

STUDENT FEES PUBLIC HEARING SCRIPT

By Duncan A. Young, Young & White Law Offices

Monday, May 5, 2014

5:55 pm

Don Stroh Administration Center

(NOTE: The Act requires that the public hearing be held at a special or regularly scheduled meeting of the Board of Education and, therefore, you should open the special meeting and state that the purpose of the special meeting is to hold the public hearing on the Student Fees Policy.)

I. Good evening and welcome to the special meeting of the Millard Public Schools' Board of Education.

Section 79-2,134 of the Public Elementary and Secondary Student Fee Authorization Act requires that annually each school board hold a public hearing at a regular or special meeting for the purpose of addressing the proposed Student Fees Policy.

Prior to holding the public hearing the act requires the Board of Education to review the amount of money collected from the students and the use of the waivers pursuant to the Student Fees Policy for the prior year.

I would like to introduce the Board members who are present and will participate in this public hearing. They are:

As I understand, the Superintendent and the District's administration are recommending this Policy and the accompanying Rule for adoption and are available to answer questions from the Board members. I also understand that the administration is not going to make a presentation as such.

In order to allow everyone a chance to address the Board on the Student Fees Policy and accompanying Rule, I would like to ask each of you to limit your comments to five (5) minutes or so. If there is a group of people who collectively would like to address the Board on this issue it might be helpful if you would select one, two or three individuals to speak on behalf of the entire group. Of course, we will allow each of you who wish to address the Board on this subject to do so at this time.

The official Board action on the policy and accompanying rule will be acted on during the regular meeting which is scheduled to follow immediately after this public hearing.

I have received (numerous) (_____) requests to address the Board and I will attempt to call you in the order in which the requests were turned in prior to the opening of this public hearing. After everyone has had an opportunity to address the Board on this issue, I will close the public hearing and adjourn the special meeting. The first speaker that has requested an opportunity to address the Board is _____ (continue calling the individuals until you have gone through all of them).

Thank you very much for your participation in this public hearing. You have offered valuable information and insight to all of the Board members as well as to the Superintendent and his administrative staff. If there is no other person wishing to address the Board, I will now close the public hearing.

I will now entertain a motion to adjourn the special meeting for Student Fees of the Millard Board of Education.
MEETING ADJOURNED

Millard Public Schools
Fee Fund Receipts-4/1/13-4/01/14

	<u>Field/Other Trips</u>	<u>Extra-Curricular Activities Clubs/Organizations</u>	<u>Participation/Pass</u>	<u>Other Classes/Programs</u>	<u>Exam Fees AP,IB,PSAT</u>	<u>Student Transportation</u>	<u>Total</u>
Elementaries	\$181,960	\$18,286	\$0	\$17,405	\$0	\$0	\$217,652
	<u>Field/Other Trips</u>	<u>Extra-Curricular Activities Clubs/Organizations</u>	<u>Participation/Pass</u>	<u>Other Classes/Programs</u>	<u>Exam Fees AP,IB,PSAT</u>	<u>Student Transportation</u>	<u>Total</u>
Middle Schools	\$35,188	\$84,121	\$94,869	\$188,697	\$0	\$115,622	\$518,497
	<u>Field/Other Trips</u>	<u>Extra-Curricular Activities Clubs/Organizations</u>	<u>Participation/Pass</u>	<u>Other Classes/Programs</u>	<u>Exam Fees AP,IB,PSAT</u>	<u>Student Transportation</u>	<u>Total</u>
High Schools	\$97,286	\$1,237,817	\$175,835	\$0	\$39,352	\$0	\$1,550,289
	<u>Field/Other Trips</u>	<u>Extra-Curricular Activities Clubs/Organizations</u>	<u>Participation/Pass</u>	<u>Other Classes/Programs</u>	<u>Exam Fees AP,IB,PSAT</u>	<u>Student Transportation</u>	<u>Total</u>
District Wide Totals	\$314,434	\$1,340,224	\$270,704	\$206,102	\$39,352	\$115,622	\$2,286,438

NOTICE OF MEETING

Notice is hereby given of a Board of Education meeting of School District No. 17, in the County of Douglas, which will be held at 6:00 p.m. on **Monday, May 5, 2014** at 5606 South 147th Street, Omaha, Nebraska. A hearing on Student Fees will be held prior to the Board meeting at 5:55 p.m.

Agenda for such meeting, kept continuously current, is available for public inspection at the office of the superintendent at 5606 South 147th Street, Omaha, Nebraska.

Michael Kennedy
Secretary

5-2-14

**THE DAILY RECORD
OF OMAHA**

**LYNDA K. HENNINGSEN, Publisher
PROOF OF PUBLICATION**

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

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 2, 2014

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

GENERAL NOTARY - State of Nebraska
ELLEN FREEMAN
My Comm. Exp. Dec. 11, 2017

Subscribed in my presence and sworn to before

Publisher's Fee \$ 21.50 on this 2nd day of

Additional Copies \$ May 20 14

Total \$ 21.50

Notary Public in and for Douglas County,
State of Nebraska

**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 6:00 P.M. on May 5, 2014, at the Don Stroh Administrative Center, 5606 South 147 Street, Omaha, NE 68137

Dated this 5th day of May, 2014



Patrick Ricketts – President

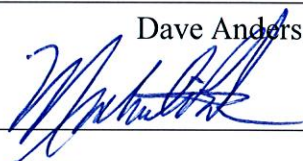


Linda Poole – Vice President



Mike Kennedy – Secretary

Dave Anderson – Treasurer



Mike Pate



Paul Meyer



Corrin Bemis – Student Rep. Millard West

Olivia Bond – Student Rep. Millard South



Meghan Cain – Student Rep. Millard North

BOARD OF EDUCATION SIGN IN

May 5, 2014

NAME:

REPRESENTING:

Pal Schulte	MEA
Tim ROYERS	MILLARD WEST / MEA
Kent Speer	Horizon SKILLS USA
Steph DeKey	MN Debate
Steph DeKey	MN ECON
Sarah Haver	Sandoz -
George Mallin	Music
Susan Holmes	Cottonwood
Sherril Buford	Sandoz
Debbie Peterson	Cottonwood
Sherry Smith	Sandoy
Heidi Penne	Sandoz
TAMI ZIELKE	Cottonwood
Angie Craft	Horizon
Lisa Groth	MSHS - HOSEA
Dayna Derichs	Sandoz
Anty Petricek	Upchurch

BOARD OF EDUCATION SIGN IN

May 5, 2014

NAME:

REPRESENTING:

Anna Rudloff
Jonny Dyrstrom
Jean Hill
Karen Benson
Sabrina McElurg
Rick Jacobs
J. Hugelmann
Maria Pauley

Cottonwood
Sandy
Sandy
Cody
Jarrod
Harvey Oaks
NWHS Beady



BOARD OF EDUCATION
MEETING



May 5, 2014

BOARD OF EDUCATION
MILLARD PUBLIC SCHOOLS
OMAHA, NEBRASKA

BOARD MEETING
6:00 P.M.

STROH ADMINISTRATION CENTER
5606 SOUTH 147th STREET
May 5, 2014

5:55 p.m. Public Hearing on Student Fees

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 – April 21, 2014
2. *Approval of Bills
3. *Receive the Treasurer's Report and Place on File

F. Information Items

1. Employees of the Month
2. Showcase – Debate, Forensics, SkillsUSA (VICA), Economics Challenge, World Languages: French, German, Latin, Spanish (Culinary Arts, FCCLA (FCS), HOSA, Presidential Scholars)
3. Superintendent's Comments
4. Board Comments/Announcements
5. Report from Student Representatives

G. Unfinished Business

H. New Business

1. Approval of Rule 2100.19 – Administrator Job Description – Director of Personnel
2. Approval of Rule 2100.28 – Administrator Job Description – Director of Staff Development and Instructional Improvement
3. Approval of Rule 5600.1 – Student Services – Student Health – Injury and Illness
4. Approval of Rule 5600.2 – Student Services – Student Health – Possession and Use of Medication
5. Approval of Rule 5600.3 – Student Services – Student Health – Physical Examination, Visual Evaluation, Immunization, and Inspection
6. Approval of Rule 5600.4 – Student Services – Student Health – Contagious or Infectious Diseases
7. Approval of Rule 5600.5 – Student Services – Student Health – Procedures for Life-Threatening Asthma Attacks and Systemic Allergic Reactions
8. Approval of Rule 5600.6 – Student Services – Student Health – Procedures for Use of Automated External Defibrillators
9. Approval of Rule 6750.1 – Curriculum, Instruction, and Assessment - Student Fees
10. Administrators for Hire
11. Approval of Personnel Actions: Recommendation to Hire, Resignations, Leave of Absence and Contract Amendment

I. Reports

1. Enrollment Report
2. Strategic Plan Report
3. Foundation Site Plan Grant Winners
4. Quarterly Food Service Report
5. Quarterly Operations & Maintenance Report

J. Future Agenda Items/Board Calendar

1. Employee Recognition Dinner on Wednesday, May 7, 2014 at Georgetown Club. Cocktails at 5:30 p.m. and Dinner starts at 6:30 p.m.
2. Millard Foundation Hall of Fame Banquet on Friday, May 9, 2014 from 6:30-8:30
3. Committee of the Whole Meeting on Monday, May 12, 2014 at 6:00 p.m. at the Don Stroh Administration Center
4. Board of Education Meeting on Monday, May 19, 2014 at 6:00 p.m. at the Don Stroh Administration Center
5. Graduation, May 25, 2014, Civic Auditorium, 1804 Capitol Ave.
 - Millard North High School at 1:00 p.m.
 - Millard South High School at 4:00 p.m.
 - Millard West High School at 7:00 p.m.
6. Board of Education Meeting on Monday, June 2, 2014 at 6:00 p.m. at the Don Stroh Administration Center
7. Board of Education Meeting on Monday, July 7, 2014 at 6:00 p.m. at the Don Stroh Administration Center

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
6:00 P.M.

STROH ADMINISTRATION CENTER
5606 SOUTH 147TH STREET
May 5, 2014

5:55 p.m. Public Hearing on Student Fees

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 – April 21, 2014. (See enclosure.)
- *E.2. Motion by _____, seconded by _____, to approve the bills. (See enclosures.)
- *E.3. Motion by _____, seconded by _____, to receive the Treasurer’s Report and Place on File. (See enclosure.)
- F.1. Employees of the Month
- F.2. Showcase: Debate, Forensics, SkillsUSA (VICA), Economics Challenge, World Languages: French, German, Latin Spanish (Culinary Arts, FCCLA (FCS), HOSA, Presidential Scholars)
- F.3. Superintendent’s Comments
- F.4. Board Comments/Announcements
- F.5. Report from Student Representatives
- H.1. Motion by _____, seconded by _____, to approve Rule 2100.19 – Administrator Job Description – Director of Personnel (See enclosure.)
- H.2. Motion by _____, seconded by _____, to approve Rule 2100.28 – Administrator Job Description – Director of Staff Development and Instructional Improvement (See enclosure.)
- H.3. Motion by _____, seconded by _____, to approve Rule 5600.1 – Student Services – Student Health – Injury and Illness (See enclosure.)
- H.4. Motion by _____, seconded by _____, to approve Rule 5600.2 – Student Services – Student Health – Possession and Use of Medication (See enclosure.)
- H.5. Motion by _____, seconded by _____, to approve Rule 5600.3 – Student Services – Student Health – Physical Examination, Visual Evaluation, Immunization, and Inspection (See enclosure.)
- H.6. Motion by _____, seconded by _____, to approve Rule 5600.4 – Student Services – Student Health – Contagious or Infectious Diseases. (See enclosure.)

- H.7. Motion by _____, seconded by _____, to approve Rule 5600.5 – Student Services – Procedures for Life-Threatening Asthma Attacks and Systemic Allergic Reactions (See enclosure.)
- H.8. Motion by _____, seconded by _____, to approve Rule 5600.6 – Student Services – Student Health – Procedures for Use of Automated External Defibrillators (See enclosure.)
- H.9. Motion by _____, seconded by _____, to approve Rule 6750.1 – Curriculum, Instruction, and Assessment – Student Fees (See enclosure.)
- H.10. Motion by _____, seconded by _____, to approve Administrators for Hire – Mitch Mollring, Director of Personnel, Heather Phipps, Director of Staff Development and Instructional Improvement and Amy Petricek, Assistant Principal at Upchurch Elementary.
- H.11. Motion by _____, seconded by _____, to approve Personnel Actions: Recommendation to Hire, Resignations, Leave of Absence and Contract Amendment (See enclosure)

I. Reports

1. Enrollment Report
2. Strategic Plan Report
3. Foundation Site Plan Grant Winners
4. Quarterly Food Service Report
5. Quarterly Operations & Maintenance Report

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Board Agenda

April 21, 2014 6:00 PM
 STROH ADMINISTRATION CENTER
 5606 SOUTH 147TH STREET

Attendance Taken at 5:53 PM:Present Board Members:

Dave Anderson
 Paul Meyer
 Mike Pate
 Linda Poole
 Patrick Ricketts

Absent Board Members:

Mike Kennedy

A. Call to Order**B. Pledge of Allegiance****C. Roll Call**

Dave Anderson	Yes
Mike Kennedy	Absent
Paul Meyer	Yes
Mike Pate	Yes
Linda Poole	Yes
Patrick Ricketts	Yes

D. Public Comments on Agenda Items**E. Routine Matters**

***E.1. Approval of Board of Education Minutes from March 17 and April 2, 2014 meetings.**

***E.2. Approval of Bills**

***E.3. Receive the Treasurer's Report and Place on File**

F. Information Items**F.1. Employees of the Month**

Awards were presented to the Employees of the Month, Kim Trisler, Preschool Teacher at Disney Elementary and Shelly Mann, Staff Development Secretary at the Don Stroh Administration Center.

F.2. Showcase-Winter Sports: Girls & boys Basketball, Swimming/Diving, Wrestling, DECA

Pat Ricketts stated that earlier, he had forgotten to excuse Mike Kennedy from the Board meeting. Dave Anderson made a motion to excuse Mr. Kennedy for just cause, seconded by Linda Poole. All Board members voted in favor. Motion carried.

F.3. Superintendent's Comment

1. The next Board meeting will be May 5th.

2. At the next Committee meeting on May 12, we will have a budget input session for the Board. Dr. Lutz will also update the Board on his three Goals that were given to him last September.
3. The Learning Community Superintendents will be meeting with Senator Sullivan and the Education Committee on the first of May at 11:00 a.m. to talk about their concerns with the Learning Community and what we can do to change it.
4. A reminder that Angelo's reception will be on May 2nd at DSAC and you are invited to come.

F.4. Board Comments/Announcements

Paul Meyer had no comments.

Linda Poole attended the National School Board Conference in New Orleans a couple of weeks ago. It was a good conference and time shared with fellow Board members was like their own staff development. She thanked the Community for allowing them to go. The Board received a card today from a family that has a son at Millard North High School. This family congratulated all three of our high schools for being named as America's most challenging high schools by the Washington Post. Mrs. Poole congratulated all of our students and teachers for their success. On May 6th, Mrs. Poole will be going to Lincoln for the Technical Advisory meeting for state-wide assessments. Once she gets the agenda, she will forward it to Tami and Mark if they wish to give her their input. Thursday evening, Mrs. Poole will be representing the Board at the Millard Business Association Gala with Dr. Sutfin.

Dave Anderson also attended the NSBA Conference in New Orleans. Mr. Anderson attended a session on Digital Learning and saw how it relates to what we will be doing in Millard. He passed this information on to Mark Feldhausen.

Mike Pate met with the Learning Community last week. He stated it was a very long meeting and gave an update of what was discussed. Mr. Pate also commented on the *Most Challenging Schools* list and stated that it is quite an honor and that it takes a lot to get there. It takes great staff and great leadership. He commented that Legislature is taking away the funds for class room instructional time and advanced degrees creating the AP culture which help us to excel and that the Senators need to know how much this will be hurting the school system that we have.

Pat Ricketts thanked Mr. Pate for his time and leadership on the Learning Community Committee. Mr. Ricketts echoed what Mrs. Poole and Mr. Anderson had to say on the 74th Annual National School Board Conference. It was a great time for professional development. The conference gives the Board members a chance to focus for a longer period of time on continued learning. Mr. Ricketts gave Dr. Feldhausen a chance to share what he took away from the conference. Mr. Feldhausen had a chance to attend a session on policies and rules and will forward this information to Duncan for review. Mr. Ricketts thanked Dr. Feldhausen for attending the conference with them and also let the Board know that he will not be in attendance at the Board meeting on May 19th.

F.5. Report from Student Representatives

Olivia Bond, student representative from Millard South High School, Meghan Cain student representative from Millard North High School and Corrin Bemis, student representative from Millard West High School reported on the academic and athletic happenings at their respective buildings.

G. Unfinished Business

G.1. Approval of Policy 1235

Motion Passed: Policy 1235 - Community Relations - Conduct on District Property passed with a motion by Mike Pate and a second by Linda Poole.

Dave Anderson	Yes
Mike Kennedy	Absent
Paul Meyer	Yes
Mike Pate	Yes
Linda Poole	Yes
Patrick Ricketts	Yes

G.2. Approval of Policy 1347

Motion Passed: Approval of Policy 1347 - Community Relations - Use of Tobacco and E-Cigarette Products passed with a motion by Dave Anderson and a second by Mike Pate.

Dave Anderson	Yes
Mike Kennedy	Absent
Paul Meyer	Yes
Mike Pate	Yes
Linda Poole	Yes
Patrick Ricketts	Yes

G.3. Approval of Policy 3642

Motion Passed: Approval of Policy 3642 - Support Services - Construction - Procedures - Contracts passed with a motion by Paul Meyer and a second by Linda Poole.

Dave Anderson	Yes
Mike Kennedy	Absent
Paul Meyer	Yes
Mike Pate	Yes
Linda Poole	Yes
Patrick Ricketts	Yes

G.4. Approval of Policy 4172

Motion Passed: Approval of Policy 4172 - Human Resources - Use of Tobacco and E-Cigarette Products passed with a motion by Mike Pate and a second by Paul Meyer.

Dave Anderson	Yes
Mike Kennedy	Absent
Paul Meyer	Yes
Mike Pate	Yes
Linda Poole	Yes
Patrick Ricketts	Yes

G.5. Approval of Policy 5410

Motion Passed: Approval of Policy 5410 - Student Services - Substance Use passed with a motion by Linda Poole and a second by Paul Meyer.

Dave Anderson	Yes
Mike Kennedy	Absent
Paul Meyer	Yes
Mike Pate	Yes
Linda Poole	Yes
Patrick Ricketts	Yes

H. New Business

H.1. Approval of Construction Documents for Ron Witt Support Services Center Project

Motion Passed: That the construction documents for the RWSSC project be approved as submitted passed with a motion by Dave Anderson and a second by Paul Meyer.

Dave Anderson	Yes
Mike Kennedy	Absent
Paul Meyer	Yes
Mike Pate	Yes
Linda Poole	Yes
Patrick Ricketts	Yes

H.2. Award of Contract for Montclair Elementary Project

Motion Passed: That the Montclair Elementary project be awarded to Rife Construction in the amount \$1,385,533 (with such amount reflecting Base Bid "B" for a two summer project), and, that the Associate Superintendent for General Administration be authorized to execute any and all documents related to such project passed with a motion by Mike Pate and a second by Dave Anderson.

Dave Anderson	Yes
Mike Kennedy	Absent
Paul Meyer	Yes
Mike Pate	Yes
Linda Poole	Yes
Patrick Ricketts	Yes

H.3. Award of Contract for Security Improvements Phase IIB

Motion Passed: That the contract for the District-Wide Intrusion Detection Phase II-B Project be awarded to Stanley Security in the amount \$315,566.56 and that the Associate Superintendent for General Administration be authorized to execute any all documents related to such project passed with a motion by Dave Anderson and a second by Linda Poole.

Dave Anderson	Yes
Mike Kennedy	Absent
Paul Meyer	Yes
Mike Pate	Yes
Linda Poole	Yes
Patrick Ricketts	Yes

H.4. Approval of Rule 1235.1

Motion Passed: The approval of Rule 1235.1-Community Relations-Conduct on District Property passed with a motion by Mike Pate and a second by Dave Anderson.

Dave Anderson	Yes
Mike Kennedy	Absent
Paul Meyer	Yes
Mike Pate	Yes
Linda Poole	Yes
Patrick Ricketts	Yes

H.5. Approval of Rule 1347.1

Motion Passed: The approval of Rule 1347.1 Community Relations - Use of Tobacco and E-Cigarette Products passed with a motion by Dave Anderson and a second by Paul Meyer.

Dave Anderson	Yes
Mike Kennedy	Absent
Paul Meyer	Yes
Mike Pate	Yes
Linda Poole	Yes
Patrick Ricketts	Yes

H.6. Approval of Rule 4172.1

Motion Passed: The approval of Rule 4172.1 - Human Resources - Use of Tobacco and E-Cigarette Products passed with a motion by Dave Anderson and a second by Linda Poole.

Dave Anderson	Yes
Mike Kennedy	Absent
Paul Meyer	Yes
Mike Pate	Yes
Linda Poole	Yes
Patrick Ricketts	Yes

H.7. Approval of Rule 5400.4

Motion Passed: The approval of Rule 5400.4 - Student Services - Student Discipline: Curtailment of Extracurricular Activities passed with a motion by Dave Anderson and a second by Paul Meyer.

Dave Anderson	Yes
Mike Kennedy	Absent
Paul Meyer	Yes
Mike Pate	Yes
Linda Poole	Yes
Patrick Ricketts	Yes

H.8. Approval of Rule 5400.6 Conduct

Motion Passed: The approval of Rule 5400.6 - Student Services - Student Discipline: Curtailment of Extracurricular Activities passed with a motion by Linda Poole and a second by Dave Anderson.

Dave Anderson	Yes
Mike Kennedy	Absent
Paul Meyer	Yes
Mike Pate	Yes
Linda Poole	Yes
Patrick Ricketts	Yes

H.9. Approval of Rule 5410.1

Motion Passed: The approval of Rule 5410.1 - Student Services - Substance Use. passed with a motion by Dave Anderson and a second by Linda Poole.

Dave Anderson	Yes
Mike Kennedy	Absent
Paul Meyer	Yes
Mike Pate	Yes
Linda Poole	Yes
Patrick Ricketts	Yes

H.10. Approval of Rule 2100.08

Motion Passed: Approval of Rule 2100.08 - Administrator Job Description - Executive Director of Human Resources passed with a motion by Mike Pate and a second by Linda Poole.

Dave Anderson	Yes
Mike Kennedy	Absent
Paul Meyer	Yes
Mike Pate	Yes
Linda Poole	Yes
Patrick Ricketts	Yes

H.11. Approval of Rule 2100.09

Motion Passed: Approval of Rule 2100.09 - Administrator Job Description - Executive Director of Leadership and Strategic Planning passed with a motion by Dave Anderson and a second by Linda Poole.

Dave Anderson	Yes
Mike Kennedy	Absent
Paul Meyer	Yes
Mike Pate	Yes
Linda Poole	Yes
Patrick Ricketts	Yes

H.12. Approval of Rule 2100.13 Affairs

Motion Passed: Approval of Rule 2100.13 - Administrative Job Description - Director of Activities, Athletics and External Affairs passed with a motion by Linda Poole and a second by Dave Anderson.

Dave Anderson	Yes
Mike Kennedy	Absent
Paul Meyer	Yes
Mike Pate	Yes
Linda Poole	Yes
Patrick Ricketts	Yes

H.13. Approval of Rule 2100.21

Motion Passed: Approval of Rule 2100.21 0 Administrative Job Description - Director of Communications passed with a motion by Dave Anderson and a second by Mike Pate.

Dave Anderson	Yes
Mike Kennedy	Absent
Paul Meyer	Yes
Mike Pate	Yes
Linda Poole	Yes
Patrick Ricketts	Yes

H.14. Approval of 2014-2015 Elementary Learning Center Programming Application (Subcouncil#4)

Motion Passed: That the Elementary Learning Center Programming Application be approved and that the Associate Superintendent for Educational Services be authorized and directed to execute any and all documents related to this project passed with a motion by Mike Pate and a second by Linda Poole.

Dave Anderson	Yes
Mike Kennedy	Absent
Paul Meyer	Yes
Mike Pate	Yes
Linda Poole	Yes
Patrick Ricketts	Yes

H.15. Approval of Meal Prices for 2014-2015

Motion Passed: That student meal prices for school year 2014-2015 be established as follows: Elementary School Breakfast (\$1.35) and Lunch (\$2.25); Middle School Breakfast (\$1.55) and Lunch (\$2.45); High School Breakfast (\$1.80) and Lunch (\$2.95) as submitted. As per USDA and State requirements, Adult prices for 2014-2015 will be established as follows: Breakfast (\$1.95) and Lunch (\$3.25) passed with a motion by Linda Poole and a second by Dave Anderson.

Dave Anderson	Yes
Mike Kennedy	Absent
Paul Meyer	Yes
Mike Pate	Yes
Linda Poole	Yes
Patrick Ricketts	Yes

H.16. Administrators for Hire

Motion Passed: Approval of Kip Colony for Assistant Principal at Millard South High School and Tara Fabian as Principal for Reagan Elementary passed with a motion by Linda Poole and a second by Dave Anderson.

Dave Anderson	Yes
Mike Kennedy	Absent
Paul Meyer	Yes
Mike Pate	Yes
Linda Poole	Yes
Patrick Ricketts	Yes

H.17. Approval of Personnel Actions:

Motion Passed: Approval of Personnel Actions: **Recommendations to Hire:** Kimberly A. Dewosky, Mitchell L. Fricke, Jessica L. Fritz, Laura E. Glennie, Antonio A. Gonzalez, Morgan M. Gradoville, Allison C. Hausman, Brett W. Keim, Stacey J. Kozisek, Tim G. Lackovic, Amanda M. Leuck, Megan J. Lund, Emily B. Nesbitt, Brittany L. Poole, Megan G. Tantillo, Sara A. Timperley, Elise J. Weaver, Meredith J. Williams; **Amended Contracts:** Jessica L. Raber, Taylor N. Hanny, Stacy J. Stinson, Sandra Coyne, Suzanne E. Hanish; and **Resignations:** Jessica M. Hanson, Jessica A. D'Astous, Courtney L. Nagler, James D. Switzer, Jacob L. Thompson-Krug, Kelsey J. Feyes, Ty J. Wisdom, Lisa L. Rolfes, Carrie E. Martin, Elizabeth B. Horton, Carla H. Brown, Melissa R. Brewster, Melissa J. Poloncic, Jody L. Eoff, Erica L. Goodenough, Matthew J. Ashoff, Sarah M. Volpone, Sarah J. Thayer, Jennifer L. Langhorst, Marlee J. Anderson, Benjamin J. Brachle, Danielle R. Harty, Julie A. Newlin, Rebecca A. Chambers, Christina L. Jamieson, Ryan R. Carlson passed with a motion by Dave Anderson and a second by Mike Pate.

Dave Anderson	Yes
Mike Kennedy	Absent
Paul Meyer	Yes
Mike Pate	Yes

Linda Poole	Abstain
Patrick Ricketts	Yes

H.18. Executive Session: Negotiations

President Pat Ricketts requested that the Executive Session for Negotiations be delayed until the end of the meeting.

I. Reports

- I.1. Enrollment Report
- I.2. Legislative Report
- I.3. Quarterly Construction Report
- I.4. Sampson Construction Report
- I.5. Quarterly Investment Report

J. Future Agenda Items/Board Calendar

- J.1. Board of Education Meeting on Monday, May 5, 2014 at 6:00 p.m. at the Don Stroh Administration Center
- J.2. Employee Recognition Dinner on Wednesday, May 7, 2014 at Georgetown Club. Cocktails at 5:30 p.m. and dinner starts at 6:30 p.m.
- J.3. Millard Foundation Hall of Fame Banquet on Friday, May 9, 2014 from 6:30-8:30 p.m.
- J.4. Committee of the Whole Meeting on Monday, May 12, 2014 at 6:00 p.m. at the Don Stroh Administration Center
- J.5. Board of Education Meeting on Monday, May 19, 2014 at 6:00 p.m. at the Don Stroh Administration Center
- J.6. Graduation, May 25, 2014, Civic Auditorium, 1804 Capitol Ave.
 - *Millard North High School at 1:00 p.m.
 - *Millard South High School at 4:00 p.m.
 - *Millard West High School at 7:00 p.m.
- J.7. Board of Education Meeting on Monday, June 2, 2014 at 6:00 p.m. at the Don Stroh Administration Center
- J.8. Board of Education Meeting on Monday, July 7, 2014 at 6:00 p.m. at the Don Stroh Administration Center

K. Public Comments


A request to speak on a non-agenda item was given to Mr. Ricketts before the board meeting. Addressing the board was Maria Pauley, 6415 Van Buren Drive. Ms. Pauley said she is aware of a Food Agreement that was recently signed and wanted to know how that fits in with Sodexo.

L. Adjournment

Motion was made by Linda Poole and seconded by Dave Anderson to go into Executive Session. At 8:04 p.m. Pat Ricketts said the Board will go into Executive Session for the purpose of negotiations. Voting in favor of said motion was: Mr. Anderson, Mr. Ricketts, Mrs. Poole, Mr. Meyer and Mr. Pate.

Pat Ricketts announced the Board would go into Executive Session.

Motion by Linda Poole and seconded by Mike Pate to come out of Executive Session at 8:45 p.m. Voting in favor was Mrs. Poole, Mr. Meyer, Mr. Anderson, Mr. Pate and Mr. Ricketts. Voting against was: None. Motion carried


Secretary, Mike Kennedy

Millard Public Schools

May 5, 2014

Millard Public Schools Check Register Prepared for the Board Meeting for May 5, 2014

Fund	Check Number	Check Date	Vendor Number	Vendor Name	Transaction Amount
01	412494	04/17/2014	140239	FELCOR TRS HOLDINGS LLC DJOINT/EPT	\$166.32
	412495	04/17/2014	133512	DANIEL FOOTE	\$200.00
	412496	04/17/2014	132639	PATRICIA JOHNSTON	\$134,981.60
	412497	04/17/2014	139232	HARWOOD PIZZA INC	\$117.39
	412498	04/17/2014	107732	BRIAN L NELSON	\$293.75
	412499	04/17/2014	139945	KATHERINE PADILLA	\$110.66
	412500	04/17/2014	071891	PAYFLEX SYSTEMS USA INC	\$5,450.00
	412501	04/17/2014	137009	ANGELA PETERSON	\$27.38
	412502	04/17/2014	139532	PREFERRED SHIPPING INC	\$176.84
	412505	04/17/2014	107354	STEPHEN W. VENTEICHER	\$262.50
	412506	04/17/2014	135863	RUDOLPH A VLCEK III	\$187.50
	412507	04/17/2014	133224	JEFF WARNOCK	\$100.00
	412508	04/17/2014	138496	WRIGHT EXPRESS FINANCIAL SVCS CORP	\$9,098.54
	412510	04/24/2014	140261	BLUE SPRINGS R-IV SCHOOL DISTRICT	\$300.00
	412511	04/24/2014	108436	COX COMMUNICATIONS INC	\$33,886.26
	412512	04/24/2014	102708	FLORIDA LEAGUE OF IB SCHOOLS	\$880.00
	412513	04/24/2014	138803	LINDSEY ANNE FOX	\$68.75
	412515	04/24/2014	132542	AMERICAN STRING TEACHERS ASSN	\$50.00
	412516	04/24/2014	107732	BRIAN L NELSON	\$218.75
	412517	04/24/2014	140260	ST JOHN FISHER COLLEGE	\$2,370.00
	412519	05/05/2014	131632	AC AWARDS INC	\$150.00
	412520	05/05/2014	109853	ACCESS ELEVATOR INC.	\$300.00
	412521	05/05/2014	010003	ACT INC	\$65,627.00
	412522	05/05/2014	130287	ACTEN	\$152.00
	412523	05/05/2014	133402	KAREN ADAMS	\$45.75
	412524	05/05/2014	102832	ADVANCED OFFICE INTERIORS CORP	\$233.89
	412525	05/05/2014	139412	ERIN AGUIRRE	\$66.42
	412526	05/05/2014	139612	JUDY AHRENS	\$7.50
	412527	05/05/2014	108351	AIRGAS INC	\$121.88
	412528	05/05/2014	133620	AKSARBEN PIPE AND SEWER CLEAN LLC	\$4,665.00
	412529	05/05/2014	136365	ALEGENT CREIGHTON HEALTH SPORTS MED	\$5,750.00
	412530	05/05/2014	138719	ASIL AL-KATI	\$35.00
	412531	05/05/2014	107651	AMAZON.COM INC	\$869.39
	412532	05/05/2014	101779	AMERICAN SCHOOL COUNSELOR ASSOC	\$3,728.00
	412533	05/05/2014	069689	AMSAN LLC	\$66,123.76
	412534	05/05/2014	065425	ANDERSEN MIDDLE SCHOOL	\$388.00
	412535	05/05/2014	138548	DANIELLE ANDERSON	\$45.64
	412536	05/05/2014	131458	KIM ANDERSON	\$285.00

Millard Public Schools Check Register Prepared for the Board Meeting for May 5, 2014

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01	412537	05/05/2014	139224	SCANDIUM INC	\$178.06
	412538	05/05/2014	012989	APPLE COMPUTER INC	\$4,223.00
	412539	05/05/2014	106436	AQUA-CHEM INC	\$570.50
	412540	05/05/2014	134235	SARAH ASCHENBRENNER	\$87.98
	412541	05/05/2014	138291	AUTISM CENTER OF NEBRASKA INC	\$4,222.35
	412542	05/05/2014	139204	AUTOMOBLOX CO LLC	\$155.86
	412543	05/05/2014	102727	B & H PHOTO	\$401.10
	412545	05/05/2014	132405	U SAVE FOODS INC. SUB:NASH FINCH CO	\$134.53
	412546	05/05/2014	139888	MARIANN BAKK	\$27.67
	412548	05/05/2014	140198	MARCO BALLARIN	\$75.00
	412549	05/05/2014	017908	REX BARKER	\$61.15
	412550	05/05/2014	099646	BARNES AND NOBLE BOOKSTORE	\$341.47
	412551	05/05/2014	017877	CYNTHIA BARR-MCNAIR	\$134.51
	412552	05/05/2014	107979	LORI BARTELS	\$380.40
	412553	05/05/2014	138054	BAXTER FORD INC	\$1,059.40
	412554	05/05/2014	134584	MARY BAYNE	\$25.76
	412556	05/05/2014	135223	AARON BEARINGER	\$100.58
	412557	05/05/2014	134873	JOHN BECKER	\$58.46
	412558	05/05/2014	139783	LYNNE H BECKER	\$1,963.50
	412559	05/05/2014	107540	BRIAN BEGLEY	\$148.16
	412560	05/05/2014	139889	DARLA BELL	\$155.68
	412562	05/05/2014	134884	JULIE BERGSTROM	\$33.12
	412563	05/05/2014	134945	NOLAN BEYER	\$383.60
	412565	05/05/2014	132475	BIO CORPORATION	\$632.44
	412566	05/05/2014	019111	BISHOP BUSINESS EQUIPMENT	\$27,638.05
	412567	05/05/2014	099220	DICK BLICK CO	\$2,610.08
	412568	05/05/2014	134478	TIFFANY BOCK SMITH	\$40.32
	412569	05/05/2014	139344	DOUGLAS BOGATZ	\$41.72
	412570	05/05/2014	130899	KIMBERLY BOLAN	\$160.16
	412571	05/05/2014	135539	SHEILA BOLMEIER	\$125.67
	412572	05/05/2014	019530	BOULDEN PUBLISHING	\$102.14
	412573	05/05/2014	019559	BOUND TO STAY BOUND BOOKS INC	\$11,577.64
	412574	05/05/2014	132888	MICHELLE BOYD	\$40.32
	412575	05/05/2014	139996	BOYS TOWN	\$17,519.25
	412576	05/05/2014	015805	CORVUS INDUSTRIES LTD	\$29,557.60
	412577	05/05/2014	139890	DOUGLAS BREITER	\$88.87
	412578	05/05/2014	130576	PAMELA BRENNAN	\$183.12
	412579	05/05/2014	133392	ANTHONY BRISBOIS	\$20.16

Millard Public Schools Check Register Prepared for the Board Meeting for May 5, 2014

