

OVERTON PUBLIC SCHOOL DISTRICT 24-0004  
OVERTON BOARD OF EDUCATION  
BOARD MEETING: August 8, 2022

BOARD OF EDUCATION AGENDA:

- 7:30            **A.      Call meeting to order**
- 7:35            **B.      Compliance Statement**
- 7:40            **C.      With consent of the Board, receive reports from School Personnel, Patrons. or  
                 Community Groups.**
- 7:45            **D.      Read and consider communications**
- 7:50            **E.      Approve the agenda**
- 7:55            **F.      Approve minutes**
- 8:00            **G.      Act on bills for payment**
- H.      Matters pending before the Board**
- 8:05            1.      Consider authorizing the superintendent to pay the late August bills.
- 8:10            2.      Consider approving the classified staff salary and benefits for the 2022-2023  
                 school year.
- 8:15            3.      Consider approving the Safe Return to School Plan.
- I.      Board Reports and Discussion**
- 8:20            **Board Reports**
  - a.    Meetings Attended:
  - b.    Upcoming Meetings:
  - c.    Transportation Committee Report:
  - d.    Interlocal Committee Report:
  - e.    Facilities Committee Report:
  - f.    Curriculum Committee Report:
  - g.    Negotiations:
- Discussion**
- J.      Administrative Reports**
- 8:40            1.      Principal's Report
- 8:55            2.      Superintendent's Report

Next regularly scheduled meeting is September 12, 2022

**COMMENTS:**

1. To pay the late August bills. The school fiscal year ends on August 31, 2022. A report will be given to the board at the September meeting.
2. Superintendent recommends changes in health/dental premiums and a .xx per hour raise for all classified employees.
3. Administration recommends the board approve the return to school safely plan.

**DISCUSSION:**

**F. Board Reports and Discussion:**

1. **Board Reports**

- a. Meetings Attended:
- b. Upcoming Meetings:
- c. Transportation:
- d. Interlocal:
- e. Facilities:
- f. Curriculum Committee Report:
- g. Negotiations:

2. **Discussion Topics**
- a. Summer Projects Update
  - b. September Board Meeting and Hearings
  - c. Budget and Financial Review
  - d. Review Bully Policy 5054

**G. Administrative Reports:**

**Principal's Report**

1. Upcoming Calendar and Events
2. Enrollment Update

**Superintendent's Report**

1. Option Enrollment-  
Out:
- a. Emma Weiland – Grade 11 to LPS
  - b.
  - c.
- In:
- a. Eli Robinson – Grade 9 from KPS
  - b. Harper Robinson – Grade 6 from KPS
  - c. Kendall Robinson – Grade 2 from KPs

Change - a.

2. Financial Review
3. Budget Review
4. Projects Update
5. September board meeting date and time – budget hearing and tax request hearing
6. Other

# OVERTON EAGLES

Overton Public School 24-0004  
P.O. Box 310 401 7th Street  
Overton, NE 68863-0310



Mark A. Aten, *Superintendent*  
Brian Fleischman, *Principal*  
Jody Skallberg, *Counselor*  
Brian Fleischman, *Activities Director*

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NOTICE OF MEETING  
BOARD OF EDUCATION  
OF OVERTON, NEBRASKA

NOTICE IS HEREBY GIVEN, that a meeting of the Board of Education at School District 24-0004, of Overton, Nebraska will be held at 7:30 p.m. on Monday, August 8 2022 at the Overton Public School, which meeting is open to the public. An agenda for such meeting kept continuously current, is available for public inspection at the office of the Superintendent, in the Overton Public School Building, 401 7<sup>th</sup> Street, Overton, Nebraska.

Jared Walahoski  
Secretary of the Board

*Heather Brennan   Gordon Lassen   Board of Education   Doug Luther   Joel Meier   Keith Rudeen   Jared Walahoski*

Overton Public Schools  
Overton Board of Education

Minutes of the Regular Board of Education Meeting  
Overton Public School District 24-0004

**Board President or Presiding Officer: Meeting to Order and Roll Call.**

The **August 8, 2022** regular monthly meeting of the Overton Public School Board of Education is called to order and is now in session. Roll call.

	Present	Absent
Brennan	_____	_____
Lassen	_____	_____
Luther	_____	_____
Meier	_____	_____
Rudeen	_____	_____
Walchoski	_____	_____

**Excuse the absence of board member** \_\_\_\_\_

	Yes	No
Brennan	_____	_____
Lassen	_____	_____
Luther	_____	_____
Meier	_____	_____
Rudeen	_____	_____
Walchoski	_____	_____

**Vote** \_\_\_\_\_

**Compliance Statement:** To be in compliance with LB 898, the Nebraska Open Meetings Law, I would like to inform the public that a copy of the Open Meetings Law is posted near the LMC check-out counter. This meeting has been advertised in the **August 4, 2022** edition of the The Beacon Observer, and also posted on the south doors of the school, Post Office, school's web site and the Security First Bank. There is packet provided for the public.

**Comment Section:** At this time, visitors may address the board. If it is regarding an agenda item, please state your name and refer to the agenda item. This is the only time you will be able to comment on the item. If it is regarding a topic not on the agenda, and not a personnel item, we will hear your comments but will not add the item to the action list, we may add it to the discussion list next month. If it is a personnel issue, you must follow steps outlined in Board Policy regarding personnel concerns. The total time allotted for the public comment will not exceed thirty minutes and each member of the public will be allotted not more than five minutes to address the Board. If a group wishes to speak, please designate one spokesperson for the group.

Guests Present: See Attached Document A.

**The following presented reports to the Board:**

1. \_\_\_\_\_ - Topic - \_\_\_\_\_
2. \_\_\_\_\_ - Topic - \_\_\_\_\_

3. \_\_\_\_\_ - Topic - \_\_\_\_\_

**The following communications were read or presented to the Board:**

1. \_\_\_\_\_ - Topic - \_\_\_\_\_

2. \_\_\_\_\_ - Topic - \_\_\_\_\_

3. \_\_\_\_\_ - Topic - \_\_\_\_\_

**A Motion made by \_\_\_\_\_ and seconded by \_\_\_\_\_**

**to approve the agenda of the August 8, 2022 meeting.**

**Discussion:**

Votes:	YES	NO	ABSENT
Brennan	_____	_____	_____
Lassen	_____	_____	_____
Luther	_____	_____	_____
Meier	_____	_____	_____
Rudeen	_____	_____	_____
Walchoski	_____	_____	_____

Vote \_\_\_\_\_

**A Motion made by \_\_\_\_\_ and seconded by \_\_\_\_\_**

**to approve the minutes of the July 11, 2022 regular board minutes as presented.**

**Discussion:**

Votes:	YES	NO	ABSENT
Brennan	_____	_____	_____
Lassen	_____	_____	_____
Luther	_____	_____	_____
Meier	_____	_____	_____
Rudeen	_____	_____	_____
Walchoski	_____	_____	_____

Vote \_\_\_\_\_

**A motion by \_\_\_\_\_ and seconded by \_\_\_\_\_ to approve the August bill roster in the amount of \$223,418.34.**

**Discussion:**

Votes:

	YES	NO	ABSENT
Brennan	_____	_____	_____
Lassen	_____	_____	_____
Luther	_____	_____	_____
Meier	_____	_____	_____
Rudeen	_____	_____	_____
Walchoski	_____	_____	_____

Vote \_\_\_\_\_

**MINUTES OF THE OVERTON PUBLIC SCHOOL BOARD OF EDUCATION  
REGULAR MEETING**

**July 11, 2022**

**7:30 p.m.**

**Board President called the meeting to order. Members Present:**

Lassen  
Luther  
Meier  
Rudeen  
Walahoski

**Notification:** The July 11, 2022 meeting of the Overton Public School Board of Education was posted at the Overton Public School, on the Overton Public School website, Beacon Observer, Overton Post Office, and the Security First Bank.

**Open Meetings Information:** To be in compliance with LB 898, The Nebraska Open Meetings Act, Board President informed the public that a copy of the Open Meetings Law is posted near the LMC check-out counter.

**Administration Present:** Mark Aten, Superintendent, Brian Fleischman, Principal

**Guests Present:** Alicia Lassen and Seth Ehlers

**Public Comments:** None

**Reports:** Mrs. Alicia Lassen provided a presentation regarding how LMC materials are ordered, inventoried, stored, and how students check out the materials. This presentation relates to board policy 6037 Selection and Review of Library Materials.

**Communications:** None

**Other:** Excused the absence of board member Brennan.

	Yes	No
Lassen	X	
Luther	X	
Meier	X	
Rudeen	X	
Walahoski	X	

Vote: 5-0-1.

**Action Items:**

1. **Agenda:** Moved by Luther, seconded by Walahoski to approve the agenda of the July 11, 2022 regular monthly board meeting as presented. Discussion: Discussion was limited as there were no changes made to the agenda. Motion 5-0-1. Yes (5) Lassen, Luther, Meier, Rudeen, and Walahoski. No (0). Absent (1) Brennan.
2. **Minutes:** Moved by Lassen, seconded by Rudeen to approve the minutes of the June 13, 2022 regular board minutes as presented. Discussion: Discussion was limited as there were no corrections were made to the minutes. Motion 5-0-1. Yes (5) Lassen, Luther, Meier, Rudeen, and Walahoski. No (0). Absent (1) Brennan.

3. **Claims:** Moved by Luther, seconded by Meier to pay the July General Fund bill roster in the amount \$118,192.78. Discussion: Superintendent provided additional information on several of the bills and board members requested additional information on three of the bills. Motion 5-0-1. Yes (5) Lassen, Luther, Meier, Rudeen, and Walahoski. No (0). Absent (1) Brennan.
4. Moved by Luther, seconded by Lassen to approve the facility rental rates, substitute teacher pay, tuition, activity admission, and mileage rate for the 2022-2023 school year. Discussion: Discussion included the principal providing rationale for moving the substitute pay five dollars per day, and rationale for increasing the per meal prices for breakfast and lunch. The board also discussed the amount of support the district will provide for the food program during the 2022-2023 school year. Motion 5-0-1. Yes (5) Lassen, Luther, Meier, Rudeen, and Walahoski. No (0). Absent (1) Brennan.
5. Moved by Luther, seconded by Walahoski to approve local substitute teachers. Discussion: Board agreed with the recommendation to continue to use local substitutes. Motion 5-0-1. Yes (5) Lassen, Luther, Meier, Rudeen, and Walahoski. No (0). Absent (1) Brennan.
6. Moved by Rudeen, seconded by Meier to approve the 2022-2023 handbooks. Discussion: Board agreed with the recommendations provided by KSB School Law for the changes to all handbooks. Motion 5-0-1. Yes (5) Lassen, Luther, Meier, Rudeen, and Walahoski. No (0). Absent (1) Brennan.
7. Moved by Lassen, seconded by Walahoski to approve board policies. 2008: Meetings, 2010: Preparations for Board Meetings, 3003.1: Bidding for Construction, Remodeling, Repair or Related Projects, 3004.1: Fiscal Management for Purchasing and Procurement Using Federal Dollars, 3012: School Meal Program and Meal Charges, 3057 Title IX Policy, 4056: Resignation of Certificated Staff, 4064 Transporting Students in Employee Vehicles, 5012: Testing and Assessment Program, 6021: District Criteria for Selecting Evaluators to be Used for Special Education Evaluation and Verification and Independent Educational Evaluations, 6037: Selection and Review of Library Materials. Discussion: Board agreed with all board policy updates. Motion 5-0-1. Yes (5) Lassen, Luther, Meier, Rudeen, and Walahoski. No (0). Absent (1) Brennan.
8. Moved by Luther, seconded by Walahoski to adjourn the meeting at 9:00 p.m. Discussion: Limited discussion as the board agreed it was time to adjourn. Motion 5-0-1. Yes (5) Lassen, Luther, Meier, Rudeen, and Walahoski. No (0). Absent (1) Brennan.

