


**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 6:30 P.M. on May 17, 2010, at Don Stroh Administrative Center 5606 South 147th Street Omaha, NE 68137


Dated this 17th day of May, 2010.



Michael Pate - President

David Anderson – Vice President


Linda Poole - Secretary

Julie Kannas, Treasurer


Brad Burwell

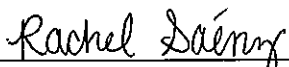


Mike Kennedy


Maurice Green – Millard North High School



Josh Kenney – Millard South High School



Rachel Saenz – Millard West High School

**NOTICE OF MEETING
SCHOOL DISTRICT NO. 17**

Notice is hereby given of a Board of Education meeting of School District No. 17, in the County of Douglas, which will be held at 6:30 p.m. on **Monday, May 17, 2010** at 6806 South 147th Street, Omaha, Nebraska.

An agenda for such meetings, kept continuously current are available for public inspection at the office of the superintendent at 6806 South 147th Street, Omaha, Nebraska.
LUNDA POOLE,
Secretary

5-14-10

**THE DAILY RECORD
OF OMAHA**

**RONALD A. HENNINGSEN, Publisher
PROOF OF PUBLICATION**

UNITED STATES OF AMERICA, }
The State of Nebraska, } ss.
District of Nebraska, }
County of Douglas, }
City of Omaha, }

J. BOYD

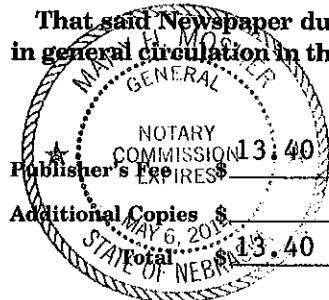
being duly sworn, deposes and says that she is

LEGAL EDITOR

of **THE DAILY RECORD**, of Omaha, a legal newspaper, printed and published daily in the English language, having a bona fide paid circulation in Douglas County in excess of 300 copies, printed in Omaha, in said County of Douglas, for more than fifty-two weeks last past; that the printed notice hereto attached was published in **THE DAILY RECORD**, of Omaha, on _____

May 14, 2010

That said Newspaper during that time was regularly published and in general circulation in the County of Douglas, and State of Nebraska.



Subscribed in my presence and sworn to before
me this _____ 14th _____ day of
May 20 10

Notary Public in and for Douglas County,
State of Nebraska

BOARD OF EDUCATION MEETING

MAY 17, 2010

NAME:

REPRESENTING:

Suzanne Henina	Reeder
Eva Van Leat	Black Elk
Theresa Standish	Reeder
Shelly Krenk	Kiewit-Payback
BECKY Scherbring	Cottonwood
John & Sue Klopp	PAYBACK Partner
Amanda Lorimer	Upchurch
Lisa Nielsen	Upchurch
Aaron Nielsen	Upchurch
Erik Chaussee	Abbott
Jon Stebbins	Texas Roadhouse
Jack Coeton	TEXAS ROADHOUSE
Nancy Nelson	Cottonwood
Heath N	Civics
Thom N	Civics
Max Sheppard	Civics
Jordan Spencer	CIVICS
Brett Carroll	Civics
Laurie Fitzpatrick	Upchurch
ED SCHAFER	Science

BOARD OF EDUCATION MEETING

MAY 17, 2010

NAME:

REPRESENTING:

Jonathan Tomaszkiwicz	NA
Cory Middendorf	Millard west
Chris Bane	Millard west
Clint Parker	Millard west
Ed Platte	MWHS
Molly Platte	MWHS
Jacob Woodworth	Millard West
Jason Burke	Millard west
Claire Gilmore	MS. Blakely! CIVICS.
Annie Meeley	Millard West civics
Jake Sobot	Millard west
Miranda McCathern	Millard West.
Nathan Husebusch	west
Martina Daves	NA
schmeewe	millard west
Mike Vlassakis	Millard West
Alex Furling	Millard West
Brittanie Wesson	Millard West
Cate Hauke	MWHS
Nick Boeckman	Millard west

BOARD OF EDUCATION MEETING

MAY 17, 2010

NAME:

REPRESENTING:

Natale Nelson

Millard West

Kelsey Peterson

Millard West

Matt Longue

West

J.P. Hernandez

West

Wally Erickson

MEA

Ryan Markus

Millard West

EMILY MCOWIE

Millard West.

~~Stan Cunningham~~

" "

Cody Bidders

Millard West

Jordan Livingston

MW



BOARD OF EDUCATION
MEETING



MAY 17, 2010

BOARD OF EDUCATION
MILLARD PUBLIC SCHOOLS
OMAHA, NEBRASKA

BOARD MEETING
6:30 P.M.

STROH ADMINISTRATION CENTER
5606 SOUTH 147th STREET
MAY 17, 2010

5:45 P.M. PAYBAC RECEPTION

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 – May 3, 2010
2. *Approval of Bills
3. *Receive the Treasurer's Report and Place on File
4. Summary of Board Committee of the Whole Meeting – May 10, 2010

F. Information Items

1. PAYBAC Awards
2. Superintendent's Comments
3. Board Comments/Announcements
4. Report from Student Representatives and Presentation of Plaques to Students

G. Unfinished Business:

New Business

1. Approval of 2010 Graduates
2. *Reaffirm Policy 4160 – Human Resources - Evaluation
3. *Reaffirm Rule 4160.1 – Human Resources – Evaluation - Certificated Staff
4. *Reaffirm Rule 4160.2 – Human Resources – Evaluation - Non-Certificated
5. Approval of Rule 5300.4 – Pupil Services – Student Conduct – Student Conduct: Dating Violence
6. Approval of Rule 5400.1 – Pupil Services – Student Discipline
7. Approval of Rule 5400.6 – Pupil Services – Standards for Student Conduct
8. Approval of Staff Evaluation System 2010-2011
9. Approval of Tableau Visualization and Data Warehouse Project
10. Award Contract for Copy Machines
11. Approval of Personnel Actions: Amendment to Continuing Contract(s), Leave(s) of Absence, and New Hire(s)
12. Sale of Real Estate (Executive Session)
13. Approval of Sale of Real Estate

H. Reports

1. CADRE Report

I. Future Agenda Items/Board Calendar.

1. Special Board Meeting Monday, May 24, 2010 at 4:00 p.m. at the Don Stroh Administration Center, 5606 South 147th Street
2. 2010 Graduations on Saturday, May 29, 2010 for Millard South High School at 10 a.m., Millard West High School at 1 p.m., and Millard North at 4 p.m. at the Omaha Civic Auditorium
3. Board of Education Meeting on Monday, June 7, 2010 at 6:00 p.m. at the Don Stroh Administration Center, 5606 South 147th Street

4. Committee of the Whole Meeting on Monday, June 14, 2010 at 6:00 p.m. at the Don Stroh Administration Center, 5606 South 147th Street
5. Board of Education Meeting on Monday, June 21, 2010 at 6:00 p.m. at the Don Stroh Administration Center, 5606 South 147th Street
6. Board of Education Meeting on Monday, July 12, 2010 at 6:00 p.m. at the Don Stroh Administration Center, 5606 South 147th Street
7. New Staff Breakfast on Monday, August 2, 2010 at 7:30 a.m. at Millard South High School
8. Board of Education Meeting on Monday, August 2, 2010 at 6:30 p.m. at the Don Stroh Administration Center, 5606 South 147th Street
9. Fall Kick-Off Celebration on Friday, August 6, 2010 at Embassy Suites in LaVista at 8:30 a.m.
10. Committee of the Whole Meeting on Monday, August 9, 2010 at 6:30 p.m. at the Don Stroh Administration Center, 5606 South 147th Street
11. Board of Education Meeting on Monday, August 16, 2010 at 6:30 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

BOARD MEETING
6:30 P.M.

STROH ADMINISTRATION CENTER
5606 SOUTH 147TH STREET
MAY 17, 2010

5:45 P.M. PAYBAC RECEPTION

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 – May 3, 2010. (See enclosure.)
- *E.2. Motion by _____, seconded by _____, to approve the bills.
- *E.3. Motion by _____, seconded by _____, to receive the Treasurer’s Report and Place on File. (See enclosure.)
- E.4. Summary of Board Committee of the Whole Meeting – May 10, 2010
- F.1. PAYBAC Awards
- F.2. Superintendent’s Comments
- F.3. Board Comments/Announcements
- F.4. Report from Students Representatives and Presentation of Plaques to Students
- H.1. Motion by _____, seconded by _____, to approve the 2010 Graduates (See enclosure.)
- *H.2. Motion by _____, seconded by _____, to reaffirm Policy 4160 – Human Resources - Evaluation (See enclosure.)
- *H.3. Motion by _____, seconded by _____, to reaffirm Rule 4160.1 – Human Resources – Evaluation – Certificated Staff (See enclosure.)
- *H.4. Motion by _____, seconded by _____, to reaffirm 4160.2 – Human Resources – Evaluation – Non-Certificated (See enclosure.)
- H.5. Motion by _____, seconded by _____, to approve Rule 5300.4 – Pupil Services – Student Conduct – Student Conduct: Dating Violence (See enclosure.)
- H.6. Motion by _____, seconded by _____, to approve Rule 5400.1 – Pupil Services – Student Discipline
- H.7. Motion by _____, seconded by _____, to approve Rule 5400.6 – Pupil Services – Standards for Student Conduct (See enclosure.)
- H.8. Motion by _____, seconded by _____, to approve the minor revisions of the Staff Evaluation System (See enclosure.)

Administrative Memorandum

May 17, 2010

Page 2

- H.9. Motion by _____, seconded by _____, that the Tableau visualization software and necessary hardware be approved and that the Associate Superintendent of Educational Services be authorized and directed to execute any and all documents related to this project (See enclosure.)
- H.10. Motion by _____, seconded by _____, that a three-year contract for the lease of 38 copy machines be awarded to Bishops Business Equipment pursuant to their response to the District's RFP and that the associate superintendent for general administration be authorized and directed to execute any and all documents related to such contract (See enclosure.)
- H.11. Motion by _____, seconded by _____, to approve Personnel Actions: Amendment to Continuing Contract, Leave(s) of Absence, and New Hire(s) (See enclosures.)
- H.12. Sale of Real Estate (Executive Session)
- H.13. Motion by _____, seconded by _____, to approve sale of real estate (See enclosure.)

I. Report

1. CADRE Report

J. Future Agenda Items/Board Calendar.

1. Special Board Meeting Monday, May 24, 2010 at 4:00 p.m. at the Don Stroh Administration Center, 5606 South 147th Street
2. 2010 Graduations on Saturday, May 29, 2010 for Millard South High School at 10 a.m., Millard West High School at 1 p.m., and Millard North at 4 p.m. at the Omaha Civic Auditorium
3. Board of Education Meeting on Monday, June 7, 2010 at 6:00 p.m. at the Don Stroh Administration Center, 5606 South 147th Street
4. Committee of the Whole Meeting on Monday, June 14, 2010 at 6:00 p.m. at the Don Stroh Administration Center, 5606 South 147th Street
5. Board of Education Meeting on Monday, June 21, 2010 at 6:00 p.m. at the Don Stroh Administration Center, 5606 South 147th Street
6. Board of Education Meeting on Monday, July 12, 2010 at 6:00 p.m. at the Don Stroh Administration Center, 5606 South 147th Street
7. New Staff Breakfast on Monday, August 2, 2010 at 7:30 a.m. at Millard South High School
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10. Committee of the Whole Meeting on Monday, August 9, 2010 at 6:30 p.m. at the Don Stroh Administration Center, 5606 South 147th Street
11. Board of Education Meeting on Monday, August 16, 2010 at 6:30 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

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. The meeting was convened in open and public session at 6:30 p.m., Monday, May 3, 2010, at the Don Stroh Administration Center, 5606 South 147th Street.

Present: Michael Pate, Julie Kannas, Brad Burwell, Dave Anderson, Linda Poole and Mike Kennedy

Notice of this meeting was given in advance thereof by publication in the Daily Record on Friday, April 30, 2010; 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 6:30 p.m. Michael Pate announced the public meeting Act is posted on the wall and available for public inspection. Mr. Pate asked everyone to say the Pledge of Allegiance.

Roll call was taken and members present included Mike Pate, Brad Burwell, Linda Poole and Mike Kennedy. Julie Kannas arrived at 6:32 p.m.

Mr. Pate recognized Boy Scout Troop 494. The boys introduced themselves and explained they were working on their Citizenship in the Community badge.

Mr. Pate announced that Employees of the Month and the Showcase will be held at the beginning of the agenda, and introduced Dr. Lutz.

Employees of the Month for May were Christi Calder, 6th grade teacher at Central Middle School, and Judy Hansen, secretary for the psychologists at CSMI.

Showcase highlighted students in DECA, Debate, Forensics, World Languages, Skills USA, and Health Organization Student Association.

Comments from the Public: One parent was concerned about the lack of communication and support for the Montessori program at the middle school level. Another parent asked the board to table the resignations of the two middle school Montessori teachers.

Motion by Mike Kennedy, seconded by Linda Poole, to approve Board of Education Minutes for April 19, 2010, approve the bills, and receive the Treasurer's Report and Place on File, upon roll call vote, all members voted aye. Motion carried.

Superintendent Comments:

1. The three topics for the Committee meeting next Monday will be on the Leadership Academy Program, discussion on the Learning Community and the lawsuit in Sarpy County, and Coventry and Silverstone representatives will explain the health program and answer questions.
2. On Friday, May 7, 2010 will be the Millard Public Schools Foundation Hall of Fame Banquet beginning at 6:30 p.m.
3. On Wednesday, May 12, 2010 will be the Employee Recognition Dinner at the Georgetowne Club. The receiving line will begin at 5:30 p.m.

Board Comments: Julie Kannas participated in the "Kids Can Cook" culinary experience for elementary students. She thanked Jeff Edwards, because it was a great experience.

Mrs. Kannas announced that she will be out of town next week, so she will not be at the Committee meeting.

Mike Kennedy congratulated all of the students who received the various awards. They all have done a great job.

Mr. Kennedy said he did receive email from the Montessori parents about their concerns and he thanked them for their input.

Dave Anderson thanked all of the people who were involved in the elementary culinary experience. He thanked Jeff Edwards and Bob Snowden, and he said the staff did a fantastic job, worked very hard, and spent quality time with the students.

Mr. Anderson attended the special friend's prom and said it was a very heartwarming experience.

Mr. Anderson reported he will be attending the Business Advisory meeting and the Foundation Hall of Fame Banquet.

Mr. Anderson said he would miss the May 17th board meeting to attend the music award night for Millard South High School.

Linda Poole congratulated all of the students and parents who were recognized for their awards at the state and national level.

Mrs. Poole wished all of the teams participating in state and district play offs this week good luck.

Mrs. Poole said she may be late to the Employee Recognition Dinner due to Millard West soccer. If Millard West is in the state soccer finals she will miss the May 17th board meeting.

Brad Burwell said he will be attending the business advisory meeting on Friday, and the Hall of Fame Banquet.

Mr. Burwell reported there will be a Learning Community meeting at UNO on Thursday at 6 p.m. The Diversity Task Force will be submitting their overview and criteria for focus schools. The Elementary Learning Centers will be taking applications for the extended full day program through May 19th. Both topics will up be for approval at the following Learning Community meeting in two weeks.

Mr. Burwell reported he attended the meeting with the Learning Community Executive Committee and the Superintendent's advisory group to help lay the ground work for better communication between the two groups.

Mr. Burwell encourages anyone who had questions or suggestions to attend the Learning Community meetings, because everyone is welcome to attend.

Josh Kenney, student representative from Millard South High School and Rachel Saenz, student representative from Millard West High School reported on the activities and athletic highlights at their respective building.

Julie Kannas provided the final reading on Policy 6675 – Curriculum, Instruction, and Assessment – Exempt School. Motion by Julie Kannas, seconded by Mike Kennedy, to approval Policy 6675 – Curriculum, Instruction, and Assessment – Exempt School, upon roll call vote, all members voted aye. Motion carried.

Mike Kennedy provided the final reading of Policy 6680 – Curriculum, Instruction, and Assessment – Nonpublic Schools. Motion by Mike Kennedy, seconded by Julie Kannas, to approve Policy 6680 – Curriculum, Instruction, and Assessment – Nonpublic Schools, upon roll call vote, all members voted aye. Motion carried.

Motion by Linda Poole, seconded by Dave Anderson, to approve Rule 6675.1 – Curriculum, Instruction, and Assessment – Exempt Schools: Requests for Programs, Services or Materials, upon roll call vote, all members voted aye. Motion carried.

Motion by Dave Anderson, seconded by Brad Burwell, to approve Rule 6675.2 – Curriculum, Instruction, and Assessment – Admittance and Participation by Exempt School Students, upon roll call vote, all members voted aye. Motion carried.

Motion by Brad Burwell, seconded by Dave Anderson, to approve Rule 6680.1 – Curriculum, Instruction, and Assessment – Nonpublic Schools: Requests for Programs, Services, upon roll call vote, all members voted aye. Motion carried.

Motion by Linda Poole, seconded by Julie Kannas, to approve Rule 6680.2 – Curriculum, Instruction, and Assessment – Nonpublic School Students: Placement, Credits and Grades, upon roll call vote, all members voted aye. Motion carried.

Motion by Brad Burwell, seconded by Linda Poole, to reaffirm Policy 1115 – Community Relations – Advertising, upon roll call vote, all members voted aye. Motion carried.

Motion by Mike Kennedy, seconded by Julie Kannas, to approve Rule 1115.1 – Community Relations – Advertising, upon roll call vote, all members voted aye. Motion carried.

Motion by Brad Burwell, seconded by Julie Kannas, to approve Rule 5100.8 – Pupil Services – Enrollment of Students: Learning Community Open Enrollment, upon roll call vote, all members voted aye. Motion carried.

Motion by Mike Kennedy, seconded by Julie Kannas, that the i3 Innovation Grant for the Early College program be approved and that the Associate Superintendent for Educational Services be authorized and directed to execute any and all documents related to this project, upon roll call vote, all members voted aye. Motion carried.

Motion by Linda Poole, seconded by Julie Kannas, to approve Millard Mathematics Standards and Indicators adjustments to the Transformations and Probability concepts as presented, upon roll call vote, all members voted aye. Motion carried.

Motion by Brad Burwell, seconded by Dave Anderson, to approve the Middle School Writing Cut Scores, upon roll call vote, all members voted aye. Motion carried.

Motion by Mike Kennedy, seconded by Dave Anderson, reaffirm Policy 3611 – Support Services – Construction – Planning – Determining Needs; Policy 3612 – Support Services – Construction – Planning – Forecasting Enrollments; Policy 3613 – Support Services – Construction – Planning – Master Facility Plan; Policy 3614 – Support Services – Construction – Planning – Special Projects; Rule 3614.1 – Support Services – Construction – Planning – Special Projects; Policy 3621 – Support Services – Construction – Professional Services – Architects & Engineers; Policy 3622 – Support Services – Construction – Professional Services – School Attorney; Rule 3622.1 – Support Services – Construction – Professional Services – School Attorney; Policy 3623 – Support Services – Construction – Professional Services – Project Manager; Policy 3631 – Support Services – Construction – Site – Acquisition; Policy 3632 – Support Services – Construction – Site – Landscaping; Policy 3641 – Support Services – Construction – Procedures – Bidding; Policy 3642 – Support Services – Construction – Procedures – Contracts; Policy 3643 – Support Services – Construction – Procedures – Naming of Facilities; Rule 3643.1 – Support Services – Construction – Procedures – Naming Facilities; Policy 3644 – Support Services – Construction – Procedures – Dedication Plaques; Rule 3644.1 – Support Services – Construction – Procedures – Dedication Plaque; Policy 3645 – Support Services – Construction – Procedures – Change Orders; Rule 3645.1 – Support Services – Construction – Change Orders; and Policy 3646 – Support Services – Construction – Procedures – Closing, upon roll call vote, all members voted aye. Motion carried.

Board of Education Minutes
May 3, 2010
Page 4

Motion by Brad Burwell, seconded by Linda Poole, to approve Administrator(s) for Hire: Alicia Feist, Assistant Principal at Montclair Elementary and Heather Daubert, Assistant Principal at Beadle Middle School, upon roll call vote, all members voted aye. Motion carried.

Motion by Linda Poole, seconded by Brad Burwell, to approve Personnel Actions: Amendment to Continuing Contracts: Kristi Amos, Colleen Beckwith, Andrea Kidd, Laurie A. Lofquist; Resignations: Terry Dostal, Kristen Treat, Alice M. Roberts, and Tim Fickenscher, Leave of Absence: Sarah L. Peterson; and New Hires: Tessa E. McDaniel, Amy M. Suing, Kyle J. Wetgen, and Ashley J. Willson, upon roll call vote, all members voted aye. Motion carried.

Mr. Pate delayed Negotiations to the end of the meeting for Executive Session.

Motion by Brad Burwell, seconded by Julie Kannas, to approve Food Service, Administrative, and Professional Technical Salaries for 2010-2011, upon roll call vote, all members voted aye. Motion carried.

Reports included an Enrollment Report, a Program Evaluation for the Middle School Alternative Program Modifications, a Build America Bonds Report, and the seniors' Status on ELOs.

Future Agenda Items/Board Calendar: Millard Public Schools Foundation Hall of Fame Banquet will be held on Friday, May 7, 2010 at 6:30 p.m. at the Qwest Center. A Committee of the Whole Meeting will be held on Monday, May 10, 2010 at 6:30 p.m. at the Don Stroh Administration Center, 5606 South 147th Street. The Employee Recognition Dinner will be held on Wednesday, May 12, 2010 at 5:30 p.m. at the Georgetowne Club. A Board of Education Meeting will be held on Monday, May 17, 2010 at 6:30 p.m. at the Don Stroh Administration Center, 5606 South 147th Street. A Special Board Meeting will be held on Monday, May 24, 2010 at 4:00 p.m. at the Don Stroh Administration Center, 5606 South 147th Street. The 2010 Graduations will be held on Saturday, May 29, 2010 for Millard South High School at 10 a.m., Millard West High School at 1 p.m., and Millard North at 4 p.m. at the Omaha Civic Auditorium. A Board of Education Meeting will be held on Monday, June 7, 2010 at 6:00 p.m. at the Don Stroh Administration Center, 5606 South 147th Street. A Committee of the Whole Meeting will be held on Monday, June 14, 2010 at 6:00 p.m. at the Don Stroh Administration Center, 5606 South 147th Street. A Board of Education Meeting will be held on Monday, June 21, 2010 at 6:00 p.m. at the Don Stroh Administration Center, 5606 South 147th Street. A Board of Education Meeting will be held on Monday, July 12, 2010 at 6:00 p.m. at the Don Stroh Administration Center, 5606 South 147th Street. The New Staff Breakfast will be held on Monday, August 2, 2010 at 7:30 a.m. at Millard South High School. The Fall Kick-Off Celebration will be held on Friday, August 6, 2010 at Embassy Suites in LaVista at 8:30 a.m.

Mr. Pate said the board will be going into Executive Session for the purpose of negotiations.

At 8:17 p.m. a motion by Brad Burwell, seconded by Julie Kannas, to go into Executive Session for the purpose of negotiations, upon roll call vote, all members voted aye. Motion carried.

Mr. Pate said the board will be going into Executive Session for the purpose of negotiations

Motion by Brad Burwell, seconded by Julie Kannas, to come out of Executive Session, upon roll call vote, all members voted aye. Motion carried.

Mike Pate adjourned the meeting.


SECRETARY

Millard Public Schools
May 17, 2010

Millard Public Schools

Check Register

Prepared for the Board Meeting of May 17, 2010

11

Check No	Vend No	Vendor Name	Amount
312968	133527	AMERICAN CHORAL DIRECTORS ASSOC	85.00
312969	011651	AMERICAN EXPRESS	3,322.63
312970	106110	BRAD BURWELL	59.99
312977	107732	BRIAN L NELSON	75.00
312978	134781	MCMURRY INC	87.00
312979	132115	PETTY CASH/YAP	240.84
312981	094174	WEST MUSIC COMPANY	27.15
312999	135036	BRYAN ELEMENTARY	79.00
313002	133261	ANGELA M DIEHM	50.00
313003	106773	FIRST NATIONAL BANK VISA	7,214.70
313005	102451	INTERNATIONAL BACCALAUREATE	675.00
313007	060153	KEITH W LUTZ	0.00
313009	130091	NORTH MIDDLE SCHOOL	87.25
313026	010040	A & D TECHNICAL SUPPLY CO INC	779.00
313028	137650	SHARON BETH ANDERSON	221.50
313029	130469	SUSAN J ANGLEMYER	319.00
313030	132880	MARILYN L ANTLEY	54.50
313031	012989	APPLE COMPUTER, INC.	0.00
313032	010083	ATS MOBILE TELEPHONE CO INC	85.02
313033	136956	RAYMOND J SAVARD	3,500.00
313034	131546	GLENDA K BACHMANN	299.03
313036	137039	GLORIA J BARTELS	299.03
313037	131148	VIRGINIA C BAYE	160.59
313038	130337	DEBRA K BEAUDOIN	14.11
313040	133480	BERINGER CIACCIO DENNELL MABREY	4,752.00
313043	138074	SARA N BIVENS	13.00
313044	137759	BRIDGET A BOARDMAN	34.70
313045	133057	NANCY R BORGUM	299.03
313046	136962	BETTY M BRAGG	299.03
313047	020101	LAURIE R BRODEUR	587.10
313048	136986	NANCY A BROSAMLE	78.00
313049	020258	VICKI A BROWN	287.95
313050	020550	BUREAU OF EDUCATION & RESEARCH	225.00
313051	134198	MELISSA K BYINGTON	328.35
313052	023968	JAY B CARLSON	303.80
313053	131158	CURTIS R CASE	1,059.86
313056	135927	SARAH D CLATTERBUCK	276.88
313057	133818	CONNECTIVITY SOLUTIONS MFG INC	1,348.13
313060	106893	CULLIGAN WATER CONDITIONING	80.38
313061	136517	WILLIAM DAUGHTRIDGE	73.00
313062	137651	MARY ANNE DAVID	299.03
313063	130339	DEEP ROCK WATER	37.05
313064	109850	DEX MEDIA EAST LLC	221.16
313065	137107	CAROL L DICKMEYER	177.20
313066	138073	ERIN M DIETSCH	315.97
313067	033473	DIETZE MUSIC HOUSE INC	71.53

Millard Public Schools

Check Register

12

Prepared for the Board Meeting of May 17, 2010

Check No	Vend No	Vendor Name	Amount
313068	107232	DLR GROUP INC	5,025.00
313069	136964	NAN A DOESCHOT	476.23
313074	037525	EDUCATIONAL SERVICE UNIT #3	79,064.96
313076	135497	RICKIE D ENGEL	276.88
313078	040450	FEDERAL EXPRESS	247.76
313079	109855	SHANNON M FISCHER	42.33
313080	136966	JILL JANINE FLOTH	443.00
313081	137040	JUDITH A FOWLER	276.88
313082	043760	GALLUP ORGANIZATION	750.00
313084	131294	PATRICIA A GEDBAW	299.03
313085	130343	DAVID L. GERARD	370.00
313086	133574	NANCY M GILMORE	818.52
313090	131204	JEANNE A GOING	287.95
313093	130370	PAMELA A HALL	365.48
313094	136805	JAMES R HANLON	469.00
313100	108153	CHRISTOPHER M HUGHES	760.10
313101	133397	HY-VEE INC	1,904.89
313102	132878	HY-VEE INC	366.16
313103	049851	HY-VEE INC	1,442.92
313104	049850	HY-VEE INC	2,540.74
313105	054223	MICHAEL JANIS	299.03
313106	135291	JONI L JOHNSON	812.50
313107	135384	LINDA C JONES	282.41
313108	136968	TWILA E JUEL	287.95
313110	084090	KIWANIS CLUB OF SOUTHWEST OMAHA	500.00
313111	133556	JANICE M KLOKE	287.95
313112	136969	PAMELA KNOX	287.95
313113	106582	KOHL'S PHARMACY & HOMECARE INC	1,615.14
313114	131160	MARGARET M KUBAT	299.03
313116	138075	AMY E LEUSCHEN	293.83
313117	138076	JULIA LYONS	27.58
313118	133683	SHERI D MACHUCA	26.05
313119	136970	SHARON E MALY	299.03
313120	133505	SUSAN N MARLATT	1,630.40
313121	107750	DOUG MARR	180.00
313122	135492	AMANDA F MARSHALL	54.83
313123	107123	SUSAN P MCADAM	99.80
313124	131069	CAROL MCCANN	465.15
313125	137652	THOMAS J MCCRUDDEN	299.03
313126	137653	LISA JEAN MCCUE	299.03
313127	136971	LA DONNA MEEKER	310.10
313128	133403	AMERICAN NATIONAL BANK	903.60
313129	131549	LENORA A MEYER	310.10
313130	065709	SHARRON A MILLSAP	287.95
313133	137906	MARY JANE L MORGAN	299.03
313134	134532	MORRISSEY ENGINEERING INC	2,300.00

Date: 5/12/10

Millard Public Schools

Check Register

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Prepared for the Board Meeting of May 17, 2010

Check No	Vend No	Vendor Name	Amount
313139	135913	SUSAN E NELSON	107.63
313140	109843	NEXTEL PARTNERS INC	901.12
313141	136898	OLSSON ASSOCIATES INC	6,714.75
313143	138077	VICTORIA L PALANK	160.00
313144	134833	ANNE PANE	52.34
313145	071623	PARAGON PRINTING, INC.	2,393.70
313146	108452	SUSAN PASSARELLI	287.95
313147	131646	TYLER J PEARSON	61.27
313148	109831	JANET PELSTER	42.98
313149	107783	HEIDI T PENKE	1,630.40
313151	130721	MARY J PILLE	384.75
313152	137654	SHARRON L RADER	332.25
313153	135416	SIDNEY A RAMES	287.95
313154	132891	BETH M REITZ	299.03
313155	079106	PATRICIA W RHODES	246.65
313157	137470	AMBER E RIPA	247.96
313158	137873	JOHN W ROSE	7.50
313159	081630	SAM'S CLUB DIRECT	115.00
313164	135023	DONALD R SHIRLEY	92.87
313167	137270	MARILYN J SLEZAK	310.10
313168	135408	JANICE D SORENSEN	310.10
313170	132417	JAMES D SWITZER	53.49
313171	136973	SANDRA L TENHAKEN	282.41
313172	138078	KATIE TESSIN	35.98
313174	132593	LORI A TRITZ	50.00
313175	090242	UNITED PARCEL SERVICE	539.14
313176	133701	NANCY L VANIS	282.41
313177	137042	DIANE M WEIER	299.03
313179	135419	JEANNE M WILSON	51.10
313180	095155	MARY C WILSON	287.95
313182	096200	YOUNG & WHITE	30,636.34
Total for GENERAL FUND			185,392.94
22434	131350	JUDITH H SCHULTZ	38.00
22435	134892	JOHN CHARLES ADAIR	97.88
22436	010112	ANDERSON ELECTRIC	681.00
22437	137889	SARAH J BANIK	40.50
22438	137731	NICOLE E BROM	33.75
22439	137160	MADELEINE R COLBERT	27.00
22440	106893	CULLIGAN WATER CONDITIONING	26.77
22441	136999	RAFAEL DIAZ	70.88
22442	010178	LINDA M DOYLE	18.00
22443	138039	JASON FIGGINS	30.38
22444	138040	JUSTIN FIGGINS	50.63
22445	137000	MARLEY J FLEMING	40.50
22446	137890	JARED A GARDNER	33.75
22447	137730	PRESTON A GOCKE	27.00

Date: 5/12/10

Millard Public Schools

Check Register

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Prepared for the Board Meeting of May 17, 2010

Check No	Vend No	Vendor Name	Amount
22448	137001	RYAN J GUENETTE	10.13
22449	048960	HOCKENBERGS EQUIP & SUPPLY CO INC	8.92
22450	136304	ZACKERY A KAPFER	84.38
22451	135668	NICHOLAS T KING	135.00
22452	137376	MICHAEL KRMPOTIC	60.75
22453	102229	ROWAN W LANG	165.00
22454	136741	BILAL LODI	27.00
22455	137729	AVERY K LOVGREN	6.75
22456	137251	ANDREW E LUCAS JR	30.38
22457	137674	RYAN D MCEACHEN	108.00
22458	136279	MILLARD PUBLIC SCHOOL CLEARING ACCT	653.35
22459	134025	RONALD A NEWTON JR	108.00
22460	137786	SOPHIA O NICHOLS	13.50
22461	102445	EDRIE K PEARCE	853.88
22462	136307	LUCAS PELSTER	10.13
22463	130903	DEB RINGER	43.50
22464	138082	JEFF RUSH	30.38
22465	138083	SAMSON SANDERS	70.88
22466	135057	KATHERINE L SIX	58.35
22467	101476	SODEXO INC & AFFILIATES	458,952.49
22468	137933	RYAN E SPITZER	50.63
22469	137934	DAVID SWISHER	40.50
22470	135739	ELIJAH TYNES	91.13
22471	137785	BRET A WATSON	33.75
Total for FOOD SERVICE			462,862.82
313000	135287	CONSTRUCT INC	328,206.00
313040	133480	BERINGER CIACCIO DENNELL MABREY	943.75
313057	133818	CONNECTIVITY SOLUTIONS MFG INC	14,250.00
313070	136245	DONOVAN PROPERTIES LLC	1,676.56
313073	133806	E & A CONSULTING GROUP INC	500.00
313075	131533	EHRHART GRIFFIN & ASSOCIATES	1,100.00
313160	081880	SCHEMMER ASSOCATES INC	1,666.75
313163	083175	SHEPPARD'S BUSINESS INTERIORS	468.80
Total for SPECIAL BUILDING			348,811.86
313096	132423	HEWLETT PACKARD CO	160,792.00
Total for CONSTRUCTION			160,792.00
312971	022701	SHARON R COMISAR-LANGDON	275.00
312973	131826	ALICIA C FEIST	275.00
312975	136081	JOANN M LUTZ	537.00
312976	130473	NEBRASKA WESLEYAN UNIVERSITY	20.00
312980	135045	ROCKWELL ELEMENTARY	118.07
313003	106773	FIRST NATIONAL BANK VISA	459.42
313004	049320	HONEYMAN RENT ALL	32.70
313006	131892	LAURITZEN BOTANICAL GARDENS	108.00
313010	099658	OMAHA CHILDRENS MUSEUM	164.00

Millard Public Schools

Check Register

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Prepared for the Board Meeting of May 17, 2010

Check No	Vend No	Vendor Name	Amount
313011	137995	MARY KAY LEATHERMAN	1,509.75
313031	012989	APPLE COMPUTER, INC.	0.00
313039	134884	JULIE K BERGSTROM	103.46
313054	133970	CCS PRESENTATION SYSTEMS	504,858.00
313055	136807	ELIZABETH A CHADEK	4.01
313059	137656	KELLI CRUMP	22.37
313074	037525	EDUCATIONAL SERVICE UNIT #3	15.00
313083	106894	TAMMY GEBHART	237.00
313099	132592	WILLIAM SPRAGUE, JR.	8,079.36
313101	133397	HY-VEE INC	40.21
313102	132878	HY-VEE INC	65.46
313104	049850	HY-VEE INC	33.23
313109	130642	MARILYN B KERKHOVE	508.75
313138	131550	NANCY G NELSON	70.97
313142	133964	LYN E PAHLS	61.68
313156	130295	LINDA RIDGWAY	50.00
313159	081630	SAM'S CLUB DIRECT	128.72
313162	137681	ANNE M SERVAIS	96.30
313166	136994	MICHELLE S SIMPSON	33.02
313169	136735	SARAH STURGEON	354.40
313178	093989	DIANA L WEIS	68.25
Total for GRANT FUND			518,329.13
313031	012989	APPLE COMPUTER, INC.	0.00
Total for			0.00
313026	010040	A & D TECHNICAL SUPPLY CO INC	50.10
313040	133480	BERINGER CIACCIO DENNELL MABREY	402.00
313141	136898	OLSSON ASSOCIATES INC	2,667.00
Total for DEPRECIATION			3,119.10
312972	107948	DARREL DRAPER	125.00
312974	135411	BRUCE B JUNEK	1,300.00
313001	032071	JOHN D'ARCY	150.00
313008	130575	JAYNE MACHOLAN	1,200.00
313027	137976	HALEY E ALLEN	90.00
313035	136339	AIMEE BAKER	114.75
313041	137508	EDWARD BIDROWSKY	127.50
313042	137705	DENA BIELSKI	135.00
313058	135694	JUSTINE COOPER	42.50
313071	135695	AMANDA D DOWNING	102.00
313072	137509	HAYLEY DUNCAN	190.00
313077	135766	KAITLYN FEDER	170.00
313087	137831	NEIL GIRMUS	135.00
313088	137760	JIM GLOVER	22.50
313089	137704	ROBERT S GLOVER	160.00
313091	132710	MICHAEL T GREEN	40.00
313092	130309	WAYNE GRUDLE	94.00

Millard Public Schools

Check Register

Prepared for the Board Meeting of May 17, 2010

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Check No	Vend No	Vendor Name	Amount
313095	137044	KASSIE HEEB	42.50
313097	135313	RACHEL HOGAN	200.00
313098	136879	RYAN HOGAN	82.50
313115	137154	MEREDITH LARSON	180.00
313131	138079	ALEX S MORELAND	90.00
313132	137445	KATE MORELAND	180.00
313135	138081	ALAN R NEESEN	22.50
313136	138080	DAVID W NEESEN	90.00
313137	137043	ERIN NELSON	90.00
313150	137986	CECILIA PETERSSON	180.00
313161	137787	KAITLYN SEAMAN	90.00
313165	137119	DAVID SHRIVER	180.00
313173	137122	MORIAH THOMPSON	135.00
313181	137120	ANDREW YORK	34.00
Total for ACTIVITY FUND			5,794.75
312974	135411	BRUCE B JUNEK	-52.00
Total for			-52.00
Report Total			1,685,050.60

ALL Data


Current Cash Balance Report

Date: 03/01/2010 thru 03/31/2010

Arranged by:
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
A General Funds					
100 General	145,198.48	329.85	329.85	0.00	145,198.48
150 Petty Cash	0.00	0.00	0.00	0.00	0.00
170 DSAC Vending	8,409.74	0.00	282.76	0.00	8,126.98
180 Interest Earned - Checking	436.43	82.58	0.00	0.00	519.01
190 Interest on Savings	0.00	0.00	0.00	0.00	0.00
A General Funds Totals:	154,044.65	412.43	612.61	0.00	153,844.47
B Administrative Custody Accts					
200 Staff Development	0.00	0.00	0.00	0.00	0.00
209 MPS Activities Calendar	5,020.38	0.00	0.00	0.00	5,020.38
210 Activity Express	81,726.06	7,300.00	4,736.30	0.00	84,289.76
211 Logo Sales	1,034.56	0.00	0.00	0.00	1,034.56
213 Student Showcase	60.00	0.00	0.00	0.00	60.00
215 HAL Field Trips/Preschool	-7,025.28	0.00	2,471.96	0.00	-9,497.24
220 WF Student Donation	4,606.34	0.00	0.00	0.00	4,606.34
230 Hospitality	191.83	0.00	0.00	0.00	191.83
235 Educational Services Hospitality	317.47	0.00	0.00	0.00	317.47
240 NFUSSD	0.00	0.00	0.00	0.00	0.00
245 Paybac	0.00	0.00	0.00	0.00	0.00
B Administrative Custody Accts Totals:	85,931.36	7,300.00	7,208.26	0.00	86,023.10
C School Custody Accts					
300 Instrument Rental	51,417.83	0.00	90.00	0.00	51,327.83
310 South Swim Lessons	7,010.00	11,060.00	40.00	0.00	18,030.00
320 North Swim Lessons	4,670.00	4,680.00	80.00	0.00	9,270.00
325 West Swim Lessons	4,230.00	10,180.00	40.00	0.00	14,370.00
330 North Open Swim	0.00	0.00	0.00	0.00	0.00
335 West Open Swim	0.00	0.00	0.00	0.00	0.00
340 South Open Swim	0.00	0.00	0.00	0.00	0.00
350 Maintenance Vending	2,097.03	0.00	860.71	0.00	1,236.32
355 Tech Vending	1,092.87	0.00	0.00	0.00	1,092.87
360 Facility Use Rental Fee	61,592.39	12,722.08	0.00	0.00	74,314.47
365 Facility Use Building Access	82,247.75	9,562.00	0.00	0.00	91,809.75
366 Facility Use Staffing	38,802.50	7,026.25	0.00	0.00	45,828.75
370 No Longer Used	0.00	0.00	0.00	0.00	0.00
400 Check Collection	207.65	99.75	99.75	0.00	207.65
500 District Wide Coca-Cola	0.00	0.00	0.00	0.00	0.00
C School Custody Accts Totals:	253,368.02	55,330.08	1,210.46	0.00	307,487.64
D Investments					
900 Savings	-157,378.17	0.00	0.00	0.00	-157,378.17
D Investments Totals:	-157,378.17	0.00	0.00	0.00	-157,378.17
Q Extra-Curriculars					
1020 HAL Field Trips	8,155.70	1,287.50	0.00	0.00	9,443.20
1030 Parent Pay PreSchool	0.00	0.00	0.00	0.00	0.00
Q Extra-Curriculars Totals:	8,155.70	1,287.50	0.00	0.00	9,443.20
Report Totals:	344,121.56	64,330.01	9,031.33	0.00	399,420.24


Linda K. Mohlman, DSAC
Executive Secretary


Chris Hughes, DSAC
Accounting Manager

ALL Data

Current Cash Balance Report

Date: 03/01/2010 thru 03/31/2010

18 Arranged by:
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
A ACTIVITY GENERAL FUND					
100 VENDING	1,342.14	43.34	40.81	0.00	1,344.67
110 GENERAL FUND	31,379.15	1,077.00	1,834.78	0.00	30,621.37
111 INTEREST EARNED CHECKING	53.74	8.54	0.00	0.00	62.28
A ACTIVITY GENERAL FUND Totals:	32,775.03	1,128.88	1,875.59	0.00	32,028.32
D CLUBS AND ORGANIZATIONS					
501 STUDENT COUNCIL	2,288.61	36.00	274.80	0.00	2,049.81
502 ENVIRONMENTAL CLUB	0.00	0.00	0.00	0.00	0.00
503 MUSIC CLUB	0.00	0.00	0.00	0.00	0.00
504 LEADERSHIP PROGRAM	0.00	0.00	0.00	0.00	0.00
D CLUBS AND ORGANIZATIONS Totals:	2,288.61	36.00	274.80	0.00	2,049.81
E ADMINISTRATIVE CUSTODIAL ACCT					
601 CROSSING GUARD	0.00	0.00	0.00	0.00	0.00
602 HOSPITALITY	0.00	0.00	0.00	0.00	0.00
610 MEDIA	5,184.03	4.88	2,234.28	70.00	3,024.63
615 FIELD TRIPS	-2,223.32	0.00	2,588.68	0.00	-4,812.00
619 World Language	102.48	0.00	0.00	0.00	102.48
620 TEACHER PTO	0.00	0.00	0.00	0.00	0.00
625 TEACHER FUND	0.00	0.00	0.00	0.00	0.00
630 R.E.A.D.	0.00	0.00	0.00	0.00	0.00
E ADMINISTRATIVE CUSTODIAL ACCT Totals:	3,063.19	4.88	4,822.96	70.00	-1,684.89
F DISTRICT CUSTODIAL ACCT.					
700 REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00
720 CONVENTION	0.00	0.00	0.00	0.00	0.00
F DISTRICT CUSTODIAL ACCT. Totals:	0.00	0.00	0.00	0.00	0.00
Q Extra Curricular Activities					
1000 Kindergarten field trips	1,035.00	0.00	0.00	0.00	1,035.00
1010 1st Grade Field Trips	914.25	0.00	0.00	0.00	914.25
1020 2nd Grade Field Trips	348.50	0.00	0.00	0.00	348.50
1030 3rd Grade Field Trips	458.00	0.00	0.00	0.00	458.00
1040 4th Grade Field Trips	650.00	0.00	0.00	0.00	650.00
1050 5th Grade Field Trips	304.30	0.00	0.00	0.00	304.30
1060 Spanish Class	0.00	0.00	0.00	0.00	0.00
Q Extra Curricular Activities Totals:	3,710.05	0.00	0.00	0.00	3,710.05
R Other Activities					
2000 Leadership Academy	0.00	0.00	0.00	0.00	0.00
2010 Saturday Recreation	0.00	0.00	0.00	0.00	0.00
R Other Activities Totals:	0.00	0.00	0.00	0.00	0.00
Report Totals:	41,836.88	1,169.76	6,973.35	70.00	36,103.29

Angela Rubin
Secretary
Eric Krauss
Principal

Current Cash Balance Report

ALL Data

Date: 03/01/2010 thru 03/31/2010

19 Arranged by:
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
110	0.00	0.00	0.00	0.00	0.00
Totals:	0.00	0.00	0.00	0.00	0.00
A ACTIVITY GENERAL FUND					
100 Vending	179.83	192.51	140.00	0.00	232.34
110 GENERAL FUND	5,186.22	1,267.65	1,762.94	0.00	4,690.93
115 Interest Earned Checking	40.81	6.67	0.00	0.00	47.48
A ACTIVITY GENERAL FUND Totals:	5,406.86	1,466.83	1,902.94	0.00	4,970.75
D CLUBS AND ORGANIZATIONS					
501 Student Council	582.77	42.45	0.00	0.00	625.22
515 Art Club	0.00	0.00	0.00	0.00	0.00
520 yearbook	410.00	0.00	0.00	0.00	410.00
525 Landscaping	0.00	0.00	0.00	0.00	0.00
530 Ackerman Readers	280.17	280.86	0.00	0.00	561.03
535 Choir	0.00	0.00	0.00	0.00	0.00
540 Field Day	690.22	0.00	0.00	0.00	690.22
D CLUBS AND ORGANIZATIONS Totals:	1,963.16	323.31	0.00	0.00	2,286.47
E ADMINISTRATIVE CUSTODIAL ACCT					
601 Social	1,679.51	0.00	175.20	0.00	1,504.31
602 Hospitality	0.00	0.00	0.00	0.00	0.00
605 D.A.R.E.	0.00	0.00	0.00	0.00	0.00
610 Library	11,838.33	0.00	1,967.28	0.00	9,871.05
615 Field Trip	-149.31	0.00	2,616.13	0.00	-2,765.44
620 Art K-5	6,783.05	0.00	0.00	0.00	6,783.05
625 Birthday Book Club	194.93	77.11	0.00	0.00	272.04
630 Fundraiser	596.09	0.00	0.00	0.00	596.09
635 Teacher Grant Money	1,135.68	250.00	0.00	0.00	1,385.68
E ADMINISTRATIVE CUSTODIAL ACCT Totals:	22,078.28	327.11	4,758.61	0.00	17,646.78
F DISTRICT CUSTODIAL					
700 REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00
720 CONVENTION	0.00	0.00	0.00	0.00	0.00
F DISTRICT CUSTODIAL Totals:	0.00	0.00	0.00	0.00	0.00
Q FEE FUND					
0	0.00	0.00	0.00	0.00	0.00
1000 Field Trips	0.00	0.00	0.00	0.00	0.00
1001 Kdg. Field Trips	610.90	695.20	0.00	0.00	1,306.10
1010 First Grade Field Trip	0.00	661.80	0.00	0.20	662.00
1020 Second Grade Field Trip	0.00	0.00	0.00	0.00	0.00
1030 Third Grade Field Trip	906.25	0.00	0.00	0.00	906.25
1040 Fourth Grade Field Trip	0.00	648.00	0.00	0.00	648.00
1050 Fifth Grade Field Trip	0.00	254.00	0.00	0.00	254.00
Q FEE FUND Totals:	1,517.15	2,259.00	0.00	0.20	3,776.35
Report Totals:	30,965.45	4,376.25	6,661.55	0.20	28,680.35

4/19/10

 Michael Madsen
 Melissa Gilbert

ALL Data

Current Cash Balance Report


Date: 03/01/2010 thru 03/31/2010

Arranged by:
Group ID and Activity Number ²⁰

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
A ACTIVITY GENERAL FUND					
100 VENDING	303.88	0.00	0.00	0.00	303.88
110 GENERAL FUND	25,628.37	196.40	1,250.94	0.00	24,573.83
120 INTEREST AND FEES	0.00	0.00	0.00	0.00	0.00
A ACTIVITY GENERAL FUND Totals:	25,932.25	196.40	1,250.94	0.00	24,877.71
D CLUBS AND ORGANIZATIONS					
501 STUDENT COUNCIL	66.29	0.00	0.00	0.00	66.29
D CLUBS AND ORGANIZATIONS Totals:	66.29	0.00	0.00	0.00	66.29
E ADMINISTRATIVE CUSTODIAL ACCT					
601 SOCIAL COMMITTEE	600.86	0.00	0.00	0.00	600.86
602 NOT IN USE	0.00	0.00	0.00	0.00	0.00
610 LIBRARY	112.30	29.51	118.06	0.00	23.75
615 FIELD TRIPS	-1,216.14	0.00	953.13	0.00	-2,169.27
620 BOOKFAIRS	0.00	0.00	0.00	0.00	0.00
630 BIRTHDAY BOOK CLUB	96.21	25.00	0.00	0.00	121.21
640 PLAYGROUND EQUIPMENT	0.00	0.00	0.00	0.00	0.00
E ADMINISTRATIVE CUSTODIAL ACCT Totals:	-406.77	54.51	1,071.19	0.00	-1,423.45
F DISTRICT CUSTODIAL					
700 REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00
720 CONVENTION	0.00	0.00	0.00	0.00	0.00
F DISTRICT CUSTODIAL Totals:	0.00	0.00	0.00	0.00	0.00
Q Fee Fund					
1000 Kindergarten field trip	0.00	597.25	0.00	0.00	597.25
1010 1st grade field trips	649.26	0.00	0.00	0.00	649.26
1020 2nd grade field trips	360.75	0.00	0.00	0.00	360.75
1030 3rd grade field trips	0.00	0.00	0.00	0.00	0.00
1040 4th grade field trips	0.00	980.00	0.00	0.00	980.00
1050 5th grade field trips	159.75	0.00	0.00	0.00	159.75
Q Fee Fund Totals:	1,169.76	1,577.25	0.00	0.00	2,747.01
Report Totals:	26,761.53	1,828.16	2,322.13	0.00	26,267.56

ALDRICH ELEMENTARY
MARCH RECONCILIATION
04/15/10


LORI LIRETTE
SECRETARY


SUSIE MELLIGER
PRINCIPAL

Current Cash Balance Report

Date: 03/01/2010 thru 03/31/2010

Arranged by:
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
A ACTIVITY GENERAL FUND					
100 GENERAL	8,625.76	189.02	365.60	0.00	8,449.18
110 VENDING	17.83	0.00	0.00	0.00	17.83
125 Interest Earned	67.04	12.31	0.00	0.00	79.35
A ACTIVITY GENERAL FUND Totals:	8,710.63	201.33	365.60	0.00	8,546.36
B Mini-Classes					
802 DO NOT USE	0.00	0.00	0.00	0.00	0.00
803 DO NOT USE	0.00	0.00	0.00	0.00	0.00
805 DO NOT USE	0.00	0.00	0.00	0.00	0.00
B Mini-Classes Totals:	0.00	0.00	0.00	0.00	0.00
C SCHOOL CUSTODIAL ACCT.					
101 Reading connections	50.65	0.00	0.00	0.00	50.65
300 ART SUPPLIES	4,855.36	0.00	0.00	0.00	4,855.36
400 Technology	72.10	0.00	0.00	0.00	72.10
401 "Read a thon" for Winnebago	0.00	0.00	0.00	0.00	0.00
410 VIP	29,518.03	0.00	253.31	0.00	29,264.72
411 VIP Hospitality	2,108.02	0.00	81.28	0.00	2,026.74
C SCHOOL CUSTODIAL ACCT. Totals:	36,604.16	0.00	334.59	0.00	36,269.57
D CLUBS AND ORGANIZATIONS					
113 Fun and Field Day	864.66	0.00	0.00	0.00	864.66
501 STUDENT COUNCIL	1,058.20	0.00	410.62	0.00	647.58
605 School Clubs	1,395.21	0.00	0.00	0.00	1,395.21
607 Choir /T shirts	946.54	0.00	656.04	0.00	290.50
D CLUBS AND ORGANIZATIONS Totals:	4,264.61	0.00	1,066.66	0.00	3,197.95
E ADMINISTRATIVE CUSTODIAL					
602 HOSPITALITY	0.00	0.00	0.00	0.00	0.00
610 MEDIA	4,559.63	0.00	0.00	0.00	4,559.63
611 Birthday Book club	2,457.79	250.00	142.03	0.00	2,565.76
615 FIELD TRIPS	-3,049.59	0.00	0.00	0.00	-3,049.59
725 Fundraising	1,432.77	0.00	0.00	0.00	1,432.77
735 FAMILIES IN NEED	507.00	0.00	0.00	0.00	507.00
750 OPERATION SCHOOL BELL	0.00	0.00	0.00	0.00	0.00
E ADMINISTRATIVE CUSTODIAL Totals:	5,907.60	250.00	142.03	0.00	6,015.57
Q Fee Fund Account					
1001 Kdg. Field Trip	786.50	0.00	0.00	0.00	786.50
1101 First Grade Field Trip	225.75	0.00	0.00	0.00	225.75
1201 Second Grade Field Trp	129.00	365.25	0.00	0.00	494.25
1202 Choir Shirts	52.00	0.00	0.00	0.00	52.00
1301 Third Grade Field Trip	218.25	-4.00	0.00	0.00	214.25
1401 Fourth Grade Field Trip	0.00	0.00	0.00	0.00	0.00
1501 Fifth Grade Field Trip	571.95	0.00	0.00	0.00	571.95
Q Fee Fund Account Totals:	1,983.45	361.25	0.00	0.00	2,344.70
U Do Not Use					
200 DO NOT USE	0.00	0.00	0.00	0.00	0.00
606 DO NOT USE	0.00	0.00	0.00	0.00	0.00
700 DO NOT USE	0.00	0.00	0.00	0.00	0.00
720 DO NOT USE	0.00	0.00	0.00	0.00	0.00
1100 DO NOT USE	0.00	0.00	0.00	0.00	0.00
1200 DO NOT USE	0.00	0.00	0.00	0.00	0.00
1300 DO NOT USE	0.00	0.00	0.00	0.00	0.00
1350 DO NOT USE	0.00	0.00	0.00	0.00	0.00
1400 DO NOT USE	0.00	0.00	0.00	0.00	0.00
1500 DO NOT USE	0.00	0.00	0.00	0.00	0.00


ALL Data

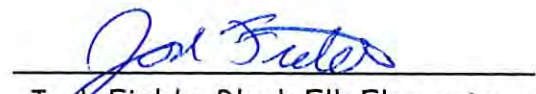
Current Cash Balance Report

Date: 03/01/2010 thru 03/31/2010

Arranged by:
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
1600 DO NOT USE	0.00	0.00	0.00	0.00	0.00
1700 DO NOT USE	0.00	0.00	0.00	0.00	0.00
1800 DO NOT USE	0.00	0.00	0.00	0.00	0.00
1900 DO NOT USE	0.00	0.00	0.00	0.00	0.00
U Do Not Use Totals:	0.00	0.00	0.00	0.00	0.00
Report Totals:	57,470.45	812.58	1,908.88	0.00	56,374.15


Linda K. Mohlman, DSAC
Executive Secretary


Josh Fields, Black Elk Elementary
Principal

ALL Data

Current Cash Balance Report

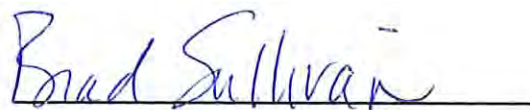
Date: 03/01/2010 thru 03/31/2010

Arranged by:
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
A ACTIVITY GENERAL FUND					
100 VENDING/ADULT	277.26	0.00	0.00	0.00	277.26
105 VENDING/STUDENT	368.74	35.00	0.00	0.00	403.74
110 GENERAL FUND	4,999.40	1,411.55	169.34	-200.00	6,041.61
115 BUILDING FUNDRAISER	287.00	0.00	0.00	0.00	287.00
200 CHECKING INTEREST	14.60	2.57	0.00	0.00	17.17
A ACTIVITY GENERAL FUND Totals:	5,947.00	1,449.12	169.34	-200.00	7,026.78
D CLUBS AND ORGANIZATIONS					
501 STUDENT COUNCIL	854.20	0.00	463.75	0.00	390.45
550 ART CLUB	10.84	0.00	345.00	0.00	-334.16
560 DRAMA CLUB	-144.25	0.00	74.82	0.00	-219.07
D CLUBS AND ORGANIZATIONS Totals:	720.79	0.00	883.57	0.00	-162.78
E ADMINISTRATIVE CUSTODIAL ACCT					
601 SITE BASE	0.00	0.00	0.00	0.00	0.00
602 HOSPITALITY	0.00	0.00	0.00	0.00	0.00
605 EARLY CHILDHOOD	0.00	0.00	0.00	0.00	0.00
606 MAGAZINES	0.00	0.00	0.00	0.00	0.00
610 MEDIA CENTER	4,530.10	88.00	1,548.95	0.00	3,069.15
615 FIELD TRIPS	-736.37	912.49	467.55	200.00	-91.43
E ADMINISTRATIVE CUSTODIAL ACCT Totals:	3,793.73	1,000.49	2,016.50	200.00	2,977.72
F DISTRICT CUSTODIAL					
700 NOT IN USE	0.00	0.00	0.00	0.00	0.00
720 NOT IN USE	0.00	0.00	0.00	0.00	0.00
F DISTRICT CUSTODIAL Totals:	0.00	0.00	0.00	0.00	0.00
Q EXTRA CURRICULAR ACTIVITIES					
1000 KINDERGARTEN FIELD TRIPS	216.80	0.00	0.00	0.00	216.80
1010 FIRST GRADE FIELD TRIPS	579.40	390.00	0.00	0.00	969.40
1020 SECOND GRADE FIELD TRIPS	220.00	212.40	0.00	0.00	432.40
1030 THIRD GRADE FIELD TRIPS	0.00	0.00	0.00	0.00	0.00
1040 FOURTH GRADE FIELD TRIPS	-16.80	0.00	0.00	0.00	-16.80
1050 FIFTH GRADE FIELD TRIPS	0.00	0.00	0.00	0.00	0.00
Q EXTRA CURRICULAR ACTIVITIES Totals:	999.40	602.40	0.00	0.00	1,601.80
R CLUBS					
2000 ART CLUB	325.00	0.00	0.00	0.00	325.00
2005 DRAMA CLUB	110.00	0.00	0.00	0.00	110.00
R CLUBS Totals:	435.00	0.00	0.00	0.00	435.00
Report Totals:	11,895.92	3,052.01	3,069.41	0.00	11,878.52



Linda K. Mohlman, DSAC
Executive Secretary



Brad Sullivan, Bryan
Principal

ALL Data

Current Cash Balance Report

Date: 03/01/2010 thru 03/31/2010

Arranged by: ²⁴
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
A ACTIVITY GENERAL FUND					
100 VENDING	342.58	0.00	77.15	0.00	265.43
110 GENERAL	11,018.56	164.11	311.73	0.00	10,870.94
120 Paybac/Local Merchants	2,810.19	0.00	0.00	0.00	2,810.19
130 HOSPITALITY	287.74	0.00	0.00	0.00	287.74
140 INTEREST EARNED CHECKING	1,673.18	4.91	0.00	0.00	1,678.09
150 ART	0.00	0.00	0.00	0.00	0.00
A ACTIVITY GENERAL FUND Totals:	16,132.25	169.02	388.88	0.00	15,912.39
D CLUBS AND ORGANIZATIONS					
501 STUDENT COUNCIL	921.34	510.00	0.00	0.00	1,431.34
502 DRUG FREE CLUB	77.23	0.00	0.00	0.00	77.23
D CLUBS AND ORGANIZATIONS Totals:	998.57	510.00	0.00	0.00	1,508.57
E ADMINISTRATIVE CUSTODIAL ACCT					
601 FIELD TRIPS	-2,302.30	82.00	0.00	0.00	-2,220.30
605 TECHNOLOGY	0.00	0.00	0.00	0.00	0.00
610 LIBRARY	5,357.02	102.00	0.00	0.00	5,459.02
615 Do Not Use	0.00	0.00	0.00	0.00	0.00
625 BOWLING	14.95	0.00	0.00	0.00	14.95
E ADMINISTRATIVE CUSTODIAL ACCT Totals:	3,069.67	184.00	0.00	0.00	3,253.67
F DISTRICT CUSTODIAL					
720 CONVENTION	0.00	0.00	0.00	0.00	0.00
F DISTRICT CUSTODIAL Totals:	0.00	0.00	0.00	0.00	0.00
Q EXTRA -CURRICULAR ACTIVITIES					
1000 KINDERGARTEN FIELD TRIPS	0.00	0.00	0.00	0.00	0.00
1010 1ST GRADE FIELD TRIPS	713.25	0.00	0.00	0.00	713.25
1020 2ND GRADE FIELD TRIPS	340.00	60.00	0.00	0.00	400.00
1030 3RD GRADE FIELD TRIPS	360.00	-60.00	0.00	0.00	300.00
1040 4TH GRADE FIELD TRIPS	138.00	0.00	0.00	0.00	138.00
1050 5TH GRADE FIELD TRIPS	765.00	46.00	0.00	0.00	811.00
Q EXTRA -CURRICULAR ACTIVITIES Totals:	2,316.25	46.00	0.00	0.00	2,362.25
R CLUBS					
2000 CLUBS (MISC)	0.00	0.00	0.00	0.00	0.00
2010 STUDENT COUNCIL	0.00	0.00	0.00	0.00	0.00
R CLUBS Totals:	0.00	0.00	0.00	0.00	0.00
Z INACTIVE					
1010 DO NOT USE	0.00	0.00	0.00	0.00	0.00
1010 DO NOT USE	0.00	0.00	0.00	0.00	0.00
Z INACTIVE Totals:	0.00	0.00	0.00	0.00	0.00
Report Totals:	22,516.74	909.02	388.88	0.00	23,036.88

Paula Paul 4-28-10 Cynthia L. Peterson 4/28/10

Current Cash Balance Report

ALL Data

Date: 03/01/2010 thru 03/31/2010

Arranged by: ²⁵
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
A ACTIVITY GENERAL FUND					
100 VENDING	176.02	0.00	0.00	0.00	176.02
110 GENERAL	4,759.35	0.00	723.61	0.00	4,035.74
120 TECHNOLOGY FUND	606.57	0.00	0.00	0.00	606.57
130 COFFEE	19.51	0.00	0.00	0.00	19.51
135 LOUNGE WATER	15.92	0.00	0.00	0.00	15.92
140 SPORTS FOUNDATION	0.00	0.00	0.00	0.00	0.00
150 GARAGE SALE	0.00	0.00	0.00	0.00	0.00
160 WEEKLY READER	0.00	0.00	0.00	0.00	0.00
170 INTEREST EARNED CHECKING	16.60	2.80	0.00	0.00	19.40
180 PTA DISCRETIONARY	700.49	0.00	112.70	0.00	587.79
190 ASSIGNMENT NOTEBOOKS	0.00	0.00	0.00	0.00	0.00
A ACTIVITY GENERAL FUND Totals:	6,294.46	2.80	836.31	0.00	5,460.95
D CLUBS AND ORGANIZATIONS					
501 STUDENT COUNCIL	2,330.98	0.00	42.00	0.00	2,288.98
502 CODY APPAREL	532.06	472.75	496.75	0.00	508.06
520 STUDENT CLUBS	320.22	0.00	0.00	0.00	320.22
530 LOVE AND LOGIC	0.00	0.00	0.00	0.00	0.00
D CLUBS AND ORGANIZATIONS Totals:	3,183.26	472.75	538.75	0.00	3,117.26
E ADMINISTRATIVE CUSTODIAL FUND					
600 AUTHOR	0.00	0.00	0.00	0.00	0.00
602 HOSPITALITY	437.79	0.00	0.00	0.00	437.79
610 MEDIA	2,008.67	1,755.64	1,808.54	0.00	1,955.77
611 MEDIA - DONATIONS	157.71	0.00	0.00	0.00	157.71
615 FIELD TRIP	-203.89	0.00	90.00	0.00	-293.89
620 Instrument Rental	565.06	0.00	7.60	0.00	557.46
630 STUDENT PARTY MONEY	1.75	0.00	0.00	0.00	1.75
640 SPECIAL PROJECTS FUND	28.60	0.00	0.00	0.00	28.60
E ADMINISTRATIVE CUSTODIAL FUND Totals:	2,995.69	1,755.64	1,906.14	0.00	2,845.19
F NOT IN USE					
700 NOT IN USE	0.00	0.00	0.00	0.00	0.00
720 NOT IN USE	0.00	0.00	0.00	0.00	0.00
F NOT IN USE Totals:	0.00	0.00	0.00	0.00	0.00
Q Extra-Curricular Activities					
1000 Field Trips	0.00	0.00	0.00	0.00	0.00
1005 Kindergarten Field Trips	172.00	0.00	0.00	0.00	172.00
1010 First Grade Field Trips	93.25	0.00	0.00	0.00	93.25
1020 Second Grade Field Trips	0.00	0.00	0.00	0.00	0.00
1030 Third Grade Field Trips	0.00	0.00	0.00	0.00	0.00
1040 Fourth Grade Field Trips	0.00	0.00	0.00	0.00	0.00
1050 Fifth Grade Field Trips	0.00	0.00	0.00	0.00	0.00
Q Extra-Curricular Activities Totals:	265.25	0.00	0.00	0.00	265.25
R Clubs					
2000 Clubs	0.00	0.00	0.00	0.00	0.00
2010 Choir	0.00	90.00	0.00	0.00	90.00
2050 Student Council	0.00	0.00	0.00	0.00	0.00
R Clubs Totals:	0.00	90.00	0.00	0.00	90.00
Report Totals:	12,738.66	2,321.19	3,281.20	0.00	11,778.65

A. B. Secretary 4/14/10

M. D. 4-14

Current Cash Balance Report

ALL Data

Arranged by:

Date: 03/01/2010 thru 03/31/2010

Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
A ACTIVITY GENERAL FUND					
100 VENDING	-560.25	105.44	0.00	0.00	-454.81
110 GENERAL FUND	9,681.55	0.00	269.71	0.00	9,411.84
112 WESTERN BOWL	0.00	0.00	0.00	0.00	0.00
200 CANDY MACHINE VENDING	60.75	0.00	0.00	0.00	60.75
500 MILLARD FOUNDATION REIMB.	8,199.28	0.00	0.00	0.00	8,199.28
600 Interest earned	26.92	4.66	0.00	0.00	31.58
A ACTIVITY GENERAL FUND Totals:	17,408.25	110.10	269.71	0.00	17,248.64
D CLUBS AND ORGANIZATIONS					
501 STUDENT COUNCIL	1,263.74	649.80	556.15	0.00	1,357.39
D CLUBS AND ORGANIZATIONS Totals:	1,263.74	649.80	556.15	0.00	1,357.39
E ADMINISTRATIVE CUSTODIAL ACCT					
601 SITE BASE	0.00	0.00	0.00	0.00	0.00
602 HOSPITALITY	0.00	0.00	0.00	0.00	0.00
605 READ	0.00	0.00	0.00	0.00	0.00
610 LIBRARY	903.46	2,477.29	1,807.57	0.00	1,573.18
615 FIELD TRIPS	-1,070.91	0.00	1,493.79	0.00	-2,564.70
620 PTO FOR TEACHERS	191.00	0.00	0.00	0.00	191.00
630 VOLUNTEER	0.00	0.00	0.00	0.00	0.00
635 KITCHEN	0.00	0.00	0.00	0.00	0.00
640 DRUG AWARENESS	0.00	0.00	0.00	0.00	0.00
645 ART	0.00	0.00	0.00	0.00	0.00
650 GRANT MONEY	0.00	0.00	0.00	0.00	0.00
E ADMINISTRATIVE CUSTODIAL ACCT Totals:	23.55	2,477.29	3,301.36	0.00	-800.52
F DISTRICT CUSTODIAL					
700 REINBURSEMENTS	0.00	0.00	0.00	0.00	0.00
720 CONVENTION	0.00	0.00	0.00	0.00	0.00
F DISTRICT CUSTODIAL Totals:	0.00	0.00	0.00	0.00	0.00
Q FEE FUNDED ACCTS					
1000 KINDERGARTEN FIELD TRIPS	599.00	0.00	0.00	0.00	599.00
1010 1ST GRADE FIELD TRIPS	820.25	0.00	0.00	0.00	820.25
1020 2ND GRADE FIELD TRIPS	204.00	0.00	0.00	0.00	204.00
1030 3RD GRADE FIELD TRIPS	0.00	178.20	0.00	0.00	178.20
1040 4TH GRADE FIELD TRIPS	75.00	0.00	0.00	0.00	75.00
1050 5TH GRADE FIELD TRIPS	0.00	0.00	0.00	0.00	0.00
Q FEE FUNDED ACCTS Totals:	1,698.25	178.20	0.00	0.00	1,876.45
Report Totals:	20,393.79	3,415.39	4,127.22	0.00	19,681.96