Fund	Check Number	Check Date	Vendor Number	Vendor Name	Transaction Amount
01	412581	05/05/2014	020175	BROOKES PUBLISHING CO	\$46.45
	412582	05/05/2014	136205	KIMBERLY A BROWN	\$34.95
	412583	05/05/2014	133824	NANCY BROWN	\$17.02
	412585	05/05/2014	132910	CHARLES BURNEY	\$62.72
	412589	05/05/2014	137274	EILEEN CABRERA	\$32.14
	412590	05/05/2014	140263	TIMOTHY CANNON	\$1,414.16
	412591	05/05/2014	106806	ELIZABETH CAREY	\$17.64
	412593	05/05/2014	140233	CARRIE DALEN	\$90.00
	412594	05/05/2014	133970	CCS PRESENTATION SYSTEMS	\$3,853.20
	412595	05/05/2014	133589	CDW GOVERNMENT, INC.	\$89.60
	412596	05/05/2014	051572	CENGAGE LEARNING	\$465.00
	412597	05/05/2014	024260	CENTER TROPHY COMPANY	\$270.00
	412598	05/05/2014	065420	CENTRAL MIDDLE SCHOOL	\$1,179.00
	412599	05/05/2014	138613	CENTRAL SALES INC	\$143.91
	412600	05/05/2014	135648	SUSAN CHADWICK	\$50.79
	412601	05/05/2014	139345	JULIE CHALOUPKA	\$16.24
	412602	05/05/2014	140241	JOHN M SIKES JR	\$99.00
	412605	05/05/2014	097900	GUIDANCE GROUP INC	\$160.27
	412606	05/05/2014	140242	HYUN SUB CHONG	\$171.64
	412608	05/05/2014	099222	SCHOOL SPECIALTY INC	\$142.94
	412609	05/05/2014	025235	DALE CLAUSEN	\$141.68
	412611	05/05/2014	131135	PATRICIA CLIFTON	\$24.81
	412612	05/05/2014	136780	LISA L CLINARD	\$45.50
	412613	05/05/2014	137013	NANCY COLE	\$104.83
	412614	05/05/2014	022701	SHARON COMISAR-LANGDON	\$52.64
	412617	05/05/2014	025690	COMPUTER INFORMATION CONCEPTS	\$64,498.00
	412618	05/05/2014	136791	COMPUTYPE INC	\$129.76
	412619	05/05/2014	135082	OCCUPATIONAL HEALTH CTRS OF NE PC	\$699.00
	412620	05/05/2014	139891	MARY CONNELL	\$95.87
	412622	05/05/2014	026057	CONTROL MASTERS INC	\$6,257.96
	412623	05/05/2014	135992	DAVID CORK	\$67.20
	412625	05/05/2014	139034	CRAIG RESOURCES INC	\$4,488.50
	412628	05/05/2014	140174	ABANTE LLC	\$172.00
	412630	05/05/2014	099957	CRYSTAL SPRINGS BOOKS	\$81.90
	412631	05/05/2014	106893	WICHITA WATER CONDITIONING INC	\$31.80
	412632	05/05/2014	027300	CUMMINS CENTRAL POWER LLC	\$2,893.93
	412633	05/05/2014	027345	CURRICULUM ASSOCIATES INC	\$70.69
	412634	05/05/2014	100577	CURTIS 1000 INC	\$33.67

Millard Public Schools Check Register Prepared for the Board Meeting for May 5, 2014

Fund	Check Number	Check Date	Vendor Number	Vendor Name	Transaction Amount
01	412635	05/05/2014	130900	CHERYL CUSTARD	\$84.56
	412636	05/05/2014	130731	D & D COMMUNICATIONS	\$2,595.00
	412637	05/05/2014	131483	JANET DAHLGAARD	\$15.57
	412638	05/05/2014	132671	JEAN DAIGLE	\$74.48
	412639	05/05/2014	134751	ANGELA DAIGLE	\$49.78
	412640	05/05/2014	131003	DAILY RECORD	\$72.01
	412642	05/05/2014	138477	MIDWEST HARDWOODS	\$62.00
	412643	05/05/2014	138306	STACY DARNOLD	\$68.10
	412644	05/05/2014	135099	HEATHER DAUBERT	\$139.99
	412645	05/05/2014	032497	CHERYL DECKER	\$185.36
	412646	05/05/2014	099249	DELTA EDUCATION LLC	\$73.81
	412648	05/05/2014	135865	SABRINA DENNEY BULL	\$127.12
	412649	05/05/2014	032872	DENNIS SUPPLY COMPANY	\$3,980.98
	412650	05/05/2014	136316	EVA DENTON	\$41.33
	412651	05/05/2014	137331	BASTIAN DERICHS	\$42.67
	412652	05/05/2014	132674	DEYOS PHOTOGRAPHY	\$200.00
	412653	05/05/2014	130685	VOGEL WEST INC	\$196.34
	412655	05/05/2014	033473	DIETZE MUSIC HOUSE INC	\$441.34
	412657	05/05/2014	136179	DIGITAL EXPRESS INC	\$148.00
	412658	05/05/2014	135373	LINDA DONOHUE	\$20.33
	412663	05/05/2014	130908	DOUGLAS COUNTY SCHOOL DIST.28-0001	\$687,548.47
	412665	05/05/2014	138848	ERIN DOWNS	\$55.72
	412666	05/05/2014	099628	DRAMATIC PUBLISHING	\$110.28
	412667	05/05/2014	135689	SUSAN DULANY	\$78.29
	412669	05/05/2014	137117	JEANNE DYMOND	\$34.27
	412671	05/05/2014	138426	KELLY EALY	\$64.74
	412672	05/05/2014	140237	JAMES EBKE	\$112.17
	412673	05/05/2014	134991	BRADLEY EDMUNDSON	\$84.48
	412674	05/05/2014	132240	EDUCATION LOGISTICS, INC	\$10,191.00
	412676	05/05/2014	037525	EDUCATIONAL SERVICE UNIT #3	\$181,907.38
	412677	05/05/2014	101277	EFFECTIVE COMMUNICATION SKILLS INC	\$2,500.00
	412678	05/05/2014	139892	ERIN EHL Y	\$38.25
	412679	05/05/2014	133823	REBECCA EHRHORN	\$297.70
	412680	05/05/2014	038100	ELECTRICAL ENGINEERING & EQPT CO	\$2,128.87
	412681	05/05/2014	038140	ELECTRONIC SOUND INC.	\$3,499.36
	412682	05/05/2014	132066	ENGINEERED CONTROLS INC	\$1,629.66
	412683	05/05/2014	139010	CARRIE A KOURI	\$161.00
	412684	05/05/2014	109066	TED ESSER	\$475.65

Millard Public Schools Check Register Prepared for the Board Meeting for May 5, 2014

Fund	Check Number	Check Date	Vendor Number	Vendor Name	Transaction Amount
01	412685	05/05/2014	132472	EVAN-MOOR EDUCATIONAL PUBLISHERS	\$82.91
	412686	05/05/2014	136019	CARRIE FAIRBAIRN	\$70.00
	412687	05/05/2014	139316	JASON FARWELL	\$202.00
	412688	05/05/2014	131927	RLB ENTERPRISE LLC	\$102.50
	412690	05/05/2014	132699	FATHER FLANAGANS BOYS HOME	\$74.00
	412691	05/05/2014	040450	FEDERAL EXPRESS	\$42.84
	412692	05/05/2014	131826	ALICIA FEIST	\$286.51
	412693	05/05/2014	040470	MARK FELDHAUSEN	\$153.95
	412694	05/05/2014	040537	FERGUSON ENTERPRISES INC	\$1,462.53
	412695	05/05/2014	137016	ANGELA FERGUSON	\$44.59
	412696	05/05/2014	132845	JODI FIDONE	\$44.80
	412697	05/05/2014	133919	FILTER SHOP INC	\$858.60
	412698	05/05/2014	058755	LAIDLAW TRANSIT INC	\$143.60
	412699	05/05/2014	139942	KELSEY FISCHER	\$17.25
	412700	05/05/2014	109855	SHANNON FISCHER	\$13.66
	412701	05/05/2014	041086	FLINN SCIENTIFIC INC	\$333.24
	412702	05/05/2014	131555	FLOORS INC	\$3,778.00
	412704	05/05/2014	041100	FOLLETT SCHOOL SOLUTIONS INC	\$9,845.44
	412706	05/05/2014	041146	KENNETH FOSSEN	\$111.49
	412707	05/05/2014	041463	FREE SPIRIT PUBLISHING INC	\$12.95
	412708	05/05/2014	135793	FREMONT INDUSTRIES INC	\$2,361.22
	412709	05/05/2014	132321	MICHAEL FREY	\$159.00
	412710	05/05/2014	134223	TERESA FRIDRICH	\$81.20
	412711	05/05/2014	139739	DEBRA COLGROVE &/OR KENTON COLGROVE	\$9.30
	412712	05/05/2014	043760	GALLUP ORGANIZATION	\$158.25
	412713	05/05/2014	131565	GARTNER & ASSOCIATES CO, INC.	\$140.00
	412714	05/05/2014	043900	GAYLORD BROTHERS INC	\$432.91
	412715	05/05/2014	131710	PATRICK T GEARY	\$200.00
	412716	05/05/2014	106894	TAMMY GEBHART	\$479.40
	412717	05/05/2014	137543	MEGAN GEERTS	\$72.86
	412718	05/05/2014	139894	TRICIA GILLETT	\$98.95
	412719	05/05/2014	106660	GLASSMASTERS INC	\$622.90
	412721	05/05/2014	044890	GOODWAY TECHNOLOGIES CORPORATION	\$1,226.83
	412722	05/05/2014	044886	GOODWILL INDUSTRIES INC	\$2,296.00
	412725	05/05/2014	044950	GRAINGER INDUSTRIAL SUPPLY	\$3,569.99
	412726	05/05/2014	134623	BRENDA GRAUMANN	\$56.66
	412727	05/05/2014	099888	GRAYBAR ELECTRIC COMPANY INC	\$251.40
	412728	05/05/2014	139723	NEHER & SONS INC	\$380.01

Millard Public Schools Check Register Prepared for the Board Meeting for May 5, 2014

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01	412730	05/05/2014	130083	HARRY GRIMMINGER	\$81.20
	412731	05/05/2014	135199	LISA GUSTIN	\$57.62
	412732	05/05/2014	135382	MICHAEL HALE	\$75.00
	412733	05/05/2014	134436	MICHELLE HALL	\$67.20
	412734	05/05/2014	139526	RACHEL HALL	\$10.98
	412737	05/05/2014	136805	JAMES HANLON	\$319.28
	412740	05/05/2014	047853	HAPPY CAB COMPANY INC	\$28,612.23
	412741	05/05/2014	135821	LESLEY HARRISON-ROLAND	\$39.09
	412742	05/05/2014	131367	AMANDA HARTZ	\$71.12
	412743	05/05/2014	135040	HARVEY OAKS ELEMENTARY	\$124.48
	412744	05/05/2014	136458	JEAN HASTINGS	\$30.66
	412747	05/05/2014	132489	CHARLES HAYES	\$51.07
	412748	05/05/2014	139347	CHERYL HEADLEY	\$94.36
	412749	05/05/2014	048475	HEARTLAND FOUNDATION	\$7,728.00
	412750	05/05/2014	100782	HEARTLAND SCENIC STUDIO INC	\$900.00
	412751	05/05/2014	108273	MARGARET HEBENSTREIT PT	\$80.64
	412752	05/05/2014	140255	DONALD HEIN	\$7.50
	412753	05/05/2014	048517	GREENWOOD PUBLISHING GROUP INC	\$2,949.75
	412754	05/05/2014	102842	HELGET GAS PRODUCTS INC	\$9.54
	412756	05/05/2014	108478	DAVID HEMPHILL	\$49.17
	412759	05/05/2014	132423	HEWLETT PACKARD CO	\$1,672.92
	412761	05/05/2014	048845	CAMILLE HINZ	\$25.31
	412762	05/05/2014	138782	JACOB HIRZ	\$80.64
	412764	05/05/2014	140246	THERESA HOAG	\$42.40
	412765	05/05/2014	099759	HOLIDAY INN OF KEARNEY	\$89.95
	412767	05/05/2014	137943	STACY HORSHAM	\$94.75
	412768	05/05/2014	049650	HOUGHTON MIFFLIN HARCOURT PUB CO	\$2,961.86
	412769	05/05/2014	109836	AMY HOULTON	\$91.28
	412770	05/05/2014	132531	TERRY HOULTON	\$141.44
	412771	05/05/2014	101533	DIANE HOWARD	\$39.98
	412772	05/05/2014	130283	KARA HUTTON	\$93.12
	412773	05/05/2014	049844	HYDRONIC ENERGY INC	\$1,567.40
	412774	05/05/2014	133397	HY-VEE INC	\$483.09
	412775	05/05/2014	049851	HY-VEE INC	\$819.01
	412776	05/05/2014	049850	HY-VEE INC	\$52.95
	412778	05/05/2014	051573	POPCO INC	\$121.90
	412779	05/05/2014	132581	IDENTISYS INC	\$1,293.02
	412780	05/05/2014	140112	JASON ALLEN DEWATER	\$56.07

Millard Public Schools Check Register Prepared for the Board Meeting for May 5, 2014

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01	412781	05/05/2014	136349	SCOTT INGWERSON	\$86.02
	412782	05/05/2014	139348	DANIEL INNES	\$33.94
	412783	05/05/2014	101435	INNOVATIVE LABORATORY SYSTEMS INC	\$1,702.49
	412785	05/05/2014	052150	INTERNATIONAL READING ASSN	\$29.95
	412786	05/05/2014	052155	INTERNATIONAL SOCIETY TECHNOLOGY ED	\$1,512.00
	412787	05/05/2014	102958	ALL BATTERY CENTERS INC	\$153.34
	412788	05/05/2014	100928	J W PEPPER & SON INC.	\$2,688.77
	412790	05/05/2014	140247	TAYLER JACKSON	\$50.00
	412791	05/05/2014	136314	KORRINDA JAMIESON	\$134.40
	412792	05/05/2014	131157	CHRISTINE JANOVEC-POEHLMAN	\$82.99
	412793	05/05/2014	136953	JSDO 1 LLC	\$545.88
	412794	05/05/2014	135735	GEORGE JELKIN	\$23.80
	412796	05/05/2014	133037	JENSEN TIRE COMPANY	\$11,656.10
	412797	05/05/2014	138845	KRISTIN JOHN	\$54.88
	412798	05/05/2014	054500	JOHNSON HARDWARE CO LLC	\$1,160.00
	412799	05/05/2014	139349	TERRIN JOHNSON	\$47.15
	412801	05/05/2014	136221	JUDITH JOHNSON	\$37.97
	412802	05/05/2014	139350	BRANDON JOHNSTON	\$41.16
	412803	05/05/2014	140228	COLIN JOHNSTON	\$43.80
	412804	05/05/2014	059573	NANCY JOHNSTON	\$13.66
	412805	05/05/2014	054630	JOHNSTONE SUPPLY	\$3,042.38
	412806	05/05/2014	138509	JONES SCHOOL SUPPLY CO INC	\$169.94
	412809	05/05/2014	138759	VIA INC	\$708.80
	412810	05/05/2014	139895	TERESA KAELIN	\$76.50
	412811	05/05/2014	137214	DAVID KAHM	\$75.00
	412812	05/05/2014	101224	KAPCO	\$410.55
	412813	05/05/2014	138350	DENISE KARLOFF	\$100.00
	412815	05/05/2014	132265	CATHERINE KEISER	\$95.76
	412816	05/05/2014	132272	SUSAN KELLEY	\$17.47
	412817	05/05/2014	134801	JULIE KEMP	\$40.32
	412818	05/05/2014	131177	ANDREA KIDD	\$28.20
	412819	05/05/2014	138308	GERALD S KNAPP	\$50.00
	412820	05/05/2014	138846	ELIZABETH KOCIS	\$72.91
	412821	05/05/2014	134607	KONICA MINOLTA PRINTING SOLUTIONS	\$4,360.00
	412822	05/05/2014	139649	JULIE A KOZISEK	\$6,750.00
	412823	05/05/2014	136285	MICHELLE KRAFT	\$31.36
	412824	05/05/2014	134546	ELLEN KRAMER	\$55.72
	412827	05/05/2014	137385	JOSEPH KUEHL	\$92.34

Millard Public Schools Check Register Prepared for the Board Meeting for May 5, 2014

Fund	Check Number	Check Date	Vendor Number	Vendor Name	Transaction Amount
01	412829	05/05/2014	099217	LAKESHORE LEARNING MATERIALS	\$2,037.83
	412831	05/05/2014	135257	LANGUAGE LINE SERVICES INC	\$74.00
	412832	05/05/2014	134373	DAWN LANHAM	\$234.22
	412833	05/05/2014	140256	JESSICA LANTRY	\$1,099.00
	412834	05/05/2014	135688	DENISE LARSON	\$90.16
	412835	05/05/2014	136518	JANET LARSON	\$239.15
	412836	05/05/2014	102491	LARUE DISTRIBUTING INC	\$834.14
	412837	05/05/2014	135156	LAWSON PRODUCTS INC	\$1,433.01
	412840	05/05/2014	130792	LEARNING RESOURCES	\$169.76
	412841	05/05/2014	139896	MICHELLE LEENERTS	\$115.53
	412842	05/05/2014	108450	JACEN LEFHOLTZ	\$156.07
	412843	05/05/2014	137345	BONNIE LEVINGER	\$14.00
	412845	05/05/2014	137944	LIBRA INDUSTRIES	\$7.00
	412846	05/05/2014	059470	LIEN TERMITE & PEST CONTROL INC	\$765.00
	412847	05/05/2014	139419	LIGHTSPEED TECHNOLOGIES INC	\$1,278.00
	412848	05/05/2014	099395	LINCOLN PUBLIC SCHOOLS	\$892.50
	412849	05/05/2014	133643	JODY LINDQUIST	\$37.69
	412850	05/05/2014	059560	MATHESON TRI-GAS INC	\$637.95
	412851	05/05/2014	136315	COURTNEY LOHRENZ	\$14.95
	412852	05/05/2014	059866	STACY LONGACRE	\$560.64
	412853	05/05/2014	060023	NEBRASKA SPORTS INDUSTRIES INC.	\$28.75
	412854	05/05/2014	131397	LOWE'S HOME CENTERS INC	\$1,172.88
	412855	05/05/2014	135376	CASEY LUNDGREN	\$53.03
	412856	05/05/2014	099321	MACKIN BOOK CO	\$4,821.01
	412857	05/05/2014	139148	JOHN C MADVIG	\$50.00
	412858	05/05/2014	140184	STEPHEN MAINELLI	\$59.64
	412862	05/05/2014	137007	KAREN MARBLE	\$171.92
	412865	05/05/2014	063920	MARCO PRODUCTS INC	\$1,131.97
	412866	05/05/2014	133505	SUSAN MARLATT	\$72.80
	412867	05/05/2014	139943	LISA MARSH	\$52.64
	412868	05/05/2014	133201	DAWN MARTEN	\$37.18
	412869	05/05/2014	139897	CRAIG MATHIS	\$250.04
	412870	05/05/2014	108052	MAX I WALKER	\$1,055.27
	412872	05/05/2014	139237	MICHAEL C MCCAULEY	\$862.00
	412873	05/05/2014	136618	DANIEL MCCONNELL	\$119.96
	412874	05/05/2014	140110	GEORGIA HOLDINGS INC	\$1,674.06
	412875	05/05/2014	137014	RYE MCINTOSH	\$99.90
	412876	05/05/2014	135752	MAUREEN MCMAHON	\$106.20

Millard Public Schools Check Register Prepared for the Board Meeting for May 5, 2014

Fund	Check Number	Check Date	Vendor Number	Vendor Name	Transaction Amount
01	412877	05/05/2014	121126	PATRICIA MEEKER	\$51.63
	412878	05/05/2014	F03009	MESSAGING ARCHITECTS	\$43,200.00
	412879	05/05/2014	064600	METAL DOORS & HARDWARE COMPANY INC	\$898.00
	412881	05/05/2014	133403	AMERICAN NATIONAL BANK	\$11,658.50
	412884	05/05/2014	102870	MIDLAND COMPUTER INC	\$1,196.33
	412885	05/05/2014	064980	MIDWEST SOUND & LIGHTING INC	\$127.60
	412887	05/05/2014	107560	MILLARD METAL SERVICES INC.	\$26.00
	412888	05/05/2014	065438	MILLARD NORTH HIGH SCHOOL	\$838.00
	412889	05/05/2014	065440	MILLARD SOUTH HIGH SCHOOL	\$8,667.00
	412890	05/05/2014	131716	BRAD S MILLARD	\$50.00
	412891	05/05/2014	131328	MILLER ELECTRIC COMPANY	\$1,943.00
	412892	05/05/2014	135388	ANNE MILLER	\$29.85
	412893	05/05/2014	132412	SANDRA MILLER	\$31.92
	412895	05/05/2014	136388	MITCHELL MOLLRING	\$109.54
	412897	05/05/2014	132491	DONITA MOSEMAN	\$19.04
	412898	05/05/2014	066185	BGTM LLC	\$29,895.00
	412899	05/05/2014	107539	MUELLER ROBAK LLC	\$12,500.00
	412902	05/05/2014	139021	LON MULLER	\$7.50
	412903	05/05/2014	137052	DEVONYE MULLINS	\$41.94
	412904	05/05/2014	138263	MARIA MUNOZ	\$444.57
	412905	05/05/2014	131395	DARREN MYERS	\$319.20
	412906	05/05/2014	067000	NASCO	\$864.28
	412908	05/05/2014	067666	NATIONAL COUNCIL TEACHERS ENGLISH	\$123.80
	412909	05/05/2014	132854	NATIONAL SAFETY COUNCIL	\$85.00
	412910	05/05/2014	102522	NEBRASKA CTR EDUCATION OF CHILDREN	\$76.50
	412911	05/05/2014	130548	NCS PEARSON INC	\$329.66
	412912	05/05/2014	068334	NEBRASKA AIR FILTER INC	\$3,497.37
	412913	05/05/2014	068343	NEBRASKA ASSN OF SCHOOL BOARDS	\$265.32
	412914	05/05/2014	100216	NEBRASKA EDUCATIONAL TECH ASSN	\$2,085.00
	412915	05/05/2014	068445	NEBRASKA FURNITURE MART INC	\$224.00
	412916	05/05/2014	138425	NETCHEMIA LLC	\$3,938.00
	412917	05/05/2014	109843	NEXTEL PARTNERS INC	\$4,782.34
	412919	05/05/2014	136715	CARISSA NIETFELDT	\$30.84
	412920	05/05/2014	140249	PAULETTE NIETFELDT	\$19.40
	412921	05/05/2014	107905	MELINDA NOLLER	\$38.75
	412922	05/05/2014	130091	NORTH MIDDLE SCHOOL	\$42.54
	412923	05/05/2014	137402	ODYSSEYWARE INC	\$9,700.00
	412924	05/05/2014	050042	ANNE OETH	\$76.72

Millard Public Schools Check Register Prepared for the Board Meeting for May 5, 2014

Fund	Check Number	Check Date	Vendor Number	Vendor Name	Transaction Amount
01	412927	05/05/2014	100013	OFFICE DEPOT 84133510	\$8,097.67
	412928	05/05/2014	070245	OHARCO DISTRIBUTORS	\$191.88
	412929	05/05/2014	132778	MELANIE OLSON	\$20.61
	412932	05/05/2014	070850	OMAHA SLINGS INC	\$51.12
	412933	05/05/2014	071040	OMAHA WINNELSON COMPANY	\$33.06
	412934	05/05/2014	071050	OMAHA WORLD HERALD CO	\$141.70
	412935	05/05/2014	133850	ONE SOURCE	\$3,187.25
	412936	05/05/2014	071138	ORIENTAL TRADING COMPANY	\$100.49
	412937	05/05/2014	130092	MARY OSTERLOH	\$59.64
	412938	05/05/2014	138662	KELLY OSTRAND	\$25.54
	412939	05/05/2014	133368	KELLY O'TOOLE	\$55.44
	412940	05/05/2014	071190	OVERHEAD DOOR COMPANY OMAHA	\$432.00
	412941	05/05/2014	134428	ELIZABETH PACHTA	\$130.54
	412942	05/05/2014	139945	KATHERINE PADILLA	\$109.76
	412943	05/05/2014	137015	GEORGE PARKER	\$30.74
	412944	05/05/2014	132006	ANDREA PARSONS	\$128.52
	412945	05/05/2014	108098	ANGELO D PASSARELLI	\$155.12
	412946	05/05/2014	135569	CYNTHIA PAVONE	\$70.06
	412947	05/05/2014	071891	PAYFLEX SYSTEMS USA INC	\$4,283.00
	412949	05/05/2014	131610	PATRICIA D BUFFUM	\$380.00
	412950	05/05/2014	071305	PBS MEDIA DISTRIBUTION LLC-WGBH	\$27.49
	412951	05/05/2014	071947	PAULA PEAL	\$31.92
	412952	05/05/2014	140250	RACHELLE PECHACEK	\$30.00
	412953	05/05/2014	109831	JANET PELSTER	\$20.38
	412954	05/05/2014	107783	HEIDI PENKE	\$336.33
	412955	05/05/2014	139633	TERESA PERKINS	\$256.00
	412956	05/05/2014	139898	KRISTINA PETERKIN	\$28.00
	412957	05/05/2014	137009	ANGELA PETERSON	\$20.50
	412958	05/05/2014	134365	VICKY PETERSON	\$105.84
	412961	05/05/2014	133390	HEATHER PHIPPS	\$37.97
	412962	05/05/2014	140251	TIMOTHY J PIEPER	\$50.00
	412963	05/05/2014	130721	MARY PILLE	\$126.28
	412964	05/05/2014	137722	ANDREW PINKALL	\$56.56
	412965	05/05/2014	073040	PITNEY BOWES PRESORT SERVICES INC	\$20,000.00
	412966	05/05/2014	139899	JENNIFER POLLOCK	\$22.12
	412967	05/05/2014	139928	DANIEL POLODNA	\$27.83
	412968	05/05/2014	136003	MELISSA POLONCIC	\$280.90
	412969	05/05/2014	072900	POPPLERS MUSIC INC	\$76.45

Millard Public Schools Check Register Prepared for the Board Meeting for May 5, 2014

Fund	Check Number	Check Date	Vendor Number	Vendor Name	Transaction Amount
01	412970	05/05/2014	137301	POWERHOUSE DISTRIBUTING LLC	\$328.94
	412971	05/05/2014	140236	PRAGMATIC WORKS SOFTWARE INC	\$14,711.00
	412973	05/05/2014	139532	PREFERRED SHIPPING INC	\$523.63
	412974	05/05/2014	134598	PRIME COMMUNICATIONS INC	\$511.84
	412975	05/05/2014	140150	PROACT SEARCH LLC	\$13,426.00
	412976	05/05/2014	138487	PRODUCTIVITY INC	(\$100.00)
	412978	05/05/2014	138656	PROJECT LEAD THE WAY INC	\$9,000.00
	412979	05/05/2014	132713	PROTEX CENTRAL INC	\$1,417.20
	412980	05/05/2014	073650	PRUFROCK PRESS INC	\$122.98
	412982	05/05/2014	102241	PYRAMID SCHOOL PRODUCTS	\$333.60
	412983	05/05/2014	077750	QUILL CORP	\$48.18
	412984	05/05/2014	140252	JASON RASMUSSEN	\$50.00
	412985	05/05/2014	078420	RAWSON & SONS ROOFING, INC.	\$30,832.50
	412986	05/05/2014	109810	BETHANY RAY	\$162.40
	412987	05/05/2014	100642	REALLY GOOD STUFF INC	\$605.68
	412988	05/05/2014	134858	JENNIFER REID	\$141.70
	412989	05/05/2014	133770	DIANE REINERS	\$12.26
	412990	05/05/2014	139401	AMY REOH	\$751.61
	412991	05/05/2014	109192	KIMBERLI RICE	\$56.56
	412992	05/05/2014	138651	PATRICK RICKETTS	\$97.01
	412993	05/05/2014	079179	RIEKES EQUIPMENT CO	\$13,318.43
	412994	05/05/2014	137470	AMBER RIPA	\$74.24
	412995	05/05/2014	136847	RIVERSIDE TECHNOLOGIES INC	\$552.00
	412996	05/05/2014	131376	ROBERT BROOKE & ASSOCIATES, INC.	\$942.71
	412998	05/05/2014	135301	ROCCO INTERPRETING INC	\$80.00
	412999	05/05/2014	079310	ROCKBROOK CAMERA CENTER	\$177.00
	413000	05/05/2014	134882	LINDA ROHMILLER	\$22.18
	413001	05/05/2014	139588	LISA ROLFES	\$32.02
	413002	05/05/2014	134990	BRITTANY ROM	\$276.08
	413003	05/05/2014	134081	EILEEN RONCI	\$187.60
	413006	05/05/2014	137873	JOHN ROSE	\$7.50
	413008	05/05/2014	079440	ROSENBAUM ELECTRIC INC	\$3,499.85
	413009	05/05/2014	072286	JEAN RUCHTI	\$110.10
	413010	05/05/2014	131615	RUSSELL MIDDLE SCHOOL	\$125.50
	413011	05/05/2014	140151	SADA SYSTEMS INC	\$1,203.66
	413012	05/05/2014	138084	SAFE CONSULTING	\$6,825.00
	413013	05/05/2014	081491	SAGE PUBLICATIONS, INC.	\$470.15
	413015	05/05/2014	134519	PAUL DAVID SANDERS	\$50.00

Millard Public Schools Check Register Prepared for the Board Meeting for May 5, 2014

Fund	Check Number	Check Date	Vendor Number	Vendor Name	Transaction Amount
01	413016	05/05/2014	081725	KIMBERLEY SAUM-MILLS	\$55.11
	413017	05/05/2014	133389	RYAN SAUNDERS	\$235.00
	413018	05/05/2014	109806	BRENT SCHADE	\$103.60
	413021	05/05/2014	139154	JASON SCHLAUTMAN	\$50.00
	413022	05/05/2014	137012	SHELLEY SCHMITZ	\$28.17
	413024	05/05/2014	082100	SCHOLASTIC INC	\$119.44
	413026	05/05/2014	082200	SCHOOL HEALTH CORPORATION	\$282.92
	413027	05/05/2014	134567	KAYE SCHWEIGERT	\$106.34
	413028	05/05/2014	139827	MATTHEW SCOTT	\$468.22
	413029	05/05/2014	082905	KIMBERLY SECORA	\$67.03
	413030	05/05/2014	082910	SECURITY EQUIPMENT INC	\$8,113.05
	413031	05/05/2014	108161	STAN SEGAL	\$66.08
	413032	05/05/2014	082941	KELLY SELTING	\$125.44
	413033	05/05/2014	134189	JODY SEMPEK	\$46.70
	413034	05/05/2014	140254	TAYLOR V SHAFER	\$50.00
	413037	05/05/2014	109800	AMY SHATTUCK	\$122.08
	413038	05/05/2014	137697	LARIA SHEA	\$237.88
	413040	05/05/2014	083188	SHIFFLER EQUIPMENT SALES, INC.	\$1,746.84
	413041	05/05/2014	136785	CAROLJEAN SHIRLEY	\$300.44
	413042	05/05/2014	132590	SILVERSTONE GROUP INC	\$4,735.00
	413043	05/05/2014	083400	SIMPLEX GRINNELL LP	\$2,986.80
	413044	05/05/2014	136137	JULIA SINIARD	\$26.82
	413048	05/05/2014	136697	MARYLINN R SMITH	\$645.00
	413050	05/05/2014	083950	SOCIAL STUDIES SCHOOL SERVICE	\$65.59
	413051	05/05/2014	137397	THINK SOCIAL PUBLISHING INC	\$628.00
	413052	05/05/2014	067688	SOLUTION TREE LLC	\$0.00
	413053	05/05/2014	131814	NANETTE SOMMERS	\$0.00
	413054	05/05/2014	084081	SOUTH OMAHA TERMINAL WAREHOUSE CO	\$0.00
	413055	05/05/2014	133954	SOUTHSIDE PLUMBING LLC	\$3,311.00
	413056	05/05/2014	134143	JILL SOUTHWORTH	\$16.74
	413057	05/05/2014	140079	KELLEY STABER	\$12.00
	413059	05/05/2014	137481	STAPLES CONTRACT & COMMERCIAL INC	\$73.98
	413060	05/05/2014	134116	STATE STEEL OF OMAHA	\$158.25
	413061	05/05/2014	084491	TRACY STAUFFER	\$136.64
	413062	05/05/2014	131099	STENHOUSE PUBLISHERS	\$275.78
	413065	05/05/2014	139843	STUDENT TRANSPORATION NEBRASKA INC	\$144,917.92
	413066	05/05/2014	084930	SUPER DUPER INC	\$113.70
	413067	05/05/2014	139836	SUPERIOR CONTROLS & SECURITY INC	\$90.00

Millard Public Schools Check Register Prepared for the Board Meeting for May 5, 2014

Fund	Check Number	Check Date	Vendor Number	Vendor Name	Transaction Amount
01	413068	05/05/2014	084959	JAMES V SUTFIN	\$26.00
	413069	05/05/2014	130911	SWANDA BUSINESS FORMS	\$1,108.95
	413070	05/05/2014	137011	CARRIE SWANEY	\$487.50
	413071	05/05/2014	133688	MONICA SWIFT	\$7.50
	413072	05/05/2014	132417	JAMES SWITZER	\$71.68
	413073	05/05/2014	099302	SYSCO LINCOLN INC	\$909.68
	413075	05/05/2014	133300	TALX UC EXPRESS	\$737.00
	413076	05/05/2014	134606	TEACHER CREATED RESOURCES	\$31.97
	413077	05/05/2014	103050	DRAPHIX, LLC	\$133.00
	413078	05/05/2014	133167	TEACHERS COLLEGE PRESS	\$36.96
	413079	05/05/2014	109041	AMERICAN EAGLE COMPANY INC	\$314.89
	413081	05/05/2014	133969	TENNANT SALES & SERVICE COMPANY	\$6,230.21
	413083	05/05/2014	137472	MARK THOLEN	\$55.00
	413084	05/05/2014	136381	ANNETTE THOMAS	\$11.82
	413085	05/05/2014	131159	JONATHON THOMPSON	\$210.73
	413086	05/05/2014	135006	STEVE THRONE	\$513.97
	413087	05/05/2014	138304	TIME MANAGEMENT SYSTEMS	\$13,758.00
	413088	05/05/2014	136578	PEGGI TOMLINSON	\$51.24
	413089	05/05/2014	106807	JEAN TOOHER	\$89.60
	413090	05/05/2014	131446	TOSHIBA AMERICA INFO SYS INC	\$5,986.60
	413091	05/05/2014	131446	TOSHIBA AMERICA INFO SYS INC	\$4,369.50
	413092	05/05/2014	132138	TOYOTA FINANCIAL SERVICES	\$499.88
	413093	05/05/2014	134501	TRINH THUC TRAN	\$113.04
	413094	05/05/2014	089760	TRIARCO ARTS & CRAFTS LLC	\$197.60
	413095	05/05/2014	106493	TRITZ PLUMBING, INC.	\$19,698.80
	413098	05/05/2014	135505	TY'S OUTDOOR POWER & SERVICE INC	\$132.97
	413099	05/05/2014	131819	JEAN UBBELOHDE	\$228.72
	413100	05/05/2014	068840	UNIVERSITY OF NEBRASKA AT OMAHA	\$70.00
	413101	05/05/2014	068840	UNIVERSITY OF NEBRASKA AT OMAHA	\$28,153.86
	413102	05/05/2014	068840	UNIVERSITY OF NEBRASKA AT OMAHA	\$984.00
	413103	05/05/2014	068875	UNIVERSITY OF NEBRASKA MED CENTER	\$16,830.00
	413104	05/05/2014	068840	UNIVERSITY OF NEBRASKA AT OMAHA	\$100.00
	413106	05/05/2014	139797	US BANK NATIONAL ASSOCIATION	\$8,135.00
	413107	05/05/2014	090632	US TOY CO/CONSTRUCTIVE PLAYTHINGS	\$410.83
	413108	05/05/2014	138661	USA-CLEAN INC	\$1,728.22
	413109	05/05/2014	091040	VAL LTD	\$63.50
	413110	05/05/2014	138046	AUTO LUBE INC	\$328.45
	413112	05/05/2014	136318	JENNIFER VEST	\$244.44

Millard Public Schools Check Register Prepared for the Board Meeting for May 5, 2014