#### **Board Reports and Discussion Topics:**

1. **Board Reports:**
  - a. Transportation:
  - b. Facilities and Grounds:
  - c. Negotiations:
  - d. American Civics:
  - e. Interlocal:
2. **Discussion Topics:**
  - a. August Board Meeting scheduled for Monday, August 8, 2022 beginning at 7:30 p.m. in the LMC.
  - b. Food Program status and upcoming school year discussion

#### **Administrative Reports:**

##### **Principal's Report:**

- a. Calendar Update
- b. Enrollment Update



c. 2022-2023 Handbooks

**Superintendent's Report:**

1. Enrollment Option Report
2. Option Enrollment -
  - Out a.
  - In a.  
b.

Change of Status a.
3. Financial and Budget Update
4. Projects Update – Track and Flooring
5. Upcoming 2022-2023 Budget/Tax Request Hearings and Meetings
6. Simunitions/Active Shooter Training
7. Certificate of Accreditation for the 2022-2023 School Year
8. Transportation Requirements for small vehicle

**MINUTES OF THE OVERTON PUBLIC SCHOOL BOARD OF EDUCATION  
SPECIAL MEETING  
Student Fees Hearing  
July 11, 2022  
7:15 p.m.**

**Board President called the meeting to order. Members Present:**

Lassen  
Luther  
Meier  
Rudeen  
Walahoski

Excused the absence of board member Brennan.

	<u>Yes</u>	<u>No</u>
Lassen	<u>X</u>	
Luther	<u>X</u>	
Meier	<u>X</u>	
Rudeen	<u>X</u>	
Walahoski	<u>X</u>	

Vote: 5-0-1

**Notification:** The July 11, 2022 special meeting of the Overton Public School Board of Education was advertised in the July 7, 2022 edition of the Beacon Observer, and was also posted at the Overton Public School, on the Overton Public School web site, Post Office, and the Security First Bank.

**Open Meetings Information:** To be in compliance with LB 898, The Nebraska Open Meetings Act, Board President informed the public that a copy of the Open Meetings Law is posted near the LMC check-out counter.

**Administration Present:** Mark Aten, Superintendent and Brian Fleischman, Principal

**Guests Present:** Alicia Lassen and Seth Ehlers

**Other:** No public comments.

**Action Items:**

1. Moved by Meier, seconded by Walahoski to adjourn the hearing at 7:30 p.m. Motion carried 5-0-1. Voting Yes (5): Lassen, Luther, Meier, Rudeen, and Walahoski. Voting No (0): Absent (1) Brennan.

	Overton Public School District	
	Bill Roster	
	Month:	August
	Status:	Official
8/8/2022	Total:	\$ 223,418.34
Vendor	Total Amount	New Code Description
Amazon Business	\$ 127.97	Reg. Instruct. - Voc. Bus. Supplies
Apple Inc	\$ 27,981.00	Technology Purchases - iPads/Computers
Apple Inc	\$ 4,627.00	Technology Purchases - iPads/Computers/ESSER II
ATC Communications	\$ 159.45	Fiscal Services - Phone Service
Band Shoppe	\$ 116.85	Reg. Instruction - Instrumental Music - Supplies
Black Hills Energy	\$ 120.47	Operations of Buildings - Natural Gas
Bowie Fertilizer	\$ 2,416.00	Care & Upkeep of Grounds - Fertilizer
C&S Truck & Salvage	\$ 1,706.16	Vehicle Servicing and Maintenance - Bus Repairs/Inspections
CDW-G	\$ 404.24	Reg. Instruct. - Technology Supplies - Family Center
Cengage Learning	\$ 31.50	Reg. Instruct. Voc. Bus. Supplies
CenturyLink	\$ 62.72	Operation of Buildings Communications - Long Distance Phone
CHS	\$ 10,967.00	Fuel - Propane for Buses
Clouse's Tree Service	\$ 2,200.00	Tree Removal and Trimming
Converse Flooring	\$ 19,272.66	Building Improvements Construction Services
Custom Sports	\$ 218.00	Reg. Instruct. - Staff Supplies
Dan's Sanitation	\$ 314.25	Operation of Buildings Cleaning Services - Trash Removal
DAS State ACCTG - Central Finance	\$ 259.49	Reg. Instruct. Network Services
Dawson Public Power District - Prek	\$ 134.35	Operation of Preschool - Electricity
Dawson Public Power District - School	\$ 4,967.84	Operation of Buildings Electricity
Dawson Public Power District - Trans.	\$ 86.89	Vehicle Servicing and Maintenance - Reg. Ed. - Bus Barn Energy
Ecolab	\$ 97.50	Operation of Buildings Pest Control
Engineered Controls	\$ 140.00	Building Repairs and Maintenance - HVAC Controls
ESU 10	\$ 250.00	Technology Services
ESU 10	\$ 220.00	Reg. Instruct. Employee Training - L/A
ESU 10 - SPED Services	\$ 707.94	SPED Speech Path. & Audiology Ages Birth-2
ESU 10 - SPED Services	\$ 698.02	SPED Speech Path. & Audiology - Elementary
ESU Coordinating Council	\$ 612.50	Network Filtering - Securly Filter One Year Subscription
Foster Lumber, LLC	\$ 45.15	Reg. Instruct. - Prek 3 Supplies
GD Concrete Construction	\$ 11,360.00	Building Improvements Construction Services - Sidewalk Repair
Innovative	\$ 25.35	Reg. Instruct. - Art Supplies
Junior Library Guild	\$ 2,405.64	Reg. Instruct. - LMC Books
JW Pepper	\$ 29.99	Reg. Instruct. Instrumental Music Supplies
Kearney Quality Sew & Vac, Inc	\$ 14.99	Reg. Instruct. Custodial Supplies - Bags
Lakeshore Learning Materials	\$ 13.48	Reg. Instruct. Early Childhood Supplies
LIPS	\$ 410.28	Reg. Instruct. Office Supplies - Calendars
McGraw-Hill Schol Education Holdings LLC	\$ 2,500.00	Reg. Instruct. - ELA Elementary Resources
Midwest Floor Specialists	\$ 2,890.00	Maintenance - Flooring Supplies
NASB ALICAP	\$ 82,738.00	Operation of Buildings - Insurance
NASB ALICAP	\$ 21,993.00	Vehicle Servicing and Maintenance - Insurance
Nasco	\$ 112.81	Reg. Instruct. - FCS Supplies
NCSA	\$ 225.00	Principal Dues & Fees
NewzBrain Education	\$ 309.00	Reg. Instruct. Social Science Supplies
Platte Valley Glass	\$ 230.00	Reg. Instruct. - Traverse Windshield Repair
Pyramid School Products	\$ 121.28	Principal Supplies
Pyramid School Products	\$ 86.40	Operation of Buildings Supplies
Pyramid School Products	\$ 69.89	Reg. Instruct. FCS Supplies
Pyramid School Products	\$ 111.91	Library Media Services Supplies
Pyramid School Products	\$ 24.98	Reg. Instruct. Language Arts Supplies
Pyramid School Products	\$ 11.48	Reg. Instruct. Fourth Grade Supplies
Pyramid School Products	\$ 122.23	Reg. Instruct. Social Science Supplies
Pyramid School Products	\$ 20.28	Reg. Instruct. Agriculture Supplies
Pyramid School Products	\$ 23.70	Reg. Instruct. Third Grade Supplies
Pyramid School Products	\$ 4.85	Reg. Instruct. Instrum. Music Supplies
QuaverEd, Inc	\$ 1,680.00	Reg. Instruct. Vocal Music Resource
Quill.com	\$ 15.35	Reg. Instruct. SPED Supplies
Quill.com	\$ 8.54	Reg. Instruct. PreK Supplies
Sign Pro	\$ 185.00	Reg. Instruct. - Banner
Steve Weiss Music	\$ 108.46	Reg. Instruct. Instrum. - Instrumental Music Supplies

SwiftReach	\$	420.00	Administrative Technology Services - Alert Call
TASC	\$	127.06	125 Plan Fee - Annual Plan Fee
The University of Iowa	\$	149.00	Reg. Instruct. Voc. Bus. Supplies - On-line Resource
TK Elevator Corporation	\$	371.26	Building Repairs and Maintenance Services - Elevator Maint.
Village of Overton	\$	302.00	Reg. Instruct. - Utility Services
Village of Overton - Prek 3	\$	64.00	Early Childhood Utility Services
Village Uniform	\$	562.73	Operation of Building - Uniform Cleaning
Yanda's Music and Pro Audio	\$	10,156.32	Reg. Instruct. Safety and Security - Lighting Repair
Clearing Account	\$	4,504.75	Supplies

**Matters Pending Before the Board:**

A motion by \_\_\_\_\_ and seconded by \_\_\_\_\_

**1. Action Item:** Consider authorizing the superintendent to pay the late August bills.

**Motion: To authorize the superintendent to pay the late August bills.****Discussion:**

Votes:	YES	NO	ABSENT
Brennan	_____	_____	_____
Lassen	_____	_____	_____
Luther	_____	_____	_____
Meier	_____	_____	_____
Rudeen	_____	_____	_____
Walhoski	_____	_____	_____

Vote \_\_\_\_\_

A motion by \_\_\_\_\_ and seconded by \_\_\_\_\_

**2. Action Item:** Consider approving the classified staff salary and benefits for the 2022-2023 school year.

**Motion: To approve the classified staff salary and benefits for the 2022-2023 school year.****Discussion:**

Votes:	YES	NO	ABSENT
Brennan	_____	_____	_____
Lassen	_____	_____	_____
Luther	_____	_____	_____
Meier	_____	_____	_____
Rudeen	_____	_____	_____
Walhoski	_____	_____	_____

Vote \_\_\_\_\_

A motion by \_\_\_\_\_ and seconded by \_\_\_\_\_

**3. Action Item:** Consider approving the Safe Return to School Plan.

**Motion: To approve the Safe Return to School Plan.****Discussion:**

Votes:	YES	NO	ABSENT
Brennan	_____	_____	_____

Lassen	_____	_____	_____
Luther	_____	_____	_____
Meier	_____	_____	_____
Rudeen	_____	_____	_____
Walahoski	_____	_____	_____

Vote \_\_\_\_\_

**4. Action Item:** Consider adjourning the meeting.

**Motion:** To adjourn the meeting at \_\_\_\_\_ p.m.

**Discussion:**

Votes:	YES	NO	ABSENT
Brennan	_____	_____	_____
Lassen	_____	_____	_____
Luther	_____	_____	_____
Meier	_____	_____	_____
Rudeen	_____	_____	_____
Walahoski	_____	_____	_____

Vote \_\_\_\_\_

Overton Public School  
Classified Staff

Updated: 8/3/2022

School Year	Employee	Emp./Child.	Emp./Spouse	Emp./Family	Dental	Projected Hourly Rate Increase
2016-2017	\$ 534.80	\$ 989.40	\$ 1,125.18	\$ 1,508.02	\$ 26.55	\$ 0.50
2017-2018	\$ 577.53	\$ 1,068.45	\$ 1,212.81	\$ 1,628.51	\$ 28.67	
2018-2019	\$ 577.53	\$ 1,068.45	\$ 1,212.81	\$ 1,628.51	\$ 28.67	
2019-2020	\$ 607.56	\$ 1,124.00	\$ 1,275.89	\$ 1,713.19	\$ 28.96	
2020-2021	\$ 649.91	\$ 1,202.35	\$ 1,364.82	\$ 1,832.60	\$ 29.54	
2021-2022	\$ 669.80	\$ 1,239.14	\$ 1,406.58	\$ 1,888.68	\$ 29.54	
2022-2023	\$ 698.86	\$ 1,292.86	\$ 1,467.56	\$ 1,970.57	\$ 29.54	