Nancy J. Nelson, principal
 Cottonwood Elementary School

Cindy Bibb, Secretary
 04/26/2010 03:59:40 PM Page 1

Current Cash Balance Report

ALL Data

Date: 03/01/2010 thru 03/31/2010

Arranged by:
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
A ACTIVITY GENERAL FUND					
100 VENDING	1,159.04	0.00	49.35	0.00	1,109.69
110 GENERAL FUND	6,104.57	0.00	787.39	0.00	5,317.18
200 INTEREST EARNED CHECKING	1,124.16	2.21	0.00	0.00	1,126.37
A ACTIVITY GENERAL FUND Totals:	8,387.77	2.21	836.74	0.00	7,553.24
D CLUBS AND ORGANIZATIONS					
501 STUDENT COUNCIL	526.86	86.25	100.00	0.00	513.11
D CLUBS AND ORGANIZATIONS Totals:	526.86	86.25	100.00	0.00	513.11
E ADMINISTRATIVE CUSTODIAL ACCT					
602 HOSPITALITY	914.46	0.00	0.00	0.00	914.46
610 LIBRARY	1,022.92	0.00	0.00	0.00	1,022.92
615 FIELD TRIPS	-769.00	103.50	135.00	0.00	-800.50
620 FIELD TRIPS/PTO FUND	-374.34	0.00	588.32	0.00	-962.66
E ADMINISTRATIVE CUSTODIAL ACCT Totals:	794.04	103.50	723.32	0.00	174.22
F DISTRICT CUSTODIAL					
700 REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00
720 CONVENTION	0.00	0.00	0.00	0.00	0.00
F DISTRICT CUSTODIAL Totals:	0.00	0.00	0.00	0.00	0.00
Q FIELD TRIP FEES					
1010 Kindergarten Field Trips	430.00	205.50	0.00	0.00	635.50
1011 First Grade Field Trips	150.25	0.00	0.00	0.00	150.25
1012 Second Grade Field Trips	0.00	0.00	0.00	0.00	0.00
1013 Third Grade Field Trips	0.00	0.00	0.00	0.00	0.00
1014 Fourth Grade Field Trips	0.00	0.00	0.00	0.00	0.00
1015 Fifth Grade Field Trips	299.00	0.00	0.00	0.00	299.00
1016 K-5 SPED Field Trips	0.00	0.00	0.00	0.00	0.00
Q FIELD TRIP FEES Totals:	879.25	205.50	0.00	0.00	1,084.75
Report Totals:	10,587.92	397.46	1,660.06	0.00	9,325.32

Reesa Jafren 4/28/10
B Car 4/28/10

Current Cash Balance Report

ALL Data

Date: 03/01/2010 thru 03/31/2010

Prepared by:
28
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
A ACTIVITY GENERAL FUND					
100 VENDING	-155.79	0.00	0.00	108.75	-47.04
110 GENERAL FUND	6,436.67	565.06	659.73	-108.75	6,233.25
120 Interest on checking	16.05	3.32	0.00	0.00	19.37
A ACTIVITY GENERAL FUND Totals:	6,296.93	568.38	659.73	0.00	6,205.58
D CLUBS AND ORGANIZATIONS					
501 STUDENT COUNCIL	777.89	0.00	0.00	0.00	777.89
510 Art Projects	0.00	0.00	0.00	0.00	0.00
520 T-shirts	761.00	0.00	0.00	0.00	761.00
550 Pencils	283.83	0.00	0.00	0.00	283.83
590 One Book, One School	-893.12	2.00	0.00	0.00	-891.12
655 Landscaping	0.00	0.00	0.00	0.00	0.00
690 Family Dinner & Game Night	0.00	905.00	1,250.00	0.00	-345.00
D CLUBS AND ORGANIZATIONS Totals:	929.60	907.00	1,250.00	0.00	586.60
E ADMINISTRATIVE CUSTODIAL ACCT					
602 HOSPITALITY	562.58	0.00	58.51	0.00	504.07
606 Assignment Notebooks	-68.68	0.00	0.00	0.00	-68.68
610 LIBRARY	6,403.93	7.65	2,190.66	0.00	4,220.92
615 FIELD TRIPS	-2,609.97	0.00	1,565.17	0.00	-4,175.14
620 PTO	0.00	0.00	0.00	0.00	0.00
625 MUSIC DEPT.	0.00	0.00	0.00	0.00	0.00
630 PICTURES	862.00	0.00	0.00	0.00	862.00
E ADMINISTRATIVE CUSTODIAL ACCT Totals:	5,149.86	7.65	3,814.34	0.00	1,343.17
Q					
1000 Kindergarten field trips	1,160.75	0.00	0.00	0.00	1,160.75
1010 1st grade field trips	541.60	392.00	0.00	0.00	933.60
1020 2nd grade field trips	322.25	0.00	0.00	0.00	322.25
1030 3rd grade field trip	0.00	0.00	0.00	0.00	0.00
1040 4th grade field trips	755.85	0.00	0.00	0.00	755.85
1050 5th grade field trips	310.80	0.00	0.00	0.00	310.80
1060 Sped field trips	0.00	0.00	0.00	0.00	0.00
Q Totals:	3,091.25	392.00	0.00	0.00	3,483.25
R					
2020 Echoes	0.00	0.00	0.00	0.00	0.00
R Totals:	0.00	0.00	0.00	0.00	0.00
Report Totals:	15,467.64	1,875.03	5,724.07	0.00	11,618.60

Diane Beverly, Sec.
 *, principal*

Current Cash Balance Report

ALL Data

Date: 03/01/2010 thru 03/31/2010

Prepared by:
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
A ACTIVITY GENERAL FUND					
100 VENDING	-115.39	0.00	0.00	0.00	-115.39
110 GENERAL FUND	8,179.57	165.15	184.13	0.00	8,160.59
115 Interest Earned Checking	14.48	2.50	0.00	0.00	16.98
A ACTIVITY GENERAL FUND Totals:	8,078.66	167.65	184.13	0.00	8,062.18
D CLUBS AND ORGANIZATIONS					
510 STUDENT COUNCIL	649.33	0.00	200.00	0.00	449.33
1060 Choir/Strings/Band	330.00	0.00	0.00	0.00	330.00
1070 HAL	0.00	0.00	0.00	0.00	0.00
D CLUBS AND ORGANIZATIONS Totals:	979.33	0.00	200.00	0.00	779.33
E ADMINISTRATIVE CUSTODIAL ACCT					
606 MAGAZINES	0.00	0.00	0.00	0.00	0.00
610 LIBRARY	-75.44	81.00	27.98	0.00	-22.42
615 FIELD TRIPS	-931.32	0.00	301.90	0.00	-1,233.22
620 HOSPITALITY FUND	0.00	0.00	0.00	0.00	0.00
630 FUND RAISER	2,801.13	472.55	0.00	0.00	3,273.68
635 SAFETY PATROL	0.00	0.00	0.00	0.00	0.00
640 ART	-178.86	945.75	78.00	0.00	688.89
650 5th Grade Art	0.00	0.00	0.00	0.00	0.00
E ADMINISTRATIVE CUSTODIAL ACCT Totals:	1,615.51	1,499.30	407.88	0.00	2,706.93
F DISTRICT CUSTODIAL					
710 RUSWICK GRANT	0.00	0.00	0.00	0.00	0.00
720 CONVENTION	0.00	0.00	0.00	0.00	0.00
F DISTRICT CUSTODIAL Totals:	0.00	0.00	0.00	0.00	0.00
Q Fee Fund					
1000 Kindergarten Field Trips	379.50	125.85	0.00	0.00	505.35
1010 First Grade Field Trips	0.00	0.00	0.00	0.00	0.00
1020 Second Grade Field Trips	202.50	0.00	0.00	0.00	202.50
1030 Third Grade Field Trips	121.75	0.00	0.00	0.00	121.75
1040 Fourth Grade Field Trips	0.00	68.25	0.00	0.00	68.25
1050 Fifth Grade Field Trips	0.00	0.00	0.00	0.00	0.00
Q Fee Fund Totals:	703.75	194.10	0.00	0.00	897.85
Report Totals:	11,377.25	1,861.05	792.01	0.00	12,446.29

Cheyl Grace
4-12-10

Roberta Weimer
4-12-10

ALL Data


Current Cash Balance Report

Date: 03/01/2010 thru 03/31/2010

30 Arranged by:
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
A ACTIVITY GENERAL FUND					
100 Vending	348.46	0.00	51.00	215.00	512.46
110 General	16,546.52	161.00	1,126.29	-215.00	15,366.23
112 Bank Charges and Interest	29.47	5.22	0.00	0.00	34.69
615 DO NOT USE	0.00	0.00	0.00	0.00	0.00
A ACTIVITY GENERAL FUND Totals:	16,924.45	166.22	1,177.29	0.00	15,913.38
D CLUBS AND ORGANIZATIONS					
501 Student Council	470.12	0.00	0.00	0.00	470.12
502 DO NOT USE	0.00	0.00	0.00	0.00	0.00
611 Hitchcock Clothing	60.32	0.00	0.00	0.00	60.32
616 CREATIVE CUBS	135.88	0.00	0.00	0.00	135.88
2001 DO NOT USE	0.00	0.00	0.00	0.00	0.00
D CLUBS AND ORGANIZATIONS Totals:	666.32	0.00	0.00	0.00	666.32
E ADMINISTRATIVE CUSTODIAL ACCT					
601 Site Base	0.00	0.00	0.00	0.00	0.00
602 Landscaping	37.00	0.00	0.00	0.00	37.00
603 Field Trip	-701.53	0.00	308.24	0.00	-1,009.77
604 Classroom Supplies	16.00	0.00	0.00	0.00	16.00
605 READ	1,015.05	0.00	0.00	0.00	1,015.05
606 Classroom Magazines	0.00	0.00	0.00	0.00	0.00
607 NOT USED	0.00	0.00	0.00	0.00	0.00
608 Drug Awareness-N/A	0.00	0.00	0.00	0.00	0.00
609 Playground Equipment	0.00	0.00	0.00	0.00	0.00
610 Library	2,679.75	0.00	1,970.63	0.00	709.12
612 HOSPITALITY	32.50	0.00	0.00	0.00	32.50
613 Art Fund	4,521.28	0.00	0.00	0.00	4,521.28
614 Hitchcock Mini Classes	0.00	0.00	0.00	0.00	0.00
650 Fundraiser	180.00	0.00	0.00	0.00	180.00
E ADMINISTRATIVE CUSTODIAL ACCT Totals:	7,780.05	0.00	2,278.87	0.00	5,501.18
F DISTRICT CUSTODIAL					
620 NOT USED	0.00	0.00	0.00	0.00	0.00
F DISTRICT CUSTODIAL Totals:	0.00	0.00	0.00	0.00	0.00
Q Extra Curricular Activities					
1000 Kindergarten field trips	0.00	0.00	0.00	0.00	0.00
1010 1st grade field trips	168.75	0.00	0.00	0.00	168.75
1020 2nd grade field trips	175.50	0.00	0.00	0.00	175.50
1030 3rd grade field trips	0.00	0.00	0.00	0.00	0.00
1040 4th grade field trips	189.00	0.00	0.00	0.00	189.00
1050 5th grade field trips	206.40	345.00	0.00	0.00	551.40
1060 SPED Field Trips	0.00	0.00	0.00	0.00	0.00
1070 Physical Education	0.00	0.00	0.00	0.00	0.00
Q Extra Curricular Activities Totals:	739.65	345.00	0.00	0.00	1,084.65
R Clubs					
2000 Art Club	0.00	0.00	0.00	0.00	0.00
R Clubs Totals:	0.00	0.00	0.00	0.00	0.00
Report Totals:	26,110.47	511.22	3,456.16	0.00	23,165.53


Linda K. Mohlman, DSAC
Executive Secretary


Mandy Johnson, Hitchcock
Principal

Current Cash Balance Report

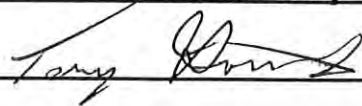
Date: 03/01/2010 thru 03/31/2010

Arranged by:
Group ID and Activity Number
31

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
A ACTIVITY GENERAL FUND					
100 VENDING	1,531.14	0.00	322.11	0.00	1,209.03
110 GENERAL FUND	13,243.53	218.00	793.10	0.00	12,668.43
200 INTEREST EARNED CHECKING	1,292.17	4.84	0.00	0.00	1,297.01
A ACTIVITY GENERAL FUND Totals:	16,066.84	222.84	1,115.21	0.00	15,174.47
D CLUBS AND ORGANIZATIONS					
501 STUDENT COUNCIL	2,618.04	0.00	23.53	0.00	2,594.51
D CLUBS AND ORGANIZATIONS Totals:	2,618.04	0.00	23.53	0.00	2,594.51
E ADMINISTRATIVE CUSTODIAL ACCT					
601 PTA/TEACHER	0.00	0.00	0.00	0.00	0.00
610 LIBRARY	2,030.67	298.39	0.00	0.00	2,329.06
615 FIELD TRIPS	99.55	83.87	666.20	0.00	-482.78
620 PAYBAC	398.45	0.00	0.00	0.00	398.45
E ADMINISTRATIVE CUSTODIAL ACCT Totals:	2,528.67	382.26	666.20	0.00	2,244.73
F DISTRICT CUSTODIAL					
700 REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00
720 CONVENTION FUND	0.00	0.00	0.00	0.00	0.00
F DISTRICT CUSTODIAL Totals:	0.00	0.00	0.00	0.00	0.00
Q EXTRA-CURRICULAR ACTIVITIES					
1000 KINDERGARTEN	0.00	0.00	0.00	0.00	0.00
1010 FIRST GRADE	0.00	0.00	0.00	0.00	0.00
1020 SECOND GRADE	248.00	0.00	0.00	0.00	248.00
1030 THIRD GRADE	174.00	0.00	0.00	0.00	174.00
1040 FOURTH GRADE	759.00	512.00	0.00	0.00	1,271.00
1050 FIFTH GRADE	213.50	0.00	0.00	0.00	213.50
Q EXTRA-CURRICULAR ACTIVITIES Totals:	1,394.50	512.00	0.00	0.00	1,906.50
Report Totals:	22,608.05	1,117.10	1,804.94	0.00	21,920.21

SUBMITTED BY: Mary Bobka

POSITION: Secretary

APPROVED: 

Current Cash Balance Report

ALL Data

Date: 03/01/2010 thru 03/31/2010

Arranged by: ³²
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
A ACTIVITY GENERAL FUND					
100 VENDING	173.21	0.00	0.00	0.00	173.21
110 GENERAL	5,090.79	1,754.06	1,504.05	1.00	5,341.80
120 RETIREMENT	0.00	0.00	0.00	0.00	0.00
125 INTEREST EARNED	323.82	3.86	0.00	0.00	327.68
A ACTIVITY GENERAL FUND Totals:	5,587.82	1,757.92	1,504.05	1.00	5,842.69
C CLUBS AND ORGANIZATIONS					
501 ST. COUNCIL	837.24	0.00	120.00	0.00	717.24
503 SAFE CLUB	1.84	0.00	0.00	0.00	1.84
C CLUBS AND ORGANIZATIONS Totals:	839.08	0.00	120.00	0.00	719.08
E ADMINISTRATIVE CUSTODIAL ACCT					
602 HOSPITALITY	408.40	0.00	0.00	0.00	408.40
604 ART	3,534.73	0.00	782.42	0.00	2,752.31
606 MINI CLASSES	-1,013.12	0.00	39.25	0.00	-1,052.37
607 PE/MUSIC	154.75	0.00	0.00	0.00	154.75
610 LIBRARY	1,760.29	180.53	0.00	0.00	1,940.82
615 FIELD TRIPS	-5,543.51	7.50	1,496.24	0.00	-7,032.25
620 MONTESSORI PRESCHOOL	0.00	0.00	0.00	0.00	0.00
625 ALL-SCHOOL PLAY	0.00	0.00	0.00	0.00	0.00
E ADMINISTRATIVE CUSTODIAL ACCT Totals:	-698.46	188.03	2,317.91	0.00	-2,828.34
Q FIELD TRIPS					
1000 KINDERGARTEN	0.00	0.00	0.00	0.00	0.00
1010 FIRST GRADE	0.00	142.30	0.00	0.00	142.30
1020 SECOND GRADE	75.50	80.00	0.00	0.00	155.50
1030 THIRD GRADE	0.00	0.00	0.00	0.00	0.00
1040 FOURTH GRADE	188.90	361.56	0.00	0.00	550.46
1050 FIFTH GRADE	770.00	0.00	0.00	0.00	770.00
1060 PREPRIMARY MONTESSORI	2,891.30	566.90	0.00	0.00	3,458.20
1070 PRIMARY MONTESSORI	959.50	0.00	0.00	0.00	959.50
1080 INTERMEDIATE MONTESSORI	1,320.85	349.75	0.00	0.00	1,670.60
1090 PRESCHOOL	198.00	0.00	0.00	0.00	198.00
Q FIELD TRIPS Totals:	6,404.05	1,500.51	0.00	0.00	7,904.56
R CLUBS					
2020 SWING CHOIR	-472.55	290.60	0.00	0.00	-181.95
R CLUBS Totals:	-472.55	290.60	0.00	0.00	-181.95
S MINI-CLASSES					
3000 MINI-CLASSES	2,957.00	0.00	0.00	0.00	2,957.00
3010 LEADERSHIP CLASSES	0.00	0.00	0.00	0.00	0.00
3020 ALL-SCHOOL PLAY	2,235.00	0.00	0.00	0.00	2,235.00
S MINI-CLASSES Totals:	5,192.00	0.00	0.00	0.00	5,192.00
Report Totals:	16,851.94	3,737.06	3,941.96	1.00	16,648.04

K Odgaard 4-19-10
 [Signature] 4-20-10

ALL Data

Current Cash Balance Report

Arranged by:
Group ID and Activity Number **33**

Date: 03/01/2010 thru 03/31/2010

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
A ACTIVITY GENERAL FUND					
100 VENDING	159.67	0.00	61.50	0.00	98.17
110 GENERAL FUND	8,819.64	465.00	479.57	0.00	8,805.07
115 INTEREST EARNED CHECKING	27.00	4.31	0.00	0.00	31.31
A ACTIVITY GENERAL FUND Totals:	9,006.31	469.31	541.07	0.00	8,934.55
D CLUBS AND ORGANIZATIONS					
501 STUDENT COUNCIL	2,239.28	0.00	12.16	0.00	2,227.12
510 BOOK CLUB	0.00	0.00	0.00	0.00	0.00
511 CONFLICT MANAGERS	12.00	0.00	0.00	0.00	12.00
615 SAFETY PATROL	0.00	0.00	0.00	0.00	0.00
635 M.A.D.	1.55	0.00	0.00	0.00	1.55
D CLUBS AND ORGANIZATIONS Totals:	2,252.83	0.00	12.16	0.00	2,240.67
E ADMINISTRATIVE CUSTODIAL ACCT					
600 REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00
601 SITE BASE	40.37	0.00	0.00	0.00	40.37
602 HOSPITALITY	593.04	0.00	40.82	0.00	552.22
603 FIELD TRIPS	-1,783.92	533.70	432.62	-166.50	-1,849.34
605 READ	-75.90	150.00	0.00	0.00	74.10
610 LIBRARY	5,394.66	48.53	0.00	0.00	5,443.19
620 CONVENTION FUND	0.00	0.00	0.00	0.00	0.00
630 PAYBACK	3,365.92	92.22	363.87	0.00	3,094.27
640 SPED GRANT	0.00	0.00	0.00	0.00	0.00
650 PLAYGROUND	0.00	0.00	0.00	0.00	0.00
E ADMINISTRATIVE CUSTODIAL ACCT Totals:	7,534.17	824.45	837.31	-166.50	7,354.81
Q EXTRA CURRICULAR ACTIVITES					
1005 Kindergarten Field Trips	456.00	82.00	0.00	166.50	704.50
1010 First Grade Field Trips	0.00	0.00	0.00	0.00	0.00
1020 Second Grade Field Trips	269.90	0.00	0.00	0.00	269.90
1030 Third Grade Field Trips	0.00	0.00	0.00	0.00	0.00
1040 Fourth Grade Field Trips	340.00	0.00	0.00	0.00	340.00
1050 Fifth Grade Field Trips	0.00	372.40	0.00	0.00	372.40
Q EXTRA CURRICULAR ACTIVITES Totals:	1,065.90	454.40	0.00	166.50	1,686.80
Report Totals:	19,859.21	1,748.16	1,390.54	0.00	20,216.83

Joyce Snow
Michelle Pleigton
 4.29.10

ALL Data

Current Cash Balance Report

Date: 03/01/2010 thru 03/31/2010

Arranged by:
34
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
A ACTIVITY GENERAL FUND					
100 STAFF VENDING	1,560.88	0.00	0.00	0.00	1,560.88
101 STUDENT VENDING	142.77	74.50	0.00	0.00	217.27
110 GENERAL	24,390.05	411.87	600.00	0.00	24,201.92
125 INTEREST EARNED	36.05	6.72	0.00	0.00	42.77
130 MAGNET ART	2,986.29	0.00	236.04	0.00	2,750.25
A ACTIVITY GENERAL FUND Totals:	29,116.04	493.09	836.04	0.00	28,773.09
D CLUBS AND ORGANIZATIONS					
501 STUDENT COUNCIL	1,246.61	0.00	0.00	0.00	1,246.61
505 CHOIR	232.67	0.00	73.10	0.00	159.57
510 SAFETY PATROL	0.00	0.00	0.00	0.00	0.00
520 ENVIRONMENTAL CLUB	0.00	0.00	0.00	0.00	0.00
521 3-D Club	0.00	0.00	0.00	0.00	0.00
525 Conflict Managers	0.00	0.00	0.00	0.00	0.00
D CLUBS AND ORGANIZATIONS Totals:	1,479.28	0.00	73.10	0.00	1,406.18
E ADMINISTRATIVE CUSTODIAL ACCT					
602 STAFF HOSPITALITY	0.00	0.00	0.00	0.00	0.00
606 MAGAZINES	0.00	0.00	0.00	0.00	0.00
610 LIBRARY	2,067.43	1,524.40	1,522.30	0.00	2,069.53
615 FIELD TRIPS	-4,619.69	803.79	0.00	0.00	-3,815.90
620 SITE IMPROVEMENT	0.00	0.00	0.00	0.00	0.00
625 READING INCENTIVE	0.00	0.00	0.00	0.00	0.00
E ADMINISTRATIVE CUSTODIAL ACCT Totals:	-2,552.26	2,328.19	1,522.30	0.00	-1,746.37
Q FEE FUNDED ACCOUNTS					
1000 Kindergarten Field Trips	1,055.50	0.00	0.00	0.00	1,055.50
1010 First Grade Field Trips	464.75	0.00	0.00	0.00	464.75
1020 Second Grade Field Trips	706.80	0.00	0.00	0.00	706.80
1030 Third Grade Field Trips	266.85	0.00	0.00	0.00	266.85
1040 Fourth Grade Field Trips	0.00	0.00	0.00	0.00	0.00
1050 Fifth Grade Field Trips	578.85	0.00	0.00	0.00	578.85
Q FEE FUNDED ACCOUNTS Totals:	3,072.75	0.00	0.00	0.00	3,072.75
Report Totals:	31,115.81	2,821.28	2,431.44	0.00	31,505.65

Current Cash Balance Report

ALL Data

Date: 03/01/2010 thru 03/31/2010

35 Arranged by:
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
A ACTIVITY GENERAL FUND					
100 Vending	-212.45	100.83	0.00	0.00	-111.62
105 Staff Vending	0.00	0.00	0.00	0.00	0.00
110 General	9,203.09	1,074.92	111.61	0.00	10,166.40
120 Interest Earned Checking	29.15	5.10	0.00	0.00	34.25
A ACTIVITY GENERAL FUND Totals:	<u>9,019.79</u>	<u>1,180.85</u>	<u>111.61</u>	<u>0.00</u>	<u>10,089.03</u>
D CLUBS AND ORGANIZATIONS					
501 Student Council	2,060.42	550.00	0.00	0.00	2,610.42
502 Asset Building	151.89	0.00	0.00	0.00	151.89
503 5th Grade Club	506.81	0.00	0.00	0.00	506.81
D CLUBS AND ORGANIZATIONS Totals:	<u>2,719.12</u>	<u>550.00</u>	<u>0.00</u>	<u>0.00</u>	<u>3,269.12</u>
E ADMINISTRATIVE CUSTODIAL ACCT					
601 Site Base Plan Annual Updates	0.00	0.00	0.00	0.00	0.00
602 Staff Hospitality	0.00	0.00	0.00	0.00	0.00
603 Field Trips	-4,442.63	138.50	1,511.05	0.00	-5,815.18
608 Grants	31.75	0.00	0.00	0.00	31.75
609 Technology	0.00	0.00	0.00	0.00	0.00
610 Media	2,133.74	212.47	0.00	0.00	2,346.21
611 Fine Arts	1,202.65	0.00	0.00	0.00	1,202.65
612 Safety Patrol	0.00	0.00	0.00	0.00	0.00
614 Montessori Projects	963.38	0.00	0.00	0.00	963.38
615 PayBac	1,035.70	0.00	0.00	0.00	1,035.70
616 P.E.	0.00	0.00	0.00	0.00	0.00
617 Music	0.00	0.00	0.00	0.00	0.00
618 READ	521.24	0.00	0.00	0.00	521.24
619 Home/School Projects	860.35	0.00	0.00	0.00	860.35
620 Norris Special Projects	2,829.00	0.00	0.00	0.00	2,829.00
621 Montessori Snack Account	70.29	0.00	0.00	0.00	70.29
E ADMINISTRATIVE CUSTODIAL ACCT Totals:	<u>5,205.47</u>	<u>350.97</u>	<u>1,511.05</u>	<u>0.00</u>	<u>4,045.39</u>
G DISTRICT CUST. ACCOUNTS					
800 Reimbursement	0.00	0.00	0.00	0.00	0.00
802 Convention	0.00	0.00	0.00	0.00	0.00
G DISTRICT CUST. ACCOUNTS Totals:	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Q Fee Fund					
990 PreK Field Trips	0.00	0.00	0.00	0.00	0.00
1000 Kindergarten Field Trips	556.50	0.00	0.00	0.00	556.50
1010 First Grade Field Trips	0.00	290.00	0.00	0.00	290.00
1020 Second Grade Field Trips	84.00	72.00	0.00	0.00	156.00
1030 Third Grade Field Trips	550.75	4.00	0.00	0.00	554.75
1040 Fourth Grade Field Trips	283.25	376.00	0.00	0.00	659.25
1050 Fifth Grade Field Trips	200.50	0.00	0.00	0.00	200.50
1060 Montessori PreK/K Field Trips	1,071.00	692.50	0.00	0.00	1,763.50
1061 Montessori 1st, 2nd, 3rd Grade Field Trips	1,351.80	526.50	0.00	0.00	1,878.30
1062 Montessori 4th, 5th Grade Field Trips	631.00	346.00	0.00	0.00	977.00
1070 Special Education Field Trips	0.00	0.00	0.00	0.00	0.00
Q Fee Fund Totals:	<u>4,728.80</u>	<u>2,307.00</u>	<u>0.00</u>	<u>0.00</u>	<u>7,035.80</u>
R Clubs					
2000 Clubs	0.00	0.00	0.00	0.00	0.00
2010 Choir Club	0.00	0.00	0.00	0.00	0.00
2050 Student Council Club	0.00	0.00	0.00	0.00	0.00
R Clubs Totals:	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Report Totals:	<u>21,673.18</u>	<u>4,388.82</u>	<u>1,622.66</u>	<u>0.00</u>	<u>24,439.34</u>

Current Cash Balance Report

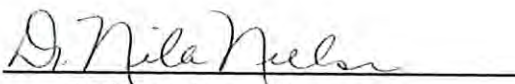
ALL Data

Date: 03/01/2010 thru 03/31/2010

36 Arranged by:
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
A ACTIVITY GENERAL					
100 GENERAL	42,323.46	8,494.18	800.10	0.00	50,017.54
110 VENDING	371.83	0.00	0.00	0.00	371.83
115 INTEREST EARNED CHECKING	66.14	12.88	0.00	0.00	79.02
A ACTIVITY GENERAL Totals:	42,761.43	8,507.06	800.10	0.00	50,468.39
D CLUBS AND ORGANIZATIONS					
501 STUDENT COUNCIL	351.77	0.00	0.00	0.00	351.77
D CLUBS AND ORGANIZATIONS Totals:	351.77	0.00	0.00	0.00	351.77
E ADMINSTRATIVE CUSTODIAL ACCT					
600 HOSPITALITY	1,180.59	0.00	0.00	0.00	1,180.59
601 FIELD TRIPS	-5,843.08	78.00	15.00	0.00	-5,780.08
610 LIBRARY	4,719.92	0.00	1,500.86	0.00	3,219.06
615 PAYBAC	0.00	0.00	0.00	0.00	0.00
620 PLAYGROUND FUNDRAISER	11,776.86	0.00	0.00	0.00	11,776.86
650 VIP HOSPITALITY	502.58	0.00	0.00	0.00	502.58
E ADMINSTRATIVE CUSTODIAL ACCT Totals:	12,336.87	78.00	1,515.86	0.00	10,899.01
Q FEE FUND					
1000 K FIELD TRIPS	0.00	738.40	0.00	0.00	738.40
1010 FIRST GRADE FIELD TRIPS	1,368.50	900.00	0.00	0.00	2,268.50
1020 SECOND GRADE FIELD TRIPS	2,106.90	0.00	0.00	0.00	2,106.90
1030 THIRD GRADE FIELD TRIPS	0.00	1,257.50	0.00	0.00	1,257.50
1040 FOURTH GRADE FIELD TRIPS	578.00	300.00	0.00	0.00	878.00
1050 FIFTH GRADE FIELD TRIPS	482.25	670.50	0.00	0.00	1,152.75
Q FEE FUND Totals:	4,535.65	3,866.40	0.00	0.00	8,402.05
R CLUBS					
2000 CLUBS (MISC)	0.00	0.00	0.00	0.00	0.00
2010 STUDENT COUNCIL	0.00	0.00	0.00	0.00	0.00
R CLUBS Totals:	0.00	0.00	0.00	0.00	0.00
Report Totals:	59,985.72	12,451.46	2,315.96	0.00	70,121.22


Linda K. Mohlman, DSAC
Executive Secretary


Nila Nielsen, Reagan
Principal

ALL Data

Current Cash Balance Report

Date: 03/01/2010 thru 03/31/2010

37 Arranged by:
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
A ACTIVITY GENERAL					
100 GENERAL	9,171.48	405.00	324.81	0.00	9,251.67
110 VENDING	140.37	0.00	0.00	0.00	140.37
115 INTEREST EARNED CHECKING	20.28	4.16	0.00	0.00	24.44
A ACTIVITY GENERAL Totals:	9,332.13	409.16	324.81	0.00	9,416.48
D CLUBS AND ORGANIZATION					
501 STUDENT COUNCIL	-292.12	0.00	0.00	0.00	-292.12
D CLUBS AND ORGANIZATION Totals:	-292.12	0.00	0.00	0.00	-292.12
E ADMINISTRATIVE CUSTODIAL ACCT					
600 SOCIAL	0.00	0.00	0.00	0.00	0.00
601 FIELD TRIPS	-3,077.88	0.00	867.08	0.00	-3,944.96
602 READ	0.00	0.00	0.00	0.00	0.00
603 LIBRARY	2,274.29	64.86	0.00	0.00	2,339.15
604 PAYBAC	5,483.49	421.51	0.00	0.00	5,905.00
605 5TH GRADE BLDG. FUNDRAISER	56.91	0.00	0.00	0.00	56.91
606 PLAYGROUND FUND	0.00	0.00	0.00	0.00	0.00
607 GRANTS	0.00	0.00	0.00	0.00	0.00
608 MUSIC	-7.68	2,448.70	0.00	0.00	2,441.02
609 PE	1,206.79	0.00	0.00	0.00	1,206.79
E ADMINISTRATIVE CUSTODIAL ACCT Totals:	5,935.92	2,935.07	867.08	0.00	8,003.91
Q FEE FUND					
1005 KINDERGARTEN	995.45	0.00	0.00	0.00	995.45
1010 FIRST GRADE	613.50	478.50	0.00	0.00	1,092.00
1020 SECOND GRADE	919.05	0.00	0.00	0.00	919.05
1030 THIRD GRADE	144.25	506.75	0.00	0.00	651.00
1040 FOURTH GRADE	479.30	0.00	0.00	0.00	479.30
1050 FIFTH GRADE	227.80	284.00	0.00	0.00	511.80
1060 DO NOT USE - MUSIC	0.00	0.00	0.00	0.00	0.00
1070 DO NOT USE - PE	0.00	0.00	0.00	0.00	0.00
Q FEE FUND Totals:	3,379.35	1,269.25	0.00	0.00	4,648.60
Report Totals:	18,355.28	4,613.48	1,191.89	0.00	21,776.87

Linda K. Mohlman, DSAC
Executive Secretary

Suzanne Hinman, Reeder
Principal

ALL Data

Current Cash Balance Report

Date: 03/01/2010 thru 03/31/2010

38 Arranged by:
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
610 unused library account	0.00	0.00	0.00	0.00	0.00
Totals:	0.00	0.00	0.00	0.00	0.00
A ACTIVITY GENERAL FUND					
100 VENDING	510.30	0.00	0.00	-42.95	467.35
110 GENERAL FUND	10,801.88	7.00	862.12	42.95	9,989.71
125 interest earned checking	42.39	7.51	0.00	0.00	49.90
A ACTIVITY GENERAL FUND Totals:	11,354.57	14.51	862.12	0.00	10,506.96
D CLUBS AND ORGANIZATIONS					
501 STUDENT COUNCIL	1,939.68	14.00	0.00	0.00	1,953.68
505 GRADE 5 ACTIVITY	0.00	0.00	0.00	0.00	0.00
510 STANDD CLUB	33.03	93.25	0.00	0.00	126.28
515 K-KIDS CLUB	485.43	0.00	128.34	0.00	357.09
520 ENVIRONMENTAL CLUB	49.50	383.92	378.43	0.00	54.99
D CLUBS AND ORGANIZATIONS Totals:	2,507.64	491.17	506.77	0.00	2,492.04
E ADMINISTRATIVE CUSTODIAL					
602 HOSPITALITY	29.33	0.00	0.00	0.00	29.33
606 MAGAZINES	0.00	0.00	0.00	0.00	0.00
610 LIBRARY	6,657.19	49.38	64.06	0.00	6,642.51
615 FIELD TRIPS	-471.69	0.00	1,184.38	0.00	-1,656.07
620 PAYBACK PARTNER	1,575.10	195.15	24.37	0.00	1,745.88
625 CORPORATE DONATIONS	6,683.87	0.00	9.57	0.00	6,674.30
630 SPELL-A-THON	532.71	3,096.02	326.74	0.00	3,301.99
635 HOST	0.00	0.00	0.00	0.00	0.00
640 OTHER STUDENT ACTIVITIES	411.26	0.00	0.00	0.00	411.26
645 TOOLS FOR SCHOOLS	1,000.00	0.00	0.00	0.00	1,000.00
650 ARTWORKS	1,244.15	0.00	57.72	0.00	1,186.43
E ADMINISTRATIVE CUSTODIAL Totals:	17,661.92	3,340.55	1,666.84	0.00	19,335.63
F DISTRICT CUSTODIAL					
700 REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00
720 CONVENTION	0.00	0.00	0.00	0.00	0.00
F DISTRICT CUSTODIAL Totals:	0.00	0.00	0.00	0.00	0.00
Q EXTRA CURRICULAR ACTIVITIES					
1005 KG FIELD TRIPS	734.00	0.00	0.00	0.00	734.00
1010 1ST GR. FIELD TRIPS	289.75	0.00	0.00	0.00	289.75
1020 2ND GR. FIELD TRIPS	382.75	363.70	0.00	0.00	746.45
1030 3RD GR. FIELD TRIPS	571.80	0.00	0.00	0.00	571.80
1040 4TH GR. FIELD TRIPS	611.05	350.40	0.00	0.00	961.45
1050 5TH GR. FIELD TRIPS	198.55	128.00	0.00	0.00	326.55
Q EXTRA CURRICULAR ACTIVITIES Totals:	2,787.90	842.10	0.00	0.00	3,630.00
Report Totals:	34,312.03	4,688.33	3,035.73	0.00	35,964.63

Principal Jane Wesley

Secretary Mary Van Roy 4/26/10

ALL Data

Current Cash Balance Report

Date: 03/01/2010 thru 03/31/2010

39 Arranged by:
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
A ACTIVITY GENERAL FUND					
100 GENERAL FUND	20,754.08	1,385.00	296.61	0.00	21,842.47
110 VENDING	-19.39	112.72	0.00	0.00	93.33
120 INTEREST EARNED CHECKING	43.93	6.72	0.00	0.00	50.65
A ACTIVITY GENERAL FUND Totals:	20,778.62	1,504.44	296.61	0.00	21,986.45
B CLUBS AND ORGANIZATIONS					
201 STUDENT COUNCIL	309.22	0.00	0.00	0.00	309.22
211 SAFETY PATROL	25.00	0.00	0.00	0.00	25.00
B CLUBS AND ORGANIZATIONS Totals:	334.22	0.00	0.00	0.00	334.22
C ADMINISTRATIVE CUSTODIAL ACCT					
301 MEDIA	1,016.96	3,582.85	98.50	0.00	4,501.31
305 FIELD TRIPS	-2,588.77	0.00	0.00	0.00	-2,588.77
310 HOSPITALITY	1,924.64	0.00	40.29	0.00	1,884.35
320 BIRTHDAY BOOK CLUB	1,232.49	50.00	0.00	0.00	1,282.49
325 Battle of the Books	0.00	0.00	0.00	0.00	0.00
330 GRANTS	0.00	0.00	0.00	0.00	0.00
340 PTO	4,288.35	217.50	600.00	0.00	3,905.85
350 BEAUTIFICATION	0.00	0.00	0.00	0.00	0.00
C ADMINISTRATIVE CUSTODIAL ACCT Totals:	5,873.67	3,850.35	738.79	0.00	8,985.23
Q FEE FUND					
1000 Kindergarten	862.00	0.00	0.00	0.00	862.00
1001 1st Grade	488.25	0.00	0.00	0.00	488.25
1002 2nd Grade	253.25	891.00	0.00	0.00	1,144.25
1003 3rd Grade	131.25	0.00	0.00	0.00	131.25
1004 4th Grade	0.00	0.00	0.00	0.00	0.00
1005 5th Grade	1,202.50	0.00	0.00	0.00	1,202.50
1010 Self-Contained	0.00	0.00	0.00	0.00	0.00
Q FEE FUND Totals:	2,937.25	891.00	0.00	0.00	3,828.25
R CLUB--FEE FUND					
2000 Student Council Fee Fund	0.00	0.00	0.00	0.00	0.00
2010 Chorus Fee Fund	0.00	0.00	0.00	0.00	0.00
R CLUB--FEE FUND Totals:	0.00	0.00	0.00	0.00	0.00
Report Totals:	29,923.76	6,245.79	1,035.40	0.00	35,134.15

ALL Data

Current Cash Balance Report

Date: 03/01/2010 thru 03/31/2010

40 Arranged by:
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
A General Fund					
100 VENDING	663.98	0.00	55.97	0.00	608.01
110 GENERAL FUND	7,627.02	0.00	964.69	0.00	6,662.33
130 INTEREST EARNED	393.01	2.62	0.00	0.00	395.63
140 Do Not Use	0.00	0.00	0.00	0.00	0.00
A General Fund Totals:	8,684.01	2.62	1,020.66	0.00	7,665.97
B Clubs & Organizations					
501 STUDENT COUNCIL	719.82	0.00	125.68	0.00	594.14
B Clubs & Organizations Totals:	719.82	0.00	125.68	0.00	594.14
C Administrative Custodial					
600 Do Not Use	0.00	0.00	0.00	0.00	0.00
610 LIBRARY	3,490.90	0.00	535.24	0.00	2,955.66
615 FIELD TRIPS	-1,948.94	0.00	128.30	0.00	-2,077.24
620 Do Not Use	0.00	0.00	0.00	0.00	0.00
626 Do Not Use	0.00	0.00	0.00	0.00	0.00
627 Do Not Use	0.00	0.00	0.00	0.00	0.00
628 Do Not Use	0.00	0.00	0.00	0.00	0.00
C Administrative Custodial Totals:	1,541.96	0.00	663.54	0.00	878.42
Q Fee Funded Account					
1000 KG FIELD TRIP	0.00	0.00	0.00	0.00	0.00
1010 FIRST GR. FIELD TRIP	389.25	0.00	0.00	0.00	389.25
1020 SECOND GR. FIELD TRIP	307.15	0.00	0.00	0.00	307.15
1030 THIRD GR. FIELD TRIP	649.75	0.00	0.00	0.00	649.75
1040 FOURTH GR. FIELD TRIP	187.96	0.00	0.00	0.00	187.96
1050 FIFTH GR. FIELD TRIP	367.04	0.00	0.00	0.00	367.04
1060 ELL FIELD TRIP	0.00	0.00	0.00	0.00	0.00
Q Fee Funded Account Totals:	1,901.15	0.00	0.00	0.00	1,901.15
Report Totals:	12,846.94	2.62	1,809.88	0.00	11,039.68

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ALL Data

Current Cash Balance Report

Date: 03/01/2010 thru 03/31/2010

Arranged by:
Group ID and Activity Number
41

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
A General Fund					
100 General Fund	3,197.80	1,223.34	215.44	0.00	4,205.70
110 Vending	139.18	0.00	0.00	0.00	139.18
120 Interest Earned Checking	7.63	1.94	0.00	0.00	9.57
A General Fund Totals:	3,344.61	1,225.28	215.44	0.00	4,354.45
B Clubs & Organizations					
200 Student Council	2,205.87	22.00	162.60	0.00	2,065.27
B Clubs & Organizations Totals:	2,205.87	22.00	162.60	0.00	2,065.27
C Administrative Custodial					
300 Libary	4,742.85	101.13	2,060.85	0.00	2,783.13
615 Field Trips	-1,636.92	0.00	1,240.82	0.00	-2,877.74
C Administrative Custodial Totals:	3,105.93	101.13	3,301.67	0.00	-94.61
Q Free Funded Accounts					
1000 Kindergarted Field Trips	879.00	0.00	0.00	0.00	879.00
1010 First Grade Field Trips	403.00	371.75	0.00	0.00	774.75
1020 Second Grade Field Trips	136.00	264.00	0.00	0.00	400.00
1030 Third Grade Field Trips	384.50	0.00	0.00	0.00	384.50
1040 Fourth Grade Field Trips	0.00	0.00	0.00	0.00	0.00
1050 Fifth Grade Field Trips	0.00	0.00	0.00	0.00	0.00
Q Free Funded Accounts Totals:	1,802.50	635.75	0.00	0.00	2,438.25
Report Totals:	10,458.91	1,984.16	3,679.71	0.00	8,763.36

Karin Penone
Susan Anglem

ALL Data

Current Cash Balance Report

Date: 03/01/2010 thru 03/31/2010

45 Arranged by:
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
A ACTIVITY GENERAL FUND					
100 GENERAL FUND	6,131.90	726.00	1,320.14	0.00	5,537.76
110 VENDING	166.95	0.00	20.50	0.00	146.45
120 INTEREST EARNED CHECKING	23.74	3.63	0.00	0.00	27.37
A ACTIVITY GENERAL FUND Totals:	6,322.59	729.63	1,340.64	0.00	5,711.58
B CLUBS AND ORGANIZATIONS					
201 STUDENT COUNCIL	235.76	93.50	0.00	0.00	329.26
210 GARDEN CLUB	450.39	0.00	0.00	0.00	450.39
B CLUBS AND ORGANIZATIONS Totals:	686.15	93.50	0.00	0.00	779.65
C ADMINISTRATIVE CUSTODIAL ACCT					
0	0.00	0.00	0.00	0.00	0.00
301 Hospitality	1,485.25	0.00	28.89	0.00	1,456.36
310 MEDIA	1,681.03	0.00	8.50	0.00	1,672.53
315 FIELD TRIPS	-1,688.20	0.00	1,693.16	0.00	-3,381.36
320 BIRTHDAY BOOK CLUB	883.92	0.00	22.44	0.00	861.48
330 DONATIONS	1,819.04	650.00	0.00	0.00	2,469.04
340 Grants	0.81	0.00	0.00	0.00	0.81
350 Music Dept. Fund	90.00	0.00	0.00	0.00	90.00
C ADMINISTRATIVE CUSTODIAL ACCT Totals:	4,271.85	650.00	1,752.99	0.00	3,168.86
Q EXTRA CURRICULAR ACTIVITIES					
1000 KINDGARTEN FIELD TRIPS	582.00	729.25	0.00	0.00	1,311.25
1001 FIRST GRADE FIELD TRIPS	0.00	0.00	0.00	0.00	0.00
1002 SECOND GRADE FIELD TRIPS	244.00	0.00	0.00	0.00	244.00
1003 THIRD GRADE FIELD TRIPS	637.00	0.00	0.00	0.00	637.00
1004 FOURTH GRADE FIELD TRIPS	0.00	610.70	0.00	0.00	610.70
1005 FIFTH GRADE FIELD TRIPS	743.65	569.00	0.00	0.00	1,312.65
Q EXTRA CURRICULAR ACTIVITIES Totals:	2,206.65	1,908.95	0.00	0.00	4,115.60
Report Totals:	13,487.24	3,382.08	3,093.63	0.00	13,775.69

Krea Sullivan
5-3-10

Chris J. DeFuer
5-3-10

Current Cash Balance Report

ALL Data

Date: 03/01/2010 thru 03/31/2010

Arranged by:
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
A ACTIVITY GENERAL FUND					
100 STAFF VENDING	3,581.82	0.00	0.00	0.00	3,581.82
101 STUDENT VENDING	-45.05	0.00	0.00	0.00	-45.05
110 GENERAL FUND	7,085.43	0.00	511.96	-618.00	5,955.47
115 INTEREST EARNED CHECKING	531.77	2.71	0.00	0.00	534.48
815 ENRICHMENT DAY	656.03	0.00	0.00	0.00	656.03
5000 FIELD IMPROVEMENT	249.00	0.00	0.00	0.00	249.00
A ACTIVITY GENERAL FUND Totals:	12,059.00	2.71	511.96	-618.00	10,931.75
C FAMILY NIGHTS					
400 KINDERGARTEN HOST FAMILY NIGHTS	0.00	0.00	0.00	0.00	0.00
401 GR. 1 HOST FAMILY NIGHT	0.00	0.00	0.00	0.00	0.00
403 GR. 3 HOST FAMILY NIGHT	0.00	0.00	0.00	0.00	0.00
404 GR. 4 HOST FAMILY NIGHT	0.00	0.00	0.00	0.00	0.00
405 GR. 5 HOST FAMILY NIGHT	0.00	0.00	0.00	0.00	0.00
410 CHOIR HOST FAMILY NIGHT	0.00	0.00	0.00	0.00	0.00
411 CHESS CLUB HOST FAMILY NIGHT	0.00	0.00	0.00	0.00	0.00
412 SAFETY PATROL HOST FAMILY NIGHT	50.30	0.00	0.00	0.00	50.30
413 PLAYGROUND COM. HOST FAMILY NIGHT	0.00	0.00	0.00	0.00	0.00
C FAMILY NIGHTS Totals:	50.30	0.00	0.00	0.00	50.30
D CLUBS AND ORGANIZATIONS					
501 STUDENT COUNCIL	179.52	0.00	0.00	0.00	179.52
901 US WEST VOLUNTEER GRANTS & OTHERS	965.72	0.00	0.00	0.00	965.72
2030 ENVIRONMENTAL CLUB	0.00	0.00	0.00	0.00	0.00
D CLUBS AND ORGANIZATIONS Totals:	1,145.24	0.00	0.00	0.00	1,145.24
E ADMINISTRATIVE CUSTODIAL ACCT					
610 MEDIA	859.83	0.00	0.00	0.00	859.83
615 FIELD TRIPS	-2,567.04	0.00	859.38	618.00	-2,808.42
701 TECHNOLOGY	735.54	0.00	0.00	0.00	735.54
801 GIFTED/HAL	-25.64	0.00	0.00	0.00	-25.64
E ADMINISTRATIVE CUSTODIAL ACCT Totals:	-997.31	0.00	859.38	618.00	-1,238.69
F DISTRICT CUSTODIAL					
700 NOT USED	0.00	0.00	0.00	0.00	0.00
720 NOT USED	0.00	0.00	0.00	0.00	0.00
F DISTRICT CUSTODIAL Totals:	0.00	0.00	0.00	0.00	0.00
H OUTDOOR LEARNING ENVIRONMENT (OLE)					
3000 BRICK ORDERS & OTHER	258.44	0.00	0.00	0.00	258.44
H OUTDOOR LEARNING ENVIRONMENT (OLE) Totals:	258.44	0.00	0.00	0.00	258.44
Q FEE FUND FIELD TRIPS					
1000 KINDERGARTEN FIELD TRIPS	310.25	0.00	0.00	0.00	310.25
1010 1ST GRADE FIELD TRIPS	408.50	0.00	0.00	0.00	408.50
1020 2ND GRADE FIELD TRIPS	134.00	0.00	0.00	0.00	134.00
1030 3RD GRADE FIELD TRIPS	0.00	0.00	0.00	0.00	0.00
1040 4TH GRADE FIELD TRIPS	0.00	0.00	0.00	0.00	0.00
1050 5TH GRADE FIELD TRIPS	363.00	0.00	0.00	0.00	363.00
Q FEE FUND FIELD TRIPS Totals:	1,215.75	0.00	0.00	0.00	1,215.75
R FEE FUND CLUBS					
2020 CHORUS CLUB	0.00	0.00	0.00	0.00	0.00
R FEE FUND CLUBS Totals:	0.00	0.00	0.00	0.00	0.00
Report Totals:	13,731.42	2.71	1,371.34	0.00	12,362.79

Cathy Benz
Jan Zelly

Current Cash Balance Report


 Arranged by:
 Group ID and Activity Number

ALL Data

Date: 03/01/2010 thru 03/31/2010

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
A General Funds					
100 VENDING MACHINES	14,496.56	3,036.67	1,427.06	0.00	16,106.17
110 OTHER GENERAL	18,788.18	0.00	144.47	0.00	18,643.71
115 FINES	7,435.93	45.00	0.00	0.00	7,480.93
120 FUND RAISING ACCOUNT	16,307.07	199.60	0.00	0.00	16,506.67
125 VOLUNTEER	1,570.90	0.00	0.00	0.00	1,570.90
130 INTEREST EARNED - CHECKING	4,363.01	-2.63	0.00	0.00	4,360.38
A General Funds Totals:	62,961.65	3,278.64	1,571.53	0.00	64,668.76
B Athletics					
205 ATHLETIC DEPARTMENT	-7,310.45	1,100.70	1,230.24	0.00	-7,439.99
B Athletics Totals:	-7,310.45	1,100.70	1,230.24	0.00	-7,439.99
C Academic Clubs					
300 SCIENCE CLUB	0.00	0.00	0.00	0.00	0.00
310 YEARBOOK	8,600.10	0.00	0.00	0.00	8,600.10
320 YOUTH TO YOUTH	-4,654.84	184.00	0.00	0.00	-4,470.84
330 KIDS HELPING KIDS	3,897.72	0.00	60.53	0.00	3,837.19
340 RENAISSANCE PROGRAM	1,908.09	0.00	0.00	0.00	1,908.09
350 HAL	-80.00	0.00	0.00	0.00	-80.00
C Academic Clubs Totals:	9,671.07	184.00	60.53	0.00	9,794.54
D Clubs and Organizations					
400 STUDENT COUNCIL	3,069.85	505.45	75.00	0.00	3,500.30
410 VOLLEYBALL CLUB	0.00	0.00	0.00	0.00	0.00
420 LEADERSHIP	1,224.01	0.00	0.00	0.00	1,224.01
430 BOOK CLUB	324.16	0.00	0.00	0.00	324.16
440 SCRAPBOOK CLUB	0.00	0.00	0.00	0.00	0.00
442 FCS CLUB	0.00	0.00	60.57	0.00	-60.57
450 ARTS & CRAFTS CLUB	0.00	0.00	0.00	0.00	0.00
460 PHOTOGRAPHY CLUB	79.58	0.00	0.00	0.00	79.58
470 BUILDER'S CLUB	310.85	150.07	150.00	0.00	310.92
480 DRAMA CLUB	0.00	0.00	0.00	0.00	0.00
D Clubs and Organizations Totals:	5,008.45	655.52	285.57	0.00	5,378.40
E School Custodial Accounts					
500 MUSIC	-23.51	195.00	298.90	0.00	-127.41
501 BAND	3,779.87	620.00	415.00	0.00	3,984.87
502 SOLO AND ENSEMBLE CONTEST	991.98	1,784.00	305.81	0.00	2,470.17
505 ART CLASS	0.00	0.00	0.00	0.00	0.00
509 8TH GRADE FAREWELL	1,185.81	0.00	0.00	0.00	1,185.81
510 TRANSPORTATION	897.92	0.00	0.00	0.00	897.92
511 SPECIAL EVENTS	4,371.32	0.00	138.39	0.00	4,232.93
512 HELP FUND	-2,876.25	6,850.00	4,500.00	0.00	-526.25
515 FACULTY VENDING FUND	1,252.44	0.00	34.87	0.00	1,217.57
520 TEACHERS HOSPITALITY FUND	940.08	15.00	39.00	0.00	916.08
525 AMS T-SHIRT SALES	2,825.17	0.00	0.00	0.00	2,825.17
528 A.P.E. T-SHIRTS	108.00	18.00	0.00	0.00	126.00
530 OUTDOOR CLASSROOM	1,195.60	0.00	0.00	0.00	1,195.60
535 SCIENCE BREAKAGE	0.99	0.00	0.00	0.00	0.99
540 INDUSTRIAL ARTS	3,578.38	0.00	0.00	0.00	3,578.38
542 FAMILY CONSUMER SCIENCE	1,486.41	0.00	11.32	0.00	1,475.09
544 JUMP START	-11.87	0.00	0.00	0.00	-11.87
545 LIBRARY	1,270.29	73.60	10.79	0.00	1,333.10
555 FITNESS ROOM	735.42	0.00	0.00	0.00	735.42
570 FIELD TRIPS-SPECIAL AREA	-170.00	20.00	0.00	0.00	-150.00

ALL Data

Current Cash Balance Report

Date: 03/01/2010 thru 03/31/2010

45 Arranged by:
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
576 FIELD TRIPS-6 GR.	-1,621.65	0.00	0.00	0.00	-1,621.65
577 FIELD TRIPS-7 GR.	-2,040.58	0.00	0.00	0.00	-2,040.58
578 FIELD TRIPS-8 GR.	363.30	0.00	0.00	0.00	363.30
580 OTHER SCHOOL CUSTODIAL	-259.52	0.00	0.00	0.00	-259.52
590 TEAM 6A	0.00	0.00	0.00	0.00	0.00
591 TEAM 6B	0.00	0.00	0.00	0.00	0.00
592 TEAM 6C	0.00	0.00	0.00	0.00	0.00
593 TEAM 7A	0.00	0.00	0.00	0.00	0.00
594 TEAM 7B	0.00	0.00	0.00	0.00	0.00
595 TEAM 7C	0.00	0.00	0.00	0.00	0.00
596 TEAM 8A	0.00	0.00	0.00	0.00	0.00
597 TEAM 8B	0.00	0.00	0.00	0.00	0.00
598 TEAM 8C	0.00	0.00	0.00	0.00	0.00
E School Custodial Accounts Totals:	17,979.60	9,575.60	5,754.08	0.00	21,801.12
G Investments					
700 SAVINGS	-10,479.52	0.00	0.00	0.00	-10,479.52
710 INTEREST ON SAVINGS	5,479.52	0.00	0.00	0.00	5,479.52
G Investments Totals:	-5,000.00	0.00	0.00	0.00	-5,000.00
Q FIELD TRIP FEES					
1350 HAL FIELD TRIPS	75.00	0.00	0.00	0.00	75.00
1570 FIELD TRIPS-SPECIAL AREA	0.00	150.00	0.00	0.00	150.00
1576 FIELD TRIPS-6 GR.	1,561.00	0.00	0.00	0.00	1,561.00
1577 FIELD TRIPS-7 GR.	1,824.00	0.00	0.00	0.00	1,824.00
1578 FIELD TRIPS-8 GR.	0.00	0.00	0.00	0.00	0.00
Q FIELD TRIP FEES Totals:	3,460.00	150.00	0.00	0.00	3,610.00
R CLUB FEES					
1420 LEADERSHIP	0.00	0.00	0.00	0.00	0.00
2300 SCIENCE CLUB	0.00	0.00	0.00	0.00	0.00
2320 YOUTH TO YOUTH	4,354.00	900.00	0.00	0.00	5,254.00
2400 STUDENT COUNCIL	385.00	0.00	0.00	0.00	385.00
2410 VOLLEYBALL CLUB	0.00	0.00	0.00	0.00	0.00
2430 BOOK CLUB	0.00	0.00	0.00	0.00	0.00
2440 SCRAPBOOK CLUB	0.00	0.00	0.00	0.00	0.00
2442 FCS CLUB	60.00	0.00	0.00	0.00	60.00
2450 ARTS & CRAFTS CLUB	0.00	0.00	0.00	0.00	0.00
2460 PHOTOGRAPHY CLUB	0.00	0.00	0.00	0.00	0.00
2500 MUSIC CLUB	996.99	238.00	0.00	0.00	1,234.99
2501 BAND CLUB	2,733.45	0.00	0.00	0.00	2,733.45
2544 JUMP START	0.00	0.00	0.00	0.00	0.00
R CLUB FEES Totals:	8,529.44	1,138.00	0.00	0.00	9,667.44
S ATHLETIC FEES					
3205 ATHLETICS	6,777.00	4,220.00	0.00	0.00	10,997.00
S ATHLETIC FEES Totals:	6,777.00	4,220.00	0.00	0.00	10,997.00
Report Totals:	102,076.76	20,302.46	8,901.95	0.00	113,477.27

ALL Data

Current Cash Balance Report

Arranged by:
46
Group ID and Activity Number

Date: 03/01/2010 thru 03/31/2010

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
A GENERAL FUND					
100 General Fund	2,228.26	252.97	834.78	0.00	1,646.45
110 Student Vending	10,003.50	3,343.33	1,011.35	-1,476.00	10,859.48
115 Staff Vending	-735.92	258.00	287.90	1,476.00	710.18
120 Staff Contests	-17.18	0.00	0.00	0.00	-17.18
A GENERAL FUND Totals:	11,478.66	3,854.30	2,134.03	0.00	13,198.93
D SCHOOL CUSTODIAL ACCOUNTS					
400 Library	505.80	0.00	0.00	0.00	505.80
405 FCS - Family Consumer Science	122.97	0.00	0.00	0.00	122.97
410 Field Trips	-2,978.03	0.00	238.59	0.00	-3,216.62
415 Hospitality	1,302.56	0.00	0.00	0.00	1,302.56
420 IT LAB - Industrial Technology	1,824.49	1,161.00	0.00	0.00	2,985.49
425 Art	5.00	0.00	0.00	0.00	5.00
430 Spirit Wear	1,990.30	12.00	0.00	0.00	2,002.30
435 Book Fines	20.00	0.00	0.00	0.00	20.00
440 School Improvements	10,805.12	0.00	0.00	0.00	10,805.12
445 Book Store	17.72	101.00	199.00	0.00	-80.28
450 PE Shirts	651.21	0.00	0.00	0.00	651.21
455 Jump Start Camp	21.62	0.00	0.00	0.00	21.62
460 Lunch and Learn	-65.41	0.00	0.00	0.00	-65.41
465 Guidance Activities	595.12	0.00	0.00	0.00	595.12
470 FRPLS	0.00	0.00	400.00	0.00	-400.00
475 Musical	1,450.05	0.00	0.00	0.00	1,450.05
D SCHOOL CUSTODIAL ACCOUNTS Totals:	16,268.52	1,274.00	837.59	0.00	16,704.93
E PROGRAMS					
500 B.A.S.E.	-388.89	0.00	0.00	0.00	-388.89
E PROGRAMS Totals:	-388.89	0.00	0.00	0.00	-388.89
F ATHLETICS and ACTIVITIES					
600 Athletics Program	-5,815.61	15.00	1,532.03	0.00	-7,332.64
605 Clubs and Activities	22.20	0.00	0.00	0.00	22.20
610 Student Council	1,512.51	485.80	1,953.89	0.00	44.42
615 Youth to Youth	-424.76	0.00	0.00	0.00	-424.76
620 Emissary / Peer Mediation / Tutor	0.00	0.00	0.00	0.00	0.00
625 FCS Club	89.97	0.00	0.00	0.00	89.97
630 Swing Choir Club	-2,835.91	0.00	0.00	0.00	-2,835.91
635 Environmental Club	335.40	0.00	0.00	0.00	335.40
640 Yearbook	10,134.68	570.00	0.00	0.00	10,704.68
645 Art Club	28.43	0.00	0.00	0.00	28.43
650 HAL	-153.47	0.00	0.00	0.00	-153.47
655 Dance Club	3.71	0.00	0.00	0.00	3.71
660 Jazz Band	51.97	0.00	0.00	0.00	51.97
665 Drama Club	0.00	0.00	0.00	0.00	0.00
670 Cross Country Club	8.47	0.00	0.00	0.00	8.47
675 Solo and Ensemble Contest	0.00	0.00	0.00	0.00	0.00
680 Future Educators Club	16.67	0.00	0.00	0.00	16.67
685 Debate Club	-0.10	0.00	0.00	0.00	-0.10
690 Science Club	-0.52	0.00	0.00	0.00	-0.52
F ATHLETICS and ACTIVITIES Totals:	2,973.64	1,070.80	3,485.92	0.00	558.52
G INVESTMENTS					
700 Savings	0.00	0.00	0.00	0.00	0.00
705 Checking Interest	1,678.95	12.99	0.00	0.00	1,691.94
710 Interest on Savings	0.00	0.00	0.00	0.00	0.00
G INVESTMENTS Totals:	1,678.95	12.99	0.00	0.00	1,691.94

John Southall

*4/14/10
Rhonda Heidebrand*

Current Cash Balance Report

ALL Data

Date: 03/01/2010 thru 03/31/2010

47 Arranged by:
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
Q FIELD TRIP FEES					
1000 Field Trips	3,126.25	225.25	0.00	0.00	3,351.50
Q FIELD TRIP FEES Totals:	<u>3,126.25</u>	<u>225.25</u>	<u>0.00</u>	<u>0.00</u>	<u>3,351.50</u>
R CLUB FEES					
2455 Jump Start Camp	10.00	0.00	0.00	0.00	10.00
2610 Student Council	0.00	0.00	0.00	0.00	0.00
2615 Youth-to-Youth	577.00	0.00	0.00	0.00	577.00
2625 FCS Club	150.00	10.00	0.00	0.00	160.00
2630 Swing Choir	2,911.00	0.00	0.00	0.00	2,911.00
2635 Environmental Club	0.00	0.00	0.00	0.00	0.00
2645 Art Club	0.00	0.00	0.00	0.00	0.00
2650 HAL	172.00	0.00	0.00	0.00	172.00
2655 Dance Club	0.00	0.00	0.00	0.00	0.00
2665 Drama Club	0.00	0.00	0.00	0.00	0.00
2670 Cross Country Club	0.00	0.00	0.00	0.00	0.00
2690 Science Club	0.00	0.00	0.00	0.00	0.00
R CLUB FEES Totals:	<u>3,820.00</u>	<u>10.00</u>	<u>0.00</u>	<u>0.00</u>	<u>3,830.00</u>
S ATHLETIC FEES					
3000 Athletics	11,505.46	6,535.00	0.00	0.00	18,040.46
S ATHLETIC FEES Totals:	<u>11,505.46</u>	<u>6,535.00</u>	<u>0.00</u>	<u>0.00</u>	<u>18,040.46</u>
T PROGRAM FEES					
4500 B.A.S.E. FEES	7,160.00	1,140.00	0.00	0.00	8,300.00
T PROGRAM FEES Totals:	<u>7,160.00</u>	<u>1,140.00</u>	<u>0.00</u>	<u>0.00</u>	<u>8,300.00</u>
Report Totals:	<u>57,622.59</u>	<u>14,122.34</u>	<u>6,457.54</u>	<u>0.00</u>	<u>65,287.39</u>

