

Ashland-Greenwood Public Schools
Board Agenda
Saunders County School District No. One
Monday, February 18, 2008
Library, Ashland-Greenwood High School
1842 Furnas Street
Ashland, NE 68003

Regular Meeting
4:00 p.m.

Please note the earlier than normal time!

If this agenda is not completed by 11:00 p.m., the meeting should be recessed to a later date.

1. Call to Order. Roll Call.
2. Acknowledgement of Open Meetings Law posting.
3. Approval of any changes in the mailed agenda.
4. Approval of Consent Agenda Action Items
 - A. Approval of minutes of previous meetings. Pages 1-12
 - B. Financial Reports: District Funds. Pages 13-21
 - C. Action on Claims. Pages 22-25
 - D. Contract Renewals: None

5. Visitors and Communications from the Public

No visitors have requested time on the agenda at this time.

6. Administrative and Practitioners Reports

- A. Ms. Heusman
- B. Ms. Bray
- C. Mr. Bentzen
- D. Mr. Pease

7. Old Business

- A. Establish a date for a School Board Building Committee Meeting for the purpose of discussing construction alternatives, acquisition of professional assistance, establishing an advisory committee and other matters related to possible consideration of facility improvements and expansion.
- B. Consideration and Action to approve the 2008-09 Capital Outlay Plan and authorize the Superintendent to implement the plan as approved. Page 26.
- C. Consideration and possible action to authorize the Superintendent to implement Facility Improvement Measures proposed by Trane. Page 27-33.
- D. Consideration and action to approve the option capacities for 2008-09 and to authorize the Superintendent to approve option enrollment applications that are within these established capacities. Page 34

8. New Business

A. Consideration of 7000 Series policy revisions and additions related to school construction and improvements. Page 35-58

9. Information Items

- A. Ashland Greenwood Public Schools Foundation will hold their annual dinner to honor employees, students and graduates at 6 PM on Friday evening, April 4th. Tickets will go on sale in March.
- B. Correspondence has been received from the Nebraska Department of Education approving our Pre-school education program. Page 59

10. Other items presented by Board members for future consideration.

11. The next meeting would generally be held on March 3, 2008 but that is an evening of Parent-Teacher Conferences and facilities are not available. Last year we canceled the 1st Monday in March meeting. I would recommend that the March 3 meeting be cancelled. The next meeting would then be scheduled for March 17, 2008 at 7:30 p.m. in the Library at Ashland-Greenwood High School at 1842 Furnas Street in Ashland, NE 68003.

Notices:

COPY OF OPEN MEETINGS ACT: The Board of Education makes available at least one current copy of the Open Meetings Act posted in the meeting room at a location accessible to members of the public. The Act is posted on the North wall of the meeting room west of the main entrance.

INSTRUCTIONS FOR THOSE WHO WISH TO SPEAK DURING PUBLIC FORUM:

Getting Started: When it is your turn to speak during the public forum portion of the agenda, please come forward, sign your name and address on the sign-in sheet and state your name to the Board of Education.

Time Limit: You may speak only one time and must limit comments to 5 minutes or less.

Personnel or Student Topic: If you are planning to speak about a personnel or student matter involving an individual, please understand that our policies require that such concerns initially be directed to the administration for consideration. Board members will generally not respond to any questions you ask or comments you make about individual staff members or students. You are cautioned that slanderous comments are not protected just because they are made at a Board meeting.

General Rules: Please remember that this is a meeting of the Board of Education held in public for conducting the business of the Board of Education. Offensive language, personal attacks and hostile conduct will not be tolerated.

**Ashland-Greenwood Public Schools
Board of Education
Annual Meeting
Meeting Minutes
January 14, 2008**

Opening:

The annual meeting of the Board of Education of Ashland-Greenwood Public School was convened in open and public session at 7:30 p.m. on January 14, 2008 by Chairman pro tem Craig Pease

Present

The roll was called and the following Board members were present: Randy Beranek, Melvin Cerny, Kevin Garner, David Lutton, David Nygren and Suzanne Sapp.

Notice of the meeting was given in advance by publication in the Ashland Gazette on January 10, 2008. Notice of this meeting was given in advance to all members of the Board of Education. All proceedings of the Board of Education, except as may be hereinafter noted, were taken while the convened meeting was open to the public.

Call to Order

The meeting was duly called to order.

Announcement of Open Meetings Act Posting

At the beginning of this meeting, Chairman pro tem Craig Pease announced and informed the public that a current copy of the Open Meetings Act is posted on the north wall of the meeting room, behind the board members.

Election of Officers

Motion by member Lutton with second by Nygren to waive any policies, procedures or formalities and nominate Suzanne Sapp for the office of president, Melvin Cerny for office of vice president and Kevin Garner for office of secretary and to cease nominations and cast a unanimous ballot. After discussion and on roll call vote, the board voted as follows: Voting yes: Beranek, Cerny, Garner, Lutton, Nygren and Sapp. Voting no: none. President Sapp took over as presiding officer of the meeting.

Appointments

Motion by Nygren with second by Cerny to reappoint Carrie Holz as Executive Secretary. After discussion and on roll call vote, the board voted as follows: Voting yes: Beranek, Cerny, Garner, Lutton, Nygren and Sapp. Voting no: none.

Motion by Beranek with second by Garner to reappoint the law firm of Perry, Guthery, Haase and Gessford as district legal counsel. After discussion and on roll call vote, the board voted as follows: Voting yes: Beranek, Cerny, Garner, Lutton, Nygren, and Sapp. Voting no: none.

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January 14, 2008 Meeting, Minutes, Page 2**

District Newspaper

Motion by Garner with second by Cerny to redesignate the Ashland Gazette as the district newspaper. After discussion and on roll call vote, the board voted as follows: Voting yes: Beranek, Cerny, Garner, Lutton, Nygren, and Sapp. Voting no: none.

Adjournment

There being no further business, Annual Meeting was adjourned at 7:41 p.m. by unanimous motion.

Minutes submitted by: Secretary

**Ashland-Greenwood Public Schools
Board of Education
Meeting Minutes
January 14, 2008**

Opening

A meeting of the Board of Education of the Ashland-Greenwood Public Schools was convened in open and public session immediately following the annual meeting at 7:41 p.m. on January 15, 2007 by President Suzanne Sapp.

Present

The roll was called and the following Board members were present: Randy Beranek, Melvin Cerny, Kevin Garner, David Lutton, David Nygren and Suzanne Sapp.

Notice of the meeting was given in advance by publication in the Ashland Gazette on December 27, 2008. Notice of this meeting was given in advance to all members of the Board of Education. All proceedings of the Board of Education, except as may be hereinafter noted, were taken while the convened meeting was open to the public.

Call to Order

The meeting was duly called to order.

Announcement of Open Meetings Act Posting

At the beginning of this meeting, President Sapp announced and informed the public that a current copy of the Open Meetings Act is posted on the north wall of the meeting room, behind the board members.

Agenda Change

There was no change to the previously mailed agenda.

Consent Agenda

A motion was made by Garner with second by Lutton to approve all of the items on the consent agenda. After discussion and on roll call vote, the board voted as follows: Voting yes: Beranek, Cerny, Garner, Lutton, Nygren and Sapp. Voting no: none. Motion carried.

Visitors and Communication from the Public

There were no visitors or communication from the public.

Administrative and Practitioners Reports

Mr. Bentzen reported to the board on several tournaments recently held at Ashland-Greenwood Public Schools. He told board members that the Girls Basketball team placed 1st in the Lee Sapp Holiday Tournament and the Boys Basketball team placed 2nd in that tournament, on January 4th the Wrestling team placed 3rd at the Ashland-Greenwood Public Schools Tournament, and on Saturday the Speech team placed 2nd at the Oxbow Speech Invitational.

Mr. Bentzen reported that Conference Wrestling Tournament will be held at Fort Calhoun on January 19. He also told board members that on January 21, the Girls Basketball team will play their 1st round NCC Tournament game here and the Boys Basketball team will travel to Fort Calhoun for their NCC Tournament game.

Mr. Bentzen reported that upon returning to school this semester the cafeteria started

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Meeting Minutes, Page 2**

Administrative and Practitioners Reports, continued.

breakfast concession sales at Ashland-Greenwood Middle School/High School on Monday and Thursday mornings. Student participation in the program has increased since the first day and he thinks it will be a nice service offered to the students.

Mr. Bentzen also reported that during the holiday break the projectors for all classrooms in his building were finished being installed. He also reported that the music room cabinetry was delivered today and would be installed this week.

Mr. Bentzen also told board members that Katie Brown, Ellen Sundermeier, Emily Judds, Kimberly Morwitzer, Hope Taylor, Michael vonRenzell, and Emilie Rodgers were selected to participate in the University of Nebraska at Kearney Honor Choirs.

Mrs. Bray reported that on January 22nd an outside review of the Mathematics portfolio will be conducted.

Mrs. Bray also reported that an in-service was planned for staff on January 25th. She told board members that the day will include staff training on their new laptops. Also on that day Pat Yardley will present to Kindergarten through 4th grade teachers on teaching reading strategies, 5th grade through 8th grade teachers will meet with Sue Anderson from the ESU#3 on writing strategies and 9th through 12th grade teachers will meet with a team from ESU #4 and work on reading comprehension.

Mrs. Bray also reported that on February 29 when Clay Anderson is scheduled to visit the school, members from the school and community are planning events for the day including a dinner that night.

Policy 8340

Consideration and action to approve the revisions to policy 8340.

Motion by Lutton with second by Beranek to approve the revisions to policy 8340. After discussion and on roll call vote, the board voted as follows: Voting yes: Beranek, Cerny, Garner, Lutton, Nygren and Sapp. Voting no: none. Motion carried.

Trane Proposal

Supt. Pease presented to the board the report from Trane for building upgrade projects and facility improvement measures Pease presented the projects contained in the report for discussion. Suggested projects included lighting retrofit/replacement at building gyms, water retrofit at both building, HVAC work at each building, temperature controls at both buildings and a fire sprinkler system at the MSHS. Each project lists an estimated project cost with an estimated annual savings to the district by completing that project. Discussion was held. This report was provided for a preliminary review further discussion and questions can be addressed when Dave Raymond presents to the board at the next board meeting.

New Business

Capital Outlay Plan 2008

Supt. Pease passed out a preliminary 2008 Capital Outlay Plan for the board's review on input, priority or items that may need to be addressed.

**Ashland-Greenwood Public Schools Board of Education Meeting January 14, 2008
Meeting, Minutes, Page 3**

Capital Outlay Plan 2008, continued.

Supt. Pease reviewed expense items suggested for 2008. Some of the items listed are improvement to the softball fields, remodel of high school kitchen serving area, elementary playground matting, purchase of small vehicle, carpet replacement and new carpet at buildings, lighting improvements, parking lot expansion, new administrative offices, replace and recoat lines at the track, electrical service at the track, and phase one addition at the Middle School. Pease told board members that the Midget football group has offered to aid in the construction of a concessions stand/press box at the high school track. Discussion was held. Member Beranek inquired regarding the carpeting of the middle school/high school corridors whether it was for appearance or need. Pease stated both as carpet would update the appearance of the facility but there are areas in the hallway where tile is worn and needs to be replaced. Discussion was held regarding extending the terazzo flooring to the end of the restrooms in the commons area. Member Lutton suggested the electrical service to the track may want to be moved to a higher priority in the list due to construction being performed close to that area which would may help to bring electrical service to that area for a reduced cost.

The board then discussed the suggested steps involved in school construction. One of the first steps would be to form a citizens committee to study facility improvements and expansion. This committee would develop a plan and make recommendations to the board. Specifications are then developed by professionals and the school board calls for a bond election if funds are needed. If the bond is successful construction specifications will be developed and bid are accepted before construction work commences. Member Sapp questioned the length of this process. Pease said the entire process can be two and a half to three years. Member Lutton stated that he feels at that at his time we should start to get a feel of what the citizens want and to take a look at construction. Member Nygren asked how a committee would be selected. Pease told board members that members could be suggested by board members and staff as well as a request for volunteers to serve on the committee. Member Beranek stated he thought it was the time to move on this project. Members Sapp and Lutton agreed that the school needs to move forward so that it will not fall behind the proposed joint community facility. Pease also asked members who they wished to assist with the professional services in the project. Members Beranek and Lutton suggested BCDM as we have used them in the past and the JAC is also using that firm. The past financial agent used was D. A. Davidson formerly Kirkpatrick Pettis. Pease then told board members and administrators to bring names to the next meeting for members to serve on the citizens committee.

Policy relating to Release of Contract

Supt. Pease presented to the board a policy proposal addressing certificated employee contracts and requests for release from their contract. Supt. Pease told board members the district has had a practice not a policy. He recommends that a policy be put in place in which requests for release from contract will be accepted before May 1, after that date a request may not guarantee release from contract. The May 1 date is used in other school district's policy. Pease told board members that if we used a different date it would put our district at a disadvantage. This policy was presented to the board for consideration and will be brought back to the next meeting for possible adoption.

**Ashland-Greenwood Public Schools Board of Education Meeting January 14, 2008
Meeting, Minutes, Page 4**

Occupational Therapy

Consideration and action to approve a contract for services with Beverly Wiggs d/b/a Wiggs Enterprises to serve the district as an occupational therapist.

Motion by Nygren with second by Cerny to approve a contract for services with Beverly Wiggs d/b/a Wiggs Enterprises to serve the district as an occupational therapist. After discussion and on roll call vote, the board voted as follows: Voting yes: Beranek, Cerny, Garner, Lutton, Nygren and Sapp. Voting no: none. Motion carried.

Board Committees

President Sapp appointed board members to the following committees for 2008.

Building, Grounds and Transportation Committee: Lutton, Nygren and Sapp

Personnel Committee: Beranek, Cerny and Garner

Finance Committee: Beranek, Lutton and Nygren

Curriculum & Americanism Committee: Cerny, Garner, and Sapp

Non-Certified Salary Team: Nygren, Garner and Sapp

Certified Staff Negotiations Team: Beranek, Cerny and Lutton

District Representative

Consideration and action to appoint Craig Pease as District Representative for all state and federal programs.

Motion by Nygren with second by Beranek to appoint Craig Pease as District Representative for all state and federal programs. After discussion and on roll call vote, the board voted as follows: Voting yes: Beranek, Cerny, Garner, Lutton, Nygren, and Sapp. Voting no: none. Motion carried.

Conflict of Interest

Declaration of Conflict of Interest by Board Members for the record:

Randy Beranek noted for the record that his wife, Kathy Beranek is employed as the hot lunch supervisor and his son Eric Beranek is employed as a maintenance director. Randy also serves the head wrestling coach for the district.

Kevin Garner noted no conflicts for the record

David Lutton noted for the record that he is the owner of Lutton Law, Ashland, NE.

Melvin Cerny noted for the record that he is a board member for the Ashland Youth Ball Association, AYBA.

David Nygren noted for the record that his wife Shari Nygren is employed by the district as a Kindergarten teacher. He also noted he is a board member for the Ashland Youth Ball Association, AYBA.

Suzanne Sapp noted for the record that she is a substitute teacher for the district. She also noted for the record her husband's business is Lee Sapp Ford-Mercury, Ashland, NE.

