



**APRIL 30, 2019
FINANCIAL REPORT**

350 South Main
Spanish Fork, Utah 84660
www.Nebo.edu

NEBO SCHOOL DISTRICT

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NEBO SCHOOL DISTRICT

Financial Report

April 30, 2019

GENERAL FUND - BASIC PROGRAMS

	FY2019					
	Adopted Budget	Working Budget	Encumbrances	Year to Date Receipts or Expenditures	Working Budget Balance	% Rec or Exp
Revenues						
Local sources						
Property taxes	\$ 41,917,241	\$ 41,415,624	\$ -	\$ 41,082,140	\$ 333,484	99%
Interest income	1,500,000	2,000,000	-	1,834,165	165,835	92%
Other local revenue	3,094,000	3,108,765	-	2,173,395	935,370	70%
Total local sources	46,511,241	46,524,389	-	45,089,700	1,434,689	97%
State sources	121,787,671	121,951,265	-	108,486,158	13,465,107	89%
Federal sources	10,000	10,000	-	(4,338)	14,338	-43%
Total revenues	168,308,912	168,485,654	-	153,571,520	14,914,134	91%
Expenditures						
Salaries						
Teachers	56,634,700	51,901,500	-	38,873,127	13,028,373	75%
Teachers on special assignment	-	1,782,500	-	1,260,230	522,270	71%
Technicians	2,010,000	1,962,553	-	1,404,910	557,643	72%
Administrators	7,832,014	8,039,682	-	6,441,356	1,598,326	80%
Coordinators and managers	2,063,000	2,012,250	-	1,656,064	356,186	82%
Secretaries and clerks	7,674,322	8,411,407	-	6,580,526	1,830,881	78%
Media personnel	1,390,000	1,200,000	-	897,996	302,004	75%
Counselors	3,200,000	3,200,000	-	2,385,391	814,609	75%
Health services personnel	3,000	3,000	-	764	2,236	25%
Custodial personnel	6,000,000	6,075,000	-	4,834,494	1,240,506	80%
Maintenance personnel	3,150,000	3,300,000	-	2,627,837	672,163	80%
Warehouse and delivery personnel	183,500	178,500	-	143,019	35,481	80%
Bus drivers	3,450,000	3,450,000	-	2,862,543	587,457	83%
Bonuses	1,527,500	1,662,500	-	1,534,467	128,033	92%
Training stipends	-	-	-	950	(950)	0%
Overtime	-	250,000	-	226,176	23,824	90%
Extra duty	-	1,103,511	-	466,501	637,010	42%
Total salaries	95,118,036	94,532,403	-	72,196,351	22,336,052	76%
Benefits						
Retirement	19,722,500	19,827,035	-	14,964,529	4,862,506	75%
Social Security	6,943,403	6,972,623	-	5,269,978	1,702,645	76%
Health, LTD, and life insurance	13,082,650	13,938,375	-	10,349,834	3,588,541	74%
Other	6,395,640	6,272,430	17,713	6,188,549	66,168	99%
Total benefits	46,144,193	47,010,463	17,713	36,772,890	10,219,860	78%
Purchased services						
Contracted Services	4,453,894	4,879,783	819,891	3,628,780	431,112	91%
Training and Development	1,344,000	1,186,000	-	150,356	1,035,644	13%
Travel	827,000	852,167	34,200	678,602	139,365	84%
Communications	484,000	532,000	7,961	287,270	236,769	55%
Utilities	5,153,000	5,153,000	13,906	4,273,773	865,321	83%
Indirect Costs	(1,478,250)	(1,521,170)	-	(9,256)	(1,511,914)	1%
Other	170,000	272,847	272	46,544	226,031	17%
Total Purchased Services	10,953,644	11,354,627	876,230	9,056,069	1,422,328	87%

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GENERAL FUND - BASIC PROGRAMS

	FY2019					
	Adopted Budget	Working Budget	Encumbrances	Year to Date Receipts or Expenditures	Working Budget Balance	% Rec or Exp
Supplies and materials						
Supplies	2,811,150	3,332,807	200,994	1,986,611	1,145,202	66%
Textbooks	1,050,000	1,694,378	19,298	859,820	815,260	52%
Library and audio visual	365,000	400,140	-	360,739	39,401	90%
Custodial	575,000	638,621	2,270	389,732	246,619	61%
Maintenance	564,500	564,500	-	517,999	46,501	92%
Food	57,500	53,500	1,462	34,028	18,010	66%
Transportation	525,000	525,000	-	408,441	116,559	78%
Fuel	930,000	930,000	-	731,316	198,684	79%
Total supplies and materials	6,878,150	8,138,946	224,024	5,288,686	2,626,236	68%
Property						
Equipment	3,533,333	3,386,617	82,975	1,565,255	1,738,387	49%
Construction and improvements	100,000	100,000	25,958	33,417	40,625	59%
Total property	3,633,333	3,486,617	108,933	1,598,672	1,779,012	49%
Total expenditures	162,727,356	164,523,056	1,226,900	124,912,668	38,383,488	77%
Excess (deficiency) of revenues	5,581,556	3,962,598	(1,226,900)	28,658,852	(23,469,354)	14%
Other sources (uses)						
Transfers in (out)	(3,873,683)	(4,643,229)	-	-	(4,643,229)	0%
Sale of assets	-	2,500	-	665	1,835	27%
Total other sources (uses)	(3,873,683)	(4,640,729)	-	665	(4,641,394)	-0%
Net change in fund balance	\$ 1,707,873	\$ (678,131)	\$ (1,226,900)	\$ 28,659,517	\$ (28,110,748)	
Fund balances - beginning						
Nonspendable	\$ 500,000	\$ 804,814				
Restricted	-	-				
Committed	11,000,000	11,500,000				
Assigned	19,850,000	21,697,175				
Unassigned	16,380,414	19,400,094				
Total fund balances - beginning	47,730,414	53,402,083				
Fund balances - ending						
Nonspendable	500,000	500,000				
Restricted	-	-				
Committed	12,000,000	12,000,000				
Assigned	21,500,000	22,500,000				
Unassigned	15,438,287	17,723,952				
Total fund balances - ending	\$ 49,438,287	\$ 52,723,952				
				Percent of fiscal year expired:		83%
				Percent of school year expired:		92%