Current Cash Balance Report

Date: 03/01/2009 thru 03/31/2010

Arranged by:
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
A GENERAL FUNDS					
100 VENDING MACHINES	2,841.33	13,520.90	0.00	-11,772.00	4,590.23
105 STAFF VENDING MACHINES	499.93	0.00	1,721.18	1,313.00	91.75
110 GENERAL	2,760.46	21,881.75	37,760.54	6,743.71	-6,374.62
120 PENCIL FUND (SCHOOL IMPROV.)	171.52	832.75	388.00	0.00	616.27
150 INTEREST EARNED CHECKING	911.84	0.00	0.00	0.00	911.84
170 INTEREST EARNED SAVINGS	13,359.15	715.67	0.00	-413.85	13,660.97
190 PAYBAC FUND	192.16	0.00	275.00	275.00	192.16
A GENERAL FUNDS Totals:	20,736.39	36,951.07	40,144.72	-3,854.14	13,688.60
B ATHLETICS					
200 ATHLETICS PROGRAM	-2,944.03	1,797.50	14,603.12	15,335.00	-414.65
B ATHLETICS Totals:	-2,944.03	1,797.50	14,603.12	15,335.00	-414.65
C ACADEMIC CLUBS					
305 ART CLUB	-79.43	0.00	130.72	160.00	-50.15
310 YEARBOOKS	-5,278.34	14,112.50	7,129.74	0.00	1,704.42
315 BOWLING CLUB	165.84	0.00	1,092.87	510.00	-417.03
320 FAMILY CONSUMER SCIENCE CLUB	-54.89	0.00	109.06	65.40	-98.55
330 DRAMA	348.17	356.00	179.82	0.00	524.35
335 FITNESS CLUB	0.00	0.00	33.69	0.00	-33.69
C ACADEMIC CLUBS Totals:	-4,898.65	14,468.50	8,675.90	735.40	1,629.35
D CLUBS AND ORGANIZATIONS					
400 STUDENT COUNCIL	3,221.73	6,548.65	8,837.70	36.00	968.68
425 SPARKS	-881.55	45.00	1,258.22	1,319.75	-775.02
D CLUBS AND ORGANIZATIONS Totals:	2,340.18	6,593.65	10,095.92	1,355.75	193.66
E SCHOOL CUSTODIAL ACCOUNTS					
500 BAND	12.94	665.00	712.00	108.00	73.94
502 HOSPITALITY	1,542.07	1,463.00	1,680.40	-76.00	1,248.67
503 TREE FUND	942.06	433.00	900.00	0.00	475.06
505 FINES	2,031.49	918.42	585.20	0.00	2,364.71
506 MONTESSORI (6TH)	28.60	171.20	730.18	30.38	-500.00
508 MONTESSORI 7/8	-3,951.33	3,413.49	17,742.68	10,639.49	-7,641.03
510 FIELD TRIPS	341.52	0.00	2,432.26	330.00	-1,760.74
511 NEW TEACHER FUND	545.95	383.33	99.49	0.00	829.79
512 PALS	46.11	0.00	0.00	0.00	46.11
513 MONTESSORI SUPPORT FUND	2,624.87	0.00	0.00	-2,616.87	8.00
514 LACEY LEGACY FUND	91.44	0.00	74.53	35.00	51.91
515 ASSIGNMENT NOTEBOOKS	1,029.15	1,906.00	2,837.75	0.00	97.40
520 LIBRARY	435.08	3,927.10	3,070.61	0.00	1,291.57
525 M.S. ALTERNATIVE PROGRAM	-95.76	391.32	512.73	228.50	11.33
528 H.A.L. TRIPS	-20.00	20.00	874.56	874.56	0.00
529 MENTORING HOMEROOMS FUND	322.51	239.14	254.14	0.00	307.51
531 "GOOD FRIENDS" FUND	19.30	0.00	24.97	0.00	-5.67
533 BACKPACK PROGRAM	7.57	275.00	0.00	-275.00	7.57
534 ASSET SUMMIT	0.00	900.00	908.94	8.94	0.00
535 VOCAL MUSIC	-244.37	0.00	402.00	544.50	-101.87
537 ASAP	-467.08	0.00	979.16	999.62	-446.62
538 TIME TRAVELERS	-685.37	752.45	2,863.26	2,646.18	-150.00
539 CYCLONE SEQUEL	600.00	0.00	600.00	0.00	0.00
541 MAGAZINE FUNDRAISER 09-10	0.00	3,635.59	1,879.58	0.00	1,756.01
545 ORCHESTRA	-302.74	0.00	199.80	502.54	0.00
550 TEAM FUNDS	0.00	0.00	127.86	824.06	696.20
551 6 A/B SUPPORT FUND	0.00	0.00	169.56	0.00	-169.56
552 7 A/B SUPPORT FUND	0.00	0.00	0.00	0.00	0.00

Current Cash Balance Report

Date: 03/01/2009 thru 03/31/2010

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
553 8 A/B SUPPORT FUND	0.00	0.00	102.15	0.00	-102.15
560 PHYSICAL EDUCATION	266.91	0.00	0.00	0.00	266.91
570 CYCLONE PARENT DONATIONS	3,387.17	11,967.81	10,081.66	-700.00	4,573.32
575 ART FEES	270.61	10.00	0.00	0.00	280.61
580 SEWING (HAAN CRAFT KITS)	139.69	0.00	0.00	0.00	139.69
586 7TH GR. ENRICHMENT	5.67	40.00	0.00	0.00	45.67
587 CARTRIDGES FOR KIDS	156.10	24.10	0.00	0.00	180.20
590 TECHNOLOGY EDUCATION	1,723.33	711.50	1,098.45	0.00	1,336.38
598 THE ZONE	0.00	75.00	75.95	0.00	-0.95
599 MUSIC SHIRTS	-1,946.75	0.00	1,990.50	1,946.75	-1,990.50
E SCHOOL CUSTODIAL ACCOUNTS Totals:	8,856.74	32,322.45	54,010.37	16,050.65	3,219.47
F DISTRICT CUSTODIAL ACCOUNTS					
620 CONFERENCE ACCOUNT	0.00	0.00	0.00	0.00	0.00
F DISTRICT CUSTODIAL ACCOUNTS Totals:	0.00	0.00	0.00	0.00	0.00
G INVESTMENTS					
700 SAVINGS	-30,413.82	0.00	715.67	413.85	-30,715.64
710 INTEREST ON SAVINGS	0.00	0.00	0.00	0.00	0.00
G INVESTMENTS Totals:	-30,413.82	0.00	715.67	413.85	-30,715.64
Q FIELD TRIP FEES					
1020 6TH GRADE FIELD TRIPS	0.00	0.00	0.00	0.00	0.00
1045 7TH GRADE FIELD TRIPS	2,097.30	1,870.25	0.00	-2,151.30	1,816.25
1065 8TH GRADE FIELD TRIPS	0.00	0.00	0.00	0.00	0.00
1080 WORLD LANGUAGE	0.00	330.00	0.00	-330.00	0.00
1506 MONTESSORI (6) FIELD TRIPS	0.00	0.00	0.00	0.00	0.00
1508 MONTESSORI (7,8) FIELD TRIPS	3,798.00	10,850.00	0.00	-8,053.00	6,595.00
1525 MSAP FIELD TRIPS	228.50	110.00	0.00	-228.50	110.00
1528 H.A.L. FIELD TRIPS	0.00	252.00	0.00	-120.00	132.00
1538 TIME TRAVELERS FIELD TRIPS	0.00	180.00	0.00	0.00	180.00
Q FIELD TRIP FEES Totals:	6,123.80	13,592.25	0.00	-10,882.80	8,833.25
R CLUB FEES					
2305 ART CLUB	160.00	180.00	0.00	-160.00	180.00
2315 BOWLING CLUB	510.00	640.00	0.00	-510.00	640.00
2320 FAMILY CONSUMER SCIENCE CLUB	82.00	150.00	16.60	-65.40	150.00
2330 DRAMA CLUB	0.00	0.00	0.00	0.00	0.00
2335 FITNESS CLUB	0.00	19.00	0.00	0.00	19.00
2400 STUDENT COUNCIL	36.00	0.00	0.00	-36.00	0.00
2425 SPARKS	1,185.00	1,058.75	0.00	-1,319.75	924.00
2500 BAND	0.00	108.00	0.00	-108.00	0.00
2535 VOCAL MUSIC	328.50	494.75	0.00	-544.50	278.75
2545 ORCHESTRA	240.00	315.00	0.00	-455.00	100.00
2600 MUSIC SHIRTS	1,901.50	1,994.45	0.00	-1,901.50	1,994.45
R CLUB FEES Totals:	4,443.00	4,959.95	16.60	-5,100.15	4,286.20
S ATHLETICS FEES					
3200 ATHLETICS	11,550.00	17,605.00	0.00	-15,335.00	13,820.00
S ATHLETICS FEES Totals:	11,550.00	17,605.00	0.00	-15,335.00	13,820.00
Z DO NOT USE CATEGORY					
180 DO NOT USE	0.00	0.00	0.00	0.00	0.00
340 DO NOT USE	0.00	0.00	0.00	0.00	0.00
350 SKI CLUB	45.80	0.00	0.00	-45.80	0.00
501 DO NOT USE	0.00	0.00	0.00	0.00	0.00
504 ROTARY ACTIVITY FUND	110.77	0.00	110.77	0.00	0.00
509 DO NOT USE	0.00	0.00	0.00	0.00	0.00
516 DO NOT USE	213.96	0.00	26.97	-186.99	0.00

Current Cash Balance Report

Date: 03/01/2009 thru 03/31/2010

50

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
517 DO NOT USE	224.00	0.00	37.50	-186.50	0.00
518 DO NOT USE	-823.68	0.00	76.50	900.18	0.00
519 DO NOT USE	-724.05	0.00	76.50	800.55	0.00
521 DO NOT USE	0.00	0.00	0.00	0.00	0.00
522 DO NOT USE	110.34	0.00	110.34	0.00	0.00
523 DO NOT USE	318.72	0.00	318.72	0.00	0.00
524 DO NOT USE	0.00	0.00	0.00	0.00	0.00
526 DO NOT USE	0.00	0.00	0.00	0.00	0.00
527 DO NOT USE	0.00	0.00	0.00	0.00	0.00
530 DO NOT USE	0.00	0.00	0.00	0.00	0.00
532 "APPLE TREE" DONATIONS	224.00	0.00	224.00	0.00	0.00
536 READING LOUNGE	92.00	0.00	92.00	0.00	0.00
540 FUNDRAISER 98-99, LIBRARY	0.00	0.00	0.00	0.00	0.00
555 FUNDRAISER '07-'08	0.00	0.00	0.00	0.00	0.00
565 DO NOT USE	0.00	0.00	0.00	0.00	0.00
585 DO NOT USE	0.00	0.00	0.00	0.00	0.00
588 FUNDRAISER 08-09	4,194.17	39.00	4,233.17	0.00	0.00
595 DO NOT USE	0.00	0.00	0.00	0.00	0.00
1005 DO NOT USE	0.00	0.00	0.00	0.00	0.00
1010 DO NOT USE	0.00	0.00	0.00	0.00	0.00
1030 DO NOT USE	0.00	0.00	0.00	0.00	0.00
1035 DO NOT USE	0.00	0.00	0.00	0.00	0.00
1050 DO NOT USE	0.00	0.00	0.00	0.00	0.00
1055 DO NOT USE	0.00	0.00	0.00	0.00	0.00
1075 DO NOT USE	0.00	0.00	0.00	0.00	0.00
1085 DO NOT USE	0.00	0.00	0.00	0.00	0.00
2350 DO NOT USE	0.00	0.00	0.00	0.00	0.00
2550 DO NOT USE	0.00	0.00	0.00	0.00	0.00
Z DO NOT USE CATEGORY Totals:	3,986.03	39.00	5,306.47	1,281.44	0.00
Report Totals:	19,779.64	128,329.37	133,568.77	0.00	14,540.24

Submitted by Michelle Kraft

Approved by Beth Jones Date 4-14-10

Current Cash Balance Report

ALL Data

Date: 03/01/2010 thru 03/31/2010

Arranged by:
51
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
A GENERAL FUNDS					
100 VENDING	30,244.54	3,189.80	197.83	0.00	33,236.51
105 STAFF VENDING	1,965.38	342.87	0.00	0.00	2,308.25
110 GENERAL FUND	3,269.50	0.00	0.00	0.00	3,269.50
112 PAYBAC	7,494.92	46.39	0.00	0.00	7,541.31
115 KIEWIT T-SHIRT-SALES/PROJECTS	28,735.91	0.00	0.00	0.00	28,735.91
116 CLASS/ACTIVITY T-SHIRTS	920.06	80.00	364.00	0.00	636.06
117 BOOK ORDERS	10.60	0.00	0.00	0.00	10.60
119 SITE IMPROVEMENT	44,624.04	0.00	467.95	0.00	44,156.09
120 SCHOOL IMPROVEMENT TEAM	2,051.00	0.00	0.00	0.00	2,051.00
125 FUNDRAISER	25,392.04	8,707.42	1,683.05	0.00	32,416.41
130 BUS	-696.15	0.00	575.00	0.00	-1,271.15
140 RETIREMENT	496.74	0.00	354.72	0.00	142.02
150 PARENT/TEACHER RESOURCE LIB	595.53	0.00	0.00	0.00	595.53
155 TECHNOLOGY	0.00	0.00	0.00	0.00	0.00
165 ROTARY	621.91	0.00	0.00	0.00	621.91
167 KCC FUNDRAISER	6,139.12	0.00	0.00	0.00	6,139.12
170 SCHOLARSHIP	2,936.06	0.00	0.00	0.00	2,936.06
180 SPECIAL PROJECTS	700.25	0.00	0.00	0.00	700.25
185 LEARNING CENTER	930.13	0.00	0.00	0.00	930.13
190 STAFF DEVELOPMENT	1,110.68	0.00	468.00	0.00	642.68
195 STUDENT ACTIVITIES	460.44	0.00	0.00	0.00	460.44
196 PARENTS FOR TEACHER APPRECIATION	0.00	0.00	0.00	0.00	0.00
197 VOCAL MUSIC	0.00	0.00	0.00	0.00	0.00
198 KETV GRANT/LAURA THOREEN	61.25	0.00	0.00	0.00	61.25
199 RITONYA-ANNE PAGE	540.24	0.00	0.00	0.00	540.24
A GENERAL FUNDS Totals:	158,604.19	12,366.48	4,110.55	0.00	166,860.12
B ATHLETICS					
200 ATHLETICS	-3,115.24	369.50	945.45	0.00	-3,691.19
205 SUMMER BB CAMP	477.35	0.00	0.00	0.00	477.35
210 MULTI-PURPOSE PROJECT	0.00	0.00	0.00	0.00	0.00
B ATHLETICS Totals:	-2,637.89	369.50	945.45	0.00	-3,213.84
C ACADEMIC CLUBS					
300 INTERNATIONAL CLUB	197.26	96.27	294.53	0.00	-1.00
305 VOLUNTEER CLUB	5,412.00	0.00	0.00	0.00	5,412.00
310 YEARBOOK	41,264.00	0.00	0.00	0.00	41,264.00
315 DRAMA CLUB	1,994.28	0.00	0.00	0.00	1,994.28
320 YOUTH-TO-YOUTH	1,665.36	0.00	0.00	0.00	1,665.36
325 STUDENT COUNCIL	1,341.97	0.00	0.00	0.00	1,341.97
330 SCIENCE CLUB	0.00	353.00	0.00	0.00	353.00
335 ART CLUB	-99.44	0.00	0.00	0.00	-99.44
355 SPEECH CLUB	0.00	0.00	0.00	0.00	0.00
360 DESTINATION IMAGINATION CLUB	0.00	0.00	0.00	0.00	0.00
C ACADEMIC CLUBS Totals:	51,775.43	449.27	294.53	0.00	51,930.17
D CLUBS AND ORGANIZATIONS					
420 SNACK AND STITCH	-75.18	0.00	0.00	0.00	-75.18
D CLUBS AND ORGANIZATIONS Totals:	-75.18	0.00	0.00	0.00	-75.18
E SCHOOL CUSTODIAL ACCOUNTS					
520 SOCIAL/HOSPITALITY	2,054.95	0.00	0.00	0.00	2,054.95
530 PE/LOCK	1,118.91	0.00	0.00	0.00	1,118.91
540 HOME ARTS	305.94	19.25	128.59	0.00	196.60
550 INDUSTRIAL ARTS	12,398.25	0.00	0.00	0.00	12,398.25

Current Cash Balance Report

ALL Data

Date: 03/01/2010 thru 03/31/2010

Arranged by:
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
560 ART CLASS	0.00	0.00	0.00	0.00	0.00
580 LIBRARY	1,994.48	0.00	23.49	0.00	1,970.99
581 6A FIELD TRIP	0.00	0.00	0.00	0.00	0.00
582 6B FIELD TRIP	0.00	0.00	0.00	0.00	0.00
583 6C FIELD TRIP	0.00	0.00	0.00	0.00	0.00
584 7A FIELD TRIP	-980.00	0.00	0.00	0.00	-980.00
585 7B FIELD TRIP	-942.25	0.00	0.00	0.00	-942.25
586 7C FIELD TRIP	0.00	0.00	0.00	0.00	0.00
587 8A FIELD TRIP	0.00	0.00	0.00	0.00	0.00
588 8B FIELD TRIP	-1,582.00	0.00	0.00	0.00	-1,582.00
589 8C FIELD TRIP	0.00	0.00	0.00	0.00	0.00
590 FRENCH FIELD TRIP	0.00	0.00	0.00	0.00	0.00
591 GERMAN FIELD TRIP	0.00	0.00	0.00	0.00	0.00
592 SPANISH FIELD TRIP	-784.00	0.00	568.40	0.00	-1,352.40
593 HAL FIELD TRIPS	-1,016.97	0.00	144.03	0.00	-1,161.00
594 AFTER SCHOOL PROGRAM	-8,457.00	0.00	4,204.26	0.00	-12,661.26
595 SUMMER SCHOOL PROGRAM	0.00	0.00	0.00	0.00	0.00
596 BAND FIELD TRIPS	0.00	0.00	0.00	0.00	0.00
597 BAND ACTIVITIES	0.00	0.00	0.00	0.00	0.00
E SCHOOL CUSTODIAL ACCOUNTS Totals:	<u>4,110.31</u>	<u>19.25</u>	<u>5,068.77</u>	<u>0.00</u>	<u>-939.21</u>
F DISTRICT CUSTODIAL ACCOUNTS					
620 CONVENTION	0.00	0.00	0.00	0.00	0.00
F DISTRICT CUSTODIAL ACCOUNTS Totals:	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
G INVESTMENTS					
700 SAVINGS	-82,778.72	0.00	0.00	0.00	-82,778.72
710 INTEREST ON SAVINGS	58,376.72	0.00	0.00	0.00	58,376.72
G INVESTMENTS Totals:	<u>-24,402.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>-24,402.00</u>
Q FIELD TRIP FEES					
1581 6A FIELD TRIP	0.00	0.00	0.00	0.00	0.00
1582 6B FIELD TRIPS	0.00	0.00	0.00	0.00	0.00
1583 6C FIELD TRIPS	0.00	0.00	0.00	0.00	0.00
1584 7A FIELD TRIPS	988.75	0.00	0.00	0.00	988.75
1585 7B FIELD TRIPS	951.00	0.00	0.00	0.00	951.00
1586 7C FIELD TRIPS	0.00	0.00	0.00	0.00	0.00
1587 8A FIELD TRIPS	0.00	0.00	0.00	0.00	0.00
1588 8B FIELD TRIPS	1,582.00	0.00	0.00	0.00	1,582.00
1589 8C FIELD TRIPS	0.00	0.00	0.00	0.00	0.00
1590 FRENCH FIELD TRIPS	0.00	0.00	0.00	0.00	0.00
1591 GERMAN FIELD TRIPS	0.00	0.00	0.00	0.00	0.00
1592 SPANISH FIELD TRIPS	579.00	728.00	0.00	0.00	1,307.00
1593 HAL FIELD TRIPS	1,022.94	113.46	0.00	0.00	1,136.40
1596 BAND FIELD TRIPS	0.00	0.00	0.00	0.00	0.00
Q FIELD TRIP FEES Totals:	<u>5,123.69</u>	<u>841.46</u>	<u>0.00</u>	<u>0.00</u>	<u>5,965.15</u>
R CLUB FEES					
2320 YOUTH TO YOUTH CLUB	0.00	0.00	0.00	0.00	0.00
2335 ART CLUB	225.00	0.00	0.00	0.00	225.00
2350 CHESS CLUB	0.00	0.00	0.00	0.00	0.00
2355 SPEECH CLUB	0.00	142.00	0.00	0.00	142.00
2360 DESTINATION IMAGINATION CLUB	0.00	0.00	0.00	0.00	0.00
2420 SNACK AND STITCH CLUB	112.00	0.00	0.00	0.00	112.00
R CLUB FEES Totals:	<u>337.00</u>	<u>142.00</u>	<u>0.00</u>	<u>0.00</u>	<u>479.00</u>

Current Cash Balance Report

ALL Data

Date: 03/01/2010 thru 03/31/2010

Arranged by:
53
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
S ATHLETIC FEES					
3200 ATHLETICS	10,745.00	7,695.00	0.00	0.00	18,440.00
3205 SUMMER BB CAMP	0.00	0.00	0.00	0.00	0.00
S ATHLETIC FEES Totals:	10,745.00	7,695.00	0.00	0.00	18,440.00
T AFTER SCHOOL PROGRAM FEES					
6594 AFTER SCHOOL PROGRAM	19,420.00	909.00	0.00	0.00	20,329.00
6595 AFTER SCHOOL/SUMMER SCHOOL	0.00	0.00	0.00	0.00	0.00
T AFTER SCHOOL PROGRAM FEES Totals:	19,420.00	909.00	0.00	0.00	20,329.00
Report Totals:	223,000.55	22,791.96	10,419.30	0.00	235,373.21

Jessie p chuey 4-14-10
L. J. J. J. 4-14-10

Current Cash Balance Report

Date: 03/01/2010 thru 03/31/2010

54 Arranged by:
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
A GENERAL FUNDS					
100 Vending (Student)	21,812.75	0.00	0.00	-1,188.00	20,624.75
101 Vending (Pens & Pencils)	232.86	103.50	0.00	0.00	336.36
102 Not Used	0.00	0.00	0.00	0.00	0.00
103 Not Used	0.00	0.00	0.00	0.00	0.00
104 Vending (Staff)	-567.10	0.00	158.55	1,188.00	462.35
105 Parent Donations	64.90	0.00	0.00	0.00	64.90
110 General	6,024.93	4,079.46	1,655.30	0.00	8,449.09
115 Stalnaker Book Orders	0.00	0.00	0.00	0.00	0.00
120 Charvat Book Orders	0.00	0.00	0.00	0.00	0.00
125 Maust Book Orders	0.00	0.00	0.00	0.00	0.00
126 Brablec Book Orders	0.00	0.00	0.00	0.00	0.00
127 Bunnell Book Orders	0.00	0.00	0.00	0.00	0.00
128 Butler Book Orders	0.00	0.00	0.00	0.00	0.00
130 MEF Scholarship	30.33	0.00	0.00	0.00	30.33
135 Hospitality/Courtesy Fund	849.97	0.00	0.00	0.00	849.97
140 Not Used	0.00	0.00	0.00	0.00	0.00
145 Not Used	0.00	0.00	0.00	0.00	0.00
150 Not Used	0.00	0.00	0.00	0.00	0.00
A GENERAL FUNDS Totals:	28,448.64	4,182.96	1,813.85	0.00	30,817.75
B ATHLETICS					
200 Athletics	0.00	0.00	0.00	0.00	0.00
210 Football	-2,807.31	0.00	29.96	0.00	-2,837.27
220 Basketball	2,890.48	2,078.30	2,004.81	-25.00	2,938.97
230 Volleyball	489.81	0.00	0.00	0.00	489.81
240 Wrestling	-2,178.43	150.00	430.45	0.00	-2,458.88
250 Not Used	0.00	0.00	0.00	0.00	0.00
260 Track & Field	-93.77	0.00	2,506.45	0.00	-2,600.22
B ATHLETICS Totals:	-1,699.22	2,228.30	4,971.67	-25.00	-4,467.59
C ACADEMIC CLUBS					
300 Annual	-3,061.62	0.00	0.00	0.00	-3,061.62
305 Art Club	390.12	0.00	8.13	0.00	381.99
306 Chess Club	-254.53	0.00	0.00	0.00	-254.53
309 International Club	-185.21	0.00	0.00	0.00	-185.21
310 Drama Club	2,194.81	0.00	1,030.60	0.00	1,164.21
313 Walking Club	0.00	0.00	0.00	0.00	0.00
315 Youth to Youth Club	-183.88	0.00	0.00	0.00	-183.88
317 FRENCH CLUB	0.00	0.00	0.00	0.00	0.00
318 MUSTANG MENTORS	-176.99	0.00	0.00	0.00	-176.99
320 SCIENCE CLUB	0.00	0.00	0.00	0.00	0.00
321 Scrapbook Club	0.00	0.00	0.00	0.00	0.00
325 SKI CLUB	0.00	0.00	0.00	0.00	0.00
330 Cross Country Club	-488.58	0.00	0.00	0.00	-488.58
335 VOLUNTEER CLUB	74.12	0.00	0.00	0.00	74.12
340 SPED CAMPING TRIP	0.00	0.00	0.00	0.00	0.00
345 Robotics & Engineering Club	0.00	0.00	0.00	0.00	0.00
350 Forensics	0.00	0.00	0.00	0.00	0.00
C ACADEMIC CLUBS Totals:	-1,691.76	0.00	1,038.73	0.00	-2,730.49
D CLUBS AND ORGANIZATIONS					
360 Stang Gang Spirit Club	92.85	0.00	0.00	0.00	92.85
400 Student Council	2,792.44	2,892.31	2,723.17	0.00	2,961.58
450 Mustang Scholar Retreat	-36,839.01	0.00	11,014.83	0.00	-47,853.84
D CLUBS AND ORGANIZATIONS Totals:	-33,953.72	2,892.31	13,738.00	0.00	-44,799.41

Current Cash Balance Report

Date: 03/01/2010 thru 03/31/2010

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
E SCHOOL CUSTODIAL ACCOUNTS					
500 Art Projects	404.79	24.00	0.00	0.00	428.79
501 Band Contest/Clinic	-87.00	0.00	0.00	0.00	-87.00
502 Swing Choir	-495.32	0.00	0.00	0.00	-495.32
503 Honor Choir	0.00	0.00	0.00	0.00	0.00
504 Jazz Band	-63.73	0.00	0.00	0.00	-63.73
505 NOT USED	0.00	0.00	0.00	0.00	0.00
506 6A Field Trips	0.00	0.00	0.00	0.00	0.00
507 6B Field Trips	0.00	0.00	0.00	0.00	0.00
508 7A Field Trips	0.00	0.00	0.00	0.00	0.00
509 7B Field Trips	0.00	0.00	0.00	0.00	0.00
510 8A Field Trips	0.00	0.00	0.00	0.00	0.00
511 8B Field Trips	0.00	0.00	0.00	0.00	0.00
512 Foreign Language Trip	0.00	0.00	100.00	0.00	-100.00
513 Orchestra Contest/Clinic	0.00	0.00	612.01	0.00	-612.01
515 Fund Raising	33,095.70	6.00	799.86	0.00	32,301.84
520 GYM SUITS	0.00	0.00	0.00	0.00	0.00
525 Home Ec Projects	130.20	579.55	0.00	0.00	709.75
526 Honors Band	0.00	0.00	0.00	0.00	0.00
527 HAL Field Trips	-50.00	0.00	0.00	0.00	-50.00
530 Industrial Tech Projects	7,805.36	98.50	0.00	0.00	7,903.86
535 Instrument Rental	-875.00	0.00	0.00	0.00	-875.00
545 Library Activities	1,645.03	93.02	155.55	0.00	1,582.50
550 LOCK	0.00	0.00	0.00	0.00	0.00
552 MATH/SCI SAT SCHOOL	0.00	0.00	0.00	0.00	0.00
555 Outdoor Education	-10,461.97	0.00	0.00	0.00	-10,461.97
560 SITE BASE PLAN	0.00	0.00	0.00	0.00	0.00
570 Jump Start	-1,530.12	0.00	0.00	0.00	-1,530.12
E SCHOOL CUSTODIAL ACCOUNTS Totals:	29,517.94	801.07	1,667.42	0.00	28,651.59
F DISTRICT CUSTODIAL ACCOUNTS					
600 NOT USED	0.00	0.00	0.00	0.00	0.00
620 NOT USED	0.00	0.00	0.00	0.00	0.00
F DISTRICT CUSTODIAL ACCOUNTS Totals:	0.00	0.00	0.00	0.00	0.00
G INVESTMENTS					
700 Investments	-33,751.43	0.00	0.00	0.00	-33,751.43
710 Interest from Savings	4,944.17	0.00	0.00	0.00	4,944.17
G INVESTMENTS Totals:	-28,807.26	0.00	0.00	0.00	-28,807.26
Q FIELD TRIP FEES					
1340 RESOURCE	0.00	0.00	0.00	0.00	0.00
1400 Student Council	0.00	0.00	0.00	0.00	0.00
1506 6A Field Trips	0.00	0.00	0.00	0.00	0.00
1507 6B Field Trips	0.00	0.00	0.00	0.00	0.00
1508 7A Field Trips	0.00	0.00	0.00	0.00	0.00
1509 7B Field Trips	0.00	0.00	0.00	0.00	0.00
1510 8A Field Trips	0.00	0.00	0.00	0.00	0.00
1511 8B Field Trips	0.00	0.00	0.00	0.00	0.00
1512 Foreign Language Trip	60.00	40.00	0.00	0.00	100.00
1527 HAL Field Trip	6.00	0.00	0.00	0.00	6.00
1555 Outdoor Education	11,160.00	0.00	0.00	0.00	11,160.00
1570 Jump Start	1,450.00	0.00	0.00	0.00	1,450.00
Q FIELD TRIP FEES Totals:	12,676.00	40.00	0.00	0.00	12,716.00

Current Cash Balance Report

Date: 03/01/2010 thru 03/31/2010

56 Arranged by:
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
R CLUB FEES					
2305 Art Club	820.00	0.00	0.00	0.00	820.00
2306 Chess Club	165.00	0.00	0.00	0.00	165.00
2310 Drama Club	925.00	1,708.00	0.00	0.00	2,633.00
2313 WALKING CLUB	0.00	0.00	0.00	0.00	0.00
2315 Youth to Youth	516.00	0.00	0.00	0.00	516.00
2321 Scrapbook Club	0.00	0.00	0.00	0.00	0.00
2330 Cross Country Club	180.00	0.00	0.00	0.00	180.00
2345 Robotics & Engineering Club	0.00	0.00	0.00	0.00	0.00
2350 Forensics	0.00	0.00	0.00	0.00	0.00
2360 Stang Gang Spirit Club	0.00	0.00	0.00	0.00	0.00
2504 Jazz Band	66.00	0.00	0.00	0.00	66.00
2513 Orchestra Contest/Clinic	47.00	665.27	0.00	0.00	712.27
2526 Honors Band	0.00	0.00	0.00	0.00	0.00
2535 Instrument Rental	910.00	0.00	0.00	0.00	910.00
R CLUB FEES Totals:	3,629.00	2,373.27	0.00	0.00	6,002.27
S ATHLETIC FEES					
3010 Football	2,345.00	0.00	0.00	0.00	2,345.00
3020 Basketball	4,235.00	25.00	0.00	25.00	4,285.00
3030 Volleyball	1,935.00	0.00	0.00	0.00	1,935.00
3040 Wrestling	575.00	0.00	0.00	0.00	575.00
3060 Track & Field	0.00	5,530.00	0.00	0.00	5,530.00
S ATHLETIC FEES Totals:	9,090.00	5,555.00	0.00	25.00	14,670.00
T AFTER SCHOOL PROGRAM FEES					
4500 Mustang Scholar Retreat	50,580.00	4,840.00	0.00	0.00	55,420.00
T AFTER SCHOOL PROGRAM FEES Totals:	50,580.00	4,840.00	0.00	0.00	55,420.00
Report Totals:	67,789.62	22,912.91	23,229.67	0.00	67,472.86

*Janet Wilson
Principal*

*Julius Bartholomew
Bookkeeper*

Current Cash Balance Report

ALL Data

Date: 03/01/2010 thru 03/31/2010

Arranged by:
Group ID and Activity Number
57

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
A ACTIVITY GENERAL FUND					
100 Vending - Student	4,306.77	3,398.67	241.28	0.00	7,464.16
101 Coffee & Water Machines	-359.41	0.00	175.45	0.00	-534.86
102 Building Beautification	0.00	0.00	0.00	0.00	0.00
103 Vending machines-staff	244.98	0.00	68.00	0.00	176.98
110 General	1,858.81	500.00	124.06	0.00	2,234.75
150 Sweatshirt Sales	299.61	15.00	0.00	0.00	314.61
A ACTIVITY GENERAL FUND Totals:	6,350.76	3,913.67	608.79	0.00	9,655.64
B ATHLETICS/ACTIVITIES					
201 Athletics	-6,716.70	0.00	625.44	0.00	-7,342.14
202 Athletics Assistance from Rotary	578.50	0.00	0.00	0.00	578.50
B ATHLETICS/ACTIVITIES Totals:	-6,138.20	0.00	625.44	0.00	-6,763.64
C ACADEMIC CLUBS					
301 Yearbook	24,346.26	0.00	0.00	0.00	24,346.26
C ACADEMIC CLUBS Totals:	24,346.26	0.00	0.00	0.00	24,346.26
D CLUBS AND ORGANIZATIONS					
409 Craft Club	0.00	0.00	0.00	0.00	0.00
410 Student Council	5,771.35	28.32	200.00	0.00	5,599.67
413 Wits Clash/Knowledge Masters	4.02	0.00	0.00	0.00	4.02
430 Sister Cities Club	56.95	0.00	0.00	0.00	56.95
501 TASC	-1,397.38	618.90	144.95	0.00	-923.43
D CLUBS AND ORGANIZATIONS Totals:	4,434.94	647.22	344.95	0.00	4,737.21
E ADMIN CUSTODIAL ACCOUNTS					
601 Employee Hospitality	825.28	0.00	6.68	0.00	818.60
603 Gym Fees	621.80	0.00	0.00	0.00	621.80
605 Book Fines	10,569.50	0.00	0.00	0.00	10,569.50
606 Library	418.01	0.00	0.00	0.00	418.01
610 8th Grade Farewell	1,451.34	0.00	0.00	0.00	1,451.34
618 Counseling	200.86	399.00	0.00	0.00	599.86
E ADMIN CUSTODIAL ACCOUNTS Totals:	14,086.79	399.00	6.68	0.00	14,479.11
F ACADEMIC CUSTODIAL ACCOUNTS					
701 HAL	225.71	0.00	0.00	0.00	225.71
702 Industrial Technology	1,546.05	751.50	0.00	0.00	2,297.55
703 Home Economics	639.42	0.00	0.00	0.00	639.42
704 TEAM 6A	207.77	0.00	0.00	0.00	207.77
705 TEAM 6B	300.00	0.00	0.00	0.00	300.00
706 TEAM 7A	230.59	0.00	0.00	0.00	230.59
707 TEAM 7B	116.37	0.00	0.00	0.00	116.37
708 TEAM 8A	266.82	0.00	0.00	0.00	266.82
709 TEAM 8B	267.50	0.00	0.00	0.00	267.50
710 TEAM 7C	106.46	0.00	0.00	0.00	106.46
711 TEAM 6C	142.18	0.00	0.00	0.00	142.18
712 TEAM 8C	74.88	0.00	0.00	0.00	74.88
714 6th grade field trips/team days	-5,546.52	0.00	0.00	0.00	-5,546.52
715 7th grade field trips/team days	-2,332.08	3.50	0.00	0.00	-2,328.58
716 8th grade field trips/team days	-3,740.40	0.00	55.27	0.00	-3,795.67
719 Music	2,221.16	0.00	0.00	0.00	2,221.16
720 Orchestra	0.00	0.00	0.00	0.00	0.00
722 Music field trips	1.00	0.00	0.00	0.00	1.00
723 Orchestra field trips	0.00	0.00	0.00	0.00	0.00
725 HAL Field trips	-557.41	0.00	131.43	0.00	-688.84
728 Jump Start Program	0.00	0.00	0.00	0.00	0.00
F ACADEMIC CUSTODIAL ACCOUNTS Totals:	-5,830.50	755.00	186.70	0.00	-5,262.20

Current Cash Balance Report

ALL Data

Date: 03/01/2010 thru 03/31/2010

Arranged by:
Group ID and Activity Number
58

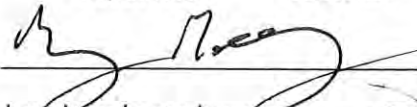
Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
H INVESTMENTS					
905 Interest on checking	3,239.91	21.40	0.00	0.00	3,261.31
H INVESTMENTS Totals:	<u>3,239.91</u>	<u>21.40</u>	<u>0.00</u>	<u>0.00</u>	<u>3,261.31</u>
I FUNDRAISERS					
1000 Parent Donations	1,640.00	0.00	0.00	0.00	1,640.00
1002 MAGAZINE SALES	1,763.44	0.00	344.55	0.00	1,418.89
1003 Entertainment Books	1,402.46	125.00	0.00	0.00	1,527.46
1004 J.C. Penney	0.00	0.00	0.00	0.00	0.00
1005 Target Donations	0.00	0.00	0.00	0.00	0.00
1006 Donations	9,801.11	68.71	0.00	0.00	9,869.82
1010 Coffee Fundraiser	0.00	0.00	0.00	0.00	0.00
I FUNDRAISERS Totals:	<u>14,607.01</u>	<u>193.71</u>	<u>344.55</u>	<u>0.00</u>	<u>14,456.17</u>
Q Student Fees					
1205 6A field trips/team days	2,717.00	0.00	0.00	0.00	2,717.00
1210 6B Field trips/team day	1,151.00	0.00	0.00	0.00	1,151.00
1211 6C field trips/team days	1,210.00	0.00	0.00	0.00	1,210.00
1215 7A Field trips/team day	421.00	0.00	0.00	0.00	421.00
1220 7B Field trips/team day	1,636.50	0.00	0.00	0.00	1,636.50
1225 7C Field trips/team days	158.50	45.00	0.00	0.00	203.50
1230 8A Field trips/team days	1,680.00	0.00	0.00	0.00	1,680.00
1235 8B Field trip/team days	1,416.00	0.00	0.00	0.00	1,416.00
1240 8C Field trips/team days	585.00	0.00	0.00	0.00	585.00
1245 Foreign Language Field Trips	0.00	0.00	0.00	0.00	0.00
1246 Sister Cities Club Field Trips	0.00	0.00	0.00	0.00	0.00
1260 HAL Field Trips	684.15	0.00	0.00	0.00	684.15
1280 Jump Start	0.00	0.00	0.00	0.00	0.00
Q Student Fees Totals:	<u>11,659.15</u>	<u>45.00</u>	<u>0.00</u>	<u>0.00</u>	<u>11,704.15</u>
R Clubs/Activities					
2409 Craft Club Fees	12.00	14.00	0.00	0.00	26.00
R Clubs/Activities Totals:	<u>12.00</u>	<u>14.00</u>	<u>0.00</u>	<u>0.00</u>	<u>26.00</u>
S Athletic Fees					
3201 Athletics	8,723.00	6,805.00	0.00	0.00	15,528.00
S Athletic Fees Totals:	<u>8,723.00</u>	<u>6,805.00</u>	<u>0.00</u>	<u>0.00</u>	<u>15,528.00</u>
T After School Program Fees					
2501 TASC	23,526.00	2,444.00	0.00	0.00	25,970.00
T After School Program Fees Totals:	<u>23,526.00</u>	<u>2,444.00</u>	<u>0.00</u>	<u>0.00</u>	<u>25,970.00</u>
Z UNUSED ACCOUNTS					
104 Freedom Shrine Donations	0.00	0.00	0.00	0.00	0.00
105 Dummy Account	0.00	0.00	0.00	0.00	0.00
149 Discretionary Spending	0.00	0.00	0.00	0.00	0.00
203 Concert Supervision	0.00	0.00	0.00	0.00	0.00
302 Swing/Girls' Choir	0.00	0.00	0.00	0.00	0.00
303 Jazz Band	0.00	0.00	0.00	0.00	0.00
401 Art Club	0.00	0.00	0.00	0.00	0.00
402 Chess Club	0.00	0.00	0.00	0.00	0.00
403 Computer Club	0.00	0.00	0.00	0.00	0.00
404 Drama Club	0.00	0.00	0.00	0.00	0.00
405 Environmental Club	0.00	0.00	0.00	0.00	0.00
406 Golf Club	0.00	0.00	0.00	0.00	0.00
407 Student Newspaper	0.00	0.00	0.00	0.00	0.00
408 Science Club	0.00	0.00	0.00	0.00	0.00
411 Youth to Youth	0.00	0.00	0.00	0.00	0.00
412 Writing Club	0.00	0.00	0.00	0.00	0.00

Current Cash Balance Report

Date: 03/01/2010 thru 03/31/2010

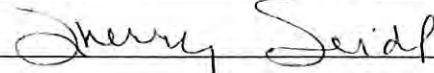
Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
414 Ski Club	0.00	0.00	0.00	0.00	0.00
415 Photography Club	0.00	0.00	0.00	0.00	0.00
416 Literary Club	0.00	0.00	0.00	0.00	0.00
417 Summer Opportunities	0.00	0.00	0.00	0.00	0.00
418 Spirit Club	0.00	0.00	0.00	0.00	0.00
419 Engineering Club	0.00	0.00	0.00	0.00	0.00
420 Japanese Club	0.00	0.00	0.00	0.00	0.00
421 Dulcimer Club	0.00	0.00	0.00	0.00	0.00
604 Art	0.00	0.00	0.00	0.00	0.00
607 Parent Pack Organization	0.00	0.00	0.00	0.00	0.00
608 Leadership Workshop	0.00	0.00	0.00	0.00	0.00
609 Parent Pack Resource	0.00	0.00	0.00	0.00	0.00
611 Directory Advertisements	0.00	0.00	0.00	0.00	0.00
612 Peer Tutor/Learning Center	0.00	0.00	0.00	0.00	0.00
713 Field Trips - balance from prior years	0.00	0.00	0.00	0.00	0.00
717 Exploratory Teams	0.00	0.00	0.00	0.00	0.00
718 Packtime	0.00	0.00	0.00	0.00	0.00
721 Band	0.00	0.00	0.00	0.00	0.00
724 Band field trips	0.00	0.00	0.00	0.00	0.00
726 Foreign Language Field Trips	0.00	0.00	0.00	0.00	0.00
727 Youth to Youth Field Trips	0.00	0.00	0.00	0.00	0.00
729 Summer School	0.00	0.00	0.00	0.00	0.00
800 Reimbursement account	0.00	0.00	0.00	0.00	0.00
801 Convention	0.00	0.00	0.00	0.00	0.00
802 Other District Custodial	0.00	0.00	0.00	0.00	0.00
1001 Auction	0.00	0.00	0.00	0.00	0.00
1007 Commercial Federal Donation	0.00	0.00	0.00	0.00	0.00
1008 Bemis Art Project	0.00	0.00	0.00	0.00	0.00
1009 Russell Night at Moe's	0.00	0.00	0.00	0.00	0.00
1100 PACKTime 6th grade	0.00	0.00	0.00	0.00	0.00
1102 PACKTime 7th grade	0.00	0.00	0.00	0.00	0.00
1103 PACKTime 8th grade	0.00	0.00	0.00	0.00	0.00
1250 Vocal Music Field Trips	0.00	0.00	0.00	0.00	0.00
1255 Orchestra Field Trips	0.00	0.00	0.00	0.00	0.00
1265 Band Field Trips	0.00	0.00	0.00	0.00	0.00
1270 Journalism Field Trips	0.00	0.00	0.00	0.00	0.00
1275 Student Council Field Trips	0.00	0.00	0.00	0.00	0.00
1281 Youth to Youth Field Trips	0.00	0.00	0.00	0.00	0.00
1285 Summer School	0.00	0.00	0.00	0.00	0.00
2401 Art Club	0.00	0.00	0.00	0.00	0.00
2402 Chess Club	0.00	0.00	0.00	0.00	0.00
2420 Japanese Club	0.00	0.00	0.00	0.00	0.00
Z UNUSED ACCOUNTS Totals:	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Report Totals:	99,017.12	15,238.00	2,117.11	0.00	112,138.01

Principal signature



Date 4/16/10

Administrative Assistant signature



ALL Data

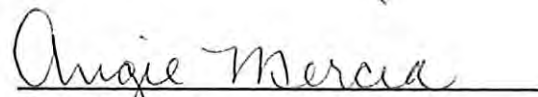
Current Cash Balance Report

Date: 03/01/2010 thru 03/31/2010

60 arranged by:
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
A General Funds					
100 General Account	-1,745.33	4,827.02	0.00	0.00	3,081.69
120 Staff Vending	1,745.33	1,309.00	0.00	0.00	3,054.33
A General Funds Totals:	<u>0.00</u>	<u>6,136.02</u>	<u>0.00</u>	<u>0.00</u>	<u>6,136.02</u>
Report Totals:	0.00	6,136.02	0.00	0.00	6,136.02


Linda K. Mohlman, DSAC
Executive Secretary


Angie Mercier, Principal
Millard Horizon High School

Current Cash Balance Report

ALL Data

Date: 03/01/2010 thru 03/31/2010

6 Arranged by:
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
A ACTIVITY GENERAL					
100 PRIOR YEARS VENDING	124,975.34	0.00	432.36	0.00	124,542.98
105 MUSTANG MANIA GRANTS	8,177.13	0.00	850.92	0.00	7,326.21
110 GENERAL	14,914.62	2,713.88	1,878.16	0.00	15,750.34
115 MIT	53.88	0.00	0.00	0.00	53.88
120 ACTIVITIES SUPPORT	0.00	0.00	0.00	0.00	0.00
146 COKE/FOOD SERVICE	52,311.11	36,065.33	0.00	0.00	88,376.44
170 INTEREST OF CD'S	114,957.20	0.00	0.00	0.00	114,957.20
180 BANK CHARGES/INTEREST ON CHECKING	1,564.09	29.37	35.60	0.00	1,557.86
185 INTEREST ON MM FUND	27,279.36	66.78	0.00	0.00	27,346.14
190 MN SITE IMPROVEMENTS	69.53	0.00	0.00	0.00	69.53
225 MIGHTY MASCOT	241.35	0.00	0.00	0.00	241.35
A ACTIVITY GENERAL Totals:	344,543.61	38,875.36	3,197.04	0.00	380,221.93
B ATHLETICS/ACTIVITIES					
199 ATHLETIC GATE RECEIPTS	71,862.47	2,024.25	238.00	0.00	73,648.72
200 ACTIVITIES TRANSPORTATION	-29,704.72	819.86	5,067.27	0.00	-33,952.13
201 CONCESSIONS	-1,519.61	1,302.70	1,981.61	0.00	-2,198.52
202 ATHLETICS	55,076.21	0.00	1,605.81	0.00	53,470.40
203 SPORT FEES	-180.00	0.00	0.00	0.00	-180.00
204 ACTIVITY TICKETS	19,070.00	0.00	0.00	0.00	19,070.00
205 ATHLETIC CLOTHING	-4,550.04	0.00	0.00	0.00	-4,550.04
206 BASEBALL	-9,337.63	0.00	5,508.75	0.00	-14,846.38
207 BASKETBALL-BOYS	-2,471.10	0.00	0.00	0.00	-2,471.10
208 BASKETBALL - GIRLS	-2,515.50	0.00	0.00	0.00	-2,515.50
209 CROSS COUNTRY	-3,687.36	0.00	0.00	0.00	-3,687.36
211 FOOTBALL	-26,981.05	0.00	755.28	0.00	-27,736.33
212 GOLF	-1,854.74	0.00	1,696.70	0.00	-3,551.44
213 SOCCER - BOYS	-6,141.23	0.00	0.00	0.00	-6,141.23
214 SOCCER - GIRLS	-6,752.46	0.00	0.00	0.00	-6,752.46
216 SOFTBALL	-3,546.20	0.00	0.00	0.00	-3,546.20
217 SWIMMING	-9,335.95	148.00	1,511.05	0.00	-10,699.00
218 TENNIS	-1,052.74	0.00	0.00	0.00	-1,052.74
219 TRACK - BOYS	-5,370.67	0.00	60.00	0.00	-5,430.67
220 ENTRY FEES	5,120.17	400.00	910.00	0.00	4,610.17
221 TRACK - GIRLS	-4,496.97	0.00	90.00	0.00	-4,586.97
222 VOLLEYBALL	-7,445.82	0.00	557.00	0.00	-8,002.82
223 WRESTLING	-5,085.79	0.00	0.00	0.00	-5,085.79
224 ATHLETIC TRAINING	-3,684.92	0.00	0.00	0.00	-3,684.92
226 CHEERLEADING	-3,578.86	0.00	416.75	0.00	-3,995.61
227 DANCE TEAM	-3,509.36	0.00	549.70	0.00	-4,059.06
228 FUTURE IMPROVEMENTS	6,458.33	0.00	0.00	0.00	6,458.33
230 OFFICIALS	-29,194.00	0.00	1,799.69	0.00	-30,993.69
235 DEBATE TRANSPORTATION	-1,806.75	0.00	1,447.04	0.00	-3,253.79
240 FORENSIC TRANSPORTATION	-7,854.08	0.00	1,197.96	0.00	-9,052.04
250 BAND/ORCHESTRA TRANSPORTATION	-10,914.23	0.00	188.29	0.00	-11,102.52
260 CHORAL TRANSPORTATION	-320.40	0.00	0.00	0.00	-320.40
B ATHLETICS/ACTIVITIES Totals:	-35,305.00	4,694.81	25,580.90	0.00	-56,191.09
C ACADEMIC CLUBS					
301 DECA	-25,353.00	2,860.30	4,769.45	0.00	-27,262.15
302 FRENCH CLUB	725.88	0.00	0.00	0.00	725.88
303 LATIN CLUB	585.55	0.00	0.00	0.00	585.55
305 SPANISH CLUB	153.33	0.00	0.00	0.00	153.33

Current Cash Balance Report

ALL Data

Date: 03/01/2010 thru 03/31/2010

62 arranged by:
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
306 PRIOR YRS YEARBOOK	2,322.00	0.00	0.00	0.00	2,322.00
307 GERMAN CLUB	125.58	0.00	0.00	0.00	125.58
308 YEARBOOK/STAMPEDE	22,973.11	25.00	85.45	0.00	22,912.66
309 NEWSPAPER/HOOFBEAT	3,990.73	530.00	0.00	0.00	4,520.73
311 ASTRONOMY CLUB	99.65	0.00	0.00	0.00	99.65
314 HISTORY CLUB	2,451.50	270.63	3,867.10	0.00	-1,144.97
315 SPIRIT SHOP	21,631.98	1,020.05	2,335.83	0.00	20,316.20
316 FCCLA	7,229.97	0.00	0.00	0.00	7,229.97
317 MATH CLUB	-1.18	0.00	0.00	0.00	-1.18
318 CHEMISTRY CLUB	68.50	0.00	0.00	0.00	68.50
325 VIA	1,472.64	0.00	0.00	0.00	1,472.64
515 JAPANESE CLUB	0.00	0.00	0.00	0.00	0.00
524 MULTI-CAT	536.65	570.00	565.00	0.00	541.65
614 BROADCAST CLUB	0.00	0.00	0.00	0.00	0.00
615 SKILLS USA	1,746.45	2,436.00	1,411.65	0.00	2,770.80
C ACADEMIC CLUBS Totals:	40,759.34	7,711.98	13,034.48	0.00	35,436.84
D CLUBS AND ORGANIZATIONS					
310 VARSITY/JV CHEER FUNDRAISER	1,146.30	260.00	430.73	0.00	975.57
402 CHEER/DANCE UNIFORMS	-742.61	0.00	0.00	0.00	-742.61
406 DANCE TEAM FUNDRAISER	317.82	205.00	271.21	0.00	251.61
407 BASEBALL FR	1,046.88	1,420.00	108.00	0.00	2,358.88
408 INTERNATIONAL THESPIANS	-795.00	0.00	0.00	0.00	-795.00
409 CHESS CLUB	998.83	0.00	79.00	0.00	919.83
410 CROSS COUNTRY FR	-255.57	0.00	0.00	0.00	-255.57
411 FOOTBALL FR	3,772.90	0.00	169.12	0.00	3,603.78
412 BOYS TRACK FR	95.23	0.00	0.00	0.00	95.23
414 GIRLS GOLF FR	951.33	0.00	0.00	0.00	951.33
417 BOYS SOCCER FR	93.82	0.00	0.00	0.00	93.82
418 GIRLS SWIM	57.42	0.00	0.00	0.00	57.42
419 SOFTBALL FR	830.69	0.00	0.00	0.00	830.69
420 SWIM FR	1,849.35	0.00	0.00	0.00	1,849.35
421 TENNIS FR	0.00	0.00	0.00	0.00	0.00
422 GIRLS TRACK FR	8,108.21	1,648.00	3,750.69	0.00	6,005.52
423 VOLLEYBALL FUNDRAISER	5,053.87	800.00	0.00	0.00	5,853.87
424 BOYS SWIM	206.74	0.00	0.00	0.00	206.74
425 LITERARY MAGAZINE	1,896.18	0.00	0.00	0.00	1,896.18
426 BAND	6,280.33	425.00	120.00	0.00	6,585.33
427 FLAGS	1,193.89	0.00	0.00	0.00	1,193.89
429 AMNESTY INTERNATIONAL	1,304.58	0.00	0.00	0.00	1,304.58
430 SHOW CHOIR	1,432.89	18.00	0.00	0.00	1,450.89
431 ORCHESTRA	571.35	741.96	450.00	0.00	863.31
432 STUDENT COUNCIL	25,321.73	0.00	0.00	0.00	25,321.73
434 JUNIOR CLASS BOARD	16,293.08	0.00	806.00	0.00	15,487.08
435 SENIOR CLASS BOARD	4,008.29	0.00	0.00	0.00	4,008.29
437 NATIONAL HONOR SOCIETY	8,697.51	0.00	6,023.51	0.00	2,674.00
439 DEVELOPMENTAL ASSETS	339.14	0.00	0.00	0.00	339.14
440 MUSTANG MENTOR	1,372.25	0.00	135.40	0.00	1,236.85
441 DIVERSITY CLUB/STEP UP	327.00	0.00	122.40	0.00	204.60
444 INTRAMURAL SOCCER	-59.75	0.00	0.00	0.00	-59.75
450 INTRAMURALS BASKETBALL	16.32	0.00	0.00	0.00	16.32
451 INTRAMURAL VOLLEYBALL	3.00	0.00	0.00	0.00	3.00
456 BOYS GOLF F/R	821.47	0.00	0.00	0.00	821.47

Current Cash Balance Report

ALL Data

Date: 03/01/2010 thru 03/31/2010

63 arranged by:
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
459 BOYS BASKETBALL CAMP	70.77	0.00	0.00	0.00	70.77
466 WRESTLING FUNDRAISER	1,201.78	0.00	0.00	0.00	1,201.78
480 BAND TRIP	0.00	0.00	0.00	0.00	0.00
500 NFL ACCOUNT	4,168.18	235.00	965.00	0.00	3,438.18
520 GIRLS BASKETBALL CAMP	1,604.30	0.00	34.65	0.00	1,569.65
600 GIRLS SOCCER F/R	536.64	0.00	0.00	0.00	536.64
D CLUBS AND ORGANIZATIONS Totals:	100,137.14	5,752.96	13,465.71	0.00	92,424.39
E ADMIN CUSTODIAL ACCOUNTS					
601 COURTESY	3,174.18	20.00	51.99	0.00	3,142.19
602 CAREER DEVELOPMENT	155.99	100.00	0.00	0.00	255.99
603 PARKING STICKERS	8,020.35	525.00	2,852.55	0.00	5,692.80
605 FIELDTRIPS	-8,982.79	197.14	13,383.90	0.00	-22,169.55
606 AFTER PROM	4.31	0.00	0.00	0.00	4.31
607 ART	1,699.33	0.00	24.95	0.00	1,674.38
608 GYM FEES	7,024.62	57.00	0.00	0.00	7,081.62
609 ART/SCHIMENTI	173.96	0.00	0.00	0.00	173.96
610 BOOK FINES & OTHER UNPAID OBLIGATIONS	12,826.41	215.63	107.64	0.00	12,934.40
611 INDUSTRIAL TECH	1,373.30	50.90	0.00	0.00	1,424.20
612 STAFF VENDING	-83.44	3,168.00	19.68	0.00	3,064.88
613 LIBRARY	476.51	1,843.31	1,156.18	0.00	1,163.64
616 TRANSCRIPT FEES	2,376.35	0.00	181.00	0.00	2,195.35
617 POOL	1,437.72	2,298.00	1,419.46	0.00	2,316.26
621 PE FIELDTRIPS	-1,015.05	0.00	0.00	0.00	-1,015.05
625 AP EXAMS	15,529.64	0.00	0.00	0.00	15,529.64
629 IB	-25,988.12	0.00	0.00	0.00	-25,988.12
630 IB FUND-RAISING	1,051.85	295.00	0.00	0.00	1,346.85
631 PSAT EXAM	-2,542.05	0.00	0.00	0.00	-2,542.05
675 SALBERG FIELDTRIPS	-1,248.73	0.00	275.20	0.00	-1,523.93
680 OTT FIELDTRIPS	-554.10	0.00	0.00	0.00	-554.10
E ADMIN CUSTODIAL ACCOUNTS Totals:	14,910.24	8,769.98	19,472.55	0.00	4,207.67
F ACADEMIC CUSTODIAL ACCOUNTS					
300 DEBATE	689.54	0.00	350.00	0.00	339.54
321 DRAMA	4,846.94	0.00	994.14	0.00	3,852.80
622 SPEECH	-2,190.84	55.16	0.00	0.00	-2,135.68
701 MANTARO/GRANT	0.00	0.00	0.00	0.00	0.00
750 FCS	301.64	0.00	0.00	0.00	301.64
751 ALEKS MATH PROGRAM	66.83	0.00	0.00	0.00	66.83
755 SENIOR CLASS ACTIVITIES	19,561.70	0.00	0.00	0.00	19,561.70
770 ADVERTISING	1,194.08	0.00	0.00	0.00	1,194.08
F ACADEMIC CUSTODIAL ACCOUNTS Totals:	24,469.89	55.16	1,344.14	0.00	23,180.91
G DISTRICT CUSTODIAL ACCOUNTS					
872 LEADERS SCHOLARSHIP	701.31	0.00	0.00	0.00	701.31
G DISTRICT CUSTODIAL ACCOUNTS Totals:	701.31	0.00	0.00	0.00	701.31
Q EXTRACURRICULAR					
1000 FIELDTRIPS	2,296.00	15,005.66	1,064.50	0.00	16,237.16
1002 PE FIELDTRIPS	653.00	0.00	0.00	0.00	653.00
1005 BAND TRIP	0.00	0.00	0.00	0.00	0.00
1010 DC TRIP	6,699.00	0.00	0.00	0.00	6,699.00
1200 SCIENCE FIELDTRIP	0.00	0.00	0.00	0.00	0.00
1300 DEBATE TRIPS	0.00	270.00	0.00	0.00	270.00
1301 DECA TRIPS	19,597.80	530.00	0.00	0.00	20,127.80
1302 FRENCH CLUB	0.00	0.00	0.00	0.00	0.00

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ALL Data

Date: 03/01/2010 thru 03/31/2010

64ranged by:
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
1303 LATIN CLUB	0.00	0.00	0.00	0.00	0.00
1305 SPANISH CLUB	0.00	0.00	0.00	0.00	0.00
1307 GERMAN CLUB	0.00	0.00	0.00	0.00	0.00
1314 HISTORY CLUB TRIP	5,700.00	1,800.00	0.00	0.00	7,500.00
1316 FCCLA CLUB	400.00	0.00	0.00	0.00	400.00
1408 THESPIAN/DRAMA CLUB	1,340.00	0.00	0.00	0.00	1,340.00
1430 CHORAL TRIP	0.00	0.00	0.00	0.00	0.00
1431 ORCHESTRA TRIP	0.00	0.00	0.00	0.00	0.00
1450 INTRAMURALS	0.00	0.00	0.00	0.00	0.00
1515 JAPANESE CLUB	0.00	0.00	0.00	0.00	0.00
1615 SKILLS USA	3,220.00	0.00	0.00	0.00	3,220.00
1622 FORENSIC TRIP	2,034.50	0.00	0.00	0.00	2,034.50
1675 SALBERG FIELDTRIPS	1,534.00	0.00	0.00	0.00	1,534.00
1680 OTT FIELDTRIPS	600.25	185.00	0.00	0.00	785.25
2000 MUSIC ALLSTATE FEES	1,590.00	0.00	0.00	0.00	1,590.00
5000 SPORTS PARTICIPATION FEE	50,035.00	1,570.00	0.00	0.00	51,605.00
5230 ONE ACT PARTICIPATION FEE	0.00	0.00	0.00	0.00	0.00
5235 DEBATE PARTICIPATION FEE	0.00	0.00	0.00	0.00	0.00
5240 FORENSIC PARTICIPATION FEE	0.00	0.00	0.00	0.00	0.00
5260 CHORAL PARTICIPATION FEE	0.00	0.00	0.00	0.00	0.00
Q EXTRACURRICULAR Totals:	95,699.55	19,360.66	1,064.50	0.00	113,995.71
R POST SECONDARY EDUCATION					
6625 AP EXAM FEES	0.00	0.00	0.00	0.00	0.00
6629 IB EXAM FEES	27,100.00	0.00	0.00	0.00	27,100.00
6631 PSAT EXAM	3,500.00	0.00	0.00	0.00	3,500.00
R POST SECONDARY EDUCATION Totals:	30,600.00	0.00	0.00	0.00	30,600.00
S BANKING					
999 STARTING CASH	-600.00	1,400.00	2,100.00	0.00	-1,300.00
S BANKING Totals:	-600.00	1,400.00	2,100.00	0.00	-1,300.00
Z INVESTMENTS					
900 CERTIFICATES OF DEPOSITS	-312,005.34	0.00	0.00	0.00	-312,005.34
905 MONEY MARKET FUND	-157,237.52	0.00	260.59	0.00	-157,498.11
Z INVESTMENTS Totals:	-469,242.86	0.00	260.59	0.00	-469,503.45
Report Totals:	146,673.22	86,620.91	79,519.91	0.00	153,774.22

SELECTED Data

Current Cash Balance Report

Date: 03/01/2010 thru 03/31/2010

65 arranged by:
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
A GENERAL ACCOUNT EXPENSES					
109 Public Relations	-628.91	0.00	126.81	0.00	-755.72
115 General Account	-4,275.52	0.00	0.00	0.00	-4,275.52
117 Damage and Loss Property	-15.90	2.00	2.00	0.00	-15.90
120 Extracurr Transportation	-18,250.89	0.00	1,747.01	0.00	-19,997.90
121 Athletic Transportation	-33,410.78	0.00	5,097.27	0.00	-38,508.05
140 Technology	0.00	0.00	0.00	0.00	0.00
142 Equipment Replacement / Repair	0.00	0.00	0.00	0.00	0.00
143 Building Maintenance	-385.00	0.00	55.00	0.00	-440.00
144 Pride Time	0.00	0.00	0.00	0.00	0.00
146 Academic Awards	0.00	0.00	0.00	0.00	0.00
147 Activity Support/Projects	-6,901.64	0.00	144.70	0.00	-7,046.34
148 Teachers Grants/Awards	1,000.00	0.00	0.00	0.00	1,000.00
151 Personnel Support	-5,901.56	0.00	136.00	0.00	-6,037.56
154 Student Recognition Incentive	0.00	0.00	104.97	0.00	-104.97
166 Wellness	618.95	0.00	0.00	0.00	618.95
199 Miscellaneous Bank Charges	-2,270.20	0.00	224.70	0.00	-2,494.90
A GENERAL ACCOUNT EXPENSES Totals:	-70,421.45	2.00	7,638.46	0.00	-78,057.91
B GENERAL ACCOUNT REVENUE					
100 Vending Machines-Coca-Cola	39,439.11	31,811.33	0.00	0.00	71,250.44
104 Staff Coke Fund	2,236.91	0.00	0.00	0.00	2,236.91
105 Sanitary Machines	283.50	30.75	0.00	0.00	314.25
152 Other Revenue	27,377.11	1,500.00	0.00	0.00	28,877.11
153 Graduation Revenue	0.00	0.00	0.00	0.00	0.00
155 PAYBAC Partners	862.76	0.00	0.00	0.00	862.76
158 Capital Outlay	55,992.12	0.00	0.00	0.00	55,992.12
190 Misc. Bank Credit Adjustments	0.00	0.00	0.00	0.00	0.00
901 Interest on Bus MM	0.00	0.00	0.00	0.00	0.00
902 Interest on Business Checking	0.00	0.00	0.00	0.00	0.00
B GENERAL ACCOUNT REVENUE Totals:	126,191.51	33,342.08	0.00	0.00	159,533.59
C ATHLETICS					
201 Concessions	20,459.08	0.00	1,417.64	102.00	19,143.44
202 Athletics	-8,814.04	200.00	485.36	0.00	-9,099.40
203 Athletic Gate Receipts	64,759.40	2,849.00	0.00	0.00	67,608.40
204 Athletic Clothing	0.00	0.00	0.00	0.00	0.00
206 Athletic Tickets	14,455.00	0.00	0.00	0.00	14,455.00
207 Participation Fee	0.00	0.00	0.00	0.00	0.00
208 Sport Facility Use	0.00	0.00	500.00	0.00	-500.00
210 Athletic Capital Outlay	265,414.94	0.00	0.00	0.00	265,414.94
211 Activities	-857.70	0.00	0.00	0.00	-857.70
212 Athletic Fundraisers	0.00	0.00	0.00	0.00	0.00
213 Summer Clinics	20.00	0.00	0.00	0.00	20.00
214 Little Dribblers	3.21	0.00	0.00	0.00	3.21
216 Strength and Conditioning	-1,246.20	749.00	289.79	0.00	-786.99
220 Football	-12,912.84	0.00	0.00	0.00	-12,912.84
221 Volleyball	-4,686.62	0.00	0.00	0.00	-4,686.62
222 Softball	-5,993.42	0.00	0.00	0.00	-5,993.42
223 Tennis (Boys)	-1,276.14	0.00	0.00	0.00	-1,276.14
224 Tennis (Girls)	-658.13	0.00	0.00	0.00	-658.13
225 Golf (Boys)	-1,365.15	0.00	231.99	0.00	-1,597.14
226 Golf (Girls)	-1,044.96	0.00	0.00	0.00	-1,044.96
227 Wrestling	-6,125.18	975.00	43.11	0.00	-5,193.29

Current Cash Balance Report

SELECTED Data

Arranged by:
66
Group ID and Activity Number

Date: 03/01/2010 thru 03/31/2010

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
228 Soccer (Boys)	-5,540.94	0.00	897.44	0.00	-6,438.38
229 Soccer (Girls)	-4,775.22	0.00	937.56	0.00	-5,712.78
230 Baseball	268.54	0.00	3,784.52	0.00	-3,515.98
231 Cross Country (Boys)	-186.59	0.00	0.00	0.00	-186.59
232 Basketball (Boys)	-6,038.24	0.00	0.00	0.00	-6,038.24
233 Track (Boys)	-9,340.79	0.00	315.00	0.00	-9,655.79
234 Swimming (Boys)	-3,872.61	1,537.19	35.91	0.00	-2,371.33
235 NSAA Competitions	10,440.53	1,996.83	2,385.00	0.00	10,052.36
240 Athletic Training	-5,972.26	0.00	0.00	0.00	-5,972.26
241 Cross Country (Girls)	-166.58	0.00	0.00	0.00	-166.58
242 Basketball (Girls)	-8,646.35	0.00	43.95	0.00	-8,690.30
243 Track (Girls)	-8,747.66	0.00	315.00	0.00	-9,062.66
244 Swimming (Girls)	-2,791.16	0.00	35.90	0.00	-2,827.06
915 Interest-Athletic Activity MM	0.00	0.00	0.00	0.00	0.00
2200 Summer Football	638.39	0.00	400.00	0.00	238.39
2221 Summer Volleyball	932.66	0.00	0.00	0.00	932.66
2222 Summer Softball	1,923.94	0.00	0.00	0.00	1,923.94
2228 Summer Boys Soccer	43.87	0.00	0.00	0.00	43.87
2229 Summer Girls Soccer	128.71	1,943.00	322.50	0.00	1,749.21
2230 Summer Baseball	323.94	3,017.00	0.00	0.00	3,340.94
2231 Summer Girls Basketball	626.34	105.00	115.48	0.00	615.86
2232 Summer Boys Basketball	1,278.43	0.00	772.63	0.00	505.80
C ATHLETICS Totals:	280,658.20	13,372.02	13,328.78	102.00	280,803.44
D ORGANIZATIONS AND CLUBS					
301 DECA	-20,603.09	3,466.90	16,820.69	0.00	-33,956.88
302 French Club	1,678.86	323.55	60.08	0.00	1,942.33
303 LEO Club	-1,246.24	0.00	600.15	0.00	-1,846.39
305 Spanish Club	112.30	0.00	0.00	0.00	112.30
306 World Language	0.00	0.00	168.00	0.00	-168.00
307 German Club	928.33	468.50	564.00	-145.00	687.83
310 Squashfest	3,166.65	20.00	0.00	0.00	3,186.65
311 Environmental Club	2,558.32	0.00	308.92	0.00	2,249.40
312 Forensics	1,626.07	0.00	0.00	0.00	1,626.07
314 Newspaper	12,705.96	276.00	396.10	0.00	12,585.86
315 Debate	2,067.81	0.00	0.00	0.00	2,067.81
316 Art Club	32.26	0.00	0.00	0.00	32.26
317 Play Production	-1,468.40	5,560.50	375.00	0.00	3,717.10
318 Thespians	0.00	0.00	0.00	0.00	0.00
319 Athletic Trainers	-68.95	1,562.50	0.00	0.00	1,493.55
385 Culinary Competition	143.00	0.00	0.00	0.00	143.00
395 Fashion Merchandising	5.08	0.00	0.00	0.00	5.08
399 Auditorium Manager	-5,727.23	0.00	661.28	0.00	-6,388.51
409 Band Dept Trips	6,432.00	0.00	0.00	0.00	6,432.00
410 Band	16,968.99	0.00	0.00	0.00	16,968.99
411 Choir	-4,573.86	0.00	6,630.00	0.00	-11,203.86
412 Orchestra	-5,743.94	0.00	6,784.28	0.00	-12,528.22
413 Entertainment Books	6,272.50	275.00	0.00	0.00	6,547.50
414 Band Fundraising	-5,492.07	0.00	0.00	0.00	-5,492.07
415 Choir Fundraising	1,088.00	0.00	0.00	0.00	1,088.00
416 Orchestra Fundraising	914.01	0.00	0.00	0.00	914.01
481 Senior Class	1,839.45	0.00	0.00	0.00	1,839.45
482 Junior Class	-928.06	1,065.70	0.00	0.00	137.64