**Ashland-Greenwood Public Schools Board of Education Meeting January 14, 2008
Meeting, Minutes, Page 5**

Depositories

Consideration and action to appoint Farmers and Merchants National Bank, Centennial Bank and the Nebraska School District Liquid Asset Fund as district depositories and investment accounts for all funds.

Motion by Lutton with second by Garner to appoint Farmers and Merchants National Bank, Centennial Bank and the Nebraska School District Liquid Asset Fund as district depositories and investment accounts for all funds. After discussion and on roll call vote, the board voted as follows: Voting yes: Beranek, Cerny, Garner, Lutton, Nygren, and Sapp. Voting no: none. Motion carried.

Superintendent's Contract

President Sapp announced that this matter will be moved to the end of agenda to be discussed in executive session.

Information Items

NASB/NCSA Labor Relations Conference is in Kearney on February 4-5.

The National School Boards Association Conference scheduled for March 29 through April 1 in Orlando Florida.

Other business presented for future considerations

Member Beranek reminded incumbent board members to complete filing paper prior to the closing date in February 15, 2008.

Member Beranek advised he had attended the JAC meeting and was to ask the Foundation Board if they wished to be involved with the project. Supt. Pease told board members that this was discussed at the Ashland-Greenwood Public Schools Foundation Board meeting today and the Foundation would be willing to be a vehicle for collecting donations.

Executive Session

Motion by Lutton with second by Nygren to enter executive session at 9:17 p.m. to discuss the Superintendent's contract. After discussion and on roll call vote, the board voted as follows: Voting yes: Beranek, Cerny, Garner, Lutton, Nygren, and Sapp. Voting no: none. No members were absent. Motion carried.

Reconvene

The board reconvened from executive session at 10:05 p.m. and no action was taken.

Adjournment

President Sapp adjourned the meeting at 10:05 p.m. The next regular meeting will be held at 7:30 p.m. on Monday, February 4, 2008 in the Library of the High School at 1842 Furnas Street, Ashland, NE. An Agenda for the meeting, kept continuously current, is available for public inspection during normal business hours at the Superintendent's Office, 1225 Clay Street, Ashland, NE 68003.

Minutes submitted by:

Kevin Garner, Secretary

**Ashland-Greenwood Public Schools
Board of Education
Meeting Minutes
February 4, 2008**

Opening

A meeting of the Board of Education of the Ashland-Greenwood Public Schools was convened in open and public session following the public hearing at 7:30 p.m. on 4th day of February 2008 by President Suzanne Sapp.

Present

The roll was called and the following Board members were present: Randy Beranek, Kevin Garner, David Nygren, David Lutton, David Nygren and Suzanne Sapp. Member Melvin Cerny was absent.

Notice of the meeting was posted in advance in the Superintendent's Office, 1225 Clay Street, Ashland, NE. Notice of this meeting was given in advance to all members of the Board of Education. All proceedings of the Board of Education, except as may be hereinafter noted, were taken while the convened meeting was open to the public.

Call to Order

The meeting was duly called to order.

Announcement of Open Meetings Act Posting

At the beginning of this meeting, Vice President Beranek announced and informed the public that a current copy of the Open Meetings Act is posted on the north wall of the meeting room, behind the board members.

Agenda Change

There was no change to the published agenda.

Visitors and Communication from the Public

There were no visitors or communication from the public.

Administrative and Practitioners Reports

Mr. Bentzen reported on sub district and district team contests coming up. The district wrestling tournament would be held in David City next week. Tuesday February 12 the girls basketball team would play the sub district games and the following week the boys basketball team would play the sub district games. Times and location will be determined.

Mrs. Bray reported that the 2008-09 kindergarten parent response letters have been sent out and a parent meeting is set for February 21. At this time student enrollment is looking to be about 58 to 60 students. Mrs. Bray also told board members that she had placed an advertisement for a Speech Language Pathologist and a Speech Language Aide. Amanda Stuthman has been providing services for the district one to two days weekly and she has resigned. Jean Bernth will service the students until a replacement is found.

Mrs. Bray also told board members that a student had passed away over the weekend. She advised board members that information was presented to all Elementary staff this morning with helpful practices to aide students dealing with grief.

**Ashland-Greenwood Public Schools Board of Education Meeting February 4, 2008
Meeting Minutes, Page 2**

Administrative and Practitioners Reports, continued

Jon Richards and Jen Johnson will be available to students for grief counseling.

Mrs. Heusman reported that she had reviewed the January 22 portfolio rating and it was fine. Mrs. Heusman told board members that Thursday, February 14 is a staff in-service day, some staff members will participate in NEBMAC training for Medicaid administrative reimbursement time study; some staff will participate in CPR training and certified staff members will follow up on some reading and writing training.

Mrs. Heusman reported that she had been working with kindergarten teachers with DIBELS Testing. This is a new assessment designed to give a baseline in phonetic and reading skills. Students in first and second grade will also be assessed. She also told board members that the new technology that the district has received is installed in classrooms and teachers are learning and using the equipment. She invited board members to visit the technology in use, she would be happy to schedule time for members to come & observe the new classroom technology.

Mrs. Heusman provided board members with a Clay Anderson Day event schedule. During the day Mr. Anderson will hold assemblies with students, a parade will be held in Downtown Ashland, a reception and dinner will be served at the SAC Museum. Mrs. Heusman told board members that dinner tickets were available at Farmers and Merchants bank and the Ashland Greenwood Foundation would be the fiscal agent for the dinner.

Supt. Pease reported to board members that new computers were in and checked out to staff members. The laptop carts are full and ready for teachers to use. Member Lutton asked how computers are being received by staff. Mr. Pease advised that he has received a lot of positive comments from staff members. He told board members that staff has received training and the district will continue to provide training however teachers are supporting one another.

Mr. Pease presented a plot map of Whitetail Run for board members to review. The addition allows for 220 home lots.

Mr. Pease told board members that the junior and senior students were planning a ski trip to Colorado on March 13 – 16. He may recommend a calendar change during those dates as the majority of junior and senior students may not be in school.

Mr. Pease told board members that the NEBMAC program which provides reimbursement for Medicaid administrative duties performed by staff may come to end this year. Currently there is a moratorium on the reduction of the program until September 2007. Only 11 states utilize this program. The district receives up to \$150,000 per year in this program.

Supt. Pease also told board members he had received a letter from the Nebraska Association of School Boards with information about the nomination and election of all members to the Legislation Committee of the NASB. School board members are invited to submit nominations and to participate in the election. Anyone interested can contact Carrie Holz.

**Ashland-Greenwood Public Schools Board of Education Meeting February 4, 2008
Meeting, Minutes, Page 3**

Policy 4112.11

Consideration and action on proposed board policy 4112.11 related to contracts and release from contracts.

Motion by Nygren with second by Beranek to approve the board policy 4112.11. After discussion and on roll call vote, the board voted as follows: Voting yes: Beranek, Garner, Lutton, Nygren, and Sapp. Voting no: none. Member Cerny was absent and not voting. Motion carried.

Capital Outlay Plan 2008

Consideration and action on proposed Capital Outlay Plan. Supt. Pease told board members he added two items that had been omitted to the listing. The items added were football field lighting and a high school wrestling mat. Also listed in the proposed outlay plan was the fund that would provide payment for the project listed. Supt. Pease provided copies of design plans of the track concession building and filming tower. He told board members that since there is an interest in both projects it would be helpful to have plans for the projects to project a cost. If labor is donated or done in house the projects cost could be reduced. Discussion was held. Since some of the facility improvements are included in the Trane proposal. It was decided to delay action on the proposed capital outlay plan until a future meeting.

Trane Proposal

Dave Raymond and Brent Jackson from Trane were present at the meeting with the intent to provide information and answer questions regarding the Performance Contract for Facility Improvement Measures. Board members were told that projects can be approved individually but some projects do impact other projects. Brent Jackson, Design Engineer and Project Manager provided a presentation of the 12 suggested facility improvements. 7 projects were presented for the MSHS building and 5 projects were presented for the Elementary building. Projects included lighting retrofit for both buildings, water retrofit for both buildings, HVAC work at both buildings, temperate control work at both buildings and a fire sprinkler system at the MSHS building. Member Garner questioned the change in the HVAC system changes in the middle school wing from the first proposal. The Trane people explained some changes came about after further review of the projects. Discussion was held.

The board held further discussion regarding the Trane proposal. Member Lutton thought that lighting project should definitely be considered. Member Beranek felt we needed to address the problems with the HVAC in the MS wing. Discussion was held regarding cleaning coils at the Elementary building and alternative methods to pulling boxes. Nygren questioned the addition and will it run off our system or will it have a new system. Pease felt the proposed addition that includes the community facility would operate on its own system. Member Garner asked regarding the timeline of these projects, he also felt lighting should be completed. Member Beranek felt that the Elementary projects should be reviewed since that building is not currently being looked at for major improvements or remodeling. Lutton suggested looking at temperature controls maybe that project would help the systems at each building. Supt. Pease stated he wanted to review the documentation on the savings for the water retrofit listed by the proposal. Pease will also look into the temperature controls work done alone and the savings that could provide the district.

**Ashland-Greenwood Public Schools Board of Education Meeting February 4, 2008
Meeting, Minutes, Page 4**

Trane Proposal, continued.

Supt Pease will report back to the board and this matter will be addressed at a future board meeting.

Superintendent's Contract

Consideration and action for the 2008-09 Superintendent's contract. Motion by Lutton with second by Nygren to approve the 2008-09 Superintendent's contract. After discussion and on roll call vote, the board voted as follows: Voting yes: Beranek, Garner, Lutton, Nygren, and Sapp. Voting no: none. Member Cerny was absent and not voting. Motion carried.

NEW BUSINESS

Policy 9532

Supt. Pease presented to the board revisions to policy 9532. Policy 9532 relates to the safeguarding of all district funds. Previously the policy read that funds shall be insured by surety bonds, the revision allows for safeguarding in accordance with the Revised and Reissued Statutes of the State of Nebraska.

Motion by Beranek with second by Garner to approve revisions to policy 9532. After discussion and on roll call vote, the board voted as follows: Voting yes: Beranek, Garner, Lutton, Nygren, and Sapp. Voting no: none. Member Cerny was absent and not voting. Motion carried.

State Aid Certification for 2008-09

Supt. Pease presented the board with the 2008-09 State Aid Certification and told board members that the state aid for the district would raise \$45,000. The new standard cost grouping numbers used to formulate the funding lead to the increase. Supt. Pease then provided the board a projected budget of receipts for 2008-09 which will provide the district an increased budget for 2008-09 of 6.13%. Discussion was held.

Option Enrollment Capacities

Supt. Pease presented a projected enrollments and option enrollment capacities for 2008-09 school year. The document included enrollment figures for the last two years. The board will want to set the option enrollment capacities at the next meeting. Discussion was held.

Advisory Committees

Mrs. Heusman provided the board a list of proposed committee members for the computer 1 to 1 initiative committee. She asked board members to review the suggested list and asked for their thoughts or if they had any suggestions for additional members.

Supt. Pease asked board members to provide Carrie Holz with their suggested names for the facility expansion committee. Supt. Pease presented a resignation form Peggy Curtis as Head of Custodial Services effective May 31, 2008.

**Ashland-Greenwood Public Schools Board of Education Meeting February 4, 2008
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Personnel

Motion by Garner with second by Lutton to accept with regret the resignation from Peggy Curtis as Head of Custodial Services effective May 31, 2008. After discussion and on roll call vote, the board voted as follows: Voting yes: Beranek, Garner, Lutton, Nygren, and Sapp. Voting no: none. Member Cerny was absent and not voting. Motion carried.

Information Items

The Nebraska School Boards Association State Conference is scheduled for November 15 and 16 in Omaha.

The Nebraska Property Tax Administrators on the Adjusted Valuation Report for the school district for 2007.

Notice of redistricting Educational Service Unit #2 board districts.

Other business presented for future considerations

No other items were presented for future consideration during this session.

Adjournment

President Sapp adjourned the meeting at 9:23 p.m. The next Regular Meeting will be held at 4:00 p.m. on Monday, February 18, 2008 in the Library of the High School at 1842 Furnas Street, Ashland, NE. An Agenda for the meeting, kept continuously current, is available for public inspection during normal business hours at the Superintendent's Office, 1225 Clay Street, Ashland, NE 68003.

Minutes submitted by:

Kevin Garner, Secretary

GENERAL FUND

Beginning Balance \$ 2,462,273.14

RECEIPTS

1/2/08 Cass County: Property Taxes	\$ 11,412.38		
1/3/08 Saunders County: Property Taxes	\$ 1,508.91		
1/3/08 Saunders County: MV Taxes	\$ 8,411.08		
1/7/08 NASB:ALICAP WC Refund	\$ 385.00		
1/7/08 Pwll;Goff;Bills:Book Replacement	\$ 15.00		
1/7/08 Windstream: Telephone Refund	\$ 14.16		
1/11/08 Sarpy Co: Property Taxes	\$ 2,509.12		
1/11/08 State of NE: Title IV	\$ 1,332.00		
1/11/08 State of NE: Title II-A	\$ 1,503.00		
1/11/08 State of NE: Title V	\$ 434.00		
1/11/08 State of NE: Title V	\$ 1,008.00		
1/11/08 Cass County: Property Taxes	\$ 111,019.18		
1/11/08 Caas County: MV Taxes	\$ 7,408.86		
1/11/08 Cass County: Fines	\$ 2,016.03		
1/14/08 Saunders County: Property Taxes	\$ 256,204.51		
1/14/08 Saunders County CC: Prop Taxes	\$ 12.06		
1/14/08 Saunders County: MV Taxes	\$ 13,761.14		
1/14/08 Saunders County: Fines	\$ 2,643.89		
1/18/08 State of NE: SA Sped 06-07	\$ 43,862.00		
1/18/08 State of NE: IDEA Base Age 0-3	\$ 8,842.00		
1/18/08 State of NE: IDEA Base Age 3-5	\$ 281.00		
1/18/08 State of NE: Title I	\$ 4,344.00		
1/24/08 State of NE: MIPS	\$ 689.63		
1/24/08 State of NE: MIPS	\$ 224.52		
1/24/08 State of NE: Title I	\$ 105.00		
1/18/08 State of NE: Title II-A	\$ 3,005.00		
1/25/08 Midwest Farmers Coop:Refund	\$ 8.89		
1/29/08 Saunders County: Property Taxes	\$ 56,046.48		
1/29/08 Saunders County: MV Taxes	\$ 11,427.88		
1/29/07 State of NE: IDEA Enroll C/O	\$ 3,746.00		
1/29/07 State of NE: IDEA Enroll CY	\$ 43,291.00		
1/29/07 State of NE: IDEA Poverty C/O	\$ 365.00		
1/29/07 State of NE: IDEA Poverty CY	\$ 11,775.00		
1/31/08 State of NE: State Aid	\$ 194,630.43		
1/31/08 State of NE: Sped SA Tranp	\$ 13,441.00		
1/31/08 McKnight;Issacson	\$ 10.00		
1/31/08 Cass Co: Property Taxes	\$ 22,419.16		
1/31/08 NSDLAF: Interest	\$ 7,253.82		
Total		\$847,366.13	\$ 3,309,639.27