Fund	Check Number	Check Date	Vendor Number	Vendor Name	Transaction Amount
01	413115	05/05/2014	092600	VOSS ELECTRIC CO	\$7,392.00
	413116	05/05/2014	093008	BARBARA WALLER	\$191.30
	413117	05/05/2014	136166	RONALD WALSH	\$81.28
	413118	05/05/2014	131112	LINDA WALTERS	\$43.01
	413120	05/05/2014	093650	VWR INTERNATIONAL LLC	\$690.75
	413121	05/05/2014	093765	WATER ENGINEERING, INC.	\$1,150.80
	413122	05/05/2014	140235	WELDON PARTS INC	\$13.14
	413123	05/05/2014	107563	CAROL WEST	\$376.26
	413124	05/05/2014	105619	WESTERN TRAILER LEASING INC	\$225.00
	413125	05/05/2014	094245	WESTLAKE ACE HARDWARE INC	\$6.98
	413126	05/05/2014	094650	WESTSIDE COMMUNITY SCHOOLS	\$5,525.50
	413127	05/05/2014	130510	KIM WHEATLEY	\$51.08
	413128	05/05/2014	136909	WHEELER CONTRACTING INC	\$300.00
	413129	05/05/2014	133061	JACKIE WHISENHUNT	\$185.36
	413130	05/05/2014	137878	WHITE WOLF WEB PRINTERS INC	\$480.00
	413131	05/05/2014	139585	EMILY WHITE	\$100.00
	413132	05/05/2014	137485	WENDY WIGHT	\$101.75
	413133	05/05/2014	102785	WILLIAM V MACGILL & CO	\$63.84
	413134	05/05/2014	136322	TAMARA WILLIAMS	\$476.97
	413135	05/05/2014	135587	JOHN WILSON	\$19.84
	413136	05/05/2014	139463	TAMARA WILT	\$25.54
	413137	05/05/2014	136323	STACIE WITHERSPOON	\$82.15
	413138	05/05/2014	095355	WOODWORKERS SUPPLY, INC.	\$82.62
	413139	05/05/2014	043609	WORLD TECHNOLOGIES INC	\$350.00
	413140	05/05/2014	095491	GLEN WRAGGE	\$201.66
	413142	05/05/2014	130371	ROBERT YAKUS	\$100.56
	413143	05/05/2014	138356	JEFFREY YOST	\$183.40
	413144	05/05/2014	135890	YOUTH FRONTIERS INC	\$300.00
	413145	05/05/2014	101717	YOUTHLIGHT INC.	\$350.98
	413146	05/05/2014	137020	CHAD ZIMMERMAN	\$126.56
	413147	05/05/2014	136855	PAUL ZOHLLEN	\$51.07
	413148	05/05/2014	135647	LACHELLE ZUHLKE	\$48.89
	413165	05/05/2014	067688	SOLUTION TREE LLC	\$47.90
	413166	05/05/2014	131814	NANETTE SOMMERS	\$114.92
	413167	05/05/2014	084081	SOUTH OMAHA TERMINAL WAREHOUSE CO	\$889.80
01 - Total					\$2,153,180.98
02	24584	04/17/2014	081630	SAMS CLUB DIRECT	\$91.96
	24585	05/05/2014	132423	HEWLETT PACKARD CO	\$159.00

Millard Public Schools Check Register Prepared for the Board Meeting for May 5, 2014

Fund	Check Number	Check Date	Vendor Number	Vendor Name	Transaction Amount
02	24586	05/05/2014	109843	NEXTEL PARTNERS INC	\$133.97
	24587	05/05/2014	100013	OFFICE DEPOT 84133510	\$1,674.04
	24588	05/05/2014	101476	SODEXO INC & AFFILIATES	\$642,620.97
02 - Total					\$644,679.94
06	412514	04/24/2014	132423	HEWLETT PACKARD CO	\$1,308,019.00
	412518	05/05/2014	010040	A & D TECHNICAL SUPPLY CO INC	\$124.59
	412533	05/05/2014	069689	AMSAN LLC	\$585.00
	412555	05/05/2014	133480	BERINGER CIACCIO DENNELL MABREY	\$5,353.50
	412594	05/05/2014	133970	CCS PRESENTATION SYSTEMS	\$1,114.94
	412615	05/05/2014	130646	COMMONWEALTH ELECTRIC	\$490.44
	412616	05/05/2014	106902	COMMUNICATION SERVICES INC.	\$637.90
	412759	05/05/2014	132423	HEWLETT PACKARD CO	\$800.00
	412884	05/05/2014	102870	MIDLAND COMPUTER INC	\$809.49
	412930	05/05/2014	136898	OLSSON ASSOCIATES INC	\$9,135.42
	413020	05/05/2014	081880	SCHEMMER ASSOCIATES INC	\$66.50
06 - Total					\$1,327,136.78
07	412518	05/05/2014	010040	A & D TECHNICAL SUPPLY CO INC	\$3,575.41
	412555	05/05/2014	133480	BERINGER CIACCIO DENNELL MABREY	\$78,135.89
	412588	05/05/2014	135245	BAHR VERMEER HAECKER ARCHITECTS	\$6,210.00
	412592	05/05/2014	139926	CARLSON WEST POVONDRA ARCHITECTS	\$1,368.70
	412621	05/05/2014	135287	CONSTRUCT INC	\$178,274.25
	412641	05/05/2014	139875	DAKOTA SECURITY SYSTEMS INC	\$67,975.87
	412670	05/05/2014	133806	E & A CONSULTING GROUP INC	\$16,348.00
	412688	05/05/2014	131927	RLB ENTERPRISE LLC	\$248.00
	412830	05/05/2014	058775	LAMP RYNEARSON ASSOCIATES INC	\$6,320.00
	412896	05/05/2014	134532	MORRISSEY ENGINEERING INC	\$4,690.00
	412972	05/05/2014	073210	PRAIRIE CONSTRUCTION COMPANY	\$121,096.08
	412974	05/05/2014	134598	PRIME COMMUNICATIONS INC	\$27,873.72
	412981	05/05/2014	139972	PURDY & SLACK ARCHITECTS PC	\$9,414.50
	413004	05/05/2014	134824	ROOFING SOLUTIONS INC	\$3,250.00
	413014	05/05/2014	140085	SAMPSON CONSTRUCTION CO INC	\$35,856.00
	413020	05/05/2014	081880	SCHEMMER ASSOCIATES INC	\$3,700.00
413082	05/05/2014	132452	TERRACON INC	\$3,915.25	
07 - Total					\$568,251.67
11	412503	04/17/2014	081630	SAMS CLUB DIRECT	\$1,120.28
	412545	05/05/2014	132405	U SAVE FOODS INC. SUB:NASH FINCH CO	\$55.86
	412564	05/05/2014	132210	BILINGUAL DICTIONARIES INC.	\$134.63
	412604	05/05/2014	136654	NICOLE CHAPMAN	\$86.51

Millard Public Schools Check Register Prepared for the Board Meeting for May 5, 2014

Fund	Check Number	Check Date	Vendor Number	Vendor Name	Transaction Amount
11	412608	05/05/2014	099222	SCHOOL SPECIALTY INC	\$471.31
	412633	05/05/2014	027345	CURRICULUM ASSOCIATES INC	\$30.89
	412656	05/05/2014	135509	DIGIORGIO'S SPORTSWEAR INC	\$207.00
	412675	05/05/2014	037525	EDUCATIONAL SERVICE UNIT #3	\$700.00
	412676	05/05/2014	037525	EDUCATIONAL SERVICE UNIT #3	\$185.00
	412689	05/05/2014	137477	FAT BRAIN TOYS LLC	\$260.35
	412703	05/05/2014	041098	FOLLETT SCHOOL SOLUTIONS INC	\$51,261.91
	412705	05/05/2014	107364	FONTENELLE NATURE ASSOCIATION	\$69.00
	412736	05/05/2014	138917	SUZANNE HANISH	\$32.87
	412753	05/05/2014	048517	GREENWOOD PUBLISHING GROUP INC	\$275.00
	412757	05/05/2014	101881	OMAHA ZOOLOGICAL SOCIETY	\$909.50
	412784	05/05/2014	131495	INSECT LORE	\$142.86
	412789	05/05/2014	139840	EMILY R JACKSON	\$125.00
	412829	05/05/2014	099217	LAKESHORE LEARNING MATERIALS	\$1,816.07
	412839	05/05/2014	138545	LEARNING HEADQUARTERS LLC	\$72.17
	412893	05/05/2014	132412	SANDRA MILLER	\$32.08
	412894	05/05/2014	100316	MINDWARE	\$59.89
	412914	05/05/2014	100216	NEBRASKA EDUCATIONAL TECH ASSN	\$150.00
	412917	05/05/2014	109843	NEXTEL PARTNERS INC	\$21.14
	412923	05/05/2014	137402	ODYSSEYWARE INC	\$5,500.00
	412927	05/05/2014	100013	OFFICE DEPOT 84133510	\$34.13
	412931	05/05/2014	099658	OMAHA CHILDRENS MUSEUM	\$231.00
	412976	05/05/2014	138487	PRODUCTIVITY INC	\$3,091.13
	413005	05/05/2014	140264	MICHELLE ROONEY	\$35.80
	413007	05/05/2014	071023	OMAHA THEATER CO FOR YOUNG PEOPLE	\$157.50
	413019	05/05/2014	139841	STEPHANIE SCHADE	\$125.00
	413023	05/05/2014	099640	SCHOLASTIC BOOK FAIRS	\$299.95
	413024	05/05/2014	082100	SCHOLASTIC INC	\$527.92
	413036	05/05/2014	136257	LYNSEY SHARON	\$247.48
	413065	05/05/2014	139843	STUDENT TRANSPORATION NEBRASKA INC	\$2,691.76
	413101	05/05/2014	068840	UNIVERSITY OF NEBRASKA AT OMAHA	\$15,894.00
	413105	05/05/2014	100923	UNL EXTENSION IN DOUGLAS/SARPY CO	\$155.00
	413107	05/05/2014	090632	US TOY CO/CONSTRUCTIVE PLAYTHINGS	\$496.98
	413113	05/05/2014	140259	RUTH'S ENTERPRISES LTD	\$61.20
	413144	05/05/2014	135890	YOUTH FRONTIERS INC	\$3,450.00
11 - Total					\$91,218.17
17	412547	05/05/2014	135852	COLLEEN BALLARD	\$161.80
	412594	05/05/2014	133970	CCS PRESENTATION SYSTEMS	\$3,464.54

Millard Public Schools Check Register Prepared for the Board Meeting for May 5, 2014

Fund	Check Number	Check Date	Vendor Number	Vendor Name	Transaction Amount
17	412608	05/05/2014	099222	SCHOOL SPECIALTY INC	\$34.74
	412659	05/05/2014	130648	DOSTALS CONSTRUCTION CO INC	\$8,055.00
	412750	05/05/2014	100782	HEARTLAND SCENIC STUDIO INC	\$977.52
	412829	05/05/2014	099217	LAKESHORE LEARNING MATERIALS	\$648.54
	412839	05/05/2014	138545	LEARNING HEADQUARTERS LLC	\$74.33
	412886	05/05/2014	065400	MILLARD LUMBER INC	\$81.66
	412894	05/05/2014	100316	MINDWARE	\$68.84
	412915	05/05/2014	068445	NEBRASKA FURNITURE MART INC	\$1,284.98
	412927	05/05/2014	100013	OFFICE DEPOT 84133510	\$604.75
	412928	05/05/2014	070245	OHARCO DISTRIBUTORS	\$6,430.47
	412948	05/05/2014	102047	PAYLESS OFFICE PRODUCTS INC	\$819.00
	412985	05/05/2014	078420	RAWSON & SONS ROOFING, INC.	\$8,575.00
	413039	05/05/2014	083175	SHEPPARD'S BUSINESS INTERIORS	\$7,372.50
	413141	05/05/2014	109852	WURTH BAER SUPPLY CO	\$5,434.19
17 - Total					\$44,087.86
50	412504	04/17/2014	137059	SQUARE ONE PRODUCTIONS S DAKOTA INC	\$1,440.00
	412538	05/05/2014	012989	APPLE COMPUTER INC	\$1,855.00
	412544	05/05/2014	140019	ERIN BACKHAUS	\$35.00
	412550	05/05/2014	099646	BARNES AND NOBLE BOOKSTORE	\$86.24
	412561	05/05/2014	138888	CASSIDY BENJAMIN	\$160.00
	412573	05/05/2014	019559	BOUND TO STAY BOUND BOOKS INC	\$1,183.37
	412580	05/05/2014	140240	STEPHANIE MICHELLE BROCKMAN	\$45.00
	412584	05/05/2014	138730	BREANNA L BURKLUND	\$150.00
	412586	05/05/2014	138366	JAMES PHILLIP BURROUGHS III	\$45.00
	412587	05/05/2014	140268	JACOB THOMAS BURROUGHS	\$20.00
	412603	05/05/2014	018865	CHANNING BETE COMPANY INC	\$464.34
	412607	05/05/2014	140213	ALEXIS B CHRISTIANSEN	\$140.00
	412608	05/05/2014	099222	SCHOOL SPECIALTY INC	\$90.97
	412610	05/05/2014	140226	GARY LEE CLEMMER	\$105.00
	412624	05/05/2014	140244	KEVIN D CORY	\$260.00
	412626	05/05/2014	140270	CORRINA NICHOLE CRAMER	\$20.00
	412627	05/05/2014	139451	NICHOLAS CRAMER	\$20.00
	412629	05/05/2014	139977	AIRLINE MEDIA PRODUCTIONS INC	\$225.00
	412647	05/05/2014	032800	DEMCO INC	\$120.62
	412655	05/05/2014	033473	DIETZE MUSIC HOUSE INC	\$1,265.18
	412664	05/05/2014	135695	AMANDA D DOWNING	\$48.00
	412668	05/05/2014	137509	HAYLEY DUNCAN	\$123.00
	412720	05/05/2014	137760	JIM GLOVER	\$75.00

Millard Public Schools Check Register Prepared for the Board Meeting for May 5, 2014

Fund	Check Number	Check Date	Vendor Number	Vendor Name	Transaction Amount
50	412723	05/05/2014	044891	GOPHER	\$339.22
	412724	05/05/2014	138889	TARA GOSS	\$160.00
	412729	05/05/2014	139948	NICOLAS MERLIN GREVE	\$130.00
	412735	05/05/2014	140173	JENNIFER HAMMOND	\$240.00
	412745	05/05/2014	139920	EMMILY HAWK	\$90.00
	412746	05/05/2014	140065	JAYLYNN HAWKINS	\$137.50
	412755	05/05/2014	140245	RONALD HEMILLER	\$45.00
	412758	05/05/2014	140214	JACK HERSH	\$105.00
	412760	05/05/2014	138687	HIGHSMITH LLC	\$467.40
	412763	05/05/2014	139962	HELEN HITZ	\$75.00
	412766	05/05/2014	132592	WILLIAM SPRAGUE, JR.	\$356.76
	412777	05/05/2014	132971	IDEA ART INC	\$196.89
	412800	05/05/2014	054492	JIM L JOHNSON	\$175.00
	412807	05/05/2014	139453	LAURA JONES	\$35.00
	412808	05/05/2014	139921	MARQUISE JONES	\$140.00
	412814	05/05/2014	138731	KATHERINE ANN KASTRUP	\$25.00
	412825	05/05/2014	140215	SARAH KRAMER	\$110.00
	412826	05/05/2014	139134	CALEB KRUSE	\$160.00
	412828	05/05/2014	139174	RILEE LAKE	\$150.00
	412838	05/05/2014	139353	GRACE LAY	\$120.00
	412844	05/05/2014	137296	LIBERTY HARDWOODS INC	\$205.82
	412850	05/05/2014	059560	MATHESON TRI-GAS INC	\$276.27
	412854	05/05/2014	131397	LOWE'S HOME CENTERS INC	\$199.35
	412859	05/05/2014	139655	AMANDA MALASHOCK	\$150.00
	412860	05/05/2014	138890	JACOB B MALASHOCK	\$150.00
	412861	05/05/2014	139656	JESSICA MALASHOCK	\$150.00
	412863	05/05/2014	139931	KALEY J MARCINSKI	\$85.00
	412864	05/05/2014	138768	SHEA MARCINSKI	\$130.00
	412871	05/05/2014	139657	RACHEL MC CLANNAN	\$150.00
	412882	05/05/2014	138948	ABBY MEYER	\$112.50
	412883	05/05/2014	139767	ISABELLA MICELI	\$105.00
	412900	05/05/2014	139135	CLAIRE MUELLER	\$180.00
	412901	05/05/2014	139136	GRACE MUELLER	\$160.00
	412907	05/05/2014	139748	NATIONAL ARCHERY IN SCHOOLS PROGRAM	\$500.00
	412914	05/05/2014	100216	NEBRASKA EDUCATIONAL TECH ASSN	\$575.00
	412915	05/05/2014	068445	NEBRASKA FURNITURE MART INC	\$330.00
	412918	05/05/2014	140248	LAURA M NEY	\$22.50
	412927	05/05/2014	100013	OFFICE DEPOT 84133510	\$366.40

Millard Public Schools Check Register Prepared for the Board Meeting for May 5, 2014

Fund	Check Number	Check Date	Vendor Number	Vendor Name	Transaction Amount
50	412959	05/05/2014	139796	JACOB M PFEIFFER	\$45.00
	412960	05/05/2014	140269	KATHRYN ANNE PFLUG	\$30.00
	412977	05/05/2014	073427	PRO-ED INC	\$131.95
	412997	05/05/2014	140253	ALYSON ROBSON	\$50.00
	413023	05/05/2014	099640	SCHOLASTIC BOOK FAIRS	\$888.99
	413025	05/05/2014	100581	SCHOLASTIC BOOK CLUBS INC	\$100.10
	413035	05/05/2014	131078	SHAR PRODUCTS COMPANY	\$179.78
	413039	05/05/2014	083175	SHEPPARD'S BUSINESS INTERIORS	\$2,737.12
	413045	05/05/2014	138135	HANNA MARIE SLOSSON	\$160.00
	413046	05/05/2014	139660	SYDNEY SLOSSON	\$150.00
	413047	05/05/2014	138430	DUSTIN ROSS SMITH	\$150.00
	413049	05/05/2014	139266	GILLIAN MARIE SMITHSON	\$150.00
	413058	05/05/2014	139771	LINDSEY STALHEIM	\$180.00
	413063	05/05/2014	139354	LANE STILMOCK	\$140.00
	413074	05/05/2014	138763	MORGAN SZYMCZAK	\$150.00
	413096	05/05/2014	140267	ORION-BAY TUCKER	\$20.00
	413097	05/05/2014	140271	RIVER-SAGE TUCKER	\$57.50
	413111	05/05/2014	140272	AUSTIN MICHAEL VAVRA	\$20.00
	413114	05/05/2014	092323	VIRCO INC	\$322.80
	413119	05/05/2014	140216	MATT WANETKA	\$140.00
50 - Total					\$20,885.57
Overall - Total					\$4,849,440.97

BOE Packet Due Date: **4/30/2014**BOE Meeting Date: **5/5/2014**Sale or Disposals Scheduled After: **5/5/2014**

Lot	Quantity	Description
1	25	laptops
2	5	desktop computers
3	10	wireless routers
4	3	marching band drum sets
5	2	cellos
6		
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11		
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AGENDA SUMMARY SHEET

Agenda Item: Administrator Job Description

Meeting Date: May 5, 2014

Department: Human Resources

Title and Brief: **Policy 2100.19 – Director of Personnel**

Description:
 The Director of Personnel supports the educational programs and services of the District by developing and coordinating those phases of the personnel program which include: recruitment, selection, assignment, retention and evaluation of staff, data processing, record keeping, contracts and certification.

Action Desired: Approval

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

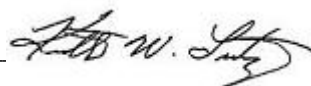
Recommendations: Approve changes made to Policy 2100.19, Administrator Job Description

**Strategic Plan
Reference:** N/A

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

Timeline: New Director of Personnel will assume this role on August 1, 2014.

**Responsible
Persons:** Dr. Jim Sutfin, Assistant Superintendent of Human Resources
 Kevin Chick, Director of Personnel

Superintendent's Signature: _____  _____

Administrator Job Description

2100.19

Title: Director of Personnel

Reports to: ~~Assistant Superintendent~~ [Executive Director](#) of Human Resources

General Summary: Supports the educational programs and services of the District by developing and coordinating those phases of the personnel program which include: recruitment, selection, assignment, retention and evaluation of staff, data processing, record keeping, contracts and certification.

Essential Functions:

- I. Coordinates the recruiting, interviewing, selecting, assigning, retaining, evaluating, and dismissing of teachers, professional/technical staff, paraprofessionals, secretaries, custodial/maintenance, food service, substitute teachers and other assigned staff. (35%)
- II. Assists in determining the personnel needs for the District. Maintains contact with all departments and schools in planning and anticipating personnel needs of the school program. (10%)
- III. Supervises and evaluates the work of principals and other staff as assigned by the superintendent. (5%)
- IV. Coordinates the tracking of employee retention. (5%)
- V. Coordinates employment contracts, and teacher certification including alternative certification methods and programs. (5%)
- VI. Assists with the submission of all district, state and federal personnel reports. (10%)
- VII. Develops, maintains and updates the Human Resources web page, online application process, and on-line staff evaluation process. (10%)
- VIII. Attends all Board of Education and Cabinet meetings. (5%)
- IX. Assists the Director of Employee Relations in the Human Resource Information Systems. (3%)
- X. Assumes other responsibilities delegated by the ~~Assistant Superintendent~~ [Executive Director](#) of Human Resources. (5%)
- XI. Assists in the supervision of teacher and paraprofessionals substitutes, as well as day-to-day assignments. (5%)
- XII. Assists in the training of cooperating teachers. (1%)
- XIII. Other duties as assigned by the Superintendent. (1%)

Qualifications:

1. Education Level: A doctoral degree from an approved institution with a major in educational administration or the accepted equivalent is preferred; a six-year specialist degree is required.
2. Certification or Licensure: A Nebraska Administrative and Supervisory Certificate with the appropriate endorsement.

- 3. Experience desired: Four years of successful experience in personnel administration is preferred, three years of administrative experience is required.
- 4. Other requirements: Ability to work with individuals in the development and implementation of district recruitment and selection program and to prepare reports and project staff needs of the district.

Special Requirements:

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

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

Employee Signature: _____

Date: _____

Supervisor Signature: _____

Date: _____

Approved: June 5, 2000
 Revised: April 19, 2004; September 4, 2007; September 15, 2008;
 March 16, 2009; September 6, 2011, [May 5, 2014](#)

Millard Public Schools
 Omaha, Nebraska

AGENDA SUMMARY SHEET

Agenda Item: Administrator Job Description

Meeting Date: May 5, 2014

Department: Human Resources

Title and Brief Description: Policy 2100.28
Revision of the Director of Staff Development & Instructional Improvement Job Description

The Director of Staff Development and Instructional Improvement supports the educational programs and services of the District by ensuring that the teacher evaluation program is monitored and fully implemented and that professional development and continual learning opportunities are planned, delivered and utilized for all staff members.

Action Desired: Approval

Background: Options/Alternatives Considered: N/A

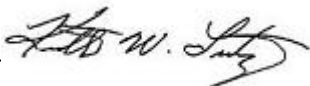
Recommendations:

Strategic Plan Reference: N/A

Implications of Adoption/Rejection: N/A

Timeline: New Director of Staff Development & Instructional Improvement will assume this role on August 1, 2014.

Responsible Persons: Dr. Jim Sutfin, Assistant Superintendent of Human Resources
Dr. Kim Saum-Mills, Director of Staff Development & Instructional Improvement

Superintendent's Signature: _____  _____

Administrator Job Description

2100.28

Title: Director of Staff Development and Instructional Improvement

Reports to: ~~Assistant Superintendent for Human Resources~~ Executive Director of Leadership & Strategic Planning

General Summary: The Director of Staff Development and Instructional Improvement supports the educational programs and services of the District by ensuring that the teacher evaluation program is monitored and fully implemented and that professional development and continual learning opportunities are planned, delivered and utilized for all staff members.

Essential Functions:

- I. Organizes, communicates, ~~and~~ implements and evaluates the instructional improvement of certificated staff. (20%)
- II. Directs the certificated staff evaluation program ~~and assists with the administrator evaluation program.~~ (15%)
- III. ~~Supports all District departments to e~~Ensures that the staff development of certificated and classified staff are determined to adequately support the Millard Education Program, Strategic Plan, ~~and state mandates,~~ and job training needs. (15%)
- IV. ~~Assists with the new administrator induction program and~~Directs the new certificated staff induction program and assists the Executive Director of Leadership and Strategic Planning with the new administrator induction program. (15%)
- V. Assists principals, teachers and ~~d~~District-level personnel in the planning, developing and implementing of staff development activities. (~~7~~9%)
- VI. Supervises and evaluates the work of principals and other staff as assigned by the Superintendent. (5%)
- VII. Assists ~~in evaluating the District's staff development activities.~~ the Executive Director of Leadership and Strategic Planning with Leadership Academy. (5%)
- VIII. Develops and administers the staff development and new staff induction budgets to support the comprehensive staff development plan. (4%)
- ~~IX. Secures resource personnel to conduct staff development activities for administrators and teachers. (1%)~~
- X. Identifies needs for credit courses and works with administrators of colleges and universities and E.S.U. to provide college credit courses and programs within the District. (1%)
- XI. Serves as a liaison between the District and other educational agencies in the development, coordination and implementation of programs for staff development. (1%)
- XII. Conducts workshops, seminars and conferences on appropriate topics for all administrators and certificated staff members. (~~2~~5%)
- XIII. Performs such other tasks and assumes such other responsibilities as the ~~Assistant Superintendent for Human Resources~~ Executive Director of Leadership and Strategic Planning may assign. (5%)
- XIV. Attends all board of education and Superintendent cabinet meetings. (4%)
- ~~XV. Oversees professional library. (1%)~~
- XVI. Other duties as assigned by the Superintendent. (1%)

Qualifications:

- I. Education Level: A doctoral degree from an approved institution with a major in educational administration or the accepted equivalent is preferred. A six-year specialist degree in educational administration or the accepted equivalent is required.
- II. Certification or Licensure: Appropriate Nebraska Administrative Certification required.
- III. Experience desired: Five years of successful administrative experience in the area of instructional improvement, staff development, and staff evaluation is preferred; three years experience is required. Previous supervisory experience is required.
- IV. Other requirements: Ability to work with individuals and groups in the development and implementation of a district staff development and instructional improvement program; ability to compile and prepare reports.

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 20 <u>25</u> lb. max.	X		
5. Carrying <u>50</u> feet	X		
6. Pushing / Pulling	X		
7. Climbing / Balancing	X		
8. Stooping / Kneeling / Crouching / Crawling	X		
9. Reaching / Handling	X		
10. Speaking / Hearing			X
11. Seeing / depth perception / color			X

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

Employee Signature: _____

Date: _____

Supervisor Signature: _____

Date: _____

Rule Approved: May 4, 1998
 Revised: September 21, 1998; February 21, 2000; April 19, 2004
 September 4, 2007; October 20, 2008; September 6, 2011, May 5, 2014

Millard Public Schools
 Omaha, Nebraska

AGENDA SUMMARY SHEET

Agenda Item: Rule 5600.1

Meeting Date: May 5, 2014

Department: Student Services

Title and Brief Description: Student Health - Injury and Illness

Action Desired: Approval

Background: The Dept. of Health and Human Services (173 NAC 7) has increased the health screening requirements school nurses perform. As a result, a committee of School Nurses took the opportunity to review and update all student health related Rules.

Options/Alternatives Considered: N/A

Recommendations: Approval

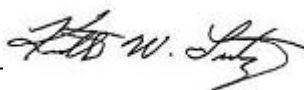
Strategic Plan Reference: N/A

Implications of Adoption/Rejection: N/A

Timeline: Immediate

Responsible Persons: Bill Jelkin, Director of Student Services,
Dr. Jim Sutfin, Assistant Superintendent of Human Resources

Superintendent's Signature: _____



Pupil Student Services

Student Health - Injury and Illness

5600.1

- I. Injury. In cases of student injury, the following procedures will be implemented:
- A. The student will be made comfortable and not moved until attended by ~~+~~District personnel who have been trained in first aid. The principal, school nurse, or health aid will be notified.
 - B. Call 911 immediately when in the judgment of the principal, the school nurse, or a staff member trained in first aid, the injury requires the attention of emergency medical personnel. District personnel will remain with the student whenever practical until relieved or excused by emergency medical personnel.
 - C. Unless the injury is of a minor nature that does not require first aid, the student's parents or guardian will be notified.
 1. When the parents or guardian are notified of injuries resulting from an accident, they will be told:what has happened and what has been done.
 - a. ~~what has happened; and~~
 - b. ~~what has been done.~~
 2. In addition, the parents or guardian will be given any other relevant information that the District possesses.
 3. If the parents or guardian cannot be reached, the student's emergency contact person will be notified.
 - D. An accident resulting in injury considered to be more than minor in nature requires the completion of a District accident report and the incident will be reported to the building principal or nurse and the Director of **Pupil Student Services**.
- II. Illness. In cases of student illness, the following procedures will be implemented:
- A. Call 911 immediately when in the judgment of the principal, the school nurse, or a staff member trained in first aid, the injury requires the attention of emergency medical personnel. District personnel will remain with the student whenever practical until relieved or excused by emergency medical personnel or when trained ~~+~~District personnel respond in accordance with procedures for life-threatening asthma attacks and systemic allergic reactions and they are relieved by emergency medical personnel.
 - B. Unless the illness is of a minor nature that does not require first aid, the student's parents or guardian will be notified.
 1. When parents or guardian are notified of an illness, they will be told:what has happened and what has been done.
 - a. ~~what has happened; and~~
 - b. ~~what has been done.~~

2. In addition, the parents or guardian will be given any other relevant information that the District possesses.
 3. If the parents or guardian cannot be reached, the student's emergency contact person will be notified.
- C. Except in cases of minor illnesses, illnesses will be reported to the building principal or nurse and the Director of ~~Pupil~~ Student Services.

III. Definitions.

- A. Emergency medical personnel. Emergency medical personnel shall mean medical personnel that can respond to a medical emergency.
- B. Minor injury. An injury which does not require the attention of a physician, an advanced practice registered nurse, or physician's assistant; is not life threatening; does not pose a health risk; and can be effectively treated with first aid which can be performed by a school nurse or a health aid who has been trained in first aid.
- C. Physician. Physician shall mean individuals who are licensed by the Department of Health and Human Services Regulation and Licensure as:
1. Medical Doctors (M.D.) who practice medicine and/or surgery; or
 2. Osteopathic Physicians (D.O.); who are also authorized to prescribe medications.
- D. Advanced practice registered nurse. Advanced practice registered nurse shall mean individuals who are licensed and practicing under and in accordance with the Advanced Practice Registered Nurse Act.
- E. Physician assistant. Physician assistant shall mean individuals who are licensed under Neb. Rev. Stat. §§ 38-2046 through 38-2055 to perform medical services under the supervision of a licensed physician.

Related Policy: 5600

Rule Approved: February 4, 1974
 Revised: November 20, 1995; December 4, 2000; December 15, 2003
 June 15, 2009; [May 5, 2014](#)

Millard Public Schools
 Omaha, NE

AGENDA SUMMARY SHEET

Agenda Item: Rule 5600.2

Meeting Date: May 5, 2014

Department: Student Services

Title and Brief Description: Student Health – Possession and Use of Medication

Action Desired: Approval

Background: The Dept. of Health and Human Services (173 NAC 7) has increased the health screening requirements school nurses perform. As a result, a committee of School Nurses took the opportunity to review and update all student health related Rules.

Options/Alternatives Considered: N/A

Recommendations: Approval

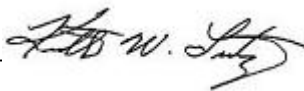
Strategic Plan Reference: N/A

Implications of Adoption/Rejection: N/A

Timeline: Immediate

Responsible Persons: Bill Jelkin, Director of Student Services,
Dr. Jim Sutfin, Assistant Superintendent of Human Resources

Superintendent's Signature: _____



Pupil Student Services

Student Health - Possession and Use of Medication

5600.2

- I. General Statement. Prescribed medication shall not be brought to school unless the written directions of a physician, physician assistant, or advanced practice registered nurse state that the prescribed medication must be taken during school hours or during school activities.
- II. Rules for all Medications.
 - A. Preschool, Elementary and Middle School Levels. The following rules shall apply to the use, application, and transportation of all medications at the preschool, elementary school, and middle school levels.
 1. Non-Prescribed Medication. A written authorization must be signed by the student's parents or guardian and filed with the school nurse or principal permitting the use of non-prescribed medication.
 2. Prescribed Medication. The student or the student's parents or guardian must provide the school nurse or principal with a written order of a physician, physician assistant, or advanced practice registered nurse that prescribes the type and amount of medication. A current prescription label will satisfy the requirements of this paragraph. In addition, a written authorization permitting the use of medication must be signed by the student's parents or guardian and filed with the school nurse or principal.
 3. Taking of Non-Prescribed and Prescribed Medication. The ingestion, taking, or application of non-prescribed and prescribed medications, including nebulizers, shall be performed under the direct supervision and observation of the school nurse, principal, or principal's designee, who shall have successfully completed a ~~d~~District competency assessment pursuant to the Medication Aide Act and applicable state rules and regulations, will be administered as directed on the ~~manufacture's~~ manufacturer's label, as directed by the student's physician, physician assistant, or advanced practice registered nurse. The school nurse or health room paraprofessional may assist a student with eye drops or eardrops if the school nurse or health room paraprofessional deems it appropriate or the student is unable to effectively administer such. If the student's parents or guardian have given written authorization, students will be allowed to possess and/or ingest glucose tablets as needed anywhere on school grounds.
 4. Homeopathic Substances, Herbs, and Vitamins. Homeopathic substances, herbs, and vitamins shall not be administered by school staff unless prescribed by a physician, physician assistant, or advanced practice registered nurse and dispensed by a pharmacist or other person authorized by law. Homeopathic substances, herbs and vitamins, whether prescribed or non-prescribed, shall be subject to the same restrictions and requirements as prescribed medications.
 5. Transporting Medications to and from School.
 - a. Preschool and Elementary Schools. In the preschool and elementary schools, students shall not be allowed to transport non-prescribed or prescribed medications to and from school with the exception of glucose tablets. Elementary school students may possess and use inhalers according to the provisions of Section II(F). Non-prescribed or prescribed medications must be transported by the student's parents or guardian or by an adult designated in writing by the parents or guardian, and must be delivered to the school nurse, principal, or the principal's designee.

- b. Middle School. Middle school students will not be allowed to transport prescribed medications to and from school with the exception of glucose tablets. Middle school students may possess and use inhalers according to the provisions of Section II(F). Prescribed medications must be transported by the student's parents or guardian or by an adult designated in writing by the parents or guardian. Non-prescribed medications may be transported by middle school students to and from school but must be delivered to the school nurse, principal, or the principal's designee.
- B. High School. The following rules shall apply to the use and application of medications at the high school level.
1. Non-Prescribed Medication. No written authorization shall be required for non-prescribed medication. However, if a teacher, principal or school nurse observes frequent or inappropriate use by a student of non-prescribed medication, the school may require the following:
 - a. Written authorization by the student's parents or guardian permitting the possession and use of the non-prescribed medication; and/or
 - b. A written statement signed by a physician, physician assistant, or advanced practice registered nurse permitting the use of the non-prescribed medication.
 2. Prescribed Medication. If prescribed medication is to be ingested, taken or applied, the following shall be required:
 - a. The medication shall be delivered to the school nurse, principal, or principal's designee;
 - b. A written authorization signed by the student's parents or guardian permitting the possession and use of the medication shall be filed with the school nurse or principal;
 - c. The school nurse or principal shall be provided with the written order of a physician, physician assistant, or advanced practice registered nurse prescribing the medication, and its dosage; and
 - d. The ingestion, taking or application of prescribed medication, including nebulizers, shall be performed under the direct supervision and observation of the school nurse, principal, or principal's designee, who shall have successfully completed a ~~4~~-District competency assessment pursuant to the Medication Aide Act and applicable state rules and regulations, and as directed by the physician, physician assistant, or advanced practice registered nurse. If the student's parents or guardian have given written authorization, students will be allowed to possess and/or ingest glucose tablets as needed anywhere on school grounds and to possess and administer inhalers according to the provisions of Section II(F).
 3. Homeopathic Substances, Herbs, and Vitamins. Homeopathic substances, herbs, and vitamins shall not be administered by school staff unless prescribed by a physician, physician assistant, or advanced practice registered nurse and dispensed by a pharmacist or other person authorized by law. Homeopathic substances, herbs and vitamins, whether prescribed or non-prescribed, shall be subject to the same restrictions and requirements as prescribed medications.