SELECTED Data

Current Cash Balance Report

Date: 03/01/2010 thru 03/31/2010

67 Arranged by:
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
499 VICA-Skills USA	-433.06	1,520.90	1,093.20	0.00	-5.36
500 STARS	579.22	0.00	0.00	0.00	579.22
501 Student Council	1,722.75	0.00	3,366.62	-102.00	-1,745.87
502 National Honor Society	2,487.78	3,792.63	50.94	145.00	6,374.47
503 Drama Club	0.00	0.00	0.00	0.00	0.00
504 Literary Magazine	177.54	0.00	0.00	0.00	177.54
506 Chess Club	39.10	0.00	0.00	0.00	39.10
507 40 Assets	1,306.26	891.00	789.05	0.00	1,408.21
515 Dance Team	-1,182.33	0.00	0.00	0.00	-1,182.33
516 Cheerleading-Varsity	-8,306.79	0.00	0.00	0.00	-8,306.79
517 Cheerleading-JV	180.36	0.00	0.00	0.00	180.36
518 Cheerleading-Freshman	217.94	0.00	0.00	0.00	217.94
519 Cheerleading Uniforms	-2,150.80	0.00	0.00	0.00	-2,150.80
525 Prior Yrs Yearbook	1,379.09	35.00	0.00	0.00	1,414.09
527 Yearbook 09-10	29,439.99	0.00	22,494.82	0.00	6,945.17
528 Yearbook 08-09	7,360.39	0.00	0.00	0.00	7,360.39
555 FCCLA	-49.85	0.00	0.00	0.00	-49.85
556 Future Educators of America	-2.57	90.00	64.00	0.00	23.43
560 Patriot Post	19,861.70	3,404.71	3,645.41	0.00	19,621.00
580 International Leaders Club	66.67	0.00	0.00	0.00	66.67
590 Diversity Club	0.00	0.00	0.00	0.00	0.00
595 HOSA	-612.50	291.40	644.55	0.00	-965.65
D ORGANIZATIONS AND CLUBS Totals:	64,768.64	23,044.29	65,517.09	-102.00	22,193.84
E ADMINISTRATIVE CUSTODIAL					
599 Intramurals	103.06	0.00	0.00	0.00	103.06
601 Staff Courtesy Fund	1,406.08	15.00	300.00	0.00	1,121.08
602 Parking	16,432.50	735.00	5,397.43	0.00	11,770.07
603 Field Trips	-3,204.45	0.00	403.98	0.00	-3,608.43
605 Pool Maintenance	3,694.71	2,067.00	62.50	0.00	5,699.21
607 Book Fines	15,108.80	50.00	0.00	0.00	15,158.80
610 Information Center	8.06	0.00	6.82	0.00	1.24
611 Advanced Placement	26,010.96	0.00	0.00	0.00	26,010.96
613 Counseling Center	-425.75	0.00	4.25	0.00	-430.00
614 Transcripts	1,776.91	0.00	0.00	0.00	1,776.91
615 PSAT	-3,372.39	0.00	0.00	0.00	-3,372.39
616 Clearing Account	0.00	0.00	0.00	0.00	0.00
621 Graphics Tech	5.00	0.00	0.00	0.00	5.00
622 Construction Tech	-629.80	123.00	711.20	0.00	-1,218.00
623 Manufacturing Tech	347.20	128.69	401.48	0.00	74.41
624 Foundation Tech	152.41	0.00	0.00	0.00	152.41
628 Athletic Trainers Class	0.25	0.00	0.00	0.00	0.25
630 Social Studies Texts	1,668.39	0.00	0.00	0.00	1,668.39
632 Lock Replacement	1,361.38	0.00	0.00	0.00	1,361.38
635 Library Book Fines	434.72	54.10	79.02	0.00	409.80
636 Freshman Transition Day	0.00	0.00	0.00	0.00	0.00
640 Student ID Card Fee	16.16	15.00	0.00	0.00	31.16
641 School Planners	50.00	0.00	0.00	0.00	50.00
645 Family Consumer Science	16.50	0.00	0.00	0.00	16.50
648 MOBA Playhouse	482.66	0.00	85.73	0.00	396.93
656 Technology Magnet	7.64	0.00	0.00	0.00	7.64
660 PAEMST-Science National Award	37.95	0.00	37.95	0.00	0.00
679 New Frontier Book Fines	32.70	0.00	0.00	0.00	32.70

Current Cash Balance Report

SELECTED Data

68 Arranged by:
Group ID and Activity Number

Date: 03/01/2010 thru 03/31/2010

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
680 New Frontier (Grants/Donations)	12.03	0.00	0.00	0.00	12.03
681 New Frontier Chuck Wagon	40.82	195.00	0.00	0.00	235.82
682 New Frontier Activity	75.11	0.00	0.00	0.00	75.11
683 Graduation Expense	0.00	0.00	0.00	0.00	0.00
684 Post-Prom	0.00	0.00	0.00	0.00	0.00
686 Contributions/Gifts	0.00	0.00	0.00	0.00	0.00
687 Next Frontier	0.00	0.00	0.00	0.00	0.00
688 New Addition	0.00	0.00	0.00	0.00	0.00
689 SpEd Activity	64.25	0.00	28.00	0.00	36.25
E ADMINISTRATIVE CUSTODIAL Totals:	61,713.86	3,382.79	7,518.36	0.00	57,578.29
Q Extracurricular Activities					
1000 Field Trips	2,739.55	334.00	0.00	0.00	3,073.55
2301 DECA	29,793.60	14,897.00	70.00	0.00	44,620.60
2302 French Club	0.00	0.00	0.00	0.00	0.00
2303 LEO Club	2,400.00	0.00	0.00	0.00	2,400.00
2305 Spanish Club	0.00	0.00	0.00	0.00	0.00
2306 World Language	0.00	168.00	0.00	0.00	168.00
2307 German Club	55.00	35.00	0.00	0.00	90.00
2310 Squash Fest	0.00	0.00	0.00	0.00	0.00
2312 Forensics	0.00	0.00	0.00	0.00	0.00
2314 Journalism Trip	0.00	0.00	0.00	0.00	0.00
2315 Debate	0.00	0.00	0.00	0.00	0.00
2316 Art Club	0.00	0.00	0.00	0.00	0.00
2317 Play Production	1,800.00	300.00	0.00	0.00	2,100.00
2318 Thespian Club	0.00	0.00	0.00	0.00	0.00
2319 Athletic Trainers Trip	0.00	0.00	0.00	0.00	0.00
2395 Fashion Merchandising	0.00	0.00	0.00	0.00	0.00
2409 Band Trip	0.00	0.00	0.00	0.00	0.00
2410 Band	1,350.00	0.00	0.00	0.00	1,350.00
2411 Choir Trip	6,481.00	5,346.00	18.00	0.00	11,809.00
2412 Orchestra Trip	16,461.27	959.50	0.00	0.00	17,420.77
2499 VICA Trip	0.00	0.00	0.00	0.00	0.00
2500 STARS	150.00	0.00	0.00	0.00	150.00
2501 Student Council	2,351.50	290.62	0.00	0.00	2,642.12
2502 National Honors Society	0.00	0.00	0.00	0.00	0.00
2503 Drama Membership	0.00	0.00	0.00	0.00	0.00
2506 Chess Club	0.00	0.00	0.00	0.00	0.00
2507 40 Assets	195.00	0.00	0.00	0.00	195.00
2515 Dance Team	1,972.90	0.00	0.00	0.00	1,972.90
2516 Varsity Cheerleading Camp	10,230.50	0.00	0.00	0.00	10,230.50
2517 JV Cheerleading Camp	0.00	0.00	0.00	0.00	0.00
2518 FR Cheerleading Camp	0.00	0.00	0.00	0.00	0.00
2555 FCCLA	59.00	0.00	0.00	0.00	59.00
2556 FEA	0.00	64.00	0.00	0.00	64.00
2560 Patriot Post Trip	802.00	0.00	0.00	0.00	802.00
2580 International Leaders	0.00	0.00	0.00	0.00	0.00
2595 HOSA	711.00	490.00	0.00	0.00	1,201.00
2599 Intramurals	390.00	0.00	0.00	0.00	390.00
2613 Counseling Center	0.00	0.00	0.00	0.00	0.00
2645 Family Consumer Science	0.00	0.00	0.00	0.00	0.00
2689 SpEd	71.50	20.00	0.00	0.00	91.50
5000 Sport Participating Fee	28,680.00	2,285.00	0.00	0.00	30,965.00

SELECTED Data

Current Cash Balance Report

Date: 03/01/2010 thru 03/31/2010

69 Arranged by:
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
5001 Sport Facility Use Fee	0.00	380.00	0.00	0.00	380.00
Q Extracurricular Activities Totals:	106,693.82	25,569.12	88.00	0.00	132,174.94
R Post-Secondary Education					
7010 AP Exam Fees	0.00	326.00	0.00	0.00	326.00
7020 PSAT Exam fees	3,480.00	0.00	0.00	0.00	3,480.00
R Post-Secondary Education Totals:	3,480.00	326.00	0.00	0.00	3,806.00
S Banking					
999 Starting Cash	-3,950.00	0.00	0.00	0.00	-3,950.00
S Banking Totals:	-3,950.00	0.00	0.00	0.00	-3,950.00
Report Totals:	569,134.58	99,038.30	94,090.69	0.00	574,082.19

ALL Data

Current Cash Balance Report

Date: 03/01/2010 thru 03/31/2010

Arranged by:
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
A ADMINISTRATIVE					
100 GENERAL ACTIVITY FUND	2,790.98	0.00	175.00	0.00	2,615.98
105 PRINCIPALS ADMIN	7,257.68	1,575.00	1,104.27	-16.00	7,712.41
110 BUILDING MAINTENANCE	2,321.86	0.00	1,168.94	0.00	1,152.92
120 AP EXAMS	37,577.72	0.00	0.00	0.00	37,577.72
122 ACT PREP	156.67	0.00	0.00	0.00	156.67
125 SPECIAL PROJECTS	505.28	0.00	0.00	0.00	505.28
130 COURTESY FUND	328.38	50.00	110.32	0.00	268.06
135 DONATIONS - SR CLASS	0.00	0.00	0.00	0.00	0.00
142 GIFTED	844.28	0.00	18.11	-105.99	720.18
145 GUIDANCE	2,044.27	25.00	199.51	0.00	1,869.76
150 INFORMATION CENTER	107.83	16.00	0.00	17.94	141.77
152 GUIDANCE - PL GRANT	0.00	0.00	0.00	0.00	0.00
160 PARKING	4,458.16	0.00	2,793.71	0.00	1,664.45
170 STAFF CLOTHING	2,325.12	164.00	1,040.00	0.00	1,449.12
172 STAFF VENDING	3,236.66	0.00	0.00	-18.00	3,218.66
174 TECHNOLOGY REBATES	2,507.72	0.00	0.00	0.00	2,507.72
180 SPECIAL PROJ - COMMONS	599.87	130.00	538.00	0.00	191.87
182 VENDING-FOOD SERVICE	42,736.90	34,221.67	0.00	0.00	76,958.57
A ADMINISTRATIVE Totals:	109,799.38	36,181.67	7,147.86	-122.05	138,711.14
B ATHLETIC ADMIN					
200 ATH ADMIN (GATE)	131,586.41	1,966.90	94.14	0.00	133,459.17
201 AD'S OFFICE	1,880.22	400.00	496.98	0.00	1,783.24
202 ATHLETIC EVENT ADMISSIONS	3,675.87	0.00	0.00	0.00	3,675.87
203 ATHLETIC PROJECT FUND	27,843.75	0.00	280.15	0.00	27,563.60
204 ATHLETIC CRAFT FAIR	-780.98	0.00	354.88	0.00	-1,135.86
205 ATHLETIC TRAINING	-3,874.99	0.00	128.95	0.00	-4,003.94
208 BASEBALL FUNDRAISING	8,476.50	793.70	740.64	0.00	8,529.56
210 BOYS BB FR/CAMP	2,103.87	1,168.65	1,328.65	373.78	2,317.65
212 BOYS GOLF FUNDRAISING	2,815.78	901.50	0.00	0.00	3,717.28
213 BOYS SOCCER FR/CAMP	460.34	623.58	0.00	0.00	1,083.92
215 XC FR/CAMP	738.42	0.00	0.00	0.00	738.42
217 COACHES CLINICS	946.64	0.00	0.00	0.00	946.64
219 CONCESSIONS	17,312.01	836.16	1,270.06	0.00	16,878.11
220 INTRAMURALS	-686.42	0.00	1,247.67	0.00	-1,934.09
222 FIT CNTR EQUIP/MAIN	1,256.78	0.00	0.00	0.00	1,256.78
225 FOOTBALL FR/CAMPS	11,332.25	260.00	1,195.80	0.00	10,396.45
233 GIRLS SOCCER FUNDR	1,333.59	2,415.00	646.60	0.00	3,101.99
235 GIRLS BB FR/CAMP	1,700.27	986.04	610.83	0.00	2,075.48
240 SOCCER STADIUM	100.00	0.00	0.00	0.00	100.00
245 SOFTBALL FR/CAMP	713.69	0.00	713.69	0.00	0.00
250 ST TRAINERS (HOSA)	212.94	167.50	0.00	0.00	380.44
255 GIRLS TRACK FR/CAMP	-164.37	1,152.00	0.00	0.00	987.63
258 BOYS TRACK FR/CAMP	727.40	1,096.00	114.98	0.00	1,708.42
260 POOL FR	3,996.51	3,136.65	1,046.50	0.00	6,086.66
265 VOLLEYBALL FR/CAMP	3,299.10	0.00	0.00	0.00	3,299.10
270 WRESTLING MAT FUND	3,990.78	0.00	0.00	0.00	3,990.78
271 WRESTLING FR/CAMP	865.55	0.00	488.50	0.00	377.05
275 WRESTLING SCHOLARSHIP	0.00	0.00	0.00	0.00	0.00
290 METRO	0.00	69.48	0.00	-69.48	0.00
295 STATE/DIST/MW TOURNEY	19,797.09	2,870.03	10,716.99	69.48	12,019.61
299 CORPORATE ADVERTISING	0.00	0.00	0.00	0.00	0.00

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Date: 03/01/2010 thru 03/31/2010

Arranged by:
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
B ATHLETIC ADMIN Totals:	241,659.00	18,843.19	21,476.01	373.78	239,399.96
C ACADEMIC COURSES					
300 AP SOC STD TEXTS	2,065.14	0.00	0.00	0.00	2,065.14
320 ART CLASS FR	1,670.02	90.00	40.00	0.00	1,720.02
338 FAMILY CONSUMER SCIENCE	-383.85	0.00	0.00	31.00	-352.85
345 LIFETIME FIT	400.00	200.00	594.00	0.00	6.00
355 PHYSICAL EDUCATION	-3,633.86	0.00	0.00	0.00	-3,633.86
370 VOC IT COURSES	218.57	0.00	153.90	0.00	64.67
376 VOC WOODS	1,534.89	393.42	94.06	0.00	1,834.25
C ACADEMIC COURSES Totals:	1,870.91	683.42	881.96	31.00	1,703.37
D CLUBS/ORGANIZATIONS					
400 ART CLUB	153.28	0.00	0.00	0.00	153.28
401 AMNESTY INTERNATIONAL	27.51	0.00	0.00	0.00	27.51
402 BOOKSTORE (Scratchin Post)	1,017.38	1,419.00	216.62	34.00	2,253.76
405 CULINARY COMPETITION	243.51	0.00	0.00	0.00	243.51
407 DEBATE TEAM	1,332.37	4,188.98	6,090.27	0.00	-568.92
410 DECA	-21,044.69	0.00	5,416.96	0.00	-26,461.65
411 DRAMA - INTL THESPIANS	104.90	3,040.00	4,180.00	0.00	-1,035.10
412 DRAMA PRODUCTION	1,786.62	1,315.00	1,017.50	0.00	2,084.12
413 FCCLA FAMILY CARREER	10,952.62	0.00	1,630.00	0.00	9,322.62
414 FORENSICS TEAM	6,346.42	0.00	4,648.71	0.00	1,697.71
415 FRENCH CLUB	33.88	0.00	0.00	0.00	33.88
416 KEY CLUB	459.56	0.00	0.00	0.00	459.56
418 FUTURE EDUCATORS	2,881.20	2,243.40	2,719.94	0.00	2,404.66
419 40 ASSETS	13.91	0.00	0.00	0.00	13.91
420 GERMAN CLUB	637.67	170.00	486.00	0.00	321.67
425 JUNIOR CLASS	5,451.51	0.00	5,862.38	0.00	-410.87
430 LITERARY MAGAZINE	351.63	0.00	0.00	0.00	351.63
435 M CLUB - CRAZIES	1,026.96	0.00	0.00	0.00	1,026.96
440 JUSTICE LEAGUE	8.88	0.00	0.00	0.00	8.88
445 NATL HONOR SOCIETY	721.08	40.00	0.00	0.00	761.08
450 NEWSPAPER	174.12	0.00	19.18	0.00	154.94
452 SCIENCE/OLYMPIAD	1.21	0.00	0.00	0.00	1.21
455 SENIOR CLASS	1,126.43	2,360.00	0.00	0.00	3,486.43
460 SPANISH CLUB	1,398.05	35.00	0.00	0.00	1,433.05
470 STUDENT COUNCIL	19,242.13	0.00	245.60	0.00	18,996.53
471 STUCO WORKSHOPS	157.93	0.00	0.00	0.00	157.93
473 VOC ENGINEERING CLUB	3.28	0.00	0.00	0.00	3.28
475 SKILS USA	0.00	0.00	0.00	0.00	0.00
480 YEARBOOK (PROWLER)	26,114.37	635.00	1,097.23	0.00	25,652.14
490 ENVIRONMENTAL CLUB	221.06	0.00	0.00	0.00	221.06
495 YOUTH MAKING A DIFF	301.21	169.71	0.00	0.00	470.92
D CLUBS/ORGANIZATIONS Totals:	61,245.99	15,616.09	33,630.39	34.00	43,265.69
E ATHLETIC TEAMS					
500 CAPITAL OUTLAY	13,383.36	0.00	0.00	0.00	13,383.36
501 BASEBALL EQ/COST	1,166.57	0.00	3,639.29	0.00	-2,472.72
505 BASKETBALL BOYS EQ/COST	-5,219.49	0.00	715.35	-373.78	-6,308.62
510 BASKETBALL G EQ/COST	-3,964.46	0.00	470.45	0.00	-4,434.91
515 XC EQ/COST	-3,157.73	0.00	689.20	-17.94	-3,864.87
520 FOOTBALL EQ/COST	-18,860.86	255.00	15.00	0.00	-18,620.86
525 GOLF B EQ/COST	1,908.32	0.00	719.15	0.00	1,189.17
530 GOLF G EQ/COST	-2,933.43	0.00	0.00	0.00	-2,933.43

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Date: 03/01/2010 thru 03/31/2010

Arranged by:
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
550 SOCCER B EQ/COST	266.87	460.00	5,162.00	0.00	-4,435.13
555 SOCCER G EQ/COST	-3,014.37	0.00	302.58	0.00	-3,316.95
560 SOFTBALL EQ/COST	-1,942.58	0.00	1,046.31	0.00	-2,988.89
565 SWIM EQ/COST	-2,540.92	0.00	0.00	0.00	-2,540.92
570 TENNIS B EQ/COST	-2,606.41	0.00	0.00	0.00	-2,606.41
573 TENNIS G EQ/CONT	622.36	45.00	438.38	0.00	228.98
575 TRACK B EQ/COST	-218.98	0.00	3,466.59	0.00	-3,685.57
580 TRACK G EQ/COST	-14.14	0.00	2,120.39	0.00	-2,134.53
585 VOLLEYBALL EQ/COST	-1,100.85	0.00	0.00	0.00	-1,100.85
590 WRESTLING EQ/COST	-3,303.21	0.00	549.94	0.00	-3,853.15
E ATHLETIC TEAMS Totals:	-31,529.95	760.00	19,334.63	-391.72	-50,496.30
F CHEERLEADERS					
612 DANCE TEAM	78.31	0.00	0.00	0.00	78.31
620 FRESHMAN CHEER	-15.82	0.00	0.00	0.00	-15.82
625 JV CHEERLEADERS	54.53	80.00	0.00	0.00	134.53
630 VARSITY CHEERLEADERS	1,072.50	1,295.00	374.58	0.00	1,992.92
F CHEERLEADERS Totals:	1,189.52	1,375.00	374.58	0.00	2,189.94
G MUSIC					
700 BAND	3,502.13	894.53	733.10	0.00	3,663.56
701 BAND UNIFORMS	1,681.03	0.00	42.37	0.00	1,638.66
720 MUSICAL	10,178.72	17,187.00	1,429.30	0.00	25,936.42
725 MUSIC TECH/AUDITORIUM	3,602.55	0.00	3,602.00	0.00	0.55
730 ORCHESTRA	514.67	1,078.00	1,011.52	-351.42	229.73
733 ORCHESTRA TRIP	280.49	0.00	0.00	0.00	280.49
745 CHORAL MUSIC FR	2,465.26	0.00	1,885.90	0.00	579.36
750 SHOW CHOIR	35,889.17	675.00	27,772.40	0.00	8,791.77
755 SINGSATION	27,594.48	0.00	540.00	0.00	27,054.48
760 BAND TRIP	-256,251.68	46.00	0.00	0.00	-256,205.68
770 CHOIR TRIP	0.00	0.00	0.00	0.00	0.00
775 TRI M MUSIC HONOR SOCIETY	878.95	0.00	0.00	0.00	878.95
790 MUSIC DONATIONS	1,261.71	0.00	0.00	0.00	1,261.71
G MUSIC Totals:	-168,402.52	19,880.53	37,016.59	-351.42	-185,890.00
H TRANSPORTATION					
800 TRANSPORTATION MISC	-816.21	0.00	0.00	105.99	-710.22
810 TRANS ATHLETICS	-33,204.39	1,725.00	3,260.61	74.38	-34,665.62
840 TRANS FIELD TRIPS	-7,887.41	0.00	1,135.65	-74.38	-9,097.44
849 TRANSPORTATION MUSIC MISC	-621.56	0.00	142.48	351.42	-412.62
851 TR DRAMA	-364.58	0.00	0.00	0.00	-364.58
H TRANSPORTATION Totals:	-42,894.15	1,725.00	4,538.74	457.41	-45,250.48
I ACADEMIC COURSE FINES					
901 FOREIGN LANG FINES	824.47	0.00	0.00	0.00	824.47
902 ENGLISH FINES	1,179.57	5.00	0.00	0.00	1,184.57
903 MATH FINES	3,910.32	172.88	0.00	0.00	4,083.20
904 SCIENCE FINES	-533.40	11.50	0.00	0.00	-521.90
906 SOCIAL STUDIES FINES	1,417.50	0.00	0.00	0.00	1,417.50
907 BUSINESS FINES	51.86	7.00	0.00	0.00	58.86
I ACADEMIC COURSE FINES Totals:	6,850.32	196.38	0.00	0.00	7,046.70
M BANKING (MONEY)					
910 STARTING CASH	-3,839.00	300.00	1,400.00	0.00	-4,939.00
920 CHECKING ACCCOUNT	3,746.23	90.92	114.59	0.00	3,722.56
930 MONEY MKT INTEREST	14,784.72	359.59	0.00	0.00	15,144.31
M BANKING (MONEY) Totals:	14,691.95	750.51	1,514.59	0.00	13,927.87

ALL Data

Current Cash Balance Report

Date: 03/01/2010 thru 03/31/2010

Arranged by:
73
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
Q FEE FUND - EXTRA CURRICULAR					
1000 FIELD TRIPS FEE FUND	11,319.05	404.75	0.00	0.00	11,723.80
2220 INTRAMURAL FEE FUND	4,036.00	0.00	0.00	0.00	4,036.00
2338 FCS - FEE FUND	31.00	0.00	0.00	-31.00	0.00
2410 DECA FEE FUND	25,041.50	1,787.00	0.00	0.00	26,828.50
2411 DRAMA FEE FUND	0.00	0.00	0.00	0.00	0.00
2700 BAND FEE FUND	1,297.43	0.00	0.00	0.00	1,297.43
2710 CHOIR FEE FUND	1,097.00	0.00	0.00	0.00	1,097.00
2730 ORCHESTRA FEE FUND	676.88	0.00	0.00	0.00	676.88
2733 ORCHESTRA TRIP FEE FUND	0.00	0.00	0.00	0.00	0.00
2760 BAND TRIP FEE FUND	254,172.79	493.85	0.00	0.00	254,666.64
2770 CHOIR TRIP FEE FUND	0.00	0.00	0.00	0.00	0.00
5010 PARTICIPATION FEES	43,335.00	1,105.00	0.00	0.00	44,440.00
Q FEE FUND - EXTRA CURRICULAR Totals:	341,006.65	3,790.60	0.00	-31.00	344,766.25
R FEE FUND - POST SECONDARY ED					
7120 AP TESTS	0.00	0.00	0.00	0.00	0.00
R FEE FUND - POST SECONDARY ED Totals:	0.00	0.00	0.00	0.00	0.00
U NOT IN USE					
138	0.00	0.00	0.00	0.00	0.00
157	0.00	0.00	0.00	0.00	0.00
165	0.00	0.00	0.00	0.00	0.00
181	0.00	0.00	0.00	0.00	0.00
183	0.00	0.00	0.00	0.00	0.00
184	0.00	0.00	0.00	0.00	0.00
189	0.00	0.00	0.00	0.00	0.00
211	0.00	0.00	0.00	0.00	0.00
214	0.00	0.00	0.00	0.00	0.00
223	0.00	0.00	0.00	0.00	0.00
226	0.00	0.00	0.00	0.00	0.00
230	0.00	0.00	0.00	0.00	0.00
272	0.00	0.00	0.00	0.00	0.00
273	0.00	0.00	0.00	0.00	0.00
285	0.00	0.00	0.00	0.00	0.00
303	0.00	0.00	0.00	0.00	0.00
310	0.00	0.00	0.00	0.00	0.00
312	0.00	0.00	0.00	0.00	0.00
330	0.00	0.00	0.00	0.00	0.00
340	0.00	0.00	0.00	0.00	0.00
360	0.00	0.00	0.00	0.00	0.00
371	0.00	0.00	0.00	0.00	0.00
373	0.00	0.00	0.00	0.00	0.00
374	0.00	0.00	0.00	0.00	0.00
403	0.00	0.00	0.00	0.00	0.00
433	0.00	0.00	0.00	0.00	0.00
465	0.00	0.00	0.00	0.00	0.00
485	0.00	0.00	0.00	0.00	0.00
506	0.00	0.00	0.00	0.00	0.00
511	0.00	0.00	0.00	0.00	0.00
516	0.00	0.00	0.00	0.00	0.00
521	0.00	0.00	0.00	0.00	0.00
526	0.00	0.00	0.00	0.00	0.00
531	0.00	0.00	0.00	0.00	0.00

ALL Data

Current Cash Balance Report

Date: 03/01/2010 thru 03/31/2010

Arranged by:
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
551	0.00	0.00	0.00	0.00	0.00
556	0.00	0.00	0.00	0.00	0.00
561	0.00	0.00	0.00	0.00	0.00
566	0.00	0.00	0.00	0.00	0.00
571	0.00	0.00	0.00	0.00	0.00
574	0.00	0.00	0.00	0.00	0.00
576	0.00	0.00	0.00	0.00	0.00
581	0.00	0.00	0.00	0.00	0.00
586	0.00	0.00	0.00	0.00	0.00
591	0.00	0.00	0.00	0.00	0.00
600	0.00	0.00	0.00	0.00	0.00
710	0.00	0.00	0.00	0.00	0.00
715	0.00	0.00	0.00	0.00	0.00
735	0.00	0.00	0.00	0.00	0.00
820	0.00	0.00	0.00	0.00	0.00
830	0.00	0.00	0.00	0.00	0.00
845	0.00	0.00	0.00	0.00	0.00
848	0.00	0.00	0.00	0.00	0.00
850	0.00	0.00	0.00	0.00	0.00
852	0.00	0.00	0.00	0.00	0.00
900	0.00	0.00	0.00	0.00	0.00
940	0.00	0.00	0.00	0.00	0.00
2620	0.00	0.00	0.00	0.00	0.00
2625	0.00	0.00	0.00	0.00	0.00
2630	0.00	0.00	0.00	0.00	0.00
U NOT IN USE Totals:	0.00	0.00	0.00	0.00	0.00
Z INVESTMENTS					
950 OSB-MONEY MKT PLUS	-425,443.29	0.00	359.59	0.00	-425,802.88
Z INVESTMENTS Totals:	-425,443.29	0.00	359.59	0.00	-425,802.88
Report Totals:	110,043.81	99,802.39	126,274.94	0.00	83,571.26

*Cynthia M. Hume 5/6/10
Security Clerk*



ALL Data

Current Cash Balance Report

Date: 03/01/2010 thru 03/31/2010

75 Arranged by:
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
A SUMMER SCHOOL ACCOUNTS					
100 Elementary Summer School	13,755.00	11,550.00	200.00	0.00	25,105.00
120 Middle School Summer School	3,605.00	5,335.00	0.00	0.00	8,940.00
130 Senior High Summer School	15,470.00	21,400.00	140.00	0.00	36,730.00
140 Special Education	0.00	290.00	0.00	0.00	290.00
145 Special Education Preschool	0.00	0.00	0.00	0.00	0.00
150 Interest	2,527.90	11.94	0.00	0.00	2,539.84
160 Food Service Refunds	156.45	0.00	0.00	0.00	156.45
170 MNHS AP	100.00	0.00	0.00	0.00	100.00
175 MNHS IB	0.00	0.00	0.00	0.00	0.00
180 MSHS AP	0.00	0.00	0.00	0.00	0.00
185 MWHS AP	0.00	0.00	0.00	0.00	0.00
A SUMMER SCHOOL ACCOUNTS Totals:	<u>35,614.35</u>	<u>38,586.94</u>	<u>340.00</u>	<u>0.00</u>	<u>73,861.29</u>
Report Totals:	35,614.35	38,586.94	340.00	0.00	73,861.29


 Linda K. Mohlman, DSAC
 Executive Secretary


 Chris Hughes, DSAC
 Accounting Manager

Committee Meeting
Minutes
May 10, 2010

The members of the Board of Education met as a committee of the whole on Monday, May 10, 2010 at 6:30 p.m. at the Don Stroh Administration Center, 5606 South 147th Street. The topics which were discussed included, Coventry and Silverstone on Health Insurance Program, Leadership Academy Program, and the Learning Community.

Present: Dave Anderson, Mike Pate, Brad Burwell, Mike Kennedy, and Linda Poole

Absent: Julie Kannas

Also in attendance were Keith Lutz, Angelo Passarelli, Chad Meisgeier, representatives from Coventry and Silverstone, Duncan Young, District attorney, and other administrators.

Chad Meisgeier reviewed the history of the health program over the years from the Educators Health Alliance (EHA) to the current self-funded insurance program. By using the Silverstone Group with their vast knowledge of the insurance market, and by using their recommendations on when to bid out for insurance, and which companies would be viable competitors has allowed considerable savings for the District. With the assistance of Silverstone they ultimately have helped to keep premiums down, and in the long run makes a nice recruiting incentive for potential employees.

One of the action plans of Strategy 2 in the District's Strategic Plan calls for the development of a wellness program, and this would be a beneficial avenue in the future to help lower medical costs. The Wellness Committee has met and they have started to look at different wellness programs. However, this could be a costly endeavor at the beginning, but after three years it would be anticipated the program would break even. This is still in the studying stage.

There were suggestions on educating the Millard staff that the health insurance program is a self-funded program by the district, and to encourage the use of generic drugs. Silverstone reported that currently 65% of prescriptions requested by Millard staff are generic compared to the norm of 69%. Another suggestion was to encourage employees to use a nurse helpline before going to an emergency room.

Coventry has a disease management program which offers help for employees who have some major illnesses such as heart issues, or diabetes.

The most immediate impact to Millard's plan in regards to the new healthcare reform was explained. There have been three regulations sent from the federal government, but they seem to conflict with one another, so it has been some cause for confusion.

Angelo Passarelli explained the general program requirements, the application process, and a brief program description of the Leadership Academy. During the course of the year administrators from the various disciplines in Millard come to speak to the group about their areas of responsibility. The Leadership Academy program is designed to help individuals put leadership theory into practice. This program also makes for a strong pool of candidates for both administrative and teacher-leader positions.

Duncan Young updated the board on the lawsuit filed by the Nebraska Farm Bureau and two Sarpy County residents against the Learning Community and the eleven school districts in the Learning Community. They are

Committee Meeting
Minutes
May 10, 2010
Page 2

contesting the constitutionality of the taxing scheme for the Learning Community. Initially it was taken to the Supreme Court, but was sent down to the District Court where the lawsuit will be heard in September.

Dr. Lutz reported at several meetings with other district superintendents they have discussed the pros and cons in regards to the Learning Community's governance procedure, and is a topic of continued discussions.

Board members discussed different aspects of the effectiveness or non-effectiveness of the Learning Community. One member asked the question if it was even good public policy, and does it really benefit all school districts. It was suggested visiting with other board members and superintendents from the surrounding school districts as to their thoughts on how it could be made better knowing it would take legislative action to make any substantial changes.



David M. Anderson
CHAIRMAN

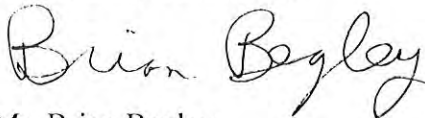
May 3, 2010

Mr. Mike Pate
Millard Board of Education
5606 South 147th Street
Omaha, NE 68137

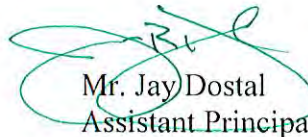
Dear Mr. Pate:

We are pleased to recommend the following students, who are scheduled to complete all prescribed graduation requirements, as recipients of high school diplomas at commencement exercises on Saturday, May 29, 2010 at 4:00 p.m. at the Omaha Civic Auditorium. In the event that any student(s) fails to meet the prescribed standards for graduation, he/she will not participate in the commencement exercises.

Respectfully submitted,



Mr. Brian Begley
Principal



Mr. Jay Dostal
Assistant Principal

Macrina L. Abdouch
 Abigail M. Abernathy
 Luke Michal Abkes
 Jaime E. Abramson
 Joseph Martin Acamo
 Melissa Anne Ackley
 Dylan J. Adams
 Natasha Adams
 Jeremy D. Adkins
 Samantha Elizabeth Akeson
 Himanthi Salomi Anitra Akmeemana
 Amelia A. Albracht
 Daniel Jacob Alexander
 Melanie Beth Alexander
 Douglas A. Allan
 Jay T. Allen
 Gil R. Allgood
 Alyssa Elaine Amen
 Alyssa Sue Andersen
 Brooke Joylyn Anderson
 Joel David Anderson
 Lucas Ryan Anderson
 Michelle Elizabeth Anderson
 Rebecca Ann Anderson
 Ryan C. Anderson
 Hillary Rae Argyle
 Tyler C. Armstrong
 Jeannette Cherie Arnold
 Katlyn Nicole Awalt
 Amanda Leigh Baber
 Benjamin Conrad Bachmann
 Jesse D. Bahun
 Joshua Randall Baideme
 Morgan Taylor Bailey
 Justin H. Bainbridge
 Kristin Diane Bainbridge
 Alicia Marie Barnes
 Tyler Garon Barnes
 Alexandria R. Barrett
 Allison Nicole Barry
 Sarah Danielle Bartolomei
 Grant Alexander Bauer
 Andrew Michael Bayly
 Michael Richard Bayne
 Brett A. Becker
 Kassandra Paige Beckmann
 Smita Bedi
 Karissa Susan Bell
 Colin Joseph Belmont
 Nolan Thomas Bender
 Tracy Marie Benes
 Dylan M. Benson
 Madelyne Ann Besack
 Alapan Bhakat
 Thomas J. Bilslend
 Alexandra Birt
 Stephanie Marie Bitzes
 Sheldon McKenzie Black
 Marie Ann Boetger
 Jeremy A. Bohlken
 Russell S. Boll
 Kaitlin Marie Bosetti
 Barbara Jean Bowley
 Amber L. Boyden
 Alexander Wesley Brandquist
 Melanie Rose Breault
 John H. Brennan
 Michael Alan Brown
 Galina Marie Bruckner
 Alexander M. Bruner
 Anthony H. Brunetti
 Paige Elizabeth Buchanan
 Paige M. Buchanan
 Megan Marie Buckley
 Dylan J. Buick
 Jasmine L. Buller
 Kelly Elizabeth Burger
 Elizabeth A. Burgess
 Calvin Robert Burnside
 Caleb Christian Butler
 John Charles Butler
 Colin Samuel Byrnes
 Ashley Marie Cabrera
 Nicholas Joseph Cammarata
 Robert Dylan Campbell
 Jonathan M. Caniglia
 Jordan Elizabeth Canterberry
 Alexander R. Carlson
 Jonathon Henry Case
 Mark A. Casey
 Ryan Casey
 Brandy Shadae Casper

Brenda Naomi Castro
Dana Jocelyn Caudle
James Mason Cavaliere
Teresa Ann Champion
Jacob Michael Charleston
Kyle Anthony Chickinelli
Bryan W. Christensen
Danielle Elizabeth Christiansen
Kyle Francis Clark
Matthew D. Clarke
Daniel Joseph Cloonan
Alyssa R. Clough
Lindsey Morgan Coe
Alex Mathew Coffey
Arley Jacob Collins
Sherri E. Collins
Dylan Michael Colo
Morgan Leigh Colony
Kristen Nicole Conahan
Emily Connell
Amanda Kay Connoles
Kyle Ellis Conway
Alex Cook
Breahn Marie Copenhaver
Benjamin John Cordova
John Phillip Coughlin
Tawny Patricia Craig
Brooke Ashley Crews
Arturo B. Cruz III
Caitlin Rebecca Cruz
Elizabeth Cunningham
Jazmin Curiel
Alyssa Marie Currier
Brock A. Cushing
Elizabeth Ashley Czyz
Michaela Niccole Dahl
Michaela Louise Dahmer
Emily Rose Dalton
Rachel Louise Davidson
Emma Cathryn Davies
Miranda A. Davis
Zachary Taylor Davis
Jeffrey C. Dean II
Liang Deng
Victoria K. Dentler
Michael Joseph Dentlinger

Damien DeTienne
Jennifer Lynne Dickey
Alysia Kathryn Dirks
Bradley J. Dittman
Lauren Dole
Schuyler P. Dougherty
Nathaniel A. Dowling
Elyssa Marie Drouillard
Derek Durae
Maycee M. Earl
Jessica Lynn Eddy
Austin Keegan Edmonds
Amy M. Edwards
Jason P. Edwards
Michelle J. Elkin
Amanda Ann Elsasser
Stephanie M. Elsasser
Steven Clark Emmel
Chelsea Ann Ensor
Dayna Michelle Epstein
Andrew Michael Ermel
Paige Christina Ervin
Danielle Rose Eskew
Charles Thomas Evans
Dane W. Ewald
Benjamin Scott Leigh Feilen
Alexander Chase Finkle
Kara Jo Foley
Jacob Aaron Foresman
Dominic Kekoa Fortina
Anne Marie Fortson
Rhea M. Franco
Sean Andrew Freeman-Hogan
Aleah Von Fuchs
Victoria Marie Fuhs
Allisha Lee Gabriel
Scott Andrew Gaebler
Kemon Gallagher
Jordan Elizabeth Galvan
Matthew A. Galvan
Stephanie J. Galvin
Hannah Kaitlyn Gard
Lyndsey Taylor Gardner
Jennifer Carol Gargano
Lauren Michelle Garrelts
Pratik V. Gayee

Cecelia Marie Geiger
Kali A. George
Kevin M. Gidden
Chloé Ann Ginsburg
Sable Rae Glandt
Miranda N. Glenn
Paul E. Glover
Noah Daniel Glover-Ettrich
Kellan W. Goben
Matthew Thomas Gorans
Benjamin David Gordon
Rebecca Ann Gordon
Rachael N. Gosch
Timothy William Grady
Nathaniel Charles Graham
Joel Michael Grant-Leanna
Ethan Timothy Graumann
Caleb Gray
Maurice Green IV
Kalee M. Gross
Anna Elyse Grossman
Kristin B. Grove
Ashley Nicole Gruhn
Laura Michaela Gude
Jack R. Gudenrath
Alexis Noel Guhl
Emily Alexandra Gunnink
Ryan John Guthrie
Jessica M. Hagan
Kellini A. Hager
Rachel Lynn Hall
Taylor Louise Hall
Leah A. Halpain
Anthony C. Hamburg
Brittany M. Hamilton
Krysten C. Hamilton
Lincoln David Hansen
Zachary Martin Hansen
Alexander Duane Hanson
Brienne Marie Hanson
Lienna Joy Hanson
Ethan Michael Harner
Nicholas Troy Harrahill
Heather Noelle Haskins
Jonathan David Hawkins
Quentin E. Hays
Talia Brienne Head
Peter William Helstrom
Derek J. Henkens
Jordan Elizabeth Hennessy
Alyssa Jade Herek
John K. Hermann
Ashley LeAnn Hick
Justin Andrew Hiemer
Kyle Hirschman
Danielle E. Hiykel
Laura Anne Hobbs
Sarah M. Hoberman
Alex Michael Hodson
Marion Marie Holden
Sara Michelle Holland
Sara E. Holley
Lanny Eugene Holstein
Garrett David Holt
Olivia Anne Holt
Ryan Christopher Hoover
Dan Hoppens
Stephen Jon Hoth
Kevin E. Houck
Rachel Lee Houfek
Lauren Ashley Housh
I-Shan Hsu
Alissa M. Huff
Brandon Tyler Hulsebusch
Steffany Mae Hutchings
Whittany Elaine Hutchings
David Tuan Anh Huynh
Allison Kay Hytrek
Jaan S. Iddings-Mendez
Laura K. Ingalise
Taylor Leigh Jackson
Marissa Alexis Jacobsen
Arturo Jaimes
Alexander H. Jansen
Molly Elizabeth Jeffries
Lillian Jemison
Ryan Jergenson
Ashley Cassandra Jerousek
Dustin L. Johnson
Mark D. Johnson
Sarah K. Johnson
Robert J. Johnston

Daniel F. Jones
 Dion A. Jones
 Kyle Ross Jones
 Rachel Leigh Jussel
 Sydney N. Kading
 Aaron Robert Kafka
 April Nichols Kalinski
 David Lindl Kalis
 Alexander J. Kanan
 Toni Lea Karaus
 Amanda Shereen Karimi
 Anna Grace Kelly
 Daniel Kelly
 Garrett Denver Kennedy
 Amber Nicole Kenyon
 Casey McLean Kerrigan
 Emily Rose Kielion
 Katherine Annemarie Kiepe
 Keithstone Young Kim
 Megan Marie Kingston
 Matthew Robert Klein
 Evan Thomas Klinkacek
 William T. Knox
 Kelly Ruth Knudson
 Courtney Ann Kobold
 Zach Tyler Kock
 Kimberly Ann Koepf
 Michael Gordan Kohlscheen
 Jonathan W. Korte
 Jamie Koseluk
 Courtney Nicole Kottich
 Tyler J. Kovalskas
 Logan Michael Kraft
 Nicole Renee Kraft
 Kelsey Lynn Kramer
 Kevin R. Krause
 Jordan D. Krecklow
 Alyson Elaine Kriz
 Erik Matthew Kronen
 Theresa Marie Kueera
 Elizabeth K. Kucirek
 Michael B. Kuhlengel
 Desiree Lynn LaFerla
 Anthony John Lage
 Olivia A. Lasley
 Mary Elizabeth Lauritsen
 Anna Katherine Leach
 Jaclyn Michelle Leahy
 Matthew Jordan Lenagh
 Zachary Joseph Lenagh
 Justine Elizabeth Letson
 Jeffrey Samuel Libov
 Eric Matthew-Mapes Liegl
 Christopher J. Little
 Cynthia Liu
 Brent Michael Lovett
 Christine E. Lubsen
 Marie T. Luebbert
 Mariah Lundgren
 Keegan Michael Lunn
 Emily Catherine Lutz
 Edward Christian Lutz-Lay
 James C. Lyman
 Patricia L. MacFarlane
 Julio Alexander Machuca
 Alina Patricia Macias
 Luke Tyler Maddox
 Alisher Muhtarovich Madrahimov
 Katie L. Malm
 Tyler A. Mancuso
 Nico Anthony Mannino
 Amanda M. Marsh
 Jacob Robert Marshall
 Kyle Marshall
 Luke A. Marta
 Jeffrey Paul Martin
 Tyler D. Martin
 Michael W. Mason
 Krysten L. Masters
 John Anthony Mattern
 Shayla M. Mattson
 Mark Robert Mays
 Kelsey Marie McAlpine
 Scott Ryan McBride
 Alexa Rae McCardle
 Deric J. McCormick
 Michael Robert McDermott
 Taylor Leigh McDermott
 Erica Ellen McGillick
 Katherine Emma McGillick
 Molly Elizabeth McGillick
 Elizabeth S. McGrath

Ryan Joseph McMahon
Sean Michael McMillan
Daniel Clement McNary
Samantha Jo McNeil
Amanda Marie McQuillan
Justin McWilliams
Jovyn Patricia Medrano
Paul Michael Kane Mellor
Joseph Andrew Mendick
Kristen Nichole Mendick
Rachel L. Meyer
Brandon James Mielke
Stephanie Grace Millard
Amber Lee Miller
Ashley M. Miller
Lauren Kay Miller
Meredith May Miller
Rachael Mae Mimick
Katelyn M. Mines
Katelyn J. Mitchell
Kelsey Colleen Mitchell
Alexa Tayler Marie Moore
Scott Michael Moore
Jeffrey Patrick Moran
Monica Lauren Morss
Alexa Rae Moyer
Gregory James Mrsny
Taylor Layne Muenster
Justin Robert Mueting
Keisha M. Muia
Trevor M. Mullen
Michael Jay Muller
Lukas Wade Mullins
Sara M. Murray
Sarah Jane Murray
Joshua Craig Muss
Tyler J. Myers
Savannah L. Nabity
Casey Johnathon Nary
Jon J. Nasr
Tayla Nirvana Nathoo
Katherine Denise Neisler
Erin Keiko Nelson
Hannah Mae Nelson
Jonathan Luke Nelson
Kaily Mae Nelson

Michael Louis Nelson
Brittani A. Nemeth
Andrew James Neumann
Austin James Newell
Dustin E. Newhouse
Taylor Jacob Newsome
Jay R. Newstrom
Jennifer Nguyen
Joseph Niels
Tyler Lee Nielsen
Jenna Marie Nieto
Katherine Marie Nigg
Emily Ann Nilius
Xongkot XN Nitbouapha
Grace M. Noecker
Andrea Nicholle Nolan
Devon Alexander Nordmeyer
JDon Norland
David J. Norris
Blake Matthew Oakey
Aviva Rose Oberst-Marshall
Adam Patrick O'Connell
Trey Michael O'Daniel
Samuel John Odegard
Tehryn Elizabeth Odermann
John Pinckney Oliver
Elizabeth Ann Opitz
Connor William Orr
Jesse J. Orsi
Johnathon Paul Osborn
Emily Keiko Oshima
Brice Joseph Osmanson
Michaela Nicole Ostronic
William K. Overman
Kathleen Elizabeth Owens
Thomas John Pallas
Kelly M. Pappas
Alexandria Marie Parrish
Melissa Judith Payne
Eric James Penner
Ryan Michael Peters
Cassie Nicole Petersen
Kyle R. Petersen
Alexandra Elise Peterson
Brienne Leigh Peterson
Holly Rose Peterson

John W. Peterson
Kari Peterson
Laura Michelle Peterson
Nathaniel John Pfeiffer
Luke D. Pfeiffer
Brandon T. Phillips
Sara Elizabeth Piazza
Perry Joseph Pierce
Brandon J. Pierson
Brock B. Pierson
Jonathan Michael Pike
Queentara Asia Pimentel
Jacob R. Pollard
Amanda Mae Poppens
Ashley Christine Powers
Kyle Brandon Prevenas
Brent David Price
Brett Thomas Prince
Ismael Quijas
Ryan M. Radik
Courtney Rae Raike
Nicholas Scott Rands
Max Louis Reason
Cameron Perry Reed
Jasna Reis
Rachel L. Remer
Benjamin Jacob Renshaw
Christian A. Ressler
David Patrick Ribar
Michael R. Ricchini
Ethan Josef Allen Richardson
Ariel T. Rideout
Caitlin M. Riley
Andrew A. Ring
Jonathan Craig Ringblom
Nathan Shane Rischling
Elizabeth M. Roberts
Ryan J. Roche
Kelsey Christine Rodgers
Elana Brienne Rodriguez
Kristen J. Roduner
Nicole Elizabeth Roe
Brienne Roemhildt
Emily Michelle Rogers
Jaeda Michelle Roth
Ethan Thomas Rothamel

Trevor John Rothanzl
Olivia Jean Ruhlman
Rachel M. Runge
Paul A. Sanny
Christie Alexandra Schaffart
Matthew A. Schaich
Addison Johnson Scheetz
Nicole Kristine Scheetz
Michael Jared Schettler
Coty D. Schincke
Bethany J. Schmidt
Lauren Marie Schneider
Stefan J. Schomaker
Amanda Rae Schott
Lisa A. Schroeder
Stephanie A. Schumann
Megan Valentine Schwartz
Kyle E. Scorcia
Kirsten Marie Sebastian
Marcus A. Seefus
Timothy D. Semisch
Jane Seu
Julie Anne Shadlow
Jaclyn M. Sharples
Allison D. Shirk
Taylor Raye Sidles
Coral L. Siler
Jacob D. Silverberg
Jose Efren Sinecio
Anthony R. Siraco
Emily JoEllen Skartvedt
Marlee Gabrielle Skolkin
Veronica Slavik
Matthew R. Slingwine
Branica L. Smith
Bryan Patrick Smith
Robert E. Smith III
Amanda Nichole Soliz
Ashley Rose Sorenson
Kamrie Jade Sortino
Chelsea Adale Spath
Alicia K. Spier
Madison C. Srb
Arriana Reneé St. Onge
Kelsey Ann Starman
Andrew M. Staton

Rachel M. Stein
Megan Breanna Stene
Nicole Elizabeth Stenoish
Ainsley Brenna Stewart
Matthew A. Stewart
Alyssa M. Stokes
Mark David Straka
Blaine Phillip Stremick
Zachary Willis Stull
Nicholas G. Sukraw
Kaiwen Sun
Brittany Vee Sunderman
Sriram Suresh
Michael Dean Sutherland
Todd Jay Swackhamer
Courtney Swanson
Hannah L. Swanson
Ian Michael Swanson
Christian D. Tapia
Nathaniel Lewis Taylor
Paul Taylor
Tiffany Lee Ann Taylor
Katie Nicole TeKrony
Daniel J. Tesarek
Eric C. Tesarek
Matthew J. Tesarek
Christian Thomas Theisen
Maxwell Keith Thomas
Melanie Michele Thomas
William Conner Thomas
Jeremy J. Thorson
Trevor Lance Tibke
Kyle D. Tichenor
Thomas Lee Tiemeyer
Nichole M. Tinsley
Kelsey M. Tom
Natasha Tomchin
Elizabeth Jeanne Tompsett
Jillian M. Traynor
Tyler Joseph Trelles
Dasha Tryon
Jau-Ann Tsai
Dylan Robert Turner
Kala L. Tuschen
Charles R. Tyler
Emily E. Tyler
Cecily K. Vair
Renee C. van Beaumont
Joshua David Vandenberg
Daniel William Vaughan
Kyle Anthony Vecchio
Christian Kent Waldo
Lindsey Ann Walter
Andrew Walters
Jerrold Rexford Warren
Conner Loyd Watson
Amy Katherine Wattenhofer
Jessica Marie Watts
Chelsea Jo Wax
Kathryn Elizabeth Weak
Stephanie J. Wedige
Ryan Matthew Weeks
Lynn M. Wegrzyn
Aron G. Wehr
Matthew G. Weiss
Jillian T. Welch
Tyler David Welch
William S. Westin
Carol Ann Whalen
Jeromy P. Wiebelhaus
Michael B. Wieseler
Kaitlyn Louise Williams
Taylor Nichelle Williams
Kody Michael Wise
Melissa Jade Witkowski
Andrew Joseph Witthaus
Samantha Lynn Wobig
Patrick Alan Wood
Steven Tanner Woodworth
Michael F. Wooster
Marguerite M. Worrell
Anna Catherine Wyatt
Dillon Earl Wyatt
Kenneth A. Zarlingo
Raymond J. Zerulla III

Millard South High School • 14905 "Q" St. • Omaha, NE 68137-2599 • (402) 715-8268 • (Fax) 715-8472

May 7, 2010

Mr. Mike Pate
President
MILLARD BOARD OF EDUCATION
5606 So. 147th St.
Omaha, NE 68137

Dear Mr. Pate:

I am pleased to recommend the following students listed, who as of this date are scheduled to complete all prescribed graduation requirements, as recipients of high school diplomas at Commencement Exercises on Saturday, May 29th at 10:00 AM. Should any student fail to complete all prescribed graduation requirements, they will not receive a diploma on Graduation day.

Jessica Abler
Joseph L. Adam
Trevor Thomas Howard Aden
Tyler A. Alberts
Seth Alfred Reinhold Albracht
Yesica D. Alfaro Sandoval
Jacob John Andersen
Jason S. Andrews
Lucas Christopher Ansell
Julian Lee James Archibald
James D. Arnold
Kimberly Paige Ash
Alexandria Shae Asmus
Matthew Henry Austin
Sara Authelet
Christopher L. Babb
Seton R. Bachle
Kristen M. Backman
Stephen T. Bader
Alexis M. Baker
Hidayatullah Bakhshiee
Elizabeth Ann Balkovec
Zachary S. Bandy
William M. Bargmann
Samantha M. Barker
Emily Christine Barla
Jacob A. Barnett
Alec M. Barr
Andres Barriga
Andrew Daniel Batterm
Nicholas James Beck
Amarela Becirovic
Robert M. Becker
Jacob Ross Beiermann

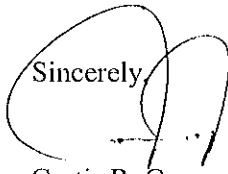
Jacob Daniel Beins
Cody Lyn Bemis
Benjamin Beran
Collin Casey Beran
Alex J. Berka
Dillon M. Bertelsen
Ryan Gary Bishop
Michael Bland
Shelby L. Blecha
Christopher C. Boatright
Jamis Boden
Richard Allen Borgeson
Chelsey Boyce
Kelsey Renee Boyce
Jordyn Braun
Kelsey M. Bridges
Austin M. Bridwell
Ryne E. Broberg
Abbey Elizabeth Broesch
Jacob M. Brooks
Alexandra Kae Brown
Elizabeth Ann Brown
Matthew B. Brown
Kate Lynn Brungardt
Melvin Charles Buckley
Vicente Buenrostro
Alexander Craig Buford
Kelsey Ann Buglewicz
Anthony M. Bush
Ashton John Caniglia
Amanda Jean Carraher
Jonathan James Carrell
Nadia Carmela Carroll
Chloe M. Cavalieri

Ashley Marie Chafin
Trevor J. Chandler
Bing Ru Cheng
Sophie Cherek
Tyrone Terrell Chevall
Kayla-Annie Marie Chitwood
Joshua W. Christensen
Alexander J. Claussen
Danielle Mary Colling
Derek William Comba
Kelsey Brianne Conner
Elizabeth Anne Connolly
Megan M. Cornell
Karina Corral
Dulce M. Cortes
Joseph Michael Costanza
Michael J. Covington
Cory Michael Craig
Megan Elizabeth Craig
Michaela M. Crandell
Lauren Jane Croy
Juan M. Cruz
Jill Nicole Csellar
Grant M. Culver
Sarah Marie Cunningham
Danielle Francine Curtis
Cory David Czaplewski
Dalton Dabney
Pal J. Deng
Kelsey F. Detweiler
Chelsea T. Diehm
Thais C. Diehm
Max William Dillon
Eric Dolan

Dalton Wade Dovel
 Amanda Danielle Downing
 Andrea Christine Drummond
 Daiq Musse Duale
 Emily M. Durski
 Rachael Meredith Dvorak
 Taylor J. Eckermann
 Megan R. Eckley
 Kareem Elhelaly
 Richard John Eichler
 Aaron Michael Ellis
 Amber Incz Elsasser
 Amy Lynne Engdahl
 Seth Alan Engelbrecht
 Kendrew Eugene Erickson
 Terran Etherington
 Joshua P. Fabisiak
 Megan D. Familette
 Troy Donald Farley
 Jacob Daniel Faust
 Kaitlyn Elizabeth Feder
 Anthony Joseph Felici
 Eathan Fernandez-Sanchez
 Dinith S. Fernando
 Jack S. Filarecki
 Dylan M. Fleming
 Michael M. Ford
 David E. Fraga
 Ashley LeAnne Freeman
 Taylor Brooke Freeman
 Bridget M. Freer
 Andrew David Fry
 Bret Andrew Fuller
 Deidre Keeley Gallagher
 Kirsten A. Gallagher
 Tylor J. Gallardo
 Christine Nicole Gammel
 Brittney Garcia
 Jorge Garcia
 Brittany Gaver
 Spencer A. Gerard
 Lindsey Kaye Gerdes
 Ryan Adam Gill
 Coralee Marie Ginavan
 Matthew T. Glenn
 Steven J. Goble
 Vadim Anatolovich Goltser
 Cesar Ivan Gonzalez
 Brittany M. Goodman
 Stephanie Anne Goodman
 Joshua J. Grabenschroer
 Daniel Alejandro Gresham
 Keaton Edward Greve
 Megan Marie Griencewic
 Kyle W. Grobeck
 Bradley J. Gruwell
 Tawnya Gutierrez
 Taylor R. Hackbart
 James D. Haerle
 Stacy L. Hahn
 Cassandra Hale
 LaRinda Marie Hall
 Brittany Angeline Halligan
 Joshua Francis Hamernik
 Brandon Anthony Hamling
 Taylor E. Hanson
 Matt Harn
 Zachary James Douglas Harmsen
 Joseph A. Herral
 Tyler G. Harris
 Cody Hartwell
 Ian Patrick Hasterlo
 Igor Nicolay Haug
 Mariya Anastasia Haug
 Yulia Rose Haug
 Caroline Carman Hausman
 Amber M. Haver
 Morgan Alyssa Hawkins
 Brooke Taylor Headley
 Marielle Aileen Headley
 Mitchell W. Heller
 Joel Heredia
 Cody M. Hergenroder
 Karla Lizeth Hernandez
 Gary Hiatt
 Kelley Michael Hill
 Connor Hirsh
 Russ Hofinaster
 Maxwell Robert Hofmeister
 William J. Holdercroft
 Neil A. Holland
 Mary Elizabeth Holmes
 Cassandra R. Holsten
 Celeste M. Holtorf
 Jeremy N. Hopkins
 Kathryn N. Horeis
 Justin A. Hornback
 Michael W. Horsman Best
 Ashlea Lorraine Horvath
 Kristen Lynn Hubbard
 Bethany Jayne Hudson
 Drey S. Hultquist
 Ben Husk
 Hannah R. Inman
 Kayla Inman
 Terra M. Ivey
 Talia Brynn Jacik
 Camille M. Jacks
 Drew Jackson
 Demi Jahn
 Cody S. Jamison
 Adam J. Jelinek
 Gabriellah Jelinek
 Austin Ian Jensen
 Karissa Lynn Jobman
 Sara Anne Johannsen
 Chameron S. Johnson
 Jordan Patricia Johnson
 Kaitlin B. Johnson
 Erich Stephen Johnston
 Kelsey M. Johnston
 Joshua David Jones
 Alan Y. Juarez
 Katie Elizabeth Juarez
 Katie Nicole Kahnk
 Kyle C. Kai
 Adam Michael Kalinosky
 Hali T. Kallhoff
 Andrew P. Kappel
 Ethan J. Keim
 Shawn P. Kelly
 Joshua Scott Kenney
 Rachel Paige Kent
 Devin Kersenbrock
 Erika Rachael Kepler
 Kara L. Kielty
 John T. Kielty
 Emily Ingles Kilcoin
 Large King
 Nicholas T. King-Rudd
 Jessica Lynn Kirk
 Dalton J. Klimek
 Joshua Lee Koehler
 Ryan Koenig
 Dylan M. Kohles
 Edward R. Kojdecki
 Kaytlyn M. Kosnjek
 Shay H. Kouri
 Callie J. Krakowski
 Melinda L. Krejci
 Brandon Lyle Krenk
 Megan Jo Kros
 Jamie K. Kroupa
 Alyssa R. Kruger
 Amber Marie Krupski
 Richard W. Kruse
 Cassie Mac Kuhr
 Benjamin T. Kwapnioski
 Alec J. Kynion
 Samantha M. Lachendro
 Michaela Marie Langdon
 Jared A. Langer
 Abbey Larson
 Taylor Ledwich
 Berit Lehning
 Caleb John Lehr
 Ronald William Lessner, III
 Brittany E. Lethcoe
 Chelsea Marie Longwell
 Mayra Lopez
 Jose Omar Lugo Arriola
 Alex Lund
 Elizabeth N. Lynam
 Rachelle M. Lynam
 Stephanie C. Lyons
 Page Magnett
 Jamison A. Mahoney
 Miriam Mae Malapit
 Taylor D. Mantzaris
 James Duane Marino
 Bronson E. Marsh
 Andrew Charles Marshall
 Tamera Martin
 Carlos J. Martinez
 Elizabeth Anne Martinez
 Kaylin Elizabeth Martinez
 Nicholas Carl Mascio
 Nick McCauley
 Kevin McCormick
 Chris M. McEvoy
 Joshua Jay McFarlane
 Jillian L. McGranaghan

Chelsea Lee McGuire	Alexis K. Phillips	Katharina Sendermann
Alex Michael McIntyre	Eric B. Phillips	Dakota Teil Showalter
Mark Thomas McKenzie	Bastian R. Phipps	Alex J. Singleton
Bradley John McKewon	Matthew A. Pierson	Rakia A. Singleton
Morgan Elizabeth McKinley	Samantha Jo Pilkenton	Ashley Sinkevich
Kelsey Means	Shanae Pincock	Brianna Lynn Sitzman
Stacey A. Mecker	Lindsey Nicole Points	Joseph D. Sliva
Naomi L. Merrill	Heather Renée Pool	Joshua A. Smith
Romina Helena Meyer	Colin Jeffrey Porter	Michelle Elizabeth Smith
Jacob Andrew Miller	Tyler A. Porter	Anthony D. Smotherman
Kathryn Ann Miller	Ryan D. Price	Karissa R. Spaulding
Kelsie L. Miller	Lisa Marie Ptacek	Emily A. Spencer
Khora Laykin Miller	Ismael Quijas	Kelsy Leah Spencer
Lauren M. Miller	Safiullah Rahmanzai	Nyssa R. Spoto
Tyler J. Miller	Benedict Rasmussen	Brian Stackhouse
Shawn A. Mitten	Justin Rasmussen	Sarah A. Stackhouse
Stephanie R. Mitten	Lauren Marie Rathbun	Dillon C. Stappert
Brittany A. Mitzlaff	Ethan Rawlings	Lauren Steele
Jessica Renee Moeller	Daniel C. Ray	Tiffany Ann Steinke
Michael M. Mollner	Taylor B. Raymond	Tyler J. Stender
Bradley Joseph Monico	Natalie E. Reeh	Tara Marie Stenslokkcn
Marquel D. Moten	Katrina M. Reinhardt	Zachary L. Stern
Sara Ann Mroczek	Justin Shaw Reissener	Katherine Isabel Straub
Kaitlynn Bethany Muller	Cody A. Renner	Jackson Bradford Streiff
May Mulondo	Eric Thomas Reznicek	Robin Lynn Strominger
Ryan Murchison	Christian L. Rich	Jaden A. Stuart
Michael M. Murphy	Jillian Marie Richards	Misty Stuck
Garrett Alan Nathan	Merdihan Ridic	Erin K. Sullivan
Misty M. Navoichick	Connor Joseph Ripley	Kaitlin Emily Sundberg
Brady James Nelson	Emily E. Riss	Dustin Svatos
Erin M. Nelson	Nicole Rac Ritonya	Joseph Michael Svoboda
Chelsea Marie Newman	Derek Roach	Brittney Tartt
Patrick Gage Newman	Marissa Kathryn Roane	Luke Brandon Theimer
Caleb Nichols	Devin Ray Robertson	Josie Theroult
Mikala Lynn Nielsen	Eric S. Robinson	Amie L. Thompson
Evan D. Niemeyer	Sean P. Robinson	Katclyn Marie Thompson
Ryan J. Nigro	Madeline Marie Rock	Paul Michael Thompson
Sara Catherine Nissen	Alexandra Rojas Mikheeva	Charles C. Thramer
Paige E. Nolan	Carleigh Ross	Andrea Noel Tolle
Sarah Elizabeth Noordam	Jesse Wade Rothgeb	Kassandra Nycole Tolle
Jayden Nord	Michael Ruch	Nelson W. Tomerlin
Veronica Jeanne Novo	Jeffrey Rumery	Christina R. Townsend
Michael Ochoa	Bryan M. Russell	Jared M. Townsend
Brandon L. Olson	Kelsey Anne Saathoff	David Tran
Brittany N. Olson	Jesse B. Sampley	Lynn Ngoc Tran
Christina Marie Olson	Aubrey Nicole Samson	Thaotam Tran
Katherine Olson	Juan Manuel Sanchez	Maria S. Truk
Fanny Estefany Orellana	Austin T. Sarka	Sean R. Tuan
Corinne E. Orth	Breeanna Serena Sarratt	Leslie Diane Ullrich
Nicholas Michael Ostransky	Nichole M. Scalia	Patricia Erin Van Beek
Darrell A. Otts	Alex Jeffrey Schamp	Michaela E. Vanderzwaag
Loryn Ourada	Brittany M. Schave	Shantel Van Dorin
Kelson Frederick Owings	Rebecca J. Schnackenberg	Marcia E. Van Dyke
Joseph M. Paletta	Tyler Rolland Schrader	Oshiauna J. Vanterpool
Benjamin J. Parkison	Owen David Shiflett	Jourdan M. Volkman
Kathryn Jo Patten	Kyle Lloyd Schinstock	Justin Ty Vu
Joseph Thomas Paustian	Grant O. Schlagenhauff	Austin Wagner
Kyle J. Payne	Hanna Jo Schleu	Kristina Marie Wagner
Jarrett Douglas Pearson	Benjamin Lloyd Schriever	Brittany Marie Wald
Eduardo Pena Balbuena	Crystal S. Schroeder	Ally M. Weaver
Jennifer Penton	Meranda J. Schuchard	Joseph Michael Weber
Mackenzie S. Perkins	Christian L. Schuck	Bailey Katherine Wells
Jaide Petry	Nicholas R. Schultz	Taylor Lauren White
Rebecca Charlotte Pflug	Jeffrey E. Schutte	Michael P. Whitten

Jesse Jonathan Wickwire
Britney Renae Wiebelhaus
Michaela R. Wiens
Krista Marie Wiese
Mackoy Wihl
Ashley M. Williams
Shane Alan Williams
Benjamin Patrick Wilson
Daniel C. Wilson
Jennifer Eileen Wilson
Laura Winters
Dominique Nicole Wold
Brandi D. Wolf
David Glenn Workman
Ellie Wragge
Goaler P. Yang
Brittany Grace Yemney
Kenneth J. York
Audrey Young
Alex Zastera
Apote J. Zekpa
Eric J. Zongker
Nicole Zook
Rocky Anthony Zuniga

Sincerely,

Curtis R. Case
Principal

May 10, 2010

Mr. Michael Pate
Millard Board of Education
5606 So. 147 Street
Omaha, NE 68137

Dear Mr. Pate,

We are pleased to recommend the following students as recipients of high school diplomas at Commencement exercise on Saturday, May 29, 1:00 p.m., at the Omaha Civic Auditorium. They are scheduled to complete all prescribed graduation requirements. In the event that any student(s) fails to meet the prescribed standards for graduation, he/she will not participate in the commencement exercise.