DISBURSEMENTS

January Claims	\$ 654,617.19		
Total		\$ 654,617.19	\$ 2,655,022.08

ENDING BALANCE \$ 2,655,022.08

RECONCILIATION

NSDLAF Balance	\$ 2,424,958.04		
Less: Outstanding Claims	\$ 436.55		
	\$ 2,424,521.49		
Plus: F& M National Bank Balance	\$ 230,500.59		
Less: Disbursement in Transit			
Reconciled Balance	\$ 2,655,022.08		<u>\$ 2,655,022.08</u>

ASHLAND-GREENWOOD PUBLIC SCHOOLS FINANCIAL STATEMENT MONTH ENDING

- 1 4 -

ADMINISTRATIVE OPERATIONS ACCOUNT

Beginning Balance \$ 1,304.73

RECEIPTS

Deposit GF check \$ 469.62

Total \$ 469.62 \$ 1,774.35

DISBURSEMENTS

4211 Millard North, Sec Instruct: Speech Entry Fees \$104.00
 4212 C Tucker, Nurse: Mileage \$7.03
 4213 Brittany Olson, Sec Instruct: Speech Judge \$50.00
 4214 P Yardley, Title I Mileage \$36.36
 4215 C Pease, Supt Off: Mileage \$46.46
 4216 J Eager, Transp: Mileage \$30.50
 4217 LAHoehner, Sec Instruct: Supplies \$100.19
 4218 C Arch, Sec Instruct: Speech Judge \$50.00
 4219 S Bentzen, Sec Instruct: Speech Judge \$50.00
 4220 K Erickson, Sec Instruct: Speech Judge \$50.00
 4221 A Morgan, Sec Instruct: Speech Judge \$50.00
 4222 Brittany Olson, Sec Instruct: Speech Judge \$50.00
 4223 USPO, Supt Off: Postage \$37.77
 4224 NE DOL/ Boiler Insp: Boiler Permits \$180.00
 4225 SAC Museum, Elem Instruct: Science Fair \$200.00
 4227 J Eager, Transp: Permit \$55.00
 4228 B Lewis, Transp: Mileageq \$12.63
 4229 North Bend Centrl, Sec Instruct: Speech Fee \$78.00
 4230 Skutt Catholic HS, Sec Instruct: Speech Fee \$209.00
 4231 Syracuse HS, Sec Instruct: Speech Fee \$106.00

Bank Checks \$76.25
 Total \$1,579.19 \$ 195.16

Ending Balance \$ 195.16

RECONCILIATION

Bank Balance \$ 1,007.70
 Less: Claims Outstanding \$ 812.54
 \$ 195.16

Reconciled Balance \$ 195.16 \$ 195.16

PAYROLL ACCOUNT

	Beginning Balance		\$	13,422.63
<u>RECEIPTS</u>				
General Fund	\$	354,631.62		
Hot Lunch	\$	11,734.71		
FM National Bank: Interest	\$	108.66		
Employee Life - Annual Premiums	\$	-		
Total			\$	366,474.99
			\$	379,897.62
<u>DISBURSEMENTS</u>				
Net Payroll	\$	232,307.48		
Retirement	\$	47,565.92		
State Tax Withholdings	\$	10,188.18		
Federal/FICA Taxes	\$	76,304.75		
Retiree Life Insurance Mo. Premium	\$	78.00		
Total			\$	366,444.33
			\$	13,453.29
Ending Balance			\$	<u>13,453.29</u>
<u>RECONCILIATION</u>				
Bank Balance	\$	65,233.07		
Claims Outstanding	\$	51,779.78		
	\$	<u>13,453.29</u>		
Receipts Outstanding				
Reconciled Balance	\$	<u>13,453.29</u>		<u>\$ 13,453.29</u>

EMPLOYEE BENEFIT (SECTION 125) ACCOUNT

	Beginning Balance		\$	15,869.42
<u>RECEIPTS</u>				
January Payroll Deposit	\$	9,005.32		
Centennial Bank: Interest	\$	6.53		
Total			\$	9,011.85
			\$	24,881.27
<u>DISBURSEMENTS</u>				
1/4/08 Payflex	\$	2,398.11		
1/11/08 Payflex	\$	1,354.32		
1/18/08 Payflex	\$	2,858.49		
1/25/08 Payflex	\$	4,693.08		
Total			\$	11,304.00
			\$	13,577.27
Ending Balance			\$	<u>13,577.27</u>
<u>RECONCILIATION</u>				
Bank Balance	\$	13,577.27		
OS Claims				
	\$	<u>13,577.27</u>		
Outstanding Receipt				
Reconciled Balance	\$	<u>13,577.27</u>		<u>\$ 13,577.27</u>

SPECIAL BUILDING ACCOUNT

Beginning Balance				\$ 688,174.87
<u>RECEIPTS</u>				
01/02/08	Asbestos Litgation Fd	Settlement	\$ 1,324.44	
01/02/08	Cass County	Property Taxes	\$ 977.95	
01/03/07	Saunders County	Property Taxes	\$ 100.21	
01/11/08	Sarpy Co	Property Taxes	\$ 216.90	
01/15/08	Saunders County	Property Taxes	\$ 21,971.43	
01/15/08	Cass County	Property Taxes	\$ 9,414.76	
01/29/08	Saunders County	Property Taxes	\$ 4,659.92	
01/31/08	Cass County	Property Taxes	\$ 1,881.71	
01/31/08	F M National Bank	Interest	\$ 690.96	
01/31/08	NSDLAF	Interest	\$ 1,371.50	
Total			\$ 42,609.78	\$ 730,784.65
<u>DISBURSEMENTS</u>				
None				
Total			\$ -	\$ 730,784.65
Ending Balance				<u>\$ 730,784.65</u>
<u>RECONCILIATION</u>				
F&M Bank Balance			\$ 325,750.77	
Plus: NSDLAF Investment Balance			\$ 405,033.88	
Less: Outstanding Checks			\$ -	
Reconciled Balance			<u>\$ 730,784.65</u>	<u>\$ 730,784.65</u>

QUALIFIED CAPITAL PURPOSE FUND

Beginning Balance				\$ 5,501.78
<u>RECEIPTS</u>				
01/14/08	Saunders Co	Property Taxes	\$ 6.29	
01/29/08	Saunders Co	Property Taxes	\$ 5.04	
01/31/08	Cass Co	Property Taxes	\$ 0.68	
01/31/08	F M National Bank	Interest	\$ 6.27	
Total			\$ 18.28	
<u>DISBURSEMENTS</u>				
None				
Total			\$ -	
Ending Balance				<u>\$ 5,520.06</u>
<u>RECONCILIATION</u>				
Bank Balance			\$ 5,520.06	
Less: Outstanding Claims				
Plus: Outstanding Deposits				
Reconciled Balance			<u>\$ 5,520.06</u>	<u>\$ 5,520.06</u>

DEPRECIATION FUND

	Beginning Balance					\$	361,068.46
	<u>RECEIPTS</u>						
1/31/08	F M National Bank	Interest	\$	201.68			
1/31/08	NSDLAF	Interest	\$	685.30			
	Total				\$	886.98	\$ 361,955.44
	<u>DISBURSEMENTS</u>						
	None						
	Total				\$	-	\$ 361,955.44
	Ending Balance						<u>\$ 361,955.44</u>
	<u>RECONCILIATION</u>						
	Bank Balance		\$	159,572.45			
	Plus: NSDLAF Investment Fund		\$	202,382.99			
	Less: Outstanding Claims						
			\$	361,955.44			
	Reconciled Balance		\$	361,955.44			<u>\$ 361,955.44</u>

STUDENT FEE FUND

	Beginning Balance					\$	5,614.36
	<u>RECEIPTS</u>						
1/7/08	Beins	Cap & Gown Fees	\$	22.00			
1/31/08	Centennial Bank	Interest	\$	2.39			
	Total				\$	24.39	\$ 5,638.75
	<u>DISBURSEMENTS</u>						
1127	NE Capitol Conf	Student Admits Bball	\$	132.00			
	Total				\$	132.00	
	Ending Balance						<u>\$ 5,506.75</u>
	<u>RECONCILIATION</u>						
	Bank Balance		\$	5,506.75			
	Outstanding Claims						
	Reconciled Balance		\$	5,506.75			<u>\$ 5,506.75</u>

HOT LUNCH ACCOUNT

	Beginning Balance	\$	37,690.50
<u>RECEIPTS</u>			
Student and Staff Deposits	\$	30,234.38	
Federal Reimbursement	\$	8,170.41	
State Reimbursement	\$	615.57	
Snack Reimbursement	\$	114.24	
F&M National Bank: Interest	\$	68.27	
Total		\$ 39,202.87	\$ 76,893.37
<u>DISBURSEMENTS</u>			
Wages & Benefits	\$	13,798.05	
Food	\$	14,385.36	
Supplies	\$	1,082.42	
Contracted Services	\$	685.95	
Other			
Total		\$ 29,951.78	\$ 46,941.59
Ending Balance			<u>\$ 46,941.59</u>
<u>RECONCILIATION</u>			
Bank Balance		\$48,058.15	
Claims Outstanding	\$	2,077.56	
		\$45,980.59	
Receipts Outstanding		\$961.00	
Reconciled Balance		\$46,941.59	<u>\$ 46,941.59</u>
Student and Staff Deposits Held on Account - End of Month			\$ 12,719.90

LOCAL BANK SECURITIES PLEDGE TO SCHOOL DISTRICT DEPOSITS & FDIC INSURANCE ON DEPOSITS

CENTENNIAL BANK

FDIC INSURANCE			\$	100,000.00
U.S. GOVERNMENT SECURITY	(FHLB)	3133XFLG9	\$	100,000.00
Total Secured			\$	<u>200,000.00</u>

FARMERS AND MERCHANTS NATIONAL BANK

FDIC INSURANCE	FDIC INSURANCE		\$	100,000.00
U.S. GOVERNMENT SECURITY	(FHLB)	3133X9UA6	\$	250,000.00
U.S. GOVERNMENT SECURITY	(FHLB)	3133MYJC2	\$	160,000.00
State of NE Political Municipal Bond	Ashland NEB HWY Allocation Fd LT	044403ET6	\$	75,000.00
State of NE Political Municipal Bond	(Lan. Cnty NE Rural WTR Dist 1)	514005CL9	\$	210,000.00
State of NE Political Municipal Bond	(Douglas County NEM Sam * IMPT)	2592827N5	\$	50,000.00
State of NE Political Municipal Bond	(Douglas Cnty NEB San & Impt)	2592827E5	\$	205,000.00
State of NE Political Municipal Bond	(Ashland NE SD ANTIC)	044403GP2	\$	150,000.00
Total Secured			\$	<u>1,200,000.00</u>

**FINANCIAL STATEMENT
ACTIVITY FUND**

FOR MONTH ENDING - 19 -

				Beginning Balance		\$26,425.34
Date	Check #	Payee	Description	Receipt	Disbursed	Balance
ATHLETICS						\$ (2,047.16)
01/05/08		Gate	Ashland Wrestling Tourney	\$ 828.00		
01/09/08		Wping Wtr; L'ville; Gretna	Wrestling Entries	\$ 330.00		
01/09/08		Gate	HS Bball v. Weeping Water	\$ 402.10		
01/08/08		Gate	Girls Bball v. Waverly	\$ 242.00		
01/11/08		Gate	MS Bball v. Platteview	\$ 106.00		
01/16/08		Gate	Girls Bball v. Yutan	\$ 331.00		
01/10/08	009484	Jeff Graver & Co	Boys Bball Official 1/29		\$ 150.00	
01/10/08	009490	Steven Ortmeier	Boys Bball Official 1/18		\$ 150.00	
01/10/08	009481	Luke Derowitsch	C Team Bball Official		\$ 180.00	
01/10/08	009475	Dale Butler & CO	Girls Bball Varsity Official 1/15		\$ 150.00	
01/08/08	009470	Greg Long & Co	JVarsity Boys Bball Official. 1/8		\$ 90.00	
01/10/08	009480	Greg Long & Co	JVarsity Boys Bball Official 1/29		\$ 90.00	
01/10/08	009492	Ken Scheel	JVarsity Boys Bball Official 2/1		\$ 90.00	
01/10/08	009486	Greg Long & Co	JVarsity Girls Bball Official 1/15		\$ 90.00	
01/08/08	009471	Ken Scheel	JVarsity Girls Bball Official 1/8		\$ 90.00	
01/10/08	009494	Dave Tuttle	JVarsity Girls Bball Official 1/7		\$ 90.00	
01/10/08	009487	Ray Manske	JVarsity Girls Bball Official 2/1		\$ 90.00	
01/10/08	009489	Bob Meeker	JV Official Wrestling Trny 1/4		\$ 75.00	
01/10/08	009478	Luke Derowitsch	JVarsityBoys Bball Official 1/18		\$ 90.00	
01/10/08	009479	Greg Long & Co	JVarsityBoys Bball Official 1/18		\$ 90.00	
01/08/08	009468	Tim Bornemeier & Co	Varsity Boys Bball Official 1/8		\$ 150.00	
01/10/08	009483	Terry Gilfry	Varsity Boys Bball Official 2/1		\$ 150.00	
01/08/08	009469	Dave Burkland & Co	Varsity Girls Bball Official 1/8		\$ 150.00	
01/10/08	009477	Kyle DeBuse & Co	Varsity Girls Bball Official 1/18		\$ 150.00	
01/10/08	009482	Dale Eurek	Varsity Girls Bball Official 2/1		\$ 120.00	
01/10/08	009476	Community Rehab	WrestlingTrainer, Trny. 2/2		\$ 100.00	
01/10/08	009473	Awards Unlimited, Inc.	Wrestling Trny Awards		\$ 124.47	
01/10/08	009491	Raymond Central Public School	Wrestling Trny Entry Fee 1/26		\$ 100.00	
01/10/08	009493	Syracuse High School Attn:ad	Wrestling Trny. Entry Fee 1/11		\$ 80.00	
01/22/08		Gate	NCC Girls Bball v Arlington	\$ 482.00		
01/19/07		Gate	HS Bball v. Syracuse	\$ 497.00		
01/22/08		LinPepco	Vending Sales	\$ 1,170.86		
01/30/08		Gate	Boys Bball v. Boys Town	\$ 341.00		
TOTALS				\$ 4,729.96	\$ 2,639.47	\$ 43.33
ATHLETIC EQUIPMENT						\$ 4,915.62
TOTALS				\$ -	\$ -	\$ 4,915.62
BAND						\$ 556.71
01/30/08		Rezac,Booher	Band Trip Park Pass	\$ 52.00		
TOTALS				\$ 52.00	\$ -	\$ 608.71
CLASS OF 2009						\$ 2,928.04
01/04/08		Family Reading Organization	Jr Magazine Sales	\$ 56.40		
TOTALS				\$ 56.40	\$ -	\$ 2,984.44
CLASS OF 2008						\$ 1,010.48
TOTALS				\$ -	\$ -	\$ 1,010.48
ELM BOOK FAIR						\$ 2,251.50
TOTALS				\$ -	\$ -	\$ 2,251.50