- C. Administration of Injections. Only school nurses and school personnel who have been trained to administer the Epi-Pen or Glucagon and are giving injections in emergency life-saving situations may administer injections at school.
1. Glucagon Injections. If a student requires administration of Glucagon in an emergency diabetic attack, school personnel will call 911. The Glucagon will be provided by the student's parents or guardian. School personnel other than the school nurse may administer Glucagon injections only in emergency situations if they are trained by qualified personnel.
 2. Epi-pen Injections. Students may use/carry Epi-Pens without supervision or monitoring by the school nurse or principal. The Epi-Pen must be prescribed medication and the school nurse or principal shall have received written permission from the student's parents or guardian as well as a physician, physician assistant, or advance practice registered nurse. All other injections that are given in response to an emergency should be given by a school nurse if available. An emergency medical unit and the student's parents or guardian shall be called.
 3. Other Injections. If a student requires any injections during the school day, students may administer injections in the nurse's office or an area designated by the principal or the principal's designee. Parents may request that a school nurse administer injections if the student is incapable of self-administration. Parents shall submit requests to the Director of ~~Pup~~ Student Services.
- D. Record Keeping.
1. Authorization and Medical Directions File. The school nurse, principal, or principal's designee for each school shall keep a file which shall contain the following:
 - a. All authorizations required under this Rule;
 - b. All orders or instructions from a physician, physician assistant, or advanced practice registered nurse;
 - c. The dates that authorizations and/or orders of a physician, physician assistant, or advanced practice registered nurse are received; and
 - d. The date that medication is delivered to the nurse, principal, or principal's designee.
 2. Daily Medication ~~Log~~ Documentation. In each school, a daily medication log shall be kept which shall contain the following:
 - a. The student's name;
 - b. The type of medication the student is authorized to have;
 - c. The dosage or directions for ingestion, taking, or application of the medication;
 - d. The name of the person supervising the student who is taking the medication;
 - e. The time the medication is administered; and
 - f. Any refusal by the student to take and/or receive the medication.

E. Medical Information to be Provided to the District.

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

F. Miscellaneous Provisions.

1. Inhalers. Students may use/carry inhalers without supervision or monitoring by the school nurse or principal. The inhaler must be a prescribed medication and the school nurse or principal shall have received written permission from the student's parents, guardian, as well as a physician, physician assistant, or advanced practice registered nurse. This statement shall also include directions of appropriate inhaler usage. If school personnel observe a student using an inhaler in excess of the directions on the inhaler or with a frequency which would be considered unreasonable, it shall be reported to the school nurse or principal in which case the student's use of the inhaler shall be supervised by the school nurse or principal.
2. Containers. All medication shall be kept in its original container with its original label which describes the ingredients of the contents, recommends dosages, and provides appropriate warnings. The label must be legible and be written in English, or provide English translations.
3. Custody and Storage. All medication delivered to the school nurse or principal shall be stored in a container or refrigerator in the nurse's office, principal's office, or other area designated by the school principal. The storage area shall either be locked or under the control of a designated school employee.
4. Quantity. No more than a thirty (30) day supply of prescribed medication shall be provided and delivered to the school by the student, student's parents or guardian, unless there is a written order by a physician, physician assistant, or advanced practice registered nurse requiring a greater supply.
5. Transfer to Other Students. Students are prohibited from transferring, delivering, or receiving any medication to or from other students. Violation of this subsection will authorize the confiscation of the medication by the District, and subject the students to discipline.

6. Finger Stick Blood Test. Students who have been taught finger stick blood tests shall follow those procedures that they have been taught. Parents of students who have diabetes, and/or students who have diabetes, should notify the school nurse or principal at the beginning of the school year that the student is diabetic, and should provide the school nurse or principal with all information required under this Rule. Students may administer the finger stick blood test in the nurse's office or in another area designated by the principal or the principal's designee.

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

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

IV. Definitions.

- A. Emergency medical personnel. Emergency medical personnel shall mean medical personnel that can respond to a medical emergency.
- B. Medication. Medication shall be broadly defined and shall include:
 1. All prescribed medications, over the counter and other non-prescribed medications, and all chemical substances, compounds, 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 diagnoses, cure, mitigation, treatment, or prevention of diseases, or are intended to affect the structure or any function of the body; and
 2. Any device, instrument, apparatus, implement, machine, contrivance, implant, or other similar or related article, including any component part or accessory, which is prescribed by a physician, physician assistant, or advanced practice registered nurse and dispensed by a pharmacist or other person authorized by law.
- C. Physician. Physician shall mean individuals who are licensed by the Department of Health and Human Services Regulations and Licensure as:

1. Medical Doctors (M.D.) who practice medicine and/or surgery; or
 2. Osteopathic Physicians (D.O.) who are also authorized to prescribe medications.
- D. Advanced practice registered nurse. Advanced practice registered nurse shall mean individuals who are licensed and practicing under and in accordance with the Advanced Practice Registered Nurse Act.
- E. Physician assistant. Physician assistant shall mean individuals who are licensed under Neb. Rev. Stat. §§ 38-2046 through 38-2055 to perform medical services under the supervision of a licensed physician.
- F. Qualified personnel. Shall mean people who have met an educational or legal requirement necessary to administer emergency injections.

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

Related Policies & Rules: 5600

Rule Approved: February 5, 1990
Revised: November 20, 1995; December 4, 2000; March 3, 2003; April 21, 2003;
December 15, 2003; October 3, 2005; August 7, 2006; June 15, 2009; [May 5, 2014](#)

Millard Public Schools
Omaha, NE

AGENDA SUMMARY SHEET

Agenda Item: Rule 5600.3

Meeting Date: May 5, 2014

Department: Student Services

Title and Brief Description: Student Health – Physical Examination, Visual Evaluation, Immunization, and Inspection

Action Desired: Approval

Background: The Dept. of Health and Human Services (173 NAC 7) has increased the health screening requirements school nurses perform. As a result, a committee of School Nurses took the opportunity to review and update all student health related Rules.

Options/Alternatives Considered: N/A

Recommendations: Approval

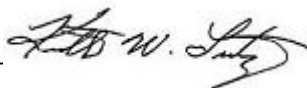
Strategic Plan Reference: N/A

Implications of Adoption/Rejection: N/A

Timeline: Immediate

Responsible Persons: Bill Jelkin, Director of Student Services,
Dr. Jim Sutfin, Assistant Superintendent of Human Resources

Superintendent's Signature: _____



Pupil Student Services**Student Health - Physical Examination, Visual Evaluation, Immunization, and Inspection****5600.3**

- I. Physical Examination and Visual Evaluation. Prior to the entrance of any student into kindergarten and the seventh grade or, in the case of a transfer from out of state, to any other grade in any eDistrict school, the parents or guardian must submit written evidence of a physical examination of the student by a physician, physician assistant, or advanced practice registered nurse.
- A. The physical examination must have been performed within six (6) months of the date of enrollment.
 - B. The cost of such physical examination is to be borne by the parents or guardian of each child examined.
 - C. No physical examination shall be required of any student whose parents or guardian objects thereto in writing.
 - D. All kindergarteners and out of state transfer students will be required to submit written evidence of a visual evaluation by a physician, physician assistant, advanced practice registered nurse, or optometrist within six (6) months prior to admission. The visual evaluation shall consist of testing for amblyopia, strabismus, and internal and external eye health, with testing sufficient to determine visual acuity, except that no such visual evaluation shall be required of any child whose parent or guardian objects in writing. The cost of such visual evaluation shall be borne by the parent or guardian of each child who is examined.
- II. Immunization. All students by law are required to be protected by immunization against measles, mumps, rubella, varicella (chicken pox), poliomyelitis, diphtheria, pertussis, tetanus, Haemophilus influenza type b (Hib) and Hepatitis B, prior to enrollment and in accordance with the immunization standards prescribed in Title 173, Nebraska Administrative Code, Chapter 3-007.
- A. Any student who does not comply with this provision shall not be permitted to continue in school until the student complies unless the student falls within the two (2) exceptions contained in this Rule.
 - B. Unless exempted by state law, the cost of such immunization shall be borne by the parents or guardian of each student who is immunized or by the Department of Health and Human Services for those students whose parents or guardian are unable to meet such cost.
 - C. Immunization shall not be required for enrollment if either of the following is submitted to the District:
 - 1. A statement signed by a physician, physician assistant, or advanced practice registered nurse stating that, in the health care provider's opinion, the immunizations required would be injurious to the health and well-being of the student or any member of the student's family or household; or
 - 2. A notarized affidavit signed by the student or, if the student is a minor, by a legally authorized representative of the student, stating that the immunization conflicts with the tenets and practice of a recognized religious denomination of which the student is an adherent or member or that immunization conflicts with the personal and sincerely followed religious beliefs of the student.

3. The physician's statement or affidavit shall be kept in the student's file.
- D. A student may be provisionally enrolled in the District in the following circumstances:
1. The student has begun the immunizations required by state law and the student is receiving the necessary immunizations as rapidly as is medically feasible and in accordance with the requirements of Title 173, Nebraska Administrative Code, Chapter 3-009.02; or
 2. The student is the child or legal ward of an active member of the military services of the United States or of his or her spouse, and the student is enrolling in the District following residence in another state or in a foreign country, and the parents or guardian of the student provide the District with a signed written statement certifying that the student has completed the immunizations required by state law. The student's parents or guardian must thereafter provide the District with written evidence that the student has completed the immunizations required by state law, and if such written evidence is not provided to the District within sixty (60) days of the date of the provisional enrollment, then the student shall not thereafter be permitted to continue in school until such written evidence of compliance is provided.
- III. Required Evidence of Immunization. For the purposes of compliance with the immunization requirements of state law, the student's parents or guardian shall be required to present to the District the following evidence of immunization:
- A. An immunization history containing the name of the vaccine, the month and year of administration (the month, day, and year for MMR vaccine), the name of the health practitioner, the agency where the immunization was obtained, and the signature of the physician, parent, guardian, or of such other person maintaining the immunization history of the student, verifying that the student has received these vaccines; or
 - B. Laboratory evidence of circulating antibodies for measles, mumps, or rubella shall constitute evidence of immunity against those diseases provided the following information is supplied; name of test, test result, test date, signature of laboratory technician performing the test or of the laboratory director, and date of signature.
 - C. For purposes of compliance with this Rule, clinical history of measles, mumps, or rubella without laboratory or epidemiologic confirmation does not constitute evidence of immunity. Epidemiologic confirmation of a diagnosis means that the clinical history of measles, mumps, or rubella is corroborated by association with laboratory proven case(s) and that such epidemiologic case(s) have been reported to and counted by the Department of Health and Human Services.
- IV. Inspection. Qualified ~~e~~District personnel shall separately inspect ~~e~~District students to ascertain if any student is suffering from defective sight or hearing, dental defects, or other conditions as prescribed by the Department of Health and Human Services Regulation and Licensure.
- A. If such inspection determines that any student has such condition, the District shall notify the parents or guardian in writing of the condition and explain the necessity of professional attendance or professional assistance for such student.
 - B. When a student apparently shows symptoms of any contagious or infectious disease, such student shall be sent home immediately, or as soon as safe and proper transportation can be found, and the District's Director of ~~Pupil~~ Student Services shall be notified at once.
 - C. No student shall be compelled to submit to a physical examination other than the District inspection over the written objection of the student's parents or guardian, delivered to the District.

Such objection shall not exempt the student from the state's quarantine laws nor prohibit an examination for infectious or contagious diseases.

- D. The District's inspections shall be conducted during the first quarter of each school year for students then in attendance. Thereafter, as students enter the District during the year, such inspections shall be made immediately upon their entrance.
- V. Parental Notification and Opportunity to Opt out of Participation. Pursuant to the Protection of Pupil Rights Amendment, 20 U.S.C. § ~~123h~~1232h, the District shall provide reasonable notice at the beginning of the school year, directly to the parents and guardians of students enrolled in ~~d~~District schools, of the specific or approximate dates of any nonemergency invasive physical examination or screening that is required as a condition of attendance and administered by the District and scheduled in advance, and which is not necessary to protect the immediate health and safety of the student or other students.
- A. An invasive physical examination is any medical examination that involves the exposure of private body parts, or any act during such an examination which includes incision, insertion, or injection into the body, but does not include a hearing, vision, dental, or scoliosis screening, or any physical examination or screening permitted or required by State law.
- B. Parents, guardians, and students who are eighteen (18) years old or emancipated under State law, may opt out of participation in any such invasive physical examination by providing the District with a signed written statement which declines participation in any such invasive physical examination.
- VI. Physical Examinations for Student Athletes. Students participating in activities sponsored by the Nebraska Schools Activities Association, athletics, cheerleading, or dance team, shall obtain a physical examination by a physician after May 1st prior to participation, and shall submit the same to the District prior to participation.
- A. The requirement of the obtaining and submission of a physical examination will be in force each year a student participates in student athletics.
- B. Student athletes must also be covered by accident insurance prior to participation on any team. Student athletes are eligible to purchase insurance made available by the District.
- VII. Definitions.
- A. Student Athletics. Student athletics shall mean extracurricular school sponsored competitive interscholastic sports.
- B. Physician. Physician shall mean individuals who are licensed by the Department of Health and Human Services Regulation and Licensure as:
1. Medical Doctors (M.D.) who practice medicine and/or surgery; or
 2. Osteopathic Physicians (D.O.) who are also authorized to prescribe medications.
- C. Advanced practice registered nurse. Advanced practice registered nurse shall mean individuals who are licensed and practicing under and in accordance with the Advanced Practice Registered Nurse Act.

- D. Physician assistant. Physician assistant shall mean individuals who are licensed under Neb. Rev. Stat. §§ 38-2046 through 38-2055 to perform medical services under the supervision of a licensed physician.

Related Policy: 5600

Legal References: 20 U.S.C. § 1232h
~~Neb. Rev. Stat. § 71-1, 102 et seq.~~
~~Neb. Rev. Stat. § 71-1, 137 et seq.~~
Neb. Rev. Stat. § 79-214 (3)
Neb. Rev. Stat. §§ 79-217 through 223
Neb. Rev. Stat. §§ 79-248 through 253
Title 173, Nebraska Administrative Code, Chapter 3

Rule Approved: July 20, 1992
Revised: November 20, 1995; December 4, 2000; July 16, 2001;
December 15, 2003; May 3, 2004; June 15, 2009; [May 5, 2014](#)

Millard Public Schools
Omaha, NE

AGENDA SUMMARY SHEET

Agenda Item: Rule 5600.4

Meeting Date: May 5, 2014

Department: Student Services

Title and Brief Description: Student Health – Contagious or Infectious Diseases

Action Desired: Approval

Background: The Dept. of Health and Human Services (173 NAC 7) has increased the health screening requirements school nurses perform. As a result, a committee of School Nurses took the opportunity to review and update all student health related Rules.

Options/Alternatives Considered: N/A

Recommendations: Approval

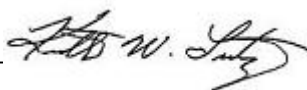
Strategic Plan Reference: N/A

Implications of Adoption/Rejection: N/A

Timeline: Immediate

Responsible Persons: Bill Jelkin, Director of Student Services,
Dr. Jim Sutfin, Assistant Superintendent of Human Resources

Superintendent's Signature: _____



Pupil Student Services

Student Health - Contagious or Infectious Diseases

5600.4

- I. General Statement. If a student has symptoms of a contagious or infectious disease, the District's Director of ~~Pupil~~ Student Services and the student's parents or guardian will be notified, and the student will be excluded from school.
- A. Students with a contagious or infectious disease may return to school when the symptoms disappear, and when the minimum isolation period has elapsed provided, however, that students with HIV disease or Hepatitis B have complied with the procedures of ~~paragraph~~ Section III below.
 - B. The isolation period shall be in accordance with rules and regulations adopted by the Department of Health and Human Services.
 - C. This section shall not restrict or prohibit the District's authority to otherwise limit a student's activities in school where such limitation is necessary for the health or safety of the student or others.
- II. Attending School. Students diagnosed with HIV disease or Hepatitis B will be allowed to attend school without restriction unless they manifest severe or unusually aggressive behavior, such as biting, or if they have weeping skin sores that cannot be covered.
- A. In such instances, the student's parents or guardian will be notified and the student will be excluded from school.
 - B. Immediately thereafter, a determination of the appropriate educational setting will be made by a team consisting of the school nurse, school medical advisor, student's physician, school principal and student's teacher (hereinafter "Team"). The Team shall consider the following when determining the educational setting:
 1. Behavior of student;
 2. Neurologic development;
 3. Physical condition;
 4. Existence of open sores that cannot be covered; and/or
 5. Risk of transmission through normal school contacts.
 - C. A regular classroom setting will be provided unless, based on the considerations set forth in the preceding paragraph, it is determined that there is a risk of transmission through normal school contacts. If that risk exists, the student shall be removed from the classroom and placed in an appropriate alternate education program.
- III. Removal from Classroom. A student temporarily removed from the classroom for severe or unusually aggressive behavior will be immediately referred to the aforesaid Team for assessment and the development of an appropriate program, if warranted.
- A. A student temporarily removed from a classroom for weeping skin sores which cannot be covered may be provided homebound instruction, and will be re-admitted only when there is medical documentation that the risk no longer exists.
 - B. Removal from the classroom should not be the only response to reduce risk of transmission. The District will attempt to use the least restrictive means to accommodate the student's needs.

- C. The student may return to the classroom when the Team determines that the risk of transmission through the reasonably expected school contacts has abated.
 - D. The removal shall be reviewed by the Team once per month unless there is no reasonable medical need for medical review.
 - E. A student with HIV disease may be removed from the classroom for the student's protection when cases of life-threatening diseases (e.g., measles, chicken pox) arise in school.
 - 1. The decision to remove the student will be made by the student's physician; the District may obtain a second opinion, at District expense, and the District will elect which opinion to follow if the District's second opinion conflicts with the student's physician's opinion.
 - 2. In cases where the student is removed for the student's protection, the student may return to the classroom when the risk is abated.
 - F. The school nurse will act as a liaison between the Team members, assist the student in problem resolution and answer the student's questions, and act as the coordinator of services provided by other staff members.
- V. Privacy. The student's right to privacy shall be honored. Only those persons directly involved with a student with HIV disease or Hepatitis B will be advised of the student's condition. Such persons shall not divulge any of the information concerning the infected student to any other person unless authorized by law.
- VI. Handling Body Fluids. Routine procedures for handling blood, body fluids, vomitus and fecal or urinary incontinence should be followed regardless of whether there are any students with an infectious disease attending school.
- VI. Definitions
- A. HIV Disease. HIV disease is a severe, life threatening disease that progressively damages the immune system. The onset of clinical illness is usually insidious and characterized by nonspecific symptoms such as malaise, anorexia, fatigue, diarrhea, weight loss, lymphadenopathy, and fever. Eventually, the patient is afflicted with serious infections, frequently opportunistic. It is spread primarily by saliva, urine, blood, and semen.
 - B. Hepatitis B. Hepatitis B is a disease of the liver, usually has an insidious onset with anorexia, vague abdominal pain, nausea and vomiting, and occasionally joint pain and rash. Jaundice is often present, but fever may be absent or mild. It is spread primarily by saliva, urine, blood, and semen.
 - C. Physician. Physician shall mean individuals who are licensed by the Department of Health and Human Services Regulation and Licensure as:
 - 1. Medical Doctors (M.D.) who practice medicine and/or surgery; or
 - 2. Osteopathic Physicians (D.O.) who are also authorized to prescribe medications.

Legal References: Neb. Rev. Stat. § 79-248
 Title 173, Nebraska Administrative Code, Chapter 3

Related Rule: 5600

Rule Approved: November 20, 1995
 Revised: December 4, 2000; [May 5, 2014](#)
 Reaffirmed: December 15, 2003; June 15, 2009

Millard Public Schools
 Omaha, NE

AGENDA SUMMARY SHEET

Agenda Item: Rule 5600.5

Meeting Date: May 5, 2014

Department: Student Services

Title and Brief Description: Student Health – Procedures for Life-Threatening Asthma Attacks and systemic Reactions

Action Desired: Approval

Background: The Dept. of Health and Human Services (173 NAC 7) has increased the health screening requirements school nurses perform. As a result, a committee of School Nurses took the opportunity to review and update all student health related Rules.

Options/Alternatives Considered: N/A

Recommendations: Approval

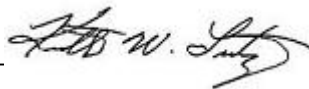
Strategic Plan Reference: N/A

Implications of Adoption/Rejection: N/A

Timeline: Immediate

Responsible Persons: Bill Jelkin, Director of Student Services,
Dr. Jim Sutfin, Assistant Superintendent of Human Resources

Superintendent's Signature: _____



Pupil Student Services

Student Health - Procedures for Life-Threatening Asthma Attacks and Systemic Allergic Reactions

5600.5

I. Introduction.

- A. With no prior notice, life-threatening asthma attacks or systemic allergic reactions (anaphylaxis) that leave only minutes to save a life could necessitate an emergency response by school personnel. To maximize the chances that such an emergency response will result in full recovery, trained designated school personnel will administer epinephrine ("Epi-Pens") and nebulized albuterol treatments ("nebulizers") according to procedures that have been approved by the District's Director of **Pupil Student Services** or designee.
- B. Epi-Pens and nebulizers for emergency use will be distributed to every school within the District. Each **d**District school will have Epi-Pens and nebulizers readily accessible in the health room or other designated area; these medications will be secured in a manner approved by the Director of **Pupil Student Services** to prevent unauthorized access.
- C. Standing orders for **d**District emergency supplies of Epi-Pens and albuterol will be signed by at least ~~two (2)~~ **one (1)** physicians from the District's Medical Advisory Committee.
- D. Selected school personnel will be trained by qualified personnel to administer emergency nebulized albuterol and Epi-Pen injections under the supervision of the registered school nurse.
- E. Parents, guardians, and emancipated students will be notified on the District's Emergency Health **Card Form** that Epi-Pens and nebulizers may be administered to students for life-saving purposes.
- F. If parents, guardians, and emancipated students are aware of any medical condition that causes an Epi-Pen or nebulizer to be dangerous to a student, they should indicate on the Emergency Health **Card Form** the exact nature of the danger, and provide the District with the name and address of the medical provider who has made this determination.
- G. [Healthcare staff will follow protocols outlined in the State of Nebraska Attack on Asthma /Allergy Action Plan.](#)

II. Availability, Storage, Use and Destruction. Each **d**District school will have emergency supplies of Epi-Pens and nebulizers readily accessible. The following will govern the availability, storage, and use of the same:

- A. All elementary schools will have both adult and pediatric emergency Epi-Pens available.
- B. Emergency supplies of Epi-Pens and albuterol will be kept current, and will be disposed of on the reaching of the recommended shelf life or when there is a color change in the epinephrine due to reaching or exceeding the expiration date or improper temperature control.
- C. Unless the subject's medical condition and/or circumstances dictate otherwise, the following standing procedures for emergency response to life-threatening asthma attacks or anaphylaxis will be followed.
 - 1. Call 911.
 - 2. Summon the school nurse if available. If not, summon designated trained, non-medical staff to implement emergency protocol.

3. Check airway patency, breathing, respiratory rate, and pulse.
 4. Administer medications (Epi-Pen and albuterol) per standing order.
 - a. Epi-Pens. Administer an adult Epi-Pen IM for a child over fifty (50) pounds and Epi-Pen IM Junior for a child under fifty (50) pounds. The container for each dose and the container holding all dosages shall be marked "FOR EMERGENCY USE ONLY" in bold print.
 - b. Administer a nebulized albuterol, .05 percent, 0.5cc plus ~~3cc~~ 2.5cc of saline administered by oral mask or mouthpiece. After the original administration, if not better, this dosage may be repeated two (2) more times. The container for individual dosages and containers holding non-individual dosages shall be marked "FOR EMERGENCY USE ONLY" in bold print.
 5. Determine cause as quickly as possible.
 6. Monitor vital signs (pulse, respiration, etc.).
 7. Contact parents immediately and physician as soon as possible.
 8. Any individual treated for symptoms with epinephrine at school will be transferred to a medical facility.
- D. Emergency supplies of Epi-Pens, albuterol, and nebulizers will be under controlled access ~~stored in a lock box secured by a squeeze off lock~~ and maintained between fifty-nine (59) and eighty-five (85) degrees Fahrenheit as measured by a thermometer maintained in the same location in an air conditioned nurse's office or other air conditioned area designated by the school principal. Access will be limited to those individuals trained to administer these medications.
- E. District emergency Epi-Pens and nebulizers will be administered to students or staff members for emergency use only. Students who need nebulized albuterol on a regular schedule must bring their own prescription and equipment for application in accordance with District Rule 5600.2. Emergency Epi-Pens and nebulizers may not be used under any circumstances other than emergency use.
- F. District emergency Epi-Pens and nebulizers will not be used on field trips or other activities away from the school. District emergency medications are to be maintained at school during regular school hours so that the largest population of students may be served.
- G. ~~Each nebulizer will be inspected monthly by the Director of Pupil Services or designee to assure it is in proper working order and ready for immediate use.~~ The school nurse will inspect the nebulizer monthly in their assigned area after each use to ensure that the equipment is in proper working order and is ready for the next usage. The school nurse will also periodically inspect the nebulizer to ensure that it is in working order and supplies of albuterol and Epi-Pens have not exceeded the recommended shelf life or when there is a color change in the epinephrine due to reaching or exceeding the expiration date or improper temperature control. The school nurse will provide an inventory which includes lot number of medications and the recommended shelf life.
- H. All albuterol and Epi-Pens which have exceeded the recommended shelf life will be destroyed. The school nurse and principal shall keep a list which records when and how the albuterol and Epi-Pens were destroyed, and which district staff member oversaw the destruction.
- III. Implementation and Training. Three (3) designated staff members from each school in addition to the school nurse will be trained in CPR, and in the administration of emergency Epi-Pens and nebulizers in life-threatening situations; implementation and training shall include:

- A. Designated staff members from each school will be appointed by a team consisting of the building principal or designee, the head nurse, the nurse serving the building, and approved by the Director of ~~Pupil~~ Student Services. No staff member other than ~~e~~District employed school nurses or health paraprofessionals shall be compelled through their employment status to serve as a designated staff member.
 - B. Training of the designated staff members will be conducted and completed prior to the distribution of Epi-Pens and nebulizers within the schools. Designated and trained staff members must complete annual training in order to continue serving as a designated staff member.
 - C. Training for the administration of Epi-Pens and nebulizers will be provided by a physician, a physician assistant, registered nurse, or pharmacist trained in the use of Epi-Pens and nebulizers.
 - D. A certified CPR instructor will provide CPR training.
 - E. Designated staff members will successfully pass the competency assessment required by the Medication Aide Act no less than every three (3) years.
- IV. In-Service Training. The procedure for the delegation of the administration of Epi-Pens and nebulizer treatments to trained special care providers should be followed in accordance with Health Services Guidelines. At a minimum, the training shall consist of the following:
- A. A minimum of three (3) designated staff members in each school in addition to the school nurse trained in CPR should be in-serviced by the school nurse to:
 1. Identify the signs and symptoms of a life-threatening asthma attack or systemic allergic reaction;
 2. Follow ~~e~~District procedures for emergency treatment including required 911 calls and the administration of Epi-Pens and/or nebulizers;
 3. Complete, as time permits, an Emergency Form for paramedics;
 4. Review ~~e~~District procedures with the designated staff members a minimum of two (2) times during the school year;
 5. At a minimum, training will be provided semi-annually for designated staff members who have already been trained and staff members who are newly appointed to the emergency team; and
 6. Identify and record all students whose parents or guardian have indicated that use of Epi-Pens or nebulizers increases danger or is ineffective, and to provide follow-up investigation with medical providers to determine the exact nature of the danger.
 - B. At the conclusion of the inservice training, a Documentation of Competency form should be completed and filed in the Health Office.
 - C. The Director of ~~Pupil~~ Student Services will be responsible for overseeing what forms should be used to most effectively carry out the in-service training required under this Rule.
- V. Baseline Training for Epi-Pens and Anaphylaxis. Orientation and instruction for the administration of Epi-Pens for life-threatening asthma or systemic allergic reactions should include:

- A. Basic principles of the immune system and anaphylaxis;
 - B. Administration of Epi-Pens using an Epi-Pen Trainer;
 - C. Assessing vital signs;
 - D. Establishing and maintaining vital body functions and summoning emergency personnel; and
 - E. Proper documentation.
- VI. Baseline Training for Nebulizers. Orientation and instruction for administering nebulizers should include:
- A. Basic principles of the anatomy and physiology of the respiratory system;
 - B. Procedures for using nebulizers including set-up, administration, and storage;
 - C. Signs and symptoms of respiratory distress and reporting; and
 - D. Proper documentation.
- VII. Post-Use Record. As soon as reasonably practicable following the emergency administration of an Epi-Pen or nebulizer, the designated staff members shall provide the Director of Pupil-Student Services with a written report that should include, at a minimum, the following:
- A. The circumstances giving rise to the administration of the Epi-Pen or nebulizer;
 - B. The results; and
 - C. The recommended changes in the procedures or forms used by the District in its administration of Epi-Pens and/or nebulizers, if any.
- VIII. Annual Report. An annual report will be provided to the Nebraska Board of Pharmacy providing information on the number of incidents involving the administration of epinephrine and nebulized albuterol in the life-saving situations described in this Rule.
- IX. Annual Review. On an annual basis, the Director of Pupil-Student Services or designee will conduct a review of the effectiveness of this Rule, procedures utilized, forms adopted pursuant to this Rule, the post-use records of the District's designated staff members, and any other materials relevant to improving the District's use of Epi-Pens, nebulizers, and other emergency medications. The review will include, if practicable, the following:
- A. A tabulation of the number of uses of Epi-Pens and nebulizers per school year;
 - B. The results of the use;
 - C. The recommendations from the District's Medical Advisory Committee or other qualified organization as it pertains to Epi-Pens and nebulizers; and
 - D. Upon the completion of the review, the Director of Pupil-Student Services shall provide the Board with the Director's findings and recommendations.
- X. Definitions.
- A. CPR. CPR shall mean cardiopulmonary resuscitation.
 - B. Qualified Personnel. Qualified personnel shall mean people who have met an educational and/or legal

requirement necessary to provide instruction on the use of the Epi-Pens and nebulizers.

Related Policies and/or Rules: 5600, 5600.2

Rule Approved: May 17, 1999

Revised: December 4, 2000; December 15, 2003; June 15, 2009; [May 5, 2014](#)

Millard Public Schools
Omaha, NE

AGENDA SUMMARY SHEET

Agenda Item: Rule 5600.6

Meeting Date: May 5, 2014

Department: Student Services

Title and Brief Description: Student Health – Procedures for Use of Automated External Defibrillators

Action Desired: Approval

Background: The Dept. of Health and Human Services (173 NAC 7) has increased the health screening requirements school nurses perform. As a result, a committee of School Nurses took the opportunity to review and update all student health related Rules.

Options/Alternatives Considered: N/A

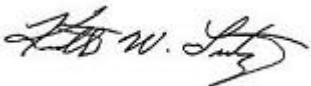
Recommendations: Approval

Strategic Plan Reference: N/A

Implications of Adoption/Rejection: N/A

Timeline: Immediate

Responsible Persons: Bill Jelkin, Director of Student Services,
Dr. Jim Sutfin, Assistant Superintendent of Human Resources

Superintendent's Signature: _____  _____

Pupil Student Services

Student Health - Procedures for Use of Automated External Defibrillators

5600.6

- I. Distribution and Placement of Automated External Defibrillators.
- A. Introduction. Cardiac arrest is always a threat for students, staff, or visitors to our schools and when it occurs, can leave only minutes to save a life. To maximize the chances that emergency response will result in full recovery, Automated External Defibrillators (AEDs) will be placed in each school, and trained designated school personnel will use AEDs according to procedures that have been approved by the Director of **Pupil Student Services** or designee.
- B. AEDs will be distributed to every school within the District:
1. Each **d**District high school will have, at minimum, three (3) AEDs readily accessible in designated area(s) where they are available for all students, staff and visitors.
 2. Each **d**District middle school will have, at minimum, two (2) AEDs readily accessible in designated area(s) where they are available for all students, staff and visitors.
 3. Each **d**District elementary school and the **Millard Learning Center Horizon High School** will have, at minimum, one (1) AED readily accessible in designated area(s) where they are available for all students, staff and visitors.
 4. The placement of AEDs will be determined by the principal. The principal will take into consideration that coverage must be provided for all activities and school functions that occur not only during the school day, but after school hours for school related activities.
 - a. AEDs will be placed in supervised areas where they can be observed by supervisory personnel or by surveillance cameras.
 - b. Each AED will be secured by an alarm device.
 - c. AEDs will not be placed in locked rooms or areas that limit availability after school hours.
 - d. Signs will be posted in each classroom, commons area, the office, and other areas of the building where students or staff congregate telling where the nearest AED is located.
 5. AEDs will not be taken on field trips or other activities away from the school building unless an extra AED is solely dedicated for that purpose, the AEDs absence does not affect coverage at school, and the AED is under the constant direct supervision of a staff member trained in its use.
 6. Groups, organizations, or individuals renting or using school facilities when school personnel are not present will be informed of the requirements for use of AEDs.
- C. Designated school personnel will be trained by qualified personnel to administer AEDs.
- D. Parents, guardians, and emancipated students will be notified on the District's Emergency Health **Card Form** that in case of cardiac arrest, an AED may be administered to students for life-saving purposes.

- II. AED Maintenance and Use. The following will govern the maintenance and use of ~~the same~~ AEDs:
- A. AEDs will be maintained and tested in accordance with the operational guidelines of the manufacturer and monitored by personnel designated by the principal.
 - B. AEDs will be stored with carrying case, one (1) extra set of pads, razor, latex or vinyl gloves, mouth barrier, and three (3) towelettes designed for use with the AED.
 - C. All AED pads that have exceeded the manufacturer's recommended shelf life will be replaced.
 - D. Each AED will be inspected, at a minimum, ~~weekly~~ monthly by the principal or designee to assure it is in proper working order and ready for immediate use. The AED will be inspected after each use to ensure that the equipment is in proper working order and is ready for the next usage.
 - E. Each AED will be marked with a ~~Millard Public Schools~~ District identification number.
 - F. The school nurse will maintain an inventory list which includes an identification number of the AED, its location, and when it was last inspected.

III. Operating Procedures.

- A. Unless the subject's medical conditions and/or circumstances dictate otherwise, the following standing procedures for emergency response cardiac arrest will be followed.
 - 1. Call 911.
 - 2. ~~AED.~~ Administer the AED following the instructions on the AED.
 - 3. ~~CPR.~~ Administer CPR as directed by the AED.
- B. ~~Notify Parents or Guardians.~~ Notify the parents or guardians immediately at the first sign of a cardiac arrest. If trained designated staff members are involved in life-saving procedures, personnel not administering emergency treatment should provide the notice to the parents or guardians.
- C. The AED will be administered by trained personnel to students, staff members, or visitors only when emergency life threatening events occur resulting from cardiac arrest.

IV. AED Training and Implementation.

- A. The following people will be trained in each school that houses one (1) or more AED(s):
 - 1. School nurses;
 - 2. Health paraprofessionals;
 - 3. One staff member from each Early Childhood classroom;
 - 4. All coaches;
 - 5. Assistant coaches;
 - 6. Athletic trainers;
 - 7. Extracurricular supervisors who supervise physical activities, and
 - 8. A minimum of three (3) additional designated staff members from each school.

- B. Designated staff members from each school will be appointed by the building principal or designee.
 - C. Training of the designated staff members will be conducted and completed prior to the distribution of AEDs within the schools.
 - D. Designated and trained staff members must maintain current CPR/AED certification in order to continue serving as a designated staff member.
 - E. Training for the administration of AEDs will be provided by a certified CPR instructor.
- V. Purchase of AEDs.
- A. All AEDs will be purchased through the District purchasing agent.
 - B. All AEDs will meet ~~d~~ District specifications, ~~;~~ and
 - C. All AEDs will be of the same model and manufacturer.
 - D. Additional AEDs may be purchased and placed at any time by the individual school, if all of the requirements of this Rule are met.
- VI. Post-Use Record. As soon as reasonably practical following the emergency administration of an AED, the designated staff members shall provide the Director of ~~Pupil~~ Student Services with a written report that should include, at a minimum, the following:
- A. The circumstances giving rise to the administration of AED;
 - B. The results; and
 - C. The recommended changes in the procedures or forms used by the District in its administration of AEDs, if any.
- VII. Annual Review. On an annual basis, the Director of ~~Pupil~~ Student Services or designee will conduct a review of the effectiveness of this Rule, procedures utilized, forms adopted pursuant to this Rule, the post-use records of the District's designated staff members, and any other materials relevant to improving the District's use of AEDs. The review will include, if practicable, the following:
- A. The results of the use;
 - B. The recommendations from the District's Medical Advisory Committee or other qualified organization as it pertains to AEDs; and
 - C. Upon the completion of the review, the Director of ~~Pupil~~ Student Services shall provide the Board with the Director's findings and recommendations.
- VIII. Definitions.
- A. AED. AED shall mean Automated External Defibrillator.
 - B. CPR. CPR shall mean cardiopulmonary resuscitation.
 - C. Qualified Personnel. Qualified personnel shall mean people who have met an educational and/or legal requirement necessary to provide instruction on the use of the AEDs.