Respectfully submitted



Mr. Greg Tiemann
Principal – Millard West High School
Millard Public Schools

Aaron Jay Adams
 Rebecca Lea Adams
 Shane Garrett Adams
 Daniel PhillipAdcox
 Samit Adhikari
 Paige Elizabeth Ahlers
 Mallory Lane Albers
 Megan Virginia Alferes
 Quentin Gage Alspach
 Sherene Mohammad Al-Turk
 Alexis Rae Anderson
 Brooke Sara Anderson
 Caitlin Marie Anderson
 Michael Patrick Anderson
 Anna Marie Antonio
 Braulio Italo Araya
 Hannah René Archibald
 Savannah Marie Armstrong
 Brett Michael Arnold
 Elisabeth Rose Astwood
 Myles Scott Azevedo
 Klaus Anders Backlund
 Cody Michael Badders
 Brett Christopher Bahle
 Brandon Lee Bahnsen
 Lauren Louise Baird
 Courtnee Lynne Baker
 Christopher Robert Bane
 Jason William Barker
 Deanna Lyn Barmore
 Tressa Lee Barnes
 Jessica Lynn Bartlett
 Adrian Jakub Bartyczak
 Brett Patrick Bass
 Jacob Patrick Batenhorst
 Katheryn Quinn Bauer
 Anna Bautz
 Michelle Bonnie Beaber
 Bailey Layne Beauchamp
 Matthew Joseph Beckwith
 Eric Lawrence Bierle
 Shelby Lane Blankenship
 Peyton Christine Bobzien
 Nicholas Matthew Boeckman
 Jackson Louis Bogatz
 Nicholas Carson Bonge
 Cassandra Marie Boston
 Dylan Derick Boston
 Laura Marie Boswell
 Justine Nicole Bragg
 Ashley Teresa Bremers
 Miranda Linnea Brennehan
 Elizabeth Carroll Brockley
 Kara Lindsey Brommer
 Amber Elaine Brooks
 Stephanie Marie Broughton
 Corbin Nicholas Brown
 Elizabeth Ann Brown
 Kacey Marie Brown
 Hannah Elizabeth Brummer
 Kara Christina Bruner
 Robert Craig Bruner
 Justin Daniel Buchholz
 Olivia Robyn Burroughs
 Justin Dean Busch
 Rehanna Lenée Busse
 Brian Joseph Buttry
 Carissa Rachelle Cadlo
 Anna Christine Calgaard
 Tyler AndrewsCard
 Tamren Dallas Cardwell
 Kaitlin Elizabeth Carnazzo
 Courtney Lynn Carpenter
 Brett Stephens Carroll
 Abby Rose Charvat
 Tyler Douglas Chonis
 Michael James Clark
 Billy Eugene Coghill III
 Dayna Elise Cohen
 Phillip Lee Colling
 Jared Robert Collins
 Cole Weston Colony
 Kristofer Allen Conroy
 Kelsi Elizabeth Cook
 Kaitlin Colleen Cooper
 Paige Cherie Copple
 Kyla Elaine Corbin
 Breanna Lynn Cortinas
 Collin Douglas Craft
 Jacob Michael Craven
 James H. Crowl
 Blake William Dallan
 Lance Lee Davis
 Marienella Christine Davis
 Jacob Daniel Dean
 Jordan Michael Degner
 Taylor Beth Delp
 Tianna Leigh Delp
 Schuyler Marie Dervin
 Brittany Jo Kathryn DeSchamp
 Austin Anthony DeWitt
 Bess Willis Dobransky
 Uri Gael Dominguez
 Samuel Michael Douchev
 Abigail Mary Drennen
 Kevin Michael Drwal
 Branndon Scott Duncan
 Steven Matthew Duncan
 Ian David Dunn
 Nicholas William Eardensohn
 Daniel James Eberly
 Lindsay Rose Ebert
 Jenna Marie Echter
 Ethan Corde Eckelbarger
 Kaylee Dianne Embry
 Luke James Emery
 Bryan David Engen
 Drew Alan Erickson
 Jonathan Eliseo Escobar-Sanchez
 Darius Jerel Evans
 Nicolas Rudolf Evert
 Ryan Lee Fabian
 Anthony Scott Falcone
 Hailee Elizabeth Fees
 Grant Allen Fehr
 Markie Venae Fenger
 Erika Leigh Fennen
 David Daniel Festner
 John Michael Finochiaro, Jr.
 Joshua Daniel Fitzpatrick
 Miranda Cantrell Fleming
 Devin Marie Fridrich
 Kyle Tyson Fritz
 Alexander James Furley
 Laura Jane Fusselman
 Stephan Flynn Gallagher
 Liarose Filip Garcia
 Kjerste Elizabeth Gast
 Kristina Marie Gelecki
 Tyler Michael Gerdes
 Claire Catherine Gilmore
 Dylan James Kvam Glemming
 Sarah Marie Goering
 Logan Kristine Goldberg
 Jessica Marie Goltl
 Benjamin Jordan Gonsior
 Cecilio Gonzalez Vasquez
 Hannah Elyse Goscha
 Alexandra Nicole Grachek
 Kevin Andrew Grant
 Alysa Nicole Greckel
 Hannah Marie Grewe
 Adrianna Elizabeth Groetsema
 Jarrett John Guenette
 Vincenzo Robert Guido
 Kristen Marie Guiliano
 Hao Guo
 Xing Guo
 Kayla McKenna Guy
 Shannon Marie Guy
 John Joseph Hachat
 Victoria Grace Halbur
 Lauren Stephanie Hall
 Steffanie Marie Hamilton
 Cale David Hanke
 Glenn Steven Hanke
 Rodney Lawade Hannor, Jr.
 Benjamin Thomas Hansen
 Stephanie Marie Hansen
 Ryan Christopher Hanson
 Peter Anthony Hanusek
 Cory Alan Hardiman
 Adam Ward Hawhee
 Richmond Allen Hayes

Ashley Virginia Hefeli	Stephen James Joyce	Matthew Allan Longacre
Tanner George Hegge	Jacob Kent Juliot	Aaron Samuel Lorraine
Kayla Marie Hemmerling	Katlyn Noel Kaiser	Teaghan Stacey Ludlow
Courtney Jo Hendricks	Andrew Bryan Kallman	Patrick Thomas Lusk
John G. Henthorn	Codey Douglas Kallweit	Amber Ann Lutmer
Jakob Dylan Reinhardt Herdrich	Erin Elizabeth Kampschnieder	Andrew Thomas Madsen
Ellen Teresa Herman	Morgan Jessica Karloff	Ashley Lauren Maher
Brett Charles Hessel	Jason Alan Kaspar	Mohammad Saad Malik
Jonathan Antone Hiestand	Martin Foster Katskee	Sara Esther Mallatt
Justin Patrick Higgins	Yashswee KC	Carol Marie Marceau
Austin James Hill	Ryan Michael Kelley	Natalie Marie Marcuzzo
Abigail Ann Hills	Timothy Dwayne Kellner	Briana Marie Marino
Whitney Grace Hirst	Jared Michael Kenney	Kathryn Lyn Mark
Jessica Lynn Hobza	Jordan Nicole King	Ryan Steven Markus
Kaylin Marie Hobza	Kathryn Ann King	Sean Patrick Marr
Jacob Lee Hodgson	Zachary Norris King	Alexandra Jayne Marshall
Grant Joseph Hoefener	Christian William Klaiber	Bobby Michael Martin
Heath William Hoefener	Lyndon Alden Klauschie	Harrison Henry Martin
Nicole Ann Hoef	Angela Renee Kleb	Austin Jordan Masten
Bailey Nicole Hoerning	Christopher Glenn Klosterman	Samantha Anne Matson
Brandon Keith Hoerstkamp	Jessica Rose Klym	Nelson David Matsumura
William Hoffman IV	Matthew William Knadle	Charles Andrew Maurer
Brandon Micheal Hoke	Tylene Yvonne Marilyn Knapp	Justin Brian Maurer
Tyler Thomas Holder	Kylie Elizabeth Kneifl	Misty Lynn May
Jacob Daniel Hollingsworth	Taylor Rae Knopik	Miranda Marie McCartney
Brent Michael Holst	Shad Michael Kobylasz	Chelsea Erin McCaskill
Sarah Marie Holst	Clark James Kocourek	Anne Marie McClay
Jacob William Holt	Alan Joseph Koenig	Connor Matthew McClellan
Eric James Holthaus	Nate Brannock Koris	Mitchell James McClenahan
Nathaniel Neal Hopkins	Lee Erik Korshoj	Gregory Todd McClenathan
Jared Alexander House	Ryan Alexander Kosalka	Lindsay Rae McCoy
Emily Jo Hovdenes	Matthew Aaron Kottwitz	Mitchell Keith McCrea
John Walter Hower, Jr.	Sebastian Alexander Krause	Patrick Michael McCreery
Holly Elise Huber	Meghan Elizabeth Krokaugger	Ian Patrick McGilvrey
Danielle Marie Huebner	Mariah Michelle Kroll	Emily Ann McGuire
Travis Parker Huetter	Kyle Matthew Kruger	Benjamin Ian McIntosh
Nathan Robert Hulsebusch	Allison Renee Kuehl	James Patrick McQuillan
Anayssa Hunter	Seth Gabriel Kupfer	Delaney Marie McSharry
Michael David Inman	Geoffrey Daniel Kurcz	Jaritza Medina
Holly Marie Ivbul	Sean Patrick Kurfman	Joshua Ross Meeker
Patrick Aaron Jackman	Taylor Joy Kusler	Alyssa Brooke Meisinger
Michelle Hope Jackson	Jami Lynn Kuta	Connor Andrew Mele
Michael Joseph Jacoby	Dylan Scott Kuzelka	Bradley Michael Mercier
Rachel Lynn James	Michael Aaron Lampert	Megan Ann Merrill
Alison Kristine Janecek	Nicholas John Lane	Laurel Kyung Metzger
Katie Ann Jarrett	Alexis Nicole Lanka	Lauren Kristine Metzler
Nina LaShawn Jenkins	Evan Joseph Lasauskas	Tyler Joseph Meuret
Stephen Andrew Jenks	Steven Richard Lau	Cory Lee Middendorf
Charles Colton Jensen	Justin William Leblanc	Alexander Matthew Milam
Matthew Shane Jensen	Christopher Lee Lechtenberger	Kayla Spring Milledge
Shelbi Jordyn Jensen	Aileen Ruyee Lee	Jered Michael Miller
Brenna Catharin Jimerson	Tyler Darin Leighty	Megan Ann Miller
Nicholas James Jobeun	Andrea Jane Liebentritt	Anastasia Laurice Mireles
Kate Frances Johnson	William Harold Miles Lindgren	Sachi Atul Mistry
Taylor Marie Johnson	Jordyn Michele Livingston	Lauren Alyse Mitchell
Abigail Christin Jorgensen	Sydney Rose Llewellyn	Lindsey Marie Mittelbrun
Alex Leonard Jorgenson	Haley Raven Lofquist	Jeremy Daniel Moore
Skyler Andrew Joyce	Melanie Jane Long	Matthew John Morhardt

Sadie Kathleen Morris	Emily Marie Poppe	Hayley Aline Smith
Bryan Voyne Morse	Joshua Nelson Powell	Kimberly Ann Smith
Paige Julia Motycka	Shelby Renee Preister	Clare Ellen Smith
Samantha Ann Muenster	Sarah Renee Price	Courtney Skye Smullin
Breanna Jean Nall	Alyssa Rae Prideaux	Matthew Dale Snuggerud
Carly Elizabeth Narduzzo	Taylor Jackson Protexter	Jena Catherine Sosnowchik
David Robert Nassi	Samantha Christine Purvis	Jordan Renee Spencer
Tori Nicole Navickas	Katlyn Kim Raatz	Stephanie Ann Sprinkel
Sarah Minah Nazarie	Alma Angelica Ramos	Connor Reed Stahmer
Jessica Marie Nechkash	Jasmine Lee Ramos	Erika Leigh Stamp
Erin Rose Neely	Reid Patrik Rathbun	Hope Alexandra Stanley
Christopher Thomas Nellis	Maxwell Thomas Reavis	Mariah Paige Stauffer
Natalie Maria Nelson	Jori Marie Reeves	Alyssa Kaylene Stephens
Grant Corey Nielsen	Aaron Michael Reicks	Brandon Kenneth Stewart
Pascal Notkamp	Emily Jo Retzlaff	Nicole Katherine Stone
Nicole Ann Novacek	Jessica Fabiola Reyes	Jack Vaughn Sullivan
Emily Claire Novak	Tyler Jeffrey Reynolds	Emily Margaret Sunde
Emilie Elizabeth O'Connor	Kaylee Ann Richards	Matthew Nathaniel Susman
Erin Joy Olsen	Mallory Elizabeth Ridgway	Zane Christian Sutton
Derek Wayne Olson	Taber Rose Riecke	Connor James Swanson
Elizabeth Kay Olson	Rebecca Marie Robbins	Morgan Kathleen Swanson
Elizabeth Mary O'Malley	Macy Anne Robertson	Nicolas Allen Sweatt
Erik Opavsky	Carolyn Arlene Robinson	David Andrew Szalewski
Josephine Patricia Orsi	Tyler James Robison	Jonathan Lee Tefft
Joel Joshua Osborne	Jason William Rogers	James Cody Thayer
Justin Ray Osterfoss	Lee Joseph Rogers	Timothy David Thedens
Megan Taylor Palik	Zachary Allen Roth	Brandon Richard Thimm
Amanda Elizabeth Palmer	Anna Elizabeth Runge	Mitchell William Thompson
Clinton Robert Parker	Thomas Patrick Rupp	Kelsey Renee Ticken
Kailey Sara Parr	Rachel Marie Russell	Rachel Marie Torralbas
Amber Michelle Passey	Emily Lynn Ryan	Gregory Steven Tracy
Rachael Grace Pattavina	Rachel Lynn Sáenz	Vincent Quang-Minh Tran
Jordyn Michelle Pavich	Jayson Anthony Santos	Reya Melisa Tuncan
Bailey Dawn Pendleton	Hani Anthony Sawaged	Ariel Anne VanHouse
Julie Lynn Pengilly	Amy Jacquelin Scheel	Jacob Stephen Vest
Daniel Michael Pepek	Laura Jean Schenkelberg	Jessica Marie Villet
Haley Richelle Persigehl	Tyler Donald Schenzel	Michael Aristotle Vlassakis
Christen Jae Petersen	Kristen Marie Schilling	Emily Joy Vojtech
Spencer Steven Petersen	Ashley Haddad Schlaepfer	Christina Nicole VonRiesen
Kelsey Nichole Peterson	Daniel Joseph Schmit	Joel Raymond Vrana
Drew Jalen Petty	Grant Oliver Schnathorst	Sarah Elizabeth Vrbanac
Julia Katherine Phillips	Andrew John Schnebel	Cassie Ann Wajda
Catherine Salvatrice Pickinpaugh	Jeffrey Scott Schnebel	Lauren Elizabeth Waldron
Bradley Joseph Pierce	Brenden Forrest Schuler	Richard Joseph Walkowiak
Katelin Christine Piernicki	Carl Allen Schultz	Sarah Jane Wallis
Mitchel Steven Pigsley	Eric Russell Schutté	Jessica Nicole Walton
Nicholas Arthur Pinkerton	William Gregory Schwalb	Cooper John Ward
Jessica Michelle Pinner	Kyle Rex Schwalbach	Tyler Kennedy Ware
Bryan Thomas Pirrone	Mackenzie Alis Scott	Megan Nicolette Weber
Joshua James Pitman	Zachary Ryan Shackelford	Emily Lynn Weigel
Anthony John Pittman	Kelly Nicole Shapiro	Erin Ashley Weigel
Joshua Eli Planos	Max Edward Jeffrey Sheppard	Fawn Marie Weihl
Molly Elizabeth Platte	Erin Ruth Shiffermiller	Caitlin Rogers Wenrich
Michael John Plesher	Travis Lee Sholin	Brittanie Paige Wesson
Austin Lane Plugge	Hillery Clare Sibole	Melissa Jo West
Michaela Margaret Ponec	Nathan Lewis Skinner	Connor William Whitcomb
Chelsey Marie Poole	Brendon Michael Smith	Brendan Thomas White
David Michael Poots	David Gregory Smith	Christina Marie White

Benjamin Lee Wicks
John Donald Wieder
Katherine Ann Wiegand
Clarié Lynn Wiese
Clairissa Marie Wight
Kaleigh Anne Will
Zachary Scott Williamsen
Kaylie Ann Wilson
Matthew Jacob Wingert
Jared Robert Wirth
Matthew Ryan Woodburn
Nathaniel Lee Woodford
Amanda Rae Woodring
Jacob Ryan Woodworth
Joseph Ryan Woster
Mikayla Shelby Wray
Morganne Lee Wray
Hayley Llewellyn Wright
Ryan Curtis Wulf
Brian Shen-Yin Yee
Emily Ann Yosten
Bailey McKenna Young
Taylor Nicole Young
Mitchell Andres Zatzabal
Carly Lynn Ziemer
Alex Michael Zimmer
Gabrielle Louise Zoucha

AGENDA SUMMARY SHEET

Agenda Item:	Human Resources Policy 4160 Personnel Lists
Meeting Date:	May 17, 2010
Department	Human Resources
Title and Brief Description:	Human Resources - Evaluation <ul style="list-style-type: none"> • Policy 4160 Evaluation • Rule 4160.1 Evaluation – Certificated Staff • Rule 4160.2 Evaluation – Non Certificated Staff
Action Desired:	Approval
Background:	We have made minor updates to the Staff Evaluation Handbook. In order to submit the handbook to NDE for Rule 10 approval we recommend that we reaffirm policy and rule simultaneously.
Options/Alternatives Considered:	N/A
Recommendations:	Reaffirm Policy 4160 and Rules 4160.1, 4160.2
Strategic Plan Reference:	N/A
Implications of Adoption/Rejection:	N/A
Timeline:	
Responsible Persons:	Dr. Jim Sutfin, Executive Director of Human Resources Dr. Kim Saum-Mills, Director of staff Development

Superintendent's Signature: _____

Human Resources

Evaluation

4160

All personnel shall be continuously evaluated by the appropriate supervisors to encourage improvement of the total school program.

The Millard Public School District shall provide procedures for the evaluation of staff: said evaluation shall serve as a basis for the improvement of performance and continued employment in the Millard School District. The procedures shall provide for a source of information for sound decision-making as well as for counseling, for inservice training, and for continual growth of all employees. The procedures shall provide not only for the identification and improvement of staff skills and abilities that enhance the learning process, but also for the orderly dismissal of those who do not meet the standards of the District.

Legal Reference: Neb. Rev. Stat § 79-318(5)(h) and § 79-828

Title 92, Nebraska Administrative Code, Chapter 10

Policy Adopted: January 2, 1979

Revised: August 3, 1992; December 21, 1998; July 21, 2003

Reaffirmed: June 1, 2009; [May 17, 2010](#)

Millard Public Schools
Omaha, Nebraska

Human Resources

Evaluation - Certificated Staff

4160.1

- I. All certificated personnel shall be evaluated in accordance with the District's written procedures on appraisal forms provided by the Human Resources Office as follows:
 - A. Probationary certificated employees shall be evaluated at least once each semester in accordance with the procedures provided by law.
 - B. Permanent certificated employees shall be evaluated at least once every school year.

- II. The District will obtain approval of its teacher evaluation policies and procedures from the Nebraska Department of Education as a requirement to legally operate as an accredited school district in Nebraska in accordance with Title 92, Nebraska Administrative Code, Chapter 10. In the event the District changes its policies or procedures for teacher evaluation, it shall re-submit the revised policies and procedures to the Nebraska Department of Education for approval. The policies and procedures submitted for the approval of the Nebraska Department of Education shall be in writing, shall be approved by the Millard Board of Education, and shall include the following:
 - A. A policy containing a statement of the purpose of teacher evaluation in the District.
 - B. A teacher evaluation procedure, which shall:
 1. Contain specific criteria upon which teachers are to be evaluated. Evaluation instruments shall be designed primarily for the improvement of instruction and shall include, at a minimum: (1) instructional performance, (2) classroom organization and management, (3) professional conduct, and (4) personal conduct. Specific standards for measurement in each of these four areas shall be tied to the instructional goals of the District.
 2. Describe the process to be used for evaluation, including the duration and frequency of the observations and the formal evaluations for probationary and permanent certificated teachers.
 3. Provide for documenting the evaluation.
 4. Communicate results of the evaluation annually, in writing, to those being evaluated.
 5. Provide for written communication (commonly referred to as a growth plan) to the evaluated teacher on all noted deficiencies, specific means for the correction of the noted deficiencies, and an adequate timeline for the implementing the concrete suggestions for improvement.
 6. Provide for the teacher to offer a written response to the evaluation.
 7. Communicate the evaluation procedure annually, in writing, to those being evaluated.
 8. Describe the District's plan for training evaluators.

- III. All evaluators shall possess a valid Nebraska Administrative Certificate and shall be trained to use the evaluation system employed in the District.

Legal Reference: Neb. Rev. Stat. §§ 79-318(5)(h) and 79-828(2); Title 92, Nebraska Administrative Code, Chapter 10

Related Policies & Rules: 4160

Rule Approved: January 2, 1979

Revised: November 21, 1983; August 3, 1992; Sept 7, 1993; Dec. 21, 1998

July 21, 2003

Reaffirmed: June 1, 2009; [May 17, 2010](#)

Millard Public Schools
Omaha, Nebraska

Human Resources

Evaluation - Non-Certificated

4160.2

All non-certificated personnel shall be evaluated in accordance with written procedures and on appraisal forms provided by the Human Resources Office. The procedures shall contain: 1) specific criteria upon which each employee is to be evaluated, 2) provide for written communication to the evaluated employee on all noted deficiencies, specific means for the correction of the noted deficiencies, and an adequate timeline for implementing the suggestions for improvement, and 3) provide for the employee to offer a written response to the evaluation.

Rule Approved: January 2, 1979

Revised: November 21, 1983; August 3, 1992; July 21, 2003

Reaffirmed: December 21, 1998; June 1, 2009; [May 17, 2010](#)

Millard Public Schools
Omaha, Nebraska

AGENDA SUMMARY SHEET

AGENDA ITEM: Rule 5300.4

MEETING DATE: May 17, 2010

DEPARTMENT: Pupil Services

TITLE AND BRIEF DESCRIPTION: Dating Violence

ACTION DESIRED: Approval Informational

BACKGROUND: On or before July 1, 2010, each school district shall develop and adopt a specific policy to address incidents of dating violence involving students at school, which shall be made a part of the requirements for accreditation in accordance with section 79-703. Such policy shall include a statement that dating violence will not be tolerated.

OPTIONAL/ALTERNATIVE CONSIDERATIONS: N/A

RECOMMENDATIONS: Approval

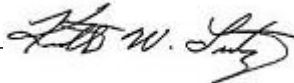
STRATEGIC PLAN REFERENCE: N/A

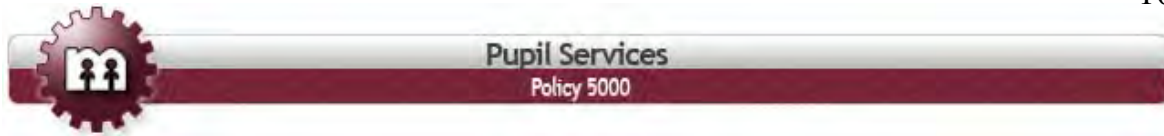
IMPLICATIONS OF ADOPTION OR REJECTION: The approval of this rule will ensure Millard Public School meets the requirements of this new state statute. It will also ensure that the rule will be published in the annually revised Student Handbook starting with the 2010-11 school year.

TIMELINE:

PERSONS RESPONSIBLE: Dr. Kraig J. Lofquist, Director of Pupil Services

EXECUTIVE DIRECTOR, HUMAN RESOURCES: Dr. Jim Sutfin, Executive Director
Human Resources

SUPERINTENDENT APPROVAL: _____  _____



Category: Pupil Services

Policy: Student Conduct

Rule: Student Conduct: Dating Violence

5300.4

- I. **Dating Violence Prohibited.** The District provides physically safe and emotionally secure environments for all students. Positive behaviors are encouraged in the educational program and are required of all students. Inappropriate behaviors, including but not limited to, dating violence, will not be tolerated and must be avoided by all students.

- II. **Dating Violence Training.** Strategies and practices will be implemented to reinforce positive behaviors and to discourage and protect others from inappropriate behaviors. Dating violence training, as defined by Neb. Rev. Stat.79-2,141(4,) shall be provided to staff deemed appropriate by the administration. Training shall include, but not be limited to, basic awareness of dating violence, warning signs of dating violence, and the District's dating violence policy.

- III. **Dating Violence Information.** The District shall inform the students' parents or legal guardians of the District's dating violence policy on an annual basis via the Student Handbook. If requested, the District shall also provide the parents or legal guardians a copy of the District's dating violence policy and other relevant information.

- IV. **Definitions.**
 - A. Dating Violence shall mean a pattern of behavior where one person uses threats of, or actually uses, physical, sexual, verbal, or emotional abuse, to control his or her dating partner.

 - B. Dating Partner shall mean any person, regardless of gender, involved in an intimate relationship with another person primarily characterized by the expectation of affectionate involvement whether casual, serious, or long term.

Related Policy: 5300

Related Rules: 5300.2, 5300.3

Legal Reference: Neb. Rev. Stat. § 79-2,141

Date of Adoption: May 17, 2010

Millard Public Schools
Omaha, NE

AGENDA SUMMARY SHEET**AGENDA ITEM:** Rule 5400.1**MEETING DATE:** May 17, 2010**DEPARTMENT:** Pupil Services

TITLE AND BRIEF DESCRIPTION: Student Discipline: The District's disciplinary rules and procedures are designed to protect the students' constitutional and statutory rights within the context of an orderly and effective educational process. Students will be excluded from school and/or school activities when their conduct interferes with an orderly and effective educational process.

ACTION DESIRED: Information Only _____ Approval X

BACKGROUND:

Changes are being made to Rule 5400.6, the Student Code of Conduct which creates a necessary change to Rule 5400.1 to ensure consistency.

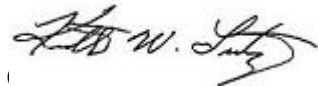
OPTIONS AND ALTERNATIVE CONSIDERED: N/A**RECOMMENDATIONS:** Adoption of proposed rule.**STRATEGIC PLAN REFERENCE:** N/A

IMPLICATIONS OF ADOPTION OR REJECTION: Failure to adopt the rule would jeopardize consistency with the Student Code of Conduct.

TIMELINE: N/A**RESPONSIBLE PERSON(S):** Dr. Kraig J. Lofquist

EXECUTIVE DIRECTOR OF HUMAN RESOURCES: Dr. Jim Sutfin
(Signature)

SUPERINTENDENT APPROVAL:

 _____

BOARD ACTION:

SSPupil Services

Student Discipline

5400.1

- I. General Statement The District's disciplinary rules and procedures are designed to protect the students' constitutional and statutory rights within the context of an orderly and effective educational process. Students will be excluded from school and/or school activities when their conduct interferes with an orderly and effective educational process.
- II. Types of Exclusion and Disciplinary Action.
 - A. Short-term Suspension. Exclusion from all schools in the District not to exceed five (5) school days.
 - B. Emergency Exclusion. Immediate exclusion if:
 1. The student has a dangerous communicable disease transmissible through normal school contacts and poses an imminent threat to the health and safety of the school community; or
 2. The student's conduct presents a clear threat to the physical safety of himself, herself, or others; or
 3. The student's conduct is so extremely disruptive as to make temporary removal necessary to preserve the rights of other students to pursue an education.
 4. An emergency exclusion shall be based upon a clear factual situation warranting it and shall last no longer than is necessary to avoid the dangers necessitating the exclusion.
 5. Emergency Exclusion for Five (5) Days or Less. The same procedures for short-term suspension shall be used for an emergency exclusion for five (5) days or less.
 6. Emergency Exclusion for Over Five (5) Days. If the Superintendent or Superintendent's designee determines that the exclusion will extend beyond five (5) days, the following procedural provisions must be followed:
 - a. Hearing/Final Determination. A hearing will be held and a final determination made within ten (10) school days after the initial date of exclusion.
 - b. Hearing Procedures. The hearing will be conducted in compliance with the disciplinary hearing procedures which are used for long-term suspension, expulsion and reassignment.
 - C. Long-term Suspension. Exclusion from all schools in the District (except the location designated for alternative education for students suspended for ten (10) school days or more) for more than five (5) school days but less than twenty (20) school days.
 - D. Expulsion. Exclusion from all schools in the District (except the location designated for alternative education) for a period not to exceed the remainder of the semester in which it took effect with the following exceptions:
 1. If the misconduct occurred within ten (10) school days prior to the end of the first semester, the expulsion shall remain in effect through the second semester; or
 2. If the misconduct occurred within ten (10) school days prior to the end of the second

semester, the expulsion shall remain in effect for summer school and the first semester of the following school year subject to the annual review provision of Section IID (3) (c), below.

3. The time periods above do not apply to the following infractions which have the following periods of exclusion:
 - a. Firearms and/or Guns. Exclusion from all schools in the District for not less than one (1) year of any student who is determined to have knowingly ~~and intentionally~~ possessed, used, or transmitted a firearm or other gun as provided in ~~(see~~ Rule 5400.6 (II)(D)(1) and (2) on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or his or her designee, or at a school-sponsored activity or athletic event. This subsection shall not apply to:
 - i. The issuance of firearms or the possession of firearms by members of the Reserve Officers Training Corps when training; or
 - ii. Firearms which lawfully are possessed by the person receiving instruction under the immediate supervision of an adult instructor who may lawfully possess firearms.
 - b. Personal Injury. Students who knowingly and intentionally use force in causing or attempting to cause personal injury to a school employee, school volunteer, or student (unless caused by accident, self-defense, or other action undertaken on the reasonable belief that it was necessary to protect some other person as hereafter provided) or the knowing and intentional possession, use, or transmission of a dangerous weapon, other than a firearm, shall be excluded for a period not to exceed the remainder of the school year in which it took effect if the misconduct occurs during the first semester. If the expulsion takes place during the second semester, the exclusion shall remain in effect for summer school and may remain in effect for the first semester of the following school year unless modified or terminated by the District at any time during the expulsion period. Personal injury caused by accident, self-defense, or other action undertaken on the reasonable belief that it was necessary to protect some other person shall not constitute a violation of this provision.
 - c. Sexual Assault. Students who sexually assault or attempt to sexually assault any person on school grounds shall be excluded for one (1) year. Students who sexually assault or attempt to sexually assault any person off school grounds may be excluded for one (1) year, provided that a complaint must have been filed by a prosecutor in a court of competent jurisdiction alleging that the student has sexually assaulted or attempted to sexually assault any person off school grounds not at a school function, activity, or event, and the student's presence at school has a direct and immediate effect on maintaining discipline, order, or safety in the school. Sexual assault shall mean sexual assault in the first degree as defined in Neb. Rev. Stat. § 28-319, sexual assault in the second degree as defined in Neb. Rev. Stat. § 28-320, sexual assault of a child in the second or third degree as defined in Neb. Rev. Stat. § 28-320.1, or sexual assault of a child in the first degree as defined in Neb. Rev. Stat. § 28-319.01, as such statutes now provide or may hereafter be amended. Neb. Rev. Stat. § 79-267(9).
 - d. Annual Review. Any expulsion that will remain in effect during the first semester of the following school year shall be automatically scheduled for review before the beginning of the school year. The review shall be conducted by a Hearing Examiner after the Hearing Examiner has given notice of the review to the student

and to the student's parents or guardian. The review shall be limited to newly discovered evidence or evidence of changes in the student's circumstances occurring since the original hearing. This review may lead to the Hearing Examiner's recommendation that the student be re-admitted for the upcoming school year. If the Board (or Board Committee) took the final action to expel the student, the student may be re-admitted only by Board action. Otherwise, the student may be re-admitted by the Superintendent.

- E. Mandatory Reassignment. Involuntary transfer to another school in the District in connection with any disciplinary action.
 - F. Exclusion from School Grounds and Activities. During any time period that a student is excluded from school due to short-term suspension, long-term suspension, expulsion, or emergency exclusion, the student will be prohibited from being on school grounds (except the location designated for alternative education) and from participating in any District-sponsored extracurricular activities and from attending any extracurricular activities which take place on District property.
 - G. Other Disciplinary Action. Administrative and teaching personnel may take actions regarding student behavior which are reasonably necessary to aid the student, further school purposes, or prevent interference with the educational process. Such actions may include, but need not be limited to, counseling of students, parent conferences, rearrangement of schedules, requirements that a student remain in school after regular hours to do additional work, restriction of extracurricular activity, or requirements that a student receive counseling, psychological evaluation, or psychiatric evaluation upon the written consent of a parent or guardian to such counseling or evaluation.
- III. Standards for Student Conduct (Rule 5400.6). In conjunction with the Student Discipline Act, the District shall adopt Standards for Student Conduct contained in Rule 5400.6 that will set forth student misconduct and the maximum sanction that the District shall impose. Rule 5400.6 shall be reviewed annually by the Board, and shall be distributed to students at the beginning of the school year or, in the case of student transfers, upon enrollment in the District.
- IV. Effective Date of Exclusion. When a notice of intent to discipline a student by long-term suspension, expulsion, or mandatory reassignment is filed with the Superintendent, the student may be suspended by the principal until:
- A. If no hearing is requested, the date the disciplinary action takes effect; or
 - B. If a hearing is requested, the date the Hearing Examiner makes the report of his/her findings and a recommendation of the action to be taken to the Superintendent, if the principal determines that the student must be suspended immediately to prevent or substantially reduce the risk of interference with an educational function or school purpose, or a personal injury to the student himself or herself, other students, school employees, or school volunteers.
- VI. Procedures for Exclusion. The District will adhere to the procedural requirements of federal and state law for the exclusion of students from school and school activities.
- VII. Hearings. In cases involving emergency exclusion for more than five (5) school days, long-term suspension, expulsion, and mandatory reassignment, the student will have the right to a hearing to contest the exclusion. A Request for Hearing form will be provided to the student and the student's parents or guardian along with a description of the hearing procedures provided by the Student Discipline Act along with the procedures for appealing any decision rendered at the hearing.
- VIII. Formal Hearings and Appeal. If a principal makes a decision to discipline a student by long-term suspension, expulsion, or mandatory reassignment, the following procedures shall be followed:
- A. Written Charge and Summary of Evidence.

1. On the date of the decision, a written charge and a summary of the evidence supporting such charge shall be filed with the Superintendent or designee.
 2. The principal shall, within two (2) school days of the decision, send written notice by registered or certified mail to the student and his or her parent or guardian informing them of the rights established under the Student Discipline Act.
- B. Written Notice. Written notice must include the violation and summary of evidence; the recommended penalty; the right to a hearing; the hearing procedure; and a statement that the principal, legal counsel for the school, the student, the student's parent or the student's representative or guardian shall have a right to examine the student's academic and disciplinary records and any affidavits to be used at the hearing, plus the right to know the identity of the witnesses to appear at the hearing and the substance of their testimony. A form on which the student, the student's parent, or the student's guardian may request a hearing must accompany the written notice.
- C. Suspension until Hearing. When a notice of intent to discipline a student by long-term suspension, expulsion, or mandatory reassignment is filed with the Superintendent or designee, the student may be suspended by the principal until:
1. The date the disciplinary action takes effect if no hearing is requested;
 2. If a hearing is requested, the date the hearing examiner makes the report of his/her findings and a recommendation of the action to be taken to the Superintendent or designee; or
 3. If the principal determines that the student must be suspended immediately to prevent or substantially reduce the risk of interference with an education function or school purpose or a personal injury to the student himself or herself, other students, school employees, or school volunteers.
- D. Procedures if a Hearing is not Requested. If a hearing is not requested by the student or the student's parent or guardian within five (5) school days following receipt of written notice, the punishment recommended in the charge by the principal or his/her designee will automatically go into effect upon the fifth (5th) school day following receipt of the written notice by the student or his/her parent or guardian.
- E. Procedures if a Hearing is Requested.
1. Request for Hearing. A hearing must be requested within five (5) school days after receipt of the written notice.
 - a. Request of Hearing Beyond Five Days. If a hearing is requested more than five (5) school days but not more than thirty (30) calendar days following the actual receipt of the written notice, the hearing shall be held but the imposed punishment shall continue in effect pending final determination.
 2. Appointment of Hearing Examiner. If a hearing is requested the Superintendent shall appoint a hearing examiner. The hearing examiner can be any person designated by the Superintendent or designee if such person has not brought the charges against the student, is not a witness at the hearing, and has no involvement in the charge.
 3. Notice of Time and Place for Hearing. Within two (2) school days after being appointed, the hearing examiner shall give written notice to the principal, the student, and the student's parent or guardian of the time and place for the hearing.

- a. The hearing shall be scheduled within a period of five (5) school days after it is requested, but such time may be changed by the hearing examiner for good cause.
 - b. No hearing shall be held upon less than two (2) school days actual notice to the principal, the student, and the student's parent or guardian, except with the consent of all the parties.
4. Right to Examine Records and Statements. The principal or legal counsel for the District, the student, and student's parent or guardian, or representative, shall have the right to examine the records and written statements referred to Section VII (B) of this Rule, and the statement of any witness in the possession of the principal at a reasonable time prior to the hearing.

F. Hearing Procedures.

1. Required Attendance at Hearing. The hearing examiner, student, student's parent or guardian, the student's representative, if any, and legal counsel for the principal or District, if any, shall attend the hearing.
2. Witnesses. When present, witnesses shall be present only when they are giving information at the hearing. The student, the student's parent, guardian, or representative, the principal, or the hearing examiner may ask witnesses to testify at the hearing. Such testimony shall be under oath, and the hearing examiner shall be authorized to administer the oath. The hearing examiner shall make reasonable effort to assist the student or the student's parent, guardian, or representative in obtaining the attendance of the witnesses.
 - a. Cross-examination. The student, the student's parent, guardian, or representative, the principal, the principal's or the District's legal counsel, and the hearing examiner shall have the right to question any witness giving information at the hearing.
 - b. Immunity. Any person giving evidence by written statement or in person at a hearing shall be given the same immunity from liability as a person testifying in a court case.
3. Student Testimony. The student may speak in his or her own defense and may be questioned on his or her testimony, but he or she may choose not to testify and, in such case, shall not be threatened with punishment nor be later punished for refusal to testify.
4. Individuals may be Excluded from the Hearing. The student may be excluded from the hearing in the discretion of the hearing examiner at times when the student's psychological evaluation or emotional problems are being discussed. The hearing examiner may exclude anyone from the hearing when his or her actions substantially disrupt an orderly hearing.
5. Evidence on the Student's Conduct and Records. The principal may present to the hearing examiner statements, in affidavit form, of any person having information about the student's conduct and the student's records, provided that such statements and records have been made available to the student or the student's parent, guardian, or representative prior to the hearing. The information contained in such records shall be explained and interpreted, prior to or at the hearing, to the student, parent or guardian, or representative, upon request, by appropriate District personnel.
6. Rules of Evidence. In conducting the hearing, the hearing examiner shall not be bound by the rules of evidence or any other rule of courtroom procedure.

7. Proceedings Recorded. The proceedings of the hearing shall be recorded at the expense of the District.
 8. Joint Hearings. A joint hearing may be conducted when more than one (1) student is charged with violating the same rule and acted in concert, and the facts are substantially the same for all such students.
 - a. Discretion of Hearing Examiner. A joint hearing may be conducted if the hearing examiner believes that a joint hearing is not likely to result in confusion and no student shall have his or her interests substantially prejudiced by a single hearing.
 - b. Order for Separate Hearing. If during the conduct of the hearing the hearing examiner finds that a student's interests will be substantially prejudiced by a joint hearing or that the hearing is resulting in confusion, the hearing examiner may order a separate hearing for any student.
- G. Post Hearing Report. After the hearing, a report shall be made by the hearing examiner to the Superintendent or designee. The report shall contain the hearing examiner's findings and recommendation of the action to be taken, and the report shall explain in terms of the needs of both the student and the District, the reasons for the particular action recommended.
1. Range of Recommendations. The recommendation by the hearing examiner may range from no action, through the entire field of counseling, to long-term suspension, expulsion, mandatory reassignment, or an alternative education placement.
 2. Review by Superintendent or Designee. A review of the hearing examiner's report shall be made by the Superintendent or designee. The Superintendent or designee may change, revoke, or impose the sanction recommended by the hearing examiner but shall not impose a sanction more severe than that recommended by the hearing examiner.
 3. Decisions Based on Evidence. The findings and recommendations of the hearing examiner, the determination by the Superintendent, and any determination on appeal to the Board, shall be made solely on the basis of the evidence presented at the hearing or, in addition, on any evidence presented on appeal.
- H. Final Disposition. Written notice of the findings and recommendations of the hearing examiner and the determination of the Superintendent or designee shall be made by certified or registered mail or by personal delivery to the student or the student's parent or guardian. Upon receipt of such written notice by the student, parent, or guardian, the determination of the Superintendent or designee shall take immediate effect.
- IX. Request for Appeal to the Board. The student or the student's parent or guardian may, within seven (7) school days following receipt of the Superintendent's written notice of the determination, appeal the determination to the Board by a written request which shall be filed with the secretary of the Board or with the Superintendent.
- A. Appeal Hearing.
1. When. A hearing shall be held before the Board within a period of ten (10) school days after it is requested, and such time for a hearing may be changed by mutual agreement of the student and Superintendent.
 2. Deliberating Body. The hearing may be held before a committee of the Board of not less than three (3) members.
 3. Admissible Evidence. Such appeal shall be made on the record, except that new evidence

may be admitted to avoid a substantial threat of unfairness and such new evidence shall be recorded at the expense of the District.

4. Deliberation. After examining the record and taking new evidence, if any, the Board or designated committee may withdraw to deliberate privately upon such record and new evidence.
 - a. Limitations. Any such deliberation shall be held in the presence only of Board members in attendance at the appeal proceeding but may be held in the presence of legal counsel who has not previously acted as the designee of the principal in presenting the school's case before the hearing examiner.
 - b. Questions during Deliberation. If any questions arise during such deliberations which require additional evidence, the deliberating body may reopen the hearing to receive such evidence, subject to the right of all parties to be present.
5. Action on Appeal. The deliberating body may alter the Superintendent's disposition of the case if it finds the decision to be too severe but may not impose a more severe sanction.
6. Dispatch of Final Action. The final action of the deliberating body shall be evidenced by personally delivering or mailing by certified mail a copy of the deliberating body's decision to the student and his or her parent or guardian.

B. Judicial Review. Any person aggrieved by a final decision in a contested case under this Rule, whether such decision is affirmative or negative in form, shall be entitled to judicial review. Nothing in the Rule shall be deemed to prevent resort to other means of review, redress, or relief provided by law.

X. Settlement. Nothing in this Rule shall preclude the student, the student's parents, guardian, or representative from discussing and settling disciplinary proceedings with appropriate school personnel prior to the hearing stage.

XI. Reporting of Criminal Acts to Law Enforcement Agencies. The school principal or principal's designee shall notify as soon as possible the appropriate law enforcement authorities of any student act which the principal or principal's designee knows or suspects is in violation of the Nebraska Criminal Code.

XII. Annual Report to State Department of Education. The Superintendent or Superintendent's designee shall annually provide to the State Department of Education:

- A. An assurance that the District has in effect the expulsion policy for bringing a firearm to school required by state and federal law; and
- B. A description of the circumstances surrounding any expulsions imposed under this Rule, including: the name of the school concerned; the number of students expelled from such school; and the types of weapons concerned.


Legal Reference: 20 U.S.C. § 5812 (7); 20 U.S.C. § 5961 *et seq.*; Neb. Rev. Stat. § 28-1204.04; Neb. Rev. Stat. § 79-254 *et seq.*; Title 92, Nebraska Administrative Code, Chapter 17-004.

Related Policies & Rules: [5300.1](#), [5300.2](#), [5400](#), [5400.2](#), [5400.3](#), [5400.4](#), [5400.5](#), [5400.6](#), [5410.1](#), [5420.1](#)

Rule Approved: June 3, 1996

Revised: June 1, 1998; September 25, 2000; March 15, 2004; May 18, 2009; December 7, 2009, [May 17, 2010](#)

Millard Public Schools
Omaha, Nebraska

AGENDA SUMMARY SHEET**AGENDA ITEM:** Rule 5400.6, Standards for Student Conduct**MEETING DATE:** May 17, 2010**DEPARTMENT:** Pupil Services**TITLE AND BRIEF DESCRIPTION:** Standards for Student Conduct: The standards are printed and distributed to all students and parents to ensure each student and parent understand the required Millard Public Schools Standards for Student Conduct. Both the student and the parent or guardian must sign a form and return it ensuring that they understand and will comply with the rules set forth.**ACTION DESIRED:** Information Only _____ Approval X **BACKGROUND:** The Standards for Student Conduct constitutes the rules and regulations followed by all students, staff and administration. They are developed and reviewed frequently to ensure that Millard Public Schools operates within the Nebraska Student Discipline Act as well as other state and federal law. Changes have been made to address specific disciplinary events and their subsequent resolutions.**OPTIONS AND ALTERNATIVE CONSIDERED:**N/A**RECOMMENDATIONS:** Adoption of proposed rule.**STRATEGIC PLAN REFERENCE:** N/A**IMPLICATIONS OF ADOPTION OR REJECTION:** Failure to adopt the rule would jeopardize the necessary Standards for Student Conduct update for the 2010-11 school year. The rule needs to be printed this month in preparation for the Student Handbook that goes home with each student when school starts next year.**TIMELINE:** Immediate**RESPONSIBLE PERSON(S):** Dr. Kraig J. Lofquist**EXECUTIVE DIRECTOR OF HUMAN:** _____**SUPERINTENDENT APPROVAL:**  _____**BOARD ACTION:**

Standards for Student Conduct

5400.6

I. Introduction.

- A. Policy Statement. Every Millard School District student has the right to an education. The following Standards have been instituted to ensure that right. Each student and their parents are required, on their own, to become familiar with these Standards, and to help provide an atmosphere conducive to learning.
- B. Grounds for Exclusion. A student may be excluded from school if there is reasonable evidence that the student has committed a prohibited act listed below while on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or by his or her designee, or at a school-sponsored activity or athletic event, or any other place where the governing law permits the District to discipline students for prohibited conduct.
- C. Exclusion from School Grounds and Activities. A student who is excluded from school for a suspension or expulsion shall not enter upon district property, or ride in a vehicle owned, leased, or contracted by the District being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or his or her designee, or participate in or attend a school-sponsored activity or athletic event. Expelled students may enter upon District property for the sole purpose of attending alternative education at a location and time designated by the Director of Pupil Services.
- D. Length of Expulsions. Unless specified otherwise within these Standards, the expulsion of a student shall be for a period not to exceed the remainder of the semester in which it took effect unless the misconduct occurred within ten (10) school days prior to the end of the first semester, in which case the expulsion shall remain in effect through the second semester, or within ten (10) school days prior to the end of the second semester, in which case the expulsion shall remain in effect for summer school and the first semester of the following school year. Neb. Rev. Stat. §79-283(2).
- E. Contact of Legal Authorities. The principal of a school or the principal's designee shall notify as soon as possible the appropriate law enforcement authorities, of the county or city in which the school is located, of any act of a student described in Neb. Rev. Stat. §79-267 which the principal or designee knows or suspects is a violation of the Nebraska Criminal Code. Neb. Rev. Stat. §79-293(1).
- F. Sanction to be Followed. If minimum and maximum sanctions are not specified for a specific prohibited act, the recommended sanction shall be imposed.
- G. Expulsion as Sanction. Expulsion is specified as a sanction for particular conduct because the District's Board of Education finds that the type of conduct for which expulsion is specified has the potential to seriously affect the health, safety, or welfare of the student, other students, staff members, or other persons, or to otherwise seriously interfere with the educational process. Neb. Rev. Stat. §79-262(1).
- H. Students with Disabilities. Disciplinary procedures for students who have disabilities as defined by the Individuals with Disabilities Education Act and Section 504 of the Rehabilitation Act of 1973 shall be subject to the disciplinary procedures set forth in District rules 5400.2 and 5400.3 and applicable federal and state law.
- I. Mandatory Compliance. Students and their parent(s) or guardian(s) are hereby notified that compliance with the District's Standards for Student Conduct is mandatory. It is the responsibility of all students and their parent(s) or guardian(s) to become familiar with these Standards.

II. Violations Against Persons.

- A. Use of Violence. Use of violence, force, coercion, threat, intimidation or similar conduct in a manner that constitutes a substantial interference with school purposes.
1. Pushing, Shoving or Related Noninjurious Behaviors.
 - a. Maximum Sanction. Short-term suspension. Suspension from extracurricular activities during time of suspension.
 2. Fighting. Mutual attempt to physically harm another person through mutual combative physical contact.

- a. First offense.
 - (1) Minimum Sanction. Short-term suspension. Suspension from extracurricular activities during time of suspension. There is no mandated minimum sanction below grade six (6).
 - (2) Maximum Sanction. Long-term suspension. Suspension from extracurricular activities during time of suspension.
 - (3) Mandatory Action. Legal authorities shall be contacted. Neb. Rev. Stat. §§ 79-267(1) and 293.
 - b. Two offenses or more.
 - (1) Minimum Sanction. Long-term suspension. Suspension from extracurricular activities during time of suspension.
 - (2) Maximum Sanction. Expulsion. Suspension from extracurricular activities during time of expulsion.
 - (3) Mandatory Action. Legal authorities shall be contacted. Neb. Rev. Stat. §§79-267(1) and 293.
3. Physical Assault. Initiation of a violent act against another person through aggressive physical contact.
- a. Minimum Sanction. Long-term suspension. Suspension from extracurricular activities during time of suspension. There is no mandated minimum sanction below grade six (6).
 - b. Maximum Sanction. Expulsion. Suspension from extracurricular activities during time of expulsion.
 - c. Mandatory Action. Legal authorities shall be contacted. Neb. Rev. Stat. §§79-267(1) and 293.
- B. Physical Injury to District Employees, Volunteers, and Students. Causing or attempting to cause personal injury to an employee, a school volunteer, or to any student. Personal injury caused by accident, self-defense, or other action undertaken on the reasonable belief that it was necessary to protect some other person shall not constitute a violation of this provision. Neb. Rev. Stat. §79-267(3).
1. Sanctions on School Grounds.
 - a. Minimum Sanction. Long-term suspension. Suspension from extracurricular activities during time of suspension.
 - b. Mandatory Action. Legal authorities shall be contacted. Neb. Rev. Stat. §§79-267(3) and 293.
 2. Sanctions off School Grounds.
 - a. First Offense. Citation during academic school year or the student admits that he or she has violated subsection II(B). Suspension from extracurricular activities for remainder of the semester or nineteen (19) school days, whichever is more.
 - b. Second Offense. Suspension for extracurricular activities for one (1) year. Prior violations of II(B) on or off school grounds will be included as previous offenses.
- C. Use of Threats or Intimidation.
1. Use of Threats (Verbal and Written). All threats, including those alleged to be jokes, will always be taken seriously and are subject to the following disciplinary action.
 - a. Level One Threat. Using a threat as part of a common expression or in a context that the recipient does not feel threatened, frightened, or coerced (e.g., “Oh, I could just kill you for that” or “I will punch you in the nose”).

- (1) **Maximum Sanction.** Short-term suspension. Suspension from extracurricular activities during time of suspension.
- b. **Level Two Threat.** Using an expression or an implied or veiled threat with the intent of threatening, frightening, or coercing another and the recipient feels threatened, frightened, or coerced (e.g., “I will kill you.”).
- (1) **Minimum Sanction.** Short-term suspension. Suspension from extracurricular activities during time of suspension. There is no mandated minimum sanction below grade four (4).
- (2) **Maximum Sanction.** Long-term suspension. Suspension from extracurricular activities during time of suspension.
- (3) **Mandatory Action.** Legal authorities shall be contacted. Neb. Rev. Stat. §§79-267(1) and 293.
- c. **Level Three Threat.** Threatening to kill or injure another person or threatening to damage property with potential for personal injury, without possessing a weapon or other object that could kill or injure the threatened or intimidated person, and the student describes how it will be done, including any threats that concern dangerous chemical substances, biochemical attacks, or bioterrorism.
- (1) **Minimum Sanction.** Long-term suspension. Suspension from extracurricular activities during time of suspension. There is no mandated minimum sanction below grade four (4).
- (2) **Maximum Sanction.** Expulsion. Suspension from extracurricular activities during time of expulsion.
- (3) **Mandatory Action.** Legal authorities shall be contacted. Neb. Rev. Stat. §§79-267(1) and 293.
- d. **Threatening with an Object.** Threatening with an object which looks like a weapon or an object that could be used to injure someone. To qualify as a look-a-like weapon, the object must closely resemble a real weapon in size, shape, and color even when examined up close.
- (1) **Minimum Sanction.** Long-term suspension. Suspension from extracurricular activities during time of the suspension.
- (2) **Maximum Sanction.** Expulsion. Suspension from extracurricular activities during time of expulsion.
- (3) **Mandatory Action.** Legal authorities shall be contacted. Neb. Rev. Stat. §§79-267(1) and 293.
2. **Bomb Threat (Verbal or Written).** Threatening to use any type of explosive or incendiary device generally referred to as a bomb to injure a person(s) or destroy property.
- a. **Minimum Sanction.** Mandatory expulsion. Suspension from extracurricular activities during time of expulsion.
- b. **Mandatory Action.** Legal authorities shall be contacted. Neb. Rev. Stat. §28-1221; Neb. Rev. Stat. §§79-267(1) and 293.

D. **Firearms, Explosives, and Weapons.**

1. **Firearms**~~Guns~~, etc. Knowingly possessing, handling, transmitting, using, intimidating with, or threatening with any firearm, explosive, destructive device, pipe bomb, or stun gun. For purposes of this subsection II (D)(1), firearm means any weapon, including a starter gun, which will or is designed to or may readily be converted to expel a projectile by the action of an explosive, or the frame or receiver of any such weapon, or any firearm muffler or firearm silencer, or any destructive device. Such term does not include an antique

~~firearm, object or material that is ordinarily and/or generally considered a firearm, explosive, destructive device, or weapon, including, but not limited to, guns, firearms, pipe bombs, stun guns, paint ball guns, air soft guns, B.B. guns and pellet guns.~~ 113

a. Sanctions on School Grounds.

- (1) Minimum Sanction. Mandatory expulsion for one (1) year. Suspension from extracurricular activities during time of expulsion.
- (2) Mandatory Action. Legal authorities shall be contacted. Neb. Rev. Stat. §§ 28-1202 to 1204.04, 1215, 1216 and 1220; Neb Rev. Stat. §§79-267 (5) and 293.

b. Sanctions off School Grounds.

- (1) Citation for illegal possession of a weapon during academic school year or the student admits that he or she has violated subsection II(D). Suspension from extracurricular activities for one (1) year.

2. Use and Possession of Other Guns. Using, intimidating with, threatening with, possessing on one's person, handling or transmitting any paint ball gun, air soft gun, B.B. gun, or pellet gun.

a. Sanctions on School Grounds.

- (1) Minimum Sanction. Mandatory expulsion for one (1) year. Suspension from extracurricular activities during time of expulsion.
- (2) Mandatory Action. Legal authorities shall be contacted. Neb. Rev. Stat. §§ 28-1202 to 1204.04, 1215, 1216 and 1220; Neb Rev. Stat. §§79-267 (5) and 293.

b. Sanctions off School Grounds.

- (1) Citation for illegal possession of a weapon during academic school year or the student admits that he or she has violated subsection II(D). Suspension from extracurricular activities for one (1) year.

3. Possession of Other Guns in Vehicles. Possessing any paint ball gun, air soft gun, B.B. gun or pellet gun in any vehicle on school grounds, provided that any such gun is not in any manner handled either within or outside of the vehicle.

a. Minimum Sanction. Expulsion. Suspension from extracurricular activities during time of expulsion.

~~3.4.~~ Other Weapons. Using or threatening with a knife, throwing star, brass knuckles, chemical substances (including, but not limited to, mace, pepper guns, and bleach), and any other object that could be used to injure a person.

a. Sanctions on School Grounds.

- (1) Minimum Sanction. Mandatory expulsion. Suspension from extracurricular activities during time of expulsion.
- (2) Mandatory Action. Legal authorities shall be contacted. Neb. Rev. Stat. §§28-1202 to 1204.04; Neb. Rev. Stat. §§79-267 (5) and 293.

b. Sanctions off School Grounds.

- (1) Citation during academic school year or the student admits that he or she has violated subsection II(D). Suspension from extracurricular activities for one (1) year.

~~4.5.~~ Possession of Certain Prohibited Objects. Knowingly possessing, handling, or transmitting knives, throwing stars, brass knuckles, or other objects not enumerated above which could cause injury.

- c. Minimum Sanction. Short-term suspension. Suspension from extracurricular activities during time of suspension.
- d. Maximum Sanction. Long-term suspension. Suspension from extracurricular activities during time of suspension.

~~5.6.~~ Possession of Look-a-Like Weapons. Possessing a look-a-like weapon, the object must closely resemble a real weapon in size, shape, and color even when examined up close.

- e. Minimum Sanction. Short-term suspension. Suspension from extracurricular activities during time of suspension.
- f. Maximum Sanction. Long-term suspension. Suspension from extracurricular activities during time of suspension.

~~6.7.~~ Exception for Certain Firearms. Subsection II(D) shall not apply to:

- g. The issuance of firearms to or possession of firearms by members of the Reserve Officers Training Corps when training; or
- h. Firearms which may lawfully be possessed by the person receiving instruction under the immediate supervision of an adult instructor who may lawfully possess firearms.
- i. Firearms and guns which may lawfully be possessed and used off school grounds, not at a school function, activity, or event.

E. Extortion. Threatening or intimidating any student for the purpose of or with the intent of obtaining money or anything of value from such student.

- 1. Maximum Sanction. Expulsion. Suspension from extracurricular activities during time of expulsion.
- 2. Mandatory Action. Legal authorities shall be contacted. Neb. Rev. Stat. §§79-267(4) and 293.

F. Sexual Assault or Attempted Sexual Assault. Any sexual assault or attempt to sexually assault any person. Sexual assault shall mean sexual assault in the first or second degree as defined in Neb. Rev. Stat. §§28-319 and 320 or sexual assault of a child in the first, second or third degree as defined in Neb. Rev. Stat. §§ 28-319.01 and 320.01. Neb. Rev. Stat. §79-267(9).

1. Sanctions on School Grounds.

- a. Minimum Sanction. Mandatory expulsion for one (1) year. Suspension from extracurricular activities during time of expulsion.
- b. Mandatory Action. Legal authorities shall be contacted. Neb. Rev. Stat. §§79-267(9) and 293.

2. Sanctions off School Grounds.

- a. Minimum Sanction. Suspension from extracurricular activities for one (1) year.
- b. Maximum Sanction. Expulsion for one (1) year. A complaint must have been filed by a prosecutor in a court of competent jurisdiction alleging that the student has sexually assaulted or attempted to sexually assault any person off school grounds not at a school function, activity, or event, and the student's presence at school has a direct and immediate effect on maintaining discipline, order, or safety in the school. Sexual assault shall mean sexual assault in the first degree as defined in Neb. Rev. Stat. §§28-319, sexual assault in the second degree as defined in Neb. Rev. Stat. §28-320, sexual assault of a child in the second or third degree as defined in Neb. Rev. Stat. §28-320.01, or sexual assault of a child in the first degree as defined in Neb. Rev. Stat. §28-319.01, as such statutes now provide or may hereafter be amended Neb. Rev. Stat. §79-267(9).

- G. Sexual Contact. The intentional touching of another person's sexual or intimate parts or the intentional touching of another person's clothing covering the immediate area of the other person's sexual or intimate parts, without the consent of the other person. Sexual contact also includes the non-consensual touching by the other person of the actor's sexual or intimate parts or the clothing covering the immediate area of the actor's sexual or intimate parts when such touching is intentionally caused by the actor. The sexual contact must be such that it can be reasonably construed as being for the purpose of sexual arousal or gratification of either party. Neb. Rev. Stat. §§28-318 and 320.
1. Sanctions on School Grounds.
 - a. Minimum Sanction. Short-term suspension. Suspension from extracurricular activities during time of suspension.
 - b. Maximum Sanction. Expulsion. Suspension from extracurricular activities during time of expulsion.
 - c. Mandatory Action. Legal authorities must be contacted upon the request of the offended party. Neb. Rev. Stat. §79-293.
 2. Sanctions off School Grounds.
 - a. Citation during academic school year or the student admits that he or she has violated subsection II(G). Suspension from extracurricular activities for one (1) year.
- H. Sexual Harassment. Unwanted or unwelcome activity of a sexual nature which materially interferes with or substantially disrupts the educational process. This may include, but is not limited to, unwanted touching, pinching, patting, verbal comments of a sexual nature, sexual name-calling, pressure to engage in sexual activity, repeated propositions, written messages, notes, cartoons or graffiti of a sexual nature, and unwanted body contact.
1. Maximum Sanction. Expulsion. Suspension from extracurricular activities during time of expulsion.
- I. Harassment. Any intentionally hurtful, demeaning, or disparaging acts, words, symbolic representations, or behavior used by a student or students against another student or students that is disruptive of the educational process. This includes, but is not limited to, verbal, physical, visual, or graphic actions such as name-calling, taunting, mocking, slandering, humiliating, defaming, teasing, pestering; and making derogatory remarks, demeaning jokes, disparaging drawings or notes.
1. Maximum Sanction. Expulsion. Suspension from extracurricular activities during time of expulsion.
- J. Bullying. Any intentionally hostile or offensive verbal, written, graphic, demonstrative, or physical act that has the purpose of exerting domination over another student through the act of intimidating, frightening, oppressing, or adversely controlling the student, and that is disruptive of the educational process or any ongoing pattern of physical, verbal, written, graphic, demonstrative or electronic abuse, on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose by a school employee or his or her designee, or at school-sponsored activities or school-sponsored athletic events. This may include, but is not limited to, verbal, graphic, written or electronic activities such as name-calling, taunting, blackmailing, inciting to fight, terrorizing, or physical or demonstrative activities such as poking, blocking or impeding, following, hair pulling, mock hitting motions, intentionally bumping, tripping, and damaging clothing.
1. Maximum Sanction. Expulsion. Suspension from extracurricular activities during time of expulsion.
- K. Hazing. Any activity by which a person intentionally or recklessly endangers the physical or mental health or safety of an individual for the purpose of initiation into, admission into, affiliation with, or continued membership with or participation in any group or activity. Such hazing activity shall include, but shall not be limited to the following: whipping; beating; branding; forced and prolonged calisthenics; prolonged exposure to the elements; forced consumption of any food, liquor, beverage, drug, or harmful substance not generally intended for human consumption; prolonged sleep deprivation; harassing by exacting unnecessary or disagreeable work, banter, ridicule, or criticism; or any brutal treatment or the performance of any unlawful act which endangers the physical or mental health or safety of any person. Consent to the hazing by the student(s) shall not be a defense to hazing.

1. **Maximum Sanction.** Expulsion. Suspension from extracurricular activities during time of expulsion.

III. Violations Against Public Health and Safety.

- A. Possession of Alcohol or other Drugs. Possession or use of an illegal narcotic drug, controlled substance, mood-altering or behavior-affecting substance, or look-a-like substance, or possession or use of a prescribed medication by a student for whom the prescribed medication was not prescribed; or possession or use of drug paraphernalia. Possession or use of alcohol or an alcohol-containing beverage or liquor capable of human consumption.

1. Sanctions on School Grounds.

- a. First Offense. Suspension for nineteen (19) school days. Suspension from extracurricular activities while not in school due to the suspension. Parents, at their own expense, may choose to participate in a District-approved suspension reduction program. Successful completion of this program may reduce the suspension and curtailment of extracurricular activities by a maximum of nine (9) school days (results in a total of ten (10) days out of school).
- b. Second Offense. Mandatory expulsion. Suspension from extracurricular activities during time of expulsion. Prior violations of subsection III(A) on or off school grounds will be included as previous offenses.
- c. Mandatory Action. Legal authorities shall be contacted. Neb. Rev. Stat. §§79-267(6) and 293.

2. Sanctions off School Grounds.

- a. Citation during academic school year or the student admits that he or she has violated subsection III(A). Curtailment of extracurricular activities for nineteen (19) school days.
 - (1) First Offense. Parents, at their own expense, may choose to participate in a District-approved suspension reduction program. Successful completion of this program may reduce the curtailment of extracurricular activities by a maximum of nine (9) school days (results in a total of ten (10) school days curtailment of extracurricular activities). Previous offenses of subsection III(A) on or off school grounds during the current academic school year would not allow participation in this option.
 - (2) Second Offense. Suspension from extracurricular activities for one (1) year.

- B. Distribution of Alcohol or other Drugs. Distribution or attempted distribution to any other person, of any illegal narcotic drug, controlled substance, look-a-like substance, mood-altering or behavior affecting substance, drug paraphernalia, or alcohol.

1. Sanctions on School Grounds.

- a. First Offense. Mandatory expulsion. Suspension from extracurricular activities during time of expulsion.
- b. Mandatory Action. Legal authorities shall be contacted. Neb. Rev. Stat. §§79-267(6) and 293.

2. Sanctions off School Grounds.

- a. Citation during academic school or the student admits that he or she has violated subsection III(B). Curtailment of extracurricular activities for one (1) year.

- C. Possession, Use and Transportation of Medications. The possession, use, and transportation of prescribed and non-prescribed medications shall be in accordance with the following rules.

1. Possession of Medications (Preschool and Elementary Levels). Possession of prescribed or non-prescribed medications, or possession of prescribed or non-prescribed medications on school grounds during transportation to and from school, is prohibited. Elementary school students may possess and use inhalers, as well as glucose tablets, according to the provisions of rule 5600.2.