Name	Insurance		Hours	Salary	Total Emp. Costs		w/o Insurance	Hrly. Wage	Total	w/hrly increase	w/Insurance	\$ Change	% Change
	2021-2022	2022-2023			2021-2022	2021-2022							
Area, Sherry	\$ 8,392.08	\$ 8,740.80	1150.75	\$ 16,170.31	\$ 10,521.64	\$ 2,129.56	\$ 15.90	\$ 26,691.95	\$ 18,875.25	\$ 27,616.05	\$ 924.10	3.46%	
Barnes, Amy		\$ -	1369.30	\$ 21,183.58	\$ 3,713.02	\$ 3,713.02	\$ 18.18	\$ 24,896.60	\$ 25,581.25	\$ 25,581.25	\$ 684.65	2.75%	
Buchholz, Brenda	\$ 8,392.08	\$ 8,740.80	1936.00	\$ 35,338.92	\$ 14,193.35	\$ 5,801.27	\$ 21.25	\$ 49,532.27	\$ 42,108.19	\$ 50,848.99	\$ 1,316.72	2.66%	
Cox, Darla	\$ 8,392.08	\$ 8,740.80	1330.17	\$ 20,817.19	\$ 11,296.45	\$ 2,904.37	\$ 17.83	\$ 32,113.64	\$ 24,386.65	\$ 33,127.45	\$ 1,013.81	3.16%	
Halliwel, Samantha	\$ 8,392.08	\$ 8,740.80	1348.90	\$ 17,535.70	\$ 10,766.38	\$ 2,374.30	\$ 14.76	\$ 28,302.08	\$ 20,584.45	\$ 29,325.25	\$ 1,023.17	3.62%	
Daake, Ron	\$ -	\$ -	86.50	\$ 951.50	\$ 72.81	\$ 72.81	\$ 11.84	\$ 1,024.31	\$ 1,067.56	\$ 1,067.56	\$ 43.25	4.22%	
Davenport, Cynthia	\$ 8,392.08	\$ 8,740.80	1785.49	\$ 33,813.74	\$ 13,470.86	\$ 5,078.78	\$ 21.78	\$ 47,284.60	\$ 39,785.27	\$ 48,526.07	\$ 1,241.47	2.63%	
Ditson, Debbie	\$ 8,392.08	\$ 8,740.80	1253.75	\$ 19,627.39	\$ 11,751.70	\$ 3,359.62	\$ 18.33	\$ 31,379.09	\$ 23,613.89	\$ 32,354.69	\$ 975.60	3.11%	
Eby, Di	\$ -	\$ -	362.25	\$ 5,922.80	\$ 453.10	\$ 453.10	\$ 17.60	\$ 6,375.90	\$ 6,557.03	\$ 6,557.03	\$ 181.13	2.84%	
Flint, Vicki	\$ -	\$ -	462.50	\$ 6,128.18	\$ 468.81	\$ 468.81	\$ 14.26	\$ 6,596.99	\$ 6,828.24	\$ 6,828.24	\$ 231.25	3.51%	
Glassmeyer, Merle	\$ 17,233.44	\$ 17,965.20	2827.50	\$ 57,607.38	\$ 27,300.97	\$ 10,067.53	\$ 23.93	\$ 84,908.35	\$ 69,088.66	\$ 87,053.86	\$ 2,145.51	2.53%	
Jehorek, Deb	\$ 13,267.60	\$ 24,001.32	2076.92	\$ 38,113.41	\$ 29,505.83	\$ 16,238.23	\$ 26.17	\$ 67,619.24	\$ 55,390.10	\$ 79,391.42	\$ 11,772.18	17.41%	
Schaffner, Valerie	\$ -	\$ -	477.30	\$ 5,210.30	\$ 913.26	\$ 913.26	\$ 12.83	\$ 6,123.56	\$ 6,362.21	\$ 6,362.21	\$ 238.65	3.90%	
Potter, Kathleen	\$ 8,392.08	\$ 8,740.80	1070.50	\$ 11,240.31	\$ 10,312.93	\$ 1,920.85	\$ 12.29	\$ 21,553.24	\$ 13,696.41	\$ 22,437.21	\$ 883.97	4.10%	
Kyle, LeighAnn	\$ 5,594.72	\$ 8,740.80	941.00	\$ 9,880.57	\$ 9,424.61	\$ 3,829.89	\$ 14.57	\$ 19,305.18	\$ 14,180.96	\$ 22,921.76	\$ 3,616.58	18.73%	
Ryan, Shirley	\$ 8,392.08	\$ 8,740.80	2453.69	\$ 47,289.82	\$ 16,649.36	\$ 8,257.28	\$ 22.64	\$ 63,939.18	\$ 56,773.95	\$ 65,514.75	\$ 1,575.57	2.46%	
Shafer, Kristi	\$ 15,224.16	\$ 8,740.80	2026.25	\$ 33,941.83	\$ 14,283.80	\$ (940.36)	\$ 16.29	\$ 48,225.63	\$ 34,014.60	\$ 42,755.40	\$ (5,470.24)	-11.34%	
Shubert, Kori	\$ -	\$ -	1346.50	\$ 20,178.57	\$ 3,536.85	\$ 3,536.85	\$ 17.61	\$ 23,715.42	\$ 24,388.67	\$ 24,388.67	\$ 673.25	2.84%	
Smith, Terah	\$ 8,392.08	\$ 8,740.80	1221.00	\$ 17,155.06	\$ 11,399.02	\$ 3,006.94	\$ 16.51	\$ 28,554.08	\$ 20,772.50	\$ 29,513.30	\$ 959.22	3.36%	
Weston, Judy	\$ 8,392.08	\$ 8,740.80	2658.00	\$ 14,267.11	\$ 10,862.84	\$ 2,470.76	\$ 6.30	\$ 25,129.95	\$ 18,066.87	\$ 26,807.67	\$ 1,677.72	6.68%	
Wolfe, Kimi	\$ 23,018.64	\$ 24,001.32	2129.00	\$ 35,450.30	\$ 29,133.48	\$ 6,114.84	\$ 19.52	\$ 64,583.78	\$ 42,629.64	\$ 66,630.96	\$ 2,047.18	3.17%	
Total	\$ 158,259.36	\$ 170,857.44	30313.27	\$ 467,823.97	\$ 240,031.07	\$ 81,771.71		\$ 707,855.04	\$ 564,752.32	\$ 735,609.76	\$ 27,754.72	3.92%	
Insurance Changes	7.96%	\$ 12,598.08											

4.08%

Employee Hours Detail = Hours

Totals Report - Monthly Totals by Employee (don't pick individual employees)= Salary/Benefits

Overton Public School  
Classified Staff

Updated: 8/3/2022

School Year	Employee	Emp./Child.	Emp./Spouse	Emp./Family	Dental	Projected Hourly Rate Increase
2016-2017	\$ 534.80	\$ 989.40	\$ 1,125.18	\$ 1,508.02	\$ 26.55	\$ 0.40
2017-2018	\$ 577.53	\$ 1,068.45	\$ 1,212.81	\$ 1,628.51	\$ 28.67	
2018-2019	\$ 577.53	\$ 1,068.45	\$ 1,212.81	\$ 1,628.51	\$ 28.67	
2019-2020	\$ 607.56	\$ 1,124.00	\$ 1,275.89	\$ 1,713.19	\$ 28.96	
2020-2021	\$ 649.91	\$ 1,202.35	\$ 1,364.82	\$ 1,832.60	\$ 29.54	
2021-2022	\$ 669.80	\$ 1,239.14	\$ 1,406.58	\$ 1,888.68	\$ 29.54	
2022-2023	\$ 698.86	\$ 1,292.86	\$ 1,467.56	\$ 1,970.57	\$ 29.54	

Name	Insurance		Hours	Salary	Total Emp. Costs		Emp. Costs w/o Insurance		Hrly. Wage	Total	w/hrly Increase	w/Insurance \$ Change		% Change
	2021-2022	2022-2023			2021-2022	2021-2022	2021-2022	2021-2022				2021-2022	2022-2023	
Area, Sherry	\$ 8,392.08	\$ 8,740.80	1150.75	\$ 16,170.31	\$ 10,521.64	\$ 2,129.56	\$ 15.90	\$ 26,691.95	\$ 18,760.17	\$ 27,500.97	\$ 809.02	3.03%		
Barnes, Amy		\$ -	1369.30	\$ 21,183.58	\$ 3,713.02	\$ 3,713.02	\$ 18.18	\$ 24,896.60	\$ 25,444.32	\$ 25,444.32	\$ 547.72	2.20%		
Buchholz, Brenda	\$ 8,392.08	\$ 8,740.80	1936.00	\$ 35,338.92	\$ 14,193.35	\$ 5,801.27	\$ 21.25	\$ 49,532.27	\$ 41,914.59	\$ 50,655.39	\$ 1,123.12	2.27%		
Cox, Daria	\$ 8,392.08	\$ 8,740.80	1330.17	\$ 20,817.19	\$ 11,296.45	\$ 2,904.37	\$ 17.83	\$ 32,113.64	\$ 24,253.63	\$ 32,994.43	\$ 880.79	2.74%		
Halliwell, Samantha	\$ 8,392.08	\$ 8,740.80	1348.90	\$ 17,535.70	\$ 10,766.38	\$ 2,374.30	\$ 14.76	\$ 28,302.08	\$ 20,449.56	\$ 29,190.36	\$ 888.28	3.14%		
Daake, Ron	\$ -	\$ -	86.50	\$ 951.50	\$ 72.81	\$ 72.81	\$ 11.84	\$ 1,024.31	\$ 1,058.91	\$ 1,058.91	\$ 34.60	3.38%		
Davenport, Cynthia	\$ 8,392.08	\$ 8,740.80	1785.49	\$ 33,813.74	\$ 13,470.86	\$ 5,078.78	\$ 21.78	\$ 47,284.60	\$ 39,606.72	\$ 48,347.52	\$ 1,062.92	2.25%		
Ditson, Debbie	\$ 8,392.08	\$ 8,740.80	1253.75	\$ 19,627.39	\$ 11,751.70	\$ 3,359.62	\$ 18.33	\$ 31,379.09	\$ 23,488.51	\$ 32,229.31	\$ 850.22	2.71%		
Eby, Di	\$ -	\$ -	362.25	\$ 5,922.80	\$ 453.10	\$ 453.10	\$ 17.60	\$ 6,375.90	\$ 6,520.80	\$ 6,520.80	\$ 144.90	2.27%		
Flint, Vicki	\$ -	\$ -	462.50	\$ 6,128.18	\$ 468.81	\$ 468.81	\$ 14.26	\$ 6,596.99	\$ 6,781.99	\$ 6,781.99	\$ 185.00	2.80%		
Glassmeyer, Merle	\$ 17,233.44	\$ 17,965.20	2827.50	\$ 57,607.38	\$ 27,300.97	\$ 10,067.53	\$ 23.93	\$ 84,908.35	\$ 68,805.91	\$ 86,771.11	\$ 1,862.76	2.19%		
Jehorek, Deb	\$ 13,267.60	\$ 24,001.32	2076.92	\$ 38,113.41	\$ 29,505.83	\$ 16,238.23	\$ 26.17	\$ 67,619.24	\$ 55,182.41	\$ 79,183.73	\$ 11,564.49	17.10%		
Schaffner, Valerie	\$ -	\$ -	477.30	\$ 5,210.30	\$ 913.26	\$ 913.26	\$ 12.83	\$ 6,123.56	\$ 6,314.48	\$ 6,314.48	\$ 190.92	3.12%		
Potter, Kathleen	\$ 8,392.08	\$ 8,740.80	1070.50	\$ 11,240.31	\$ 10,312.93	\$ 1,920.85	\$ 12.29	\$ 21,553.24	\$ 13,589.36	\$ 22,330.16	\$ 776.92	3.60%		
Kyle, LeighAnn	\$ 5,594.72	\$ 8,740.80	941.00	\$ 9,880.57	\$ 9,424.61	\$ 3,829.89	\$ 14.57	\$ 19,305.18	\$ 14,086.86	\$ 22,827.66	\$ 3,522.48	18.25%		
Ryan, Shirley	\$ 8,392.08	\$ 8,740.80	2453.69	\$ 47,289.82	\$ 16,649.36	\$ 8,257.28	\$ 22.64	\$ 63,939.18	\$ 56,528.58	\$ 65,269.38	\$ 1,330.20	2.08%		
Shafer, Kristi	\$ 15,224.16	\$ 8,740.80	2026.25	\$ 33,941.83	\$ 14,283.80	\$ (940.36)	\$ 16.29	\$ 48,225.63	\$ 33,811.97	\$ 42,552.77	\$ (5,672.86)	-11.76%		
Shubert, Kori	\$ -	\$ -	1346.50	\$ 20,178.57	\$ 3,536.85	\$ 3,536.85	\$ 17.61	\$ 23,715.42	\$ 24,254.02	\$ 24,254.02	\$ 538.60	2.27%		
Smith, Terah	\$ 8,392.08	\$ 8,740.80	1221.00	\$ 17,155.06	\$ 11,399.02	\$ 3,006.94	\$ 16.51	\$ 28,554.08	\$ 20,650.40	\$ 29,391.20	\$ 837.12	2.93%		
Weston, Judy	\$ 8,392.08	\$ 8,740.80	2658.00	\$ 14,267.11	\$ 10,862.84	\$ 2,470.76	\$ 6.30	\$ 25,129.95	\$ 17,801.07	\$ 26,541.87	\$ 1,411.92	5.62%		
Wolfe, Kimi	\$ 23,018.64	\$ 24,001.32	2129.00	\$ 35,450.30	\$ 29,133.48	\$ 6,114.84	\$ 19.52	\$ 64,583.78	\$ 42,416.74	\$ 66,418.06	\$ 1,834.28	2.84%		
Total	\$ 158,259.36	\$ 170,857.44	30313.27	\$ 467,823.97	\$ 240,031.07	\$ 81,771.71		\$ 707,855.04	\$ 561,720.99	\$ 732,578.43	\$ 24,723.39	3.49%		
Insurance Changes	7.96%	\$ 12,598.08												

Employee Hours Detail = Hours  
Totals Report - Monthly Totals by Employee (don't pick individual employees)= Salary/Benefits



## **5054 Student Bullying**

**Definition of Bullying.** Nebraska statute defines bullying as “an ongoing pattern of physical, verbal or electronic abuse.” The Centers for Disease Control and Prevention defines bullying as “any unwanted aggressive behavior(s) by another youth or group of youths who are not siblings or current dating partners that involves an observed or perceived power imbalance and is repeated multiple times or is highly likely to be repeated.” The school district’s administrators will consider these definitions when determining whether any specific situation constitutes bullying. These definitions include both in-person and cyberbullying behaviors.