**FINANCIAL STATEMENT
ACTIVITY FUND**

FOR MONTH ENDING - 20 -

				Beginning Balance		
						\$26,425.34
Date	Check #	Payee	Description	Receipt	Disbursed	Balance
ELM STAFF						
01/11/08		General Mills	Box Top Donation	\$ 745.27		\$ 2,044.90
01/10/08	009474	Bennett Refrigeration Inc	Ice Machine		\$ 1,300.00	
01/10/08	009485	Johnstone Supply	Install Supplies for Ice Machine		\$ 83.85	
01/22/08		LinPepco	Vending Sales	\$ 189.06		
TOTALS				\$ 934.33	\$ 1,383.85	\$ 1,595.38
ELM STUDENT COUNCIL						
01/30/08		Lifetouch	Photography Commission	\$ 428.50		\$ 5,080.75
TOTALS				\$ 428.50	\$ -	\$ 5,509.25
FBLA						
01/22/08		A-G Booster Club	Donation	\$ 400.00		\$ 3,942.34
01/22/08		Gate	Coat Check	\$ 88.00		
TOTALS				\$ 488.00	\$ -	\$ 4,430.34
FFA						
01/04/08		Various	Fruit Sales Proceeds	\$ 5,168.00		\$ (2,403.84)
01/03/08		Johnson	Returned check	\$ (80.00)		
01/07/08		Jensen & Smith	Fruit Sales Proceeds	\$ 485.00		
01/15/08		Various	Fruit Sales Proceeds	\$ 1,784.00		
01/10/08	009488	McCone Gourmet Foods	Popcorn for fundraiser		\$ 484.00	
01/22/08		Washburn; Campbell	Fruit Sales Proceeds	\$ 175.00		
TOTALS				\$ 7,532.00	\$ 484.00	\$ 4,644.16
HONOR SOCIETY						
TOTALS				\$ -	\$ -	\$ 826.61
HS STUDENT COUNCIL						
TOTALS				\$ -	\$ -	\$ 304.55
MS/HS STAFF						
01/22/08		LinPepco	Vending Sales	\$ 97.16		\$ 1,207.83
TOTALS				\$ 97.16	\$ -	\$ 1,304.99
MS STUDENT COUNCIL						
TOTALS				\$ -	\$ -	\$ 283.36
TALENTED/GIFTED ACTIVITES (Formerly OM)						
TOTALS				\$ -	\$ -	\$ 707.96
SHOP						
TOTALS				\$ -	\$ -	\$ 396.04
SPANISH CLUB						
TOTALS				\$ -	\$ -	\$ 633.58
SPIRIT SQUAD						
01/23/08		Various	Coffee Fundraiser	\$ 2,466.00		\$ 688.42
01/22/08		LinPepco	Vending Sales	\$ 146.36		
01/30/08		Pntr;Kwtkski;Brnk;Coon	Coffee Fundraiser	\$ 106.00		
TOTALS				\$ 2,718.36	\$ -	\$ 3,406.78

**FINANCIAL STATEMENT
ACTIVITY FUND**

FOR MONTH ENDING - 21 -

				<i>Beginning Balance</i>		
						\$26,425.34
<i>Date</i>	<i>Check #</i>	<i>Payee</i>	<i>Description</i>	<i>Receipt</i>	<i>Disbursed</i>	<i>Balance</i>
SCHOOL STORE						\$ 2,423.17
01/10/08	009472	Ashland-Greenwd Hot Lunch	Online Lunch Deposits		\$ 2,307.23	
01/03/08		Payschools	School Lunch Deposit	\$ 30.00		
01/07/08		Payschools	School Lunch Deposit	\$ 30.00		
01/08/08		Payschools	School Lunch Deposit	\$ 310.00		
01/09/08		Payschools	School Lunch Deposit	\$ 210.00		
01/10/08		Payschools	School Lunch Deposit	\$ 50.00		
01/11/08		Payschools	School Lunch Deposit	\$ 140.00		
01/14/08		Payschools	School Lunch Deposit	\$ 160.00		
01/15/08		Payschools	School Lunch Deposit	\$ 20.00		
01/16/08		Payschools	School Lunch Deposit	\$ 110.00		
01/17/08		Payschools	School Lunch Deposit	\$ 250.00		
01/18/08		Payschools	School Lunch Deposit	\$ 160.00		
01/22/08		Payschools	School Lunch Deposit	\$ 140.00		
01/23/08		Payschools	School Lunch Deposit	\$ 110.00		
01/23/08		Payschools	School Lunch Deposit	\$ 130.00		
01/24/08		Payschools	School Lunch Deposit	\$ 60.00		
01/25/08		Payschools	School Lunch Deposit	\$ 170.00		
01/28/08		Payschools	School Lunch Deposit	\$ 80.00		
01/29/08		Payschools	School Lunch Deposit	\$ 200.00		
01/30/08		Payschools	School Lunch Deposit	\$ 40.00		
01/31/08		Payschools	School Lunch Deposit	\$ 140.00		
01/11/08		NSBA Payschools	On-line Deposit Fees		\$ 72.77	
TOTALS				\$ 2,540.00	\$ 2,380.00	\$ 2,583.17
THESPIANS						\$ (219.61)
01/15/08		Various	Speech Entries	\$ 1,323.00		
01/22/08		Blair;Logan View	Ox Bow Entries	\$ 132.00		
TOTALS				\$ 1,455.00	\$ -	\$ 1,235.39
VOCAL MUSIC/MUSICAL						\$ (43.37)
TOTALS				\$ -	\$ -	\$ (43.37)
YEARBOOK/ANNUAL						\$ (1,205.49)
01/04/08		Centennial Bank	Page Sponsorship Ads	\$ 100.00		
01/07/08		Ashland Grain; F&M Bank	Ad Sales	\$ 140.00		
01/16/08	009495	VISA	Supplies		\$ 48.14	
01/30/08		Lifetouch	Photography Commission	\$ 494.00		
01/22/08		LinPepco	Vending Sales	\$ 146.36		
TOTALS				\$ 880.36	\$ 48.14	\$ (373.27)
INTEREST						\$ 2,142.95
01/31/08		Centennial Bank	Interest	\$ 15.59		
TOTALS				\$ 15.59	\$ -	\$ 2,158.54
ACTIVITY FUND TOTALS ALL ACCOUNTS				\$ 21,927.66	\$ 6,935.46	\$ 41,417.54

Ending Balance	\$41,417.54
Plus: Outstanding Checks	\$1,470.00
Less: Outstanding Receipts	
Equals: Bank Balance	\$42,887.54

**Ashland-Greenwood Public Schools
General Fund Disbursements
February 18, 2008**

Page

February 18, 2008

Check	Payable to	Amount	Description
023944	Ashland Disposal Service	\$ 205.00	Garbage Service
023945	Windstream	\$ 333.66	Local Telephone Service
023946	Post Rock	\$ 12,228.32	Natural Gas
023947	Ashland-Greenwood Payroll	\$ 228,120.42	Net Payroll
023948	AGEA	\$ 2,004.83	Employee Dues
023949	Ameriprise	\$ 100.00	Payroll Annuity Deduction
023950	American Funds Service Co.	\$ 1,135.00	Payroll Annuity Deduction
023951	Blue Cross/Blue Shield	\$ 63,683.51	Payroll Employee Health Ins
023952	Centennial Bank	\$ 8,885.53	Payroll Section 125 Deduct
023953	American General Life Ins	\$ 94.03	Payroll Annuity Deduction
023954	Guardian	\$ 645.00	Payroll Employee Life Prem
023955	Horace Mann	\$ 250.00	Payroll Annuity Deduction
023956	Hartford Life IPS	\$ 75.00	Payroll Annuity Deduction
023957	National Insurance Service	\$ 914.42	Payroll LTD Insurance Prem
023958	Ashland-Greenwood Payroll	\$ 9,902.27	Payroll State Tax Wthhldg
023959	Ashland-Greenwood Payroll	\$ 74,339.51	Payroll Federal Tax Wthhldg
023960	Pioneering Invest. Mangmnt	\$ 85.00	Payroll Annuity Deduction
023961	Putnam Retirement Plan Serv	\$ 50.00	Payroll Annuity Deduction
023962	Retirement	\$ 45,451.73	Payroll Retirement Wthhldg
023963	United Of Omaha Life	\$ 35.00	Payroll Annuity Deduction
023964	AmSan LLC	\$ 3,280.53	Custodial: Supplies
023965	Aquila	\$ 26.61	Elem. Cust: Heating Fuel
023966	Ashland Auto Parts	\$ 176.22	Transp: Filters & Oil
023967	Ashland Disposal Service	\$ 205.00	Elem Garbage Service
023968	Ashland Pharmacy	\$ 9.27	Nurse: Supplies
023969	Beringer Ciaccio Dennell Mabrey	\$ 2,423.75	Admin: Professional Serv.
023970	BIZCO TECHNOLOGIES	\$ 3,180.00	Instr: Computer Tech.
023971	Bracker's Good Earth Clay	\$ 555.00	Art: Supplies
023972	CCS Presentation Systems	\$ 999.00	Instruct: Smart Board
023973	CDWG	\$ 565.11	Instr: Supplies
023974	City Of Ashland	\$ 1,747.00	All Areas: Water & Sewer
023975	Cornhusker International Trucks	\$ 573.24	Transportation: Vehicle Parts
023976	Dietze Music House	\$ 93.95	Instrumental Music: Music Text
023977	Dottie Heusman	\$ 179.78	Curr. Supv: Mileage
023978	Electronic Sound, Inc.	\$ 3,948.46	Elem Instr: Phone Sys. Repair
023979	Fillmore Central High School	\$ 70.00	Mssh Vocal Music: Entry Fee
023980	Follett Library Resources	\$ 1,505.78	K-12 Media: Library Books
023981	Frey Scientific	\$ 10.46	Sec Instr: Supplies
023982	Goodheart-Willcox Co., Inc	\$ 215.98	Family & Consumer Health: Text
023983	Greenwood/Midwest Farmers Coop	\$ 28.75	Transp: Bus Tire Repair
023984	Heartland Foundation/School	\$ 2,700.00	Sped Instr: Tuition
023985	Hillyard/Sioux Falls	\$ 28.00	Cust: Supplies
023986	Hometown Leasing	\$ 118.00	Administration: Copier Lease
023987	Husker Electric	\$ 341.43	Maint: Supplies
023988	Innovative Laboratory Systems	\$ 5,311.50	Instr: Music Rm Cabinetry
023989	Integrations	\$ 21.38	Sped Instr: Supplies
023990	Interstate Music Supply	\$ 36.56	Band: Supplies

**Ashland-Greenwood Public Schools
General Fund Disbursements
February 18, 2008**

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Check	Payable to	Amount	Description
023991	J. A. Sexauer	\$ 479.11	Maint: Parts
023992	Johnson Hardware	\$ 201.50	Maint: Door Closer
023993	Johnstone Supply	\$ 58.25	Maint: Parts
023994	Jostens Diploma Division	\$ 349.13	Sec Instruct: Diplomas
023995	J. W. Pepper Of Minneapolis	\$ 92.74	Mssh Vocal Music: Music
023996	Linweld	\$ 281.50	Voc. Ag.: Gas Rental & Supplies
023997	MCI-Mega Preferred	\$ 123.21	Long Distance Service
023998	Mead Lumber Co.	\$ 43.44	Maint: Supplies
023999	Midwest Office Automations	\$ 65.00	Instr: Copier Supplies
024000	Modern Methods, Inc.	\$ 442.98	Instr: Copier Usage
024001	NASB	\$ 3,961.00	Board of Ed: Membership Dues
024002	Nebraska Council School Attys	\$ 130.00	Board of Ed: Periodicals
024003	Nebraska Council School Admin	\$ 130.00	Admin: Reg. Labor Relations
024004	Dept. of Labor	\$ 100.00	Maint: Elevator Permit
024005	NECO	\$ 202.50	Security System Monitoring
024006	Nebraska State Historical Society	\$ 71.75	Instr: Periodicals
024007	No Frills Supermarket	\$ 207.59	All Areas: Supplies
024008	O'Keefe Elevator Co.	\$ 226.15	Mssh Cust: Qtrly. Elev. Insp.
024009	Omaha Symphony	\$ 199.50	Elem Vocal Music: Field Trip
024010	OPPD	\$ 7,246.69	All Areas: Electricity
024011	PayFlex Systems USA Inc	\$ 306.80	Employee Benefit
024012	Pegler Sysco Food Services	\$ 45.34	School Nurse: Supplies
024014	Pitsco Inc	\$ 226.99	Ind. Tech: Supplies
024015	Platte Valley Equipment Co	\$ 357.59	Maint JD Clutch Repairs
024016	Platte Valley Sanitation Inc	\$ 325.00	Mssh Custodial: Garbage Serv.
024017	Quill Corp	\$ 289.32	All Areas: Supplies
024018	Renaissance Learning, Inc.	\$ 757.16	Elem Media: AR quizzes
024019	Schmitt Music Center	\$ 60.16	Instrumental Music: Supplies
024020	School Specialty Supply/eda C	\$ 62.72	Cust Mssh: Stool
024021	Shiffler Equipment	\$ 116.46	Maint: Supplies
024022	Skyline Physical Therapy, Inc	\$ 757.23	Physical Therapy
024023	Jennifer Smith	\$ 500.00	Choreagraphy Services
024024	Software Plus	\$ 7,507.50	Instruct: Software Licenses
024025	South Omaha Terminal	\$ 199.60	Maint: Road Salt
024026	Sparkling Klean	\$ 4,705.70	Elem Custodial Service
024027	Amanda Stuthman	\$ 1,127.34	Speech Therapy
024028	Tech Depot	\$ 8,776.64	Technology Equipmnt & Supplies
024029	Todd Valley Plbg. & Htg	\$ 15.02	Maint: Supplies
024030	Tyco SimplexGrinnell	\$ 236.11	Custodial: Fire Sprinkler Ins
024031	U.S. Post Office	\$ 204.66	Bulk Mailing Rate
024032	Voss Lighting	\$ 182.00	Cust: Supplies
024033	Voyager Fleet Systems	\$ 4,489.04	Transp/Maint: Fuel
024034	Wahoo-Waverly-Ashland News	\$ 149.05	Board Of Ed: Adv. & Printing
024035	Walkers Uniform Rental	\$ 182.50	Uniform Rental
024036	Randy Wiese	\$ 120.70	Sec Principal: Mileage
024037	Beverly Wlgs	\$ 1,063.32	Occupational Therapy
024038	Williams Sales & Service	\$ 1,690.52	Transp: Bus Inspections, Misc.

