH LUTZ
Director of Athletics & Activities.....	KEITH LUTZ
Director of Pupil Services.....	KIRBY ELTISTE
Director of Personnel	KIRBY ELTISTE
Director of Employee Relations	KIRBY ELTISTE
Human Resources Recruiter	KIRBY ELTISTE
Director of Elementary/Early Childhood Education	MARTHA BRUCKNER
Director of Secondary Education.....	MARTHA BRUCKNER
Director of Staff Development/Instructional Improvement.....	MARTHA BRUCKNER
Director of Special Education.....	MARTHA BRUCKNER
Administrator for Special Projects.....	MARTHA BRUCKNER
Coordinator of Special Projects	MARTHA BRUCKNER
Coordinator of Elementary Special Education	CHARLENE SNYDER
Coordinator of Secondary Special Education	CHARLENE SNYDER
Coordinator of ECSE	CHARLENE SNYDER
Coordinator of Young Adult Program and Related Services	CHARLENE SNYDER
Support Services Manager	KEN FOSSEN
Accounting Manager.....	KEN FOSSEN

The purpose of this form is for the Supervisor to gather information throughout the year.

FORMATIVE FEEDBACK DATA (A)

Central Office Administrator: _____

Supervisor: _____

Visitation(s):

Dates:

Nature of Visit:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Other Sources of Data:

- () Community Survey(s)
- () Effective School Correlates
- () Requested Reports
- () School Newsletters
- () Achievement Test Data
- () Essential Learner Outcome Assessment Data
- () Special Information/Project(s)

Other Sources: _____

Attached are the individual administrator’s Mutual Commitments and Key Performance Areas.

This form is intended to be used by the Supervisor for the “final” evaluation. This form is on the Intranet under Administrator Evaluation

SUMMATIVE EVALUATION FORM (B)

CENTRAL OFFICE ADMINISTRATOR: _____

SUPERVISOR: _____

YEAR: _____

PERFORMANCE CRITERIA

I. Mutual Commitments and Key Performance Areas:

() Meets or Exceeds Expectations () Approaches Expectations () Unsatisfactory

II. Leadership Dimensions

() Meets or Exceeds Expectations () Approaches Expectations () Unsatisfactory

III. Overall Rating

Meets or Exceeds Expectations Approaches Expectations Unsatisfactory

Signatures:

_____ (Administrator)	_____ (Supervisor)
_____ (Date)	_____ (Date)

A copy of the final evaluation of each Central Office Administrator is to be sent to the Superintendent in June of each year.

CENTRAL OFFICE LEADERSHIP (Need four dimensions for “meets or exceeds”)

LEADERSHIP DIMENSIONS: Opportunities to demonstrate leadership outside the regular job description, mutual commitments and performance action plans.

The administrator achieves four or more of the dimensions of leadership listed below to meet the STANDARD for leadership.

1. The administrator reflects a commitment to the community he or she serves through active involvement in civic or community-based organizations that contribute to the enhancement of the local, state, or national quality of life.
2. The administrator serves as a member of the strategic planning team or action team.
3. The administrator is assigned by the Superintendent’s Office to a special assignment (such as picture chairperson, legislation, cabinet, others approved by the Superintendent).
4. The administrator logs 20 hours or more of classroom instructional time during the year.
5. The administrator makes presentations to outside agencies, professional organizations, service clubs, the Board of Education, or is a member of an educational panel.
6. The administrator serves as a mentor to another administrator, as assigned by the Superintendent's office.
7. The administrator serves as a chair, officer, or member of a committee created by one of the major local professional organizations.
8. The administrator serves in a leadership capacity through participation and service to other governmental agencies, such as the city and county, by serving on committees or assuming special assignments such as a director, chairperson, or task force leader.
9. The administrator assumes a leadership role through service to educationally related organizations (ESU, MOEC, etc.) by serving on designated committees assuming task force assignments, serving on advisory committees, for the betterment of education.
10. The administrator attends at least four professional meetings or functions (PDK, Administrative Days, NCSA workshop, Region II, national convention).
11. The administrator is a presenter at a conference attended by persons from districts other than Millard.
12. The administrator chairs a district committee or is an active member of three district level committees (the committee(s) met at least three times and accomplished the mission).