**Bullying Prohibited.** Students are prohibited from engaging in any form of bullying behavior.

**Reporting Bullying.** Students who experience or observe bullying behavior must immediately report what happened to a teacher or administrator. Students may always confer with their parents or guardians about bullying they experience or witness, but the students must also ultimately report the situation to a teacher or administrator.

**Bullying Investigations.** School district staff will investigate allegations of bullying using the same practices and procedures that the district observes for student disciplinary matters. In no circumstance will school district staff be deliberately indifferent to allegations of bullying.

**Disciplinary Consequences.** The disciplinary consequences for bullying behavior will depend on the frequency, duration, severity and effect of the behavior.

A student who engages in bullying behavior on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose by a school employee or his or her designee, or at school-sponsored activities or school-sponsored athletic events may be subject to disciplinary consequences including but not limited to long-term suspension, expulsion, or mandatory reassignment.

Without limiting the foregoing, a student who engages in bullying behavior that materially and substantially interferes with or disrupts the educational environment, the district’s day-to-day operations, or the education process, regardless of where the student is at the time

## **4001 Nondiscrimination**

The School District does not discriminate on the basis of prohibited factors in employment and educational programs/activities. The School District affirmatively strives to provide equal opportunity for all as required by:

Title VI of the Civil Rights Act of 1964 - prohibits discrimination on the basis of race, color, religion, or national origin

Title VII of the Civil Rights Act of 1964 as amended - prohibits discrimination in employment on the basis of race, color, religion, sex, or national origin

Title IX of the Education Amendments of 1972 - prohibits discrimination on the basis of sex

Age Discrimination in Employment Act of 1967 (ADEA) as amended - prohibits discrimination on the basis of age with respect to individuals who are at least 40

The Equal Pay Act of 1963 as amended - prohibits sex discrimination in payment of wages to women and men performing substantially equal work in the same establishment

Section 504 of the Rehabilitation Act of 1973 - prohibits discrimination against the disabled

Americans with Disabilities Act of 1990 (ADA) - prohibits discrimination against individuals with disabilities in employment, public service, public accommodations and telecommunications

The Family and Medical Leave Act of 1993 (FMLA) - requires covered employers to provide up to 12 weeks of unpaid, job-protected leave to "eligible" employees for certain family and medical reasons

The Pregnancy Discrimination Act of 1978 - prohibits discrimination in employment on the basis of pregnancy, childbirth, or related medical conditions

The Uniformed Services Employment and Reemployment Rights Act (USERRA) – provides job protections and reemployment rights to military reservists and National Guard members called to active duty

The Boy Scouts of America Equal Access Act which prohibits discrimination against groups that wish to access district facilities

The Nebraska Fair Employment Practice Act (FEPA) – prohibits employment discrimination on the basis of race, color, national origin, religion, sex (including pregnancy), disability, marital status, and retaliation

Nebraska Age Discrimination in Employment Act (Age Act) – prohibits employment discrimination on the basis of age for those individuals who are over 40 years of age

The Equal Pay Act of Nebraska – prohibits discriminatory wage practices based on sex

The Nebraska Equal Opportunity in Education Act – prohibits discrimination on the basis of sex (including pregnancy) by any educational institution

Veterans Preference Law (NEB. REV. STAT §§ 48-225 to 48-231) - stipulates categorical preferences for employment for military veterans and for the spouses of disabled veterans

Additional School Board policies prohibit harassment and/or discrimination against students, employees, or patrons on the basis of sex, race, color, ethnic or national origin, religion, marital status, disability, age, pregnancy, and any other legally prohibited basis. Retaliation for engaging in a protected activity is also prohibited.

Any person who believes she or he has been discriminated against, denied a benefit, or excluded from participation in any district education program or activity may file a complaint using the district's complaint procedures.

Inquiries regarding compliance with any of the laws referred to in this policy may be directed to the superintendent or to the district's Title IX and/or Section 504/ADA Coordinator.

Adopted on: \_\_\_\_\_  
Revised on: \_\_\_\_\_  
Reviewed on: \_\_\_\_\_

**4002**  
**Drug Free Workplace**

It is vitally important to have a healthy workforce that is free from the effects of illegal drugs. The use or possession of unlawful drugs in the workplace has a very detrimental effect upon safety and morale of the affected employee, coworkers, and the public at large; and on productivity and the quality of work.

Federal law requires this school district, as a recipient of federal funds, to maintain a drug-free workplace. The unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in the district's workplace is prohibited. The term "workplace" includes every location where district employees may be found during their working hours or while they are on duty, regardless of whether the location is within the geographic boundaries of the district. Any employee who violates this policy will be disciplined with measures up to and including discharge. The district may, in its sole discretion, require or allow an employee who violates this policy to participate in and satisfactorily complete a drug abuse assistance or rehabilitation program.

The district shall provide every current employee with a copy of this policy, and shall provide each newly hired employee with a copy upon hiring. Every employee shall be required to signify receipt of a copy of the policy in writing. All district employees must abide by this policy, including those who are not directly engaged in the performance of work pursuant to a federal grant.

An employee must notify his/her supervisor of any conviction of a criminal drug statute for a violation occurring in the workplace within five days. The failure to report such a conviction will be grounds for dismissal. If the employee convicted of such an offense is engaged in the performance of work pursuant to the provisions of a federal grant, the district shall notify the grant agency within 10 days of receiving notice of a conviction from the affected employee or of receiving actual notice of such a conviction.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

## **4003**

### **Drug Policy Regarding Drivers**

**Policy Statement.** Drivers for the school district must be free from drug and alcohol abuse, and the use of illegal drugs or improper use of alcohol is prohibited. The overall goal of drug and alcohol testing is to insure a drug-free and alcohol-free transportation environment, and to reduce accidents, injuries and fatalities.

**Designated Contact.** The school district has designated the superintendent as the individual any driver may contact with questions about this policy or the school district's drug testing program and procedures for drivers. This individual further maintains and will provide drivers informational materials concerning the effects of alcohol and controlled substances use on an individual's health, work, and personal life; signs and symptoms of an alcohol or a controlled substances problem (the driver's or a co-worker's); and available methods of intervening when an alcohol or controlled substances problem is suspected, including confrontation, referral to any employee assistance program and/or referral to management.

The superintendent may be contacted at 308-987-2424.

**Covered Drivers.** Any person who operates a commercial motor vehicle on behalf of the school district is covered by this policy and the school district's drug testing program and procedures for drivers. All covered drivers must provide the school district a signed statement certifying that he or she has received a copy of this policy and related materials.

**Covered Workday.** A driver is required to comply with this policy and the terms of the school district's drug testing program and procedures for drivers at all times they are assigned, or may be assigned, to perform safety-sensitive functions. This includes all time from the time a driver begins to work or is required to be in readiness to work until the time he/she is relieved from work and all responsibility for performing work. Safety-sensitive functions include: (1) all time at a school district facility or property, contractor facility or property, or on any public property, waiting to be dispatched, unless the driver has been relieved from duty by the school district; (2) all time inspecting equipment as required by state or federal law or regulation and any and all other time inspecting, servicing, or conditioning any commercial motor vehicle; (3) all time spent at the driving controls of a commercial motor vehicle in operation; (4) all time, other than driving time, in or upon any commercial motor vehicle; (5) all time loading or unloading a vehicle, supervising, or assisting in the loading or unloading, attending a vehicle being loaded or unloaded, remaining in readiness to operate the

vehicle, or in giving or receiving receipts for shipments loaded or unloaded; and (6) all time repairing, obtaining assistance, or remaining in attendance upon a disabled vehicle.

**Prohibited Conduct.** No driver shall: (1) report for duty or remain on duty requiring the performance of safety-sensitive functions while having an alcohol concentration of 0.04 or greater; (2) use alcohol while performing safety-sensitive functions; (3) perform safety-sensitive functions within four hours after using alcohol; or (4) refuse to submit to a pre-employment controlled substance, a post-accident alcohol or controlled substance test, a random alcohol or controlled substances test, a reasonable suspicion alcohol or controlled substance test, a return-to-duty alcohol or controlled substances test, or a follow-up alcohol or controlled substance test required under state or federal law or this policy. No driver required to take a post-accident alcohol test shall use alcohol for eight hours following the accident, or until he/she undergoes a post-accident alcohol test, whichever occurs first.

No driver shall: (1) report for duty or remain on duty requiring the performance of safety sensitive functions when the driver uses any drug or substance identified in 31 CFR 1308.11 Schedule 1; (2) report for duty or remain on duty requiring the performance of safety-sensitive functions when the driver uses any non-Schedule I drug or substance that is identified in the other Schedules in 21 CFR part 1308 except when the use is pursuant to the instructions of a licensed medical practitioner who is familiar with the driver's medical history and has advised the driver that the substance will not adversely affect the driver's ability to safely operate a commercial motor vehicle; or (3) report for duty, remain on duty or perform a safety-sensitive function, if the driver tests positive or has adulterated or substituted a test specimen for controlled substances.

**Types of Testing.** Pursuant to regulations promulgated by the Department of Transportation (DOT), the district has implemented four types of testing: (1) pre-employment testing, (2) reasonable cause testing, (3) post-accident testing and (4) random testing.

**Refusal to Submit to Testing.** A driver shall not refuse to submit to testing. A driver will be considered to have refused to submit to testing if the driver fails to provide a sample or specimen necessary for testing upon a lawful request, consistent with the required testing protocols. The refusal to submit to the testing used by the district will be grounds for refusal to hire driver applicants and to terminate the employment of existing drivers.

**Consequences for Violations.** Any driver who becomes unqualified on the basis of violation of the terms of this policy will be subject to disciplinary action which may include termination of the driver's employment, and shall include the immediate removal from safety-sensitive functions in compliance with federal law. No driver tested pursuant to this policy and the school district's drug testing program and procedures who is found to have an alcohol concentration of 0.02 or greater but less than 0.04 shall perform or continue to perform safety-sensitive functions until the start of the driver's next regularly scheduled duty period, but not less than 24 hours following administration of the test.

**Return to Duty Process.** A driver who has violated this policy or the school district drug testing program and procedures cannot again perform any safety-sensitive functions until and unless the employee completes the return-to-duty process, including the substance-abuse professional's (SAP) evaluation, referral, and recommended education or treatment. The school district will provide employees the relevant contact information for available and acceptable SAPs as necessary, but the school district is not required under the law to provide a SAP evaluation or any subsequent recommended education or treatment for a driver. Any driver completing the return-to-duty process must complete a return-to-duty test and test negatively.

**Disqualification.** Any applicant who tests positive for the presence of the following drugs is medically unqualified to drive and will not be considered for the position of driver: (1) marijuana, (2) cocaine, (3) opiates, (4) amphetamines, or (5) phencyclidine (PCP). Any district driver who tests positive shall be medically unqualified and removed from service immediately.

**Pre-employment Testing.** All applicants for employment must submit to drug and alcohol tests as a condition of being considered for employment.