**Ashland-Greenwood Public Schools
General Fund Disbursements
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Check	Payable to	Amount	Description
024039	Windstream	\$ 780.09	All Areas: Telephone Service
024040	Pitney Bowes Postage By Phone	\$ 500.00	All Areas: Postage
024041	Pitney Bowes Global Fin Serv	\$ 149.47	Bus Office: Postage Supplies
02042	Admin Operations	INC	Mileage, Student Fees, Judges
02043	VISA	INC	Supplies, Travel Fees, Equip
02044	Windstream	INC	All Areas: Local Service
02045	Post Rock	INC	All Areas: Heating Fuel

\$ 527,385.06

**Ashland-Greenwood Public Schools
Special Building Authorization
February 18, 2008**

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February 18, 2008

Check	Payable to	Amount	Description
1002	CYC Construction, Inc	\$2,814.30	HS Parking Expansion Project Payment

Authorization:

President

Secretary

Capital Outlay Plan 2008 Proposed

Vehicles, Building Improvements and Significant Equipment Outlays

(Generally does not include equipment items valued at less than \$5,000)

	Cost Estimate or Actual	2008 Priority	Fund	
Larger Capital Expense Items Suggested 2008				
Expanding East Parking Lot to North - 108 stalls - Concrete	\$ 150,000	1	Building Fd	
Football Field Lighting	\$ 100,000	1	Depreciation	
Purchase small vehicle for student transportation and staff use	\$ 20,000	1	Depreciation	
Assist AYBA/City on Softball Field Improvements - C-Field Up to 50% of Cost - Estimate Excludes Lighting Costs TBD	\$ 30,000	1	General	
Add Playground Matting & reposition and add to equipment	\$ 50,000	1	General	
Repaint Corridor Lockers - Elementary 3rd Floor	\$ 2,000	1	General	
Football Field parking - more accessible parking stalls	\$ 2,000	1	General	
Remodel High School Kitchen serving area	\$ 20,000	1	General	
Carpet Middle School/High School Corridors	\$ 35,000	1	General	
Frame FIM Projects	Update to Electronic Lighting in MS/HS Bldg (w/o gym) FIM 1	\$ 64,750	1	General
	Water Retrofit at Middle School/High School FIM 2	\$ 22,400	1	General
	Update HVAC Controls at MS/HS FIM 5	\$ 79,650	1	General
	Lighting Improvements - Elementary Gym FIM 8	\$ 4,600	1	General
	HVAC Update for Elementary Art and Music Rooms FIM 11	\$ 38,400	1	General
	Update Temperature Controls in Elem HVAC System FIM 12	\$ 86,750	1	General
	Total Priority #1	\$ 705,550		
Expand Terrazo Flooring High School	\$ 40,000	2	TBD	
Update to Electronic Lighting in Elem Bldg (w/o gym) FIM 8	\$ 49,650	2	TBD	
Update to Flourescent Light MPR and Main Gym at MS/HS FIM 1	\$ 22,500	2	TBD	
Redo HVAC System in West Wing of MS/HS Building FIM 3	\$ 75,750	2	TBD	
Clean HVAC Coils at Elementary	\$ 30,000	2	TBD	
High School Wrestling Mat	\$ 8,000	2	TBD	
Complete Phase 1 Addition at Middle School	\$ 1,450,000	2	Bond	
Fire Supression or Sprinkler System at High School	\$ 400,000	2	Bond	
Replace Fire Panel at High School	\$ 100,000	2	Bond	
School Bus Replacement	\$ 75,000	2	TBD	
Upgrade of lab tables and plumbing in HS Science Biology Lab	\$ 15,000	3	TBD	
Replace MS/HS music room carpet	\$ 3,500	3	TBD	
Replace corridor carpeting elementary	\$ 30,000	3	TBD	
Electrical Service to Track	\$ 20,000	3	TBD	
Concession Stand / Press Box at Track	\$ 65,000	3	TBD	
Replace Filming Tower at Football Stadium	\$ 20,000	3	TBD	
Step Replacement on south side of elementary building	\$ 5,000	3	TBD	
Resand and Refinish MPR Gym Floor	\$ 15,000	3	TBD	
Recoat and Replace Lines at High School Track	\$ 8,000	3	TBD	
Construct Parking Lot North of Football Field	\$ 200,000	3	TBD	
Pedestrian Parking Lot/Lighting at High School	\$ 20,000	4	TBD	
Build a performing arts auditorium	\$ 2,000,000	4	TBD	
New District Administrative Offices	\$ 180,000	4	TBD	
New Bus Barn to replace existing	\$ 600,000	4	TBD	
Fence Memorial Stadium	\$ 5,000	4	TBD	
Pave west gravel lot at High School	\$ 12,000	5	TBD	
Pave rock lot at Elementary across from Bus Barn	\$ 10,000	5	TBD	
Acquisition of additional property near Furnas St building site	\$ 50,000	5	TBD	
New Lockers at Memorial Stadium	\$ 180,000	5	TBD	
Expand High School Commons Area and Office	???	5	TBD	
Bleacher renovation in MPR Room - motors and add seats	???	5	TBD	

These projects would be considered as a part of a bond issue



Ashland-Greenwood Public Schools

AND



TRANE™

Partners On A Performance Contract

For

Facility Improvement Measures

February 4, 2008



Executive Summary

The following Facility Improvement Measures (FIM) has been developed the past few months since receiving a Letter of Intent from the School Board of Education. Each FIM has been designed, engineered and savings calculated with a final cost for implementation.

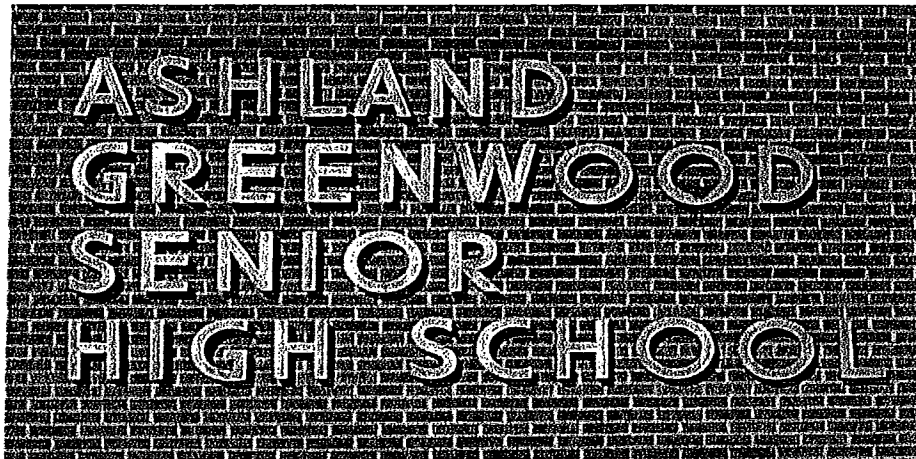
JR/SR High School	Project Cost	Annual Savings
FIM 1- Lighting Retrofit (Gym Only)	\$64,750 \$22,500	\$10,200 \$3,300
FIM 2 - Water Retrofit	\$22,400	\$3,000
FIM 3 - HVAC Middle School VAV	\$75,750	\$1,000
FIM 4 – HVAC Clean M.S. ductwork	\$20,875	\$400
FIM 5 – Temperature Controls	\$79,650	\$8,500
Sub – total	\$285,925	
FIM 6– Fire Alarm System Upgrade	\$100,000	\$0
FIM 7– Fire Sprinkler System	\$400,000	\$0
Total Costs	\$785,925	\$26,400

Elementary School	Project Cost	Annual Savings
FIM 8- Lighting Retrofit (Gym only)	\$49,650 \$4,600	\$4,650 \$450
FIM 9 - Water Retrofit	\$25,975	\$1,600
FIM 10 – HVAC Coil Cleaning	\$98,300	\$3,000
FIM 11 – HVAC Install DX fan coils	\$38,400	\$100
FIM 12 – Temp Controls	\$86,750	\$6,000
Total Costs	\$303,675	\$15,800

Grand Total of all Projects **\$1,089,600** **\$42,200**

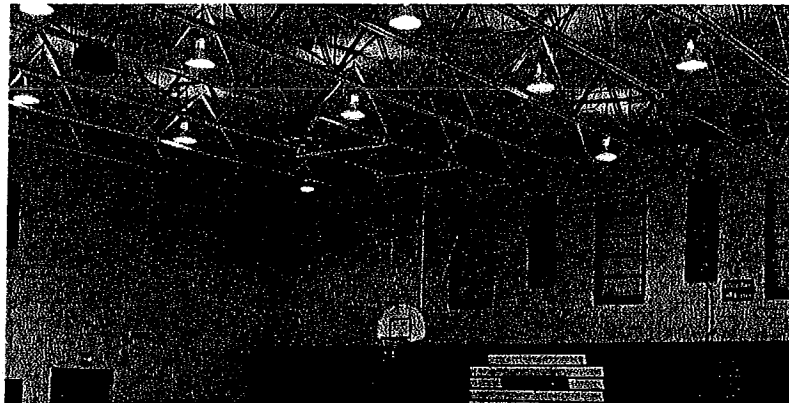
Please note that each individual Facility Improvement Measure could be approved or deleted on it's own should the School Board decide. However, some FIM's do impact others.

The details of the project are on the following pages. Thanks for your consideration to a project that will improve the learning environment and save energy & operational dollars.



FIM #1. LIGHTING

Present Situation - The lighting in the school is mostly performed with fluorescent lighting fixtures with a few incandescent bulbs in storage and closet areas. The fluorescent fixtures incorporate older style magnetic ballasts and T12 lamps.



GYM LIGHTING

The gymnasium uses high bay 400 watt metal halide fixtures. These fixtures require minutes to warm up, and the bulbs lose intensity as they age. Overall lighting levels are adequate.

Recommended Solution - Replace existing light fixture ballasts to newer electronic ballasts and lamps. Existing Gym fixtures will be replaced with 6 lamp fluorescent fixtures. Incandescent exit signs will be changed out with new exit signs using brighter more efficient LED lighting.

FIM #1 Project Cost \$87,250 with Annual Savings of \$13,000

FIM #2. WATER

Present Situation - Many of the existing urinals and toilets are high water consumption devices. The lavatories could be upgraded with low flow aerators to save water.

Recommended Solution - Perform a system retrofit to include replacing existing wall hung water closets with new 1.6Lpf units, installing flow moderators on existing sink faucets, etc.

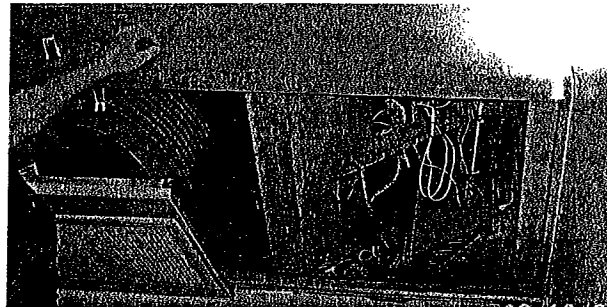
FIM #2 Project Cost \$22,400 with Annual Savings of \$3,000





FIM #3, FIM #4 - HVAC

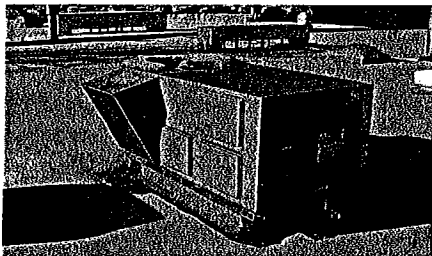
Present Situation - The original High School was built in the 1967 and uses a natural gas boiler for heating. There are two air handling units that serve the classrooms and the gymnasium respectively. The air handling unit serving the classrooms provides air to the classrooms via underground ductwork.



FAN DISTRIBUTION BOX

Each classroom in the 1967 building has a fan distribution box that controls the amount of underground air delivered to the room. This is accomplished with a motorized damper operated by a thermostat. Originally these classroom units had internal fans that helped circulate air in the room but these are now mostly disconnected.

In the mid 1980's the Middle School and shop additions were constructed. The Middle School building uses a gas boiler and one air handling unit to serve the classrooms and library. Each room has a terminal box that controls air flow into the space. Unexplained odor problems have been experienced in one classroom in this area over the past few years. The shop areas use a combination of hanging unit heaters and residential style furnaces with AC.



OFFICE ROOF TOP UNIT

During a remodel and addition in 1995 a chiller was added to provide cooling to the air handling units. Ductwork modifications were made to bring the building into code compliance and introduce fresh air. The addition also added rooftop air handling units to serve the new square footage including the kitchen and gymnasium. Other additions and remodels put the total number of rooftop units at seven.

HVAC

Recommended Solution - FIM#3 – Replace the existing terminal boxes serving the Middle School addition. Add a VFD to the Middle School AHU for energy efficiency.

FIM #3 Project Cost \$75,750 with Annual Savings of \$1,000

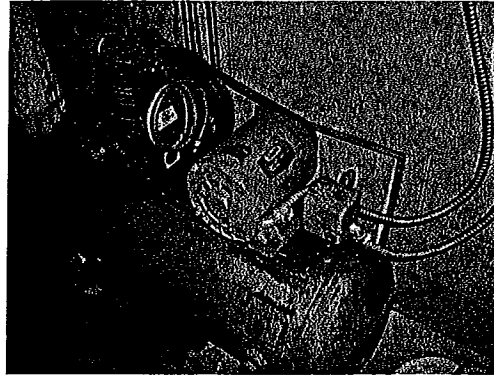
Recommended Solution - FIM#4 - Clean Middle School ductwork for improved airflow and to eliminate any odors originating from HVAC system.

FIM #4 Project Cost \$20,875 with Annual Savings of \$ 400



FIM #5. TEMPERATURE CONTROL

Present Situation - An electronic control system was installed in 1995 to control the main boiler, chiller, and the two air handling units serving the 1967 building. This is a DOS based system that is outdated and difficult to use. Individual room control in the 1967 building uses electric thermostats to control the zone dampers in each room. The Middle School and other areas constructed in 1986 use pneumatic thermostats and are an ongoing problem to control properly.



PNEUMATIC AIR COMPRESSOR

Recommended Solution - A new electronic temperature control system will be installed throughout the building to control and monitor all the building systems and classroom temperatures. The system will have an easy to use graphical interface and the ability for remote monitoring and control.

FIM #5 Project Cost \$79,650 with Annual Savings of \$8,500

FIM #6, FIM# 7. LIFE SAFETY SYSTEMS

Present Situation - The fire alarm system was installed in 1995 and modified in 2000 for the weight room addition. The existing fire alarm panel is functional but obsolete. Parts are no longer available to repair or expand this panel. There is no fire sprinkler system in the building.

Recommended Solution - FIM #6 - Install a new fire alarm panel to meet latest building codes including voice evacuation, and expandable for fire sprinkler zones and future construction.

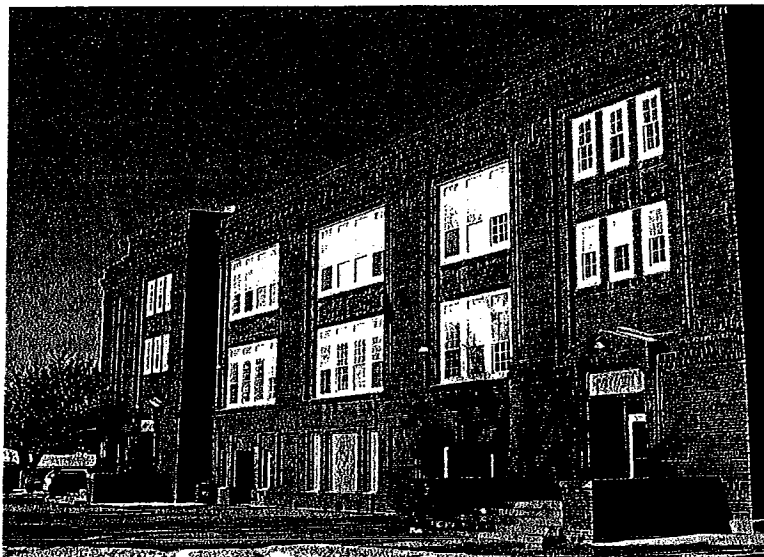
FIM #6 Project Cost \$100,000 with no savings.