13. The administrator is directly involved in a district pilot which may impact a building or the district. Involvement includes working with research, initial set-up, staff development, implementation, monitoring, and/or evaluation of the pilot.
14. Three credits from a graduate course or professional growth course are earned in the current year.
15. The administrator submits an article for publication in a professional journal.
16. Other leadership functions as mutually agreed upon by the administrator and his/her supervisor.

FAR EXCEEDS

FAR EXCEEDS

In general, administrators who believe they have achieved a “far exceeds” year should go to their supervisor to begin conversations and ultimately provide documentation for “far exceeds”. If the supervisor supports this belief, then that supervisor submits the documentation to his/her supervisor until the information ultimately reaches the Superintendent.

The Champion Saddle Bronc Rider . . . or . . . “Far Exceeding Expectations”

Of those administrators who exceed district expectations (i.e., the saddle bronc riders), few will rise to the level of champion saddle bronc riders – that is, the ones who “far exceed expectations.”

In a rodeo, saddle bronc riders receive a score on each of their rides. In order to get any score at all, the rider must ride the bronc for the prescribed period of time. If the rider is successful, he/she will receive a score that is composed of two parts – one part reflects the performance of the horse, the other part reflects the performance of the rider. The score for the horse and the score for the rider are added together to get the total score for the ride.

With regard to the score for the horse, more points are awarded if the ride is more challenging. If the ride is less challenging, fewer points are awarded. Therefore, champion saddle bronc riders are always hoping to draw a “killer” horse. Without the challenge (and points) of a “killer” horse, a rider will not be able to accumulate sufficient points to establish himself/herself as a champion.

With regard to the rider, he/she is awarded points based on the skills he/she exhibits during the ride. If he/she spurs aggressively, keeps one hand free, and remains firmly in control at all times, he/she will be rewarded with a high number of points. If, on the other hand, he/she merely hangs on and keeps from being thrown off, his/her points will be minimal.

In order to become a champion in saddle bronc riding, the contestant must: (1) draw a “killer” horse and (2) have a near perfect ride. Both the horse and the rider must be at their best for a championship score. [Note: Drawing an above-average horse and having a good ride may result in a good score – but not a championship score.]

Similarly, in order to “far exceed expectations” in Millard, an administrator must: (1) face extraordinary challenges and (2) successfully address those challenges with near perfect performance. [Note: Facing above-average challenges and performing well may rise to the level of “exceeding expectations” – but not the level of “far exceeding expectations.”]

In light of the above, it becomes apparent that, for some administrators, “far exceeding expectations” may not be achievable simply because their job assignments do not provide the requisite challenges to qualify – they don’t have a “killer” horse to ride. If these administrators have the skills and desire to “far exceed expectations,” they should be encouraged to seek reassignment to positions where their maximum potential can be realized.

In summary, although there is no precise, objective definition for the standard required for pay incentives for “far exceeding expectations,” the following provide a decision-making guideline for distinguishing between the job performance levels of administrators:

- 1. An administrator who “meets expectations” performs well in all of his/her job accountabilities and performance action plans.**
- 2. An administrator who “exceeds expectations” performs well in all of his/her job accountabilities and performance action plans *and* successfully addresses additional difficult challenges.**
- 3. An administrator who “far exceeds expectations, performs well in all of his/her job accountabilities and performance action plans *and* seeks and accepts extraordinary challenges *and* successfully addresses those challenges with near perfect performance.**

Recommendation for Intensive Assistance

Administrator's Name _____

Date _____

1. List the Mutual Commitments or other areas from the job description which are not being met.

2. Documentation:

Evaluators' Signature	Position	Date
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Administrator's Signature	Position	Date
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Signature acknowledges receipt only of this information.

4. Time line for achieving objectives:

5. Type and frequency of feedback:

6. Evaluation Criteria:

Evaluator's Signature

Position

Date

Administrator's Signature

Position

Date

Signature acknowledges receipt only of this information.