**Reasonable Cause Testing.** The district shall have reasonable cause to require a driver to submit to drug testing when a driver manifests physical or physiological symptoms or reactions commonly attributed to the use of controlled substances or alcohol.

**Post-Accident Testing.** A driver who has been involved in a reportable accident must submit to drug and alcohol testing as soon as possible. A reportable accident includes any accident in which there is a fatality, a person is injured and must be treated away from the accident site, the driver receives a citation for a moving violation, or a vehicle is towed from the scene. The driver must notify the district immediately regarding any reportable accident.



**Serious Injury to the Driver.** If a driver is so seriously injured that he or she cannot submit to testing at or immediately after the time of the accident, the driver must provide the necessary authorization for the district to obtain hospital reports or other documents that would indicate whether there were controlled substances or alcohol in the driver's system.

**Random Testing.** All drivers will be subject to unannounced random testing for drugs and alcohol. The district or its agents will periodically select drivers at random for testing. A district official will notify a driver when his or her name has been selected and will instruct the driver to report immediately for testing. By its very nature, random selection may result in one driver being tested more than once in a 12-month period, while another driver may not be selected at all during the same 12 months.

**Frequency of Random Testing.** Under DOT regulations, the district must test at least 50 percent of its average number of driver positions for drugs and 25 percent of its average number of driver positions for alcohol each year. The tests must be unannounced and spread evenly throughout the year. DOT regulations also require that every driver selected at random must have his or her name placed back in the random pool for the next selection period.

**Testing Procedure.** All urine and blood specimens collected under the policy will be submitted to an approved laboratory for testing. Specimens that initially test positive for drugs will be subjected to a subsequent confirmation test before being reported by the laboratory as positive. All such specimens collected and submitted will be maintained securely to safeguard the validity of the test results and maintain the integrity of the testing process while ensuring the results are attributed to the correct driver.

**Medical Resource Officer.** All laboratory test results will be reported by the laboratory to a medical review officer (MRO) designated by the district. Negative test results will be reported as such by the MRO to the district. Before reporting a positive test result to the district, the MRO will attempt to contact the driver to discuss the test result. If the MRO is unable to contact the driver directly, the MRO will contact a district official designated in advance by the district, who shall in turn contact the driver and direct the driver to contact the MRO. Upon being so directed, the driver shall contact the MRO immediately or, if after the MRO's business hours and the MRO is unavailable, at the start of the MRO's next business day. If required by DOT regulations, personal information collected and maintained pursuant to this policy shall be reported to the Clearinghouse by the MRO in the event of: (1)

a verified positive, adulterated, or substituted drug test result; (2) an alcohol confirmation test with a concentration of 0.04 or higher; (3) a refusal to submit to any test required by this policy and the school district's drug testing program and procedures; (4) an employer's report of actual knowledge that a driver has used alcohol or controlled substances based on the employer's direct observation of the employee, information provided by the driver's previous employer(s), a traffic citation for driving a CMV while under the influence of alcohol or controlled substances or an employee's admission of alcohol or controlled substance use; (5) on duty alcohol use as prohibited above; (6) pre-duty alcohol use as prohibited above; (7) alcohol use following an accident as prohibited above; (8) controlled substance use as prohibited above; (9) a substance abuse professional report of the successful completion of the return-to-duty process; (10) a negative return-to-duty test; and (11) an employer's report of completion of follow-up testing.

**Confidentiality.** Pursuant to DOT regulations, individual test results for applicants and drivers will be released to the district and will be kept confidential unless the tested individual consents to their release or release is required by law (such as the release of information to the Clearinghouse.) Any person who has submitted to drug testing in compliance with this policy is entitled to receive the results of such testing upon timely written request.

**Retesting.** An individual who tested positive for the presence of drugs may request that the original sample be retested. The request for a retest must be submitted in writing on a form provided by the district within 3 working days of the district's notification to the individual that he or she has a positive test result. The individual making the request must pay all costs associated with the retest and transfer of the sample to another laboratory before the retest will be performed.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

## **4004**

### **Employment of Relatives, Domestic Partners and Significant Others**

It is in the school district's best interest to hire the best qualified candidate for employment. However, the district must use sound judgment in hiring and placing employees who are closely related, reside together as domestic partners, or are involved in close relationships for the following reasons: avoiding conflict of interest and the appearance of a conflict of interest; avoiding favoritism and the appearance of favoritism; promoting collegiality among employees; minimizing lost productivity; easing the task of managing employees; avoiding friction and conflict when marriages or relationships break down; and avoiding claims of sexual harassment.

For the purposes of this policy, the term "relative" refers to a spouse, child, parent, sibling, grandparent, grandchild, aunt, uncle, first cousin, or corresponding in-law or "step" relation. "Domestic partner" refers to individuals who reside in the same household and are involved in a relationship, who may hold themselves out to the public as marital partners, but who are not legally married. "Significant others" refers to individuals who are dating or engaged to be married but may or may not reside together. This policy applies to all categories of employment including regular, temporary, and part-time classifications.

Generally, an employee's relative, domestic partner, or significant other should not be hired to work in the same department as the employee or in any other position in which the district believes a conflict or the appearance of a conflict may exist. Relatives, domestic partners, and significant others are permitted to work at the district provided one does not report directly to, supervise, or manage the other. The superintendent and/or board may make exceptions to this general rule.

Employees in a supervisory-subordinate relationship or employed in the same department who marry, become domestic partners, or become significant others while employed will be treated in accordance with these guidelines, and one of the employees will be transferred at the earliest practicable time. The transfer will be voluntary when possible. When a voluntary transfer is not possible, the superintendent will make the decision based upon the importance of each job, the needs of the district, and the availability of candidates to fill either position. The district shall endeavor to place the transferred

employee in a position which is similar in terms of pay and benefits. The superintendent and/or board may make exceptions to this general rule.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

## 4005

### **Communication Between the Board and District Employees**

Employees have the same right to communicate with the board about matters of public concern as other patrons of the district. Regarding employment-related issues, employees must follow the applicable board policies and/or contractual procedures regarding the administrative chain of command, complaints, grievances and other applicable processes.

When appropriate, the superintendent shall inform employees of official board policies, directives, actions and concerns.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

**4006**  
**Insurance**

The school district shall provide workers' compensation insurance for the protection of the district and its employees, and such other insurance as the board deems appropriate or has agreed to provide pursuant to a contract or collective bargaining agreement.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

**4007**  
**Personnel Records**

The district shall maintain a personnel file regarding each employee. All materials in a personnel file, except for employment references and information that was gathered in the process of assessing an applicant for hiring, shall be available to the employee for review within a reasonable period of time of the employee's request. Employees (or individuals to whom employees have given written authorization) may inspect the contents of their personnel files only in the presence of an administrator or a person designated by the administration.

An employee may respond to any document(s) in his or her personnel file by submitting a written response to the person responsible for keeping the file, who shall attach the response to file copies of the disputed document.

No person other than school officials engaged in their professional duties shall be granted access to employees' personnel files, and the contents of such files shall not be divulged in any manner to any unauthorized person. An attorney acting on behalf of the board of education or administration is deemed to be a school official.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

**4008**  
**Outside Employment**

1. An employee's responsibilities to the district take precedence over personal responsibilities during school hours. Employees may not engage in other employment business activity during assigned duty hours.
2. Tutoring
  - a. Teachers are expected to assist students who are having learning problems as part of the teachers' employment. Such assistance is expected both in the classroom and at other times during the school day.
  - b. A teacher shall not solicit a student or parent to retain the teacher as a tutor and shall not act as a tutor for pay or other remuneration for any student who is then enrolled in any class taught by that teacher.
  - c. In all other cases during the school year, a teacher may act as a tutor for pay or other remuneration upon prior approval of the building principal and superintendent or designee.
3. Employees shall attend to personal matters outside their assigned duty hours with the district whenever possible.
4. Employees may conduct business on behalf of the district during assigned duty hours, but at times that do not disrupt or interfere with teaching responsibilities or student activities.
5. Employees shall not misrepresent, either expressly or by implication, that any activity, solicitation, or other endeavor is sponsored, sanctioned, or endorsed by the district.
6. In any written or verbal presentation by an employee that might be perceived as being sanctioned, sponsored, or endorsed by the district, other than district-related instruction or presentation to district students or personnel, the employee shall communicate to the audience or recipients that the views expressed are those of the employee and not necessarily those of the district or board.



7. Sale of goods or services by employees.
  - a. Employees shall not sell, solicit or promote the sale of goods or services to students.
  - b. Employees shall not sell, solicit or promote the sale of goods or services to parents of students when the employee's relationship with the district is used to influence any sale or may be reasonably perceived by parents as attempting to influence any sale.
  - c. Employees with supervisory or managerial responsibilities shall not sell, solicit or promote the sale of goods or services to employees over whom they have such responsibilities in any manner that could reasonably be perceived as coercive by the subordinate employee(s).
  - d. Employees shall not use employee, student, or parent directories in connection with the solicitation, sale, or promotion of goods or services and shall not provide any such directory to any person or entity for any purpose without the prior knowledge or approval of the building principal.
8. No school board member, administrator, teacher, or other employee shall use the personnel, facilities, resources, equipment, property, or funds of the district for personal financial gain or business activities.
9. All written or artistic works, instructional materials, inventions, procedures, ideas, innovations, systems, programs, or other work product created or developed by any employee in the course and scope of performance of his or her employment duties on behalf of the district, whether published or not, shall be the exclusive property of the district; and the district has the sole right to sell, license, assign, or transfer any and all right, title, or interest in and to such property.
10. Staff may not exploit their professional relationships for personal gain.

Adopted on: \_\_\_\_\_  
Revised on: \_\_\_\_\_  
Reviewed on: \_\_\_\_\_

## 4009

### **Restrictions on Employees Receiving Gratuities**

An employee who, because of his or her employment by the school district, receives any bonus merchandise or gift with a value over \$ 20.00 must disclose the receipt of such gift to the superintendent, who will then report that gift to the board. The superintendent, at his or her discretion, may require that the gift become the property of the district. No certificated staff member may accept any gift which will impair the professional judgment of the recipient.

Employees are directed to discourage merchants from offering bonus paraphernalia in exchange for the school's patronage.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

**4010**  
**Inclement Weather**

Unless the superintendent directs otherwise, staff shall not be required to report when school is canceled due to inclement weather.

If school is canceled during the day because of inclement weather, classified and certified personnel may be released after students have been excused. Classified and certified personnel who miss work due to inclement weather when school is in session will not be paid for time missed or will be charged an applicable leave day.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

**4011**  
**Employee Leave Under the Family and Medical Leave Act**  
**(FMLA)**

The school district shall provide leave to its employees in accordance with the Family and Medical Leave Act ("FMLA"). The terms used herein shall have the meaning ascribed to them under the FMLA. Employees may also qualify for leave under the Nebraska Family Military Leave Act, which is covered under the district's policy for that law. If an employee qualifies for leave under both the Family and Medical Leave Act and the Nebraska Military Leave Act, any leave taken by the employee will count concurrently toward the leave limits of both acts.

**I. Qualifying for Leave**

**A. Qualified Employees**

1. To be eligible for *unpaid* leave under this policy, an employee must:
  - a. Make the request for leave at a time when the school district employs 50 or more workers;
  - b. Have been working for the school district for at least 12 months prior to the request; and
  - c. Have worked a minimum of 1,250 hours during the 12-month period immediately preceding the commencement of the leave.
2. The applicable 12-month period for computing an employee's entitlement to FMLA leave shall be the 12-month period measured forward from the date such employee's first FMLA leave begins.
3. Employees ineligible for FMLA leave for any reason may be eligible for leave under the Nebraska Family Military Leave Act and should consult policy 4011.1.

**B. Qualified Circumstances Necessitating Leave**

1. The school district will grant an eligible employee up to a total of 12 workweeks of **unpaid** leave under the following conditions:
  - a. For birth of a son or daughter, and to care for the newborn child;
  - b. For placement of a son or daughter with the employee for adoption or foster care;
  - c. To care for the employee's spouse, son, daughter, or parent with a serious health condition;
  - d. Because of a serious health condition that makes the employee unable to perform the functions of his or her job;
  - e. Because of any qualifying exigency arising out of the fact that the employee's spouse, son, daughter, or parent is a Military Member on Covered Active Duty (or has been notified of an impending call or order to Covered Active Duty) in National Guard, Reserves, and/or Regular Armed Forces in support of a contingency operation; or
  
2. The school district will grant an eligible employee who is the spouse, son, daughter, parent or next of kin of a Covered Servicemember a total of 26 workweeks of **unpaid** leave during a 12-month period to care for the service member as permitted under the FMLA. The leave described in this paragraph shall only be available during a single 12-month period.