Related Policies & Rules: 5600

Rule Approved: April 21, 2003

Revised: December 16, 2003; August 7, 2006; July 2, 2012; [May 5, 2014](#)

Reaffirmed: June 15, 2009

Millard Public Schools
Omaha, NE

AGENDA SUMMARY SHEET

Agenda Item: Rule 6750.1 Curriculum, Instruction, and Assessment Student Fees

Meeting Date: May 5, 2014

Department Activities & Athletics

Title and Brief Description: Rule 6750.1 Curriculum, Instruction, and Assessment Student Fees

Action Desired: Approval

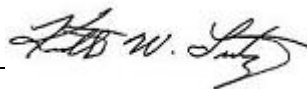
Background:

Options/Alternatives Considered: NA

Recommendations: Approval.

Responsible Persons: Nolan Beyer, Director of Activities & Athletics

Superintendent's Signature: _____



Curriculum, Instruction, and Assessment Student Fees**6750.1**

Pursuant to Policy 6750 and Neb. Rev. Stat. §79-2,135 *et seq.*, the District may, and hereby does, require and collect fees or other funds from or on behalf of District students or require District students to furnish or provide, supplies, equipment, or attire as provided for herein below.

I. Elementary School Fees:**A. Extracurricular Activities ***

1. Field Trips: Students pay a fee of up to \$20 (but not to exceed actual cost) per trip.
2. All Clubs: Students pay a fee of up to \$30 (but not to exceed actual cost of conducting the club activities) for membership and activities in each club.
3. All Clubs: Students pay a fee of up to \$15 (but not to exceed actual cost) for screen-printed club t-shirt.
4. School will not fund competition beyond the state level.
5. Optional High Ability Learner (HAL) Field Trips: Students pay up to \$22 (but not to exceed actual cost) per trip.
6. Choir: Students pay a fee of up to \$15 (but not to exceed actual cost) for screen-printed choir t-shirt.

B. Special Transportation

1. §79-241 (option enrollment students): n/a.
2. §79-605 (tuition students): n/a.
3. §79-611 (students within 4 miles and open enrollment students): n/a.

C. Copies of Files/Records

1. Students pay 10 cents per page.

D. Lost/Damaged Property

1. Students pay for repair or replacement cost of property.

E. Before/After School

1. Mini-Classes: Students pay up to \$60 per class, including materials (6-8 sessions, but not to exceed actual cost).

F. Summer/Night School *

1. Regular Education Summer School: Students pay \$125 (for 3 instructional hours per day for 12 days).
2. Special Education Summer School: Elementary students pay \$115 (for 3.25 hours per day for 12 days in June).
3. Building Level Summer School: Students pay up to \$3 per hour, including materials.

G. Breakfast/Lunch Programs *

1. Students pay for breakfast (i.e., current cost of breakfast ~~\$1.30~~ 1.35).
2. Students pay for lunch (i.e., current cost of lunch ~~\$2.20~~ 2.25).

H. Non-Specialized Attire

1. PE: Students provide tennis shoes.
2. Art: Students provide a paint shirt.

I. Musical Instruments (Optional Courses, Non-Extracurricular) *

1. Band & Strings: Students provide their own instruments.

* *The requirements marked with an asterisk (*) may be waived for students who qualify for free or reduced-price lunches.*

II. Middle School Fees:

A. Extracurricular Activities*

1. Optional High Ability Learner (HAL) Field Trips: Students pay up to \$22 (but not to exceed actual cost) per trip.
2. Montessori Immersion Experiences: Students pay up to a total of \$400 (but not to exceed actual cost) for up to four trips.
3. School will not fund competition beyond the state level.
4. Sixth Grade Outdoor Education: Students pay up to \$50.
5. Other optional field trips sanctioned by the building administration: Students pay up to ~~\$15~~ 20 (but not to exceed actual cost) for each trip.
6. All Clubs: Students pay \$0 to \$140 (not to exceed the cost of conducting club activities) for membership and activities in each club.
7. Athletics: Students pay a \$45 participation fee for football. Students pay a \$35 participation fee for interscholastic sports. Students pay a \$25 participation fee for each intramural sport.
8. All Sports: Students provide elastic waist shorts, t-shirt, socks, shoes and cold weather attire as needed.
9. Football: Students provide appropriate athletic shoes.
10. Volleyball: Students provide appropriate athletic shoes for use indoors only.
11. Basketball: Students provide appropriate athletic shoes for use indoors only.
12. Wrestling: Students provide appropriate athletic shoes for use indoors only.
13. Track: Students provide appropriate athletic shoes.
14. Other Requirements: Students who participate in athletics and/or the Cross Country Club are required to have a sports physical (except for intramural basketball/volleyball) and must be covered by health insurance. Health insurance is available through private carriers, or, for those who qualify, the State of Nebraska.

B. Spectator Admission / Transportation

1. Students pay an admission fee to activities, not to exceed \$10 per person per event. The site administrator shall determine the admission charges to each “home” middle school event.

C. Special Transportation

1. §79-241 (option enrollment students): n/a.
2. §79-605 (tuition students): n/a.
3. §79-611 (students within 4 miles and open enrollment students): Transportation for students whose residences are two miles or more from school is provided through Student Transportation of America at \$1.25 per trip (with the balance of the cost paid by the District).

D. Copies of Files/Records

1. Students pay 10 cents per page.

E. Before/After School

1. Mini-Classes: Students pay up to \$40 per class, including materials (6-8 sessions, but not to exceed actual cost).

~~E~~ F. Lost/Damaged Property

1. Students pay for repair or replacement of property.

~~F~~ G. Summer/Night School *

1. Regular Summer School: Students pay \$125 (for 3 instructional hours per day for 12 days – one course); \$250 (for 6 instructional hours per day for 12 days – two courses); \$105 for Babysitting Basics- includes first aid, CPR book and certification fee).
2. Special Education Summer School: Students pay \$115 (for 3.75 hours per day for 12 days in June).
3. Middle School After-School Program: Students pay up to \$30 (for up to one hour per day for one week); up to \$60 (for 2 to 3 hours per day for one week).
4. Summer Opportunities instruction for students – no more than \$150 (per opportunity per student).
5. –Transition Programs: \$10.

~~G~~ H. Breakfast/Lunch Programs *

1. Students pay for breakfast (i.e., current cost of breakfast \$1.55).
2. Students pay for lunch (i.e., current cost of lunch ~~\$2.40~~ 2.45). A la carte selections vary in price.

~~H~~ I. Non-Specialized Attire

1. PE: Students provide athletic shoes, elastic waist shorts, t-shirt, and cold weather attire as needed.

~~I~~ J. Musical Instruments (Optional, Non-Extracurricular) *

1. Band & Strings: Students provide their own instruments.

~~J~~ K. Music Items (Extracurricular) *

1. Swing Choir & Jazz Band: Students provide their own instruments and attire. Required performance attire will not exceed a cost of \$125.

* *The requirements marked with an asterisk (*) may be waived for students who qualify for free or reduced-price lunches.*

III. High School Fees:

A. Extracurricular Activities *

1. Optional Field Trips: Students pay a fee (not to exceed \$2,000 or actual cost less revenue raised via fundraising activities and/or donations) for all optional field trips approved by the building administration.
2. All Clubs: Students pay up to \$800 (not to exceed the cost of conducting club activities) for membership and activities in each club.
3. All Activities: Students pay a \$60 fee for participation in athletics and activities governed by the Nebraska School Activities Association (fee includes an Athletic Admission Ticket for “home” school events). (Journalism, Concert Choir, and Orchestra are excluded.)
4. Curriculum Related Activities (i.e., Marching Band, DECA, VICA, FCCLA, Debate, Forensics, and FCS): The District does not fund competitive activities for students beyond the state level. Fundraising and/or donations must cover the cost of competition beyond the state level.
5. Drama Club: Students pay \$25 for supplies, materials, and services.
6. Athletics, Cheerleading and Dance: Students are required to have a physical and must be covered by health insurance to participate. (Health insurance is available through private carriers, or, for those who qualify, the State of Nebraska.)
7. All Athletics: Students provide elastic waist shorts, t-shirt, socks, shoes, towels and cold weather attire as needed.
8. Football: Students provide appropriate athletic shoes and practice jersey.
9. Volleyball: Students provide appropriate athletic shoes and knee pads for use indoors only.
10. Basketball: Students provide appropriate athletic shoes for use indoors only and practice jersey.
11. Cross Country: Students provide appropriate athletic shoes.
12. Tennis: Students provide tennis racquet and appropriate athletic shoes and pay indoor court fees up to \$30 per season.
13. Golf: Students provide golf clubs, golf bag, golf balls, and appropriate athletic shoes and pay range or green fees up to \$30 per season.
14. Softball: Students provide softball glove, bat, appropriate athletic shoes, and colored socks.
15. Baseball: Students provide baseball glove, bat, appropriate athletic shoes, and colored socks and pay indoor facilities fees up to \$30 per season.
16. Soccer: Students provide shin guards, appropriate athletic shoes, and colored socks and pay indoor facilities fees up to \$30 per season.
17. Wrestling: Students provide appropriate athletic shoes for use indoors only.
18. Swimming: Students provide swimsuits, towels, goggles and fins.
19. Track: Students provide appropriate athletic shoes.
20. Dance Team/Cheerleading/Show Choir: Students purchase selected uniforms and pay fees to a summer camp.
21. Intramurals: Students pay intramural fees, not to exceed \$25 (per intramural activity, per person), for intramural participation. The site administrator shall determine the fee for each intramural activity.

B. Spectator Admission / Transportation

1. Students pay admission fees, not to exceed \$30 (per event, per person), to school activities. The site administrator shall determine the admission charges to each “home” high school event.
2. Athletic Admission Ticket: Students pay \$40 for admission to all “home” high school athletic events (non-tournament competitions).

C. Post-Secondary Education

1. Post-Secondary Education Costs: Students pay the cost of tuition and other fees only associated with obtaining credits from a postsecondary educational institution if the student chooses to apply for postsecondary education credit ~~†~~ (i.e., ~~\$21.50~~ 31.50 per credit hour for Metropolitan Community College (MCC). \$250 per course at UNO, University of Nebraska – Omaha or ~~\$140~~ 144 per 5 credit ~~hour~~ course and registration fee at UNL, University of Nebraska – Lincoln (online classes)).
2. Advanced Placement Exams Fees: Students may pay the cost of each exam (i.e., currently \$89 per exam) pending other available resources.
3. International Baccalaureate Exams Fees: Students may pay for the cost of testing (i.e., currently approximately \$700 for two years of testing).
- ~~4. PSAT/NMSQT (Preliminary Scholastic Aptitude Test/National Merit Scholarship Qualifying Test): Students pay for the cost of testing (i.e., currently up to \$20 per exam).~~

D. Special Transportation

1. §79-241 (option enrollment students): n/a.
2. §79-605 (tuition students): n/a.
3. §79-611 (students within 4 miles and open enrollment students): n/a.

E. Copies of Files/Records

1. Transcript fee: Students pay \$5.
2. Other Requests: Students pay 10 cents per page.

F. Lost/Damaged Property

1. Students pay for cost of repair or replacement of property.

G. Before/After School

1. Mini-Classes: Students pay up to \$40 per class, including materials (6-8 sessions, but not to exceed actual cost).

~~G~~ H. Summer/Night School *

1. Summer School: Students pay \$145 (for 3 instructional hours per day for 24 days, 1 one-semester course); \$290 (for 6 instructional hours per day for 24 days, 2 one-semester courses); or \$120 (for 3 instructional hours per day for 14 days, noncredit mini class).
2. Special Education Summer School: Students pay \$135 (for 3.75 hours per day for 14 days in June).
3. Summer Opportunities instruction for students - no more than \$40 (per opportunity per student).
4. Night School: Students may pay up to \$135 for 5 credit semester offering for credit recovery courses only.

~~H~~ I. Breakfast/Lunch Programs *

1. Students pay for breakfast (i.e., current cost of breakfast \$1.80).
2. Students pay for lunch (i.e., current cost of lunch - ~~\$3.10~~ 2.95). A la carte selections vary in price.

I J. Parking Permit

1. Students wishing to park in school lots during the school day must obtain a parking permit for \$35.
2. Students who accrue parking lot violations during the school day may be charged up to \$10 per violation.

J K. Non-Specialized Attire

1. PE: Students provide athletic shoes, socks, swimsuit, towel, elastic-waist shorts, t-shirt, and cold weather attire as needed.
2. Lifeguarding: Students provide a CPR mouth guard.

K L. Musical Instruments (Optional, Non-Extracurricular) *

1. Band & Strings: Students provide their own instruments.

L M. Music Items (Extracurricular) *

1. Pep Band: Students provide a colored polo shirt (general description by band instructor).
2. Band: Students may provide black or white leather shoes as generally described by band instructor.

* *The requirements marked with an asterisk (*) may be waived for students who qualify for free or reduced-price lunches.*

IV. Student Fee Fund:

- A. The District shall establish a Student Fee Fund, which shall be a separate fund not funded by tax revenue.
- B. All money collected from students pursuant to §79-2,127(1) (related to extracurricular activities), §79-2,127(3) (related to post secondary education costs), and §79-2,127(8) (related to summer school and night school) shall be deposited into the Student Fee Fund. Money expended from such fund shall be for the purposes for which it was collected from students.

V. Waiver of Fees and/or Requirements:

- A. Students who qualify for free or reduced-price lunches under the USDA child nutrition programs may have fees and requirements waived for the following:
 1. §79-2,133 Related to participation in extracurricular activities.
 2. §79-2,131 Related to optional music courses and extracurricular music activities.
- B. Participating in a free or reduced-price lunch program shall not be required for students to qualify for a waiver of fees and/or requirements.
- C. Any qualified student desiring a waiver of fees and/or requirements shall complete and submit a Request for Waiver of Fees and/or Requirements form to the building principal (or his/her designee). Once the Request is processed, the principal (or his/her designee) shall inform the student as to whether the Request was approved or denied.

Legal References: Neb. Rev. Stat. §79-2,125 *et seq.*

Related Policies & Rules: [6750](#)

Rule Approved: July 15, 2002

Revised: April 21, 2003; July 21, 2003; May 17, 2004; June 6, 2005;

17, 2006; April 23, 2007; April 21, 2008; April 13, 2009; November 2, 2009;

February 15, 2010; April 5, 2010; September 7, 2010; March 21, 2011; July 11, 2011;

May 7, 2012; May 20, 2013, July 1, 2013; [May 5, 2014](#)

Millard Public Schools
Omaha, Nebraska

April

AGENDA ITEM: Administrator Recommended for Hire

MEETING DATE: May 5, 2014

DEPARTMENT: Human Resources

TITLE & DESCRIPTION: Director of Personnel

ACTION DESIRED: Approval

BACKGROUND: The position was advertised on Millard's job posting website and the NCSA website. Three internal and five external applications were received. The applications were reviewed by Dr. Jim Sutfin and Dr. Keith Lutz. Two internal and one external candidates were interviewed for the position. The interview team included Dr. Jim Sutfin, Dr. Keith Lutz, Kevin Chick, Dr. Tami Williams, Dr. Kim Saum-Mills, Brian Begley, Andy DeFreece, Dr. Paula Peal, Dr. Heather Phipps, Bob Snowden, Chad Meisgeier, Jeanine Beaudin, Julie Christiansen, Peggy Silva and Cindi Alberico.

RECOMMENDATION: The Superintendent's recommendation is approval of Mitchell S. Mollring for Director of Human Resources for Millard Public Schools. Mr. Mollring's educational work experience started as a Grade 7 English/Reading Teacher at Horizon Middle School, Kearney (1998-2004). He was a middle school Activity Director for Kearney Public Schools (2002-2004); Assistant Principal for Ralston Middle School (2004-2005); Principal at Douglas County West Middle School (2005-2007); and currently the Principal at Russell Middle School (2007-present)

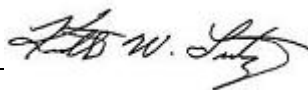
Education: BA – University of Nebraska, Kearney (1998)
MA – University of Nebraska, Kearney – Administration (2003)

OPTIONS & ALTERNATIVES: N/A

RECOMMENDATION: Approval

PERSON RECOMMENDING: Dr. Jim Sutfin

SUPERINTENDENT APPROVAL: _____

 _____

AGENDA ITEM: Administrator Recommended for Hire

MEETING DATE: May 5, 2014

DEPARTMENT: Human Resources

TITLE & DESCRIPTION: Director of Staff Development and Instructional Improvement

ACTION DESIRED: Approval

BACKGROUND: The position was advertised on Millard's job posting website and the NCSA website. Three internal and six external applications were received. The applications were reviewed by Dr. Jim Sutfin and Dr. Keith Lutz. Two internal and three external candidates were interviewed for the position. The interview team included Dr. Jim Sutfin, Dr. Keith Lutz, Kevin Chick, Terry Houlton, Dr. Kent Kingston, Dr. Kim Saum-Mills, Dr. Paula Peal, Dr. Nancy Johnston, John Southworth, Dr. Greg Tiemann, Duane Blobaum, Jeanine Beaudin, Sharon Comisar-Langdon, Jodi Grosse, Kathi Smith and Shelly Mann.


RECOMMENDATION: The Superintendent's recommendation is approval of Dr. Heather Phipps for Director of Staff Development and Instructional Improvement for Millard Public Schools. Mrs. Phipps' educational work experience started as a Language Arts Teacher at Central Middle School (1992-2005). She was hired as an Assistant Principal at Central Middle School (2005-2010) and held the positions of Assistant Principal at Millard North High School (2010-2012) and Principal at Kiewit Middle School (2012-present).

Education: BA – Nebraska Wesleyan University (1992)
 MA – University of Nebraska, Omaha – Reading (2000)
 MA – University of Nebraska, Omaha – Educational Administration and Supervision (2004)
 Ed.D. – University of Nebraska, Omaha – Educational Administration and Supervision (2010)

OPTIONS & ALTERNATIVES: N/A

RECOMMENDATION: Approval

PERSON RECOMMENDING: Dr. Jim Sutfin

SUPERINTENDENT APPROVAL: _____  _____

AGENDA ITEM: Administrator Recommended for Hire

MEETING DATE: May 5, 2014

DEPARTMENT: Human Resources

TITLE & DESCRIPTION: Assistant Principal at Upchurch Elementary

ACTION DESIRED: Approval

BACKGROUND: The position was advertised on Millard's job posting website and the NCSA website. Seven internal and twenty external applications were received. The applications were reviewed by Dr. Jim Sutfin and Dr. Keith Lutz. One internal and three external candidates were interviewed for the position. The interview team included Dr. Jim Sutfin, Dr. Keith Lutz, Kevin Chick, Andy DeFreece, Susan Anglemyer, Paige Roberts, Brad Sullivan, Dr. Tami Williams, Jeanine Beaudin, Ted Burchard, Amanda Lorimer, Patti Long, Kim Pirrone, Jody Schroeder, and Jackie Schuler.

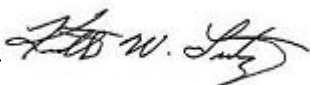
RECOMMENDATION: The Superintendent's recommendation is approval of Amy L. Petricek for Assistant Principal at Upchurch Elementary School. Mrs. Petricek's educational experience includes Grade Two and Grade Three teacher at Elkhorn Public Schools (2003-2013); and Instructional Facilitator for Elkhorn Public Schools (2013-present).

Education: BA – Peru State College (2002)
 MA – University of Nebraska, Omaha – Elementary Administration (2008)
 MA – University of Nebraska, Kearney – K-12 Reading (2010)

OPTIONS & ALTERNATIVES: N/A

RECOMMENDATION: Approval

PERSON RECOMMENDING: Dr. Jim Sutfin

SUPERINTENDENT APPROVAL: _____  _____

AGENDA SUMMARY SHEET

Meeting Date: May 5, 2014

Department Human Resources

Action Desired: Approval

Background: Personnel items: (1) Recommendation to Hire; (2) Resignation; (3) Leave of Absence; (4) Contract Amendment

Options/Alternatives Considered: N/A

Recommendations: Approval

Strategic Plan Reference: N/A

Implications of Adoption/Rejection: N/A

Timeline: N/A

Responsible Persons: Jim Sutfin, Ed.D.

Superintendent's Signature: _____  _____

May 5, 2014

TEACHERS RECOMMENDED FOR HIRE**Recommend: the following teachers be hired for the 2014/2015 school year:**

1. Jennifer N. Holland – MA – University of Nebraska, Omaha. Grade 6 teacher at Kiewit Middle School for the 2014-2015 school year. Previous Experience: CADRE teacher in the same position (2013-current)
2. Elizabeth L. Hullinger – BA+27 – Wayne State University. Math teacher at Millard North Middle School for the 2014-2015 school year. Previous Experience: Elkhorn Public Schools (2012-current)
3. Kara B. Kirk – BA – University of Nebraska, Omaha. Language Arts teacher at Millard West High School for the 2014-2015 school year.
4. Michaela G. Kneip –BA+27 – University of Nebraska, Kearney. Spanish teacher at Millard West High School for the 2014-2015 school year.
5. Molly J. Kennedy – BA+19 – St. Ambrose University. ELL teacher for Millard Public Schools. Previous Experience: St. Vincent de Paul, AZ (1997-1998); St. Bernadette School, Omaha, NE (2001-2012)
6. Kurt E. Nielsen – MA – University of Phoenix. Language Arts teacher at Russell Middle School for the 2014-2015 school year.
7. Amy L. Wesely – BA+24 – N.W. Missouri State University. Vocal Music teacher (Short-Term Contract) at Beadle Middle School for the 2014-2015 school year. Previous Experience: Our Lady of Lourdes Catholic School (2010-present)
8. Jennifer R. Albert – BA – Doane College. Kindergarten teacher at Neihardt Elementary School for the 2014-2015 school year.
9. Sean W. Jackson – MA – University of Nebraska, Omaha. Grade 4 teacher at Neihardt Elementary School for the 2014-2015 school year. Previous Experience: CADRE teacher in the same position (2013-current)
10. Heather A. Pohl – MA – University of Nebraska, Lincoln. Speech Language Pathologist at Millard West High School for the 2014-2015 school year.

May 5, 2014

RESIGNATIONS

Recommend: The following resignation be accepted:

1. Pollyanna Pettit – Grade 5 teacher at Wheeler Elementary School. She is resigning at the end of the 2013-2014 school year for personal reasons.
2. Jen Sinclair – Reading teacher at Beadle Middle School. She is resigning at the end of the 2013-2014 school year to take a teaching position with Elkhorn Public Schools.
3. Grady Cummings – Special Education teacher at Beadle Middle School. He is resigning at the end of the 2013-2014 school year because of family relocation.
4. Tim Williams – Social Studies teacher at Millard South High School. He is resigning at the end of the 2013-2014 school year to take a teaching position with Waverly Public Schools.
5. Matthew Shelsta – Physical Education teacher at Morton Elementary School. He is resigning at the end of the 2013-2014 school year to take a teaching position with Elmwood Murdock Public Schools.
6. Sarah Kuhlmann – Grade 2 teacher at Cody Elementary School. She is resigning at the end of the 2013-2014 school year to take a teaching position with Council Bluffs Community Schools.
7. Brett Basye – Administrative Intern at Upchurch Elementary School. He is resigning to take an administrative position with Gretna Public Schools.
8. Jacquelyn Griess – Speech Language Pathologist at Black Elk Elementary School. She is resigning at the end of the 2013-2014 school year for a position outside of education.
9. Sharon Gerhardt – Certified Nursing Assistant at Horizon High School. She is resigning at the end of the 2013-2014 school year for personal reasons.
10. Mallory Lantzer – Grade 1 teacher at Wheeler Elementary School. She is resigning at the end of the 2013-2014 school year to take an Interventionist position with Elkhorn Public Schools.
11. Jennifer Langhorst – Special Education Preschool teacher at Wheeler Elementary School. She is resigning at the end of the 2013-2014 school year for personal reasons.

May 5, 2014

LEAVE OF ABSENCE

Recommend: The following Leave of Absence be accepted:

1. Shanna M. Wilwerding – Grade 2 teacher at Rockwell Elementary School. She is requesting a Leave of Absence for the remainder of the 2014-2015 school year for family reasons.

May 5, 2014

AMENDMENT TO CONTINUING CONTRACTS

Recommend: amendment to the following contracts:

1. Megan E. Gibbs – Language Arts teacher at Russell Middle School. Amend contract from (.5) FTE to (1.0) FTE for the 2014-2015 school year.

AGENDA SUMMARY SHEET

AGENDA ITEM: Enrollment Report

MEETING DATE: May 5, 2014

DEPARTMENT: Educational Services: Assessment, Research, & Evaluation

TITLE: Enrollment Report

BRIEF DESCRIPTION: Report states the district and building enrollment reflective of data pulled on April 20, 2014.

ACTION DESIRED: ___ Approval X Information/Discussion

BACKGROUND: Enrollment data pulled on/near the 20th of each month in session is reported to the Millard Board of Education for public record. Enrollment data is stored in our student information system, Infinite Campus.

RECOMMENDATIONS: None

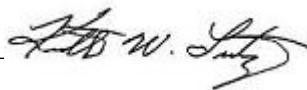
STRATEGIC PLAN REFERENCE: None

IMPLICATIONS OF ADOPTION OR REJECTION: None

TIMELINE: None

RESPONSIBLE PERSON(S): Dr. Mark Feldhausen, Dr. Tami Williams, and Sharon Freeman

SUPERINTENDENT'S APPROVAL:



**April 20, 2014
Millard Public Schools
Total Enrollment**

Elementary	K	1	2	3	4	5	SpEd	Current	Current	YTD	Official 13/14
							Cluster Prgm	Total	Change	Change	Enrollment
Abbott (3 unit)	80	64	64	66	71	91		436	-1	2	434
Ackerman (4 unit)	71	61	80	70	89	92		463	-3	0	463
Aldrich (3 unit)	70	88	72	72	95	71		468	-1	-2	470
Black Elk (4 unit)	79	47	66	82	92	86		452	1	8	444
Bryan (3 unit)	61	64	65	62	63	66		381	-5	5	376
Cather (3 unit)	67	70	64	83	73	66		423	0	-10	433
Cody (2 unit)	37	27	43	31	30	34	14	216	2	8	208
Cottonwood (3 unit)	39	41	47	66	60	56		309	0	2	307
Disney (3 unit)	47	42	52	41	33	38	13	266	-3	3	263
Ezra Millard (3 unit)	77	65	68	60	58	65	10	403	-2	0	403
Harvey Oaks (2 unit)	32	45	40	46	52	51		266	1	0	266
Hitchcock (2 unit)	50	33	43	38	34	32	11	241	0	1	240
Holling Heights (3 unit)	70	65	50	62	67	69	11	394	3	2	392
Montclair (4 unit)	93	86	84	96	85	76		520	1	-6	526
Morton (3 unit)	59	41	45	57	57	50	9	318	-1	4	314
Neihardt (4 unit)	88	89	86	82	97	87		529	2	7	522
Norris (3 unit)	61	56	64	65	63	61		370	-1	5	365
Reagan (4 unit)	109	128	132	111	111	127		718	-3	2	716
Reeder (4 unit)	98	103	86	100	106	72	15	580	-4	-11	591
Rockwell (3 unit)	39	54	49	51	48	54	11	306	0	2	304
Rohwer (3 unit)	82	58	66	71	74	72	12	435	-4	1	434
Sandoz (3 unit)	58	46	62	46	49	53		314	3	-1	315
Upchurch (3 unit)	122	112	108	109	118	86		655	-1	1	654
Wheeler (4 unit)	73	80	90	76	102	106	18	545	-1	2	543
Willowdale (3 unit)	63	60	66	63	70	70		392	2	7	385
Totals	1725	1625	1692	1706	1797	1731	124	10,400	-15	32	10,368

Middle	6	7	8	SpEd Prgm*	Current Total	Current Change	YTD Change	Official 13/14 Enrollment
Andersen MS	280	325	266	0	871	-2	-6	877
Beadle MS	393	396	355	23	1144	-4	-3	1147
Central MS	237	257	252	17	746	5	0	746
Kiewit MS	293	325	305	0	923	1	10	913
North MS	292	255	262	20	809	-2	-6	815
Russell MS	282	292	297	0	871	-3	-1	872
MS Alternative	10	13	12	0	35	1	12	23
Totals	1787	1863	1749	60	5399	-4	6	5393

High	Grads YTD	9	10	11	12	SpEd Prgm*	Current Total	Current Change	YTD Change	Official 13/14 Enrollment	
North HS	17		614	613	610	541	14	2378	-11	-29	2407
South HS	43		508	528	490	442	38	1968	-9	-62	2030
West HS	52		628	570	585	526	29	2309	-12	-86	2395
Horizon HS	41		5	25	46	53	0	129	-3	-12	141
Totals	153		1755	1736	1731	1562	81	6784	-35	-189	6973

***SpEd Program Included in MS/HS Grade Level totals**

Itinerant & Contracted Pre-K included in Official 13/14 Enrollment: **53

Itinerant & Contracted Pre-K included in Current Enrollment: **72

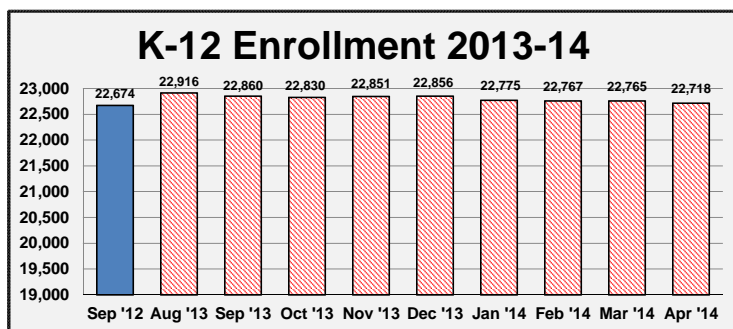
Preschool	SpEd	Not SpEd	Total	Official 13/14
Bryan	7	25	32	34
Cody	55	40	95	91
Cody Early Start	5	7	12	14
Disney	10	12	22	24
Hitchcock	27	11	38	35
Holling Heights	1	17	18	18
Montclair	26	8	34	31
Montclair Montessori	5	76	81	84
Neihardt	10	53	63	64
Norris ELL	0	18	18	18
Norris Montessori	0	28	28	28
Rockwell	0	18	18	18
Sandoz	9	9	18	20
Sandoz ELL	3	33	36	35
Wheeler	27	14	41	39
Homebased Infants	128	0	128	90
TOTAL			682	643

Contracted SpEd	43	1	2	41
Rule 18 Interim	14	1	6	8
Young Adult Program	48	-1	-1	49
Ombudsman (Primary)	30	6	9	21
Total District K-12	22,718	-47	-135	22,853
Total District PreK-12**	23,472	-36	-77	23,549

4/20/2014	
Elementary	10,400
Middle School	5,399
High School	6,784
Contracted & Rule 18	57
Young Adult	48
Ombudsman (Primary)	30
TOTAL	22,718

9/20/2013	
Elementary	10,371
Middle School	5,390
High School	6,979
Contracted & Rule 18	50
Young Adult	49
Ombudsman (Primary)	21
TOTAL	22,860

Career Academies	NHS	SHS	WHS	HHS	TOTAL
Culinary	5	10	5		20
Education	8	13	20		41
Entrepreneurship	7	7	7		21
Health Sciences	17	26	49		92
Dist/Log Mgmt	3	5	16	1	25
Ombudsman	(Primary and Secondary Assignment)				38



Elementary		Classroom Enrollment						Current Total	Current Change	YTD Change	Official 13/14 Enrollment	Class Size w/out SpEd
	K	1	2	3	4	5						
Abbott	20	22	21	21	23	23						
	20	21	21	23	24	22						
	21	21	22	22	24	23						
	19					23						
Total Students	80	64	64	66	71	91	436	-1	2	434	436	
Total Teachers	4	3	3	3	3	4	20				20	
Classroom Avg	20.00	21.33	21.3	22.5	23.7	22.8	22				22	

	K	1	2	3	4	5	Current Total	Current Change	YTD Change	Official 13/14 Enrollment	
Ackerman	24	20	19	22	22	22					
	23	20	19	24	25	23					
	24	21	20	24	22	24					
			22		20	23					
Total Students	71	61	80	70	89	92	463	-3	0	463	463
Total Teachers	3	3	4	3	4	4	21				21
Classroom Avg	23.7	20.3	20.0	23.3	22.3	23.0	22				22

	K	1	2	3	4	5	Current Total	Current Change	YTD Change	Official 13/14 Enrollment	
Aldrich	22	23	24	24	24	24					
	24	21	24	24	25	24					
	24	21	24	24	22	23					
			23		24						
Total Students	70	88	72	72	95	71	468	-1	-2	470	468
Total Teachers	3	4	3	3	4	3	20				20
Classroom Avg	23.3	21.7	24.0	24.0	23.8	23.7	23				23

	K	1	2	3	4	5	Current Total	Current Change	YTD Change	Official 13/14 Enrollment	
Black Elk	18	23	22	20	22	21					
	20	24	22	21	24	22					
	21		22	21	23	21					
	20			20	23	22					
Total Students	79	47	66	82	92	86	452	1	8	444	452
Total Teachers	4	2	3	4	4	4	21				21
Classroom Avg	19.8	23.5	22.0	20.5	23.0	21.5	22				22

	K	1	2	3	4	5	Current Total	Current Change	YTD Change	Official 13/14 Enrollment	
Bryan	20	22	23	21	22	22					
	21	21	23	21	19	23					
	20	21	19	20	22	21					
Total Students	61	64	65	62	63	66	381	-5	5	376	381
Total Teachers	3	3	3	3	3	3	18				18
Classroom Avg	20.3	21.3	21.7	20.7	21.0	22.0	21				21

	K	1	2	3	4	5	C-K	C-1	C-2	C-3	C-4	C-5	Current Total	Current Change	YTD Change	Official 13/14 Enrollment	
Cather		23	23	15	23	19	22	23	21	25	25	24					
				18			22	24	20	25	25	23					
							23										
Total Students	0	23	23	33	23	19	67	47	41	50	50	47	423	0	-10	433	423
Total Teachers	0	1	1	2	1	1	3	2	2	2	2	2	19				19
Classroom Avg		23.0	23.0	16.5	23.0	19.0	22.3	23.5	20.5	25.0	25.0	23.5	22				22

	K	1	2	3	4	5	SpEd Cluster	Current Total	Current Change	YTD Change	Official 13/14 Enrollment	
Cody	20	14	22	16	14	16	6					
	17	13	21	15	16	18	8					
Total Students	37	27	43	31	30	34	14	216	2	8	208	202
Total Teachers	2	2	2	2	2	2	2	14				12
Classroom Avg	18.5	13.5	21.5	15.5	15.0	17.0	7.0	15				17

	K	1	2	3	4	5	Current Total	Current Change	YTD Change	Official 13/14 Enrollment	
Cottonwood	20	22	23	22	19	18					
	19	19	24	22	20	18					
				22	21	20					
Total Students	39	41	47	66	60	56	309	0	2	307	309
Total Teachers	2	2	2	3	3	3	15				15
Classroom Avg	19.5	20.5	23.5	22.0	20.0	18.7	21				21

	K	1	2	3	4	5	SpEd Cluster	Current Total	Current Change	YTD Change	Official 13/14 Enrollment	
Disney	23	20	17	21	17	18	7					
	24	22	18	20	16	20	6					
			17									
Total Students	47	42	52	41	33	38	13	266	-3	3	263	253
Total Teachers	2	2	3	2	2	2	2	15				13
Classroom Avg	23.50	21.00	17.33	20.50	16.50	19.00	6.5	18				19

	K	1	2	3	4	5	SpEd Cluster	Current Total	Current Change	YTD Change	Official 13/14 Enrollment	Class Size w/out SpEd
Ezra Millard	19	22	22	20	19	23	3					
	19	21	23	20	20	20	7					
	20	22	23	20	19	22						
	19											
Total Students	77	65	68	60	58	65	10	403	-2	0	403	393
Total Teachers	4	3	3	3	3	3	2	21				19
Classroom Avg	19.3	21.7	22.7	20.0	19.3	21.7	5.0	19				21