Recommended Solution - FIM #7 - Install a complete wet pipe sprinkler system to cover all interior spaces.

FIM #7 Project Cost \$400,000 with no savings.



Elementary School



FIM #8. LIGHTING

Present Situation - The lighting in the school is mostly performed with fluorescent lighting fixtures with a few incandescent bulbs in storage and closet areas. The fluorescent fixtures incorporate older style magnetic ballasts and T12 lamps. The gymnasium uses ceiling mounted metal halide fixtures that provide poor light output. Some fluorescent fixtures have been mounted in the gym and are a noticeable improvement.



LIBRARY LIGHTING

Recommended Solution – Replace existing magnetic light fixture ballasts to newer electronic ballasts and lamps. Existing Gym metal halide fixtures will be replaced with 6 lamp fluorescent fixtures. Incandescent exit signs will be changed out with new exit signs using brighter more efficient LED lighting.

FIM #8 Project Cost \$54,250 with Annual Savings of \$5,100.

FIM #9. WATER

Present Situation - Many of the existing urinals and toilets are high water consumption devices. The lavatories could be upgraded with low flow aerators to save water.

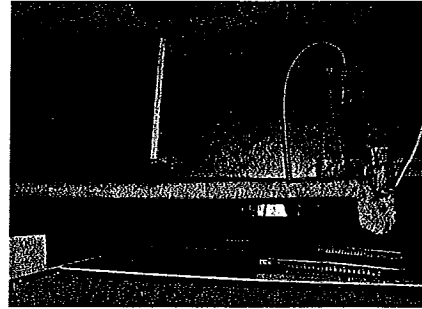
Recommendation Solution – Perform a system retrofit to include replacing existing wall hung water closets with new 1.6Lpf units, installing flow moderators on existing sink faucets, etc.

FIM #9 Project Cost \$25,975 with Annual Savings of \$1,600.



FIM #10 #11. HVAC Projects

The school was built in 1920 and was extensively remodeled in 1996. The building uses a two pipe fan coil system to heat and cool the building. Heat for the building is created from a gas fired steam boiler and heat exchanger with an air cooled chiller to create cooling. The classroom fan coil units draw fresh air in from louvers above the windows in multiple floors of the building. Poorly designed filter tracks in these fan coil units has allowed dirt to bypass the filters resulting in dirty coils.



FAN COIL & FILTER

Excessive humidity and warm interior rooms are the biggest comfort complaints. The school staff has systematically attempted to resolve the humidity problem thru trial and error control of the mechanical system. These methods have helped diagnose the problem but with limited success.

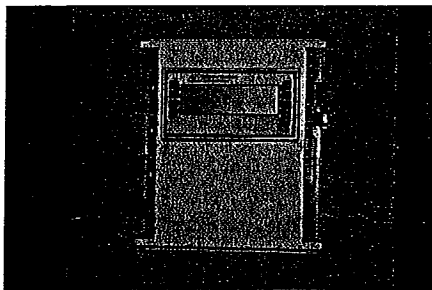
FIM #10. Recommended Solution - Clean coils in classroom fan coil units. This will require units to be removed out of ceilings, washed, and reinstalled. Modify air filter housings to accept filters properly.

FIM #10 Project Cost - \$98,300 with Annual Savings of \$3,000.

FIM #11. Recommended Solution - Replace (2) existing fan coil units serving second floor art room and 3rd floor band room. The new units will be DX fan coils with outside air economizer ducts. This will allow interior rooms to be cooled in all seasons.

FIM #11 Project Cost \$38,400 with Annual Savings of \$100.

FIM #12. TEMPERATURE CONTROL



Present Situation - Individual room control is accomplished with electrical thermostats. Day/night control is performed with a simple energy management system that kills power to all the classroom fan coil units. The control system has a difficult to use operator interface located in a control panel in the boiler room.

ENERGY MANAGEMENT PANEL

Recommended Solution - A new electronic energy management system will be installed to monitor temperature, humidity, and CO2 levels. A CO2 sensor in each room will monitor the air quality and open fresh air intake dampers only when needed. This control sequence will verify the building is not over ventilated reducing both energy usage and interior humidity.

FIM #12 Project Cost \$86,750 with Annual Savings of \$6,000.

**Projected Enrollments and Option Enrollment Capacities
Ashland-Greenwood Public Schools**

	2006-07 2006-07 Fall Count	2006-07 March Enrollment	2007-08 Projected Enrollment	Feb 2008 Enrollment	2008-09 Projected Enrollment	Proposed Option Capacity	Option Status
Kindergarten	58	61	55	59	55	66	Open
Grade 1	63	65	61	58	59	66	Open
Grade 2	62	63	65	62	58	66	Open
Grade 3	67	70	63	63	62	66	Open
Grade 4	60	61	70	72	63	69	Open
Grade 5	54	50	61	67	72	69	Closed
Grade 6	75	75	50	54	67	69	Open
Clear Creek	12	12	14			14	
Total Elementary	451	457	439	435	436	485	Open
Grade 7	73	73	75	72	54	75	Open
Grade 8	66	64	73	77	72	75	Open
Total Middle School	139	137	148	149	126	150	Open
Grade 9	61	65	64	69	77	75	Closed
Grade 10	54	52	65	66	69	75	Open
Grade 11	70	72	52	50	66	75	Open
Grade 12	66	62	72	76	50	75	Open
Grade 12 +	4	4	4	4	2	0	
Total High School	255	255	257	265	264	300	Open
Total Enrollments	845	849	844	849	826	935	Open

Special Education programs are at capacity.

Closed

New Construction

Relations with the Public

~~The board intends to solicit information, advice, and opinions from the public and also to provide information to the public on all matters pertaining to new construction, except in those instances where statute or circumstances support the board's decision to withhold information, such as on plans to purchase real estate or figures supplied in sealed bids.~~

~~The board recognizes the need for the public's cooperation with and support of the district's programs, including new construction, and recognizes that such support is based, in part, upon the board's willingness and actions to involve the internal and external publics of the district in matters pertaining to the district.~~

Adopted: October 04, 1983

New Construction

Public Ceremonies

The board may conduct public hearings ~~meetings~~ on the need for new construction, public meetings to report on preliminary designs for new construction or for the opening of bids, or public ceremonies for ground breaking and dedication of new facilities.

Adopted: October 4, 1983

Revised:

New Construction

Architectural and Engineering Services

The board reserves the right to select architectural and engineering services through the process of ~~bid-letting~~ requests for proposals for such services.

The board reserves the right to specify which services are to be performed by an architectural or engineering firm and to accept or reject any or all proposals ~~bids~~.

The board shall, upon the advice of the superintendent and the school attorney, enter into contracts for services from architectural or engineering firms or other agencies submitting ~~bids~~ proposals to perform services related to new construction. Such contracts shall specify the services to be performed and the fees for such services.

Legal Reference: R. R. S.
73-101 et. Seq. Public lettings and contracts

Adopted: October 4, 1983

Construction

Selection

Architects and/or engineers ~~or project managers~~ for specific construction projects will be recommended by a selection committee to the board of education through the superintendent of schools. Members of the selection committee will be appointed by the board and will include the superintendent and board of education property and finance committee.

The guidelines for selection will be as follows:

1. The architect and/or engineer, ~~or project manager~~ must possess the school design experience necessary for the work.
2. The architect and/or engineer, ~~or project manager~~ must have the needed technical knowledge to control the design of the structure in order to secure the best results without waste of space or money.
3. The architect and/or engineer, ~~or project manager~~ must have the executive of business ability to compel the proper performance of contracts.
4. In special situations, such as facilities for individuals with physical disabilities the handicapped, etc., he or she must have successfully done work of like character from which ability may be inferred.
5. Honesty, integrity, and fiscal responsibility are considered essential to the prudent use of school funds.
6. The architect and/or engineer, ~~or project manager~~ must have demonstrated the design ability (creativity) for the planning of a good school and the creation of aesthetic qualities.
7. The architect and/or engineer, ~~or project manager~~ must have the staff necessary for the task, and this staff must be organized to provide adequate supervision and perform the other functions in a satisfactory manner.
8. The architect and/or engineer, ~~or project manager~~ must have the ability and temperament to work cooperatively with others in the building program and have actual construction-remodeling-renovation experience; access to specialized, technical assistants from engineers and other consultants according to district need; and knowledge of building systems-heating/cooling, plumbing, electrical, and other mechanical systems.

Adopted June 18, 1990

Construction

Services

The services provided by the architect and/or engineer ~~or project manager~~ are to:

1. develop appropriate designs for facilities that meet the educational needs within the budget of the board.
2. prepare feasibility studies for additions, alterations, or renovations to existing buildings.
3. provide consulting services on technical matters or in support of legal proceedings or public hearings.
4. be responsible for all technical services included in the owner architect or owner-engineer agreement.
5. be available for such other services as required by the board within the scope of an agreement.

Adopted: June 18 1990

Revised:

BUSINESS OPERATIONS

Procedures-Bidding Constructions Projects

The District shall bid every project for the construction, remodeling, or repair of any school owned building or for site improvements when the contemplated expenditures for such project are forty thousand dollars or more. The bidding procedures shall comply with the requirements of state law and shall include the following:

1. Notice to Bidders: The Administration shall prepare a notice to bidders containing a general description of the scope of the project being bid; the location of the project; the means of obtaining project documents, including plans and specifications; the date and hour bids will close; and the date, hour and place bids are to be returned, received and opened, and a provision that such bids will be immediately and simultaneously opened in the presence of the bidder, or representatives of the bidders, when the hour is reached for the bids to close.
2. Regular Manner of Advertisement for Bids: The notice to bidders for any project shall be published one time in a newspaper of general circulation in the School District. The notice shall be published at least seven (7) days to the date designated for the opening of such bids. The Board of Education or Administration may, in its sole discretion, elect to utilize further advertisement for bids as it may determine appropriate to secure a sufficient number of qualified bidders for the scope of the project.
3. Bid Opening: When the hour is reached for such bids to close, bids will be immediately and simultaneously opened in the presence of the bidder, or representatives of the bidders.
4. Additional Procedures ~~Labor and materials~~ Payment and performance bonds in the amount of the contract shall be provided by the person to whom the contract is awarded in a sum no less than the contract price, except for projects with a total cost of ~~five~~ fifteen thousand dollars or less, unless required by the bid notice or contract documents. Each bid for which a ~~labor and material~~ payment and performance bond is required shall be accompanied by a bid bond or certified check in the amount of five percent (5%) of such bid. The Board of Education or Administration may provide for additional procedures for the procurement, opening and acceptance of bids as deemed appropriated for a particular project.

Legal Source:

Neb. Rev. Stat. §73-101 et seq.,; Nev. Rev. Stat. § 73-106;
Neb. Rev. State § 52-119

Adopted: October 4, 1983
Revised June 21, 2004
Revised:

New Construction

Contracts

The board shall review and shall approve or reject all contracts, change orders, guarantees, surety bonds, insurance policies, workmen's protection clauses and contracts, and any other provisions for materials, goods and services (~~3300-et. seq.~~).

Legal Reference: R. R. S. 79-405 School district; body corporate; powers; name.

Adopted: October 4, 1983

Revised:

Concept and Roles in Construction

New Construction and Improvements to Existing Buildings

Educational Specifications, Facilities Studies, Construction Design and Delivery, Bids and Bidding, and Project Site Security

1. **Education Specifications - Generally:** The education specifications typically include the financial resources available for the project, the definition and character of classrooms, the functional use to be made of the rooms, description of specialized needs, the construction materials, quality and life cycle standards, and other pertinent information as the board deems necessary.

2. **Facilities Studies:**

A. **Facilities Study Committee:** Prior to remodeling or other construction of buildings and sites, the board may appoint a committee of consultants, employees, citizens, or others to assist the board in developing the specifications and master plan for the construction of new educational facilities or additions to or improvement of existing buildings and sites, and the schedule and sequencing thereof. Any such specifications and/or master plan shall be consistent with the education program, and shall provide the architect and/or Construction Manager as Constructor (CMC), Construction Manager at Risk (CMR) or Design Builder (DB) (as defined more fully below) retained for such project(s), if any, with the information necessary to determine the expected scope of use of the facility. It shall be within the discretion of the board to determine whether a committee shall be appointed.

B. **Facilities Study and Master Planning Consultants:** The board may engage the services of consultants (including architects, engineer, and/or CMC, CMR or DBs) or other personnel to study the needs of the School District's buildings and sites in providing the education program. The results of these services will be considered in planning the education program and in making decisions about the construction of new facilities, the improvement of or additions to existing facilities, and the acquisition of additional buildings and sites. It shall be the responsibility of the superintendent and/or board of education facilities planning committee, if any, to make a recommendation to the board regarding the need for such services and who should perform such services for the board.

3. **Building Construction Standards:** New school buildings, additions or improvements to existing school buildings or facilities, existing buildings considered to be used for the education program of the School District must meet, or upon improvement be able to meet, the educational specifications and construction materials, quality and life cycle standards established by the Board of Education. The Board of Education may retain such consultants as deemed necessary from time-to-time to establish these building construction standards.

4. **Retention of Design Services:** The board of education may retain the services of design professionals for the development of plans and specifications for the new school buildings, additions or

improvements to existing school buildings or facilities, and for existing buildings considered to be used for the education program of the School District.

5. **Method of Construction Delivery:** Prior to construction or renovation of buildings and sites the board shall make a determination of the construction delivery methods or methods allowed by law by which it will obtain construction services for a project or projects. If the board elects to use the Construction Management at Risk or Design-Build methods under the Nebraska Schools Construction Alternatives Act, Neb. Rev. Stat. 79-2001, et. seq., policies for the method chosen must first be established.

6. **Method of Advertising for Bids under CMC, CMR or DB as Constructor per Neb. Rev. Stat. § 73-106, or the Construction Management at Risk or Design-Build methods under the Nebraska Schools Construction Alternatives Act, Neb. Rev. Stat. 79-2001:** All portions of any public project involving the expenditure of School District funds for the construction, remodeling, or repair of any school-owned building or for site improvements having a total project cost of forty thousand dollars (\$40,000) or more, must be competitively bid, including all portions of project using the construction delivery methods of design-bid-build, CMC, CMR or DB as Constructor per Neb. Rev. Stat. § 73-106, or the Construction Management at Risk or Design-Build methods under the Nebraska Schools Construction Alternatives Act, Neb. Rev. Stat. 79-2001, or projects using a multiple prime contract method of construction delivery managed by a Construction Manager as Agent (CMA). For such projects the School District shall advertise for bids in the regular manner established by the Board of Education which shall accept or reject bids pursuant to Neb. Rev. Stat. § 73-101. The regular manner for advertising for bids under the CMA, CMC, CMR or DB as Constructor (CMC) per Neb. Rev. Stat. § 73-106, or the Construction Management at Risk (CMR) or Design-Build (DB) methods of construction delivery pursuant to the Nebraska Schools Construction Alternatives Act, Neb. Rev. Stat. 79-2001, is as follows:

A. Advertisement for Competitive Bids: As the Owner's representative, the CMA, CMC, CMR or DB shall advertise for competitive bids for all portions of the Work pursuant to the bid process adopted and designated by the Owner which may be placed in the Project Manual for each bid package, which shall provide as follows:

1. All contracts for work related to building construction, remodeling or repair or site improvements will be bid in accordance with state statutes in the regular manner established by the Board. All other contracts will be handled under current district policies and regulations.