For purposes of this provision and this policy, "Covered Servicemember" includes both Military Members and covered Veterans, so long as the

covered Veteran was discharged or released under conditions other than dishonorable at any time during the five-year period prior to the first date the eligible employee takes FMLA leave to care for the covered Veteran.

3. During the single 12-month period described in paragraph I(B)(2), an eligible employee shall be entitled to a combined total of 26 workweeks of leave under paragraphs I(B)(1) and I(B)(2). Nothing in this paragraph shall limit the availability of leave under paragraph I(B)(1) during any other 12-month period.

### **C. Limitations on Leave**

1. Leave for birth or placement for adoption or foster care must conclude within 12 months of the birth or placement.
2. In any case in which a husband and wife both employed by the school district are entitled to FMLA leave:
  - a. The aggregate number of workweeks of FMLA leave to which both are entitled is limited to 12 during any 12-month period if such leave is taken (i) because of the birth of a son or daughter of the employee and in order to care for such son or daughter; (ii) because of the placement of a son or daughter with the employee for adoption or foster care; or (iii) to care for a sick parent who has a serious health condition; and
  - b. The aggregate number of workweeks of FMLA leave to which both that husband and wife are entitled is limited to 26 during the single 12-month period in which leave is taken to care for a Covered Servicemember and the husband and wife employees are both

either the son, daughter, parent, or next of kin of such Covered Servicemember, if the leave is taken for this reason or a combination of this reason and one of the three reasons described in paragraph I(C)(2)(a). If the leave taken by the husband and wife includes leave described in paragraph I(C)(2)(a), the limitation in paragraph I(C)(2)(a) shall apply to the leave described in I(C)(2)(a).

#### **D. Qualifying Notice and Certification**

Employees seeking to use FMLA leave will be required to provide:

1. 30-day advance notice when the need to take the leave is foreseeable; provided, if (a) the leave is for needed treatment which is required to begin in less than thirty days or (b) the leave is for the reason set forth in paragraph I(B)(1)(e), the employee shall provide such notice to the school district as is reasonable and practical;
2. Medical certification supporting the need for leave due to a Serious Health Condition affecting the employee or family member or to care for a Military Member, and/or due to a Serious Injury or Illness to care for a Veteran;
3. Second or third medical opinions and periodic re-certifications (at the school district's expense);
4. Certification supporting the need for leave because of a qualifying exigency arising out of the fact that the employee's spouse, son, daughter or parent is a Military Member on Covered Active Duty (or has been notified of an impending call or order to Covered Active Duty) in the National Guard, Reserves, and/or



Regular Armed Forces in support of a contingency operation;

5. Certification supporting the need for leave to care for a Veteran who was discharged or released under conditions other than dishonorable at any time during the five-year period prior to the first date the eligible employee takes FMLA leave to care for the covered Veteran, and who is undergoing medical treatment, recuperation, or therapy for a Serious Injury or Illness; and
6. Periodic reports during leave, at a frequency reasonably requested by the superintendent, regarding the employee's status and intent to return to work.

#### **E. Scheduling Leave**

When leave is needed to care for a family member, for the employee's own illness, or to care for a Covered Servicemember, and such leave is foreseeable based on planned medical treatment, the employee must attempt to schedule treatment so as not to unduly disrupt the school district's operations.

## **II. Relationship with District During Leave**

### **A. Leave to Be Unpaid**

All leave provided to employees under the provisions of the FMLA and this policy shall be unpaid leave.

### **B. Substitution of Paid Leave**

1. The school district requires employees to substitute any accrued paid vacation leave, paid personal leave, paid family leave, paid medical leave or paid sick leave for FMLA leave. However, nothing in this policy shall require the school district to provide paid sick or medical leave in any situation in which the

school district would not normally provide such paid leave.

2. If an employee uses paid leave under circumstances which do not qualify as FMLA leave, the leave will not count against the number of workweeks of FMLA leave to which the employee is entitled.
3. Any paid leave which is substituted for FMLA leave will be subtracted from the number of workweeks of unpaid leave provided by the FMLA and this policy.

**C. Group Health Plan Benefits**

1. The school district will continue group health plan benefits on the same basis as coverage would have been provided if the employee had been continuously employed during the FMLA leave period.
2. Any share of health plan premiums which have been paid by the employee prior to FMLA leave must continue to be paid by the employee during the FMLA leave period.

**D. Intermittent or Reduced-Schedule Leave**

1. Leave may be taken under this policy intermittently or on a reduced-leave schedule under certain circumstances.
  - a. When leave is taken because of a birth or because of a placement of a child for adoption or foster care, an eligible employee may take leave intermittently or on a reduced-leave schedule only with the agreement of the school district. In such a case, the superintendent shall have the authority to approve or disapprove such intermittent or reduced leave schedule, in the superintendent's sole discretion.

- b. When leave is taken to care for a sick family member, for an employee's own serious health condition, or to care for a covered Veteran or Military Member, an eligible employee may take leave intermittently or on a reduced-leave schedule when medically necessary.
- c. When leave is taken by an eligible employee because of any qualifying exigency arising out of the fact that the employee's spouse, son, daughter, or parent is a Military Member on Covered Active Duty (or has been notified of an impending call or order to Covered Active Duty) in National Guard, Reserves, and/or Regular Armed Forces in support of a contingency operation, the employee may take leave intermittently or on a reduced-leave schedule.
- d. When leave is taken by an eligible employee to care for a Covered Servicemember, including a Veteran who was discharged or released under conditions other than dishonorable at any time during the five-year period prior to the first date the eligible employee takes FMLA leave to care for the covered Veteran, and who is undergoing medical treatment, recuperation, or therapy for a Serious Injury or Illness
- e. Intermittent or reduced leave shall not result in a reduction in the employee's total amount of leave beyond the amount of leave actually taken.
- f. When an instructional employee seeks to take intermittent leave in connection with a family or personal illness (e.g. physical therapy or periodic care for a sick relative) or to care for a covered

Veteran or Military Member, and when such leave would constitute at least 20 percent of the total number of working days in the period during which the leave would extend, the school district may require the employee to elect to take leave in a block, instead of intermittently, for the entire period or to transfer to an available alternative position within the school system that is equivalent in pay, for which the employee is qualified, and which better accommodates the intermittent leave.

2. If an eligible employee requests intermittent leave or leave on a reduced-leave schedule that is foreseeable based on planned medical treatment, including during a period of recovery from a serious health condition, the school district may require the employee to transfer temporarily to an available alternative position for which the employee is qualified and which better accommodates recurring periods of leave than does the employee's regular position. Such alternative position must have equivalent pay and benefits as the employee's permanent position.
3. Leave taken on an intermittent or reduced-schedule basis will be tracked hourly.

### **III. Return from Leave**

#### **A. Restoration to Position**

1. On return from FMLA leave, an employee is entitled to be returned to the same position the employee held when leave commenced, or to an equivalent position with equivalent benefits, pay, and other terms and conditions of employment.
2. Any leave taken under this policy will not result in the loss of any employment benefits accrued

prior to the date on which the leave commenced.

3. An eligible employee is not entitled to accrual of any seniority or employment benefits during any period of leave, or any right, benefit, or position of employment other than to which the employee would have been entitled had the employee not taken leave.

## **B. Denial of Restoration**

1. The school district reserves the right to deny restoration to any eligible employee who is a "key employee" (that is an employee who is salaried and among the highest paid 10% of the employees of the school district) if such denial is necessary to prevent substantial and grievous economic injury to the operations of the school district.
2. If the school district intends to deny restoration to such an employee, it will:
  - a. notify the employee of his/her status as a "key employee" in response to the employee's notice of intent to take FMLA leave;
  - b. notify the employee as soon as the school district decides it will deny job restoration and explain the reasons for this decision;
  - c. offer the employee a reasonable opportunity to return to work from FMLA leave after giving this notice; and
  - d. make a final determination as to whether reinstatement will be denied at the end of the leave period if the employee then requests restoration.

**C. Failure to Return from Leave**

- a. If an employee fails to return from FMLA leave after the period of leave to which the employee is entitled has expired, the employee shall reimburse the district for any premiums the employer paid for maintaining health insurance coverage for the employee during the employee's FMLA leave unless the reason the employee does not return is due to: (1) the continuation, recurrence, or onset of the serious health condition which entitled the employee to FMLA leave and the employee provides the district with sufficient certification from the proper health care provider of such continuation, recurrence, or onset of the serious health condition or (2) other circumstances beyond the employee's control.

**IV. Notice to Employees**

- A. The school district will post in conspicuous places where employees are employed notices explaining the FMLA and providing information concerning the procedures for filing complaints of FMLA violations with the U.S. Wage and Hour Division.
- B. When an employee provides notice of the need for FMLA leave, the school district shall provide the employee with a copy of the "section 301(c) notice" which is attached to this policy.
- C. To the extent that any provision in this policy is in any manner inconsistent with the provisions of the Act or the regulations promulgated thereunder, the Act and regulations shall prevail over the provisions of this policy. The school district reserves the right to modify this policy from time to time in its sole discretion.

- D.** Employees may direct any questions or concerns regarding FMLA leave to the superintendent.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_





Overton Public School					
Financial Information					
Fund Securities					
<u>Accounts</u>	<u>Funds Available</u>	<u>FDIC Coverage</u>	<u>Securities</u>	<u>Coverage</u>	<u>Date</u>
Non-Interest Bearing	\$ 455,340.26	\$ 250,000.00	\$ 205,340.26	\$ 455,340.26	1-Aug-22
Interest Bearing	\$ 4,636,633.42	\$ 250,000.00	\$ 4,386,633.42	\$ 4,636,633.42	
Total Funds	\$ 5,091,973.68	\$ 500,000.00	\$ 4,591,973.68	\$ 5,091,973.68	
Total Funds Available	\$ 5,091,973.68				
Securities/Insurance	\$ 5,091,973.68				
Collateralization	\$ -				
	<b>Interest Bearing</b>				<b>Non-Interest Bearing</b>
<u>Account Name</u>	<u>Account Number</u>	<u>Funds</u>	<u>Account Name</u>	<u>Account Number</u>	<u>Funds</u>
Depreciation Fund	600443255	\$ 55,199.70	Bond Fund	600443204	\$ -
Clearing Account	600012733.5	\$ 12,469.16	Booster Checking	600024880	\$ 10,943.11
Reserve Fund	600443700	\$ 3,604,657.22	Activity Fund	600025836	\$ 257,015.59
Building Fund	600731064	\$ 125,037.29	Lunch Fund	600026360	\$ 78,711.17
Booster Club	600006539	\$ 2,546.94	General Fund	600029580	\$ 108,160.39
Depreciation Fund #5	126887	\$ 154,112.78	Site & Building	600029602	\$ 510.00
Depreciation Fund #3	126888	\$ 275,586.53			
Depreciation Fund #4	126889	\$ -		\$ 4,019,368.85	General Fund
Building Fund	126886	\$ 107,881.13		\$ 484,899.01	Depreciation
Booster Club	600006498	\$ 5,060.59		\$ 232,918.42	S & B
OHS C.D.	600006873	\$ 294,082.08		\$ 257,015.59	Activity
				\$ 78,711.17	Food Nutritional

			Overton Public School		
			Board Financial Report		
<b>Month</b>	<i>August</i>		<b>Official</b>		
<b>Year</b>	<i>2022</i>				
<b>Account</b>	<b>2019-2020</b>	<b>2020-2021</b>	<b>2021-2022</b>	<b>\$ Change</b>	<b>% Change</b>
MMA - Reserve	\$ 3,509,071.44	\$ 3,839,899.79	\$ 3,898,739.30	\$ 58,839.51	1.53%
Depreciation Fund	\$ 593,194.23	\$ 605,413.82	\$ 484,899.01	\$ (120,514.81)	-19.91%
Bond Fund	\$ -	\$ -	\$ -	\$ -	0.00%
Special Building Fund	\$ 229,145.64	\$ 230,606.56	\$ 232,918.42	\$ 2,311.86	1.00%
Food Nutritional Fund	\$ 26,140.91	\$ 65,011.92	\$ 78,722.88	\$ 13,710.96	21.09%
Activities Fund	\$ 294,893.59	\$ 312,479.46	\$ 253,708.06	\$ (58,771.40)	-18.81%
<b>Totals</b>	\$ 4,652,445.81	\$ 5,053,411.55	\$ 4,948,987.67	\$ (104,423.88)	-2.07%
<b>Total Reserve</b>	\$ 4,102,265.67	\$ 4,445,313.61	\$ 4,383,638.31	\$ (61,675.30)	-1.39%