	K	1	2	3	4	5	Current Total	Current Change	YTD Change	Official 13/14 Enrollment
Harvey Oaks	17	22	21	23	26	25				
	15	23	19	23	26	26				
Total Students	32	45	40	46	52	51	266	1	0	266
Total Teachers	2	2	2	2	2	2	12			
Classroom Avg	16.0	22.5	20.0	23.0	26.0	25.5	22			

	K	1	2	3	4	5	SpEd Cluster	Current Total	Current Change	YTD Change	Official 13/14 Enrollment
Hitchcock	25	18	22	19	18	16	6				
	25	15	21	19	16	16	5				
Total Students	50	33	43	38	34	32	11	241	0	1	240
Total Teachers	2	2	2	2	2	2	2	14			
Classroom Avg	25.0	16.5	21.5	19.0	17.0	16.0	5.5	17			

	K	1	2	3	4	5	SpEd Cluster	Current Total	Current Change	YTD Change	Official 13/14 Enrollment
Holling Heights	24	23	17	22	22	24	4				
	22	23	16	19	23	23	7				
	24	19	17	21	22	22					
Total Students	70	65	50	62	67	69	11	394	3	2	392
Total Teachers	3	3	3	3	3	3	2	20			
Classroom Avg	23.3	21.7	16.7	20.7	22.3	23.0	5.5	20			

	K	1	2	3	4	5	M-K	M1-3	M4-5	Current Total	Current Change	YTD Change	Official 13/14 Enrollment
Montclair	21	22	21	24	23	21	16	23	18				
	24	23	19	24	22	24	16	21	15				
							16	22	19				
								23	19				
								23					
								21					
Total Students	45	45	40	48	45	45	48	133	71	520	1	-6	526
Total Teachers	2	2	2	2	2	2	3	6	4	25			25
Classroom Avg	22.5	22.5	20.0	24.0	22.5	22.5	16.0	22.2	17.8	21			21

	K	1	2	3	4	5	SpEd Cluster	Current Total	Current Change	YTD Change	Official 13/14 Enrollment
Morton	20	21	20	19	18	25	4				
	21	20	25	19	19	25	5				
	18			19	20						
Total Students	59	41	45	57	57	50	9	318	-1	4	314
Total Teachers	3	2	2	3	3	2	2	17			
Classroom Avg	19.7	20.5	22.5	19.0	19.0	25.0	4.5	19			

	K	1	2	3	4	5	Current Total	Current Change	YTD Change	Official 13/14 Enrollment
Neihardt	21	21	21	22	24	22				
	22	22	21	20	25	22				
	22	23	22	20	24	22				
	23	23	22	20	24	21				
Total Students	88	89	86	82	97	87	529	2	7	522
Total Teachers	4	4	4	4	4	4	24			
Classroom Avg	22.0	22.3	21.5	20.5	24.3	21.8	22			

	K	1	2	3	4	5	M-K	M1-3	M4-5	Current Total	Current Change	YTD Change	Official 13/14 Enrollment
Norris	19	19	21	20	21	22	12	23	19				
	18	16	21	19	22	22	12	24	18				
								22					
Total Students	37	35	42	39	43	44	24	69	37	370	-1	5	365
Total Teachers	2	2	2	2	2	2	2	3	2	19			19
Classroom Avg	18.5	17.5	21.0	19.5	21.5	22.0	12.0	23.0	18.5	19			19

	K	1	2	3	4	5	Current Total	Current Change	YTD Change	Official 13/14 Enrollment
Reagan	21	22	22	23	18	26				
	20	21	22	23	19	24				
	22	21	22	22	24	24				
	23	21	22	21	26	26				
	23	22	22	22	24	27				
	21	22								
Total Students	109	128	132	111	111	127	718	-3	2	716
Total Teachers	5	6	6	5	5	5	32			
Classroom Avg	21.8	21.3	22.0	22.2	22.2	25.4	22			

								SpEd	Current	Current	YTD	Official 13/14	Class
K	1	2	3	4	5			Cluster	Total	Change	Change	Enrollment	Size w/out
Reeder	20	20	21	21	22	23	6						
	20	22	21	21	21	25	9						
	17	21	22	19	21	24							
	20	20	22	20	22								
	21	20		19	20								
Total Students	98	103	86	100	106	72	15		580	-4	-11	591	565
Total Teachers	5	5	4	5	5	3	2		29				27
Classroom Avg	19.6	20.6	21.5	20.0	21.2	24.0	7.5		20				21

								SpEd	Current	Current	YTD	Official 13/14	
K	1	2	3	4	5			Cluster	Total	Change	Change	Enrollment	
Rockwell	18	18	17	25	24	19	6						
	21	18	17	26	24	17	5						
		18	15			18							
Total Students	39	54	49	51	48	54	11		306	0	2	304	295
Total Teachers	2	3	3	2	2	3	2		17				15
Classroom Avg	19.5	18.0	16.3	25.5	24.0	18.0	5.5		18				20

								SpEd	Current	Current	YTD	Official 13/14	
K	1	2	3	4	5			Cluster	Total	Change	Change	Enrollment	
Rohwer	21	20	21	23	25	24	6						
	21	19	23	24	24	24	6						
	21	19	22	24	25	24							
	19												
Total Students	82	58	66	71	74	72	12		435	-4	1	434	423
Total Teachers	4	3	3	3	3	3	2		21				19
Classroom Avg	20.5	19.3	22.0	23.7	24.7	24.0	6.0		21				22

								SpEd	Current	Current	YTD	Official 13/14	
K	1	2	3	4	5			Cluster	Total	Change	Change	Enrollment	
Sandoz	20	16	20	22	16	17							
	20	16	21	24	17	18							
	18	14	21		16	18							
Total Students	58	46	62	46	49	53			314	3	-1	315	314
Total Teachers	3	3	3	2	3	3			17				17
Classroom Avg	19.3	15.3	20.7	23.0	16.3	17.7			18				18

								SpEd	Current	Current	YTD	Official 13/14	
K	1	2	3	4	5			Cluster	Total	Change	Change	Enrollment	
Upchurch	24	23	24	23	25	20							
	24	24	18	21	21	19							
	26	21	25	20	21	24							
	24	23	21	22	25	23							
	24	21	20	23	26								
Total Students	122	112	108	109	118	86			655	-1	1	654	655
Total Teachers	5	5	5	5	5	4			29				29
Classroom Avg	24.4	22.4	21.6	21.8	23.6	21.5			23				23

								SpEd	Current	Current	YTD	Official 13/14	
K	1	2	3	4	5			Cluster	Total	Change	Change	Enrollment	
Wheeler	24	21	21	18	22	27	6						
	25	19	22	18	20	27	7						
	24	19	23	20	21	28	5						
		21	24	20	18	24							
				21									
Total Students	73	80	90	76	102	106	18		545	-1	2	543	527
Total Teachers	3	4	4	4	5	4	3		27				24
Classroom Avg	24.3	20.0	22.5	19.0	20.4	26.5	6.0		20				22

								SpEd	Current	Current	YTD	Official 13/14	
K	1	2	3	4	5			Cluster	Total	Change	Change	Enrollment	
Willowdale	21	20	22	22	23	24							
	20	20	22	21	24	23							
	22	20	22	20	23	23							
Total Students	63	60	66	63	70	70			392	2	7	385	392
Total Teachers	3	3	3	3	3	3			18				18
Classroom Avg	21.0	20.0	22.0	21.0	23.3	23.3			22				22

Elementary Totals												SpEd	Current	Current	YTD	Official 13/14
Grade	K	1	2	3	4	5	M-1	M-2	M-3	M-4	M-5	Cluster	Total	Change	Change	Enrollment
Students	1725	1625	1692	1706	1797	1731	62	66	74	60	48	124	10400	-15	32	10368
Teachers	83	76	77	77	80	76	9			6		21	505			484
Classroom Avg	20.8	21.4	22.0	22.2	22.5	22.8						5.9	20.59			21.23

								SpEd	Current	Current	YTD	Official 13/14	
6	7	8						Cluster	Total	Change	Change	Change	Enrollment
Andersen MS	280	325	266					0	871	-2	-6	877	
Beadle MS	393	396	355					23	1144	-4	-3	1147	
Central MS	237	257	252					17	746	5	0	746	
Kiewit MS	293	325	305					0	923	1	10	913	
North MS	292	255	262					20	809	-2	-6	815	
Russell MS	282	292	297					0	871	-3	-1	872	
MS Alternative	10	13	12						35	1	12	23	
Totals	1787	1863	1749					60	5399	-4	6	5393	

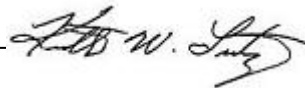
								SpEd	Current	Current	YTD	Official 13/14			
						9	10	11	12	Cluster	Total	Change	Change	Enrollment	
North HS							614	613	610	541	14	2378	-11	-29	2407
South HS							508	528	490	442	38	1968	-9	-62	2030
West HS							628	570	585	526	29	2309	-12	-86	2395
Horizon HS							5	25	46	53		129	-3	-12	141
Totals							1755	1736	1731	1562	81	6784	-35	-189	6973

Contracted SpEd	43	1	2	41
Rule 18 Interim	14	1	6	8
Young Adult Program	48	-1	-1	49
Ombudsman (Primary Enrollment)	30	6	9	21
Total District Enrollment	22718	-47	-135	22853

AGENDA SUMMARY SHEET**AGENDA ITEM:** Strategic Planning Update**MEETING DATE:** May 5, 2014**DEPARTMENT:** Office of the Superintendent**TITLE AND BRIEF DESCRIPTION:** Strategic Planning Update Report**ACTION DESIRED:** APPROVAL ____ DISCUSSION ____ INFORMATION ONLY XX**BACKGROUND:**

I have attached progress reports for each of the active strategies in the District Strategic Plan. There are two active strategies with 7 plans in progress. These plans are very comprehensive and will take a number of years to complete.

We are planning to update the district strategic plan next year which will follow our normal cycle of updating the plan every other year.

OPTIONS AND ALTERNATIVES CONSIDERED: None**RECOMMENDATION:****RESPONSIBLE PERSON:** Angelo Passarelli**SUPERINTENDENT'S APPROVAL:** _____

BOARD ACTION:

**Millard Public Schools
Strategic Plan
Implementation Schedule
2013-14**

Strategy	Specific Result	Assigned To	2012-13	2013-14	2014-15	2015-16	2016-17
Financial Challenges							
1-1	Evaluate the merit of a bond issue	Ken Fossen	completed				
1-2	Maximize energy efficient technology	Ken Fossen	completed				
1-3	Provide wellness programs and incentives	Chad Meisgeier	completed				
1-4	Optimize technology opportunities	Ken Fossen	completed				
Instructional Best Practices, assessments, college and career ready skills							
2-1	Incorporate common core standards	Mark Feldhausen	underway	underway			
2-2	Incorporate Nebraska Standards for Career Skills	Mark Feldhausen	underway	underway			
2-3	Implement common formative assessments	Mark Feldhausen	underway	underway			
2-4	Modify high-stakes assessments	Mark Feldhausen	underway	underway			
2-5	Develop strategies to meet unique needs	Mark Feldhausen	underway	underway			
2-6	Expand use and access to technology	Ken Fossen	underway	underway			
Positive Social Behavior							
3-1	Establish a behavior skills program at all schools	Bill Jelkin	underway	underway			

Action Plan Progress Report

Strategy: ____2____ Action Plan: ____1____

Person Responsible: Mark Feldhausen (with Nancy Johnston and Andy DeFreece)

Strategy 2: We will develop and implement plans utilizing instructional best practices, formative and summative assessments, and student data designed to ensure that all students are college and career ready.

Action Plan Objective: Incorporate the Common Core State Standards into the Millard Public Schools curriculum standards and indicators through the Millard Education Program Cycle Procedures.

Action Plan Status: Completed _____ Underway X Not Started _____

SUMMARY OF ACCOMPLISHMENTS TO DATE (What have you done and what will you do in the future):

1. Overview of Common Core State Standards conducted with District Administrators. (April 2013)
2. Copy of ASCD book, Understanding Common Core State Standards by John Kendall, shared with District administrators.
3. Review of Common Core State Standards undertaken during MEP Curriculum review process. CCSS has been added to the overall review of Millard Standards and Indicators and is used in conjunction with Nebraska State Standards and those Standards and Indicators generated by professional content organizations. As with any non-state adopted standards, the District's curriculum review process looks for benefits that might be derived from CCSS.
4. Review of Nebraska Department of Education/State Board of Education commissioned Alignment Studies of Nebraska Reading/Language Arts and Mathematics with CCSS as reported by McREL will be used as a part of the MEP curriculum review process.
5. Concerns regarding CCSS continue to be monitored and District patrons comments during social studies curriculum textbook review noted.

Action Plan Progress Report

Strategy: 2 Action Plan: 2

Person Responsible: Mark Feldhausen (with Nancy Johnston and Barb Waller)

Strategy 2: We will develop and implement plans utilizing instructional best practices, formative and summative assessments, and student data designed to ensure that all students are college and career ready.

Action Plan Objective: Incorporate the *Nebraska Standards for Career Ready Practice: Preparation for College and Career* into Millard Public Schools PK-12 curriculum, assessment, and instructional models.

Action Plan Status: Completed _____ Underway X Not Started _____

SUMMARY OF ACCOMPLISHMENTS TO DATE (What have you done and what will you do in the future):

1. Alignment of Life Skills and College and Career Readiness Practices conducted.
2. Synthesis and review of duplication conducted resulting in focus on 4 C's of Critical Thinking and Problem-Solving, Creativity and Innovation, Collaboration and Teamwork, and Citizenship and Personal Responsibility.
3. T-Chart of Essential Learner Outcomes updated. Rule 6110.1 edited to include changes and incorporation of College and Career Readiness Skills.
4. Revised Rule 6110.1 approved By Board of Education on August 19, 2013.
5. College and Career Readiness Standards Review Committee (Summer 2013) created Grade Level Matrices of College and Career Readiness Skills. Standards and Indicators were identified for grade level PK-5, 6-8, and 9-12. These were used to identify where within the curriculum specific activities and lessons will be developed to address these skills. The MPS PreK-12 College and Career Readiness Standards and Indicators document has been shared with District and building administrators and District Level Leaders. The matrices will also be used to review and identify assessment methodologies.

6. Hanover Research was commissioned to review best practices and literature on assessment methodologies for College and Career Readiness Skills as used PreK-12.
7. District Level Leaders have identified courses and lessons that will support the College and Career Readiness Skills. During second semester of the 2013-14 school year, course guides are being revised to include College and Career Readiness Standards and Indicators. Teacher writing groups will be facilitated by the Curriculum and Instruction MEP Facilitators to develop required lessons, which will be labeled for ease of identification and implementation.
8. College and Career Readiness Standards and Indicators will be incorporated into new Frameworks as they are developed, beginning with the World Language and Business, Marketing and Information Technology Frameworks currently being developed as part of Phase I Curriculum Cycle work being completed during second semester of the 2013-14 school year.
8. Rubrics for each level are being developed to evaluate the College and Career Readiness Standards and Indicators applied in each required lesson. The PreK-5 report card will be revised to reflect the College and Career Readiness Standards. In addition to the required lesson components at the secondary level, prompts are being developed to guide reflections of Middle Level and High School students within their Personal Learning Plans.
9. College and Career Readiness Standards are being incorporated in the Millard Instructional Model as the model is revised during the 2013-2014 school year.

Action Plan Progress Report

Strategy: 2

Action Plan: 3

Person Responsible: Mark Feldhausen (with Tami Williams)

Action Plan Objective:

Implement common formative assessments

Action Plan Status: Completed Underway X Not Started

SUMMARY OF ACCOMPLISHMENTS TO DATE (What have you done and what will you do in the future):

1. 3rd, 6th, and 7th grade teachers have been trained on the elements of writing quality assessment questions (9/16 and 9/23) and were assigned questions to write to course standards/indicators.
2. Questions submitted by teachers were peer-reviewed for quality, accuracy, and correct alignment to standards/indicators on 10/23 and 11/14.
3. Approximately, 680 3rd grade questions, 600 6th grade questions, and 600 7th grade questions are being loaded into Lightning Grader. Questions are “tagged” so teachers can search by key word, chapter, skill, and indicator. The banks of questions will be available for teacher use the week of March 5th.
4. 6th and 7th grade teachers and elementary technology initiators were trained on how to use the tool Lightning Grader (LG). LG is web-based tool we are using to store the formative assessment questions created by teachers to be used in classrooms. LG allows teachers to create online and paper and pencil types of assessments that can be administered to students that can be graded quickly to provide teacher with “real time” data that can drive instruction in the classroom.

5. 4 elementary and 4 middle school open house events have been scheduled. These open houses have been set up at different buildings to allow teachers to drop-in to get help on creating, administering, grading, and analyzing data.

Abbott Elementary 2/24/2014
 Reeder Elementary 2/25/2014
 Sandoz Elementary 3/3/2014
 Ackerman Elementary 3/4/2014

Russell Middle 3/5/2014
 North Middle 3/6/2014
 Ron Witt Support 3/11/2014
 Ron Witt Support 3/12/2014

6. Chad Hayes and Matthew Scott (Elementary MEP) and Janet Larson (Secondary MEP) will continue to review and maintain question banks within.
7. Math teachers in grades 2, 3, 6, and 7 will create between 3-5 questions a year to supplement banks with the goal of adding more questions to standards/indicators that need to be expanded.
8. Chad Hayes, Matthew Scott, and Janet Larson will follow-up with teachers via a survey to determine use, satisfaction, and needs of teachers with both the question banks and Lightning Grader program during the week of March 17th to be returned by March 28th. Results will determine the “next steps” needed to make this product helpful and relevant.
9. Dr. Tami Williams and Chad Hayes will meet to discuss the next steps at creating formative assessment banks for other grade levels and subjects.

Action Plan Progress Report

Strategy: 2 Action Plan: 4

Person Responsible: Mark Feldhausen (with Nancy Johnston, Tami Williams, Terry Houlton, and Andy DeFreece)

Strategy 2: We will develop and implement plans utilizing instructional best practices, formative and summative assessments, and student data designed to ensure that all students are college and career ready.

Action Plan Objective: Modify the existing high stakes assessment system to measure and ensure growth toward and credentialing of college and career readiness for all students.

Action Plan Status: Completed Underway X Not Started

SUMMARY OF ACCOMPLISHMENTS TO DATE (What have you done and what will you do in the future):

Already this 2013-2014 year, Millard students will take the ACT[®] EXPLORE in 8th and 9th grade, ACT[®] PLAN in 10th grade, and the capstone ACT[®] assessment in 11th grade. While the PLAN test is not new to Millard students, we are approaching the ACT[®] suite of assessments with a new lens of comprehensive tracking towards College and Career Readiness. Updated student lessons and parent communication regarding the PLAN and ACT[®] are currently being created. Milestone dates and activities are listed below.

College and Career Readiness as measured by the ACT [®] Suite of Assessments Project Outline	
8-12-13	Dr. Feldhausen presented assessment revision options to the MPS Board of Education
8-19-13	MPS Board of Education approved assessment revision concept
August Thru Current	High school principals, assistant principals, and district administrators meetings to refine stakeholder communication, dig into ACT [®] assessment suite instructional implications, and determine testing logistics
9-9-13	Secondary education team met to review previous work regarding alignment of MPS Curriculum and ACT [®] Standards
9-19-13	High school assistant principals participated in a refresher demonstration of ACT preparation tools already available in Naviance.
9-30-13	High school assistant principals and district administrators visited Lincoln Public Schools to learn more about ACT [®] test logistics and strategies in a large school setting
10-7-13	MPS Board of Education 6315 & 6315.1 agenda item for first reading
Mid-October	Letter describing ACT [®] EXPLORE and PLAN tests sent from Dr. Feldhausen to 8 th and 10 th grade families.
Mid-October	High school administrators share PLAN information with 10 th graders
10-11-13	High school principals establish each building as an ACT [®] testing site

10-21-13	MPS Board of Education 6315 & 6315.1 agenda item for approval
10-22-13	High school administrators, counselors, and district administrators will attend the annual ACT [®] workshop in Omaha
10-25-13	High school test supervisors, back-up test supervisors, and test accommodations coordinators complete online establish profiles
10-21-13 thru 11-8-13	MPS 8 th graders will take ACT [®] EXPLORE test MPS 9 th graders will take ACT [®] EXPLORE test (late start on 10/25/13) MPS 10 th graders will take ACT [®] PLAN test (late start on 10/25/13)
November	Class of “x” Graduation Requirements brochures are updated to reflect new assessment requirements
11-4-13	High school assistant principals, secondary education team, select teachers and counselors will participate in an ACT [®] Instructional Support Workshop at ESU3 and continue alignment analysis of MPS Curriculum.
12-13-13	Deadline for test supervisor to submit online off-site proposal for May 7, 2014 make up day testing
Early January	MPS student PLAN and EXPLORE results will become available
January	MPS students receive PLAN and EXPLORE results through a classroom lesson
January - March	Meetings between Educational Services and High School Principals and Assistant Principals on critical assessment issues. Three work groups created to review and make recommendations for ACT Measures (PLAN, EXPLORE, and ASPIRE), Demonstrations of Proficiency and Layers of Support (RtI+I), and Communications and Support. Work groups continue to review options through Plus/Delta Analysis tool with recommendations presented to Assoc. Supt. Ed Services for consideration in March/April. Modifications from Assoc. Supt. made in May-June timeframe.
1-24-14	Deadline for ACT [®] to receive Application for ACT [®] -Approved Test Accommodations with accompanying documentation
2-3-14 thru 2-7-14	Window for test supervisor to provide online to Act the total number of students to be tested at each school
3-10-14 thru 3-14-14	Test supervisor receives non-secure testing material shipment
3-15-14 thru 4-18-14	Window for schools to conduct supervised pre-test sessions for all students, conduct room supervisor and proctor training, and arrange to meet testing requirements
4-14-14 thru 4-18-14	Test supervisor receives secure testing materials shipment
4-23-14	MPS 11 th grade students take ACT [®] test
4-23-14 thru 5-7-14	ACT [®] accommodations window
5-1-14 thru 5-6-14	Window for schools to conduct supervised pre-test sessions for make-up students, conduct room supervisor and proctor training, and arrange to meet testing requirements
5-7-14	Make-up test date - MPS 11 th grade students take ACT [®] test
Early fall 2014	Results of April 23, 2014 MPS DCST (district choice in-school ACT [®] testing) will become available
Early fall 2014	Annual ACT [®] Exiting Senior report results will become available

Action Plan Progress Report

Strategy: 2 Action Plan: 5

Person Responsible: Mark Feldhausen (with Andy DeFreece and Jennifer Reid)

Strategy 2: We will develop and implement plans utilizing instructional best practices, formative and summative assessments, and student data designed to ensure that all students are college and career ready.

Action Plan Objective: Examine demographic trends and develop strategies to address the unique needs of each student.

Action Plan Status: Completed Underway X Not Started

SUMMARY OF ACCOMPLISHMENTS TO DATE (What have you done and what will you do in the future):

1. Established a partnership with Food Bank for the Heartland to provide weekly food packs to children in need (August 2012) (Action Step #1).
 - a. With the start of the 2013-14 school year, two elementary schools were added to the program for a total of 8 schools (Bryan, Cody, Holling Heights, Montclair, Neihardt, Norris, Rockwell and Sandoz).
 - b. In December 2014, Central Middle School and Disney Elementary joined the BackPack Program.
 - c. Additionally, five schools participate in the Family Box Program, which provides a one-month supply of pantry food for a family (Central Middle, Disney, Montclair, Neihardt, and Sandoz).
2. Researching, revising and collaborating on the implementation of a model to develop a comprehensive system of learning supports to ensure all students have an equal opportunity to succeed at school (Center for Mental Health in Schools at UCLA, 2007). By the end of April 2014, time-bound goals for next steps will be in place (Action Step #1).
3. Developing early childhood community partnerships and exploring birth to 3 supports for families through Partners with Providers Program. Also, providing input for Learning Community Superintendent's Early Childhood Education Plan.

4. Collaborating with the Department of Assessment, Research and Evaluation to examine census track data available through census.gov. This will enable us to look at median family income within the boundaries of each school location. Analyzing the combination of this data and student achievement data will be a first step in achieving Action Steps #2 and #3.
5. Collaborating with the Office of Staff Development to re-examine Culturally Responsive Teaching and the goals of Strategy 2.5. A committee has been formed and will meet in March and April 2014.
6. Providing on-going staff development on strategies that positively impact student achievement in all demographic subgroups (Action Step #4).
 - a. RtI+I Best Learning Practices – Elementary & Secondary (ongoing)
 - b. Gallup Engagement Survey (ongoing)
 - c. Strategy 2.2 Nebraska Standards for Career Ready Practice: Preparation for College and Career
 - d. Strategy 3.1 Behavior Skills Education Program (ongoing)
 - e. Language Functions & Frames (October 2012 and May 2013)
 - f. Oral Language & Vocabulary Development (February 2013)
 - g. Building Academic Language with Language Frames (September 2013)
 - h. Language & Literacy: Understanding Why Children Struggle with Language (October 2013)
 - i. Working Effectively With Students in Poverty (October 2013)
 - j. Word Nerds Book Study (December 2013, March 2014)
 - k. Tier I Targeted Language Strategies (January 2014)
 - l. Vocabulary and Word Sorts (January and February 2014)

Action Plan Progress Report

Strategy: ____2____ **Action Plan:** ____6____

Person Responsible: Mark Feldhausen and Ken Fossen (with Kent Kingston)

Strategy 2: We will develop and implement plans utilizing instructional best practices, formative and summative assessments, and student data designed to ensure that all students are college and career ready.

Action Plan Objective: Expand use of and access to interactive tools and technology to support and improve PK-12 learning and innovation.

Action Plan Status: Completed _____ Underway X Not Started _____

SUMMARY OF ACCOMPLISHMENTS TO DATE (What have you done and what will you do in the future):

1. Literature review conducted on current status of BYOD/BYOT. Sample districts identified for possible visits in Spring 2014.
2. Digital resources under review in curriculum areas according to MEP Cycle.
3. Digital platform or delivery system for curriculum resources under review.
4. Modern Teacher model and practices in use of digital resources and technology in the classroom staff development for Educational Services digital curriculum advisory committee taking place second half of 2013-2014.
5. Technology Division reviewing infrastructure needs and issues surrounding BYOD/BYOT initiative.
6. Director of Digital Learning position approved by Board of Education and filled for 2014-2015.

Action Plan Progress Report

Strategy: 3

Action Plan: 1

Person Responsible: Bill Jelkin

Action Plan Objective: We will develop and implement programs in cooperation with families and community that develop the character traits that reflect positive social behavior and responsible citizenship.

Action Plan Status: Completed _____ Underway X Not Started _____

SUMMARY OF ACCOMPLISHMENTS TO DATE (What have you done and what will you do in the future):

1. Aligned Strategy 3.1 and the Millard Essential Learner Outcomes and the 4C's. (May 2013)
2. Student Services Facilitator attended Behavior Intervention Support Team (BIST) Training and met with the state coordinator for Positive Behavior Intervention Support (PBIS). (July 2013)
3. Shared a copy of *RTI and Behavior A Guide to Integrating Behavioral and Academic Supports* with key personnel. (July 2013)
4. Presented the National ASCA Model to all counselors and began the discussion of how counseling curriculum can help support behavior management. (August 2013)
5. Review and alignment of Strategy 2 and Strategy 3 by RTI+I core committee. (Aug/Sept. 2013)
6. Development of implementation tool kit for building administrators. (September 2013)
7. Presentation of Strategy 2, 3, and the presentation of the behavior management implementation tool kit to all administrators. (Oct. 2013)
8. Created a sub-committee from the RTI + I District Level Committee and focused on Tier I and created a framework (RtI + I Behavior Chart) focusing on School-wide behavior support program, social emotional learning curriculum, and proactive classroom management. (Dec 2013)
9. Organized SWSS training at RWSSC for 6 schools (Dec 2013)
10. Co-organized BIST training for Millard staff for July 2014 (Dec 2013)
11. Facilitated financial support meeting for administrators to help support training needs (Jan 2014)
12. Presented bullying expectations and how it ties to strategy 3.1 to counselors during professional development session (Jan 2014)

13. Collaborated with Site Planning Facilitators to create Site Planning Overview (Timeline) and Schedule for administrators (Jan 2014)
14. Created a sub-committee to work on flipbook and align Tier II and Tier III (Feb 2014)
15. Presented as a committee the RtI + I Behavior Chart expectations, Bullying terminology and goals, and proactive classroom management techniques at the Administrator's meeting (Feb 2014)

Next Steps:

1. Facilitate Flipbook committee meetings to work on Tier II and Tier III
2. Organize bullying discussions amongst administrators
3. Assist High Schools with getting buy in with staff
4. Arrange schools to visit other PBIS schools
5. Site based planning teams will begin to research various behavior management models
6. School improvement teams will begin to review current practices to ensure alignment with the requirements of Strategy 3.1
7. Support teams (Curriculum and Student Services) will provide additional information and training to building teams

AGENDA SUMMARY SHEET

AGENDA ITEM: Foundation Site Plan Grant Winners and Study Center Grants

MEETING DATE: May 5, 2012

DEPARTMENT: Office of the Superintendent

TITLE AND BRIEF DESCRIPTION:

ACTION DESIRED: Information

BACKGROUND: The Millard Public Schools Foundation has announced the winners of this year's site plan grants. The total for this year is in the amount of \$473,588.42. The enclosure lists those who were successful in their grant request, name of school, and description of the grant. The grant recipients will be recognized at the annual Foundation banquet on Friday, May 9, 2014

OPTIONS/ALTERNATIVE CONSIDERATIONS:

RECOMMENDATIONS: Information

STRATEGIC PLAN REFERENCE:

IMPLICATIONS OF ADOPTION OR REJECTION:

TIME LINE:

PERSONS RESPONSIBLE: Keith Lutz

SUPERINTENDENT'S APPROVAL: _____  _____

Millard Public Schools Foundation 2014-15 Site Plan Grant Recipients

Abbott Elementary

Building Community and Inspiring Character

\$2,900.00

The intent of this grant is to provide students at Grace Abbott with opportunities to reach personal excellence through unique enrichment and engagement activities. These activities are designed to increase confidence, self-esteem and promote an atmosphere of respect and integrity at our school. We will focus on building our school community to create a culture of respect where students will thrive socially, emotionally and academically.

Ackerman Elementary

Reading is Fun @ Your Library

\$4,568.54

The purpose of Reading is Fun @ Your Library is to give parents and students the opportunity to enhance their love of reading. Families will be invited to the library to learn about interesting topics via presentations and hands-on activities. While at the library, families will be encouraged to check out books, read together, listen to stories, and use the computers. Reading is Fun @ Your Library will model the importance of reading for all ages. Programs presented will excite students about reading. Including the entire family will illustrate the importance of reading together and strengthen the school/home partnership.

Black Elk Elementary

Strengthening the Academic Rigor at Black Elk

\$6,411.36

Building assets directly correlates to student success in the academic school setting. Our intent is to build on the 40 Developmental Assets by focusing on developing achievement motivation (Asset #21) and developing learning engagement (Asset #22). Our first focus will be to develop achievement motivation (Asset #21) through offering a variety of literacy learning opportunities during the summer months. Our second focus will be to develop learning engagement (Asset #22), through actively improving teacher instruction in a lab classroom setting. These differentiated experiences will increase academic achievement among all students.

Bryan Elementary

Excellence through Enrichment and Engagement

\$9,766.21

The intent of this grant is to provide students at Bryan with opportunities to reach personal excellence through unique enrichment and engagement activities. These activities are designed to increase confidence and self-esteem, and promote an atmosphere of respect and integrity at our school. Additionally, we will focus on reinforcing relationships between home and school through a series of activities that encourage student learning and development through family engagement.

Cather Elementary

Soaring High with Learning

\$3,160.25

This project will give our students opportunities to grow in their learning and gain insights into other areas they may not have the experience to learn in their daily classroom. These activities will include an Engineering Club, Writing Club, Reading is Fun Night, and Rocking it with Technology.

Cody Elementary
Bell to Bell and Beyond
\$14,555.82

This application is focused on creating additional learning opportunities that will impact the academic and social success for the students at Cody Elementary. The learning opportunities will focus on increasing bell to bell engagement and extending learning opportunities beyond the school day. This plan helps us achieve our commitment to developing the 40 Developmental Assets in each of our students.

Additionally, this proposal concentrates on inviting parents and community partners to actively engage in the education of our students.

Cottonwood Elementary
PAWSOME Readers Club
\$4,822.74

Cottonwood would like to implement the Learning Together peer tutoring program. This program motivates and supports students who need additional reading skills. Using the curriculum supplied by Learning Together, 4th grade students will meet with struggling 2nd grade readers one hour a week. During this hour, the trained tutors teach reading lessons which focus on the areas of fluency and comprehension. This research-based program has shown significant increases in reading achievement. Additional advantages to all participants include strong peer associations, improved social and intellectual development, increased self-esteem, and an outlet for creative and critical thinking.

Disney Elementary
Disney Elementary Parent and Child Engagement
\$13,600.00

Our grant proposal is designed to promote and support the relationship between home and school in order to enhance each student's positive youth development by offering interactive activities to engage parents with their children. These activities will include a Parent and Child Engagement (PACE) activity each semester, a Family Literacy Night Celebration, quarterly clubs offered outside of the school day, asset development activities, and literacy information for the parents of incoming kindergarteners. All activities are designed to strengthen the learning partnership between home and school.

Ezra Millard Elementary
Ezra Millard Soaring into Excellence
Come Learn with Me! Learning Events, Kinder Kamp, Steps for Learning Through Serving
\$12,322.21

The intent of this project is to develop time outside of the school day where students, families and teachers can collaborate to increase student learning and achievement. Outlined in this grant are plans that will help support Ezra students and families. Through these projects we will address academic areas and social emotional needs of students. By providing specific information and activities, we hope to further engage our parent/family community, which could result in higher achievement.

Harvey Oaks Elementary
L.E.A.P. Into Action (Learning, Engagement, Achievement, Performance)
\$20,427.00

The intent of this project is to increase staff and student use of 21st Century skills in the classroom; in addition to increasing student learning through experiences of small group instruction. This will be accomplished by incorporating the community, volunteers, parents, and teachers to support the process of relating 21st Century learning in the contents of the curriculum. Multiple methods of teaching math and literacy concepts will be incorporated, including small group learning, research-based activities, and true to life experiences, resulting in higher achievement scores. Our focus will be to engage all stakeholders in order to be "the village" and "raise our children".

Holling Heights Elementary**Targeting the Talent****\$12,144.33**

This application is focused on increasing the number of learning opportunities for the students of Holling Heights along with increasing the amount of parent and community engagement. Activities are primarily related to expanding the student's school day by providing occasions for learning before and after school. Our plan also includes opportunities for parents to learn more about raising successful children and incorporates many chances for community engagement.

Montclair Elementary**The Energy Bus: Positively Fueling Montclair Students, Staff, and Parents****\$8,291.50**

To connect the strategies from *The Energy Bus: 10 Rules to Fuel Your Life, Work, and Team with Positive*

Energy with the 40 Developmental Assets to positively impact the areas of:

- 600+ students' hope, engagement, and well-being in their lives
- 78 *staff* members' engagement, recognition, and purpose for teaching and learning
- 1200+ parents' engagement, connection, and passion for Montclair Elementary School

Neihardt Elementary**We Are The Knights...A Collaborative Community****\$15,526.00**

In order to guarantee that students achieve personal excellence and responsible citizenship we must ensure that our school community is engaged in collaborative partnerships. Our intent is to implement plans that "breathe life" into the importance of learning, collaboration, and asset building for all shareholders. The grant proposals provide needed resources necessary for building a collaborative culture. Three separate plans are submitted to support the development and implementation of three building strategies in 2014-15.

- Strategy 1: Engaging and Challenging All Learners: Co-Teaching
- Strategy 2: Empowering Students to be Responsible and Respectful Citizens: School Wide Behavior Philosophy and Framework
- Strategy 3: Collaborative Community: Asset Building: Parent University

Norris Elementary**ROAR - Reaching Our Highest Achievement in Reading****\$21,256.75**

The intent of this project is to create a culture of a passion for reading at Norris Elementary School, which in turn will increase student achievement in reading. We will implement building-wide text leveling three times a year and use that data to guide instruction. We will move toward a culture of guided reading instruction through intensive staff development, peer coaching, peer observation and book studies. Through intentional planning, collaboration and organization and tutoring, we will increase the quality of reading instruction in the classroom. This will directly impact student achievement scores and increase student's love for reading.