- a. First Offense. Short-term suspension. Suspension from extracurricular activities during time of suspension.

- b. Second Offense.
- (1) Minimum Sanction. Long-term suspension. Suspension from extracurricular activities during time of suspension.
 - (2) Maximum Sanction. Expulsion. Suspension from extracurricular activities during time of expulsion.
2. Possession of Medications (Middle School Level). Possession of prescribed or non-prescribed medications, or possession of prescribed medications on school grounds during transportation to and from school, is prohibited. Middle school students may transport non-prescribed medications to and from school but must turn it into the nurse upon arrival at school. Middle school students may possess and use inhalers, as well as glucose tablets, according to the provisions of rule 5600.2.
- a. First Offense. Short-term suspension. Suspension from extracurricular activities during time of suspension.
 - b. Second Offense.
 - (1) Minimum Sanction. Long-term suspension. Suspension from extracurricular activities during time of suspension.
 - (2) Maximum Sanction. Expulsion. Suspension from extracurricular activities during time of expulsion.
3. Possession of Medications (High School Level). Possession of prescribed medications is prohibited. High school students may possess non-prescribed medications, but they may not possess prescribed medications except in transport to and from school. Prescribed medications must be turned into the nurse upon arrival at school. High school students may possess and use glucose tablets and inhalers according to the provisions of rule 5600.2.
- a. First Offense. Long-term suspension. Suspension from extracurricular activities during time of suspension.
 - b. Second Offense.
 - (1) Minimum Sanction. Mandatory Expulsion. Suspension from extracurricular activities during time of expulsion.
- D. Distribution of Prescribed Medications. Distribution or attempted distribution to any other person, of any prescribed medication.
1. First Offense. Mandatory expulsion. Suspension from extracurricular activities during time of expulsion.
 2. Mandatory Action. Legal authorities shall be contacted. Neb. Rev. Stat. §§79-267(6) and 293.
- E. Distribution of Non-Prescribed Medications. Distribution or attempted distribution to any other person, of any non-prescribed medication.
1. First Offense. Short-term suspension. Suspension from extracurricular activities during time of suspension.
 2. Second Offense.
 - a. Minimum Sanction. Long-term suspension. Suspension from extracurricular activities during time of suspension.
 - b. Maximum Sanction. Expulsion. Suspension from extracurricular activities during time of expulsion.
- F. Receiving Non-Prescribed Medications. Receiving non-prescription medications by high school students that are

1. Maximum Sanction. Short-term suspension. Suspension from extracurricular activities during time of suspension.

G. Under the Influence of Alcohol or Other Drugs. Being intoxicated or under the influence of any illegal narcotic drug, controlled substance, prescribed medication by a student for whom the prescribed medication was not prescribed, mood-altering or behavior-affecting substance, or alcohol.

1. Sanctions on School Grounds.

a. First Offense. Suspension for nineteen (19) school days. Suspension from extracurricular activities while not in school due to the suspension. Parents, at their own expense, may choose to participate in a District-approved suspension reduction program. Successful completion of this program may reduce the suspension and curtailment of extracurricular activities by a maximum of nine (9) school days (results in a total of ten (10) days out of school).

b. Second Offense. Mandatory expulsion. Suspension from extracurricular activities during time of expulsion. Prior violations of subsection III (G) on or off school grounds will be included as previous offenses.

c. Mandatory Action. Legal authorities shall be contacted. Neb. Rev. Stat. §§79-267(6) and 293.

2. Sanctions off School Grounds.

a. Citation during academic school year or the student admits that he or she has violated subsection III(G). Curtailment of extracurricular activities for nineteen (19) school days.

(1) First Offense. Parents, at their own expense, may choose to participate in a District-approved suspension reduction program. Successful completion of this program may reduce the curtailment of extracurricular activities by a maximum of nine (9) school days (results in a total of ten (10) school days curtailment of extracurricular activities). Previous offenses of subsection III(G) on or off school grounds during the current academic school year would not allow participation in this option.

(2) Second Offense. Suspension from extracurricular activities for one (1) year.

H. Exposure to Bodily Fluids. Intentionally spitting, throwing, wiping, or otherwise dispersing bodily fluids on or to another student or staff member for the purpose of infecting, inciting, demeaning, or intimidating that person.

1. Minimum Sanction. Short-term suspension. Suspension from extracurricular activities during time of suspension.

2. Maximum Sanction. Long-term suspension. Suspension from extracurricular activities during time of suspension.

I. Tobacco. Possession or use of tobacco or tobacco products.

1. Maximum Sanction. Long-term suspension. Suspension from extracurricular activities during time of suspension.

J. Possession of Fireworks.

1. Maximum Sanction. Long-term suspension. Suspension from extracurricular activities during time of suspension.

K. Use of Fireworks. Use or lighting of firecrackers or fireworks of any description.

1. Maximum Sanction. Expulsion. Suspension from extracurricular activities during time of expulsion.

IV. Violations against Public Decency and Good Morals.

A. Public Indecency. Behavior resulting in public indecency (see definition). This subsection shall apply only to

1. Maximum Sanction. Expulsion. Suspension from extracurricular activities during time of expulsion.

B. Profanity and Obscenity. Written or oral language that is reasonably offensive or repulsive to the person hearing the same and which is disruptive of the educational process.

1. Maximum Sanction. Expulsion. Suspension from extracurricular activities during time of expulsion.

C. Disparaging Language/Symbolism. Disparaging or demeaning language or symbolic actions of any kind including, but not limited to gestures or language that is intended to disparage, demean, or subject another student or staff member to ridicule.

1. Maximum Sanction. Expulsion. Suspension from extracurricular activities during time of expulsion.

D. Secret Organizations/Gangs. Participation or membership in any secret fraternity, sorority, club, association, or organization is prohibited. The wearing of any ring, pin, or insignia of such a secret organization is also prohibited. Organizations or gangs, which initiate, advocate, or promote violence, drug or alcohol use, sex, criminal activity, or activities which disrupt the school environment or threaten the safety or well being of persons or geographic territory, unique appearance, or language, are a substantial disruption to and material interference with the educational environment, and are prohibited. The use of hand signals, graffiti, or the presence of any apparel, jewelry, accessory, or manner of grooming which, by virtue of its color, arrangement, trademark, symbol, or other attributes indicates or implies membership in or affiliation with such a group, constitutes a substantial disruption to and material interference with the educational environment, and are prohibited.

1. Maximum Sanction. Expulsion. Suspension from extracurricular activities during time of expulsion.

V. Violations against Property.

A. Damage to Property. Willfully causing or attempting to cause substantial damage to property, or repeated damage to property. This shall include school property lent to the student which the student damages. As to any such damaged property, the student's parent(s) or guardian(s) shall be liable for the damage to the school property. Neb. Rev. Stat. §79-267(2).

1. Maximum Sanction. Expulsion. Suspension from extracurricular activities during time of expulsion.

2. Mandatory Action. Legal authorities shall be contacted when the value of the property is five-hundred dollars (\$500.00) or more. Neb. Rev. Stat. §28-519; Neb. Rev. Stat. §§79-267(2) and 293.

B. Theft/Larceny. Stealing or attempting to steal property, or repeated theft of property. This will include school property lent to a student that is not returned upon demand by an authorized staff member and for which there is no reasonable justification for the failure to return the property. Neb. Rev. Stat. §79-267(2).

1. Maximum Sanction. Expulsion. Suspension from extracurricular activities during time of expulsion.

2. Mandatory Action. Legal authorities shall be contacted when the value of the property involved is two hundred dollars (\$200.00) or more. Neb. Rev. Stat. §§28-511 and 518; Neb. Rev. Stat. §§79-267(2) and 293.

3. Sanctions off School Grounds. Committing burglary or theft which constitutes a felony provided the student has received a citation by a law enforcement officer which involves the offense subject to this subsection or the student admits that he or she has violated subsection V(B). Suspension from extracurricular activities for one (1) year.

C. Arson or False Fire Alarm. Intentionally starting a fire. Use of any fire causing agents to start or attempt to start a fire. Purposely or knowingly causing a false fire alarm. Neb. Rev. Stat. §§28-502 to 504 and 907; Neb. Rev. Stat. §79-267(10).

1. Minimum Sanction. Short-term suspension. Suspension from extracurricular activities during time of suspension. There is no mandated minimum sanction below grade six (6).

2. Maximum Sanction. Expulsion. Suspension from extracurricular activities during time of expulsion.

3. Mandatory Action. Legal authorities shall be contacted if it is believed the arson was criminal. Neb. Rev. Stat. §§28-502 to 504 and 907; Neb. Rev. Stat. §§79-267(10) and 293. 120

D. False Alarm or Report. Purposely making a false alarm or false report, or purposely furnishing false information or making a false communication or statement, whether verbal, written or electronic, concerning the existence of any bomb, explosive device or weapon, dangerous chemical substance, or biochemical or terroristic device, or concerning another's intent or attempt to be made to kill, injure, or intimidate any individual or to use any bomb, explosive device, or weapon, dangerous chemical substance, or biochemical or terroristic device, or concerning the need for medical, police, or emergency services or procedures. Neb. Rev. Stat. §§28-907 and 1221; Neb. Rev. Stat. §79-267(10).

1. Minimum Sanction. Short-term suspension. Suspension from extracurricular activities during time of suspension.

2. Maximum Sanction. Expulsion. Suspension from extracurricular activities during time of expulsion.

3. Mandatory Action. Legal authorities shall be contacted. Neb. Rev. Stat. §§28-907 and 1221; Neb. Rev. Stat. §§79-267(10) and 293.

E. Computers. Direct or indirect use of District computers, computer networks, or computer systems, which involves offensive, personal, commercial, and/or religious messages, or any unauthorized access or use of a District computer, computer network, or computer system which violates District policy or state or federal law. Neb. Rev. Stat. §§28-1341 to 1348; Neb. Rev. Stat. §79-267(10).

1. Maximum Sanction. Expulsion. Suspension from extracurricular activities during time of expulsion.

2. Mandatory Action. Legal authorities shall be contacted if the action constitutes a felony. Neb. Rev. Stat. §§28-1341 to 1348; Neb. Rev. Stat. §§79-267(10) and 293.

VI. Violations against School Administration.

A. Truancy. Unauthorized absence from school. Neb. Rev. Stat. §§79-201 and 209.

1. Maximum Sanction. Short-term suspension. Suspension from extracurricular activities during time of suspension.

B. Gambling. Playing any game of chance for money or other stakes. Neb. Rev. Stat. §79-267(10).

1. Maximum Sanction. Expulsion. Suspension from extracurricular activities during time of expulsion.

C. Dishonesty. Dishonesty that interferes with the educational process.

1. Maximum Sanction. Expulsion. Suspension from extracurricular activities during time of expulsion.

D. Cheating or Plagiarism. Cheating on examinations including but not limited to ELO examinations. Plagiarism on projects including but not limited to reports, research papers, and portfolios.

1. Maximum Sanction. Long-term suspension. Suspension from extracurricular activities during time of suspension.

E. Insubordination. Disrespect for, defying authority of, or refusing to obey requests or directions of teachers, school officials or school employees.

1. Maximum Sanction. Expulsion. Suspension from extracurricular activities during time of expulsion.

F. Disruptive Behavior. Behavior or possession of any item that materially interferes with or substantially disrupts class work, school activities, or the educational process.

1. Maximum Sanction. Expulsion. Suspension from extracurricular activities during time of expulsion.

G. Nuisance Items. Any item in a student's possession that is sufficiently annoying, offensive, unpleasant, or obnoxious that it substantially interferes with or materially interrupts the educational process. These items may include, but are not limited to, radios, camera cell phones, beepers, walkie-talkies, tape and CD players, iPods, MP3

1. Maximum Sanction. Expulsion. Suspension from extracurricular activities during time of expulsion.

H. Unlawful Activity. Engaging in any unlawful activity not specifically covered herein, which constitutes a danger to other students or school personnel, or interferes with school purposes or the educational process. Neb. Rev. Stat. §79-267(10).

1. Maximum Sanction. Expulsion. Suspension from extracurricular activities during time of expulsion.

I. False Complaints. False accusations or complaints against another student or staff member.

1. Maximum Sanction. Long-term suspension. Suspension from extracurricular activities during time of suspension.

J. Noncompliance with Code Yellow or Code Red. Intentionally leaving an assigned area already in containment during a Code Yellow or Code Red alert unless specifically given permission to do so by the supervisor of the assigned area.

1. Minimum Sanction. Long-term suspension. Suspension from extracurricular activities during time of suspension.

2. Maximum Sanction. Expulsion. Suspension from extracurricular activities during time of expulsion.

K. Student Identification. Failure of a high school student to present the school approved student identification card upon the request of a District staff member while on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or by his or her designee, or at a school-sponsored activity or athletic event.

1. Maximum Sanction. Short-term suspension. Suspension from extracurricular activities during time of suspension.

VII. Repeated Offenses or Series of Prohibited Conduct.

A. Two (2) or more violations of prohibited conduct or violation of two (2) or more of the acts prohibited herein within the academic school year which constitute a substantial interference with school purposes. Neb. Rev. Stat. §79-267(11).

1. Sanction. Unless otherwise provided herein, prohibited conduct otherwise subject to short-term suspension shall be subject to long-term suspension; conduct otherwise subject to long-term suspension shall be subject to expulsion; prohibited conduct initially subject to expulsion shall be again subject to expulsion.

VIII. Curtailement of Extracurricular Activities.

A. General Statement. When reasonably necessary to aid the student, further school purposes, or prevent interference with the educational process, the District shall curtail a student's participation in District extracurricular activities. Students shall not be permitted to be on District property or participate in or attend District-sponsored extracurricular activities during the time period that the student is excluded from school for disciplinary reasons. In addition, students may be curtailed from extracurricular activities for misconduct taking place off school grounds and not at a school function, activity, or event during the academic school year pursuant to the provisions of this section and Rule 5400.4.

B. Period of Ineligibility for Conduct on School Grounds.

1. Period of Ineligibility. During any time period that a student is excluded from school due to short-term suspension, long-term suspension, expulsion, or emergency exclusion for conduct occurring on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or by his or her designee, or at a school-sponsored activity or athletic event, or any other place where the governing law permits the District to discipline students for prohibited conduct, the student so excluded shall also be ineligible for participation in extracurricular activities for the entire period of exclusion, and will also be prohibited from being on District property or attending any District-sponsored extracurricular events during the period of exclusion

2. Effective Following Semester if Necessary. The ineligibility period shall remain in effect during the following semester (including the following school year) if there are insufficient school days in the semester to complete the ineligibility period.
- C. Period of Ineligibility for Conduct off School Grounds. The following prohibited conduct occurring off school grounds not at a school function, activity, or event during the academic school year shall subject the student to the following periods of ineligibility for extracurricular activities:
1. Guns, etc. Knowingly possessing, handling, transmitting, using, intimidating with, or threatening with any object or material that is ordinarily and/or generally considered a firearm, explosive, destructive device, or weapon, including, but not limited to, guns, firearms, pipe bombs, stun guns, paint ball guns, air soft guns, B.B. guns and pellet guns, provided the student has received a citation by a law enforcement officer which involves the offense subject to this subsection or the student admits that he or she has violated this subsection.
 - a. Suspension from extracurricular activities for one (1) year.
 2. Other Weapons. Using or threatening with a knife, throwing star, brass knuckles, chemical substances (including, but not limited to, mace, pepper guns, and bleach), and any other object that could be used to injure a person, provided the student has received a citation by a law enforcement officer which involves the offense subject to this subsection or the student admits that he or she has violated this subsection.
 - a. Sanction. Ineligibility period of one (1) year.
 3. Sexual Contact. The intentional touching of another person's sexual or intimate parts or the intentional touching of another person's clothing covering the immediate area of the other person's sexual or intimate parts, without the consent of the other person. Sexual contact also includes the non-consensual touching by the other person of the actor's sexual or intimate parts or the clothing covering the immediate area of the actor's sexual or intimate parts when such touching is intentionally caused by the actor provided the student has received a citation by a law enforcement officer which involves the offense subject to this subsection or the student admits that he or she has violated this subsection.
 - a. Sanction. Ineligibility period of one (1) year.
 4. Possession of Alcohol or other Drugs. The use or possession of an illegal narcotic drug, drug paraphernalia, look-a-like substance, controlled substance, mood-altering or behavior-affecting substance, or alcoholic beverage, provided the student has received a citation by a law enforcement officer which involves the offense subject to this subsection or the student admits that he or she has violated this subsection.
 - a. First Offense. Ineligibility period of nineteen (19) school days. Parents, at their own expense, may choose to participate in a District-approved suspension reduction program. Successful completion of this program may reduce the curtailment of extracurricular activities a maximum of nine (9) school days (results in a total of ten (10) school days curtailment of extracurricular activities).
 - b. Second Offense. Suspension from extracurricular activities for one (1) year. Prior violations of subsection III(A) on or off school grounds will be included as previous offenses.
 5. Distribution of Alcohol or other Drugs. The dispensing, sale, or the intent to sell or dispense an illegal narcotic drug, look-a-like substance, controlled substance, mood-altering or behavior-affecting substance, or alcoholic beverage, provided the student has received a citation by a law enforcement officer which involves the offense subject to this subsection or the student admits that he or she has violated this subsection.
 - a. Sanction. Ineligibility period of one (1) year.
 6. Under the Influence of Alcohol or other Drugs. Being intoxicated or under the influence of any illegal narcotic drug, controlled substance, prescribed medication by a student for whom the prescribed medication was not prescribed, mood-altering or behavior-affecting substance, or alcohol, provided the student has

received a citation by a law enforcement officer which involves the offense subject to this subsection or the student admits that he or she has violated this subsection. 123

- a. First Offense. Ineligibility period of nineteen (19) school days. Parents, at their own expense, may choose to participate in a District-approved suspension reduction program. Successful completion of this program may reduce the curtailment of extracurricular activities a maximum of nine (9) school days (results in a total of ten (10) school days curtailment of extracurricular activities).
 - b. Second Offense. Suspension from extracurricular activities for one (1) year. Prior violations of subsection III(G) on or off school grounds will be included as previous offenses.
7. Physical Injury to District Employees, Volunteers, and Students. Causing or attempting to cause personal injury to any District employee, school volunteer, or to any student, provided the student has received a citation by a law enforcement officer which involves the offense subject to this subsection or the student admits that he or she has violated this subsection.
- a. Sanction. Ineligibility period of remainder of the semester or nineteen (19) school days, whichever is more.
 - b. Second Offense. Suspension from extracurricular activities for one (1) year. Prior violations of subsection II(B) on or off school grounds will be included as previous offenses.
8. Sexual Assault or Attempted Sexual Assault. Sexually assaulting or attempting to sexually assault any person, provided the student has received a citation by a law enforcement officer which involves the offense subject to this subsection, the student admits that he or she has violated this subsection, or a complaint has been filed by a prosecutor in a court of competent jurisdiction alleging that the student has sexually assaulted or attempted to sexually assault any person.
- a. Sanction. Ineligibility period of one (1) year.
9. Theft/Larceny. Committing a burglary or theft that constitutes a felony, provided the student has received a citation by a law enforcement officer which involves the offense subject to this subsection or the student admits that he or she has violated this subsection.
- a. Sanction. Ineligibility period of one (1) year.
10. Repeated Offenses. Two (2) or more offenses of one (1) of the above prohibited actions. Prior offenses of the above prohibited actions will be included as previous offenses.
- a. Sanction: Ineligibility period of one (1) year.
- D. District Events During Ineligibility Period. Students who are ineligible for participation in extracurricular activities will also be prohibited from attending any District-sponsored extracurricular events during the ineligibility period.
- E. Effective Following Semester if Necessary. The ineligibility period shall remain in effect during the following semester (including the following school year) if there are insufficient school days in the semester to complete the ineligibility period.
- F. Commutation. Penalties assigned under this Section may be reduced by the Superintendent or Superintendent's designee upon the successful completion of counseling, community service, or other alternatives to curtailment set by the District. The District shall have the sole discretion in determining whether the student is eligible for commutation, and what form the counseling, community service, or other alternatives to curtailment must be successfully completed before commutation may take place. Any costs associated with counseling, community service, or other alternatives to curtailment shall be borne by the student or the student's parent(s) or guardian(s).
- G. Effective Date. The effective date of the curtailment of extracurricular activities shall be the date that the principal or principal's designee provides the student with the oral or written notice of the charges except the principal shall not issue a letter of curtailment until there is a student admission, court decision or uncontested citation.

- A. "Alcoholic beverage" shall mean any substance subject to the jurisdiction of the Nebraska Liquor Commission.
- B. "Citation" shall mean a summons to appear in court issued by a law enforcement officer.
- C. "Controlled substance" shall mean opiates, opium derivatives, depressants, stimulants, and the substances and derivatives as defined by Neb. Rev. Stat. §28-401(4) including, but not limited to, "uppers", "downers", barbiturates, amphetamines, LSD, heroin, hashish, hallucinogenic or cocaine, and substances, such as glue, to the extent any such substance is used for the purpose of mood or behavior alteration by a student, and any other substance which alters the mood or behavior and which is not taken for medical purposes (e.g., steroids).
- D. "Curtailment of extracurricular activities" shall mean that the student is ineligible for participation in or attending any extracurricular activities. During any time that a student is excluded from school for conduct occurring while within school jurisdiction, the student is ineligible for participation in or attending any extracurricular activities.
- E. "Destructive device" shall mean (1) any explosive, incendiary or poison gas-bomb, grenade, rocket having a propellant charge of more than four (4) ounces, missile having an explosive or incendiary charge of more than one-quarter ounce, mine, or device similar to any of the devices described in the proceeding clauses; (2) any type of weapon (other than a shotgun shell which is generally recognized as particularly suitable for sporting purposes) by whatever name known which will, or which may be readily converted to expel a projectile by the action of an explosive or other propellant, and which has any barrel with a bore of more than one-half inch in diameter; and (3) any combination of parts either designed or intended for use in converting any device into any destructive device or from which a destructive device may be readily assembled.
- F. "Exclusion" shall mean that time period a student is excluded from school during short-term suspension, long-term suspension, emergency exclusion, or expulsion. It may also mean that period that the student is mandatorily reassigned.
- G. "Expulsion" shall mean exclusion from all schools in the District (except the location designated for alternative education).
- H. "Extracurricular activities" shall mean all athletic teams, activities, groups, clubs, homecomings, proms, dances, graduation ceremonies, and all other organizations or events sponsored by or associated with the District which are not part of the District curriculum.
- I. "Firearms" shall mean (1) any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive; ~~or by the action of compressed gases or air, or by the action of the frame or receiver;~~ (2) the frame or receiver of any such weapon; (3) any firearm muffler or firearm silencer; or (4) any destructive device. Such term does not include an antique firearm. ~~Such term does not include any object that is ordinarily or generally considered a firearm or gun, including, but not limited to, stun guns, paint ball guns, air soft guns, B.B. guns, and pellet guns.~~
- J. "Illegal narcotic drug" shall mean the illegal substances as defined by Neb. Rev. Stat. §28-401(15).
- K. "Ineligibility period" shall mean that period of time that a district student is prohibited from participating in and/or attending any district extracurricular activities.
- L. "Injury" shall mean damage to a person that results in a specific wound or wounds that requires first aid treatment or a physician's care.
- M. "Long-term suspension" shall mean exclusion from all schools in the District for more than five (5) school days but less than twenty (20) school days.
- N. "Look-a-like substance" (also known as imitation controlled substance) shall mean any substance which is not a controlled substance, but which by its appearance (including, but not limited to, color, shape, size, markings, or packaging) or by representations made, induce or are intended to induce, persons to believe that the substance is a controlled substance. "Look-a-like substance" shall include any beverage containing alcohol or a beverage that is represented to contain alcohol.
- O. "Medication" shall be broadly defined and shall mean all prescribed medications, over the counter and other non-prescribed medications, and all chemical substances, compounds, homeopathic substances, herbs, vitamins, and/or

devices, which purport to aid in a person's health or well-being or are intended for use in the diagnosis, cure, mitigation, treatment, or prevention of diseases, or are intended to affect the structure or any function of the body; and any device, instrument, apparatus, implement, machine, contrivance, implant, or other similar or related article, including any component part or accessory, which is prescribed by a physician, physician assistant, or advanced practice registered nurse, and dispensed by a pharmacist or other person authorized by law.

- P. "Non-prescribed medication" shall mean all medications which are available without a prescription or order from a person who is licensed under the laws of Nebraska to prescribe medications.
- Q. "On school grounds" shall mean on District property, in a vehicle owned, leased, or contracted by the District being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or his or her designee, or at a school-sponsored activity or athletic event.
- R. "One year" shall mean the three hundred sixty-five (365) days that follow the acts at issue.
- S. "Prescribed medication" shall mean all medications which are available only with a prescription or order from a person who is licensed under the laws of Nebraska to prescribe medications.
- T. "Public indecency" shall mean performing, procuring, or assisting any other person to perform, in a public place and where the conduct may reasonably be expected to be publicly viewed: (1) An act of sexual penetration; (2) An exposure of the genitals, female breasts or buttocks of the body done with intent to affront or alarm any person; or (3) A lewd fondling or caressing of the body of another person of the same or opposite sex.
- U. "School day" shall mean any day that school is in session and students are attending academic courses. It does not include practices for extracurricular activities held during the summer, or weekends and vacations that occur during the academic school year.
- V. "School jurisdiction" shall mean on District property, in a vehicle owned, leased, or contracted by the District being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or his or her designee, or at a school-sponsored activity or athletic event, or any other place where the governing law permits the District to discipline students for prohibited conduct.
- W. "Sexual assault" shall mean sexual assault in the first degree as defined in Neb. Rev. Stat. §§28-319, sexual assault in the second degree as defined in Neb. Rev. Stat. §28-320, sexual assault of a child in the second or third degree as defined in Neb. Rev. Stat. §28-320.01, or sexual assault of a child in the first degree as defined in Neb. Rev. Stat. §28-319.01, as such statutes now provide or may hereafter be amended.
- X. "Sexual or intimate parts" shall mean the genital area, groin, inner thighs, buttocks or breasts.
- Y. "Short-term suspension" shall mean exclusion from all schools in the District not to exceed five (5) school days.
- Z. "Under the influence" shall mean the manifestation of physical and physiological symptoms or reactions caused by the use of any illegal narcotic drug, controlled substance, mood-altering or behavior-affecting substance, prescribed medication by a student for whom the prescribed medication was not prescribed, or alcohol.
- ~~AA. "Weapon" shall mean any object or material that is ordinarily or generally considered a firearm, explosive, or weapon, including, but not limited to, guns, firearms, pipe bombs, stun guns, paint ball guns, air soft guns, B.B. guns, and pellet guns.~~

Legal Reference: Neb. Rev. Stat. §§ 28-201 and 209
Neb. Rev. Stat. §§ 28-319, 319.01, 320 and 320.01
Neb. Rev. Stat. § 28-401
Neb. Rev. Stat. §§ 28-502 and 504
Neb. Rev. Stat. §§ 28-511, 518 and 519
Neb. Rev. Stat. § 28-907
Neb. Rev. Stat. § 28-1202 *et seq.*
Neb. Rev. Stat. § 28-1341
Neb. Rev. Stat. § 79-267
Neb. Rev. Stat. § 79-293

Related Rules: 5300.3
5400.1 through .5
5410.1
5420.1
5470.1
5480.1
5490.1
5600.2

Rule Approved: May 7, 2001

Revised: April 15, 2002; May 5, 2003; March 15, 2004; June 5, 2006

July 9, 2007; June 2, 2008; February 2, 2009; May 18, 2009, [May 17, 2010](#)

Millard Public Schools
Omaha, Nebraska

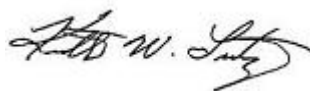
AGENDA SUMMARY SHEET**AGENDA ITEM:** Staff Evaluation System 2010-2011**MEETING DATE:** 17 May 2010**DIVISIONS:** Educational Services & Human Resources**TITLE AND BRIEF DESCRIPTION:** Staff Evaluation System Report**ACTION DESIRED:** APPROVAL DISCUSSION__ INFORMATION ONLY__**BACKGROUND:**

Minor adjustments of language and page formatting were made through out the handbook. Sections that were modified included

1. Appraisal Report - New Staff Induction language
2. Description of psychologist evaluations – Changed from Director of Pupil Services to Director of Special Education
3. Intensive Assistance - Slight wording changes for better alignment to the Millard Instructional Model and current practice
4. Administrator Addendum – Updated sample letter of reprimand, letter of summary template, and principal evaluator list for 2010-2011

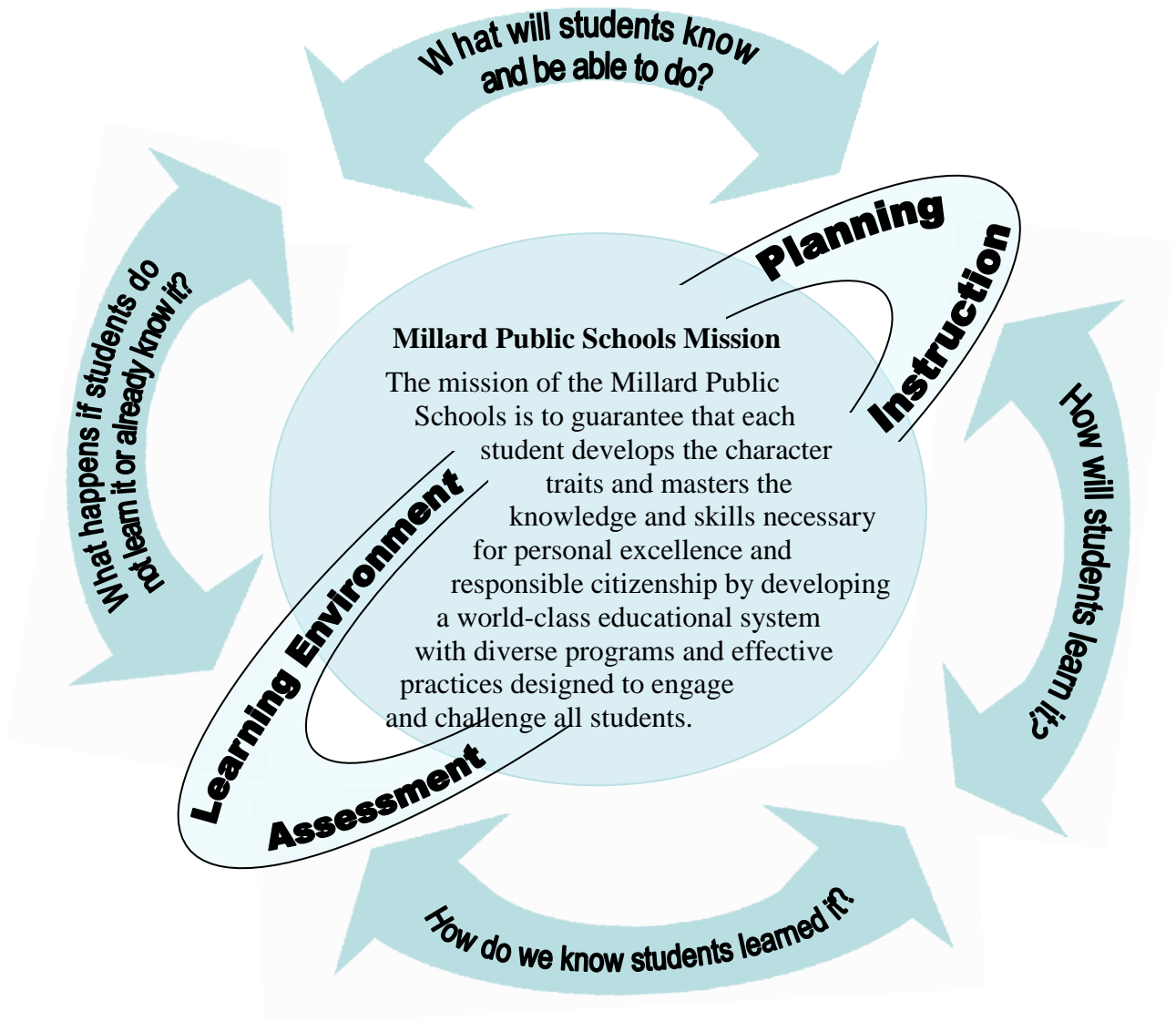
Board policy and rule 4160, 4160.1 and 4160.2 outline the staff evaluation procedure to be in compliance with Rule 10. Pending Board approval of the revised Staff Evaluation System, the Staff Evaluation Handbook will be submitted to the Nebraska Department of Education for final approval.

RECOMMENDATIONS: Support the minor revisions of the Staff Evaluation System**STRATEGIC PLAN REFERENCE:** Strategy (Implemented 1990) – We will develop and implement plans to ensure the highest quality of staff.**PERSON(S) RESPONSIBLE:** Dr. Kim Saum-Mills, Dr. Jim Sutfin, Mr. Kevin Chick and Mr. Chad Meisgeier**ASSOCIATE SUPERINTENDENT'S APPROVAL:**

SUPERINTENDENT'S APPROVAL:


Millard Public Schools

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Teacher Evaluation and Professional Growth Cycle

Dr. Penny Kowal, Original Team Leader (1993-1995)

Dr. Donna Flood, Update Team Leader (2002-2003)

Dr. Kim Saum-Mills, Update Team Leader (2005-2007)

Many thanks to the following members who worked to develop the original Teacher Evaluation and Professional Growth Cycle in 1993-1994:

Dr. Gary Barta, Dr. Carol Beaty, Dr. Bill DeLoach, Ms. Paula Ellis, Ms. Lynne Elwood, Ms. Paulette Freis, Mr. Dennis Gehringer, Ms. Ellen Hartfield, Ms. Lori Jasa, Dr. Jed Johnston, Dr. Deb Kolc, Ms. Marsha Krabbenhoft, Ms. Nancy Lindahl, Mr. Bob Lykke, Ms. Helen Lykke-Wisler, Ms. Annette Mahoney, Dr. Carol Newton, Dr. Marie Trayer, and Dr. Dick Wollman

Special thanks to the administrators and staff members who participated as the Step-Ahead schools during our three year implementation process starting in 1994-1995:

Cottonwood Elementary School, Ezra Millard Elementary School, Neihardt Elementary School, Millard North Middle School and Millard South High School

During the 2002-2003 school year, the Teacher Evaluation and Professional Growth Cycle was updated to reflect language related to the infusion of technology into instruction. We extend our appreciation to the following staff members who contributed to this process:

Ms. Michelle Baldwin, Ms. Peggy Brendel, Dr. Martha Bruckner, Mr. Chuck Burney, Mr. Kevin Chick, Dr. Mark Feldhausen, Mr. Terry Houlton, Ms. Chris Ingram, Ms. Lori Jasa, Dr. Jed Johnston, Ms. Nancy Johnston, Ms. Vicki Kaspar, Mr. Tony Levy, Ms. Susan Livingston, Mr. Norm Melichar, Dr. Carol Newton, Dr. Nila Nielsen, Ms. Paula Peal, Dr. Judy Porter, Mr. Len Sagenbrecht, Dr. Kim Saum-Mills, Ms. Charlene Snyder, Dr. Jim Sutfin, Ms. Cali Watton, Ms. Jerri Wesley, Dr. Rick Werkheiser, and Ms. Joan Wilson

The 2002-2003 Teacher Evaluation Update Committee accepted the following definitions for “technology” and “technology integration”:

Technology – Electronic tools used to facilitate teaching and learning that include, but are not limited to, desktop computers, laptops, tablets, handhelds, projection systems, DVD/VHS/Laser disk players, overhead projectors, whiteboard display systems, calculators, scanners, printers, digital (video) cameras, etc.

Technology Integration – The effective application of electronic tools, beyond basic operations and concepts, by students to access knowledge, collaborate with peers, engage in higher-order thinking, and solve meaningful, real-life problems, and by teachers to plan learning experiences, manage resources and the learning environment, provide appropriate instruction, and facilitate the assessment of student learning.

A great deal of appreciation is extended to the following educators who served on the 2005-2006 MIM³² (Millard Instructional Model) Committee and contributed to the 2006 Revision of the Millard Instructional Model.

Ms. Deb Ady, Dr. Carol Beaty, Dr. Martha Bruckner, Dr. Christi Buell, Ms. Sharon Comisar-Langdon, Ms. Molly Erickson, Ms. Nancy Johnston, Ms. Linda Kolbusz-Kosan, Dr. Carol Newton, Ms. Heather Phipps, Dr. Judy Porter, Dr. Kim Saum-Mills, Ms. Nancy Thornblad, Ms. Barb Waller, Ms. Marge Welch, and Ms. Jerri Wesley.

During the first implementation year of the revised Millard Instructional Model (MIM) in 2006-2007, the teacher evaluation committee met the following objective: *The committee will evaluate the MPS Teacher Evaluation System by assessing the effectiveness and recommend changes as (or if) needed.*

Members of the committee in 2006-2007 were Ms. Deb Ady, Ms. Lori Bartels, Dr. Carol Beaty, Mr. Nolan Beyer, Dr. Martha Bruckner, Ms. Melissa Byington, Ms. Sharon Comisar-Langdon, Ms. Ann Gapinski, Ms. Micky Gehringer, Ms. Marti Harris, Ms. Lori Jasa, Ms. Nancy Johnston, Dr. Vicki Kaspar, Dr. Deb Kolc, Ms. Dawn Marten, Mr. Jim Mercer, Dr. Nila Nielsen, Ms. Paula Peal, Dr. Judy Porter, Mr. Matt Rega, Ms. Dianna Ringleb, Dr. Kim Saum-Mills, Dr. Jim Sutfin, Ms. Jerri Wesley, and Ms. Jessica Wilkinson.

The teacher evaluation committee met in September 2006 to determine if changes to evaluation system would improve instruction and student learning. The committee conducted a review of research on best practices of teacher evaluation and surveyed Millard staff on the current evaluation system to determine if a change to the system was needed.

Research Findings

Research suggested that clinical supervision, MPS current evaluation model, may not be the optimal teacher evaluation system to improve instruction for permanent certified teachers, which would then increase student achievement. Dr. Rick DuFour suggested that although he spent a grueling amount of time to perfect the “clinical supervision” process of teacher evaluation, he didn’t make a significant impact in student achievement until he stopped focusing on what the teacher was teaching and turned his attention to what students were learning. In DuFour’s article, *The Learning-Centered Principal*, he proposes the questions, “To what extent are the students learning the intended outcomes of each course? And what steps can I take to give both students and teachers the additional time and support they need to improve learning?”

Mike Schmoker also offers researched based arguments for changing the way schools approach teacher evaluation and professional development. In *Results Now*, Schmoker believes that, “among leadership’s most ineffective practices is teacher and administrative evaluation.” Schmoker also provides support for multiple walk-through observations throughout the year and a focus on learning by assisting teachers with “how” to teach and “what” to teach. Schmoker cites Jim Collins, author of *Good to Great*, “Effective leaders see what is essential and ignore the rest.” Collins believes leaders should, “focus on what is vital-and eliminate all of the extraneous distractions...stop doing the senseless things that consume so much time and energy.”

Leading expert and former building administrator, Kim Marshall, advocates for change to the traditional teacher evaluation model as well. Marshall notes, “Even though I had made frequent visits to this teacher’s classroom and followed up with informal chats to discuss my impressions, I’d really seen less than 1% of her teaching. I knew little about her dealings with parents or colleagues and had no data on how much her students were learning...1) my evaluations were based on grossly inadequate information; 2) they were therefore superficial and often missed the target; 3) this was why teachers paid so little attention to them and rarely made changes based on what I wrote; and therefore, 4) spending hours and hours on this process was not a good use of my time. If our current approach to teacher evaluation is chewing up large amounts of time without producing results, it needs to be changed.”

Research states a walk-through observation is a highly effective component of teacher evaluation. The Principals’ Partnership, www.principalspartnership.com/feature203.html, supports walk-through observations and offers the following advice: “One of the most promising strategies for providing leadership is brief and focused visits to the classrooms for the purpose of observing, first hand, the instruction that is provided and the needs of staff and students in the school.”

Survey Findings

Consultant Dr. John Crawford assisted the teacher evaluation committee in creating the questions used in the MPS staff survey. A random selection of staff shared their perceptions of Millard’s teacher evaluation system by participating in the electronic survey. Of the 388 staff members who participated in the survey; 158 were elementary staff, 111 were middle level staff and 98 were high school staff. Nine teachers identified themselves as multi-level and 12 teachers were on teaching contracts but not currently in the classroom. A similar survey was given to all building administrators. Of the 49 building administrators who participated in the survey; 20 were elementary level, 16 were middle level and 13 were high school level.

The analysis of the survey results led the committee to believe change to the evaluation system was needed. Many administrators felt refinement to the current growth cycle would improve instruction and student learning. Principals also felt an evaluation system that included walk-through observations was a more effective evaluation model.

The survey results from teachers also supported a change to the current evaluation system. Many teachers felt the current evaluation system was ineffective. Teachers felt the current system represented hoops of procedures and protocols in which teachers must jump through. Some teachers stated little improvement of instruction occurred based on their evaluation. Teachers supported the idea of having multiple walk-through observations, which puts the evaluator in a classroom several times a semester.

Conclusion

The teacher evaluation committee discovered that research suggests a paradigm shift from how the majority of American schools conduct teacher evaluation. In combining research and survey results, the committee concluded that changes to the Millard teacher evaluation system could improve instruction and student learning. Therefore, the committee created a teacher evaluation pilot program. The pilot program was implemented in 2007-2008 at Montclair Elementary, Reagan Elementary, Rockwell Elementary, Kiewit Middle School, and Millard South High School. The pilot did not suggest any changes to the Intensive Assistance Program. The current teacher evaluation system remained in place for the rest of the staff in 2007-2008.

Title: Teacher (includes classroom and special assignments)

Reports: Building Principal

General Summary: Teachers teach students by reflecting on the following questions when planning effective instruction and meaningful assessment, managing the instructional environment, and performing other professional responsibilities: 1) What will students know and be able to do?; 2) How will students learn it?; 3) How do teachers know students learn it?; 4) What happens if students do not learn it or already know it?

- I. Teachers plan with individual learning results in mind.
- II. Teachers plan well-designed and executed units and lessons for maximum student participation using the Millard Instructional Model.
- III. Teachers provide students with many opportunities to learn the prescribed and Board adopted curriculum of the Millard Education Program.
- IV. Teachers provide students many opportunities to develop the capacity to understand and apply knowledge in meaningful ways.
- V. Teachers continually monitor student progress by using achievement and other student data, and adjust their teaching to optimize individual learning.
- VI. Teachers provide proactive intervention to students who are not meeting individual learning goals.
- VII. Teachers grade for learning so that student grades reflect evidence of learning.
- VIII. Teachers establish positive, productive environments where students are actively engaged.
- IX. Teachers clearly teach and effectively implement the Millard policy on student behavior.
- X. Teachers uphold high expectations for students to meet challenging and differentiated learning goals.
- XI. Teaching professionals initiate meaningful personal, professional growth and contribute to school and district improvement.
- XII. Teaching professionals perform school-related responsibilities.
- XIII. Teachers participate in collaborative teams to analyze student learning data to improve instruction and increase student achievement.
- XIV. Teachers perform other duties as assigned by the principal.

Qualifications:

1. Education Level: Bachelor's degree is required, additional training and/or graduate hours and/or graduate degrees in education or subject area(s) is preferred.
2. Certification or Licensure: Valid Nebraska Teaching Certificate. It is preferred that the teacher endorsed by the State of Nebraska to teach the particular subjects of the assignment
3. Experience desired: Classroom teaching experience is preferred.
4. Other requirements: Possess skills that will enable the teacher to perform the required responsibilities. Be physically able to perform required responsibilities.

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>100</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: _____

Revised: 9/14/1998
4/25/2008

Millard Public Schools

The staff evaluation described in this handbook was developed and reaffirmed by the Staff Evaluation Development and Update Teams to support the mission of the Millard Public Schools:

The mission of the Millard Public Schools is to guarantee that each student develops the character traits and masters the knowledge and skills necessary for personal excellence and responsible citizenship by developing a world-class educational system with diverse programs and effective practices designed to engage and challenge all students.

Purposes of Staff Evaluation within Millard Public Schools

Accountability:

- to ensure all students learn the academic and life skills necessary for responsible living
- to ensure that *Practices That Promote Successful Student Learning* continue in the classroom

Professional Growth:

- to foster the continuous improvement of teaching and learning by teachers

School Improvement:

- to promote the integration of site-based plans and the district strategic plan with instructional improvement through staff development

Teacher Performance Criteria

Teachers will be evaluated with respect to the Millard Instructional Model: Practices That Promote Successful Student Learning. The defining attributes for evaluating instruction with respect to each of these practices are presented in this handbook. The practices and their defining attributes are supported through professional consensus and the research on practices that promote successful student learning.

It is essential that teachers review these practices and develop a clear understanding of the criteria, which serves as the basis of the teacher evaluation system. The practices and defining attributes used to evaluate instruction in Millard Public Schools includes a broad range of behaviors. They are used to guide teacher growth and development beyond competency to higher levels of proficiency.

Select Staff Performance Criteria

Select staff (i.e. counselors, social workers, school psychologists, special education itinerant staff, information/technology specialists, and school nurses) will be evaluated with respect to the identified best practices for the specified position. The defining attributes for evaluating these positions with respect to each best practice are presented in this handbook.

It is essential that staff members review their best practices to develop a clear understanding of the criteria, which serve as the basis of the evaluation system. The practices are used to guide growth and development beyond competency to higher levels of proficiency.

Instructional Walk-through Observations for Teachers

Evaluators are encouraged to conduct numerous instructional walk-through observations for each certificated staff member per year. The date of each walk-through observation should be documented. Evaluators will focus on four areas when conducting instructional walk-through observations: Curriculum, Instruction, Student Engagement, and Safety (CISS).

Walk-through Observations for Select Staff

Evaluators are encouraged to conduct numerous walk-through observations for each select staff member each year. The date of each walk-through observation should be documented. Evaluators will focus on best practices for the specified position. (i.e. counselors, social workers, school psychologists, special education itinerant staff, information/technology specialists, and school nurses) Walk-through observations may include meetings, classroom instruction, and interactions with students, staff, or parents.

Teacher & Select Staff Evaluation Cycle

Years 1-3 (Probationary Teachers & Special Circumstances)	Appraisal Phase
Year 4-and more	Continuous Growth Phase

- .5 FTE will remain in Appraisal Phase on Probationary Status for six years.
(79-825 Revised Statutes)
- An evaluator can move a teacher/select staff back to the Appraisal Phase at any time.

Intensive Assistance Program

When the standards for performance in the Millard Instructional Model for certificated staff or best practice for select staff are not met, the staff member may be placed in the Intensive Assistance Program. Intensive Assistance is part of the Appraisal Phase of the evaluation system. If Intensive Assistance is indicated, staff currently in the Appraisal Phase can be placed directly in Intensive Assistance. Staff currently in the Continuous Growth Phase will be moved to the Appraisal Phase at the time Intensive Assistance is indicated. Staff may move to the Appraisal Phase at any point in the evaluation process. Information about the Intensive Assistance Program may be found in this handbook.

Teacher Evaluation

Teacher Evaluation Phases

Appraisal Phase

All probationary teachers who have been employed with Millard three years or fewer will be in the Appraisal Phase until they move to permanent certificated status. Some permanent certificated staff will participate in the Appraisal Phase; in-district transfers, new teaching assignments within the school, those not meeting district standards/MIM, or those assigned at administrative discretion.

1. By the end of September, the evaluators will review the evaluation procedures with teachers. (Policy 4160.1)
2. Each teacher on the Appraisal Phase will have three classroom observations. The evaluator will record the dates on the Appraisal Report.
3. Two of the three observations should be full instructional periods. One full instructional period observation should be completed prior to winter break. The other full instructional period observation should be completed between winter break and spring break. All announced observations require a Pre-observation Form completed by the teacher and submitted to the evaluator prior to the observation.
4. All three observations require a Post-observation Reflection Form completed by the teacher following the observation.
5. After each observation, a Post-observation Conference will take place between the teacher and evaluator. The teacher should bring the completed Post-observation Reflection Form to the conference. As a result of the dialogue during the conference, the evaluator will finalize the Classroom Observation Form.
6. By May 1, a Spring Conference will take place with the teacher and evaluator. Prior to the Spring Conference, the teacher will complete the assigned sections of the Appraisal Report. As a result of the dialogue during the conference, the evaluator will finalize the Appraisal Report.
7. Throughout the year, the evaluator will conduct several instructional walk-through observations focusing on the CISS criteria (Curriculum, Instruction, Student Engagement & Safety). The evaluator will record the dates on the Appraisal Report.

Appraisal Phase Time Line for Evaluators

August-September ~ Review evaluation procedures with all certificated staff (Policy 4160.1)

By Winter Break ~ Conduct two classroom observations followed by the Post-observation Conference – one of these two observations should be for the full instructional period
~ Complete several instructional walk-through observations

By Spring Break ~ Conduct the third classroom observation followed by the Post-observation Conference – this observation should be for the full instructional period
~ Complete several instructional walk-through observations

By May 1 ~ Complete the Appraisal Report and conduct the Spring Conference

Continuous Growth Phase

All permanent certificated staff, 4 or more years with MPS, will be evaluated annually. Formal classroom observations are optional. Some permanent certificated staff will participate in the Appraisal Phase; in-district transfers, new teaching assignments within the school, those not meeting district standards/MIM, or those assigned at administrative discretion.

1. By the end of September, the evaluators will review the evaluation procedures with teachers. (Policy 4160.1)
2. By the end of September, a Fall Conference will take place with the teacher and evaluator to establish and discuss the teacher's continuous growth goal and plan of action. This goal should focus on student achievement. The teacher will complete the assigned sections on the Continuous Growth Form prior to or during the Fall Conference.
3. Between December and February, the evaluator will communicate a progress check with teachers about their progress toward their continuous growth goal. This progress check may be via an e-mail or a face-to-face meeting.
4. Between February and April, a Spring Conference will take place with the teacher and evaluator to discuss the teacher's progress toward the continuous growth goal. The evaluator will bring the Continuous Growth Report. The teacher will bring the completed Continuous Growth Reflection Form, in addition to evidence of progress toward the goal and professional growth. Evidence of progress can be shared in a variety of ways. Examples include, but are not limited to:
 - Narrative of successful reteaching activities
 - Examples of student work
 - Examples of data from common formative assessments
 - Evidence of peer observations
 - Examples of student and/or parent feedback
 - Analysis of videotaped lesson(s)
 - Evidence of collaborative lesson study
 - Evidence of learning application from workshops, conferences, or staff development sessions
5. Throughout the year, the evaluator will conduct several instructional walk-through observations focusing on the CISS criteria (Curriculum, Instruction, Student Engagement & Safety). The evaluator will record the dates on the Continuous Growth Report.

Continuous Growth Phase Time Line for Evaluators

August-September ~ Review evaluation procedures with all certificated staff (Policy 4160.1)

August-September ~ Fall Conference

By Winter Break ~ Complete several instructional walk-through observations

December-February ~ Progress Check

By Spring Break ~ Complete several instructional walk-through observations

February-April ~ Complete the Continuous Growth Report and conduct the Spring Conference

Appraisal Phase Pre-observation Form

Teacher's Name _____

Evaluator's Name _____

Observation Date and Time _____

Grade(s) _____ Subject _____ School _____

There may be more than one learning objective in a lesson. When completing the questions below, consider your main learning objective. Complete form and submit to your evaluator prior to the observation.

1. What will students know and be able to do because of this lesson?
(Skill/Concept)

2. Which level of Bloom's Taxonomy will be used in your lesson?
(Knowledge, Comprehension, Application, Analysis, Synthesis, Evaluation)

3. How will students learn it?
(Input/Strategies/Learning Activities - Attach your lesson plan or describe the anticipatory set, steps in lesson, closure, and assignment.)

4. How will you know students learned it?
(Output/Assessment)

5. How does your learning objective relate to an objective in the MEP Curriculum?

Use your answers in questions 1-4 to complete the following main learning objective for this lesson.

The learner will demonstrate

_____ of _____
 Bloom's Level of Thinking Skill/Concept

by _____
 Bloom's Power Word Output That Demos/Validates The Learning

6. How will you differentiate instruction for students who do not learn the concept/skill or who already know the concept/skill?

7. Are there any unusual circumstances, special considerations or prior instruction the evaluator should be aware of when observing this lesson?

Appraisal Phase Post-observation Reflection Form

Teacher's Name _____

Evaluator's Name _____

Observation Date _____

Grade(s) _____ Subject _____ School _____

The purpose of this form is to help you reflect on the lesson and main learning objective. Complete this form prior to the post-observation conference with your evaluator. Bring two copies to the post-observation conference.

1. What was the main learning objective?

2. How does your main learning objective relate to an objective in the MEP Curriculum?

3. What went well with your lesson?

4. How do you know students mastered the main learning objective and what is your evidence?

Appraisal Phase Classroom Observation Form

Teacher's Name _____

Evaluator's Name _____

Observation Date _____ Time In _____ Time Out _____

Grade(s) _____ Subject _____ School _____

1. Was the stated learning objective of the lesson observed?

The learner will demonstrate

_____ of _____
Bloom's Level of Thinking Skill/Concept

by _____
Bloom's Power Word Output That Demos/Validates The Learning

2. Activities observed

3. What specific instructional practices helped the students achieve the main learning objective?

4. What evidence is there that the main learning objective was met or not met?

5. Evaluator's comments (reflective questions, recommendations, and/or commendations) on the observation with respect to the MIM: *Practices That Promote Successful Student Learning* (Planning, Instruction, Assessment, Learning Environment, Professional Responsibilities) and overall work performance

6. Deficiencies noted in observation and/or overall work performance with steps for improvement

7. The classroom observation was for (check one) _____ an entire instructional period.

_____ a partial instructional period.

Evaluator's Signature

Position

Date

Teacher's Signature

Date

___ I concur with the analysis and recommendations.

___ I do not concur and I have a right to respond in writing.

Appraisal Phase Appraisal Report

Teacher's Name _____

Evaluator's Name _____

Spring Conference Date _____

Grade(s) _____ Subject _____ School _____

The teacher will complete numbers 1-3 prior to the Spring Conference. The evaluator will complete numbers 4-9 based on the dialogue from the Spring Conference.

1. Teacher's self-reflection of overall performance with respect to the *MIM: Practices That Promote Successful Student Learning* (Planning, Instruction, Assessment, Learning Environment, Professional Responsibilities)

What are your teaching strengths?

Where have you seen growth this year?

What are your areas of focus for next year?

Evaluator Comments

2. New Staff Induction Program

_____ N.A. - If you are not involved in the New Staff Induction Program, skip question two.

_____ Year 1 – Mentoring Relationships

_____ Year 2 - Peer Coaching Partnerships

_____ Year 3 - Extended Professional Experiences

Discuss your experience in the New Staff Induction Program and the additional support you need.

Evaluator Comments (Optional)

3. Work Related To Professional Responsibilities

List professional growth, graduate classes, and workshops/conferences you have attended this school year.

List workshops/in-services you have presented this school year.

List building/district responsibilities you have participated in this school year.

4. Evaluator's summative comments on overall work performance (reflective questions, recommendations, and/or commendations)

5. Deficiencies noted in overall work performance with steps for improvement

6. Next Year's Phase

Appraisal Phase (continued) Continuous Growth Phase Intensive Assistance
Provide a rationale statement if Appraisal Phase or Intensive Assistance is checked.

7. Classroom Observation Dates

8. Instructional Walk-through Observations Dates

9. Recommended for

re-election conditional re-election dismissal

Evaluator's Signature

Position

Date

Teacher's Signature

Date

I concur with the analysis and recommendations.

I do not concur and I have a right to respond in writing.

Continuous Growth Phase Continuous Growth Report

Teacher's Name _____

Evaluator's Name _____

Grade(s) _____ Subject _____ School _____

The teacher will complete numbers 1-3 prior to or during the Fall Conference. The evaluator will complete numbers 4-12 throughout the year.

1. Continuous Growth Goal

The S.M.A.R.T. goal should be focused on student achievement. Teachers are encouraged to revise or add to the goal throughout the year as needed.

2. Action steps and timeline to meet the steps:

Action Steps	Timeline

3. Evaluation Criteria: How will you know if you met your goal?

4. Fall Conference Date _____

5. Continuous Growth Goal Agreement Date _____

6. Continuous Growth Goal Revision/Addition Date _____

7. Continuous Growth Goal Progress Check Date _____

8. Instructional Walk-through Observation Dates

9. Spring Conference and Review of Continuous Growth Reflection Form Date _____

Evidence of progress can be shared in a variety of ways. Circle the examples that were discussed. Examples include, but are not limited to:

- Narrative of successful reteaching activities
- Examples of student work
- Examples of data from common formative assessments
- Evidence of peer observations
- Examples of student and/or parent feedback
- Analysis of videotaped lesson(s)
- Evidence of collaborative lesson study
- Evidence of learning application from workshops, conferences, or staff development sessions
- Other _____

10. Evaluator's summative comments on overall work performance (reflective questions, recommendations, and/or commendations)

11. Deficiencies noted in overall work performance with steps for improvement

12. Next Year's Phase

___ Continuous Growth Phase (continued) ___ Appraisal Phase ___ Intensive Assistance

Provide a rationale statement if Appraisal Phase or Intensive Assistance is checked.

Evaluator's Signature

Position

Date

Teacher's Signature

Date

___ I concur with the analysis and recommendations.

___ I do not concur and I have a right to respond in writing.

Continuous Growth Phase Continuous Growth Reflection Form

Teacher's Name _____

Evaluator's Name _____

Date _____

Grade(s) _____ Subject _____ School _____

The teacher will bring this completed form to the Spring Conference, in addition to evidence of progress toward the goal and professional growth. Evidence of progress can be shared in a variety of ways. Examples include, but are not limited to:

- Narrative of successful reteaching activities
- Examples of student work
- Examples of data from common formative assessments
- Evidence of peer observations
- Examples of student and/or parent feedback
- Analysis of videotaped lesson(s)
- Evidence of collaborative lesson study
- Evidence of learning application from workshops, conferences, or staff development sessions
- Other _____

1. Continuous Growth Goal

2. What have you accomplished toward your goal?

3. What existing data supports your progress towards your goal?

4. How did your work toward your goal affect student achievement?

5. What did you learn from your work toward your goal thus far?

6. Is there any need to modify or adjust your goal?

7. What are your next steps?

Work Related To Professional Responsibilities

8. List professional growth, graduate classes, and workshops/conferences you have attended this school year.

9. List workshops/in-services you have presented this school year.

10. List building/district responsibilities you have participated in this school year.

Millard Instructional Model

Instructional Model

for

Millard Public Schools

(Revised 2006; 2007)

**5606 South 147th Street
Omaha, Nebraska
68137**

The Millard Strategic Plan called for the development of an Instructional Model representing research on effective teaching. The first draft of the model was developed by a team of administrators and teachers in 1992. This draft was a hybrid of the staff development programs offered in Millard in the past ten years: Cooperative Learning, Thinking Skills, Learning Styles, ITIP, Advanced ITIP, Developing Independent Learners, Reading-Writing In-services.

Another charge from the Millard Strategic Plan was to create a new teacher evaluation process. A team of teachers and administrators was established to develop a new system. An important element of that system was the Instructional Model. Using the work of Dr. Ed Iwanicki from the University of Connecticut and the 1992 draft of the Instructional Model, a writing team of administrators and teachers formed the Indicators of Effective Teaching.

The Teacher Evaluation Team used a consensus process to complete and approve the final product. The Millard Education Association was involved in the creation of the Teacher Evaluation System and assured that the product met criteria for teacher evaluation established through state and national resolutions. The MEA Board of Directors, the Human Resources Division, the Curriculum Division, and the building principals reviewed the final document. The Millard Board of Education approved the plan for teacher evaluation on March 7, 1994.

The Teacher Evaluation System was updated in 2001 to reflect the District's staff development initiative in differentiated instruction and updated again in 2003 to reflect the district's growth in the integration of technology into instruction. The Millard Board of Education approved the updated Teacher Evaluation System in July 2001 and in June 2003.

In the summer of 2005, a group of Millard educators came together for a two day summer retreat to reflect on the following questions:

- What does an effective teacher do to increase student achievement?
- What are important decisions teachers must make to effectively instruct?
- Why is successful classroom management vital to improved student achievement?
- Can a district model of instruction increase student achievement?
- Does student achievement increase when building administrators model effective instruction?

Based on this retreat and several meetings during the 2005-2006 school year, the Millard Instructional Model was revised to place more emphasis on "student learning." "Indicators of Effective Teaching" became "Practices That Promote Successful Student Learning."

We believe all teachers should consider the following four important questions:

- 1) **What will students know and be able to do?**
- 2) **How will students learn it?**
- 3) **How do we know if students learned it?**
- 4) **What happens if students don't learn it or already know it?**

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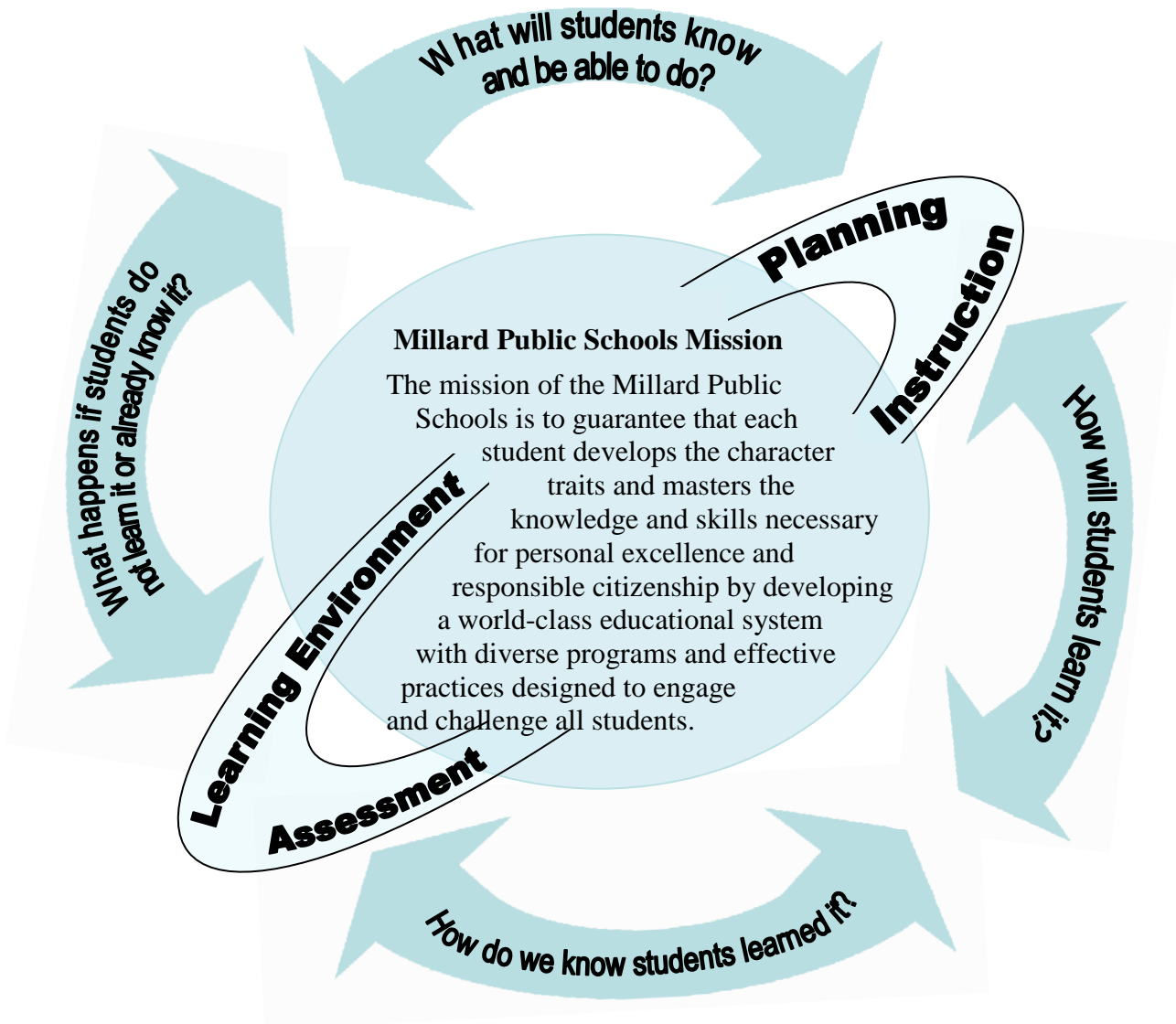
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Millard Instructional Model (MIM)

The Mission of MIM is to ensure that each student understands, knows, and is able to demonstrate the learning specified in the Millard Educational Program so that students meet the guarantee of the Millard Public Schools' Mission. The Millard Instructional Model is divided into four interdependent domains of learning. The fifth domain, Professional Responsibilities is included in the Teacher Evaluation Process.



**MILLARD INSTRUCTIONAL MODEL:
PRACTICES THAT PROMOTE SUCCESSFUL STUDENT LEARNING**

Domain 1: Planning

*What will students know and be able to do? How will students learn it?
How do we know students learn it? What happens if students do not learn it or already know it?*

- I. Students succeed because teachers plan with individual learning results in mind.

Domain 2: Instruction

How will students learn it? What happens if students do not learn it or already know it?

- II. Students achieve desired learning results from effective participation in well-designed and executed units and lessons.
- III. Students are given many opportunities to learn the prescribed curriculum of the Millard Education Program.
- IV. Students develop the capacity to understand and apply knowledge in meaningful ways.

Domain 3: Assessment

How do we know students learn it?

- V. Student progress is continually monitored, and teaching is adjusted to optimize individual learning.
- VI. Students who are not meeting individual learning goals are supported by proactive intervention.
- VII. Student grades reflect evidence of learning.

Domain 4: Learning Environment

How will students learn it? What happens if students do not learn it or already know it?

- VIII. Students are engaged in a positive, productive environment established by the teacher.
- IX. Student behavior expectations that comply with Millard policy are clearly taught and effectively implemented.
- X. Students are expected to meet challenging and differentiated learning goals.

Domain 5: Professional Responsibilities

- XI. Teaching professionals initiate meaningful professional growth and contribute to school and district improvement.
- XII. Teaching professionals perform school-related responsibilities.

PRACTICES THAT PROMOTE SUCCESSFUL STUDENT LEARNING QUICK REFERENCE

Domain 1: Planning

*What will students know and be able to do? How will students learn it?
How do we know students learn it? What happens if students do not learn it or already know it?*

I. Students succeed because teachers plan with individual learning results in mind.

- A. The teacher utilizes the Millard Educational Program in planning essential learning outcomes and instructional objectives in each area of study.
- B. Individualized assessment data are used to determine learning objectives for each student.
- C. Students are appropriately involved in teacher planning decisions.
- D. The teacher utilizes effective principles of learning in planning the unit and lessons.

Domain 2: Instruction

How will students learn it? What happens if students do not learn it or already know it?

II. Students achieve desired learning results from effective participation in well-designed and executed units and lessons.

- A. Students understand daily, weekly and unit learning goals and objectives.
- B. Students are “hooked into learning” by appropriate anticipatory sets and effective motivational strategies.
- C. Students are actively engaged during the full instructional period.
- D. Students learn as a result of effective teacher input and modeling.
- E. Student thinking is facilitated by teacher questioning techniques.
- F. Students are actively engaged in their own learning.
- G. Preferred student learning styles and effective pedagogy are integral components of instruction.
- H. Student success results from ongoing checking for understanding and guided practice that incorporate planning, instruction and assessment in a continuous learning loop.
- I. High-quality practice tasks for students are motivating so that learning is engaging and meaningful.
- J. Students are given opportunities to use technology as a tool in learning.