Overton Public School  
Board Financial Report

Updated: 8/1/2022

2020-2021		Difference	2021-2022	
Date	1-Aug-21		Date	8/1/2022
Depreciation	\$ 605,413.82	\$ (120,514.81)	Depreciation	\$ 484,899.01
MMA/CD	\$ 3,839,899.79	\$ 58,839.51	MMA/CD	\$ 3,898,739.30
Checking	\$ 129,678.53	\$ (21,518.14)	Checking	\$ 108,160.39
<b>Total</b>	<b>\$ 4,574,992.14</b>	<b>\$ (83,193.44)</b>	<b>Total</b>	<b>\$ 4,491,798.70</b>
			<b>Current Date</b>	8/1/2022
			<b>MMA</b>	\$ 3,604,657.22
			<b>OHS C.D.</b>	\$ 294,082.08
			<b>Total</b>	\$ 3,898,739.30
		<b>Special Building</b>	<b>Current Date</b>	8/1/2022
	600731064	\$ 125,037.29	<b>Depreciation</b>	\$ 55,199.70
	126886	\$ 107,881.13	<b>Depreciation</b>	\$ 154,112.78
	<b>Total</b>	<b>\$ 232,918.42</b>	<b>Depreciation</b>	\$ 275,586.53
			<b>Depreciation</b>	\$ -
			<b>Total</b>	\$ 484,899.01



Clearing

Official

**Expenditures**

<u>Vendor</u>	<u>CHECK #</u>	<u>Amount</u>	<u>Description</u>
Shirley Ryan	7141	\$ 525.00	Glasses
US Bank	7142	\$ 3,505.09	Supplies
Flatwater Food & Automotive	7143	\$ 327.66	Gas
Amy Barnes	7144	\$ 147.00	

TOTAL      \$ 4,504.75

**ACTIVITY ACCOUNT 2021-2022**

<u>Date</u>	<u>Disbursements</u>	<u>Receipts</u>	<u>Profit/Loss</u>	<u>Ending Balance</u>
Aug. 2020	\$ 3,480.15	\$ 12,618.21	\$ 9,138.06	\$ 303,341.40
Sept.	\$ 27,309.03	\$ 27,656.20	\$ 347.17	\$ 303,688.57
Oct.	\$ 20,217.64	\$ 21,879.25	\$ 1,661.61	\$ 305,350.18
Nov.	\$ 23,476.28	\$ 19,865.93	\$ (3,610.35)	\$ 301,739.83
Dec.	\$ 16,440.37	\$ 18,224.47	\$ 1,784.10	\$ 303,523.93
Jan.	\$ 19,088.50	\$ 11,680.97	\$ (7,407.53)	\$ 296,116.40
Feb.	\$ 28,872.66	\$ 30,760.32	\$ 1,887.66	\$ 298,004.06
March	\$ 24,683.11	\$ 7,541.96	\$ (17,141.15)	\$ 280,862.91
April	\$ 35,764.00	\$ 10,637.88	\$ (25,126.12)	\$ 255,736.79
May	\$ 37,211.74	\$ 35,811.31	\$ (1,400.43)	\$ 254,336.36
June	\$ 17,498.69	\$ 18,710.55	\$ 1,211.86	\$ 255,548.22
July	\$ 8,542.84	\$ 6,702.68	\$ (1,840.16)	\$ 253,708.06
Aug-22	\$ -	\$ -	\$ -	\$ -
Fiscal Year	\$ 259,104.86	\$ 209,471.52	\$ (49,633.34)	
School Year	\$ 262,585.01	\$ 222,089.73	\$ (40,495.28)	

## Activity Checks

July

<u>Amount</u>	<u>Ck#</u>	<u>Whom Paid</u>	<u>Account</u>	<u>Reason</u>
\$ (70.00)	16527	Void	Athletics	Golf Enrty Fee
\$ (50.00)	16676	Void	Misc Act Dep	Misc Act Deposit Refund
\$ (100.00)	16914	Void	Athletics	WR Entry Fee
	17287	Void		
\$ 382.50	17288	Paula Osborne	General	C4K Contract & Consulting
\$ 25.00	17289	Lorna Lawton	Cheer	Cheer Sponsorship
\$ 139.67	17290	Brooke Puffer	General	C4K Training & Outreach
\$ 50.00	17291	Addison Luther	Misc Act Dep	Misc Act Deposit Refund
\$ 50.00	17292	Aven Zimmerman	Misc Act Dep	Misc Act Deposit Refund
\$ 50.00	17293	Caleb Svarvari	Misc Act Dep	Misc Act Deposit Refund
\$ 30.00	17294	Cheyenne White	Misc Act Dep	Misc Act Deposit Refund
\$ 50.00	17295	Cinch Kiger	Misc Act Dep	Misc Act Deposit Refund
\$ 50.00	17296	Dalton Carlson	Misc Act Dep	Misc Act Deposit Refund
\$ 50.00	17297	Dawson Anderson	Misc Act Dep	Misc Act Deposit Refund
\$ 50.00	17298	Dustin Charging Elk	Misc Act Dep	Misc Act Deposit Refund
\$ 50.00	17299	Kenzie Scheele	Misc Act Dep	Misc Act Deposit Refund
\$ 50.00	17300	Kylie Furby	Misc Act Dep	Misc Act Deposit Refund
\$ 50.00	17301	Maeli Meyer	Misc Act Dep	Misc Act Deposit Refund
\$ 50.00	17302	Micah Meyer	Misc Act Dep	Misc Act Deposit Refund
\$ 50.00	17303	Wyatt Ryan	Misc Act Dep	Misc Act Deposit Refund
\$ 1,228.84	17304	Brooke Puffer	General	C4K Equip & Train & Outreach
\$ 252.79	17305	Aflac	General	EE Insurance Summer Prem
\$ 2,307.72	17306	BCBS	General	EE Insurance Summer Prem
\$ 148.00	17307	Paint Paradise	General	Summer Reading Supplies
\$ 45.56	17308	Awards Unlimited	Athletics	Track Award Supplies
\$ 74.08	17309	Brooke Puffer	General	C4K Training & Outreach PF
\$ 40.00	17310	Jordyn Jeffries	General	C4K Training & Outreach
\$ 50.00	17311	NE Rural Radio Assc	General	C4K Training & Outreach
\$ 345.90	17312	H2O Photography	Athletics	Track Supplies
\$ 36.50	17313	Sportboardz	Athletics	Golf Supplies
\$ 32.59	17314	US Bank	Student Council	Pop Machine
\$ 8.70	17315	Cash	General	Alumni Postage
\$ 713.25	17316	Student Assurance Services	Athletics	Insurance
\$ 28.00	17317	Platinum Awards	FFA	FFA Plaque
\$ 58.74	17318	Brooke Puffer	General	C4K Training & Outreach
\$ 185.00	17319	Sign Pro	Athletics	Golf Banner
\$ 1,975.00	17320	Striv	Athletics	Annual Cost
\$ 55.00	17321	Little Egale Learning Center	General	C4K Training & Outreach

\$ 8,542.84

	9/1/2009A	B	C	D	E	F	G	H	I
719									
720	<b>Food Program 2021-2022</b>								
721	<b>Date</b>	<b>Lunch Meals</b>	<b>Breakfast Meals</b>	<b>Summer Food</b>	<b>Disbursements</b>	<b>Receipts</b>	<b>Profit/Loss</b>	<b>Days Served</b>	<b>Balance</b>
722	Aug-21	3299	1767	0	\$ 24,432.66	\$ 36,190.63	\$ 11,757.97	15	\$ 76,769.89
723	Sept.	4624	2424	0	\$ 27,809.96	\$ 4,279.88	\$ (23,530.08)	19	\$ 53,239.81
724	Oct.	4776	2494	0	\$ 25,841.79	\$ 45,770.85	\$ 19,929.06	20	\$ 73,168.87
725	Nov.	3658	2178	0	\$ 26,077.51	\$ 26,452.16	\$ 374.65	17	\$ 73,543.52
726	Dec.	3103	1944	0	\$ 27,133.64	\$ 44,105.14	\$ 16,971.50	13	\$ 90,515.02
727	Jan.	4432	2068	0	\$ 15,111.01	\$ 837.65	\$ (14,273.36)	19	\$ 76,241.66
728	Feb.	4310	2665	0	\$ 26,604.90	\$ 27,264.03	\$ 659.13	18	\$ 76,900.79
729	March	4853	3473	0	\$ 22,084.02	\$ 27,699.60	\$ 5,615.58	20	\$ 82,516.37
730	April	3872	1946	0	\$ 25,265.58	\$ 32,507.04	\$ 7,241.46	18	\$ 89,757.83
731	May	2211	1006	0	\$ 27,913.63	\$ 23,733.52	\$ (4,180.11)	12	\$ 85,577.72
732	June	341	151	0	\$ 14,954.96	\$ 12,779.91	\$ (2,175.05)	18	\$ 83,402.67
733	July	438	447	0	\$ 12,978.79	\$ 8,299.00	\$ (4,679.79)	16	\$ 78,722.88
734	Aug-20				\$ -	\$ -	\$ -	0	\$ -
735	Fiscal Year				\$ 276,208.45	\$ 289,919.41	\$ 13,710.96		
736	School Year				\$ 251,775.79	\$ 289,919.41	\$ 13,710.96		
737	Totals	39917	22563	0				205.00	
738	All Meals	62480							
739									



	<u>Free Lunch</u>	<u>Reduced Lunch</u>	<u>2021-2022</u>		<u>Summer</u>			<u>Totals</u>	<u>COVID</u>
			<u>Full Pay Lunch</u>	<u>Free Breakfast</u>	<u>Reduced Breakfast</u>	<u>Full Pay Breakfast</u>	<u>Colvd Free Breakfast</u>		
July	438	0	0	447	0	0	0	885	0
June	341	0	0	151	0	0	0	492	0
May	2211	0	0	1006	0	0	0	3217	0
April	3872	0	0	1946	0	0	0	5818	0
March	4853	0	0	3473	0	0	0	8326	0
February	4310	0	0	2665	0	0	0	6975	0
January	4432	0	0	2068	0	0	0	6500	0
December	3103	0	0	1944	0	0	0	5047	0
November	3658	0	0	2178	0	0	0	5836	0
October	4776	0	0	2494	0	0	0	7270	0
September	4624	0	0	2424	0	0	0	7048	0
August	3299	0	0	1767	0	0	0	5066	0
Totals	39917	0	0	22563	0	0	0	62480	0

5745 10.13%

	<u>Free Lunch</u>	<u>Reduced Lunch</u>	<u>2020-2021</u>		<u>Summer</u>			<u>Totals</u>	<u>COVID</u>
			<u>Full Pay Lunch</u>	<u>Free Breakfast</u>	<u>Reduced Breakfast</u>	<u>Full Pay Breakfast</u>	<u>Colvd Free Breakfast</u>		
July	1236	0	0	1792	0	0	0	3028	0
June	1906	0	0	1022	0	0	0	2928	0
May	2954	0	0	1295	0	0	0	4249	0
April	3797	0	0	1698	0	0	0	5495	0
March	4253	0	0	1926	0	0	0	6179	0
February	3425	0	0	1451	0	0	0	4876	0
January	3761	0	0	1480	0	0	0	5241	0
December	2649	0	0	1029	0	0	0	3678	0
November	3719	0	0	1499	0	0	0	5218	0
October	4437	0	0	1767	0	0	0	6204	0
September	4398	0	0	1687	0	0	0	6085	0
August	2843	0	0	711	0	0	0	3554	0
Totals	39378	0	0	17357	0	0	0	56735	0