Rockwell Elementary**Helping Hands to Highly Effective Kids****\$17,862.00**

This project will align with the building's research-based Behavioral Skills Intervention Techniques (BIST) and 7 Habits of Happy Kids so that all students are afforded the opportunity to develop and consistently demonstrate character traits and positive behaviors necessary for personal excellence and

responsible citizenship. The goal is to enhance opportunities for parent engagement to positively impact internal and external 40 Developmental Assets. The project supports the district's strategic plan and parameters of operating safe, caring environments to ensure student learning while not tolerating behavior that diminishes the self-worth of any student, staff member, or community member.

Sandoz Elementary

STRIPE Club and Jumpstart for Tiger Cubs

\$12,378.60

The intent of this grant is to promote achievement at Mari Sandoz Elementary School by fostering a culture of high expectations for all students by supporting learning beyond the school day by:

- Offering a primary study center for first and second graders hosted two nights a week.
- Offering a week long jumpstart program to introduce incoming kindergartners to our school and their new learning environment.

Wheeler Elementary

C'ing Into the Future

\$6,535.00

C'ing Into the Future will provide the financial support necessary to Create a Culture where Critical thinking is valued and practiced. Critical thinking is the foundation for the Common Core standards (MPS Plan 2-1) and the NE standards for College and Career Readiness (MPS Plan 2-2). Critical thinking is infused into the cognitive and conative skills necessary for 21st century thinking. C'ing Into The Future will support the implementation of Critical Thinking into the learning culture, empowering students with the skills they need for current and future success.

Abbott, Ackerman, Black Elk, Bryan, Disney, Hitchcock, Montclair, Neihardt, Reeder, Rockwell, Sandoz, and Willowdale Elementary Schools

B.I.S.T. Consultants for Elementary Schools

\$43,200.00

Twelve elementary schools are seeking funding for continued implementation of the B.I.S.T. (Behavior Intervention Support Team) program by utilizing consultants for every school. After researching many programs and implementing B.I.S.T. the last several years, these schools are committed to B. I. S.T. implementation as a vehicle to accomplish Millard's Strategy 3.1. We feel that the consultant model is the best way to systematically and consistently support students and staff in cooperation with families to develop positive social behavior and responsible citizenship. This mission is supported by our District Strategic Plan, as well as each individual building Site Plan.

Cather, Harvey Oaks, Norris, and Upchurch Elementary Schools

Promoting Positive Behavior School-wide

\$22,448.00

Four elementary schools are seeking funding to participate in Nebraska Positive Behavioral Interventions and Supports (PBIS) year 2. PBIS is a framework comprised of Intervention practices and organizational systems for establishing the social culture, learning and teaching environment and Individual behavior supports that guarantee each student develops the character traits and masters the knowledge and skills necessary for personal excellence and responsible citizenship". This IS the mission of Millard Public Schools and Included In each building site plan.

Cody, Ezra, and Rohwer Elementary Schools

Building Positive Schools and Responsible Citizens--Phase III

\$14,316.00

Three elementary schools are seeking funding to participate in Nebraska Positive Behavioral Interventions and Supports (PBIS). PBIS is a framework comprised of intervention practices and

organizational systems for establishing the social culture, learning and teaching environment and individual behavior supports that "guarantee each student develops the character traits and masters the knowledge and skills necessary for personal excellence and responsible citizenship". This is the mission of Millard Public Schools and included in each building site plan. The three elementary schools have completed the requirements of Phase II of PBIS (building wide supports) and are ready to move to the next level (classroom and individual student supports).

English Language Learner Program
ELL Parents Involved in Education Night
\$2,752.50

This project will support events which welcome families of elementary children in the English Language Learner Program into the program, and for many, to a new country or school system. We will implement events focused on developing community, building relationships between home-school, as well as learning and studying at home throughout content areas. These events provide opportunities for ELL staff to interact with families in a relaxed atmosphere, building rapport, and helping families feel comfortable attending school events. It's a positive step toward developing a strong home-school connection and a sense of community amongst the families we serve.

Millard Central Middle School
Building Student Engagement and Hope at Central Middle School
\$13,249.40

The mission of our school is to guarantee that each student develops the character traits and academic skills necessary for personal excellence and responsible citizenship by engaging students in a diverse community that focuses on nurturing the whole child through intentionally building relationships and Developmental Assets. This project will help us achieve our mission by improving student classroom engagement and student behavior including character trait and social skill development within a caring community.

Millard Middle School Alternative Program (MSAP)
Reading Achievement for All
\$4,593.15

The Millard Middle School Alternative Program provides unique learning experiences for students at risk of school failure or drop out. Student success in our program is largely due to the creative lessons, one on one attention, and addressing the academic, individual learning needs of all of our students. Our goal is to enhance our reading intervention program for struggling readers so that all students will be reading at or above their specific grade level. It is our intent to increase reading skills, vocabulary, comprehension, and fluency skills and to get our students actively engaged in reading.

Millard North Middle School
Creating, Engaging, Courageous and Innovative Students
\$10,195.00

At Millard North Middle School, we make it a priority to challenge each of our students by equipping them with strategies for real life experiences and situations, engage our staff at the highest level, and empower our students to be courageous when making positive choices for their lives. Our grant for the '14-'15 school year includes projects designed to reach each individual in unique ways. We will equip teachers to become experts in research-based, best practice assessment techniques with a focus on critical thinking and problem solving. Students will experience and participate in a Courage Retreat hosted by Youth Frontiers to promote respectful school behaviors and anti-bullying messages. Finally, our staff will learn and explore their own personal Gallup Strengths with the aim of further increasing engagement.

Russell Middle School
Engaging Every Student
\$5,174.17

Parents and staff of Russell Middle School have continued our discussion for the need to reach every student and fulfill our mission of engaging and challenging ALL students. To fully encompass the Response to Instruction and Intervention Model, we want to continue our research and planning to create enrichment activities for our high ability learners. We also want to focus additional energy on creating pre-teaching and reinforcement activities for our Language Arts and Math departments. This grant would provide us with that opportunity.

Millard South High School
Support For Every Student, Every Year =Student Achievement
ACT Prep
Respect Retreat
Jump Start Night
Patriot Mentoring
Reading in the Round: Connecting to ACT Reading Content
\$18,425.14

At our school, our overall goal is to raise student achievement and engagement each year. In doing so, we want to ensure that no student falls between the cracks. All of these programs help increase connectedness to school. Research indicates that the more connected or engaged a student feels to his/her school, the more academic success he or she will obtain. The programs proposed truly fulfill those gaps to provide students and families with resources to achieve.

Millard West High School
College and Career Choices for All Students
\$5,270.00

A 2013 report from Research in Higher Education noted carefully designed college programming positively impacts secondary students. In fact, students who receive college information from their counselors are more likely to attend college. The American School Counselor Association also noted that comprehensive career programming helps students make more meaningful future choices. The purpose of this grant is to provide students with extracurricular opportunities to discuss, research, and learn information about their potential post-secondary choices. This grant involves projects that will help high school students achieve college and career readiness through hands-on activities designed to develop their post-secondary planning skills.

Special Education Department
interactive Social Education Experiences (iSEE)
\$14,461.91

The Center for Disease Control now suggests that prevalence rates for students with Autism Spectrum Disorders (ASD) is 1 in 50 children. The Autism Society reports the lifetime cost to serve an individual is estimated to be \$3.2 million with 60% of those costs occurring in adulthood. A 2002 study by Seltzer and Krauss, found that 49% of students with High Functioning Autism (HFA) lived at home and only 3% lived independently. A recent study found that seven years post high school, 35% of students with ASD have no paid employment or education beyond high school. Our iSEE group will meet weekly after school to teach social communication and relationship skills needed to develop the career and college readiness skills students need to succeed in the work force. Monthly outings will assist in generalizing skills to the natural environment. Students will be paired with typically developing peers to help them improve their social skills, quality of life and future.

Structured Behavioral Skills Program**SBS Parent Support Group****\$2,062.15**

Parents whose children are placed into self-contained classrooms for students with significant social, emotional, and behavioral problems would benefit from additional support from the school to learn skills to improve their family's quality of life and student's behaviors at home. The SBS Parent Support Group would meet monthly beginning in September and ending in April/May (no meeting in December) for 90 minute sessions. The focus of the group will be parent education on various topics including specific information about the SBS program, positive parenting, mental health, social skills, and services available in the community. The group will serve as a safe place for parents to meet and get support from other parents with similar challenges. They will have the opportunity to access professionals with expertise in working with children with significant social, emotional, and behavioral challenges.

Total Site Plan Grant Funding: \$342,675.73

2014/15 Study Center Grants

Site	Contact	Amount
Abbott	Erik Chaussee	\$13,246.00
Ackerman	John Powers	\$10,593.20
	Skip Hanlon	
Aldrich	Kathy deBoer	\$13,750.00
	Chris Srb	
Black Elk	Jason Farwell	\$9,000.00
Bryan	Brad Sullivan	\$11,000.00
Cather	Paula Peal	\$11,668.75
Cody	Ryan Saunders	\$16,050.20
Cottonwood	Gina Rudloff	\$8,462.25
Disney	Bethany Magana	\$8,974.00
Ezra	Roberta Deremer	\$12,000.00
Harvey Oaks	Dawn Marten	\$14,000.00
Hitchcock	Pam Ehly	\$8,989.76
Holling Heights	Nancy Nelson	\$8,930.48
	Kara Baker	
Montclair	Alicia Feist	\$12,502.25
Morton	Julie Bergstrom	\$9,000.00
Neihardt	Carrie Novotny-Buss	\$9,385.94
Norris	Colleen Ballard	\$13,582.75
	Courtney Manzitto	
	Kim Brummer	
Reagan	Chelsea Gordon	\$10,900.00
	Melissa Poloncic	
Reeder	Paige Roberts	\$16,519.38
Rockwell	Amber Brooks	\$8,445.80
Rohwer	Margo Livingston	\$14,000.00
Sandoz	Heidi Penke	\$13,274.19
Upchurch	Susan Anglemyer	\$14,191.64
Wheeler	Connie Masek	\$12,670.00
Willowdale	Susan Kelley	\$12,347.04
		\$293,483.63
Andersen Middle	Jeff Alfrey	\$14,571.33
Beadle Middle	John Southworth	\$15,000.00
Central Middle	Beth Fink	\$27,998.96
Kiewit Middle	Pat Meeker	\$14,638.00
Millard North Middle	Scott Ingwerson	\$14,940.00
Russell Middle	Gina Costello	\$15,000.00
		\$102,148.29
Millard South High	Curtis Case	\$28,000.00
	Heidi Weaver	
Millard North High	Brian Begley	\$25,000.00

Millard West High	Casey Lundgren	\$24,956.50
	Stacy Longacre	\$77,956.50
GRAND TOTAL		\$473,588.42

5. If your study center has academically helped students in measureable ways, please provide.

Our attendance at the study center is high. We have not tracked the specific students in these programs to see if they have performed significantly better than their peers that did not attend one of the three programs. However, teachers have made anecdotal comments about the success of the programs.

6. Please complete the project budget below.

**Millard Public Schools Foundation
Study Center Application
Page Two
Program Budget**

Detailed Project Budget -

List teaching hours and planning hours separately and use the teacher's individual hourly rate.

Abbott

Items to be provided by the Foundation Grant			
Quantity	Item	Unit Price	Total
	Study Center		\$9500
58 hours	After-school reteaching	\$31.25	\$1813
58 hours	Benefits @ .15	\$4.69	\$272
30 hours	Summer boot camp 15 hrs.each for two teachers	\$31.25	\$938
12 hours	6 hours plan time each per two teachers	\$31.25	\$375
42 hours	Benefits @ .15 (42 hours)	\$4.69	\$197
	Supplies		\$150
	TOTAL REQUESTED:		\$13,246

out of the program's support. There will be additional time for students to ask questions and get individualized help on homework from adults.

- If you plan to make significant changes in the program in 2014-2015 please explain.

No major changes are expected.

- If your study center has academically helped students in measureable ways, please provide.

It is possible that students, due to family scheduling concerns, are not able to attend all sessions. Because of this variable it would be difficult to correlate specific data points to show the direct impact this particular program has on student achievement. We do feel that students who are keeping up with their homework and engage in meaningful learning opportunities are more apt to make the necessary growth that is expected in Millard Public Schools and our student achievement shows overall gains.

- Please complete the project budget below.

**Millard Public Schools Foundation
Study Center Application
Page Two
Program Budget**

Detailed Project Budget -

List teaching hours and planning hours separately and use the teacher's individual hourly rate.

Ackerman Pg 1 of 2

Items to be provided by the Foundation Grant			
Quantity	Item	Unit Price	Total
	Math Workstation Materials		\$2,000.00
	Teacher Salaries		\$8,000.00
	Supplies		\$393.20
	Snacks		\$200.00

Ackerman Pg 2 of 2

	TOTAL REQUESTED:		\$10,593.20
	Items to be provided by other sources		

Please return to: Renae VerMaas
 Millard Public Schools Foundation
 5225 So. 159 Avenue
 Omaha, NE 68135

Or email to: rmvermaas@mpsfoundation.org

Program. Classroom teachers will be assigned a group or two to mentor. The hours to assist these groups will vary.

4. If you plan to make significant changes in the program in 2014-2015 please explain. No significant changes...the program is doing just what we hoped.
5. If your study center has academically helped students in measureable ways, please provide.

Our Skills Reinforcement Groups have helped students complete work more accurately and receive additional learning experiences,; which in turn has improved their grades/test scores. Students, who are new to Aldrich, are able to attend skills reinforcement sessions to get caught up in our Spanish program. The mentoring time with 5th graders better prepares them for their IB Exhibition presentations.

6. Please complete the project budget below.

**Millard Public Schools Foundation
Study Center Application
Page Two
Program Budget**

Detailed Project Budget -

List teaching hours and planning hours separately and use the teacher's individual hourly rate.

Items to be provided by the Foundation Grant			
Quantity	Item	Unit Price	Total
2	Directors 1 hour per week for 28 weeks		
	Based on average per diem at \$31.25		\$875
12 (average)	Certified teachers 1 hour per week for 28 weeks		
	Based on average per diem at \$31.25		\$10,500
19	Certified teachers 1 hour per week for 4 weeks		\$2,375
	Based on an average per diem at 31.25		
	TOTAL REQUESTED:		\$13,750
	Items to be provided by Aldrich		
	Supplies		In kind
	Facilities		In kind

Aldrich

**Millard Public Schools Foundation
Study Center Application
Page Two
Program Budget**

Detailed Project Budget -

List teaching hours and planning hours separately and use the teacher's individual hourly rate.

Black Elk

Items to be provided by the Foundation Grant			
Quantity	Item	Unit Price	Total
	After school Study Center	Same as 2013/2014	\$9,000.00
TOTAL REQUESTED:			\$9,000.00
Items to be provided by other sources			

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Millard Public Schools Foundation
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Or email to: rmvermaas@mpsfoundation.org

We have seen our test scores rise and the student's confidence has increased.

6. Please complete the project budget below.

**Millard Public Schools Foundation
Study Center Application
Page Two
Program Budget**

Detailed Project Budget -

List teaching hours and planning hours separately and use the teacher's individual hourly rate.

Cather

Quantity	Items to be provided by the Foundation Grant Item	Unit Price	Total
4 hours	7 teachers conducting 4 hours of before and after school working with students who need extra help with preparing them for testing.	31.25	825.00
50 hours each	5 teachers conducting the "Brainiacs" Club for homework help	31.25	7812.50
	Materials and snacks		312.50
25 hours each	3 teachers conducting a summer school reading remedial session	31.25	2343.75
5 hours each	3 teachers Planning time for summer session	25.00	375.00
	TOTAL REQUESTED:		\$11,668.75
	Items to be provided by other sources		

**Millard Public Schools Foundation
Study Center Application
Page Two
Program Budget**

Detailed Project Budget -

List teaching hours and planning hours separately and use the teacher's individual hourly rate.

Cody

Quantity	Items to be provided by the Foundation Grant	Unit Price	Total
1	Director – 1hr. planning per week for 30 weeks	\$25.00	\$750.00
1	Director Benefits x \$17.53		\$131.48
1	Assistant Director – 1 hr. planning for 10 weeks	\$25.00	\$250.00
1	Assistant Director Benefits x \$17.53		\$43.83
3	Certified Staff/Teaching 1hr. x 90 days @\$31.25	\$2812.50	\$8437.50
3	Teacher Benefits x \$17.53	\$493.03	\$1479.09
3	Certified Staff/Teaching 1hr. x 45 days @ \$31.25	\$1406.25	\$4218.75
3	Teacher Benefits x \$17.53	\$246.52	\$739.55
	TOTAL REQUESTED:		\$16,050.20
	Items to be provided by other sources		

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**Millard Public Schools Foundation
Study Center Application
Page Two
Program Budget**

5. If your study center has academically helped students in measureable ways, please provide.

We continue to see students advance in a proficiency level and pass the Analytical Writing Assessments as well as the NeSA Writing, Reading, Math, and Science. Second grade has seen improvements in Scott Foresman Math Assessments.

6. Please complete the project budget below.

Detailed Project Budget -

List teaching hours and planning hours separately and use the teacher's individual hourly rate.

Cottonwood

Items to be provided by the Foundation Grant			
Quantity	Item	Unit Price	Total
1	Director: 1.5 Hours a week for 30 weeks based on an hourly rate of \$37.61 (which includes FICA and retirement)	\$37.61	\$1,692.45
4	Certified Staff/Teacher .5 hour x 60 days— Based on \$37.61 (which includes FICA and retirement)	\$37.61	\$4,513.20
4	Certified Staff/Teacher .5 hour x 30 weeks for Planning of study center lessons	\$37.61	\$2,256.60
	TOTAL REQUESTED:		\$8,462.25
Items to be provided by other sources			

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5. If your study center has academically helped students in measureable ways, please provide. Students make steady gains in core subject areas and have homework completed at school. Parents are very busy and some students don't have homework help at home. This is a valuable program that supports the homework and study needs of our students.

6. Please complete the project budget below.

**Millard Public Schools Foundation
Study Center Application
Page Two
Program Budget**

Detailed Project Budget -

List teaching hours and planning hours separately and use the teacher's individual hourly rate.

Disney

Quantity	Items to be provided by the Foundation Grant	Unit Price	Total
250	Instructional Hours	31.00	7750.00
20	Planning Hours	25.00	500.00
	Remaining Taxes		714.00
	TOTAL REQUESTED:		8974.00
	Items to be provided by other sources		
	Reteaching		3000.00
	Supplies – building funds		500.00

4. If you plan to make significant changes in the program in 2014-2015 please explain.

NA

5. If your study center has academically helped students in measureable ways, please provide.

We have identified an increase in daily homework being turned in on time and being completed with higher accuracy rate. We track students that are invited to Success Center and those that meet the cut score. We have seen a higher number of students that attend the Success Center meet the cut score in both Writing and Math.

6. Please complete the project budget below.

**Millard Public Schools Foundation
Study Center Application
Page Two
Program Budget**

Detailed Project Budget -

List teaching hours and planning hours separately and use the teacher's individual hourly rate.

Quantity	Items to be provided by the Foundation Grant	Unit Price	Total
1	Payroll for certificated and classified staff to develop lessons and facilitate Success Center -Homework help -Writing support -Math Blast to support struggling and challenge students	\$12,000.00	12,000.00
	TOTAL REQUESTED:		
	Items to be provided by other sources		
	MN High School Honor Society Students	Volunteer	
	Math challenge activities	HAL program	

**Millard Public Schools Foundation
Study Center Application
Page Two
Program Budget**

Detailed Project Budget -

List teaching hours and planning hours separately and use the teacher's individual hourly rate.

Harvey Oako

Quantity	Items to be provided by the Foundation Grant Item	Unit Price	Total
3 teachers	Study Center Facilitation (79 classes, 45 min per class)	\$36.73 per hour	\$6,528.75
3 teachers	Study Center Planning (28 weeks, 2 hours per week)	\$29.38 per hour	\$4,935.84
2 teachers	ZAP Facilitation (46 classes, 45 min per day)	\$36.73 per hour	\$2,534.37
	TOTAL REQUESTED:		\$14,000
	Items to be provided by other sources		
	Materials and supplies for Study Center	Varies	Building budget

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Millard Public Schools Foundation
Study Center Application
Page Two
Program Budget

Detailed Project Budget -

List teaching hours and planning hours separately and use the teacher's individual hourly rate.

Hitchcock

Quantity	Items to be provided by the Foundation Grant	Unit Price	Total
214 hours	Certified staff teaching hours based on contractual agreement @\$31.25/hour	\$31.25	\$6 687.50
	Benefits based on 16.94%		\$1 132.86
40 hours	Director 1.5 hours per week for 30 weeks based on contractual agreement @\$25.00/hour	\$25.00	\$1 000.00
	Benefits based on 16.94%		\$1 69.40
	TOTAL REQUESTED:		\$8 989.76
	Items to be provided by other sources		
	Supplies: paper, pencils etc...		In Kind
	Facilities		In Kind
	Total		\$8 989.76

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**Millard Public Schools Foundation
 Study Center Application
 Page Two
 Program Budget**

Detailed Project Budget -

List teaching hours and planning hours separately and use the teacher's individual hourly rate.

Hollung Hgto

Quantity	Items to be provided by the Foundation Grant	Unit Price	Total
1	Director .5 hours x 22 weeks x \$31.25	\$343.75	\$343.75
1	Benefits (Director's Position)	\$51.56	\$51.56
5	Study Center Teachers 1.25 hours x 38 days x \$31.25	\$1484.38	\$7421.88
5	Study Center Teachers Benefits	\$222.66	\$1113.29
	TOTAL REQUESTED:		\$8930.48
	Items to be provided by other sources		
	Textbooks, paper, instructional aids such as manipulatives		

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**Millard Public Schools Foundation
Study Center Application
Page Two
Program Budget**

Detailed Project Budget -

List teaching hours and planning hours separately and use the teacher's individual hourly rate.

Montclair

Quantity	Items to be provided by the Foundation Grant	Unit Price	Total
	<i>Achievement Center</i>		
1	Director – 1.25 hours per week; 25 weeks	\$25/hr.	\$781.25
	Benefits 18%		\$140
2	Certified Staff – 2 days per week; 25 weeks	\$31/hr.	\$3100
	Benefits 18%		\$550
	<i>Arts Enrichment</i>		
32 hours	Planning – Arts Enrichment Teacher(s)	\$25/hr.	\$800
	Benefits 18%		\$144
150 hours	Art Enrichment Teacher(s) working with students	\$31/hr.	\$4650
	Benefits 18%		\$837
	Materials & supplies: felt, fabric, wood for props, food provided at Paints & Pastries to all families		\$1500
	TOTAL REQUESTED:		\$12,502.25
	Items to be provided by other sources		
	Donations of other materials and supplies from parents; supplies for achievement center from general school budget		

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Millard Public Schools Foundation
Study Center Application
Page Two
Program Budget

Detailed Project Budget -

List teaching hours and planning hours separately and use the teacher's individual hourly rate.

Morton

Quantity	Items to be provided by the Foundation Grant	Unit Price	Total
2	Staff members for 1 hour/day (3 days/week) for 27 weeks	31.25	\$5062
2	Staff members for .5 hours/day (4 days/week) for 27 weeks	31.25	\$3375
	Funding necessary for extended sessions (beyond the scheduled 27 weeks) to accommodate student and building needs and extended school year		\$563
	TOTAL REQUESTED:		\$9000
	Items to be provided by other sources		
	Morton will provide books, manipulatives, technology, materials, supplies and other consumables for all ER and HHC students each day.		

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Please complete the project budget below.

Millard Public Schools Foundation
Study Center Application
Page Two
Program Budget

Detailed Project Budget -

List teaching hours and planning hours separately and use the teacher's individual hourly rate.

Neihardt

Quantity	Items to be provided by the Foundation Grant	Unit Price	Total
250 hours	Study Center Coordinators and Teaching Staff	\$31.25/hr.	\$7812.50
	Benefits for staff	16.94%	\$1323.44
	Snacks for Study Centers		\$250.00
	TOTAL REQUESTED:		\$9385.94
	Items to be provided by other sources		
	Neihardt Elementary will provide supplies, paper, Pencils, materials, etc.		(In Kind) General Fund

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**Millard Public Schools Foundation
Study Center Application
Page Two
Program Budget**

Detailed Project Budget -

List teaching hours and planning hours separately and use the teacher's individual hourly rate.

Norris

Items to be provided by the Foundation Grant			
Quantity	Item	Unit Price	Total
1	Director – Planning, 12 hours	\$25/hour	\$300
	Benefits 18%		\$54
6	Certified Staff – 1 hours for 55 days of instruction	\$31.25/hour	\$10312.50
	Benefits 18%		\$1856.25
30	ALEKS math subscriptions	\$32/student	\$960
50	Lion's Den folders	\$2/each	\$100
	TOTAL REQUESTED:		\$13582.75
	Items to be provided by other sources		
	District curriculum and teacher-created curriculum used for instruction		
	Supplies from building budget		
	Certificates of completion for each semester		

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**Millard Public Schools Foundation
Study Center Application
Page Two
Program Budget**

Detailed Project Budget -

List teaching hours and planning hours separately and use the teacher's individual hourly rate.

Reagan

Items to be provided by the Foundation Grant			
Quantity	Item	Unit Price	Total
5-7	Teaching Staff		10,900
	Benefits		
	TOTAL REQUESTED:		10,900
	Items to be provided by other sources		

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**Millard Public Schools Foundation
Study Center Application
Page Two
Program Budget**

Detailed Project Budget -

List teaching hours and planning hours separately and use the teacher's individual hourly rate.

Reeder

Items to be provided by the Foundation Grant			
Quantity	Item	Unit Price	Total
150	Instructional sessions (small groups) @ :45/session	\$36.75/hour	\$4134.38
25	Planning hours	\$25.00/hour	\$625.00
200	Hours of instruction/remediation	\$36.75/hour	\$7350.00
120	Hours of Literacy Summer School	\$36.75/hour	\$4410.00
	TOTAL REQUESTED:		\$16,519.38
	Items to be provided by other sources		

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Millard Public Schools Foundation
Study Center Application
Page Two
Program Budget

Detailed Project Budget -

List teaching hours and planning hours separately and use the teacher's individual hourly rate.

Quantity	Items to be provided by the Foundation Grant	Unit Price	Total
	Director 1.5 hours per week for 31 weeks Based on average hourly per diem @ \$33.15		\$1541.48
	Benefits 16%=\$5.28		\$ 245.52
		Total	\$ 1787.00
	3 Certified Staff/Teaching 2 hrs each X 31 weeks Based on hourly average per diem @ \$33.15		\$6165.90
	Benefits 16%= \$5.30		\$492.90
		Total	\$6658.80
	TOTAL REQUESTED:	Grand Total	\$8445.80
	Items to be provided by other sources:		
	Supplies: paper, pencils, etc.		In Kind

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 Millard Public Schools Foundation
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Detailed Project Budget

List teaching hours and planning hours separately and use the teacher's individual hourly rate.

Rohwer

Quantity	Items to be provided by the Foundation Grant	Unit Price	Total
	Literacy Summer School	@\$33.00/IHR	\$1,188.00
	(Funding to support current programming as well as increase number of students to be served and/or amount of time for class sessions?)		
	30 hours of student contact		
	6 hours of planning		
	Study Center staff hours (2013-2014)		
	50 sessions x 3 staff members @ IHR	@33.00/IHR	\$4,950.00
	50 sessions x 1 paraprofessional @ 1HR	@13.00/1HR	\$900.00
	Small Group Tutoring hours (2013-2014)		
	192 sessions x 3 paraprofessionals @ 30 minutes—for a total of 288 HRS	@18.00/IHR	\$5,184.00
	Director hours		
	24 weeks x 1 director @ IHR	@33.00/IHR	\$792.00
	MATERIALS		\$946.44
	SUPPLIES		\$39.56
	TOTAL REQUESTED:		
		\$14,000.00	<u>\$14,000</u>

Please return to: Gary Steiner
 Millard Public Schools Foundation
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Or email to: gasteiner@mpsomaha.org

We have a current fifth grade student who has attended our STRIPE club since second grade. She has struggled with math throughout the years. During STRIPE club, she receives extra practice with math and her confidence has grown tremendously. Her success is showing in her daily math work.

6. Please complete the project budget below.

**Millard Public Schools Foundation
Study Center Application
Page Two
Program Budget**

Detailed Project Budget -

List teaching hours and planning hours separately and use the teacher's individual hourly rate.

Sandoy

Quantity	Items to be provided by the Foundation Grant	Unit Price	Total
1	Director of STRIPE Club 1.5 hours per week for 28 weeks @ \$31.25	\$1312.50	\$1312.50
1	Benefits for Director 16.94%	\$222.34	\$222.34
3	STRIPE Club Teachers 2 days per week for one hour each day for 28 weeks @\$31.25	\$1750	\$5250
1	Benefits for staff members 16.94%	\$296.45	\$889.35
1	Supplies and snacks for STRIPE Club \$15 a week for supplies and \$15 a week for snack	\$840	\$840
1	Late Bus \$85 a day, 2 days a week for 28 weeks	\$4760	\$4760
	TOTAL REQUESTED:		\$13,274.19
	Items to be provided by other sources		
1	Space, utilities	In Kind	In Kind
1	Paper supplies	In Kind	In Kind

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Millard Public Schools Foundation
Study Center Application
Page Two
Program Budget

Detailed Project Budget -

List teaching hours and planning hours separately and use the teacher's individual hourly rate.

Upchurch

Quantity	Items to be provided by the Foundation Grant	Unit Price	Total
1	Intermediate Grades 3-4-5 Director 1 hour per month 9 months = 9 hours total August to April Salary \$25.00 and Benefits \$4.38 = \$29.38 9 hours x \$29.38 = \$264.42	\$264.42	\$264.42
1	Primary Grades K-1-2 Director 1 hour per month 9 months = 9 hours total Salary \$25.00 and Benefits \$4.38 = \$29.38 9 hours x \$29.38 = \$264.42	\$264.42	\$264.42
12	Certified Teachers 1 hr. x 30 Sessions = 30 hours August to April Salary \$31.25 and Benefits \$5.48 = \$36.73 30 hours x \$36.73 = \$1,138.55 x 12 = \$13,662.60	\$1,138.55	\$13,662.60
	TOTAL REQUESTED:		\$14,191.64
	Items to be provided by other sources		
	Supplies: paper, pencils, copies		
	Facilities		
	School Provides All Curriculum Supplies		

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**Millard Public Schools Foundation
Study Center Application
Page Two
Program Budget**

Detailed Project Budget -

List teaching hours and planning hours separately and use the teacher's individual hourly rate.

Wheeler

Quantity	Items to be provided by the Foundation Grant	Unit Price	Total
	Director Hours 32 weeks x 1 director @ 1 hr. (estimated \$32 per hour)		\$1024
	Benefits		\$205
	Study Den Staff Hours 50 sessions x 5 staff members @ 1 hr. (estimated at \$32 per hour)		\$8000
	Benefits		\$1600
	Study Den Summer Session 13.5 hours of instruction x 3 teachers (estimated at \$32 per hour)		\$1296
	Benefits		\$260
	3 hours of collaborative planning time x 3 teachers (estimated at \$25 per hour)		\$225
	Benefits		\$60
	TOTAL REQUESTED:		\$12,670
	Items to be provided by other sources		
	Supplies: paper, pencils, etc.		In kind

**Millard Public Schools Foundation
Study Center Application**

Page Two

Program Budget

Detailed Project Budget -

List teaching hours and planning hours separately and use the teacher's individual hourly rate.

Willowdale

Items to be provided by the Foundation Grant			
Quantity	Item	Unit Price	Total
	SEPTEMBER to MAY STUDY CENTER		
8 months	Coordinator: 1 hour per month for 8 months, including 17.53% benefits	\$29.38	\$ 235.04
182 hours	Certified Teacher an average of 1 hr. x 2 days/week for 28 weeks for grades 3-5, including 17.53% benefits 1 hr. x 1 day/week for 14 weeks for grade 2, including 17.53% benefits	\$36.72	\$6684.52
	TOTAL: \$6919.56		
	JUMP START/ELL SUMMER READING		
18 hours	Coordinator/Teacher: 1 hr. per session for 18 sessions (6 weeks) including 17.53% benefits	\$29.38	\$ 528.84
81 hours	Teachers: 1 Certified Staff/Teaching 1.5 hr. x 18 sessions for grades K-2, including 17.53% benefits	\$36.72	\$2974.32
14 hours	ELL Teacher: 1.5 hr. x 9 sessions during June, including 17.53% benefits	\$36.72	\$ 514.08
48 hours	Planning for each teacher (.5 hour for every teaching hour)	\$29.38	\$1410.24
	TOTAL: \$5427.48		
	TOTAL REQUESTED:		
			\$12,347.04
	Items to be provided by other sources		
	District to provide 1 van for 7 ELL students		
	Willowdale to provide curriculum materials/supplies		

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4:30 have really depended on our after school study center programs and they are greatly appreciative to the Millard Foundation for their ongoing support.

4. If you plan to make significant changes in the program in 2014-2015, please explain.

No significant changes planned at this time. We did make a change one year ago by adding access to one of our computer labs. This has worked out extremely well for the program.

5. If your study center has academically helped students in measureable ways, please explain.

It has helped support our Pay it Forward (3:00-3:35) program which operates in parallel. Students are assigned to PIF for homework completion on a daily basis. Students completing Pay it Forward at 3:35 often go into Academy for further help/work time. It also provides quiet study time/supervised activities for many of our students who have no means of transportation after school and have a long wait until parents arrive to pick them up. We also run a late bus at Andersen that leaves every day at 4:00. Students who are in the Pay it Forward program, meeting with a teacher or have another activity can use Academy or Adventure after their activity is completed while they wait for the 4:00 late bus.

6. Please complete the project budget below.

**Millard Public Schools Foundation
Study Center Application
Page Two
Program Budget**

Detailed Project Budget – **The 2014-2015 limit is \$15,000.**

List teaching hours and planning hours separately and use the teacher's individual hourly rate.

Andersen Middle ^{pg 1}
of 2

Items to be provided by the Foundation Grant			
Quantity	Item	Unit Price	Total
360 (180 x 2)	Classified Staff (IHR \$11.87)	w/ben. \$13.95	\$5,022.20
325	Certified Staff (IHR \$25.00)	w/ben. \$29.38	\$9,549.13

Andersen Middle Pg 2

	TOTAL REQUESTED:		\$14,571.33
	Items to be provided by other sources		
	Transportation Costs (paid by district)	In-kind	\$3,500.00
	Administration of Advantage (est. 2 hr./wk, 5 hrs. prior to each school year, 5 hrs. post-school year) (est. 80 hrs./year @\$43)	In-kind	\$3,440.00
	Materials and Supplies (est. \$500/yr)	In-kind	\$500.00
	Total In-Kind:		\$7,440.00

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5. If your study center has academically helped students in measureable ways, please explain.

The grade level teams report a significant decrease in the number of missing or late assignments once the student has been assigned to HAP.

6. Please complete the project budget below.

**Millard Public Schools Foundation
Study Center Application
Page Two
Program Budget**

Detailed Project Budget – **The 2014-2015 limit is \$15,000.**

List teaching hours and planning hours separately and use the teacher's individual hourly rate.

Beadle Middle

Quantity	Items to be provided by the Foundation Grant	Unit Price	Total
3	Certified Teachers (90 days)	31.50	9450.00
	Benefits at .1694	.1694 / hr	1600.83
1 Late Bus	(85 days at 45/hour)	3825.00	3825.00
	Misc Supplies	124.17	124.17
	TOTAL REQUESTED:		15,000.00
	Items to be provided by other sources		

6. Please complete the project budget below.

**Millard Public Schools Foundation
Study Center Application
Page Two
Program Budget**

Detailed Project Budget – The 2013-2014 limit is \$28,000

List teaching hours and planning hours separately and use the teacher’s individual hourly rate.

Central Middle

Items to be provided by the Foundation Grant			
Quantity	Item	Unit Price	Total
634	Teaching Staff	\$36.44	23102.96
153	Late Bus	32.00	4896
	TOTAL REQUESTED:		\$27998.96
Items to be provided by other sources			
	Supplies and Snacks- Building Fund		
	1 Staff Member—Building Fund		
	Staff Volunteer Hours—CMS Staff		
	1 Bus—MPS Transportation		

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**Millard Public Schools Foundation
Study Center Application
Page Two
Program Budget**

Detailed Project Budget – **The 2014-2015 limit is \$15,000.**

List teaching hours and planning hours separately and use the teacher's individual hourly rate.