III. Students are given many opportunities to learn the prescribed curriculum of the Millard Education Program.

- A. Intervention for remediation is immediate and ongoing.
- B. Opportunities for differentiated activities to challenge and interest each student are provided to achieve optimum learning.

IV. Students develop the capacity to understand and apply knowledge in meaningful ways.

- A. Students are helped to link new learning to past learning so that transfer will occur.
- B. Students acquire skills to allow them to function productively and independently of direct teacher supervision.

Domain 3: Assessment

How do we know students learn it?

V. Student progress is continually monitored, and teaching is adjusted to optimize individual learning.

- A. Effective assessment practices allow students to demonstrate learning and teachers to diagnose difficulties.
- B. Pre-assessment data is used to set goals and objectives.
- C. Assessment data is used during instruction to monitor understanding and adjust instruction.
- D. Technology resources support assessment of student learning.

VI. Students who are not meeting individual learning goals are supported by proactive intervention.

- A. Effective intervention plans are designed according to district guidelines.
- B. Students, parents, teachers and administrators implement an effective intervention plan.
- C. Intervention plans are monitored to assure their effectiveness.

VII. Student grades reflect evidence of learning.

- A. Grades are fair, consistent, timely and clearly reported to students and parents.
- B. Grading procedures of teachers are based on student achievement of performance standards.
- C. Student involvement in grading includes understanding of grade determination and responsible communication with teachers and parents regarding progress.

Domain 4: Learning Environment

How will students learn it? What happens if students do not learn it or already know it?

VIII. Students are engaged in a positive, productive environment established by the teacher.

- A. A supportive culture for successful learning is evident.
- B. Students know and follow the procedures for the class.
- C. Physical space is safe and organized for learning.
- D. Students and teacher share mutual rapport and respect.

IX. Student behavior expectations that comply with Millard policy are clearly taught and effectively implemented.

- A. Students and teacher establish behavior guidelines appropriate for the developmental level of student and classroom setting.
- B. Students understand and follow established behavior guidelines.

X. Students are expected to meet challenging and differentiated learning goals.

- A. Goals are set at least annually.
- B. Students understand and are actively involved in their personal progress.
- C. Goals push students toward continual growth.

Domain 5: Professional Responsibilities**XI. Teaching professionals initiate meaningful professional growth and contribute to school and district improvement.**

- A. Teaching professionals pursue professional development to improve instruction.
- B. Teaching professionals assume responsibility for school and district improvement.

XII. Teaching professionals perform school-related responsibilities.

- A. Teaching professionals comply with rules and regulations to provide a safe and orderly school environment.
- B. Teaching professionals contribute to a positive school climate.
- C. Teaching professionals initiate parental involvement and support.
- D. Teaching professionals use a variety of educational tools, including technology, to enhance professional practice.

PRACTICES THAT PROMOTE SUCCESSFUL STUDENT LEARNING
In-depth Explanation

Domain 1: Planning

*What will students know and be able to do? How will students learn it?
 How do we know students learn it? What happens if students do not learn it or already know it?*

I. Students succeed because teachers plan with individual learning results in mind.

- A. The teacher utilizes the Millard Educational Program in planning essential learning outcomes and instructional objectives in each area of study.
 - 1. Written plans address required MEP curricular outcomes, state and national standards.
 - 2. Daily and weekly lessons are designed backwards from the unit objectives.

- B. Individualized assessment data are used to determine learning objectives for each student.
 - 1. Standardized and essential learner outcome results guide planning.
 - 2. Transition data from prior grades is included in planning.
 - 3. Unit/lesson formative and summative assessments determine next steps.

- C. Students are appropriately involved in teacher planning decisions.
 - 1. Student needs and interests are utilized in planning work that is challenging and differentiated.
 - 2. Students participate in developmentally appropriate goal setting.
 - 3. Students understand learning objectives, expected outcomes, assessments and the relevance of the content study.
 - 4. Students are motivated to be actively engaged as a result of involvement in planning.

- D. The teacher utilizes effective principles of learning in planning the unit and lessons.
 - 1. The teacher identifies desired results in terms of student learning.
 - 2. The teacher identifies unit goals, essential questions, enduring understandings, and key knowledge and skills.
 - 3. The teacher defines evidence of learning, including performance tasks and rubrics.
 - 4. The teacher provides time and instruction to promote student self-assessment.
 - 5. The teacher designs instructional strategies and learning experiences needed to achieve the unit goal.
 - 6. The teacher designs activities to motivate students to learn.
 - 7. The teacher uses appropriate anticipatory set and closure to introduce and summarize daily and unit learning.
 - 8. The teacher provides opportunities for students to rehearse, rethink, revise and refine their work based upon timely feedback.
 - 9. The teacher provides opportunities for students to evaluate their work and set future goals.
 - 10. The teacher designs flexible lessons to meet the interests and learning styles of each student.

Domain 2: Instruction

How will students learn it? What happens if students do not learn it or already know it?

II. Students achieve desired learning results from effective participation in well-designed and executed units and lessons.

- A. Students understand daily, weekly and unit learning goals and objectives.
 1. The teacher designs and shares daily learning objectives for student reference.
 2. Instructional strategies and learning activities correlate to the achievement of the stated objective.
 3. Students understand the relevance and expectations inherent in achieving objectives.

- B. Students are “hooked into learning” by appropriate anticipatory sets and effective motivational strategies.
 1. The teacher leads students to review past learning as a connection to current lessons.
 2. The teacher uses the appropriate level of concern and feeling tone to encourage students to participate in the lesson.
 3. The teacher plans activities to generate student interest in the learning.
 4. The teacher provides knowledge of results of learning to guide student efforts.
 5. The teacher designs lessons to motivate students intrinsically and extrinsically as needed.

- C. Students are actively engaged during the full instructional period.
 1. The teacher designs the start of each class as prime time for learning.
 2. The teacher uses sponge activities, anticipatory sets and shared objectives to focus students.

- D. Students learn as a result of effective teacher input and modeling.
 1. The teacher selects and organizes basic information so students have a foundation of concepts and generalizations on which to increase understanding.
 2. The teacher organizes instruction so students understand and see the relationship of the parts to the whole.
 3. The teacher uses modeling to help students understand.
 4. The teacher uses visuals and/or technology to enhance learning.
 5. The teacher communicates clearly using precise language and acceptable oral expression.

- E. Student thinking is facilitated by teacher questioning techniques.
 1. Teacher uses questions that are open-ended.
 2. Teacher uses varying levels of questioning, inquiry, or reflection that range from concrete to abstract.
 3. Teacher uses questions that require both lower order and higher order thinking skills
 4. Teacher uses wait time appropriately.
 5. Teacher reinforces, dignifies, and builds on student responses.
 6. Teacher clarifies or rephrases questions and responses when necessary.

- F. Students are actively engaged in their own learning.
 1. Students ask relevant questions.
 2. Students actively listen.
 3. Students exchange and build on one another’s ideas.
 4. Students initiate exploration of ideas.

- G. Preferred student learning styles and effective pedagogy are integral components of instruction.
1. The teacher uses effective instructional strategies, including the following (from Marzano's work):
 - a. Comparing and contrasting
 - b. Summarizing and note taking
 - c. Reinforcing efforts and providing recognition
 - d. Designing appropriate homework and practice
 - e. Providing and encouraging non-linguistic representations of key points
 - f. Cooperative learning
 - g. Setting goals and providing feedback
 - h. Generating and testing hypotheses
 - i. Using cues, questions and advance organizers.
- H. Student success results from ongoing checking for understanding and guided practice that incorporate planning, instruction and assessment in a continuous learning loop.
1. Pre-assessments indicate knowledge transfer from past learning by each student.
 2. Students have opportunity to demonstrate knowledge as teachers check for understanding during instruction.
 3. Instruction is monitored and adjusted continually based on student demonstrations of knowledge and understanding.
- I. High-quality practice tasks for students are motivating so that learning is engaging and meaningful.
1. Students are actively engaged in meaningful guided practice.
 2. Varied types of responses allow students to demonstrate understanding after initial teacher-guided practice.
 3. Guided practice is short in duration and includes smaller chunks of content.
 4. Students exert intense effort in their intent to learn.
 5. Students receive immediate formative feedback.
 6. As practice progresses, teachers include students as models.
 7. Students are guided to effective independent practice.
 8. Type and amount of practice is differentiated for each student.
 - a. Initial independent practice is formative in nature.
 - b. Independent practice is engaging and challenging.
 9. Students receive timely formative feedback from the teacher.
- J. Students are given opportunities to use technology as a tool in learning.
1. The teacher uses technology that is appropriate to the task or instruction.
 2. Students have sufficient access to and training in appropriate technology.

III. Students are given many opportunities to learn the prescribed curriculum of the Millard Education Program.

- A. Intervention for remediation is immediate and ongoing.
- B. Opportunities for differentiated activities to challenge and interest each student are provided to achieve optimum learning.

IV. Students develop the capacity to understand and apply knowledge in meaningful ways.

- A. Students are helped to link new learning to past learning so that transfer will occur.
 1. New learning is “hooked” to past learning.
 2. Critical attributes of the content to be learned are identified.
 3. Students learn to “tie it all together” as they combine past and new knowledge.
 4. Students learn to apply knowledge to new situations.

- B. Students acquire skills to allow them to function productively and independently of direct teacher supervision.
 1. Differentiated opportunities for learning exist.
 2. The class environment is designed for student independence.

Domain 3: Assessment

How do we know students learn it?

V. Student progress is continually monitored, and teaching is adjusted to optimize individual learning.

- A. Effective assessment practices allow students to demonstrate learning and allow teachers to diagnose difficulties.

- B. Pre-assessment data is used to set goals and objectives.

- C. Assessment data during instruction is used to monitor understanding and adjust instruction.

- D. Technology resources support assessment of student learning.

VI. Students who are not meeting individual learning goals are supported by proactive intervention.

- A. Effective intervention plans are designed according to district guidelines.
 1. The intervention focuses on the students’ individual learning needs.
 2. A pyramid of interventions provides increasing amounts of support.

- B. Students, parents, teachers and administrators implement an effective intervention plan.
 1. Educational professionals work collaboratively to achieve results.
 2. The teacher and other educational professionals provide flexible time for the student to achieve results.
 3. The intervention focuses on problem solving.
 4. The intervention fosters student responsibility, accountability, and independence.

- C. Intervention plans are monitored to assure their effectiveness.

VII. Student grades reflect evidence of learning.

- A. Grades are fair, consistent, timely and clearly reported to students and parents.
 1. Reports differentiate between the formative and summative assessment categories.
 2. Students have assessment choices.
 3. Students have ample opportunity to demonstrate achievement.
 4. Students are accountable for their work.
 5. Teachers post grades in a timely and accurate manner.
 6. Teachers update reports as students improve achievement.
 7. Students have several opportunities (method and number) to demonstrate mastery.
 8. The teacher provides quality assessments.
 9. The teacher accurately records evidence of student need and achievement.

- B. Grading procedures of teachers are based on student achievement of performance standards.
 1. Grades relate directly to identified learning goals.
 2. Performance standards are used to determine grades.

- C. Student involvement in grading includes understanding of grade determination and responsible communication with teachers and parents regarding progress.
 1. Feedback is given separately for formative assessments.
 2. Grades relate directly to individual student achievement through summative assessments.

Domain 4: Learning Environment

How will students learn it? What happens if students do not learn it or already know it?

VIII. Students are engaged in a positive, productive environment established by the teacher.

- A. A supportive culture for successful learning is evident.
 1. Students have ongoing feedback to know how they are progressing.
 2. Teacher takes personal interest in and knows student achievement and learning styles.
 3. Students are assisted in self responsibility and self monitoring.
 4. Teacher-student relationship is appropriate.

- B. Students know and follow the procedures for the class.
 1. Beginning of day and period procedures are routine and logical.
 2. Procedures for transitions focus student attention and minimize interruptions.
 3. Learning materials, support equipment and technology are used efficiently.
 4. Effective procedures are used to present information, guide group work, and facilitate independent practice and teacher-led activities.
 5. Students are involved in the establishment of rules and procedures.

- C. Physical space is safe and organized for learning.
 1. Safety procedures are defined and visible for student reference.
 2. The learning environment is organized to facilitate learning.
 3. Time on learning is maximized as a result of good organization of the learning environment.

- D. Students and teachers share a mutual rapport and respect.
 1. An appropriate level of teacher control is in place.
 2. Students feel the teacher knows and takes personal interest in them.
 3. The tone between teacher and student is pleasant and appropriate.
 4. The teacher and students celebrate success.
 5. Students participate actively in the learning activities.
 6. The teacher designs activities to develop appropriate level of concern.
 - a. The teacher is highly visible to all students in the setting.
 - b. The teacher uses proximity to motivate students.
 - c. Questioning techniques encourage all students to participate.
 - d. The teacher demonstrates the appropriate use of humor.
 - e. The teacher demonstrates caring for each individual.

IX. Student behavior expectations that comply with Millard policy are clearly taught and effectively implemented.

- A. Students and teacher establish behavior guidelines appropriate for the developmental level of student and classroom setting.
 1. Appropriate limits for unacceptable behavior and resulting consequences are established and followed.
 2. Acceptable behavior is acknowledged and reinforced.
- B. Students understand and follow established behavior guidelines.
 1. Bullying or exclusion is not tolerated.
 2. Teacher anticipates problems and reacts immediately.
 3. Effective procedures for record keeping are followed.

X. Students are expected to meet challenging and differentiated learning goals.

- A. Goals are set at least annually.
- B. Students understand and are actively involved in their personal progress.
 1. Assessment reports provide appropriate information to support the student.
 2. Student/parent/teacher conferences and communications focus on individual student learning and achievement.
 3. Students are involved in self reflection about their learning.
 4. Learning goals are reviewed and revised as appropriate.
- C. Goals push students toward continued growth.

Domain 5: Professional Responsibilities

XI. Teaching professionals initiate meaningful professional growth and contribute to school and district improvement.

- A. Teaching professionals pursue professional development to improve instruction.
 - 1. Teaching professionals apply professional development growth experiences to improve content knowledge and pedagogical skill.
 - 2. Teaching professionals review student data, critically examine their teaching, and collaborate with colleagues to increase student achievement.
 - 3. Teaching professionals systematically reflect upon their own teaching practice and learn from experience.
- B. Teaching professionals assume responsibility for school and district improvement.
 - 1. Teaching professionals work cooperatively to identify areas where school and district programs need to be strengthened.
 - 2. Teaching professionals participate in the implementation of improvement plans.

XII. Teaching professionals perform school-related responsibilities.

- A. Teaching professionals comply with rules and regulations to provide a safe and orderly school environment.
 - 1. Teaching professionals carry out school related duties by adhering to established laws, policies, rules, and regulations.
 - 2. Teaching professionals adhere to the Professional Code of Ethics (Board Policy 4155).
- B. Teaching professionals contribute to a positive school climate.
 - 1. Teaching professionals foster healthy relationships with others.
 - 2. Teaching professionals demonstrate enthusiasm for their profession and express concerns in a constructive manner.
 - 3. Teaching professionals are involved in school activities to enrich the school learning environment.
- C. Teaching professionals initiate parental involvement and support.
 - 1. Teaching professionals clearly communicate the objectives and expectations of the course and/or grade level to students and parents to engage families in the instructional program.
 - 2. Teaching professionals accurately maintain student records and effectively communicate student progress in a variety of methods to students and parents.
- D. Teaching professionals use a variety of educational tools, including technology, to enhance professional practice.
 - 1. Teaching professionals apply technology to increase productivity.
 - 2. Teaching professionals continually evaluate professional practice regarding the use of technology in support of student learning.
 - 3. Teaching professionals model an understanding of the social, ethical, legal, and human issues surrounding the use of technology.

Select Staff Evaluation

**Counselors
Social Workers
School Psychologists
Special Education Itinerant Staff
Information/Technology Specialists**

Select Staff Evaluation Phases

Counselors, Social Workers, School Psychologists,
Special Education Itinerant Staff & Information/Technology Specialists

Appraisal Phase

All probationary select staff who have been employed with Millard three years or fewer will be in the Appraisal Phase. Some select staff members in permanent certificated status will participate in the Appraisal Phase; in-district transfers, new teaching assignments within the school, those not meeting district practices for the specified position, or those assigned at administrative discretion.

1. By the end of September, evaluators will review the evaluation procedures with staff members. (Policy 4160.1)
2. Each staff member on the Appraisal Phase will have three classroom/meeting observations. The evaluator will record the dates on the Appraisal Report.
3. Two of the three observations should be full instructional periods/meetings. One full observation should be completed prior to winter break. The other full observation should be completed between winter break and spring break. All announced observations require a Pre-observation Form completed by the teacher and submitted to the evaluator prior to the observation.
4. All three observations require a Post-observation Form completed by the staff member following the observation.
5. After each observation, a Post-observation Conference will take place between the staff member and evaluator. The staff member should bring the completed Post-observation Form. As a result of the dialogue during the conference, the evaluator will finalize the Classroom/Meeting Observation Form. (For school psychologists, the building administrator will conduct the Classroom/Meeting Observations for psychologists and share information with the Director of Special Education.)
6. By May 1, a Spring Conference will take place with the staff member and evaluator. Prior to the Spring Conference, the staff member will complete the assigned sections of the Appraisal Report. As a result of the dialogue during the conference, the evaluator will finalize the Appraisal Report. (For school psychologists, the Director of Special Education will conduct the Spring Conference.)
7. Throughout the year, the evaluator will conduct several walk-through observations focusing on the practices for the specified position. The evaluator will record the dates on the Appraisal Report. (For school psychologists, the building administrator will conduct the walk-through observations and share information with the Director of Special Education.)

Appraisal Phase Time Line for Evaluators

- | | |
|------------------|--|
| August-September | ~ Review evaluation procedures with all select staff (Policy 4160.1) |
| By Winter Break | ~ Conduct two classroom/meeting observations followed by the Post-observation Conference - one of these two observations should be for the full instructional period/meeting
~ Complete several walk-through observations |
| By Spring Break | ~ Conduct the third classroom/meeting observation followed by the Post-observation Conference – this observation should be for the full instructional period/meeting
~ Complete several walk-through observations |
| By May 1 | ~ Complete the Appraisal Report and conduct the Spring Conference |

Select Staff Evaluation Phases

Counselors, Social Workers, School Psychologists,
Special Education Itinerant Staff & Information/Technology Specialists

Continuous Growth Phase

All select staff members, 4 or more years with MPS, will be evaluated annually. However, formal classroom/meeting observations are optional. Some select staff members in permanent certificated status will participate in the Appraisal Phase; in-district transfers, new teaching assignment within the school, those not meeting district practices for the specified position, or those assigned at administrative discretion.

1. By the end of September, evaluators will review the evaluation procedures with staff members. (Policy 4160.1)
2. By the end of September, a Fall Conference will take place with the staff member and evaluator to establish and discuss the staff member's continuous growth goal and plan of action. This goal should focus on student achievement/progress. The staff member will complete the assigned sections on the Continuous Growth Form prior to or during the Fall Conference. (For school psychologists, the Director of Special Education will conduct the Fall Conference.)
3. Between December and February, the evaluator will communicate a progress check with the staff members about their progress toward their continuous growth goal. This progress check may be via an e-mail or a face-to-face meeting.
4. Between February and April, a Spring Conference will take place with the staff member and evaluator to discuss the staff member's progress toward the continuous growth goal. The evaluator will bring the Continuous Growth Report. The staff member will bring the completed Continuous Growth Reflection Form, in addition to evidence of progress toward the goal and professional growth. Evidence of progress can be shared in a variety of ways. (For school psychologists, the Director of Special Education will conduct the Spring Conference.) Examples include, but are not limited to:
 - Examples of student work
 - Examples of data from common formative assessments
 - Evidence of peer observations
 - Examples of student and/or parent feedback
 - Analysis of videotaped lesson(s) or meeting (s)
 - Evidence of learning application from workshops, conferences, or staff development sessions.
5. Throughout the year, the evaluator will conduct several walk-through observations focusing on the practices for the specified position. The evaluator will record the dates on the Appraisal Report. (For school psychologists, the building administrator will conduct the walk-through observations and share information with the Director of Special Education.)

Continuous Growth Phase Time Line for Evaluators

August-September	~ Review evaluation procedures with all select staff (Policy 4160.1)
August-September	~ Fall Conference
By Winter Break	~ Complete several walk-through observations
December-February	~ Progress Check
By Spring Break	~ Complete several walk-through observations
February-April	~ Complete the Continuous Growth Report and Spring Conference

Appraisal Phase

Post-observation Reflection Form for Select Staff

Staff Member's Name _____

Evaluator's Name _____

Observation Date and Time _____

Grade(s) _____ Subject _____ School _____

The purpose of this form is to help you reflect on the lesson/meeting and main objective/goal. Complete this form prior to the post-observation conference with your evaluator. Bring two copies to the post-observation conference.

1. Briefly describe the lesson/meeting and how it was tied to the practices for your position. List the positive aspects of the lesson/meeting.

2. Did the student/parent/teacher become engaged in the lesson/meeting?

3. What indicators did you have that the student/parent/teacher understood what to do during the lesson/meeting?

Appraisal Phase

Classroom/Meeting Observation Form for Select Staff

Staff Member's Name _____

Evaluator's Name _____

Observation Date _____ Time In _____ Time Out _____

Grade(s) _____ Subject _____ School _____

1. Evaluator's comments (reflective questions, recommendations, and/or commendations) on the observation with respect to the practices for the specified position and overall work performance

2. Deficiencies noted in observation and/or overall work performance with steps for improvement

3. The observation was for (check one) _____ an entire instructional period.

_____ a partial instructional period.

Evaluator's Signature

Position

Date

Staff Member's Signature

Date

___ I concur with the analysis and recommendations.

___ I do not concur and I have a right to respond in writing.

Appraisal Phase Appraisal Report for Select Staff

Staff Member's Name _____

Evaluator's Name _____

Spring Conference Date _____

Grade(s) _____ Subject _____ School _____

The staff member will complete numbers 1-3 prior to the Spring Conference. The evaluator will complete numbers 4-9 based on the dialogue from the Spring Conference.

1. Staff member's reflection of overall performance with respect to the practices for the specified position.

What are your professional strengths?

Where have you seen growth this year?

What are your areas of focus for next year?

Evaluator Comments

2. New Staff Induction Program

_____ N.A. - If you are not involved in the New Staff Induction Program, skip question two.

_____ Year 1 – Mentoring Relationships

_____ Year 2 - Peer Coaching Partnerships

_____ Year 3 - Extended Professional Experiences

Discuss your experience in the New Staff Induction Program and the additional support you need.

Evaluator Comments (Optional)

3. Work Related To Professional Responsibilities

List professional growth, graduate classes, and workshops/conferences you have attended this school year.

List workshops/in-services you have presented this school year.

List building/district responsibilities you have participated in this school year.

4. Evaluator's summative comments on overall work performance (reflective questions, recommendations, and/or commendations)

5. Deficiencies noted in overall work performance with steps for improvement

6. Next Year's Phase

Appraisal Phase (continued) Continuous Growth Phase Intensive Assistance
Provide a rationale statement if Appraisal Phase or Intensive Assistance is checked.

7. Observations Dates

8. Walk-through Observations Dates

9. Recommended for

re-election conditional re-election dismissal

Evaluator's Signature

Position

Date

Staff Member's Signature

Date

I concur with the analysis and recommendations.

I do not concur and I have a right to respond in writing.

Continuous Growth Phase Continuous Growth Report for Select Staff

Staff Member's Name _____

Evaluator's Name _____

Date _____

Grade(s) _____ Subject _____ School _____

The staff member will complete numbers 1-3 prior to or during the Fall Conference. The evaluator will complete numbers 4-12 throughout the year.

1. Continuous Growth Goal

The S.M.A.R.T. goal should be focused on student achievement/progress. Staff members are encouraged to revise or add to the goal throughout the year as needed.

2. Action steps and timeline to meet the steps:

Action Steps	Timeline

3. Evaluation Criteria: How will you know if you met your goal?

4. Fall Conference Date _____

5. Continuous Growth Goal Agreement Date _____

6. Continuous Growth Goal Revision/Addition Date _____

7. Continuous Growth Goal Progress Check Date _____

8. Walk-through Observation Dates

9. Spring Conference and Review of Continuous Growth Reflection Form Date _____

Evidence of progress can be shared in a variety of ways. Circle the examples that were discussed. Examples include, but are not limited to:

- Examples of student work
- Examples of data from common formative assessments
- Evidence of peer observations
- Examples of student and/or parent feedback
- Analysis of videotaped lesson(s) or meeting (s)
- Evidence of learning application from workshops, conferences, or staff development sessions
- Other _____

10. Evaluator's summative comments on overall work performance (reflective questions, recommendations, and/or commendations)

11. Deficiencies noted in overall work performance with steps for improvement

12. Next Year's Phase

___ Continuous Growth Phase (continued) ___ Appraisal Phase ___ Intensive Assistance
Provide a rationale statement if Appraisal Phase or Intensive Assistance is checked.

Evaluator's Signature

Date

Staff Member's Signature

Date

___ I concur with the analysis and recommendations.

___ I do not concur and I have a right to respond in writing.

Continuous Growth Phase

Continuous Growth Reflection Form for Select Staff

Staff Member's Name _____

Evaluator's Name _____

Date _____

Grade(s) _____ Subject _____ School _____

The teacher will bring this completed form prior to the Spring Conference, in addition to evidence of progress toward the goal and professional growth. Evidence of progress can be shared in a variety of ways. Examples include, but are not limited to:

- Examples of student work
- Examples of data from common formative assessments
- Evidence of peer observations
- Examples of student and/or parent feedback
- Analysis of videotaped lesson(s) or meeting (s)
- Evidence of learning application from workshops, conferences, or staff development sessions
- Other _____

1. Continuous Growth Goal

2. What have you accomplished toward your goal?

3. What existing data supports your progress toward your goal?

4. How did your work toward your goal affect student achievement/progress?

5. What did you learn from your work toward your goal thus far?

6. Is there any need to modify or adjust your goal?

7. What are your next steps?

Work Related To Professional Responsibilities

8. List professional growth, graduate classes, and workshops/conferences you have attended this school year.

9. List workshops/in-services you have presented this school year.

10. List building/district responsibilities you have participated in this school year.

Practices for Select Staff

Practices That Promote Successful School Counseling

Standard 1: The professional school counselor implements the **Guidance Curriculum Component** through the use of effective instructional skills and the careful planning of structured group sessions for all students.

- A. The professional school counselor teaches guidance units effectively.
- B. The professional school counselor encourages staff involvement to insure the effective implementation of the guidance curriculum.

Standard 2: The professional school counselor implements the **Individual Planning Component** by guiding individuals and groups of students and their parents through the development of educational and career plans.

- A. The professional school counselor, in collaboration with parents, helps students establish goals and develop and use planning skills.
- B. The professional school counselor demonstrates accurate and appropriate interpretation of assessment behavioral data and the presentation of relevant, unbiased information.

Standard 3: The professional school counselor implements the **Responsive Services Component** through the effective use of individual and small group counseling, consultation, and referral skills.

- A. The professional school counselor counsels individual students and small groups of students with identified needs/concerns.
- B. The professional school counselor consults effectively with parents, teachers, administrators and other relevant individuals.
- C. The professional school counselor implements an effective referral process with parents, administrators, teachers, and other school personnel.

Standard 4: The professional school counselor implements the **System Support Component** through effective guidance program management and support for other educational programs.

- A. The professional school counselor provides a comprehensive and balanced guidance program by analyzing the building and district data to address building needs.
- B. The professional school counselor provides support for other programs.

Standard 5: The professional school counselor uses **professional communication** and interaction with the school community.

- A. The professional school counselor demonstrates positive interpersonal relations with students.
- B. The professional school counselor demonstrates positive interpersonal relations with education staff.
- C. The professional school counselor demonstrates positive interpersonal relations with parents/patrons.

Standard 6: The professional school counselor fulfills **professional responsibilities**.

- A. The professional school counselor demonstrates a commitment to ongoing professional growth.
- B. The professional school counselor possesses professional and responsible work habits.
- C. The professional school counselor follows the profession's ethical and legal standards and guidelines as well as cultural diversity and inclusivity in school policy and interpersonal relationships.

Reference the following table for alignment of counseling functions recommended by the American School Counselor Association.

Delivery System Component	Elem. School % of Time	Middle School % of Time	High School % of Time
Guidance Curriculum	35% - 45%	25% - 35%	15% - 25%
Individual Student Planning	5% - 10%	15% - 25%	25% - 35%
Responsive Services	30% - 40%	30% - 40%	25% - 35%
System Support	10% - 15%	10% - 15%	15% - 20%

Practices That Promote Successful School Social Work

Standard 1: The school social worker demonstrates knowledge and understanding basic to the social work profession and school social work.

- A. Demonstrates an understanding of human behavior in the social environment and is skilled in implementing various practice modalities to empower disadvantaged and oppressed populations.
- B. Demonstrates knowledge and understanding basic to the social work profession.
- C. Organizes time, energies and workloads to fulfill responsibilities.
- D. Maintains adequate safeguards for the privacy and confidentiality of information.

Standard 2: The school social worker demonstrates an understanding of the backgrounds and broad range of experiences that shape students' approaches to learning.

- A. Demonstrates knowledge about child development and biological factors that affect students' ability to function effectively in school.
- B. Demonstrates knowledge of the influences of socioeconomic status, gender, culture, disability, and sexual orientation on educational opportunities for students.

Standard 3: The school social worker demonstrates knowledge and understanding of the organization and structure of the school district.

- A. Demonstrates knowledge and understanding of the local school district.
- B. Demonstrates knowledge and general understanding about approaches to teaching and learning.

Standard 4: The school social worker demonstrates knowledge and understanding of the reciprocal influences of home, school, and community.

- A. Demonstrates knowledge and understanding about how family dynamics, health, wellness, mental health, social welfare policies, programs, and resources in the community impact student's success in the school environment.

Standard 5: The school social worker demonstrates skills in systematic assessment and investigation.

- A. Gathers information using multiple methods and sources to assess the needs, characteristics and interactions of students, families, school district personnel individuals, and groups in the neighborhood and community.
- B. Collects information to document and assess aspects of the biological, medical, psychological, cultural, sociological, emotional, legal, and environmental factors that affect students' learning.

Standard 6: The school social worker selects and applies a variety of prevention and intervention methods to enhance students' educational experiences.

- A. Demonstrates skills to assess problems and determine whether interventions should occur at the primary, secondary or tertiary level.

Standard 7: The school social worker develops consultative and collaborative relationships with colleagues, parents, and community resources to support student learning and well being.

- A. Works effectively with individuals and groups who have diverse interests, but whose common purpose is to develop programs or systems of care that support and enhance the health, social, and emotional well being and safety of students.

Standard 8: The school social worker promotes collaboration with and among human service agencies and facilitates student and family access to these services.

- A. Supports the development and implementation of comprehensive school-based and school-linked programs that promote student health and mental health.
- B. Coordinates community resources that support students' success.

Standard 9: The school social worker assumes responsibility for continued professional development in accordance with state requirements and school district policy.

- A. Knowledgeable of reforms in education and best practice models in the social work profession.
- B. Assists in the ongoing development of school social work.
- C. Provides field instruction through the supervision of school social work interns.

Standard 10: The school social worker demonstrates commitment to the values and ethics of the social work profession.

- A. Is informed about the National Association of Social Workers (NASW) Code of Ethics.
- B. Adheres to the NASW Code of Ethics.

Practices That Promote Successful School Psychologists

Standard 1: Personal qualities

- A. Flexibility: Adjusts to sudden changes in a situation with a minimum loss of efficiency.
- B. Dependability: Follows through with the service or referrals necessary to complete a task.
- C. Sincerity: Exhibits a genuine interest in the experiences and plans of the clients and staff.
- D. Judgment: Assesses situations and makes sound decisions for a future course of activities.
- E. Resourcefulness: Adapts with effectiveness and purpose to situations. Experiments with techniques and materials that are in harmony with school policy.
- F. Effective time management: Prioritizes time to meet the needs of situations and is efficient and effective in managing time in performing school psychology functions.
- G. Rapport with professional personnel: Has ability to develop staff relations, which will promote sound school psychology practices and implement programs effectively.

Standard 2: Consults with school administrators

- A. Helps develop appropriate learning objectives for children.
- B. Assists in the planning of developmental and remedial programs for pupils in regular and special school programs.
- C. Helps establish time priorities for the delivery of school psychological services within each building.
- D. Assists in improving learning and in facilitating better conditions within the school.

Standard 3: Consults with professional staff

- A. Helps in development and implementation of classroom methods and procedures designed to facilitate pupil learning.
- B. Helps in development and implementation of techniques for appropriate remediation and management of students with learning and behavior disorders.
- C. Communicates the results of psychological assessments in a way that is meaningful to the professional staff and will be of maximum help to the pupil.

Standard 4: Consults with parents

- A. Assists in understanding the learning and adjustment processes of their children.
- B. Interprets results of psychological assessments.
- C. Recommends, when appropriate, behavior management programs.
- D. Suggests methods to directly assist their children educationally.

Standard 5: Demonstrates knowledge of the field

(Including the administration and interpretation of all psychological measures when the assessment of individual learning and adjustment is indicated.)

- A. Demonstrates competence in administration and interpretation of psychological measures used for evaluating, re-evaluating, and assisting in program planning for children in the school district.
- B. Demonstrates understanding of criteria for verification of handicapping conditions of pre-school and school age children with educational, mental, physical, and/or emotional handicaps.
- C. Determines the eligibility of children for early entrance into kindergarten in accordance with Nebraska state criteria and school board policy.
- D. Assists in the identification of planning for academically gifted and talented students.
- E. Demonstrates knowledge of psychological theory as applied to school psychology and keeping informed on developments in school psychology theory and practices.

Standard 6: Functions effectively as a member of the multidisciplinary team

- A. Arrives promptly at multidisciplinary team meeting.
- B. Is prepared for each team meeting.
- C. Demonstrates effective communication skills in interactions with other team members.
- D. Promotes good staff relations.
- E. Prepares written reports in a timely manner.

Standard 7: Effectively carries out departmental functions within assigned time limits**Standard 8: Conducts research appropriate to school district goals****Standard 9: Conducts inservice education for professional staff concerning psychological concepts applicable to the school setting****Standard 10: Consults with professional personnel within the community, acts as a liaison between community resources and the school, and makes referrals to appropriate resources within the community**

Practices That Promote Successful Special Education Itinerant Staff

Standard 1: Personal Skills

- A. Shows flexibility
- B. Models dependability
- C. Demonstrates professionalism
- D. Demonstrates appropriate judgment
- E. Demonstrates resourcefulness
- F. Exhibits a positive, respectful, and cooperative attitude when working with students, parents, colleagues, and administrators
- G. Expresses and deals with concerns in a constructive manner
- H. Communication is clear and uses precise and understandable language and acceptable oral expressions

Standard 2: Effective Time Management

- A. Allocates time appropriate to the situation
- B. Establishes routines that ensure work-related time is used appropriately
- C. Is available to staff and parents
- D. Demonstrates proficiency at managing personal calendar
- E. Carries out job responsibilities within assigned time limits
- F. Observes departmental guidelines and timelines in planning purchases and expending funds

Standard 3: Knowledge of the Field

- A. Demonstrates a high degree of knowledge, understanding, and skill with respect to the identified field of specialization
- B. Demonstrates proficiency in using equipment and technology specific to the identified field of specialization
- C. Keeps abreast of developments within the identified field of specialization

Standard 4: Relationship with Students

- A. Maintains control and demonstrates self-confidence in working with students
- B. Establishes rapport through positive verbal and non-verbal exchanges
- C. Demonstrates patience, acceptance, empathy, and interest

Standard 5: Collaboration

- A. Consults with parents, teachers, and other school staff regarding ways to facilitate student learning
- B. Demonstrates effective consultative behaviors
- C. Interprets district and departmental policies, procedures, and programs to parents and teachers
- D. Acts as a resource to parents, teachers, and other staff
- E. Conducts in-service sessions for staff and parents to disseminate information and facilitate the application of strategies
- F. Initiates communication, planning, and other activities that assure effective services to students

Standard 6: Intervention/Direct Services and Assessment/Evaluation

- A. Identifies appropriate learning objectives and recommends effective intervention strategies for individual students
- B. Conducts valid assessments within the identified field of specialization in accordance with professional standards
- C. Analyzes and interprets information to make recommendations regarding the educational needs of students
- D. Effectively communicates student progress to parents and teachers
- E. Functions effectively as a member of Multidisciplinary and IEP Teams

Standard 7: Professional Responsibilities and Personal Development

- A. Adheres to established laws, policies, rules, and regulations
- B. Exhibits a 'team' attitude when working with colleagues and administrators
- C. Accepts responsibility for and participates in work-related and other professional activities
- D. Attends department and district meetings as scheduled
- E. Participates in committee activities related to department priorities and concerns or district pursuits
- F. Manages information related to the school, district, students, and their families so confidentiality is maintained and respected

Practices That Promote Successful Information/Technology Specialists

Standard 1: Planning

- A. Works with classroom teacher and administrators to plan integrated information literacy instruction
- B. Seeks input from students and staff when planning collection purchases.
- C. Follows building and district guidelines for purchasing.
- D. Assists teachers in the preview and selection of information materials and tools for classroom instruction.

Standard 2: Management

- A. Trains, collaborates with, and supervises paraprofessionals assigned to the Information Center.
- B. Maintains a balanced collection of print and electronic resources.
- C. Provides timely and accurate inventories, reports, and information.
- D. Supervises care of equipment and repair procedures.
- E. Manages time efficiently and maintains a flexible schedule in a business-like manner.
- F. Uses effective skills of communication in relating to parents, volunteers, and staff.
- G. Provides leadership in technology integration.
- H. Follows district selection policy, which includes procedures for reconsideration of materials.
- I. Exhibits a pleasant, friendly, and cooperative attitude toward staff and students.
- J. Develops and maintains effective working relationships among school staff.

Standard 3: Instruction

- A. Provides systematic instruction in information literacy skills.
- B. Communicates instructional objectives to students.
- C. Shows how present topic is related to topics that have been taught or will be taught.
- D. Relates subject topics to existing student experiences.
- E. Uses responses, questioning techniques, and/or guided practices to involve all students.
- F. Uses signaled responses, questioning techniques, and/or guided practices to involve all students.
- G. Teaches the instructional or learning objectives through a variety of methods.
- H. Gives directions that are clearly stated and related to the learning objectives.
 - I. Demonstrates the desired skill or process.
 - J. Checks to determine if students are progressing toward stated objectives.
- K. Uses principles of differentiation in instruction.
- L. Summarizes or identifies a context about what has been taught.
- M. Clearly defines expected student behavior.
- N. Treats students with respect and dignity.

Standard 4: Environment

- A. Establishes and maintains a pleasant, safe, and orderly climate conducive to learning.
- B. Encourages students to develop life-long reading, listening, and thinking skills.
- C. Publicizes programs, services, and materials through newsletters, announcements, and/or web pages.

Standard 5: Assessment

- A. Evaluates media program effectiveness.

Standard 6: Professional Responsibilities

- A. Supports professional organizations.
- B. Provides staff development in the area of technology/information integration.
- C. Serves on building and district committees for curriculum development and implementation.
- D. Adheres to district, department, and building policies.

Standard 7: Technology Support

- A. Provides input to and assists in the implementation of technology at building and district level.
- B. Assists in the selection of appropriate materials, media, and supplies that support student learning and district curriculum.
- C. Assists in the planning, implementation, and evaluation of technology staff development at the building level.
- D. Serves as a liaison between the building, staff community, and technology division.
- E. Is knowledgeable about copyright, software licensing, and Internet filtering.
- F. Assists with technology set-ups, inventories, and troubleshoots technical problems.
- G. Is knowledgeable in the use and backup of the building fileserver.
- H. Is knowledgeable in the use of the district WAN and Internet.
- I. Assists in problem-solving appropriate uses of technology in an educational setting.
- J. Collaborates with staff in the appropriate integration of technology into curriculum, instruction, and assessment to improve teaching and student learning.
- K. Works with site and district planning/advisory teams as requested.
- L. Attends monthly meetings and training sessions as requested.
- M. Remains current in appropriate technology knowledge.

School Nurse Evaluation

School Nurse Evaluation

School nurses are evaluated by the building administrator assigned by the Director of Pupil Services.

School nurses in their first year with Millard will be mentored by the MPS Head Nurse. The new school nurse will have a buddy in each building he/she works, which is assigned by the building administrator.

1. By the end of September, a Fall Conference will take place with the school nurse and evaluator to establish and discuss the school nurse's growth goal and plan of action. The school nurse will complete the assigned sections on the Reflection Form prior to or during the Fall Conference. The evaluator will record the goal on the Evaluation Report.
2. Between February and April, a Spring Conference will take place with the school nurse and evaluator. Prior to the Spring Conference, the school nurse will complete the assigned sections of the Reflection Form. As a result of the dialogue during the conference, the evaluator will finalize the Evaluation Report.
3. Throughout the year, the evaluator will conduct several walk-through observations focusing on the Practices That Promote Successful School Nursing. The evaluator will record the dates on the Evaluation Report.

School Nurse Evaluation Time Line for Evaluators

August-September ~ Fall Conference

By Winter Break ~ Complete several walk-through observations

By Spring Break ~ Complete several walk-through observations

February-April ~ Complete the Evaluation Report and conduct the Spring Conference

Reflection Form for School Nurses

School Nurse's Name _____

Evaluator's Name _____

School _____ Date _____

The school nurse will complete numbers 1-4 prior to or during the Fall Conference. The school nurse will complete numbers 5-12 prior to the Spring Conference.

1. Continuous Growth Goal

2. Rationale: Why did you select this goal?

3. Action Steps and Timeline

4. Evaluation Criteria: How will you know if you met your goal?

The school nurse will complete numbers 5-12 prior to the Spring Conference.

5. What have you accomplished toward your goal?

6. What existing information supports that you have met your goal?

7. How did your work toward your goal affect student health?

8. What did you learn from your work toward your goal thus far?

9. What are your next steps?

Work Related To Professional Responsibilities

10. List Continuing Education Units (CEU) you have completed this school year.

11. List in-services you have presented this school year.

12. List building/district/community responsibilities you have participated in this school year.

Evaluation Report for School Nurses

School Nurse's Name _____

Evaluator's Name _____

School _____

1 = Proficient: The school nurse consistently does this well.
2 = Progressing: The school nurse usually accomplishes this professional skill well; however, there is a need to continue to improve this area.
3 = Needs Improvement: There is a need to improve in this area.
NA = Not Applicable

Evaluator can obtain input from the MPS head nurse on the indicators identified with a *, as appropriate.

Practices That Promote Successful School Nursing	Indicators	Rating
I. Personal-Professional Preparedness	A. Reflects professional leadership abilities in mature, self-directed goal-setting, decision-making, and action-taking activities.*	1 2 3 NA
	B. Provides nursing services and health screenings within the defined limits of school district policies, rules, and procedures.*	1 2 3 NA
	C. Knows and complies with state school laws, regulations, and recommendations regarding school health and nurse services.*	1 2 3 NA
	D. Participates in the appropriate number of Continual Educational Units (CEU) activities.*	1 2 3 NA
II. Health Room Management	A. Creates an emotional and physical environment conducive to the maintenance of a safe, orderly, and attractive work area.	1 2 3 NA
	B. Anticipates supply and equipment needs appropriate for maintaining a continuous, functional school health program.*	1 2 3 NA
	C. Develops a program that assures safe, ongoing emergency health care in the absence of the nurse.	1 2 3 NA
	D. Initiates planning for appropriate communication with principal and faculty to ensure an ongoing health program.	1 2 3 NA
	E. Maintains accurate, updated records of health information on all students and makes provisions for the timely and accurate management of incoming and outgoing records and reports.*	1 2 3 NA
	F. Initiates referrals and follow-up relevant to unmet health needs of students and makes appropriate distribution of health information to necessary staff.	1 2 3 NA

Practices That Promote Successful School Nursing	Indicators	Rating			
III. Pupil-Nurse Relationships	A. Demonstrates an honest, caring attitude that invites student trust.	1	2	3	NA
	B. Demonstrates a capacity to see the student as a total person rather than a physical, social, or educational problem.	1	2	3	NA
	C. Demonstrates consistent behavior in assisting students with management of health problems.	1	2	3	NA
	D. Possesses resourcefulness and skill in assisting students with health maintenance needs.	1	2	3	NA
	E. Upholds and maintains student and staff confidentiality.	1	2	3	NA
IV. Practice Skills And Knowledge	<u>A. Health Service</u>				
	1. Possesses skills appropriate for meeting school health emergencies.	1	2	3	NA
	2. Demonstrates full range of knowledge and skills in health appraisal techniques.	1	2	3	NA
	3. Allocates appropriate job function to health paraprofessionals / support personnel.*	1	2	3	NA
	4. Utilizes appropriate resources within the school and community to promote optimum delivery of health care services.	1	2	3	NA
	5. Anticipates building-level health maintenance needs and serves as health team leader in school-community activities for communicable disease control.	1	2	3	NA
	<u>B. Health Counseling</u>				
	1. Demonstrates sensitivity to students' need to be heard as well as to be helped.	1	2	3	NA
	2. Interprets and utilizes health information with good judgment and professional skill.	1	2	3	NA
	3. Assists students, parents, and school faculty in exploring alternate approaches to meeting health care needs.	1	2	3	NA
	4. Participates in a helping relationships with individuals or families in crisis intervention.	1	2	3	NA
5. Initiates planning for staff-nurse conferences at appropriate intervals to consider the physical, social, and emotional health of each child.	1	2	3	NA	

Practices That Promote Successful School Nursing	Indicators	Rating			
IV. Practice Skills And Knowledge Continued	<p><u>C. Health Education</u></p> <p>1. Utilizes health room service as a vehicle for direct and indirect health teaching.</p> <p>2. Serves as resource person to school faculty and nurse staff in special areas of expertise.</p> <p>3. Provides creative, individual learning experiences relevant to health information needs to equip students to make constructive decisions regarding health behavior.</p>	1	2	3	NA
V. Public Relations	<p>A. Assists in establishing and maintaining a positive school-community relationship.</p> <p>B. Demonstrates a capacity for responding to the public in a positive and constructive manner.</p> <p>C. Interprets and conducts school health program in a manner that elicits positive support from students, parents, school, and community.</p> <p>D. Recognizes the parent to be an extension of the school health program and invites parent involvement in health care planning.</p>	1	2	3	NA
VI. Health Appearance	<p>A. Keeps grooming and personal attire appropriate to professional duties of school nurse practice.</p> <p>B. Maintains poise and stability in student, parent, and peer relationships.</p> <p>C. Demonstrates a positive attitude in the performance of duties.</p>	1	2	3	NA

Fall Conference

Date _____

Professional Growth Goal _____

School Nurse's Signature _____

Evaluator's Signature _____

Walk-through Observation Dates

Spring Conference

Date _____

Evaluator's summative comments on overall work performance (reflective questions, recommendations, and/or commendations)

Deficiencies noted in overall work performance with steps for improvement

School Nurse's Signature _____

Evaluator's Signature _____

Recommended for: Re-election Conditional Re-election Dismissal

I concur with the analysis and recommendations.

I do not concur and I have a right to respond in writing

District Level Leaders Evaluation

District Level Leaders Evaluation

Due to the unique role of each district level leader, the following process has been designed to guide supervisors in evaluating these positions. District level leaders and their evaluators will meet collaboratively throughout the process in order to best define and meet the needs of those being evaluated.

District Level Leader Positions

These positions defined as certificated staff members who are in district-wide leadership positions while serving in non-administrative capacities. These positions include:

- Administrative Interns
- CADRE Associates
- Coordinators not assigned as administrators
- District Department Heads not assigned general classroom responsibilities
- MEP Facilitators including Curriculum & Instruction, Staff Development and Technology
- Program Support Specialists
- Special Education Program Facilitators
- Interventionists

Purpose

The evaluation process involving district level leaders ensures they are collaborating with district staff to provide curriculum and instructional support, staff development, and organized efforts to assist district staff in meeting the objectives and mission of the Millard Public Schools. As with other certificated staff members, the process is also designed to foster continuous professional growth.

Mutual Commitments

- Connect job descriptions to the operational level with precision and conciseness as to what the job responsibilities include and deem essential.
- Afford the opportunity to define why leaders do what they do while providing the criteria used to measure successful achievement towards their Mutual Commitments.
- Are discussed and agreed upon by the district level leader and evaluator.
- Are reviewed once during a conference prior to Winter Break and once again prior to Spring Break.

Observation(s)

- Provide the opportunity for evaluators to observe the district level leaders facilitating or participating in a meeting, staff development sessions, or other related activities connected to their leadership positions.
- Prior to the observation, the district level leader will provide an agenda or plan, objective, and/or relevant tasks which could be noted during the observation.
- After the observation, the district level leader self-reflects prior to meeting with the evaluator. The reflection could include: What went well? What could be done differently? What are next steps? Was progress made toward the intended objective?
- As a result of the post-conference dialogue, the evaluator will finalize the post-observation form and share it with the district level leader.
- District level leaders will be formally observed twice a year until they have served in their role for three years. Beginning with the fourth year, district level leaders will be formally observed once.

Annual Evaluation Report

- Aligns overall performance to Mutual Commitments
- Provides for self-reflection about performance in relation to Mutual Commitments prior to the Annual Evaluation Conference.
- Evaluators will complete a summary of overall performance with respect to the district level leader's Mutual Commitments, and dates of when the observation(s) and conference(s) were held prior to the Annual Evaluation Report Conference.

Time Line For Evaluators

August	~ Review evaluation process with district level leader ~ Fall Conference to determine and draft Mutual Commitments
September	~ Finalize, submit, and/or receive Mutual Commitments
By Winter Break	~ Conduct first observation and post-conference for those in role three years or less ~ Conference to review progress towards Mutual Commitments
By Spring Break	~ Conduct second observation and post-conference for those in role three years or less ~ Conduct observation and conference for those in role more than three years ~ Conference to review progress towards Mutual Commitments
May	~ Complete the Evaluation Report and conduct Evaluation Conference

Observation Form for District Level Leaders

Staff Member's Name _____

Position _____ Observation Date _____

Evaluator's Name _____

1. Name of activity observed

2. Summary of activity observed

3. Self-reflection: *What went well? What could be done differently? What are next steps? Was progress made towards the objective?*

4. Evaluator's summative comments on observation and overall work performance (reflective questions, recommendations, and/or commendations)

5. Deficiencies noted in observation and/or overall work performance with steps for improvement

Evaluator's Signature

Position

Date

Staff Member's Signature

Date

___ I concur with the analysis and recommendations.

___ I do not concur and I have a right to respond in writing.

Evaluation Report for District Level Leaders

Staff Member's Name _____

Position _____

Evaluator's Name _____

(District Level Leader completes 1-2. Evaluator completes 3-4.)

1. Self-reflection summary of overall performance with respect to Mutual Commitments:

2. Self-reflection with respect to personal goals: *Did I accomplish what I expected this year? What are my strengths as a leader? Where have I seen growth this year? What are my areas of focus for next year?*

3. Evaluator's summative comments on overall work performance (reflective questions, recommendations, and/or commendations)

4. Deficiencies noted in overall work performance with steps for improvement

Observation Date(s)

Post-observation Conference Date(s)

Evaluator's Signature

Position

Date

Staff Member's Signature

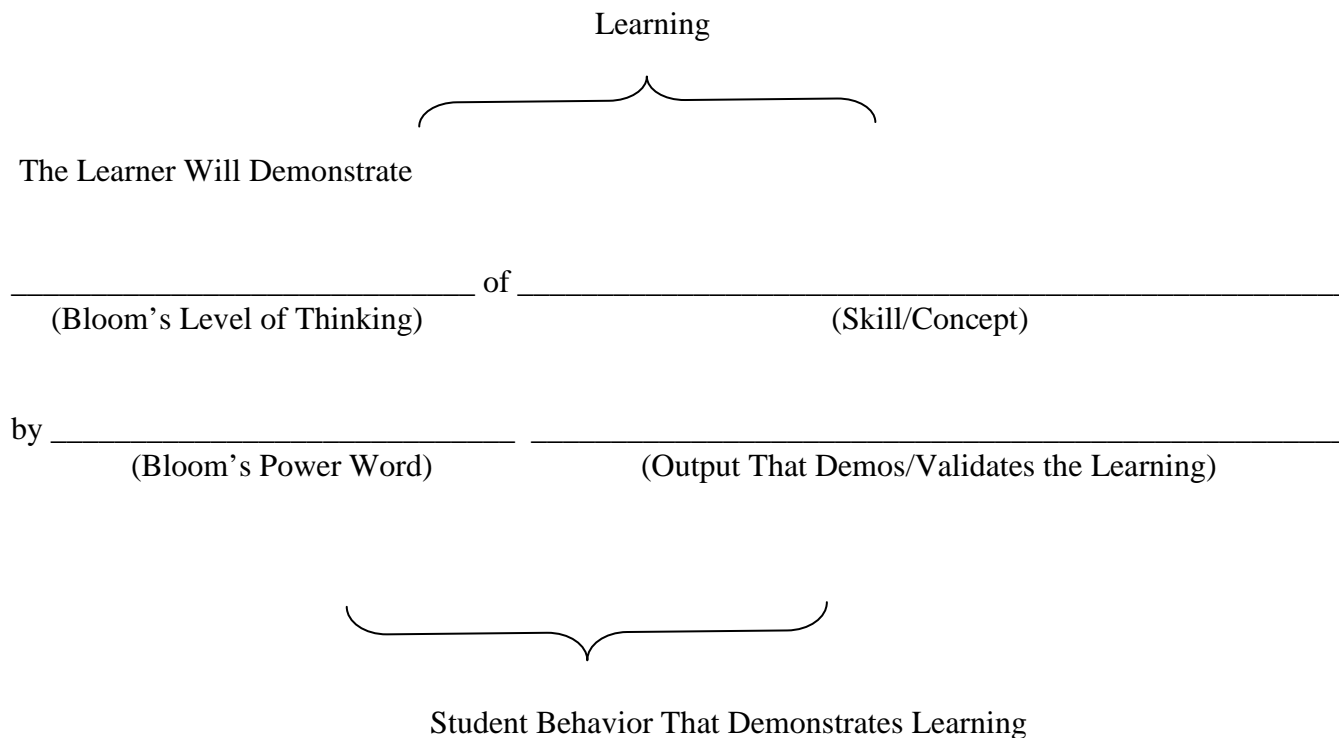
Date

___ I concur with the analysis and recommendations.

___ I do not concur and I have a right to respond in writing.

Additional Resources

Formulate Learning Objectives



Teach to the Objective

In order to teach to an objective, the teacher needs to formulate the objective so the learning and the behavior that demonstrates the learning are congruent. The teacher must then plan relevant actions.

Formulating a Learning Objective

There are two parts to writing an objective; the learning and the behavior that demonstrates the learning.

1. The learning consists of Bloom's Level of Thinking and the skill or concept that relates to the Millard curriculum.
 - Reflect on the question: What are my students going to learn and at what level of thinking are they going to learn it?
2. The student behavior that demonstrates the learning includes a Bloom's Power Word that reflects the Bloom's Level of Thinking and a measurable activity that demonstrates learning.
 - Reflect on the question: What will my students do to show their individual learning of the skill or concept that was taught?

Descriptions of the Major Categories of Bloom's Taxonomy

Knowledge—the remembering of previous learned material. This is the lowest level of the cognitive domain. Some terms that are used at this domain are defines, describes, identifies, labels, and states.

Comprehension—the ability to grasp the meaning of material. This is shown by translating material from one form to another. Some terms that are used at this level are: covert, explain, summarize, and generalize.

Application—the ability to use learned material in new and concrete situations. This includes the application of such things as rules, methods, and theories. Some terms used at this level are: change, compute, demonstrate, manipulate, and solve.

Analysis—the ability to break down material into its component parts so its organizational structure is understood. This includes identification of parts and relationships between parts. Some terms used at this level are: diagrams, discriminates, outlines, separates, and selects.

Synthesis—the ability to put parts together to form a new whole. This may involve the production of a unique communication, a plan of operations, or a set of abstract relations. Some terms used at this level are: combines, compiles, composes, creates, and revises.

Evaluation—the ability to judge the value of material for a given purpose. This may be internal criteria or external criteria. Some terms used at this level are: compares, concludes, contrasts, discriminates, and explains.

S.M.A.R.T. Goals

Specific and Strategic
 Measurable
 Attainable
 Results-oriented
 Time-bound

Goals about improving student learning based upon data

1. Identify an important skill or concept (make this choice based on data from past students – choose based on priority for improving student performance) that you will all give a common assessment on to measure student learning.
2. Create a smart goal
 - Specific
 - Measurable
 - Attainable
 - Results-oriented
 - Time-bound
3. Decide on what evidence you will use to know if goal has been met (specific student learning). You can use a common assessment already created and revise it or make a new common assessment. Make sure you have clear criteria that you are all using similarly to define and measure student success (rubric).
4. Set a time-line. Your time line must include goals for the first half of the year and goals for the second half of the year or you must write two different smart goals for each half of the year.

Make sure you leave time to collect data, analyze data and then implement revisions based on data.
5. Make a Plan of Action (This is the means – the how by which you are going to get there). Include both **prevention** (how to help student succeed) and **intervention** (what to do if student does not succeed) steps.
6. Check progress along the way and adjust.
7. Measure progress by collecting and analyzing student performance data. Follow through on interventions for students who did not make goal.

Samples:

All students will earn an 85% or above on the unit 5 assessment.

All students will earn a 90% or better on the equation sections of the Chapter 5 assessment.

All students will complete at least one timed write in the semester that meets all the required criteria at a competency level or higher.

Suggestions:

Set your goals for all students; but have a plan for students who do not obtain this goal.

DO NOT say:

80% of students will earn an 85% or above on the unit 5 assessment.

Instead set the goal for all students to earn the 85% or better.

Obviously we want all students meeting the standard. All might not, but then we have to have intervention steps in place to reteach these students.

Goals include:

Plan for improving overall student performance

As well as

Systematic and timely systems of intervention for those students who do not meet the performance standard in expected time line.

S.M.A.R.T. Goal Template

S.M.A.R.T. GOAL (aimed at improving overall student performance):

Plan of intervention (reteaching) for students who do not make goal:

Describe type of data being collected, the plan for data analysis and time line:

Describe tentative plan for improving student overall performance (include timeline):

Results

	Strand 1	Strand 2	Strand 3	Strand 4	Overall
Semester					
Number of students Who did not meet strand on first attempt					
Number of students who did not meet strand after reteaching					

Summarize adjustments made to the assessment instrument itself:

Summarize adjustments made to intervention plan:

Summarize adjustments made to teaching to improve student success:

Category: Human Resources
Policy: Code of Ethics
4155

The Board recognizes, endorses and adopts the Standards of Ethical and Professional Performance as established by the Nebraska Department of Education.

Related Rule: 4155.1

Date of Adoption: October 7, 1974

Date of Revision: August 3, 1992; June 2, 2003

Date of Last Review: January 5, 1998

Legal Reference: Neb. Rev. Stat. §79–859, 79–866; 92 NAC 27

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

Questions can be directed to: Superintendent, 5606 S. 147 St.,
Omaha, NE 68137, 402–715–8200.

Privacy Statement

Category: Human Resources**Policy: Code of Ethics****Rule: Code of Ethics****4155.1****Standards of Ethical and Professional Performance****Preamble**

The Millard Board of Education hereby endorses and communicates to its staff the generally accepted minimal standards of professional practices adopted by the Nebraska State Board of Education.

I. Preamble

The educator shall believe in the worth and dignity of human beings. Recognizing the supreme importance of the pursuit of truth, the devotion to excellence, and the nurture of democratic citizenship, the educator shall regard as essential to these goals the protection of the freedom to learn and to teach and the guarantee of equal educational opportunity for all. The educator shall accept the responsibility to practice the profession to these ethical standards.

The educator shall recognize the magnitude of the responsibility he or she has accepted in choosing a career in education, and engages, individually and collectively with other educators, to judge his or her colleagues, and to be judged by them, in accordance with the provisions of this code of ethics.

The standards listed in this section are held to be generally accepted minimal standards for public school certificate holders in Nebraska with respect to ethical and professional conduct and are, therefore, declared to be the criteria of ethical and professional performance adopted pursuant to the provisions of Section 79-866 Neb. Rev. Stat. for holders of public school certificates.

II. Principle I - Commitment as a Professional Educator:

Fundamental to the pursuit of high educational standards is the maintenance of a profession possessed of individuals with high skills, intellect, integrity, wisdom, and compassion. The educator shall exhibit good moral character, maintain high standards of performance, and promote equality of opportunity.

In fulfillment of the educator's contractual and professional responsibilities, the educator:

- A. Shall not interfere with the exercise of political and citizenship rights and responsibilities of students, colleagues, parents, school patrons, or school board members.
- B. Shall not discriminate on the basis of race, color, religion, national origin, gender, marital status, disability, or age.
- C. Shall not use coercive means, or promise or provide special treatment to students, colleagues, school patrons, or school board members in order to influence professional decisions.
- D. Shall not make any fraudulent statement or fail to disclose a material fact for which the educator is responsible.
- E. Shall not exploit professional relationships with students, colleagues, parents, school patrons, or school board members for personal gain or private advantage.

- F. Shall not sexually harass students, parents or school patrons, employees, or board members.
- G. Shall not have had revoked for cause a teaching certificate, administrative certificate, or any certificate enabling a person to engage in any of the activities for which a special services counseling certificate is issued in Nebraska.
- H. Shall not engage in conduct involving dishonesty, fraud, deceit, or misrepresentation in the performance of professional duties.
- I. Shall report to the Commissioner and the Millard Public Schools Superintendent any known violation of Principle I, number 7; Principle III, number 5; or Principle IV, number 2.
- J. Shall seek no reprisal against any individual who has reported a violation of this code of ethics.

III. Principle II - Commitment to the Student:

Mindful that a profession exists for the purpose of serving the best interests of the client, the educator shall practice the profession with genuine interest, concern, and consideration for the student. The educator shall work to stimulate the spirit of inquiry, the acquisition of knowledge and understanding, and the thoughtful formulation of worthy goals.

In fulfillment of the obligation to the student, the educator:

- A. Shall permit the student to pursue reasonable independent scholastic effort, and shall permit the student access to varying points of view.
- B. Shall not deliberately suppress or distort subject matter for which the educator is responsible.
- C. Shall make reasonable effort to protect the student from conditions which interfere with the learning process or are harmful to health or safety.
- D. Shall conduct professional educational activities in accordance with sound educational practices that are in the best interest of the student.
- E. Shall keep in confidence personally identifiable information that has been obtained in the course of professional service, unless disclosure serves professional purposes, or is required by law.
- F. Shall not tutor for remuneration students assigned to his or her classes unless approved by the Millard Board of Education.
- G. Shall not discipline students using corporal punishment.

IV. Principle III - Commitment to the Public:

The magnitude of the responsibility inherent in the education process requires dedication to the principles of our democratic heritage. The educator bears particular responsibility for instilling an understanding of the confidence in the rule of law, respect for individual freedom, and a responsibility to promote respect by the public for the integrity of the profession.

In fulfillment of the obligation to the public, the educator:

- A. Shall not misrepresent an institution with which the educator is affiliated, and shall take added precautions to distinguish between the educator's personal and institutional views.
- B. Shall not use institutional privileges for private gain or to promote political candidates, political issues, or partisan political activities.
- C. Shall neither offer nor accept gifts or favors that will impair professional judgment.
- D. Shall support the principle of due process and protect the political, citizenship, and natural rights of all individuals.
- E. Shall not commit any act of moral turpitude, nor commit any felony under the laws of the United States or any state or territory, and shall not have a misdemeanor conviction involving abuse, neglect, or sexual misconduct as defined in Sections 003.12 through 003.14 of 92 NAC 21 (an offense under the laws of any jurisdiction, which, if committed in Nebraska, would constitute one of the following misdemeanors {with the applicable sections for the Revised Statutes of Nebraska in parenthesis }):
 - 1. Assault (third degree) (28-310)
 - 2. Stalking (28-311.03)
 - 3. Hazing (28-311.06)
 - 4. False Imprisonment (28-315)
 - 5. Sexual Assault (third degree) (28-320)
 - 6. Abandonment of Spouse or Child (28-705)
 - 7. Child Abuse (28-707)
 - 8. Contributing to the Delinquency of a Child (28-709)
 - 9. Prostitution (28-801)
 - 10. Keeping a Place of Prostitution (28-804)
 - 11. Debauching a Minor (28-805)
 - 12. Public Indecency (28-806)
 - 13. Sale of Obscene Material to Minor (28-808)
 - 14. Obscene Motion Picture Show, Admitting Minor (28-809)
 - 15. Obscene Literature Distribution (28-813)
 - 16. Sexually Explicit Conduct (28-813.01)

17. Resisting Arrest (28-904 (1)(a)), when the conviction involves use of threat or physical force or violence against a police officer
18. Indecency with an Animal (28-1010)
19. Intimidation by Phone Call (28-1310)

Other convictions related to such crimes including:

20. Attempt to Commit a Crime (28-201)
21. Criminal Conspiracy (28-202)
22. Accessory to a Felony (28-204)
23. Aiding, Abetting, Procuring, or Causing Another to Commit an Offense (28-206)

Convictions which have been set aside, nullified, expunged, or pardoned shall not be considered convictions for purposes of this rule, unless the laws of the jurisdiction of the conviction would allow the conviction to be used as the basis for denial of a certificate to teach, administer, or provide special services in schools.

F. Shall, with reasonable diligence, attend to the duties of his or her professional position.

V. Principle IV - Commitment to the Profession:

In belief that the quality of the services to the education profession directly influences the nation and its citizens, the educator shall exert every effort to raise professional standards, to improve service, to promote a climate in which the exercise of professional judgment is encouraged, and to achieve conditions which attract persons worthy of the trust to careers in education. The educator shall believe that sound professional relationships with colleagues are built upon personal integrity, dignity, and mutual respect.

In fulfillment of the obligation to the profession, the educator:

- A. Shall provide upon the request of an aggrieved party, a written statement of specific reasons for recommendations that lead to the denial of increments, significant changes in employment, or termination of employment.
- B. Shall not misrepresent his or her professional qualifications, nor those of colleagues.
- C. Shall practice the profession only with proper certification, and shall actively oppose the practice of the profession by persons known to be unqualified.

VI. Principle V - Commitment to Professional Employment Practices:

The educator shall regard the employment agreement as a pledge to be executed both in spirit and in fact. The educator shall believe that sound personnel relationships with governing boards are built upon personal integrity, dignity, and mutual respect.

In fulfillment of the obligation to professional employment practices, the educator:

- A. Shall apply for, accept, offer, or assign a position or responsibility on the basis of professional preparation and legal qualifications.
- B. Shall not knowingly withhold information regarding a position from an applicant or employer, or misrepresent an assignment or conditions of employment.
- C. Shall give prompt notice to the employer of any change in availability of service.
- D. Shall conduct professional business through designated procedures, when available, that have been approved by the employing agency.
- E. Shall not assign to unqualified personnel, tasks for which an educator is responsible.
- F. Shall permit no commercial or personal exploitation of his or her professional position.
- G. Shall use time on duty and leave time for the purpose for which intended.

Related Policy: [4155](#)

Legal Reference: Neb. Rev. Stat. §79-859, §79-866; 92 NAC 27, 92 NAC 21

Date of Adoption: October 7, 1974

Date of Revision: August 3, 1992; January 5, 1998; May 3, 2004

Date of Last Review: June 2, 2003

Millard Public Schools
Omaha, NE

Category: Human Resources
Policy: Evaluation
4160

All personnel shall be continuously evaluated by the appropriate supervisors to encourage improvement of the total school program.

The Millard Public School District shall provide procedures for the evaluation of staff: said evaluation shall serve as a basis for the improvement of performance and continued employment in the Millard School District. The procedures shall provide for a source of information for sound decision-making as well as for counseling, for inservice training, and for continual growth of all employees. The procedures shall provide not only for the identification and improvement of staff skills and abilities that enhance the learning process, but also for the orderly dismissal of those who do not meet the standards of the District.