Hot Lunch

Official

July

**Expenditures**

<u>Vendor</u>	<u>CHECK #</u>	<u>Amount</u>	<u>Description</u>
Plum Creek Marketpla	5021	\$ 23.67	Summer Meals
Hiland Dairy	5022	\$ 27.15	HL Refund, Summer Mea
US Foods	5023	\$ 1,196.50	Summer, FS
Cash-Wa Distributing	5024	\$ 230.23	Summer, FS
Egan Supply	5025	\$ 1,283.40	Supplies
Innovative Office Solut	5026	\$ 386.62	Supplies
Paint Paradise	5027	\$ 300.00	Appleseed Grant/Summ
Payroll	DD	\$ 8,131.19	Payroll
US Bank	5028	\$ 336.78	F2S, Summer Meals
Pyramid School Prod	5029	\$ 64.74	Supplies
Fagot Refrigeration	5030	\$ 125.00	Repair
Juliana Loudon	5031	\$ 873.51	Farm to School Trip

**TOTAL      \$ 12,978.79**

## Hot Lunch Financial Report

Balance :  
7/1/2022 \$ 83,402.67

### Reiepts:

Student Payments/ALA Carte		\$	-
Adult		\$	-
Summer Food Program		\$	-
Parents		\$	-
Fed. Reimbursement	June	\$	8,219.00
State Reimbursement	June	\$	-
Loans to Program		\$	-
Other income/ Juice / HL/Conc		\$	80.00
Transfer from General		\$	-
<b>Total receipts</b>		\$	<b>8,299.00</b>
<b>Balance &amp; Receipts</b>		\$	<b>91,701.67</b>

### Disbursements

Food		\$	982.30
Salaries	July	\$	5,333.83
Insurance	July	\$	2,797.36
Other Expenses		\$	3,865.30
Pre K, Ala Carte, Juice, Catering		\$	-
Loan Repayment			
<b>Total Disbursements:</b>		\$	<b>12,978.79</b>

Balance  
7/31/2022 \$ 78,722.88

## Clearing Account Financial Report

Balance:  
7/1/2022 \$ 7,637.03

### Reciepts:

District #4 Transfers	June	\$	8,483.70
Interest	July	\$	0.52
<b>Total Receipts</b>		\$	<b>8,484.22</b>
<b>Balance &amp; Receipts</b>		\$	<b>16,121.25</b>

**Total Disbursements** \$ 4,504.75

Balance  
7/31/2022 \$ 11,616.50

<b>ACTIVITY FINANCIAL REPORT</b>				
Budgeted Expenditures	\$ 295,000.00			
Bal July 1, 2022	\$ 255,548.22			
Receipts:		\$ 6,702.68		
Disbursements:			\$ 8,542.84	
Bal July 31, 2022				\$ 253,708.06
Coca Cola Scholarship	\$ 364.34	\$ -	\$ -	\$ 364.34
General/125 Plan	\$ 71,081.64	\$ 3,066.47	\$ 4,746.04	\$ 69,402.07
Athletic	\$ 23,981.70	\$ 2,176.71	\$ 3,131.21	\$ 23,027.20
Cheerleaders	\$ 8,546.08	\$ 459.50	\$ 25.00	\$ 8,980.58
Dance	\$ 610.67	\$ -	\$ -	\$ 610.67
2021-2022 Seniors	\$ 1,707.42	\$ -	\$ -	\$ 1,707.42
2021-2022 Juniors	\$ 1,156.82	\$ -	\$ -	\$ 1,156.82
2021-2022 Sophomores	\$ 5,274.82	\$ -	\$ -	\$ 5,274.82
2021-2022 Freshmen	\$ 6,738.40	\$ -	\$ -	\$ 6,738.40
Shop	\$ 2,143.80	\$ -	\$ -	\$ 2,143.80
Yearbook	\$ 1,498.18	\$ -	\$ -	\$ 1,498.18
Concessions	\$ (1,122.03)	\$ -	\$ -	\$ (1,122.03)
Student Council	\$ 1,206.86	\$ -	\$ 32.59	\$ 1,174.27
Music	\$ (31.04)	\$ -	\$ -	\$ (31.04)
FCCLA	\$ 3,074.60	\$ -	\$ -	\$ 3,074.60
Misc/Act. Deposits	\$ 7,680.00	\$ -	\$ 580.00	\$ 7,100.00
Honor Society	\$ 409.46	\$ -	\$ -	\$ 409.46
Staff Lounge	\$ 5,097.25	\$ -	\$ -	\$ 5,097.25
School Play	\$ 1,118.95	\$ -	\$ -	\$ 1,118.95
Site	\$ 2,403.33	\$ -	\$ -	\$ 2,403.33
Grant	\$ 445.58	\$ -	\$ -	\$ 445.58
2021-2022 8th Grade	\$ 3,714.79	\$ -	\$ -	\$ 3,714.79
2021-2022 7th Grade	\$ 4,684.42	\$ -	\$ -	\$ 4,684.42
2021-2022 6th Grade	\$ -	\$ -	\$ -	\$ -
School Store	\$ 444.88	\$ -	\$ -	\$ 444.88
BBB Club	\$ 656.47	\$ 1,000.00	\$ -	\$ 1,656.47
FB Club	\$ 6,929.57	\$ -	\$ -	\$ 6,929.57
GBB Club	\$ 1,539.45	\$ -	\$ -	\$ 1,539.45
VB CLUB	\$ 2,628.96	\$ -	\$ -	\$ 2,628.96
WR Club	\$ 1,777.37	\$ -	\$ -	\$ 1,777.37
TR Club	\$ 360.46	\$ -	\$ -	\$ 360.46
FCA	\$ 2,163.09	\$ -	\$ -	\$ 2,163.09
Pee Wee Football Club	\$ 305.52	\$ -	\$ -	\$ 305.52
Pee Wee Wrestling	\$ 2,468.73	\$ -	\$ -	\$ 2,468.73
FBLA	\$ 550.46	\$ -	\$ -	\$ 550.46
Activity Special Account	\$ 62,707.52	\$ -	\$ -	\$ 62,707.52
iPads	\$ 11,726.08	\$ -	\$ -	\$ 11,726.08
FFA	\$ 1,891.88	\$ -	\$ 28.00	\$ 1,863.88
Cross Country	\$ 775.96	\$ -	\$ -	\$ 775.96
Circle of Friends Elementary	\$ 454.52	\$ -	\$ -	\$ 454.52
Circle of Friends Secondary	\$ 167.47	\$ -	\$ -	\$ 167.47
Green House	\$ 6,213.79	\$ -	\$ -	\$ 6,213.79
	\$ 255,548.22	\$ 6,702.68	\$ 8,542.84	
				\$ 253,708.06

					Overton Public School				Dawson County School District 04	24-0004
					2022-2023 Budget Worksheet				Overton Public School District	
	Total Beginning Balance	Total Available Resources Before Property Taxes	Personal and Real Property Taxes	Total Resources Available	Budget of Disbursements & Transfers-SPED	Budget of Disbursements & Transfers-Non SPED	Total Budget of Disbursements & Transfers	Necessary Cash Reserve	Total Requirements	
General	\$ 3,100,000.00	\$ 4,760,520.00	\$ 3,399,660.00	\$ 8,160,180.00	\$ 624,000.00	\$ 5,348,538.00	\$ 5,972,538.00	\$ 2,187,642.00	\$ 8,160,180.00	
Deprecation	\$ 500,000.00	\$ 500,000.00		\$ 500,000.00			\$ 500,000.00		\$ 500,000.00	
Activities	\$ 315,000.00	\$ 650,963.89		\$ 650,963.89			\$ 335,000.00	\$ 315,963.89	\$ 650,963.89	
School Nutrition	\$ 75,000.00	\$ 370,481.00		\$ 370,481.00			\$ 335,000.00	\$ 35,481.00	\$ 370,481.00	
Bond	\$ -	\$ -	\$ -	\$ -			\$ -	\$ -	\$ -	
Special Building	\$ 233,150.00	\$ 233,150.00	\$ -	\$ 233,150.00			\$ 233,150.00		\$ 233,150.00	
Total all Funds	\$ 4,223,150.00	\$ 6,515,114.89	\$ 3,399,660.00	\$ 9,914,774.89	\$ 624,000.00	\$ 5,348,538.00	\$ 7,375,688.00	\$ 2,539,086.89	\$ 9,914,774.89	
<b>Personal and Real Property Tax Recap</b>					<b>General Fund</b>	<b>Bond Funds</b>	<b>Special Building Funds</b>	<b>Qualified Captial Purpose Undertaking Funds</b>		
Personal And Real Property Taxes from Column 1					\$ 3,366,000.00	\$ -	\$ -	\$ -		
County Treasurer's Commission at 1%					\$ 33,660.00	\$ -	\$ -	\$ -		
Delinquent Tax Allowance					\$ -	\$ -	\$ -	\$ -		
Total Personal and Real Propety Taxes (Line A + Line B = Line C) (Line D)					\$ 3,399,660.00	\$ -	\$ -	\$ -		
<b>Certified State Aid</b>	<b>Motor Vehicle Taxes</b>				<b>County Treasurer Balance 9-1-2022</b>					
\$ 709,104.00	\$ 115,000.00				\$ 300,000.00					

		Overton Public School			
		2022-2023 Budget			
<b>Levy Limit Calculation Schedule C</b>					
<b>Fund</b>	<b>District Property Tax LESS Exclusions</b>	<b>District Assessed Valuation</b>	<b>Levy Subject to Limitation</b>		
General Fund	\$ 3,366,000.00	\$ 339,589,170.00	0.991198		
Bond Fund	\$ -	\$ 339,589,170.00	0.000000		
Special Building Fund	\$ -	\$ 339,589,170.00	0.000000		
<b>Total Levy Subject to Limitation</b>			<b>0.991198</b>		
<b>Notice of Special Hearing to Set Final Tax Request</b>				<b>2022-2023 Budget Information</b>	
<b>Fund</b>	<b>2022-2023 Property Tax Request</b>	<b>2022 Tax Rate</b>	<b>Property Tax Rate w/o County Fee</b>	<b>2022-2023 Proposed</b>	<b>Proposed 2023 Tax Rate/Levy</b>
General Fund	\$ 3,366,000.00	0.98158	0.991198	\$ 3,399,660.00	1.001110
Bond Fund	\$ -	0.000000	0.000000	\$ -	0.000000
Special Building Fund	\$ -	0.000000	0.000000	\$ -	0.000000
<b>2022 Tax Request</b>	<b>2023 Tax Request</b>	<b>Change in Dollar Request</b>	<b>Change in Tax Request</b>		
\$ 3,333,333.00	\$ 3,399,660.00	\$ 66,327.00	1.99%		
				<b>2022-2023 Budget Information</b>	
<b>2022 Tax Request</b>	<b>2023 Tax Request</b>	<b>Change in Dollar Request</b>	<b>Change in Tax Request</b>	<b>2022-2023 Proposed Property Tax Request</b>	<b>Proposed 2023 Tax Rate/Levy</b>
\$ 3,333,333.00	\$ 3,400,000.00	\$ 100,667.00	3.02%	\$ 3,434,000.00	1.011222
				<b>2022-2023 Budget Information</b>	
<b>2022 Tax Request</b>	<b>2023 Tax Request</b>	<b>Change in Dollar Request</b>	<b>Change in Tax Request</b>	<b>2022-2023 Proposed Property Tax Request</b>	<b>Proposed 2023 Tax Rate/Levy</b>
\$ 3,333,333.00	\$ 3,420,000.00	\$ 120,867.00	3.63%	\$ 3,454,200.00	1.017170



# Reimbursement Rates

July 1, 2022 – June 30, 2023

<b>National School Breakfast Program</b>				
Breakfast	Free	\$2.26		
	Reduced	\$1.96		
	Paid	\$0.50		
Severe Need Breakfast	Free	\$2.67		
	Reduced	\$2.37		
	Paid	\$0.50		
<b>National School Lunch Program</b>			Additional Qualifying 2 cents	Performance Based Incentive (*\$0.08 for SY22-23)
Lunch	Free	\$4.33	\$4.35	\$0.08*
	Reduced	\$3.93	\$3.95	\$0.08*
	Paid	\$0.77	\$0.79	\$0.08*
After School Snacks	Free	\$1.08		
	Reduced	\$0.54		
	Paid	\$0.09		
<b>Special Milk Program</b>		\$0.27		