2. Building construction, remodeling or repair or site improvement projects should be combined to the extent possible.

3. The regular manner established by the Board of Education for advertising for bids and Proposals for all contracts for the construction of all improvements and work listed for the Project through the Superintendent of Schools, or his/her designee, shall be by: (a) preparing invitations for bids and proposals and proposed contract documents; (b) publishing public notice which includes the general nature of the proposed work, fixes the hour, date, time and place where such bids and proposals shall close, or be received or opened, and provides the name and telephone number of a person to be contacted by anyone interested in submitting a bid and proposal to contract for such work in a newspaper of general circulation in the School District at least fourteen (14) days prior to bid and proposal opening

and providing other public notice; (c) establishing evaluation criteria, interview and selection procedures which may include consultations with one or more bidders according to the requirements of any federal, state, and local laws applicable, with the board giving approval to and making the award of any final contracts; and (d) preparing, signing, executing and delivering all documents, and taking or causing to be taken all other necessary or appropriate action to complete the bidding and proposal process for each contract; and that the above shall and is hereby determined to be the regular manner established by the Owner for advertising for bids and proposals for all contracts for the Project.

4. The above regular manner established by the board relates to all forms of construction, remodeling, or repair and all contractors and subcontractors, including the various forms of construction delivery CMA, CMC, CMR or DB and any subcontracts thereunder.

5. In implementing the forgoing bid process the CMC, CMR or DB shall be generally responsible for, but not limited to:

a. SCHEDULE FOR LETTING BIDS: Establish a schedule for letting bids for each portion of the Work pursuant to a Critical Path Method Schedule (CPMS) established for the Project to be prepared by the CMA, CMC, CMR or DB and provided to the School District/Owner;

b. DATES FOR ADVERTISEMENT OF BIDS: Establish dates for advertising for and opening of bids;

c. LOCATION OF BID OPENING: Establish location for opening bids;

d. PUBLICATION OF BIDS: Arrange for publication of advertisement for bids, which publication shall fix the day and hour upon which the bids shall be returned or received, and the date, hour and location the bids will be opened, and that the bids shall be opened in the presence of the bidders, or representatives of the bidders, when the hour is reached for the bids to close;

e. PROVISION OF CONSTRUCTION DOCUMENTS: Provide to all prospective bidders the Plans and Specifications for the portion of the Work being let for bids;

f. PRE-BID CONFERENCES: Conduct pre-bid conferences with firms interested in submitting bids as Subcontractors following the GCPMS for the Project;

g. SPECIFY REQUIRED INFORMATION FROM BIDDERS: Confirm with all prospective Subcontract bidders that they will provide all information requested of bidders on the Work required by the Owner in the bid documents;

h. PRESENCE AT BID OPENINGS: Be present at all bid openings;

i. EVALUATION OF BIDS: In consultation with the Owner and Architect, evaluate each bid and bidder, and assist the Owner in determining which bids will be accepted as the lowest responsible bid for portions of the Work being bid. For purposes of this Agreement, the term "lowest responsible bidder" shall mean financial responsibility, the general ability and capacity of the bidder to perform the Work, the bidder's facilities and suitability for the task, and those qualities which the

bidder must necessarily have in order to be able to perform the contract strictly in accordance with its terms;

j. BIDDING BY CMC, CMR or DB: Should the CMC, CMR or DB or a construction contractor in any way affiliated with the CMC, CMR or DB as defined by the Owner submit a bid for a portion of the Work being let for bids, the same procedures and processes as required of all bidders shall be followed, and the bid of the CMC, CMR or DB or a construction contractor affiliated in any way with the CMC, CMR or DB may only be accepted if such bid is the lowest responsible dollar amount bid;

k. CONFORMANCE BY MATERIAL SUPPLIERS: Subcontracts and agreements with suppliers furnishing materials or equipment fabricated to a special design shall conform to the bidding provisions herein.

l. REBIDDING OF WORK: In cooperation with the Architect and Owner, the CMC, CMR or DB shall assist with the rebidding of any portion of the Work for which no satisfactory bid has been received;

m. BID BONDS: The CMC, CMR or DB shall require bidders to submit bid bonds or other bid security and, as applicable, payment and performance bonds and certificates of insurance acceptable to the CMC, CMR or DB and Owner as a prerequisite to bidding on portions of the Work to be performed by Subcontract.

7. Project Site Security Plan:

A. General Conditions of Contract: The General Conditions of Contract for any School District project shall be the AIA A201, 1997 or AIA A201 CMA - 1992, as applicable, which shall be supplemented to include the following provision:

§ 3.4.2.3 If selected, the Contractor shall not assign any individual or agent to any work on an awarded project with a criminal record of a serious nature as defined by the School District/Owner's policy, regulations, practices or directives, including but not limited to any of the following: (a) a felony; (b) rape, including statutory rape, or any other sexual assault; (c) sexual conduct with a minor of any kind; (d) abuse of a minor or child of any kind; (e) endangerment of a child or debauching a minor; (f) public indecency; (g) prostitution, pandering, or keeping a place of prostitution; (h) assault or battery (i) kidnapping, false imprisonment or abduction; (j) child pornography; or (k) any offense in which a minor was a victim or a witness. The Contractor shall authorize and give consent, and agrees to cooperate in obtaining any additional authorization or consent necessary to assure compliance with this requirement.

B. Project Site Security Protocol:

1. Prior to performing any work or entering on the Project Site, all contractors and subcontractors, and suppliers and materialmen shall sign a "Contractor/Supplier Criminal Records Certification", a copy of which is attached hereto, certifying that such contractor shall not assign to work on any Ashland-Greenwood Public School District building project an employee having a criminal record as defined by the School District/Owner's policy, regulations, practices or directives, including but not limited to any of the following: (a) a felony; (b) rape, including statutory rape, or any other sexual assault;

(c) sexual conduct with a minor of any kind; (d) abuse of a minor or child of any kind; (e) endangerment of a child or debauching a minor; (f) public indecency; (g) prostitution, pandering, or keeping a place of prostitution; (h) assault or battery (i) kidnapping, false imprisonment or abduction; (j) child pornography; or (k) any offense in which a minor was a victim or a witness. Such certification shall remain on file at all times during the contractor's presence on the site.

2. The CMC, CMR or DB shall establish a school building construction site security protocol which shall include providing all employees of the contractors, employees of sub-contractors to the contractors, and other project related personnel with a "Project" badge or sticker created by the CMC, CMR or DB; each badge or sticker shall have a unique identifier number. This unique identifier number must be logged by the CMC, CMR or DB's Site Superintendent or Project Manager so as to associate each individual's name and company with the number on the badge. A copy of the log shall be kept at all times in the office of the CMC, CMR or DB's Site Superintendent and must be submitted to the Superintendent's Office at the end of each week. If wearing the CMC, CMR or DB provided "Project" badge is not desirable and will interfere with the work being performed by that individual, the CMC, CMR or DB shall provide a sticker with the necessary information for identification for affected personnel, which shall include the unique number on the identification. This sticker may be affixed to the individual worker's hard hats. All means of identification other than what is provided by the CMC, CMR or DB must be approved by the CMC, CMR or DB's on-site Superintendent or Project Manager prior to implementation by the contractor. Identification must be visible at all times. Personnel failing to comply with the job-site security requirements may be required by the CMC, CMR or DB or School District personnel to leave the job-site.

3. A copy of the list of properly certified workers and other personnel authorized to be on the work site shall be provided by each contractor to the CMC, CMR or DB for the Project and kept in the on-site offices.

Legal Reference: Neb. Rev. Stat. § 73-101; Neb. Rev. Stat. § 73-106; Nebraska Schools Construction Alternatives Act, Neb. Rev. Stat. 79-2001, et. seq.

Approved _____ Reviewed _____ Revised _____

Concept and Roles in Construction

New Construction and Improvements to Existing Buildings

Construction Management at Risk under the Nebraska School Construction Alternatives Act,
Neb. Rev. Stat §§ 79-2001, et. seq. - Construction Delivery Method

1. **Introduction:** The Board of Education has determined that it is in the best interests of the School District/School District/Owner to take all necessary action in order to authorize the School District/School District/Owner to enter into a construction management at risk (CMR) contract for purposes of allowing the School District/School District/Owner to avail itself of the construction management at risk construction delivery method and process pursuant to Nebraska Schools Construction Alternatives Act, Neb. Rev. Stat. 79-2001, et. seq. (hereinafter "NCSA Act"). Pursuant to the NSCA Act, the Board of Education hereby adopts the following policies for entering into a construction management at risk contract and the general terms of such contract.

2. **Terms Defined:**

A. "Construction management at risk contract" means a contract developed under the terms and conditions of this policy by which a construction manager (a) provides services as a construction consultant to the School District/School District/Owner during the design phase of the project when the School District/School District/Owner's architect or engineer designs the project; (b) assumes the legal responsibility to deliver a construction project for a contracted price, also known as a "guaranteed maximum price" or "GMP"; and (c) is the builder during the construction phase of the project, subject to the School District/School District/Owner's bidding requirement established by this policy and other School District/School District/Owner policies, and the construction management at risk contract;

B. "Construction Manager" or "CMR" means the legal entity which proposes to enter into a construction management at risk contract under this policy;

C. "Proposal" means an offer in response to a request for proposals by a construction manager to enter into a construction management at risk contract for a project under this policy;

D. Request for proposals means the documentation by which the School District/School District/Owner solicits proposals.

3. **Department of Education Authorization:** Pursuant to Neb. Rev. Stat. §79-2014, there is a limitation on the number of contracts that may be executed under the NSCA Act based upon the dollar amount of the contract for construction management services. Prior to initiating the CMR process on a specific construction project, the Administration of the School District/School District/Owner shall request of the State Department of Education, which pursuant to Neb. Rev

Stat. § 79-2010(4) is the repository of all construction management at risk contracts executed under the NCSA Act, a written confirmation of the current eligibility of the proposed project to proceed under the limitations established by Neb. Rev Stat. § 79-2010(4).

4. **Board Selection of CMR Method and Process and Direction to Prepare RFP:** Upon receipt of written determination of the eligibility of the specific construction project under the NCSA Act from the Nebraska Department of Education, the Board of Education of the School District/School District/Owner shall then adopt a resolution to select the construction management at risk under the NCSA Act as the method and process of construction delivery of the specific project and authorize and direct the Administration of the School District/School District/Owner in conjunction with the architecture or engineering firm retained for the specific project to prepare a request for proposals in accordance with the NCSA Act and this policy. See, Appendix "A".

5. **Duties of Architect and/or Engineer for the Project:** Prior to proceeding with any construction project under the NCSA Act exceeding a total anticipated cost equal to or in excess of the amount established in Neb. Rev. Stat. § 81-3445, as amended from time to time, the School District/School District/Owner shall retain the services of an architect and/or engineer for such project, to provide design services including the preparation of plans, specifications, and estimates, and observe construction. If the Board of Education selects the construction management at risk method of construction delivery under the NCSA Act, such services shall include consultation and participation in the evaluation of proposals received for such position, and participation on the selection committee for the position of construction manager at risk provided for in the NCSA Act.

6. **Procedures for the Preparation and Content of Requests for Proposals:** The Administration, in consultation with School District/School District/Owner legal counsel and the project architect and engineer, shall prepare the request for proposals for the position of construction manager at risk under the NCSA Act. The School District/School District/Owner shall prepare a request for proposals for each construction management at risk contract in accordance with this section. At least thirty (30) days prior to the deadline for receiving and opening proposals, notice of the request for proposals shall be published in a newspaper of general circulation within the School District/School District/Owner and filed with the State Department of Education. The request for proposals shall include the following documents:

A. Notice to Construction Management firms of the School District/School District/Owner's request for proposals which shall establish (1) the day of any pre-proposal conference; (2) the day upon which such proposals shall be returned, received, or opened, as provided by other statutes; and, (3) the hour at which such bids shall close, or be received or opened, and they shall also provide that such bids shall be immediately and simultaneously opened in the presence of the bidders, or representatives of the bidders, when the hour is reached for the bids to close;

B. Invitation to submit proposals and instructions to prospective construction management at risk firms, which shall include:

(1) An invitation to submit proposals with a brief description of the project, instructions to bidders, and standard notices and reservations of rights as follows:

" NOTICE: By submitting a bid, each bidder agrees to waive any claim it has, or may have, against the School District/School District/Owner and the Architects retained by the School District/School District/Owner, and their respective employees, arising out of, or in connection with, the administration, evaluation, or recommendation of any bid; waiver of any requirements under the Bid Documents; or the Contract Documents; acceptance or rejection of any bids; and award of the Contract."

And,

"The School District/School District/Owner reserves the right (a) to terminate the bid process at any time; (b) to reject any or all bids; and (c) to waive formalities and minor irregularities in the bids received.

The School District/School District/Owner further reserves the right to conduct a pre-award survey of any firm under consideration to confirm any of the information furnished by the firm or to require other evidence of managerial, financial, technical and other capabilities, the positive establishment of which is determined by the School District/School District/Owner to be necessary for the successful performance of the contract."

(2) A description of the scope and nature of the project, the project site, the project schedule and estimated budget;

(3) Requirements for the proposal, including:

(a) A description of the CMR's project team and organization of such team;

(b) Fee proposal, if required by the School District/School District/Owner as part of the RFP;

(c) A description of the limitations, if any, on expenses to be reimbursed;

(d) Insurance and surety bond requirements;

(e) Preliminary project schedule;

(4) Description of the general scope of services to be provided by the CMR, which may include:

(a) Project financing phase informational services;

(b) Scope of project definition;

(c) Pre-construction phase services including consultation of design, materials and systems, long lead items, contractor availability and recruitment, preliminary project schedule and preliminary cost estimation, and review of construction documents and conduct value engineering assessments with respect to constructability, material and construction techniques and building systems, sequencing of construction, separation or combining of bid packages.

(d) Cost estimation and preliminary guaranteed maximum price submittals to the School District/School District/Owner;

(e) Construction administration and supervision services including identification and preparation of bid packages, recruitment and prequalification of prospective bidders for such bid packages, conduct of bid process for each bid package, review of and recommendations to the School District/School District/Owner with regard to bids submitted, and administration of construction contracts, day-to-day supervision of the work with a qualified site superintendent and project manager;

(f) Preparation and submittal of Guaranteed Maximum Price (GMP) for the project(s).

(5) Information of pre-bid conference, if any required, and attendance requirements at such conference.

(6) Bid procedure, including:

(a) Questions and clarification or interpretations of the bid documents;

(b) Method of handling addenda to bid documents;

(c) Procedure for modification or withdrawal of bids;

(d) Bid due date and opening including date, time, location and methods of submittal of bids;

(e) Selection team;

(f) Selection procedure and evaluation criteria and the relative weight of each criterion;

(f) Interview process;

(h) Contract negotiation process;

(i) Contract execution process.

C. Agreement between Saunders County School District 78-0001, a/k/a Ashland-Greenwood Public School District and the construction manager at risk under the Nebraska School Construction Alternatives Act, Neb. Rev. Stat. §§ 79-2001 et. seq., prepared by School District/School District/Owner legal counsel.