Related Rules: [4160.1](#) , [4160.2](#)

Legal Reference: Neb. Rev. Stat §79-318(5)(h) and §79-828; Title 92

Date of Adoption: January 2, 1979

Date of Revision: August 3, 1992; December 21, 1998; July 21, 2003; June 1, 2009

Millard Public Schools
Omaha, NE

Category: Human Resources**Policy: Evaluation****Rule: Evaluation: Certificated Staff****4160.1**

All certificated personnel shall be evaluated in accordance with the District's written procedures on appraisal forms provided by the Human Resources Office as follows:

- I. Probationary certificated employees shall be evaluated at least once each semester in accordance with the procedures provided by law.
- II. Permanent certificated employees shall be evaluated at least once every school year.

The District will obtain approval of its teacher evaluation policies and procedures from the Nebraska Department of Education as a requirement to legally operate as an accredited school district in Nebraska in accordance with Title 92, Nebraska Administrative Code, Chapter 10. In the event the District changes its policies or procedures for teacher evaluation, it shall re-submit the revised policies and procedures to the Nebraska Department of Education for approval. The policies and procedures submitted for the approval of the Nebraska Department of Education shall be in writing, shall be approved by the Millard Board of Education, and shall include the following:

- I. A policy containing a statement of the purpose of teacher evaluation in the District.
- II. A teacher evaluation procedure which shall:
 - A. Contain specific criteria upon which teachers are to be evaluated. Evaluation instruments shall be designed primarily for the improvement of instruction and shall include, at a minimum: (1) instructional performance, (2) classroom organization and management, (3) professional conduct, and (4) personal conduct. Specific standards for measurement in each of these four areas shall be tied to the instructional goals of the District.
 - B. Describe the process to be used for evaluation, including the duration and frequency of the observations and the formal evaluations for probationary and permanent certificated teachers.
 - C. Provide for documenting the evaluation.
 - D. Communicate results of the evaluation annually, in writing, to those being evaluated.
 - E. Provide for written communication (commonly referred to as a growth plan) to the evaluated teacher on all noted deficiencies, specific means for the correction of the noted deficiencies, and an adequate timeline for implementing the concrete suggestions for improvement.
 - F. Provide for the teacher to offer a written response to the evaluation.
 - G. Communicate the evaluation procedure annually, in writing, to those being evaluated.
 - H. Describe the District's plan for training evaluators.

- III. All evaluators shall possess a valid Nebraska Administrative Certificate and shall be trained to use the evaluation system employed in the District.

Related Policy: [4160](#)

Legal Reference: Neb. Rev. Stat. §§79-318(5)(h) and 79-828(2)

Date of Adoption: January 2, 1979

Date of Revision: November 21, 1983; August 3, 1992; Sept 7, 1993; Dec. 21, 1998; July 21, 2003;
June 1, 2009

Millard Public Schools
Omaha, NE

Category: Curriculum, Instruction, and Assessment
Policy: Taught Curriculum--Instructional Delivery
6200

In order to enable the alignment of the taught curriculum with the written curriculum, the Millard Public Schools shall identify clearly defined standards for the District's staff. These standards are referred to as "Practices that Promote Successful Student Learning" and are included in The Millard Instructional Model. The five Domains of the Millard Instructional Model are:

- I. Planning
- II. Instruction
- III. Assessment
- IV. Learning Environment
- V. Professional Responsibilities

The "Practices that Promote Successful Student Learning" of the Millard Instructional Model have been incorporated into the teacher evaluation process and used by administrators, in conjunction with curriculum frameworks and guides, to monitor the taught curriculum.

Related Policies and Rules: 4160
 Policy Adopted: May 3, 1999
 Reaffirmed: May 19, 2003
 Revised: October 2, 2006; June 2, 2008

Millard Public Schools
 Omaha, Nebraska

Category: Curriculum, Instruction, and Assessment
Policy: Taught Curriculum: Instructional Delivery
Rule: Taught Curriculum: Instructional Delivery

6200.1

Within each domain of the Millard Instructional Model are standards referred to as "Practices that Promote Successful Student Learning."

Related Policy: 6200

Practices That Promote Successful Student Learning can be found in this handbook, pages 27-38.

Legal Reference: §79-866; 92 NAC 27
 Date of Adoption: May 3, 1999
 Revised: July 16, 2001; May 19, 2003; October 2, 2006
 May 21, 2007; June 2, 2008

Millard Public Schools
 Omaha NE

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Intensive Assistance

The

Intensive Assistance Program

For

Millard Public Schools

Intensive Assistance Overview

A major focus of the Millard Public School's teacher evaluation process is to ensure that only effective teaching practices continue in the classroom. The **Practices That Promote Successful Student Learning** have been developed to define these effective teaching practices. If it is determined that a teacher in the Millard Public Schools is not meeting these standards, the **Intensive Assistance Program** will be used to assist the teacher in improving teaching practices to ensure that the standards are met. It is the teacher's responsibility to show improvement.

Concerns about teacher performance will be investigated and a determination made regarding the need for **Intensive Assistance**. Examples of such concerns include, but are not limited to the following:

- Coaching in prior phases of teacher evaluation that has not resolved the problem
- A pattern over time of insufficient student learning
- A classroom environment that is detrimental to student learning
- A classroom that is unsafe for students

Intensive Assistance is part of the **Appraisal Phase** of the evaluation process. If **Intensive Assistance** is indicated, teachers currently in the **Appraisal Phase** can be placed directly in **Intensive Assistance**. Teachers currently in the **Continuous Growth Phase** will be moved to the **Appraisal Phase** at the time **Intensive Assistance** is initiated.

While in **Intensive Assistance** the teacher will be informed of the concerns with performance and be an active participant in the development and implementation of the **Plan for Improvement**. **Intensive Assistance** will consist of a **Plan for Improvement** that is developed by the evaluator and may include the teacher, with optional participation by a team. The **Plan for Improvement** will include the objective(s) to be accomplished, action steps for achieving the objectives, a description of the assistance that will be provided, a time line for implementation, the type and frequency of feedback, and the evaluation criteria and date of evaluation.

When the date for evaluation of the **Plan for Improvement** is reached, a determination is made by the evaluator regarding the successful accomplishment of the objectives. The **Intensive Assistance Program** is intended to assist teachers who are not meeting performance standards with respect to the **Practices That Promote Successful Student Learning**. Teachers who continue to perform unsatisfactorily according to the performance standards in the **Practices That Promote Successful Student Learning** after **Intensive Assistance** has been employed may be subject to dismissal or non-renewal of contract. Failure to institute an **Intensive Assistance Plan** shall not prevent the district from terminating, canceling, or non-renewing a teacher's contract. There also may be other grounds for non-renewal of contract or dismissal that are made independently of the teacher evaluation process.

PLEASE NOTE: Sample Intensive Assistance Plans can be found in the Administrator Addendum of the Staff Evaluation Handbook.

Intensive Assistance Narrative

The **Intensive Assistance Program** will be initiated when it has been determined that a teacher is not performing satisfactorily with respect to the **Practices That Promote Successful Student Learning** that serve as a basis for the teacher evaluation process. Examples include, but are not limited to:

- coaching in prior phases of teacher evaluation that has not resolved the problem
- a pattern over time of insufficient student learning
- a classroom environment that is detrimental to student learning
- a classroom that is unsafe for students

The evaluator completes an investigation of any concerns expressed by others including students, parents, or peers. The evaluator completes observations and collects data to document concerns with performance that relate to the **Practices That Promote Successful Student Learning**. The evaluator may consult with other evaluators and other support personnel such as department heads, curriculum specialists, pupil services personnel, and special education personnel, as appropriate to determine the significance of the concerns.

Concerns with performance must be verbally shared and discussed with the teacher. The evaluator must confer with Human Resources about the concerns with teacher performance in meeting the **Practices That Promote Successful Student Learning**.

The evaluator considers the evidence collected and makes a determination regarding whether the teacher satisfactorily meets the **Practices That Promote Successful Student Learning**. Communication with Human Resources regarding the determination should be made by the evaluator.

If the determination is made that the teacher is satisfactorily meeting the **Practices That Promote Successful Student Learning**, there will be no further action. The teacher will continue to be evaluated in his/her current phase of the evaluation process.

If the determination is made that the teacher is not satisfactorily meeting the **Practices That Promote Successful Student Learning**, a **Recommendation for Intensive Assistance** will be made through the **Appraisal Phase**.

Appraisal Phase

If the teacher is currently in the **Appraisal Phase**, the recommendation for **Intensive Assistance (1A1)** should be completed. Practices that are not being met must be specified and documentation provided.

Support Phase or Professional Growth Phase

If the teacher is currently in the **Continuous Growth Phase**, the teacher must be moved to the **Appraisal Phase** to focus directly on the **Practices That Promote Successful Student Learning**. The **Recommendation for Intensive Assistance (1A1)** should be completed. Practices that are not being met must be specified and documentation provided. Direct classroom observations and documentation provided. Direct classroom observations and conferences (**Appraisal Phase**) should be reinitiated and should focus on the concerns with the specified practices. **Classroom Observation Form** must be completed for each observation.

The evaluator shares the **Recommendation for Intensive Assistance (1A1)** with the teacher. A conference is held to discuss the recommendation, and the teacher receives and signs the **Recommendation for Intensive Assistance**. The teacher can request MEA representation at this

conference. The evaluator can request a representative from Human Resources at this conference. As a courtesy, the evaluator and teacher should be informed if representatives from MEA or Human Resources will be at the conference.

At the initial **Intensive Assistance** conference, the involvement of a team to assist in developing and implementing a plan for improvement may be determined. Team membership may include educators with expertise in the areas needing improvement. If teams are utilized, expectations for team members including confidentiality will be emphasized.

A written **Plan for Improvement (1A2)** must be developed by the evaluator with input from the teacher and team (if one is utilized). The plan must include the objective(s) to be accomplished, action steps for achieving the objectives, a description of the assistance that will be provided (what, who, when), a timeline for implementation, the type and frequency of feedback that will be provided the teacher, and the evaluation criteria and date. This plan must be shared with Human Resources.

A conference will be held to review the completed **Plan for Improvement (1A2)**. Both teacher and evaluator will sign and date the **Plan for Improvement**.

The **Plan for Improvement** will be implemented following the time line and recommended action steps making sure that the specified assistance is provided. Regular feedback to the teacher is expected. Observations, visits, conferences, or other contact to the evaluator and teacher should occur approximately as specified in the plan.

When the date for evaluation as specified in the **Plan for Improvement** is reached, a determination will be made by the evaluator regarding whether the teacher is meeting the specified **Practices That Promote Successful Student Learning**. Evaluation criteria, as specified in the **Plan for Improvement**, should be a major part of this determination.

If the teacher is meeting the standards, the placement in the **Intensive Assistance** program is completed. The teacher will remain in the **Appraisal Phase** of the evaluation cycle for the current year and the following year. Placement in **Intensive Assistance** will be reinitiated if concerns resurface.

If the teacher is not meeting the standards and sufficient documentation for dismissal does not exist, the evaluator will reexamine the **Recommendation for Intensive Assistance**, the **Plan for Improvement**, and review the documentation. The **Recommendation for Intensive Assistance** will be rewritten and a new plan developed. Care will be taken to align the concerns with the most appropriate practices and to develop specificity in the plan and the evaluation criteria.

If sufficient documentation for dismissal exists, due process will be followed with involvement of Human Resources.

Recommendation for Intensive Assistance

Teacher's Name _____

Date _____

1. List the Practices That Promote Successful Student Learning not being met from the Millard Instructional Model:

2. Documentation:

Evaluator's Signature Position Date

Teacher's Signature Date

**Plan for Improvement
Intensive Assistance Program**

Teacher's Name _____

School _____ Position _____

Date _____

1. Objective(s) to be accomplished:

2. Action steps for achieving the objectives:

3. Assistance that will be provided (who, what, when, how):

4. Time line for achieving objectives:

5. Type and frequency of feedback:

6. Evaluation Criteria:

Evaluators' Signature

Position

Date

Teacher's Signature

Date

___ I concur with the analysis and recommendations.

___ I do not concur and I have a right to respond in writing.

Feedback Intensive Assistance Program Report of Progress

Teacher's Name _____ School _____

Position _____ Date _____

Objective 1:

Objective 2:

Objective 3:



Staff Evaluation Handbook and Administrator Addendum

Revised May 2010

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Administrator Time Lines and Expectations

Teacher Evaluation Time Line

Appraisal Phase Time Line - Probationary Teachers and Teachers with Special Circumstances

- August-September ~ Review evaluation procedures with all certificated staff (Policy 4160.1)
- By Winter Break ~ Conduct two classroom observations followed by the Post-observation Conference - one of these two observations should be for the full instructional period
~ Complete **5** instructional walk-through observations
- By Spring Break ~ Conduct the third classroom observation followed by the Post-observation Conference - this observation should be for the full instructional period
~ Complete **3** instructional walk-through observations
- By May 1 ~ Complete the Appraisal Report and conduct the Spring Conference
- By May 15 ~ Appraisal Report should be sent to Human Resources at DSAC

Continuous Growth Phase Time Line - Teachers 4 or More Years with MPS

- August-September ~ Review evaluation procedures with all certificated staff (Policy 4160.1)
- August-September ~ Fall Conference
- By Winter Break ~ Complete **5** instructional walk-through observations
- December-February ~ Progress Check
- By Spring Break ~ Complete **3** instructional walk-through observations
- February-April ~ Complete the Continuous Growth Report and conduct the Spring Conference
- By May 15 ~ Continuous Growth Report should be sent to Human Resources at DSAC

Select Staff & Nurse Evaluation Time Lines

Appraisal Phase Time Line - Probationary Select Staff and Select Staff with Special Circumstances

- August-September ~ Review evaluation procedures with all select staff (Policy 4160.1)
- By Winter Break ~ Conduct two classroom/meeting observations followed by the Post-observation Conference – one of these two observations should be for the full instructional period/meeting
~ Complete **5** walk-through observations
- By Spring Break ~ Conduct the third classroom/meeting observation followed by the Post-observation Conference – this observation should be for the full instructional period/meeting
~ Complete **3** walk-through observations
- By May 1 ~ Complete the Appraisal Report and conduct the Spring Conference
- By May 15 ~ Appraisal Report should be sent to Human Resources at DSAC

Continuous Growth Phase Time Line - Select Staff 4 or More Years with MPS

- August-September ~ Review evaluation procedures with all select staff (Policy 4160.1)
- August-September ~ Fall Conference
- By Winter Break ~ Complete **5** walk-through observations
- December-February ~ Progress check
- By Spring Break ~ Complete **3** walk-through observations
- February-April ~ Complete the Continuous Growth Report and Spring Conference
- By May 15 ~ Continuous Growth Report should be sent to Human Resources at DSAC

School Nurse Evaluation Time Line

- August-September ~ Fall Conference
- By Winter Break ~ Complete **5** walk-through observations
- By Spring Break ~ Complete **3** walk-through observations
- February-April ~ Complete the Evaluation Report and conduct the Spring Conference
- By May 15 ~ Evaluation Report should be sent to Human Resources at DSAC

Sample Logging Method

Appraisal Phase		Walkthroughs								Observations			Spring Conference
		#1	#2	#3	#4	#5	#6	#7	#8	#1 Full Inst.	#2	#3 Full Inst.	
		By Winter Break				By Spring Break				By Winter Break		By Spring Break	By May 1
Continuous Professional Growth Phase	Fall Conference	Walkthroughs								Progress Check	Spring Conference		
		#1	#2	#3	#4	#5	#6	#7	#8				
	Aug.-Sept.	By Winter Break				By Spring Break				Dec.-Feb.	Feb.-April		

Other Staff Evaluation Forms

Millard Public Schools Support Personnel Evaluation

Check one

NAME _____

_____ Ed. Para.

SCHOOL _____

DATE _____

_____ Other

	<u>SATISFACTORY</u>	<u>UNSATISFACTORY</u>
Appropriate Dress	_____	_____
Punctuality	_____	_____
Attendance.....	_____	_____
Organizational Skills.....	_____	_____
Initiative	_____	_____
Telephone Courtesy	_____	_____
Use of Grammar.....	_____	_____
Confidentiality with School Matters	_____	_____
Efficiency with Clerical Responsibilities.....	_____	_____
Ability to Follow Directions	_____	_____
Rapport with Public	_____	_____
Cooperation with Co-workers	_____	_____
Quality of Work	_____	_____

Additional Comments:

Recommend for rehire _____

Not Recommend for rehire _____

Signature of Employee

Date

Signature of Appraiser

Date

Millard Public Schools
Secretary Self Reflection Form

NAME _____

SCHOOL _____

DATE _____

As a lifelong learner, it is important to be reflective in your job. Please spend some time reflecting on the skills and attributes you possess. What are your areas of strength? What are areas in which you can improve? What are your goals for next year? Give specific examples or explanations of how you meet the Millard standard of professionalism. When evaluating yourself, the following is a list to consider: appropriate dress, punctuality, attendance, organizational skills, initiative, telephone courtesy, use of grammar, confidentiality with school matters, efficiency with clerical responsibilities, ability to follow directions, rapport with public, cooperation with co-workers, and quality of work.

Also list at least TWO of your professional goals you have for next year.

**Millard Public Schools
Secretary Evaluation**

NAME _____

SCHOOL _____

DATE _____

	<u>SATISFACTORY</u>	<u>UNSATISFACTORY</u>
Appropriate Dress	_____	_____
Punctuality	_____	_____
Attendance.....	_____	_____
Organizational Skills.....	_____	_____
Initiative	_____	_____
Telephone Courtesy	_____	_____
Use of Grammar.....	_____	_____
Confidentiality with School Matters	_____	_____
Efficiency with Clerical Responsibilities.....	_____	_____
Ability to Follow Directions	_____	_____
Rapport with Public	_____	_____
Cooperation with Co-workers.....	_____	_____
Quality of Work	_____	_____

Secretary Comments:

List at least TWO of your professional goals:

Evaluator Comments:

_____ Recommend for rehire

_____ Not Recommend for rehire

Signature of Employee

Date

Signatures of Appraiser

Millard Public Schools
Sample Secretary Evaluation

NAME _____

SCHOOL _____

DATE _____

	<u>SATISFACTORY</u>	<u>UNSATISFACTORY</u>
Appropriate Dress	x	
Punctuality	x	
Attendance.....	x	
Organizational Skills.....	x	
Initiative	x	
Telephone Courtesy	x	
Use of Grammar	x	
Confidentiality with School Matters	x	
Efficiency with Clerical Responsibilities.....	x	
Ability to Follow Directions	x	
Rapport with Public	x	
Cooperation with Co-workers	x	
Quality of Work	x	

Secretary Comments:

In my position as project secretary, I continue to rely on my organizational skills to keep my projects on task and finished on time. I strive for perfection in putting together events in the fall and events in the spring. I work hard to put together a professional program. This year I am printing award certificates for the Spring program. One of my goals was to cross train with the disciplinary offices to learn to read and print out their portion from the SIMS program. I have accomplished this goal, but still need to learn to understand all the codes and terminology. My second goal was to improve my skills in working within Excel. To date, I have converted most of my databases from Claris to Excel and I am becoming proficient in that program. I took a class in Excel last summer, but find what works best for me is experimenting within the program to accomplish what I need the program to do.

I continue to be a team player, helping the main office when needed. I continue to be extremely reliable in that my attendance is perfect and I am on time everyday ready to assist the staff and students with anything and everything.

List at least TWO professional goals you have for 2007-08:

One of my goals for next year would be to learn the formulas within the Excel program so I can program the sheet with the formulas from the beginning.

Another goal for next year is to help the new administrator adjust in the position of Assistant Principal.

Evaluators Comments:

We both concur with her self evaluation listed at the top. Her goals are also very appropriate for 2007-08. She has a special ability to multitask and still remain positive. Dependability and initiative are her strong assets. She thinks ahead and anticipates the needs of her supervisors and often accomplishes the tasks before being asked. Problem solving is a crucial skill for a secretary to possess. She is able to problem solve and make decisions, which other secretaries are unable to do. This problem solving leadership she displays saves her administrators time and effort. Staff and the public love working with her. The administrators from DSAC often utilize the school for their staff development functions because of how friendly and helpful she is. She makes helping others a big part of her job. Because of her positive attitude and helpful spirit, she is excellent for public relations in the Principal's Office. Not only do we think she is TOP NOTCH but so does the Millard Foundations Committee. She was selected as Millard Foundations Support Staff of the Year. She will be honored at the May 7th banquet and receive a \$1000 stipend. We are so pleased with this recognition that she has earned.

We encourage her to set up "action steps" to help her realize her 2 proposed goals for 2007-08. We will assist her in providing staff development opportunities as needed. We consider ourselves very lucky to work with her!

 X Recommend for rehire

_____ Not Recommend for rehire

Signature of Employee

Date

Signatures of Appraisers

Millard Public Schools Professional / Technical Staff Evaluation

NAME: _____ DATE: _____

SCHOOL: _____

JOB TITLE: _____

	<u>SATISFACTORY</u>	<u>UNSATISFACTORY</u>
Appropriate Dress	<input type="checkbox"/>	<input type="checkbox"/>
Punctuality	<input type="checkbox"/>	<input type="checkbox"/>
Attendance	<input type="checkbox"/>	<input type="checkbox"/>
Organizational Skills	<input type="checkbox"/>	<input type="checkbox"/>
Initiative	<input type="checkbox"/>	<input type="checkbox"/>
Telephone Courtesy	<input type="checkbox"/>	<input type="checkbox"/>
Use of Grammar	<input type="checkbox"/>	<input type="checkbox"/>
Confidentiality with School Matters	<input type="checkbox"/>	<input type="checkbox"/>
Efficiency with Clerical Responsibilities	<input type="checkbox"/>	<input type="checkbox"/>
Ability to Follow Directions	<input type="checkbox"/>	<input type="checkbox"/>
Rapport with Public	<input type="checkbox"/>	<input type="checkbox"/>
Cooperation with Co-workers	<input type="checkbox"/>	<input type="checkbox"/>
Quality of Work	<input type="checkbox"/>	<input type="checkbox"/>

Refer to job description when completing this evaluation

1) Strengths and commendations:

2) Areas needing improvement:

3) Job target for next year:

Recommend for rehire Not Recommend for rehire

Signature of Employee Date

Signature of Appraiser Date

Signature of Building Supervisor Date
(Required)

Millard Public Schools Hall Monitor Evaluation

NAME _____

SCHOOL _____

DATE _____

	<u>Satisfactory</u>	<u>Unsatisfactory</u>
Appropriate Dress	_____	_____
Punctuality	_____	_____
Attendance.....	_____	_____
Initiative	_____	_____
Confidentiality with School Matters.....	_____	_____
Rapport with Public, Students, and Staff.....	_____	_____
Cooperation with Co-workers	_____	_____
Quality of Work	_____	_____
Monitors assigned hallways, bathrooms, entrances, & walkways _____	_____	_____
Supervises special areas as assigned	_____	_____
Notifies administration of all violations of student rules providing testimony as necessary regarding observations of student misconduct	_____	_____
Escorts rule violators to the office without physical force ...	_____	_____
Assists visitors in reporting to the office. Requests unauthorized personnel leave the building & notifies the administration...	_____	_____
Monitors students specifically for: substance use, possession and distribution, vandalism, and interpersonal confrontation.....	_____	_____
Provides emergency first aid and CPR as needed. Notifies nurse and administration of students and staff requiring such assistance _____	_____	_____
Performs other duties as requested by the principal.....	_____	_____

Additional Comments:

Recommend for rehire

Not Recommended for rehire

Signature of Employee Date

Signature of Appraiser Date

Millard Public Schools SRO Feedback Form

Name _____

Date _____

School _____

	Excellent	Satisfactory	Unsatisfactory
Appropriate dress	_____	_____	_____
Organizational skills	_____	_____	_____
Initiative	_____	_____	_____
Cooperation with co-workers	_____	_____	_____
Rapport with staff, students, and public	_____	_____	_____
Confidentiality regarding school matters	_____	_____	_____
Proficient using needed technology	_____	_____	_____

Comments:

	Excellent	Satisfactory	Unsatisfactory
1. The officer is prompt in reporting at the assigned school. Comments:	_____	_____	_____
2. The officer communicates with school personnel (principals) on a regular basis Comments:	_____	_____	_____
3. The officer communicates with students and families in an effective, courteous, professional manner. Comments:	_____	_____	_____
4. The officer presents educational leadership for students, parents, and community in regards to alcohol, tobacco, drugs, the law, violence, gangs, safety, and security concerns. Comments:	_____	_____	_____

Excellent Satisfactory Unsatisfactory

5. The officer provides informational in-services for staff on issues regarding alcohol, tobacco, drugs, the law, violence, gangs, safety, and security concerns.

Comments:

6. The officer assists in maintaining order and enforcing school policies.

Comments:

7. The officer is visible and accessible during the scheduled time.

Comments:

1) Strengths and recommendations:

2) Areas needing improvement:

3) Personal goals for the year:

4) Action plan to achieve those goals:

Signature of Officer _____ Date _____

Signature of Principal _____ Date _____

Millard Public Schools Secondary Department Head Evaluation Form

Name: _____ Building: _____

	Satisfactory	Unsatisfactory
1. Assists in the monitoring, development, and evaluation of department curriculum (this may include classroom visitations).	_____	_____
2. Supports the implementation of the district Instructional Improvement Program (this may include classroom visitations).	_____	_____
3. Assists in the communication of department goals and objectives to all department teachers, substitute teachers, and the community.	_____	_____
2. Promotes the coordination and articulation of the curriculum within and between buildings.	_____	_____
5. Assists in the selection and organization of materials, supplies, and facilities.	_____	_____
6. Assists in the preparation of the department budget.	_____	_____
7. Assists with the identification of inservice needs.	_____	_____
8. Assists with other management tasks including scheduling and pupil services.	_____	_____

Strengths And Recommendation

Department Head

Principal

Area

Director of Secondary Education

Date

Sample Letters

SAMPLE Recommendation for Intensive Assistance Program (IA1)

TO: Jane Doe

FROM: Principal Smith

DATE: May 6, 2008

RE: Performance deficiencies

As we begin to look at your Intensive Assistance Plan for the current year, we continue to see deficiencies as noted below and as noted in other documentation such as your eight Intensive Assistance Progress Reports. For this year, you were provided four objectives. This memorandum will include a summary of your performance this year and then will look at how to improve going forward, including specific directives and expectations.

Objective 1: This objective focused on lesson plans. It directed you to complete weekly lesson plans prior to 8:45 am each Monday morning that are sequential, descriptive, and are aligned to the district curriculum guides. The purpose of this objective is to maximize instructional time and keep students actively engaged in the learning process. Adequate lesson plans also provide instruction/direction that is specific and easily understood by students.

Since September, you have been turning in your lesson plans on a weekly basis. However, the plans did not address actual teaching strategies as requested. Instead, your lessons would mostly just consist of a list of problems that you were doing for the day and that the students would try. At no time did your lesson plans mention strategies like: work this problem in pairs; or share your work with a partner; or students going to the board to work; or other activity based strategies.

After a January visit to Millard West classrooms, you were directed to incorporate into your lesson planning utilization of whiteboards in your class consistent with the effective strategies we observed. I observed you use the white boards once, and slowly over time the student desks gravitated back towards the white board rendering them unused. I then observed a recurrence of inappropriately vast amounts of independent work time given to students. On April 1, again I directed you to pull the desks away from that wall and use the whiteboard as a strategy of getting students to the board and working problems as a class.

Over the last two and half years, I have repeatedly directed you to plan your lessons to use the instructional block to its fullest potential. This was because I frequently would walk in on students having 45 minutes (half the block) to work on homework. Most students would finish their work and become disruptive to the classroom environment. I told you a maximum of 20 minutes to work on homework per block was acceptable for guided practice time. However, I continue to observe in your classroom times where students had no more instruction and were given assignments to work on with approximately 40 minutes left in the class. For example, on March 27, I observed students working for an extended period of time on homework. When I asked you about this, you justified it by commenting on 2 or 3 students that need to catch up on old assignments. You also mentioned that one student has an IEP that calls for extended work time. IEP's can be met individually by sending that student to the resource help lab or providing time after school. You do not need to take instructional time away from all students to create classroom time for one. This is another justification for ineffective classroom practice.

You were directed to notify me when your plans changed throughout the week. You were instructed that changes in methods of instruction would increase student learning and, therefore, increase student testing scores. Changes in instruction and adequate differentiation of instruction should have been happening regularly to seek alternate ways to achieve appropriate and quantifiable student learning. However, you never notified me of any adjustments to your plans to improve student understanding or to re-teach using another strategy. The only notifications I received of changes were superficial such as “I didn’t get to section 5, I will do that next time.” In our weekly meetings, I frequently urged you to seek out new strategies from colleagues to augment your strategy of repeatedly modeling a problem, then having students try a problem. I rarely saw any change to your instruction.

I expect that you will use a variety of instructional strategies and denote the use of these strategies in your lesson planning. For each unit, you will, at a minimum, incorporate the following strategies in your lesson planning and delivery of instruction:

- (1) Use of White Boards;
- (2) Smart Board Instruction;
- (3) Pair Share Activities;
- (4) Student Problem Solving on the Board; and
- (5) Modeled Questions/Problem Solving.

As part of your lesson planning, the student performance objective and the agenda of the activities for the day will be posted daily on the board. The purpose will be to keep you and students focused on the objective and the specific steps related to meeting the objective.

I further expect that you will read the following books/journals regarding effective teaching, reteaching, student engagement, and differentiated teaching strategies and submit a written report to me of each book by the date listed by the individual book:

- (a) Teach With Your Strengths - Report submitted by September 30, 2008;
- (b) Classroom Instruction That Works - Report submitted by December 15, 2008; and
- (c) Building Engaged Schools - Report submitted by January 31, 2009.

All written reports must include thorough explanations of how they will help you improve your performance and specific examples of how you will incorporate ideas and strategies from the reading into your lesson plans.

Objectives 2 and 3: These objectives focused on feedback. You were directed to assess and provide feedback on a regular and ongoing basis. You were also directed to assist students in a timely manner and provide meaningful interventions to support their learning. Assessing and providing feedback on a regular basis is a key component of instruction strategies, especially as a basis for modifying instruction and reteaching activities.

The grades in your classes continue to demonstrate that students do not understand the curriculum. Over twice as many students are failing your class compared to your peers. You also mention this frequently, saying ‘kids were misplaced.’ You do not take any responsibility or seek changes to your instruction that would improve individual learning. You fail to make adequate modification in the classroom and you fail to utilize building wide interventions successfully. Therefore, more and more students continue to fall behind and eventually fail your course. Notwithstanding the need to modify your teaching methods to increase understanding, your methods have continued largely unchanged over time.

I expect that you will attend the Informative Assessment Fair at ESU3 on September 16th, 2008. This workshop provides teachers with proven techniques for finding out whether students are learning during instruction. As a reflection, you will submit a written report to me regarding the day explaining what was learned and how it can be applied to your classes.

Another deficiency related to feedback is your failure to make adequate parent contact as directed. For example, when I called students in for missing the homework lab, the student would frequently say they didn't know about the assigned homework lab. Similarly, when I called the parent, he or she often did not know about it either. You have been repeatedly directed to call parents each time a student is assigned to homework lab for a missing assignment or when a student is failing. For example, you were specifically directed to make personal contacts with parents on March 6, March 18, and March 25. As of April 1, you had just begun these calls and were hoping to finish by April 4.

You offer multiple excuses for not contacting parents, including a fear that student may be abused by parents who you contact with negative information. This is based on an alleged incident you experienced years ago. As we discussed, a few bad parents over your career are not a reason to eliminate feedback to all of the good parents who need to know how their children are progressing. Parents need feedback and your reasons for failing to meet this expectation are not adequate.

Beginning with the start of the 2008-09 school year, guided practice time at the end of the period will be differentiated for learners. Students who understand the concept will be allowed to work independently during guided practice time. Other students who wish to join you and students with demonstrated poor understanding will need to work out guided practice problems with you during guided practice time. You will set this expectation with students early in the year and explain to them that this strategy is by invitation as well as required for students with poor performance.

You will also develop a concept review sheet for each examination and provide review sessions for students before and after school. These before and after school review sessions will be by invitation as well as required for students with poor performance. You will work with students and parents to communicate this new strategy.

Student failure will no longer be acceptable. You are directed to focus on those students with poor performance as described in the above two paragraphs and you are directed to work with reteaching methods and to require students to retake tests/quizzes until they demonstrate an adequate level of learning (repeatedly if necessary). I expect that failure rates in your classes (students receiving 4s or 5s) next year will be below 30%. It is your responsibility to ensure through differentiated instruction and tireless reteaching that this goal is accomplished.

Objective 4: This objective focused on classroom management, directing you to provide rules and standards of student behavior which are consistently utilized while holding students accountable. A significant portion of this objective is developing a dedication for students and modeling appropriate interactions yourself.

This year and in prior years, I have repeatedly witnessed incidents of inappropriate student behavior when I walked in your classroom. Other comparable classes I observe normally have structure with students quietly working or following along with the teacher. In your classes I repeatedly see students talking in groups, not paying attention, working on other coursework, sleeping, or being rude without any intervention from you. This off-task student behavior in your classroom is the worst of any teacher I have observed over the past several years.

The management of your classroom will need to change drastically before the first day of school. You need to develop an indicator plan for students, that explains your expectations as well as teaching routines. The plan will include, but not be limited to:

- (1) Entry into the room;
- (2) Handing in homework;
- (3) Makeup assignments;
- (4) Asking questions;
- (5) Reading assignments/tests/quizzes;
- (6) Seeking help; and
- (7) Dismissal from class.

This plan for management must be presented to me on or before May 30, 2008 for my review.

There are also several examples of you interacting inappropriately with students and parents this year, which can have a causal effect on perpetuating inappropriate student behavior. One example is from my feedback from a formal observation on November 1st. I mentioned the inappropriate comments and language from you, (in regard to your personal views on marriage and divorce) which prompted students to think comments like “I’m not gay” may be an acceptable part of the math classroom. I mentioned that leading these off-topic conversations were the precursors that lead you to spend considerable energies in controlling kids rather than teaching and learning. A second example would be on January 22nd when you allowed a student to rant and rave, to the point that other students felt the need to intervene, telling her to “give it up,” instead of you removing the problem and letting students focus on the instruction for the day. As part of this incident, you made a comment to the student to the effect of “You know I can be a bitch [or a ‘B’].” A third example would be on March 13th when a parent reported that at conferences you put your hands to your head, as in disbelief, and then put down her son the entire conference. A fourth example would be an incident reported on March 24th that happened in January when you allegedly called a student a ‘dumbass’ under your breath.

When given an opportunity to explain your behavior, you have denied or attempted to explain away these incidents. However, the allegations against you this year are consistent with my observations (as noted in the next paragraph) and consistent with the history in your personnel file regarding belittling and demeaning statements to students. Students must be engaged in a positive, productive environment established and modeled by the teacher.

You also belittle students to others. For example, on March 25th you mentioned to me that you even needed to step out of the room to keep from laughing at a student for not knowing how to turn on a calculator. Making fun of or belittling students is not appropriate in any venue and demonstrates a lack of professionalism on your part. It is my expectation that you will never express humor related to the failure of a student. You will never demean a student. Any criticisms of a student’s performance must be delivered as a constructive criticism delivered in a professional tone and with open and professional body language.

You repeatedly demonstrate frustration with students, blame the students for the failures to learn and, as noted above, you often interact with students in a disrespectful manner. This is not professional and you cannot improve classroom behavior and related learning until you learn to respect the students and care for the students. I expect this will be demonstrated in your choice of words and tone when communicating with students, with parents, and with others regarding students. Beginning immediately, I expect that all communications from you will demonstrate caring and respect for all students.

The Mission of Millard Public Schools states that we will “**...guarantee all students learn...**” This is admittedly a high goal. However, the focus on the words “guarantee” and “all” students shows what our

Board of Education and our community expect. Blaming the student is an outdated model that is no longer acceptable and perpetuates poor student engagement and poor student learning. Every educator must take personal responsibility to guarantee that all students learn. You must ask yourself why students are failing and what can “I” do to guarantee that each student will learn. Don’t ask what the students or parents can do. Don’t ask what is wrong with the student when he or she misbehaves or does not learn. Ask instead what “you” can do. Every student can learn and it is your job to find how to guarantee that every individual student will learn. This will require a significant attitude and paradigm shift for you. But without this shift, it is my opinion that you will never meet Millard’s standards.

Dedication to every student must drive your improvement. You must discover or re-discover the spark and passion that makes you love teaching and rediscover the dedication to teaching and love of students that gives you great joy and pride when students succeed as well as great disappointment in yourself when students fail.

To help you with this, I am directing you to complete the “Spark” training offered by Millard Public Schools prior to the completion of the 2008-09 school year. Please contact Kim Saum-Mills to get details on this graduate level course. I expect a written report from you within two weeks of completion of the course setting forth in detail how you will implement the strategies in the course to improve your dedication and your positive focus on students.

CONCLUSION:

In summary, notwithstanding the focus of an Intensive Assistance Plan this year, you have shown little if any progress or improvement. As we evaluate your progress over the past year, it is evident that: (a) the lack of planning; (b) the inability (or unwillingness) to appropriately adjust and differentiate instruction; (c) your inappropriate interactions with students; and (d) your inadequate feedback, are preventing you from meeting our expectations.

The expectations in your 2007-08 Intensive Assistance Plan will remain in place. In addition, there are several expectations set forth above to ensure that maximum student learning will occur in your classes.

We recognize that this improvement plan is going to require a substantial time investment on your part. As we review past interactions to improve your performance, they have traditionally involved substantial administrative directives and teaching new strategies to you. However, we have not sensed any “buy in” from you. It is time you invest as much or more time that administration is investing in you.

We anticipate an Intensive Assistance Plan for 2008-09 will be formalized soon incorporating the directives of this memorandum. In the meantime, we want you to begin planning ideas and strategies for your self-improvement in addition to the above listed items. Please submit ideas for other professional self-improvement plans and goals on or before May 30, 2008.

Please be advised that you have a right to respond in writing to this memorandum. However, the directives are not negotiable.

Evaluator’s Signature

Position

Date

Teacher’s Signature

Date

SAMPLE Plan for Improvement (IA2) Intensive Assistance Program

Teacher's Name: John Doe

School: Any School

Position: Spanish Teacher

I. Objective(s) to be accomplished:

- A. Lesson design will contain:
 1. What students will know and be able to do? *instructional objective(s)*
 2. How students will learn it? *teaching strategies/learning activities*
 3. How students will demonstrate their learning? *check for understanding*
 4. What happens if students do not learn it? Or already know it? *differentiation*

- B. The established learning environment in each of your class sessions will lead to productive, positive, and effective learning opportunities for all of your students.

- C. Student routines will be established, taught, and followed on a regular basis and involve the following set student expectations:
 1. entering the classroom
 2. bringing required materials
 3. asking and answering questions
 4. speaking to other students
 5. leaving his or her seat
 6. focusing and listening attentively
 7. transition between activities
 8. leaving the classroom
 9. other typical routines, such as where/when turn in papers, etc.

II. Action Steps for achieving the objectives:

- A. Lesson Design:
 1. Sponge: As students enter the room, they will be expected to refer to the posted sponge and complete the task as asked. The sponge could be used as a review of prior learning or as an introduction for the current lesson. Students will maintain the daily sponge in a notebook, which will be used for credit.

 2. Instructional objective(s): Share the instructional objective(s) with your students.

 3. Check for Understanding: Use a variety of teaching strategies, varied groupings, and student activities which are engaging and focused towards the intended instructional objective(s) including, but not limited to, the use of technology. Use proximity by moving about the room while sharing during lessons and as students work. Provide positive reinforcement and assist as needed.

 4. Differentiation: Determine ways to meet student needs during class sessions and before/after school when students need reinforcement, study sessions, review or enrichment. While students are working, pull small groups or work individually as needed with students.

5. Closure: Prior to the end of each class session, check for understanding of the instructional objective(s) by using student input in regards to what they learned during class. Students will record the learned/practiced concept within their student agenda along with the homework assignment when appropriate.
- B. Grading: Determine a grading system to include points/grades from sponge activities, lesson activities, participation, quizzes and tests to provide varied opportunities for demonstration of student learning.
 - C. Classroom rules: Establish 4 to 5 classroom rules to be displayed, distributed, and introduced the first day of school. Enforce, review, and provide positive feedback as students work towards your expectations. Establish and enforce consequences when the rules are not followed. Be consistent and firm throughout the school year.
 - D. Routines: Determine classroom management routines such as when to sharpen pencils, expectations during transition between activities, when and how to use passes, where to turn in assignments, etc. Introduce routines within the first week of school. Enforce, review, and provide positive feedback as students work towards your expectations. Establish and enforce consequences when established routines are not followed. Be consistent and firm throughout the school year.
- III. Assistance that will be provided (who, what, when, how):
- A. John will meet with Sharon Comisar-Langdon as determined and scheduled by Sharon in April or May to discuss concepts learned through Harry Wong's book entitled How to be an Effective Teacher, The First Days of School. Discussion will include what he will do differently as he begins the 2007-08 school year.
 - B. John will be provided a planning day in April or May to work with Sharon Comisar-Langdon and a Spanish teacher at John's school to review classroom rules, routines, and grading practices as he begins planning for next school year.
 - C. John will meet with Principal Smith in May to present the rules, routines and grading practices he plans to implement during the 2007-08 school year as developed in his work with Sharon.
 - D. During the beginning of the 2007-08 school year, John will meet with Sharon Comisar-Langdon up to six times through Hexter I as determined by Sharon to review lesson plans for the following week. Discussion will include reflection from current lesson plans and student progress towards instructional objective(s) in relation to the above lesson design format. After Hexter I, lesson plans will be reviewed by the evaluating administrator(s).
 - E. Principal Smith will meet with John at least once prior to the beginning of the school year. John is willing to meet off contract to save time during Fall Workshop, or during Fall Workshop to review rules, routines, grading practices, the first week of lesson plans and the expectations in regards to this plan.
 - F. During Fall Workshop, John will share his plan of action in regard to strategies he will implement to review, reteach, and enrich lesson concepts with students during class sessions and before/after school with his evaluating administrator(s) during the above meeting. This information will also be shared with parents.

- G. Principal Smith will observe John's one class session each week during the first four weeks of the 2007-08 school year for a total of four formal observations within the first four weeks of school. Instructional walk through observations will also be completed during Hexter I.
- H. Additional formal observations will be scheduled as needed based on performance during the first four weeks of the school year.

IV. Time line for achieving objectives:

All objectives will be met by March 14, 2008.

V. Type and frequency of feedback:

- A. Principal Smith will review John's lesson plans each week during the first hexter. A copy of the sponge activities for the week is to be included with John's plans. Written feedback will be provided in regards to the lesson plan and sponge expectations listed within this plan.
- B. Written feedback during post-conferences will be provided by the evaluating administrator(s) after each of the formal observations within the first four weeks of school.
- C. Principal Smith will review John's students' grades through Infinite Campus during Hexter I of the 2007-08 school year. Principal Smith will be looking for a variety of opportunities for students to demonstrate their learning, distribution of grades, and timeliness of grades entered. Written feedback will be provided to John based on those reviews.
- D. With all written feedback, any corrective recommended actions will need to be addressed and implemented by John.

VI. Evaluation Criteria:

Classroom observations and walk-throughs will reflect the implementation of effective classroom management and instructional strategies/techniques.

Lesson planning will demonstrate sequential and thorough planning for all students.

Evaluator's Signature

Position

Date

Teacher's Signature

Date

I concur with these comments and recommendations.

I do not concur and have a right to respond in writing.

Letter of Reprimand Template

Letterhead

Date

Staff Member's Name
School/Location

RE: Written Reprimand

Dear _____ :

This letter is in reference to an incident which allegedly occurred on _____. On that day _____ allegedly took place. In a meeting with _____ on _____ you were informed of the allegations against you and were given an opportunity to respond to the allegations. You stated that _____.

You were placed on administrative leave with pay for one day to allow time for an investigation. Such administrative leave is not disciplinary action. An investigation of the reported incident was conducted.

As a result of the investigation, I conclude that the following occurred _____.

Your actions described above were inappropriate and unacceptable for employees of Millard Public Schools and were in violation of _____ (state policy, law, code of ethics). Your conduct is unacceptable because _____. You are hereby formally admonished for your inappropriate actions and are advised that any further inappropriate behavior may jeopardize your employment with the school district. You are further advised that any retribution against any parties involved in this matter will be construed as inappropriate and may result in separate and additional discipline.

You may challenge this reprimand under the school district's grievance procedure.

You have expressed an interest in bringing this matter to closure. It is my intent to do so with this written reprimand. It is my expectation that the relationship between you and those involved will return to being a positive one. (Restate expectations for future conduct.)

If you have any questions, please contact me.

Sincerely,

Principal's Name
School/Location

Staff Member Signature _____
(Signature acknowledges receipt of this letter)

Date _____

Principal Signature _____

Date _____

cc: _____ Personnel File

Letter of Summary Template

Dear _____ ,

The purpose of this letter is to recount our conversation on _____ .

During our meeting we talked about _____ .

Based upon our meeting, please see the following specific issues that were raised in our meeting:

Issue: _____ .

Response: _____

Expectation: _____

Issue: _____

Response: _____

Expectation: _____

In closing,

It is my hope that we can move forward as a positive team. If you have any questions, please let me know.

Sincerely,

First/Last Name
Title
Location

Staff Member Signature _____
(Signature acknowledges receipt of this letter)

Date _____

Principal Signature _____

Date _____

Components of a Sample Deficiency Comment

Component 1 – Establish the problem

Component 2 – Affect on students or learning environment

Component 3 - Your directive

Component 4 – A measurable time frame of when you expect change to happen

Component 5 - Specific strategies for implementation

SAMPLE: There is no definite start of class or communicated teacher expectation of how students should enter the room and become engaged (C1); therefore the students are off task for the first 5-10 minutes of the period (C2). It is my expectation (C3) that you will immediately (C4) begin using an effective anticipatory set/sponge/bell ringer (C5) as they are effective strategies for engaging students for the full instructional period.

**PRINCIPAL EVALUATORS
2010-11**

SCHOOL	PRINCIPAL	EVALUATOR
ABBOTT	ERIC CHAUSSEE	KEVIN CHICK
ACKERMAN	MELISSA GILBERT	KEVIN CHICK
ALDRICH	SUSIE MELLIGER	CAROL NEWTON
BLACK ELK	JOSH FIELDS	ANGELO PASSARELLI
BRYAN	BRAD SULLIVAN	MARK FELDHAUSEN
CATHER	PAULA PEAL	CAROL NEWTON
CODY	MATT DOMINY	CAROL NEWTON
COTTONWOOD	NANCY NELSON	JIM SUTFIN
DISNEY	BETHANY CASE	KEVIN CHICK
EZRA MILLARD	CARRIE NOVOTNY-BUSS	KEVIN CHICK
HARVEY OAKS	ROBERTA DEREMER	KIM SAUM-MILLS
HITCHCOCK	MANDY JOHNSON	JIM SUTFIN
HOLLING HEIGHTS	TERRY HOULTON	NANCY JOHNSTON
MONTCLAIR	MATT REGA	CAROL NEWTON
MORTON	JULIE BERGSTROM	KIM SAUM-MILLS
NEIHARDT	ANDY DEFREECE	JIM SUTFIN
NORRIS	JOYCE ROZELLE	CAROL NEWTON
REAGAN	NILA NIELSEN	ANGELO PASSARELLI
REEDER	PAIGE ROBERTS	KEVIN CHICK
ROCKWELL	JERRI WESLEY	NANCY JOHNSTON
ROHWER	NANCY BROSAMLE	ANGELO PASSARELLI
SANDOZ	HEIDI PENKE	KIM SAUM-MILLS
UPCHURCH	SUSAN ANGLEMYER	ANGELO PASSARELLI
WHEELER	TBD	KEVIN CHICK
WILLOWDALE	SUSAN KELLEY	ANGELO PASSARELLI
ANDERSEN MIDDLE	JEFF ALFREY	NANCY JOHNSTON
BEADLE MIDDLE	JOHN SOUTHWORTH	KIM SAUM-MILLS
CENTRAL MIDDLE	BETH FINK	NANCY JOHNSTON
KIEWIT MIDDLE	LORI JASA	JIM SUTFIN
NORTH MIDDLE	JOANNIE WILSON	JIM SUTFIN
RUSSELL MIDDLE	MITCH MOLLRING	KIM SAUM-MILLS
MLC/HORIZON	ANGIE MERCIER	MARK FELDHAUSEN
NORTH HIGH SCHOOL	BRIAN BEGLEY	JIM SUTFIN
SOUTH HIGH SCHOOL	CURTIS CASE	MARK FELDHAUSEN
WEST HIGH SCHOOL	GREG TIEMANN	ANGELO PASSARELLI

Questions about this document? Call Dr. Jim Sutfin, Executive Director for Human Resources, 715-8207

AGENDA SUMMARY SHEET

AGENDA ITEM: Tableau Visualization and Data Warehouse Project

MEETING DATE: May 17, 2010

DEPARTMENT: Educational Services, Technology, and Planning & Evaluation

TITLE AND BRIEF DESCRIPTION: Tableau Visualization and Data Warehouse Project

ACTION DESIRED: X Approval

OPTIONS: Maintain Status Quo

BACKGROUND:

Utilizing ARRA SFSF funds, Tableau visualization software and necessary hardware would be purchased to provide web-based accessible student achievement visualizations, charts, graphs, tables, etc., utilizing data from multiple sources. The software would provide a platform on which district student achievement information, such as norm reference test and ELO assessment results, and student performance information from third-party sources (e.g. AIMSweb) may be viewed and analyzed in one place. The visualizations are dynamic allowing users to pick variables and conditions for data disaggregation. The visualizations also allow the user's access to individual student information that make up aggregated classroom and building data. Tableau was chosen because of its relationship with Infinite Campus, the District's Student Information System, a major source of District demographic and student achievement information, its ease of use, and pre-existing templates that will assist implementation.

The total cost of the project is estimated at \$391,533. Cost for the needed hardware is \$129,393. The cost of the Tableau software, installation and three years of licensing is \$262,140. Maintenance and licensing costs in the fourth year and beyond is \$57,900 per year.

Contract documents will be reviewed by District legal counsel before action is taken.

RECOMMENDATIONS: It is recommended that the Tableau visualization software and necessary hardware be approved and that the Associate Superintendent of Educational Services be authorized and directed to execute any and all documents related to this project.

STRATEGIC PLAN REFERENCE: Strategy 4, AP 1 (2004); Strategy 4 AP 7 (2009)

TIMELINE: Hardware and software installation during the summer of 2010 with visualizations available for District Administrators in late fall. Teacher data visualizations will follow in the spring of 2011.

RESPONSIBLE PERSON(S): Mark Feldhausen, Assoc. Supt. for Ed. Services; Vicki Hoskovec, Executive Director of Technology; Jon Lopez, Executive Director of Planning & Evaluation

SUPERINTENDENT'S APPROVAL: _____

Mark W. Lopez

BOARD ACTION:

MILLARD PUBLIC SCHOOLS
Proposal Summary - 22,200 Students
May 7, 2010
CIC Analysis Portal



270

APPLICATION SOFTWARE & HARDWARE:

Config Serv for Customer-Provided Data Whse Server

CIC Analysis Portal:

Tableau Desktop Professional - User Licenses

Tableau Desktop Professional - Volume Discount (20%)

Tableau Desktop Professional - Support & Updates - Year 1

Tableau Desktop Professional - Support & Updates - Year 2

Tableau Desktop Professional - Support & Updates - Year 3

Tableau Server Annual License - Unlimited Web Users - Year 1

Tableau Server Annual License - Unlimited Web Users - Year 2

Tableau Server Annual License - Unlimited Web Users - Year 3

CIC Analysis Portal Template Package - License

CIC Analysis Portal Template Package - Support & Updates - Year 1

Qty.	Initial Price - 1 Year	Annual Lic, Supt/Updates Future	
1	\$1,200		(1)
50	54,000	13,500	(2)
	(10,800)		
	13,500		
	13,500		
	13,500		
1	44,400	44,400	(5)
1	44,400		(5)
1	44,400		(5)
1	17,760		
	4,440	4,440	(6)

APPLICATION SW & HW TOTAL

\$240,300

PROFESSIONAL SERVICES:

Implementation Management (Hours)

Training / Consulting (Hours)

System Setup / Installation (Hours)

CIC Analysis Portal Design Services (Hours)

28	\$5,040		(9) (11)
24	3,600		(8) (9) (11)
8	2,000		(7) (11)
75	11,200		(9) (11)

PROFESSIONAL SERVICES TOTAL

\$21,840

TOTAL PRICE - 1st Year

\$262,140

(1) - Initial Purchase Price includes Annual Software License, Support and Updates for 1st Year.

Pricing for additional year(s) of License, Support and Updates can be obtained from your sales representative.

(2) - Tableau offers an additional volume purchase discount of 20% from the list license price for a purchase quantity of 50 or more Desktop Professional licenses, resulting in a total discount from list price of 45%.

(5) - Tableau Server Unlimited Staff Annual License includes the web application and UNLIMITED staff user web access licenses, not including parents / students. This is an annual license & support fee, due each year.

(6) - Support / updates for CIC Analysis Portal templates was included for ONE (1) year only.

If the district determines to continue receiving updates / support on the CIC templates, the district would be responsible for paying for such support / updates in future years, at prevailing prices, adjusted for enrollment changes each year.

MILLARD PUBLIC SCHOOLS
Proposal Summary - 22,200 Students
May 7, 2010
CIC Analysis Portal



Qty.	Initial Price - 1 Year	Annual Lic, Supt/Updates Future
------	------------------------	---------------------------------

- (7) - We included eight (8) hours of Tableau Consulting, to be used for initial setup and training on a multi-server configuration for Tableau Server.
Tableau's consulting rate is \$2,000 / day, plus reimbursable travel expenses.
- (8) - Training assumes the Customer is doing detailed teacher / staff training (Train the Trainer model).
- (9) - Proposal does not include reimbursable travel expenses, which will be billed (as accrued) at actual costs.
- (10) - System setup / installation includes configuration and loading of the application software on the file server.
- (11) - Professional Services purchased may be transferred into other categories (as agreed to by CIC and the district), using the dollar for dollar conversion method.

NOTE: This proposal will be valid through July 29, 2010.

Proposal Provided By:

Steven K. Bohlender
 Executive Vice President
 Phone: 800.437.7457 x-123
 Fax: 970.330.0839
 E-Mail: sbohlender@cicesp.com

Data Warehouse	Cost	Qty	Total
Additional Software			
SQL server	\$ 2,072.00	3	\$ 6,216.00
App servers and supporting hardware			
Infrastructure	\$ 6,541.00	1	\$ 6,541.00
Blade switches	\$ 1,664.00	1	\$ 1,664.00
Blades (9)	\$ 3,276.00	9	\$ 29,484.00
Install	\$ 2,500.00	1	\$ 2,500.00
Citrix (12)	\$ 1,406.00	9	\$ 12,654.00
RAM Upgrades			\$ -
Storage (8TB, 5.8TB usable)	\$ 21,481.00	1	\$ 21,481.00
Uninterruptible power	\$ 5,000.00	1	\$ 5,000.00
power circuits	\$ 500.00	1	\$ 500.00
SAN tool kit	\$ 9,500.00	1	\$ 9,500.00
Subtotal			\$ 95,540.00
Backup Hardware (see attached document)			
Back-up hardware	\$ 33,783.00	1	\$ 33,783.00
Subtotal			\$ 33,783.00
Total Cost			\$ 129,323.00



People Making Storage Easy

Quote# 273

100510_MillardPubli

TO: John Fabry
Millard Public Schools

Quotation Date: 10-May-10
Expiration Date: 9-Jun-10

Qty	Description	Unit Price	Extended Price
EAGLE Services			
1	EAGLEWatch - 24x7 Phone Support Level 1 support provided by EAGLE help desk on all qualifying products. (1-800-477-5432 or support@eaglesoft.com). See the EAGLEWatch Services tab for further details.	\$0.00	\$0.00
1	EAGLEWatch - Remote Monitoring Service - First Year No Charge for the 1st Year (\$950 Value). See the EAGLEWatch Services tab for further details.	\$0.00	\$0.00
		Sub-Total	\$0.00
Equallogic			
1	Dell/Equallogic PS4000E with (16) 250GB 7200 RPM SATA II Drives, Dual Controllers, Limited PS Series Software Included, 7x24 Advanced Technical Phone Support, 3 Years of Next Business Day ProSupport. Usable Space is: RAID5 - 3.0TB, RAID50 - 2.6TB, RAID10 - 1.5TB.	\$17,910.00	\$17,910.00
		Sub-Total	\$17,910.00
Equallogic			
4	Advanced Disk Option - Tier 1 (up to 49TB), per TB	\$2,700.00	\$10,800.00
2	DataReplicator for Windows	\$1,035.00	\$2,070.00
1	1YR - Premium support on above licenses	\$3,003.00	\$3,003.00
1	EAGLE Onsite Installation	\$0.00	\$0.00
		Sub-Total	\$15,873.00

GRAND TOTAL \$33,783.00

To accept this quotation, please sign here and return:

Signature: _____ Date: _____

Terms and Conditions: Pricing is valid for 30 days from the date of the quotation. Taxes will be added in accordance with state law. Shipping and Handling charges (FOB shipping point), freight charges, shipping insurance and administration fees may apply. Payment Terms are Net 30. Pricing and availability are subject to change without notice. Purchaser acknowledges that, despite the best efforts and reasonable precautions of EAGLE Software Inc., products or services may be listed at an incorrect price or with incorrect information due to a typographical error or oversight. In such circumstances, EAGLE Software Inc. reserves the right, prior to delivery, to cancel the transaction even though Purchaser acceptance may have been confirmed. All products are non-returnable unless otherwise provided by the Manufacturer's Return Policy. Purchaser also agrees that this transaction will be governed by the Manufacturer's Terms and Conditions of Sale if any.

If you are tax exempt, please provide a copy of your exemption certificate at the time of purchase.

Thank you for your consideration

Chrisi Pierson, Account Executive

email: chrisip@eaglesoft.com phone: (785) 823-7257

EAGLE Software Inc. 123 Indiana Ave. Salina KS 67401 Ph. (785) 823-7257 Fax 785-823-6185

This quotation (including any attachments) is intended only for the use of the individual or entity to which it is addressed, and may contain information that is confidential, proprietary and privileged. If you are not the intended recipient, any use, distribution, or copying of this information is strictly prohibited. If you received this document in error, notify us immediately by telephone at 800-477-5432 and delete this message and any attachments. Thank you.

AGENDA SUMMARY SHEET

AGENDA ITEM: Award of Contract for Copy Machines

MEETING DATE: May 17, 2010

DEPARTMENT: General Administration

TITLE & BRIEF DESCRIPTION: Award of Copier Contract – The review of bids and the award of a 3-year contract for the lease of copy machines in the district.

ACTION DESIRED: Approval Discussion Information Only

BACKGROUND: Every three years, the district bids its lease of copy machines in the district. The current contract expires this summer.

There are 38 machines in the district. These machines turn out about 5.8 million copies per month.

The bid tab is attached. You will note that the new contract will actually be less than the current contract.

OPTIONS AND ALTERNATIVES: n/a

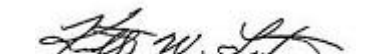
RECOMMENDATION: It is recommended that a three-year contract for the lease of 38 copy machines be awarded to Bishops Business Equipment pursuant to their response to the District's RFP and that the associate superintendent for general administration be authorized and directed to execute any and all documents related to such contract.

STRATEGIC PLAN REFERENCE: n/a

IMPLICATIONS OF ADOPTION/REJECTION: n/a

TIMELINE: Immediate

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

SUPERINTENDENT'S APPROVAL: 

BID TAB

	Current Contract	Bishop's Business	Solutions One	Solutions One	Xerox	Modern Methods	Modern Methods
Service Price (Per Page)	\$ 0.0038	\$ 0.0033	\$ 0.0038	\$ 0.0032	\$ 0.0051	\$ 0.0042	\$ 0.0042
Lease Price Per Machine (Per Month)	\$ 315.78	\$ 259.13	\$ 352.22	\$ 481.50	\$ 248.27	\$ 405.74	\$ 461.80
Lease Price 38 Machines (3 years)	\$ 431,994	\$ 354,492	\$ 481,837	\$ 658,692	\$ 339,633	\$ 555,045	\$ 631,746
Service Price 5.8m Copies/Mo (3 Years)	\$ 793,440	\$ 689,040	\$ 793,440	\$ 668,160	\$ 1,064,880	\$ 876,960	\$ 876,960
Total Cost (3 years)	\$ 1,225,434	\$ 1,043,532	\$ 1,275,277	\$ 1,326,852	\$ 1,404,513	\$ 1,432,005	\$ 1,508,706
Copier Make and Model	Toshiba e-studio 850	Toshiba e-studio 855	Konica Minolta Bizhub PRO 751	Konica Minolta Bizhub PRO 950	Xerox W5790PT	Lanier LD380	Lanier LD390
Finisher Pages (Standard)	50	50	100	100	100	50	50
Number of Trays	5	5	4	4	5	3	3
Power Source	120 volts 20 Amps	120 volts 20 Amps	120V/60 Hz 16 Amps	208-240V/60 Hz 16 Amps	110-140 Volts 20 Amps	120V/60Hz 20 Amps	208-220V/60Hz 20 Amps
Duty Cycle	350,000	600,000	300,000	750,000	400,000	300,000	300,000
Avg Response Time (Hours)	1.8	1.8	1.4	1.41	2 to 4	2	2
Installation Space	91" x 33"	91"x 33"	90"x39"	94"x41"	83"x28"	85.3" x 33"	85.3" x 33"

AGENDA SUMMARY SHEET

Meeting Date: May 17, 2010

Department: Human Resources

Action Desired: Approval

Background: Personnel items: (1) Hires; (2) Contract Amendments; (3) Leave of Absence

Options/Alternatives Considered: N/A

Recommendations: Approval

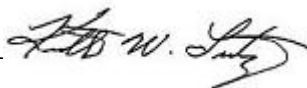
Strategic Plan Reference: N/A

Implications of Adoption/Rejection: N/A

Timeline: N/A

Responsible Persons: Dr. Jim Sutfin

Superintendent's Signature: _____



May 17, 2010**AMENDMENT TO CONTINUING CONTRACTS****Recommend: Amendment to the following contracts:**

1. Michelle Hallett – Grade 5 Teacher – Amend contract from part time job share to 100% FTE at Morton Elementary School. (She is currently on a job share contract, Grade 1, at Morton.)

May 17, 2010

LEAVE OF ABSENCE

Recommend: the following Leave of Absence be accepted:

1. Sarah L. Peterson – Grade 3 teacher at Disney Elementary School. She is requesting a Leave of Absence for the 2010-2011 school year for family reasons.

May 17, 2010

TEACHERS RECOMMENDED FOR HIRE**Recommend: the following teachers be hired for the 2010/2011 school year:**

1. Amy J. Becker – MA – Concordia University. Grade 1 teacher at Bryan Elementary School for the 2010-2011 school year. Previous Experience: Omaha Public Schools (2001-Current)
2. Jennifer M. Callahan – MA – University of Nebraska, Omaha. Part time (.5) READ teacher at Cather Elementary School for the 2010-2011 school year. Previous Experience: Millard Public Schools (1996-2000)
3. Katherine E. Konrad – BA – University of Nebraska, Omaha. Music teacher (.5) Wheeler Elementary and (.25) Central Middle School for the 2010-2011 school year.
4. Gail E. Daly – MA – Washburn University. Instructional Facilitator at Hitchcock Elementary School for the 2010-2011 school year. Previous Experience: Pitt County Schools, NC (2006-2008); Millard Public Schools (2002-2005); Topeka Public Schools, KS (1999-2001)
5. Christine M. Koehn – BA+5 – Northwest Missouri State. Grade 4 teacher at Norris Elementary School for the 2010-2011 school year. Previous Experience: Sioux Falls, SD Public Schools (2007-Current); Omaha Public Schools (2002-2006); Omaha Private Schools (2001-2002)
6. Megan L. Peterson – BA+18 – University of Nebraska, Omaha. Grade 1 teacher at Upchurch Elementary School for the 2010-2011 school year. Previous Experience; Papillion/LaVista Schools (2007-2010)
7. Henry R. Plugge – BA – Dana College. Language Arts Teacher at Kiewitt Middle School for the 2010-2011 school year.
8. David A. Stalling – BA – Peru State College. Special Education Resource teacher for the 2010-2011 school year. Previous Experience: Olathe Public Schools, KS (2008-Current)
9. Lindsey L. Sullivan – BA+6 – University of Nebraska, Omaha. Social Studies Teacher at Millard West High School for the 2010-2011 school year.
10. Amanda L. Wharon-Hunt – Educational Specialist – University of Nebraska, Lincoln. Speech Pathologist at Ezra Elementary for the 2010-2011 school year. Previous Experience: Omaha Public Schools (2001-Current)
11. Lacey M. Zielich – BA – Iowa State University. Special Education Preschool teacher at Cody Elementary for the 2010-2011 school year.

AGENDA SUMMARY SHEET

Agenda Item: Human Resources –Cadre Report

Meeting Date: May 17, 2010

Department Human Resources

Title and Brief Description: Human Resources – Cadre Report

Action Desired: Information Only

Background: We have been supporting the UNO Cadre program since 1995. Please see the attached report.

Options/Alternatives Considered: N/A

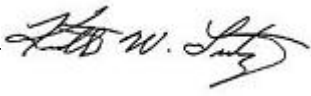
Recommendations: N/A

Strategic Plan Reference: N/A

Implications of Adoption/Rejection: N/A

Timeline:

Responsible Persons: Dr. Jim Sutfin, Executive Director of Human Resources
Jeanine Beaudin, Human Resources Recruiter

Superintendent's Signature: _____  _____

UNO's CADRE Project Report

Purpose of CADRE (Career Advancement and Development for Recruits and Experienced Teachers):

The CADRE Project, which began in 1994, is designed to assist newly certified teachers, CADRE teachers, with challenges unique to entry into the profession of education. CADRE Teachers complete a year-long teaching assignment and a specialized master's degree program of study. Support is provided by CADRE Associates, who are master teachers in the participating districts.

Year of Inception: The CADRE Project began in 1994. Millard Public Schools became involved in the 1995-96 school year.

Number of CADRE Teachers Hired Per Year:

1995-1998 4 CADRE Teachers per year

1998-2000 6 CADRE Teachers per year

2000-present 10 CADRE teachers per year*

*2006-07 11 CADRE teachers hired

Total CADRE Teachers Hired: 125 CADRE teachers hired

Total CADRE Teachers Currently on Staff: 73

Examples of former CADRE Teachers in District Leadership Roles:

Dawn Marten, Assistant Principal at Ackerman

Jaime Bizal, Instructional Facilitator at Reagan

Tom Whisinnand, Instructional Facilitator at Reagan

Lisa Sheppers, Instructional Facilitator at Disney

Role of the CADRE Associate: CADRE Associates are veteran classroom teachers selected by their respective districts. They assume alternative responsibilities for the year that include mentoring two of the CADRE Teachers, district-designated roles and university-related work. This unique exchange of services offers veteran classroom teachers an opportunity to network, explore current issues in education, refine skills and reflect on their practice. Our CADRE Associates are: Alicia Feist, New Staff Induction; Candra Guenther, MEP Facilitator; Skip Hanlon, Strategic Planning and Administrative Affairs; Kim Rice, MEP Facilitator; and Jane Pille, Strategic Planning and Administrative Affairs.

Stipend Earned by Cadre Teachers: \$16,400

Salary Earned after earning MA Degree: \$41,972