Kiewit Middle

Quantity	Items to be provided by the Foundation Grant	Unit Price	Total
1 x 180 x 2.5	Director	\$25.00	\$11,250
60	Director's Planning Hours	\$25.00	\$400
2	Substitute for Director (2 work days to prepare tax forms for parents (Dec and May)	\$150	\$300
2 x 180 x 2	Assistant Director	\$25.00	\$18,000
30 x 2 x 2	Enrichment Teachers	\$25.00	\$3000
5 x 180 x 2.5	Tutor	\$10.35	\$23,287.50
1	School Supplies	\$500	\$500
30	Cooking Supplies	\$40.00	\$1200
1	Athletic Supplies	\$500.00	\$500
8	Field Trips	\$400.00	\$3200
1	Art Supplies	\$500.00	\$500
1	Technology Supplies	\$2000.00	\$2000.00
50 x 180	Afternoon Snacks	\$0.50	\$4500
		Subtotal:	\$68,638
	Items to be provided by other sources		
50 x 180	Student's Tuition for Study Center Session	\$4	\$36,000
25 x 180	Student's Tuition for Enrichment Session	\$4	\$18,000
			\$54,000
	TOTAL REQUESTED:		\$14, 638

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5. If your study center has academically helped students in measureable ways, please explain.

The goal of the PRIDE Time is to help students who are homework deficient catch up. Students complete homework, make up tests and quizzes and get help with concepts they need help with.

6. Please complete the project budget below.

**Millard Public Schools Foundation
Study Center Application
Page Two
Program Budget**

Detailed Project Budget – **The 2014-2015 limit is \$15,000.**

List teaching hours and planning hours separately and use the teacher's individual hourly rate.

Millard North Middle

Quantity	Items to be provided by the Foundation Grant	Unit Price	Total
288	Hours of teacher time 3:30 – 4:30 Mon.-Thur. 37 weeks of the year. 2 teachers per hour	\$31.50	\$9072.00
340	Mustang Retreat – 2 paras at para rate 1hour per night for 180 days	11.00	\$ 3740.00
	FICA, etc @16.61%		\$ 2128.00
	TOTAL REQUESTED:		\$ 14,940.00
	Items to be provided by other sources		
1485 hours	3 teachers per evening of Mustang Scholar Retreat paid at rate of \$31.25 per hour to be paid by parental tuition	31.25	\$46406.25
20 hours	2 paras at para rate hours for other 10 days to be paid by parental tuition	11.00	\$ 220.00
	FICA, etc @16.61%		\$ 7744.57
10 months	Food for Mustang Retreat students each month At \$350 per month for snack and drink		\$3500

Please return to: Renae VerMaas
Millard Public Schools Foundation
5225 So. 159 Avenue
Omaha, NE 68135

Or email to: rmvermaas@mpsfoundation.org

**Millard Public Schools Foundation
Study Center Application
Page Two
Program Budget**

Detailed Project Budget – The 2014-2015 limit is \$25,000.

List teaching hours and planning hours separately and use the teacher's individual hourly rate.

Millard North High

Quantity	Items to be provided by the Foundation Grant	Unit Price	Total
	5 teachers p/day @ \$36.70 p/hour @ 2 hours per day for 31 weeks the Study Center is open	\$56,885.00	
	Minus \$35,854 taken from the ELO re-teaching budget	<u>\$31,885.00</u>	
	TOTAL REQUESTED:	\$25,000.00	
	Items to be provided by other sources		

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Omaha, NE 68135

Or email to: rmvermaas@mpsfoundation.org

**Millard Public Schools Foundation
Study Center Application
Page Two
Program Budget**

Detailed Project Budget – **The 2014-2015 limit is \$25,000.** In the past MSHS has been granted \$28,000.00

List teaching hours and planning hours separately and use the teacher’s individual hourly rate.

Millard South High

Quantity	Item	Unit Price	Total
1	Para- 191 Days for 4 hrs/day	\$13.00/hour plus benefits	\$9168.00
588.5	Core Curriculum Teachers	\$32/hour	\$18832.00
	TOTAL REQUESTED:		\$28,000.00
	Items to be provided by other sources		
	All textbooks, computers and school supplies will be provided by MSHS		

Please return to: Renae VerMaas
Millard Public Schools Foundation
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Omaha, NE 68135

Or email to: rmvermaas@mpsfoundation.org

4. If you plan to make significant changes in the program in 2014-2015, please explain.
We do not plan to make significant changes to the program. We will continue to find more ways to promote it and direct students to use it.
5. If your study center has academically helped students in measureable ways, please provide.
The long-range benefits for our school are difficult to measure at this time. However, the RTI+I process and all that it entails could be greatly aided by this resource. Students who are "targeted" and need more individualized attention could be helped by the existence of this entity within our school.
The project will be evaluated annually in a variety of ways.
1. The number of students served will be tracked and analyzed.
 2. The average amount of time spent with each student will be tracked and analyzed.
 3. Students using the available resources would have grades tracked.
6. Please complete the project budget below

Millard Public Schools Foundation
Study Center Application
Page Two
Program Budget

Detailed Project Budget – **The 2014-2015 limit is \$25,000.**

List teaching hours and planning hours separately and use the teacher's individual hourly rate.

Millard West High

Quantity	Items to be provided by the Foundation Grant	Unit Price	Total
3	Math Teachers X 69 nights X 2 hours per night	31.25	12937.50
1	Spanish Teacher X 69 nights X 2 hours per night	31.25	4312.50
1	Language Arts X 35 nights X 2 hours per night	31.25	2187.50
1	Social Studies X 35 nights X 2 hours per night	31.25	2187.50
1	Science X 69 nights X 1 hour per night	31.25	2187.50
1	Testing Center X 47 nights X 1 hour	25.00	1175.00
	TOTAL REQUESTED:		24956.50

AGENDA SUMMARY SHEET

AGENDA ITEM: Quarterly Food Service Report

MEETING DATE: May 7, 2014

DEPARTMENT: General Administration

TITLE & BRIEF DESCRIPTION: Quarterly Food Service Report – The quarterly report from Sodexo regarding the District’s Food Service Operations.

ACTION DESIRED: Approval Discussion Information Only

BACKGROUND: n/a

OPTIONS AND ALTERNATIVES: n/a

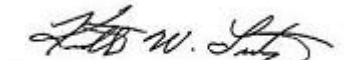
RECOMMENDATION: n/a

STRATEGIC PLAN REFERENCE: n/a

IMPLICATIONS OF ADOPTION/REJECTION: n/a

TIMELINE: n/a

RESPONSIBLE PERSON: Bob Snowden, Resident District Manager (Sodexo), Justin Wiley, Food Service General Manager (Sodexo) and Ken Fossen, Associate Superintendent (General Administration)

SUPERINTENDENT’S APPROVAL: 



Executive Summary January – March 2014 Quarterly Review

Below is the summary of events and accomplishments that occurred during quarter

Quarter Events

NUTRITION:

- A Nebraska Regional Menu planning was held on March 12 with Millard, Ralston, McCook and North Platte. This meeting was to both get menus consistent among the accounts along with cost savings initiatives.
- The collaboration between Food Service, Horizon High Culinary Academy and DECCA continued. Recipes created by the students were featured at all High Schools the weeks of March 3, 24 and 31. Each student from the home school helped prepare and serve their featured recipe.
- Millard and Sodexo were featured in the National Fuel Up to Play 60 marketing packet in January.
- Themed Meals were featured in February to celebrate Valentine's Day. A special menu was served and we saw a 700 meal increase during this limited time offering.
- Monica Kjoson, Sodexo Area Manager in Colorado, was in for a support visit to review our programs and provide input. She toured our facilities, met with management and provided a detailed listing of her thoughts and input into the Food Program.

COMMUNITY:

- Justin was a guest speaker at Rockwell during all gym class on January 8 with the main focus being nutrition and healthy eating habits.
- Justin attended the Live Well Omaha Kids meetings on January 8, February 27 and March 20.
- The Millard Wellness Committee was held on January 8. The meeting topics included Food Service, current regulations, and a MPS Physical Education overview.
- The Millard Food Management team assisted Ralston on January 30 with their Culinary Competitions.
- An email was sent to all District families promoting school meals in March. This flyer highlighted the Food Service program, its benefits and a cost comparison between school lunch and sack lunch.

ENVIRONMENT:

- NSF conducted our annual third party audits in Millard the week of February 24. Below are the results:

	Physical Safety Score	Food Safety Score
Andersen	103%	100%
Beadle	103%	97%
Central	103%	100%
Kiewit	103%	96.5%
Horizon	103%	100%
North High	103%	97%
West High	103%	99.5%
South High	103%	99%
Reagan	103%	97%
Reeder	103%	100%



Executive Summary January – March 2014 Quarterly Review

Montclair	102%	100%
Morton	103%	97%

- As a result of student input at a Student Council meeting at South High, the serving area and layout was re-organized in February.
- In March, the addition of 2nd Chance breakfast was introduced at North High.
- In March, a breakfast satellite station was added at West High in the Green Mile to better serve the student population that may not have enough time to make it down to the Cafeteria or Cat's Den.

ACTIVITY:

- With the help of MPS IT, Food Service is looking at revamping its webpage on the main MPS website. Development meetings were held on January 7 and March 13. We plan on this new webpage look to be up and running by the end of July.
- Student Focus Groups continued throughout the quarter at South High, Kiewit and Russell Middle Schools.
- ServSafe classes and testing was held on February 13 and 14.
- An Elementary Kitchen Managers Focus Group was established to give a chance for both input and suggestions. Meetings took place on January 20 and February 17.
- A Participation Award Contest began in February at all schools. This contest was established to provide Kitchen Managers additional incentive to increase their participation at lunch. This program is seeing success, especially at the Elementary Schools where we have seen a 3.7% increase in participation since August.
- Jennie-O taste testing occurred on March 28. We are working with the NDE on starting a Net Off Invoice program, which will divert a portion of USDA Commodity dollars to be utilize for processing with Jennie-O products. This program will benefit food costs next school year as well as have a positive impact on Rebates the District receives from Sodexo through its purchasing contracts.
- Our 3rd Annual Culinary Throw Down for High School Students was held on January 23, at South High. Teams from South, North, West and Horizon Culinary Academy competed against each other producing an “elegant dinner” as the theme for the event.

Team “Vicious” from North High consisted of Harley Turgeon, Melody Boyd, Christina Boyd, MeLaysha Boyd and Emilie Stein.

Team “The Boys Club” from South High consisted of Nick Rupnow, Quinn Davis, Nick Poisel and Mark Tyner.

🏆 South's team each received \$25 for their Best Side!

Team “Paprika” from West High consisted of Megan Richardson, Gabi Mitchell, Michael Roy, Rachel Muckenhaupt and Bailey Olsbo.

Team “Power Chef Girls” from Horizon's Culinary Academy consisted of Abbey Ulrich, Carly Hein, Taylor Tylkowski, Breanna Villarreal and Keigon Bruneteau.

🏆 Horizon's team was BEST in competition and each received \$75 gift cards for their win!



Executive Summary January – March 2014 Quarterly Review

✚ They also received \$25 gift cards each for both Best Entrée and Best Salad!





Executive Summary
January – March 2014
Quarterly Review

- The 6th Annual Elementary Kids Can Cook Competition was held on March 25, at South High. Representatives from all 25 Elementary Schools competed by making their favorite healthy Sandwich. Below are the students who competed:

Abbott	Ethan	Reutzel	Jalapeno Turkey Melt
Ackerman	Amelia(Mia)	Vander Zwaag	Veggie Tortuga Sandwich
Aldrich	Jonah	Holstein	The Great Mexican Tuna Quesadilla
Black Elk	Dylan	Williams	El Pollo Loco
Bryan	Lilly	Shephard	Health Crunch Spread
Cather	Oscar	Arias-Lozano	Southwest Chicken wrap
Cody	Mason	Peters	Tuna Salad Wrap
Cottonwood	Isabella (Bella)	Guerrero	The Great Wrap
Disney	Gavin	Lang	Healthy Man's Sandwich
Ezra	Christian	Lund	A Pocket Full of Chicken Salad
Harvey Oaks	Joseph (Joe)	Vocelka	Waffle Sandwich
Hitchcock	Sara	Kaiser	Tuna Roll
Holling	Zane	Frank	Zane's Sandwich
Montclair	Kristina	Razamazova	Hummus Veggie Wrap
Morton	Sydni	Wiedel	Grilled Veggie Hoagie
Neihardt	Justin	Chaiyasit	Spicy Tuna Roll
Norris	Lucie	Newman	Waffle Gobler
Reagan	Blake	Skoumal	Popping Rolls of Wonder
Reeder	Ashley	Sudeta	Honey Mustard Chicken Sandwich
Rockwell	Sophie	Caples	Sophie C. Wrapini
Rohwer	Abby	Gilreath	Thai Chicken Wrap
Sandoz	Jack	Langham	Super Green Hulk Wrap
Upchurch	Wyatt	Williams	Bacon Deluxe Roll
Wheeler	Mason	Witt	Pulled Turk-que Sandwich
Willowdale	Kalani	Kerkman	Philly Beef Stuffed Sandwich

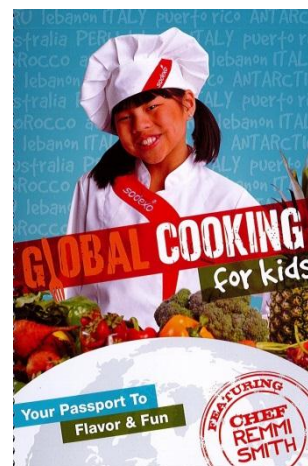


Executive Summary January – March 2014 Quarterly Review

Each student competing received a gift bag with the cookbook “Global Cooking for Kids” featuring Chef Remmi Smith, Sodexo’s Ambassador Chef. Additionally they received their chef coats and hats to keep.

The top 5 recipes were awarded \$50 gift cards and the 1st place winner received an additional basket of cooking items, and was advanced to the Sodexo National Competition. At the National level, the MPS winning recipe will compete against hundreds of other student recipes for a chance to be chosen as the overall winner. His recipe will also have a chance to be featured during the 14/15 school year as a Limited Time Offering menu item as well as being featured in an upcoming cook book.

Our Grand Prize winner was Ethan Reutzel from Abbott, with his Jalapeno Turkey Melt.



Our 2nd through 5th place winners were:

- ✚ Dylan Williams from Black Elk
- ✚ Oscar Arias-Lozano from Cather
- ✚ Sydni Wiedel from Morton
- ✚ Lucie Newman from Norris





Executive Summary January – March 2014 Quarterly Review

ACHIEVEMENTS:

- MPS and Sodexo received the NDE State Audit on the Food Service Program in January. The audit was passed with no critical violations. The representatives of the State commented on how smoothly the audit went and how organized the program is.
- Grab N Go label pilot for Breakfast and FUTP 60 began at Beadle, Central, Neihardt, Upchurch, Wheeler and Reagan. Each school received \$2500 in equipment and supplies including carts, insulated coolers and promotional material.



- Breakfast Recipe testing for FUTP 60 began at Neihardt, Beadle and Upchurch.
- MPS Food Service program received \$33,000 in grant money to begin a Grab n Go Breakfast/Breakfast in the Classroom pilot. Monies were provided by FUTP 60. These pilots are being conducted at Upchurch, Rockwell, Reagan, Wheeler, Rohwer, Neihardt, Ackerman, Disney, Ezra, Harvey Oaks and Reeder. Grant funds will be used for the following:
 - \$1200 to purchase 20 hand vacuums for the classrooms and 2 Ninja Blenders.
 - \$300 in staff stipend
 - \$800 for Physical activity play
 - \$500 for kickoff and promotion of the program.
- As we do in Facilities, we began surveying the Teachers throughout the District in regards to the Food Service Program. This addition to our current survey began in October, 2013 and has continued throughout the school year. Below are the results of those surveys, on a scale of 1 to 4:

District Average	3.32
High Average	3.12
Middle Average	3.49
Elementary Average	3.29



Executive Summary
January – March 2014
Quarterly Review

Staff Development

January Topics

- ❖ Blood Borne Pathogens
- ❖ Hearing Protection
- ❖ Proper Glove Use

February

- ❖ Personal Protection Equipment
- ❖ First Aid
- ❖ Knife Safety
- ❖ Proper Thawing Methods
- ❖ High School, Middle School and Elementary School Manager Meetings
- ❖ New Employee Orientation
- ❖ Food Handlers Class
- ❖ ServeSafe Training
- ❖ GM Divisional Meetings (Justin) in Oklahoma

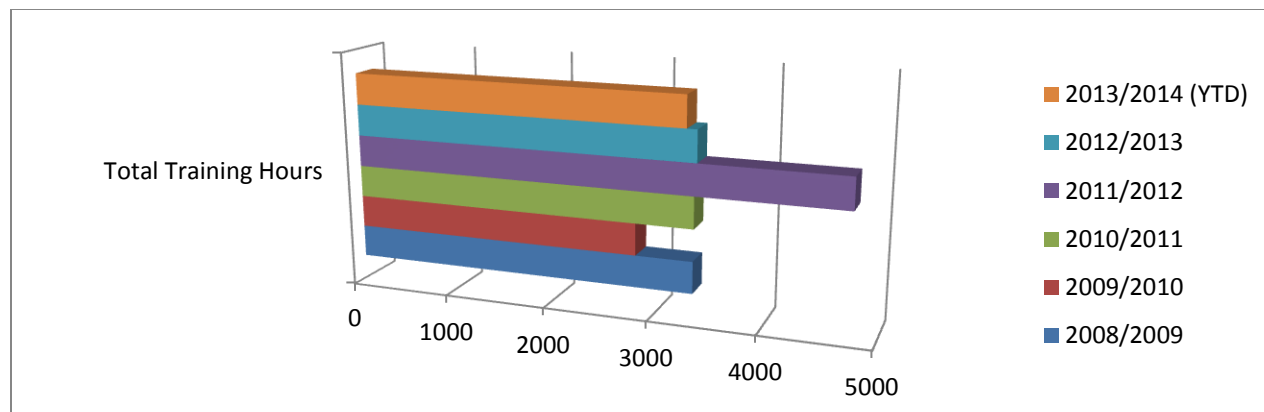
March

- ❖ Safe Equipment Use
- ❖ Proper Holding Methods
- ❖ Proper Reheating Methods
- ❖ High School, Middle School and Elementary School Manager Meetings
- ❖ Food Handlers Class

	July – September	October – December	January – March	April – June	Year-to- Date
<i>Total Training Hours – 2013/2014</i>	1690.50	735.50	859.00		3285.00
<i>Total Training Hours – 2012/2013</i>	1542.00	565.00	661.00	616.00	3384.00
<i>Total Training Hours – 2011/2012</i>	1625.00	726.75	1783.25	624.50	4759.50
<i>Total Training Hours – 2010/2011</i>	1617.50	760.25	584.00	399.00	3360.75
<i>Total Training Hours – 2009/2010</i>	1080.50	687.75	558.00	489.75	2816.00
<i>Total Training Hours – 2008/2009</i>	1491.50	351.50	496.50	1016.50	3356.00



Executive Summary
January – March 2014
Quarterly Review



Financial Projections
2013-2014 School Year

	2013-2014 Projections	2012-2013 Actuals
Income	\$10,565,346	\$10,543,250
VDA/Rebate Income	\$862,831	\$824,684
Total Income	\$11,428,177	\$11,367,934
Food	\$5,154,672	\$4,798,038
Labor	\$4,557,891	\$4,531,594
Supplies and Other Expenses	\$1,501,704	\$1,511,296
Total Expenses	\$11,214,267	\$10,840,928
Return after Direct Expenses	\$213,910	\$527,006

2013-2014 School Year Indirect Expenses

	2013-2014 Projections	2012-2013 Actuals
Building Transfers	\$161,540	\$323,080
Custodial Transfers	-	\$196,730
Para Transfers	\$279,570	\$248,230
Total Transfers out of Food Service	\$441,110	\$768,040
Net return after Transfers	(\$227,201)	(\$241,035)



Executive Summary
January – March 2014
Quarterly Review

*Volume Discount
 Allowances (Rebates)*

	VDA Guarantee	Actual VDA's Achieved	VDA's Returned to MPS
2013-2014 (Projections)	\$ 862,831	TBD	\$ 862,831
2012-2013	\$ 517,316	\$ 824,864	\$ 824,864
2011-2012	\$ 517,316	\$ 766,081	\$ 766,081
2010-2011	\$ 517,316	\$ 721,637	\$ 721,637
2009-2010	\$ 517,316	\$ 642,521	\$ 642,521
2008-2009	\$ 517,316	\$ 456,958	\$ 517,316

Measures being taken and planned to improve Food Service financial position:

- Working with NDE to set up Net off Invoicing to improve selection and utilization of commodity dollars.
- Re-evaluating work force and staffing levels with projected enrollment numbers for the 14/15 school year.
- Utilization of right products, right vendors to maximize VDA return to MPS.
- Menu planning meeting to increase efficiencies and cost savings.
- In working with Ken Fossen, Building Transfers were cut in half this school year and will be eliminated next school year.
- In working with Ken Fossen and Chris Hughes, reduced Custodial Transfers by \$50,000 this year and are researching if it can be reduced further this school year as well as next school year.

Meals Served

Below is the breakdown of meals served during the quarter. We experienced two snow days during the period. And although meals are still down as compared to the same quarter last school year, we are continuing to gain ground.

- Comparing August to March, we are now serving 294 more lunches per day, or a 2.2% increase in lunches served.
- Additionally we are serving 130 more breakfasts during the same time period, or an 8.6% increase in breakfasts served.



Executive Summary
January – March 2014
Quarterly Review

All Schools

	2013-2014		2012-2013	
	Breakfast Served	Lunch Served	Breakfast Served	Lunch Served
Elementary	80087	346627	84579	369610
Middle	13852	185644	14974	199605
High	13323	150798	17620	154943
Total	107262	683069	117173	724158
Average/Serving Day (50)(52)	2145	13661	2253	13926
Variance over Last Year/Serving Day	-108	-265		

Measures being taken and planned for to improve participation in the Food Service Program:

- Student Focus Groups.
- Employee Focus Groups.
- Participation Contest among kitchens.
- Breakfast in the Classroom/Grab N Go Breakfast pilots and introduction on a wider scale next school year.
- Memo to all households on benefits of school breakfast and lunch.
- Extensive partnership and utilization of programs available through FUTP 60.
- Partnership with Horizon Culinary Academy in recipe development and promotion.
- Utilization of the “Smarter Lunchroom Movement” developed by Cornell University and adopted by Sodexo.
- Expansion and updating of the Food Service web page.
- Environmental improvements at all three High Schools, including décor, layout and menu displays.
- Addition of 2nd chance breakfast at North High and Kiosk breakfast at West High.

Below is a summary of the Free and Reduced students currently enrolled at Millard Public Schools, along with the percentage as it relates to total enrollment. (As of March 31, 2014)

	Free	Reduced	Free & Reduced Percentage
2013-2014 (Mar)	3451	1292	20.32%
2012-2013 (Mar)	3356	1269	20.03%
2011-2012 (Mar)	3350	1181	19.91%
2010-2011 (Mar)	3017	1002	17.99%
2009-2010 (Mar)	2493	1025	15.95%
2008-2009 (Mar)	1984	909	13.34%
2007-2008 (Mar)	1740	773	11.63%

AGENDA SUMMARY SHEET

AGENDA ITEM: Quarterly M&O Report

MEETING DATE: May 7, 2014

DEPARTMENT: General Administration

TITLE & BRIEF DESCRIPTION: Quarterly M&O Report – The quarterly report from Sodexo regarding the District’s Maintenance and Operations.

ACTION DESIRED: Approval Discussion Information Only

BACKGROUND: n/a

OPTIONS AND ALTERNATIVES: n/a

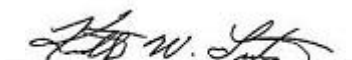
RECOMMENDATION: n/a

STRATEGIC PLAN REFERENCE: n/a

IMPLICATIONS OF ADOPTION/REJECTION: n/a

TIMELINE: n/a

RESPONSIBLE PERSON: Bob Snowden, Resident District Manager (Sodexo) and Ken Fossen, Associate Superintendent (General Administration)

SUPERINTENDENT’S APPROVAL: 



Millard Public Schools Executive Summary

Quarterly Report for January – March, 2014

MAINTENANCE HIGHLIGHTS

- Rebuilt an air handler at Bryan.
- Installed new fill in cooling tower at Abbott.
- Repaired HVAC communication problems at Andersen.
- Cleaned all cooling towers in preparation for this cooling season.
- Repaired various heat pumps throughout the District.
- Worked with Morrissey Engineering to correct heat overload in the server room at RWSSC.
- Completed mid-year fire equipment inspection and corrected issues that were found.
- Summer project schedules are being developed including:
 - Summer Painting
 - Summer Carpentry Projects
 - HVAC/Mechanical Preventative Maintenance
 - Coordination of Maintenance Shop assistance in regards to Summer Projects/Construction

GROUND'S HIGHLIGHTS

- Completed all snow removal operations, sanding and salting through the quarter. There were only two snow days during this period, but numerous sanding/salting operations also took place.
- Prepared fields for the start of spring sports at the secondary schools.
- Irrigation is being prepared for the mowing season.
- All snow equipment will be PM'ed and put away for the season.
- All mowing equipment is prepared for the mowing season.
- Tree trimming, mulching and wood chipping continued throughout the quarter.

CUSTODIAL HIGHLIGHTS

- The Custodial Department spent time in the planning of this coming summer. A coordinated effort will be needed to move out classrooms, and then re-load them after the construction projects. Cleaning of many schools will not begin until late July after construction is completed. We will be moving staff around building to building in order to get those schools



completed that are not affected by construction by mid-July. This will enable us to then move custodians from completed schools to those schools coming out of construction.

- During the week of Spring Break, minor cleaning projects were completed including the following:
 - Clean and buff hard surface flooring
 - Spot clean carpets
 - Window washing
 - Cleaning up sand and gravel from sidewalks
 - Project cleaning restrooms and classrooms

GENERAL HIGHLIGHTS

- Bob Snowden attended Sodexo Training in March for DM Foundations. This training was 3 ½ days over March 17-21.
- Facilities received its Annual Safety Audit from NSF, a third party vendor hired by Sodexo. We received a Gold Audit, which is a 103%.
- All Bond Executive Committee meetings were attended during the quarter.
- The Annual Principal Surveys are being prepared and will be distributed in May.
- M&O Budgets were prepared for the Program Budgeting Process for FY 15.

STAFF DEVELOPMENT

Below are the training subjects that were covered with Custodial, Maintenance and Grounds during the quarter, along with the total hours trained year-to-date and a comparison to previous years.

January

- Bloodborne Pathogens
- Hearing Protection
- Proper Glove Use
- Accountability
- Skills Training

February

- Personal Protection Equipment
- First Aide
- Respect
- Skills Training
- New Employee Orientation

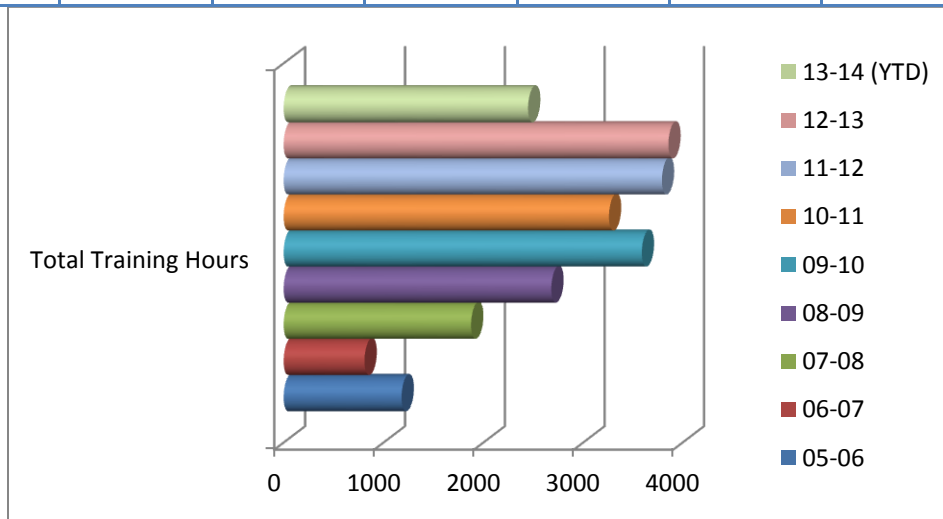


March

- Safe Equipment Use
- Enthusiasm
- Skills Training

MPS Training by Quarter with Comparison to Previous Quarters

Training Period	2013-2014 Total Hours	2012-2013 Total Hours	2011-2012 Total Hours	2010-2011 Total Hours	2009-2010 Total Hours	2008-2009 Total Hours	2007-2008 Total Hours	2006-2007 Total Hours	2005-2006 Total Hours
Jul – Sept	1053.00	1319.00	685.50	489.00	522.75	580.00	264.50	116.25	205.25
Oct – Dec	739.50	738.00	910.50	783.75	696.75	508.75	294.00	234.50	159.00
Jan – Mar	655.00	679.00	843.75	659.25	682.50	766.25	470.00	235.75	469.25
Apr - Jun	In progress	1121.50	1352.50	1327.50	686.00	825.50	848.50	223.50	347.50
YTD	2447.50	3857.50	3792.25	3259.50	2590.00	2680.50	1877.00	810.00	1181.00
% Increase/Decrease	-36.6%	+1.7%	+16.3%	+25.8%	-3.4%	+42.8%	+132.7%	-31.4%	-
Average/Employee	12.6 hours	19.8 hours	18.7 hours	16.0 hours	13.2 hours	13.8 hours	9.8 hours	4.5 hours	6.6 hours





QUALITY AND PRODUCTIVITY

MONTHLY CUSTODIAL INSPECTIONS

Monthly Custodial Inspections began again in September and will continue throughout the school year. Scale for these inspections are a 1 to 4 scale, with 1 = unacceptable, 2 = needs improvement, 3 = meets expectations, and 4 = exceeding expectations.

Monthly Custodial Inspections

	January 2014	January 2013
District	3.04	3.38
High School	2.94	3.49
Middle School	3.11	3.37
Elementary/Other	3.06	3.29

	February 2014	February 2013
District	3.16	3.10
High School	3.20	3.08
Middle School	3.28	3.11
Elementary/Other	3.01	3.10

	March 2014	March 2013
District	3.06	3.25
High School	3.00	3.38
Middle School	3.13	3.19
Elementary/Other	3.04	3.18

TEACHER SURVEYS – All Department Survey

Teacher Surveys began again in September and will continue throughout May. Below are the results from the Quarter:

January 2014 210 surveys completed

	Overall Average	Custodial Average	Maintenance Average	Ground's Average
District Average	3.30	3.22	3.49	3.07
High School	3.33	3.14	3.85	3.60
Middle School	3.54	3.47	3.63	3.60
Elementary School	2.47	1.72	3.12	2.79

February 2014



104 surveys completed

	Overall Average	Custodial Average	Maintenance Average	Ground's Average
District Average	3.20	3.15	3.26	3.28
High School	3.30	3.16	3.39	3.60
Middle School	3.22	3.16	3.36	3.40
Elementary School	3.17	3.12	3.21	3.23

March 2014 278 surveys completed

	Overall Average	Custodial Average	Maintenance Average	Ground's Average
District Average	3.26	3.28	3.25	3.29
High School	3.39	3.60	3.43	3.32
Middle School	3.36	3.40	2.50	3.42
Elementary School	3.21	3.23	3.20	3.15

Comparison of District Average by Year and Department

	Number of Surveys	District Average	Custodial Average	Maintenance Average	Grounds Average
2013-2014 YTD	1113	3.28	3.24	3.34	3.28
2012-2013 YTD	1535	3.30	3.26	3.40	3.30
2011-2012 YTD	1214	3.32	3.28	3.38	3.34
2010-2011 YTD	1474	3.30	3.27	3.40	3.25
2009-2010 YTD	1185	3.34	3.31	3.42	3.25
2008-2009 YTD	1250	3.36	3.34	3.42	3.25
2007-2008 YTD	1398	3.40	3.40	3.45	3.28
2006-2007 YTD	1128	3.42	3.41	3.47	3.30
2005-2006 YTD	1001	3.36	3.33	3.43	3.30
2004-2005 YTD	1074	3.34	3.31	3.40	3.22
2003-2004 YTD	351	3.29	3.28	3.35	3.17

Comparison by School Type

	High School	Middle School	Elementary School
2013-2014 YTD	3.24	3.43	3.09
2012-2013 YTD	3.15	3.44	3.27
2011-2012 YTD	3.10	3.54	3.27
2010-2011 YTD	3.19	3.52	3.24
2009-2010 YTD	3.26	3.58	3.23
2008-2009 YTD	3.38	3.50	3.31
2007-2008 YTD	3.42	3.53	3.36
2006-2007 YTD	3.34	3.60	3.36
2005-2006 YTD	3.21	3.57	3.37
2004-2005 YTD	3.27	3.59	3.23
2003-2004 YTD	3.18	3.46	3.30



Ground's Department Results by Area

	East	West	North	Central
2013-2014 TYD	3.28	3.35	3.32	2.99
2012-2013 YTD	3.30	3.30	3.30	3.33
2011-2012 YTD	3.34	3.42	3.29	3.29
2010-2011 TYD	3.16	3.36	3.27	3.16
2009-2010 YTD	3.19	3.34	3.26	3.14
2008-2009 YTD	3.07	3.38	3.22	3.30
2007-2008 YTD	3.37	3.26	3.25	3.19
2006-2007 YTD	3.23	3.38	3.24	3.48

MAINTENANCE WORK ORDERS

Below is a breakdown for work orders received and completed for the period of January – March, 2014

	<i>Received</i>	<i>Completed</i>	<i>Open</i>
Building Engineers	180	130	46
Carpentry	695	655	282
Custodial	9	9	1
Electrical	252	235	50
Flooring	13	13	13
Grounds	195	189	157
Mechanical/HVAC	891	921	318
Painting	56	54	91
Special Project	0	0	3
Vehicle	27	1	8
Total	2318	2232	969

Age of All Open Demand Work Orders in the System

Days Open	0-14	15-28	29-60	61-90	91-120	121-150	151-180	181-365	Over 365
Building Engineers	0	46	0	0	0	0	0	0	0
Carpentry	101	24	34	19	21	9	15	53	6
Custodial	0	0	0	0	0	0	0	1	0
Electrical	21	3	10	5	6	1	1	1	2
Flooring	3	0	1	0	0	0	2	7	0
Grounds	16	2	9	24	10	5	10	57	24
HVAC	104	33	28	33	30	26	25	25	14
Painting	15	13	8	3	3	8	14	22	5
Special Project	0	0	0	0	0	0	0	0	3
Vehicle	6	0	0	1	0	0	0	1	0



Days Open	0-14	15-28	29-60	61-90	91-120	121-150	151-180	181-365	Over 365
2013-2014 Totals	266	121	90	85	70	49	67	167	54
2012-2013 Totals	271	62	84	75	29	16	16	32	37
2011-2012 Totals	265	102	167	83	64	39	27	134	79
2010-2011 Totals	306	123	114	49	57	35	32	119	57
2009-2010 Totals	271	120	117	91	56	22	12	63	50
2008-2009 Totals	282	106	109	75	56	31	23	76	48
2007-2008 Totals	263	94	117	41	44	15	19	81	78

PREVENTATIVE MAINTENANCE

Below is a breakdown of all Preventative Maintenance work orders open and completed for the period of January – March 2014.

Open as of 4/23/14	Total Completed
711	776

Age of All Open Planned Work Orders in the System

Days Open	0-14	15-28	29-60	61-90	91-120	121-150	151-180	181-365	Over 365
Carpentry	3	3	54	0	0	0	0	4	2
Custodial	94	24	35	3	13	8	0	0	1
Grounds	10	0	6	3	0	0	4	12	1
HVAC	44	126	47	66	15	4	21	96	9
Electrical	2	0	0	0	0	0	0	0	0
Vehicle	0	0	0	0	0	0	0	0	0
2013-2014 Totals	153	154	142	72	28	12	25	112	13
2012-2013 Totals	175	6	43	15	26	10	6	19	0
2011-2012 Totals	1028	23	126	24	32	9	0	0	0
2010-2011 Totals	689	120	83	39	35	20	9	27	1
2009-2010 Totals	962	43	41	23	29	22	9	97	0
2008-2009 Totals	807	48	34	16	14	0	0	0	0
2007-2008 Totals	805	104	165	16	49	36	21	158	0