D. AIA Document A201/CMA™ - 1992 - General Conditions of the Contract for Construction where the Construction Manager is NOT a Constructor, 1992 Edition, AS MODIFIED;

E. Payment and performance bond and guaranteed maximum price bond requirements for the construction manager at risk;

F. Insurance requirements which shall provide that the construction manager shall purchase from and maintain in a company or companies lawfully authorized to do business in the jurisdiction in which the Project is located such insurance as will protect the construction manager from claims set forth below which may arise out of or result from the construction manager's operations under the contract and for which the construction manager may be legally liable, whether such operations be by the construction manager or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable:

(1) Claims under workers compensation, disability benefit and other similar employee benefit acts which are applicable to the Work to be performed;

(2) Claims for damages because of bodily injury, occupational sickness or disease, or death of the Construction Manager's employees;

(3) Claims for damages because of bodily injury, sickness or disease, or death of any person other than the Construction Manager's employees;

(4) Claims for damages insured by usual personal injury liability coverage which are sustained (1) by a person as a result of an offense directly or indirectly related to employment of such person by the Construction Manager, or (2) by another person;

(5) Claims for damages, other than to the Work itself, because of injury to or destruction of tangible property, including loss of use resulting therefrom;

(6) Claims for damages because of bodily injury, death of a person or property damage arising out of School District/Ownership, maintenance or use of a motor vehicle; and

(7) Claims involving contractual liability insurance applicable to the construction manager's obligations.

G. The CMR organizational chart; and,

H. Policies adopted by the School District/School District/Owner governing the CMR construction process.

7. ***Procedure and Standards to be Used to Pre-qualify Construction Manager***

Candidates: The procedures and standards to be used to pre-qualify construction managers will evaluate prospective construction managers based upon the information submitted to the School District/School District/Owner in response to the request for proposals, and an evaluation of such information by the Selection Committee based upon the criteria for evaluation of proposals and the relative weight to be given each criterion.

8. ***Procedures and Standards for Preparing and Submitting Proposals:***

A. Notices: The prospective construction managers shall be provided the following notices regarding the project and its legal parameters:

(1) NOTICE: THIS PROJECT IS BEING CONDUCTED UNDER AND IS SUBJECT TO THE PROVISIONS OF THE NEBRASKA SCHOOLS CONSTRUCTION ALTERNATIVES ACT, Neb. Rev. Stat. 79-2001 et. seq.

(2) NOTICE: By submitting a bid, each bidder agrees to waive any claim it has, or may have, against the School District/School District/Owner and the Architects retained by the School District/School District/Owner, and their respective employees, arising out of, or in connection with, the administration, evaluation, or recommendation of any bid; waiver of any requirements under the Bid Documents; or the Contract Documents; acceptance or rejection of any bids; and award of the Contract.

(3) Notice of the following provisions related to the request for proposal process:

(a) Attendance at pre-proposal conference (if required).

(b) A process for answering pre-bid questions or requiring clarification or interpretation of the bidding documents.

(c) A process to provide for interpretations, corrections, and changes of the request for proposal documents to be made by addendum.

(d) A notice providing that:

(i) A proposal may not be modified, withdrawn or canceled by the bidder during the stipulated time period following the time and date designated for the receipt of proposals/bids, and each bidder so agrees in submitting a bid.

(ii) A submitted proposal may be modified or withdrawn prior to the time and date designated for receipt of proposals by notice to the party receiving Proposals/Bids at the place designated for receipt of Proposals/Bids; such notice shall

be in writing over the signature of the Bidder, and any such change shall be so worded so as not to reveal the amount of the original Bid.

(iii) A withdrawn proposal may be resubmitted up to the date and time designated for the receipt of proposals provided that they are then fully in conformance with the request for proposals.

(iv) The proposing firm's signature on the proposal is the proposing firm's guarantee that the content of the proposal has been arrived at without collusion with other eligible prospering firm or firms and without effort to preclude the School District/School District/Owner from obtaining the lowest competitive price.

(v) Proposals due at a specified date and time must be received at School District/School District/Owner's location by the date and time specified to receive consideration. Proposals received after the specified date and time are considered late, and shall not opened.

B. Reservation of Rights:

(1) The School District/School District/Owner reserves the right (a) to terminate the bid process at any time; (b) to reject any or all bids; and (c) to waive formalities and minor irregularities in the bids received.

(2) The School District/School District/Owner further reserves the right to conduct a pre-award survey of any firm under consideration to confirm any of the information furnished by the firm or to require other evidence of managerial, financial, technical and other capabilities, the positive establishment of which is determined by the School District/School District/Owner to be necessary for the successful performance of the contract.

C. Requirements For Proposal. The Selection Committee to be approved by the School District/School District/Owner's Board of Education will select firms to be interviewed using the evaluation criteria as defined in the Invitation for Bids. Each bidder shall be required to submit ten (10) copies of their written bid and proposal, unless more or less are specified in the RFP. Bids and proposals submitted by interested firms must include the following elements in the order listed:

- (1) A description of the CMR's project team and organization of such team;
- (2) A fee proposal, if required by the School District/School District/Owner as part of the RFP;
- (3) A description of the CMR's approach to the submission, reporting and approval of expenses to be reimbursed;
- (4) A certification of compliance with insurance and surety bond requirements.

- (5) A preliminary project schedule.
- (6) A narrative of firm's philosophy.
- (7) Completion and submission of the questionnaire included in the invitation for bids.

9. ***Procedures for Evaluating Proposals in Accordance with Neb. Rev. Stat. §§ 79-2010 and 79-2011:*** The School District/School District/Owner shall evaluate and rank each proposal on the basis of best meeting the criteria in the request for proposals and taking into consideration the recommendation of the selection committee pursuant to Neb. Rev. Stat. § 79-2011.

A. Referral to Selection Committee: In evaluating proposals in accordance with Neb. Rev. Stat. § 79-2010, the School District/School District/Owner shall refer the proposals for recommendation to a selection committee.

B. Make-up of Selection Committee: The selection committee shall be a group of at least five (5) persons designated by the School District/School District/Owner. Members of the selection committee shall include (1) members of the school board, (2) members of the school administration or staff, (3) the school's architect or engineer when evaluating proposals from construction managers under Neb. Rev. Stat. § 79-2010, (4) any person having special expertise relevant to selection of a construction manager under the Nebraska Schools Construction Alternatives Act, and (5) a resident of the School District/School District/Owner other than an individual included in subdivisions (1) through (4) of this subsection.

C. Members No Pecuniary Interest: A member of the selection committee designated under subdivision (4) or (5) of this subsection shall not be employed by or have a financial or other interest in a construction manager who has a proposal being evaluated and shall not be employed by the School District/School District/Owner or the performance-criteria developer.

D. Evaluation Criterion: The selection committee and the School District/School District/Owner shall evaluate proposals taking into consideration the criteria enumerated in subdivisions (1) through (8) of this subsection with the maximum percentage of total points for evaluation which may be assigned to each criterion set forth following the criterion. The following criteria shall be evaluated, when applicable:

- (1) The financial resources of the design-builder or construction manager to complete the project, ten percent;
- (2) The ability of the proposed personnel of the design-builder or construction manager to perform, thirty percent;

(3) The character, integrity, reputation, judgment, experience, and efficiency of the design-builder or construction manager, thirty percent;

(4) The quality of performance on previous projects, thirty percent;

(5) The ability of the design-builder or construction manager to perform within the time specified, thirty percent;

(6) The previous and existing compliance of the design-builder or construction manager with laws relating to the contract, ten percent; and

(7) Such other information as may be secured having a bearing on the selection, twenty percent.

E. Examination of Proposals: Following the opening of the proposals, the Selection Committee will examine the proposals and supporting documentation submitted by all candidates. The selection of the CMR for the Project shall be based upon a careful and objective consideration of the proposals and the ability of each firm submitting a proposal to perform the services described in this Invitation for Proposals and the requirements of any federal, state, local laws and regulations and School District/School District/Owner policies and regulations that are applicable to the Project.

F. Interviews of Candidates: To further assist the Selection Committee in evaluating each proposal to determine which candidate best meets the criteria in the request for proposals, the Selection Committee Board may at its election determine to interview such candidate(s).

G. Records of Selection Committee: The selection committee shall keep and maintain permanent records of the committee proceedings including, but not limited to, records of the minutes of meetings, and documentation received or disclosed in open session of the meetings. The committee shall appoint a board member or district employee to keep the minutes of the committee meetings. The minutes of each meeting shall include as a minimum the following items: a record of the date, time, place, members present, action taken and the vote of each member. The records of the committee shall be placed on public file with the central administration office. The records of the selection committee in evaluating proposals and making recommendations shall be considered public records for purposes of section 84-712.01.

H. Rejection of Proposals: The School District/School District/Owner shall have the right to reject any and all proposals. The School District/School District/Owner may subsequently solicit new proposals using the same or different project performance criteria.

10. **Contract Negotiations:**

A. Negotiations with Highest Ranked CMR: The School District/School District/Owner shall attempt to negotiate a construction management at risk contract with the highest ranked construction manager and may enter into a construction management at risk

contract after negotiations. The negotiations shall include a final determination of the manner by which the construction manager selects a subcontractor.

B. Negotiations with Second Highest Ranked CMR, etc. If the School District/School District/Owner is unable to negotiate a satisfactory contract with the highest ranked construction manager, the School District/School District/Owner may terminate negotiations with that construction manager. The School District/School District/Owner may then undertake negotiations with the second highest ranked construction manager and may enter into a construction management at risk contract after negotiations. If the School District/School District/Owner is unable to negotiate a satisfactory contract with the second highest ranked construction manager, the School District/School District/Owner may undertake negotiations with the third highest ranked construction manager, if any, and may enter into a construction management at risk contract after negotiations.

C. Requirement of Execution of Written Contract: No contractual rights shall be created between the construction manager at risk and the School District/School District/Owner until a written contract has been negotiated, agreed upon, approved by the Board of Education of the School District/School District/Owner, and executed by all parties thereto.

D. Insurance and Bonding: The contract shall provide that the CMR shall provide insurance coverage for the Project which shall not be less than the amounts listed in the contract as set forth in the Request for Proposal; such insurance coverage shall include general liability (Project specific), automobile liability, and workers' compensation. Further, the CMR shall provide the School District/School District/Owner with a payment and performance bond for the cost of the services of the CMR and estimated expenses to be reimbursed, and a guarantee bond in the amount of ten percent (10%) of the guaranteed maximum price for the project.

E. Filing of CMR Contract: The School District/School District/Owner shall file a copy of all construction management at risk contract documents with the State Department of Education within thirty (30) days after their full execution. Within thirty (30) days after completion of the project, the construction manager shall file a copy of all contract modifications and change orders with the department.

F. Unsuccessful Negotiations with CMR Candidates: If the School District/School District/Owner is unable to negotiate a satisfactory contract with any of the ranked construction managers, the School District/School District/Owner may either revise the request for proposals and solicit new proposals or cancel the construction management at risk process.

G. Modification of CMR Contract: A construction management at risk contract may be conditioned upon later refinements in scope and price and may permit the School District/School District/Owner in agreement with the construction manager to make changes in the project without invalidating the contract. Later refinements shall not exceed the scope of the project statement contained in the request for proposals.

11. **Contiguity of Building Site:** The CMR contract shall not be used for a construction project with locations on parcels of land which are not contiguous except for specialty maintenance projects.

12. **Procedures for Filing and Acting on Formal Protests Relating to the Solicitation or Execution of the CMR Contract:**

A. Protest Relation to Solicitation:

(1) Request for Proposals, Notice, and Pre-Bid Process and Procedures: A CMR candidate seeking to protest the policies adopted by the Board of Education pursuant to the Nebraska Schools Construction Alternatives Act, Neb. Rev. Stat. 79-2001, et. seq. and the form or content of the request for proposals promulgated by the School District/School District/Owner, or the notice of the request for proposal, or any pre-bid process or procedures, must file such protest within fourteen (14) calendar days from the date of the publication of the notice of the request for proposals.

(2) Bid Opening, Evaluation and Ranking of CMR Candidates: A CMR candidate seeking to protest the bid opening process used by the School District/School District/Owner must file such protest within seven (7) calendar days from the date of the bid opening.

(3) Evaluation and Ranking of CMR Candidates: A CMR candidate seeking to protest the process and procedures used by the Selection Committee in evaluating and/or ranking the CMR candidates must file such protest within seven (7) calendar days from the date the Selection Committee makes its recommendation to the Board of Education or the Board of Education's acceptance of the recommendation of the Selection Committee.

B. Negotiation or Execution of CMR Contract: A CMR candidate seeking to protest the process and procedures used by the School District/School District/Owner in the negotiation or execution of the construction management at risk contract must file such protest within seven (7) calendar days from the date the Board of Education takes action to approve the construction management at risk contract.

C. Form and Filing of Protests: All protests under this subparagraph shall be filed with the Office of the Superintendent of Schools during normal business hours. Such protest must be in writing and received at or before the close of business on the last day provided for the receipt of such proposals. For purposes of this paragraph the term "received" shall mean the actual in hand receipt of all protests and attendant documents. Facsimile transmittals, e-mail or other electronic or telephonic transmittals shall not be accepted and receipt of protest documents, or change in protest documents, in such manner will not be accepted. Protests shall be public records, and shall not be considered proprietary and confidential.

D. Action on Protests: The Board of Education shall take action on any protest filed pursuant to subparagraph A and B above within forty-five (45) days of receipt of such protest, and shall provide the decision of the Board of Education in writing to the protesting party.

Legal Reference: Nebraska Schools Construction Alternatives Act, Neb. Rev. Stat. 79-2001, et. seq.; 81-1701 et seq.; and 84-712

Adopted:

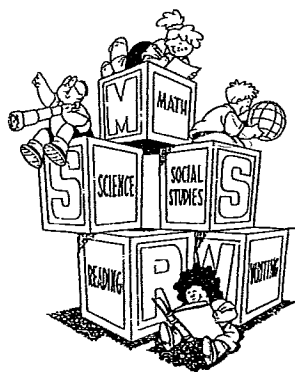
NEBRASKA DEPARTMENT OF EDUCATION

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Douglas D. Christensen, Commissioner

Polly Feis, Deputy Commissioner

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1/9/2008

Craig Pease
Ashland-Greenwood Public Schools
1200 Boyd St
Ashland, NE 68003-1899

Dear Mr. Pease,

Based on review of the 2006-07 Assurance Statement and the Early Childhood Program Report, the NDE Office of Early Childhood has determined that your early childhood program is operating in compliance with the requirements of Rule 11 (Regulations for Early Childhood Education Programs). Notification of approval of your district's early childhood program for the period of July 1, 2008 through June 30, 2009 will be sent to your district pending State Board of Education approval at the June meeting.

We look forward to working with you to provide a high quality early childhood experience for the children and families enrolled in the program. If you have any questions about Rule 11 or the approval process, please contact Linda Meyers by phone 402-471-2980 or email linda.meyers@nde.ne.gov.

Sincerely,

A handwritten signature in cursive script that reads 'Marcia Corr'.

Marcia Corr
Administrator
Office of Early Childhood

State Board of Education

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