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GENERAL FUND - CATEGORICAL PROGRAMS

	FY2019					
	Adopted Budget	Working Budget	Encumbrances	Year to Date Receipts or Expenditures	Working Budget Balance	% Rec or Exp
Revenues						
Local sources						
Property taxes	\$ 1,058,141	\$ -	\$ -	\$ -	\$ -	0%
Other local revenue	928,500	2,538,615	-	1,584,647	953,968	62%
Total local sources	1,986,641	2,538,615	-	1,584,647	953,968	62%
State sources	58,247,590	61,245,894	-	48,160,539	13,085,355	79%
Federal sources	11,095,000	12,037,171	-	5,236,393	6,800,778	44%
Total revenues	71,329,231	75,821,680	-	54,981,579	20,840,101	73%
Expenditures						
Salaries						
Teachers	31,321,976	26,588,391	-	19,556,655	7,031,736	74%
Teachers on special assignment	-	4,227,517	-	2,993,147	1,234,370	71%
Technicians	7,725,000	8,078,369	-	6,356,492	1,721,877	79%
Administrators	323,000	321,000	-	266,917	54,083	83%
Coordinators and managers	235,000	234,500	-	202,929	31,571	87%
Secretaries and clerks	530,000	490,250	-	398,829	91,421	81%
Media personnel	30,000	30,000	-	24,446	5,554	81%
Counselors	725,000	752,500	-	567,747	184,753	75%
Social workers and psychologists	1,325,000	1,435,000	-	1,056,085	378,915	74%
Health services personnel	3,699,000	3,990,000	-	2,916,556	1,073,444	73%
Custodial personnel	5,000	-	-	-	-	0%
Bus drivers	35,000	10,000	-	7,851	2,149	79%
Training stipends	-	125,000	-	125,681	(681)	101%
Overtime	-	-	-	1,773	(1,773)	0%
Extra duty	-	1,443,189	-	995,867	447,322	69%
Total salaries	45,953,976	47,725,716	-	35,470,975	12,254,741	74%
Benefits						
Retirement	9,331,050	9,741,308	-	7,158,030	2,583,278	73%
Social Security	3,518,200	3,560,526	-	2,595,244	965,282	73%
Health, LTD, and life insurance	5,284,900	4,937,341	-	3,823,263	1,114,078	77%
Other	131,680	101,455	-	93,268	8,187	92%
Total benefits	18,265,830	18,340,630	-	13,669,805	4,670,825	75%
Purchased services						
Contracted Services	2,504,050	2,439,842	274,744	1,863,095	302,003	88%
Training and Development	260,000	315,197	11,050	184,063	120,084	62%
Travel	408,645	349,202	-	290,894	58,308	83%
Communications	58,000	63,340	-	26,420	36,920	42%
Utilities	-	-	-	271	(271)	0%
Indirect Costs	753,250	798,200	-	9,256	788,944	1%
Other	2,162,078	5,392,687	-	-	5,392,687	0%
Total Purchased Services	6,146,023	9,358,468	285,794	2,373,999	6,698,675	28%

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GENERAL FUND - CATEGORICAL PROGRAMS

	FY2019					
	Adopted Budget	Working Budget	Encumbrances	Year to Date Receipts or Expenditures	Working Budget Balance	% Rec or Exp
Supplies and materials						
Supplies	1,738,711	1,612,687	16,107	1,167,652	428,928	73%
Textbooks	113,500	258,441	23,155	146,266	89,020	66%
Library and audio visual	25,000	35,630	4,197	20,023	11,410	68%
Custodial	-	-	-	194	(194)	0%
Food	59,500	62,768	-	37,944	24,824	60%
Fuel	30,000	30,000	-	24,485	5,515	82%
Total supplies and materials	1,966,711	1,999,526	43,459	1,396,564	559,503	72%
Property						
Equipment	2,330,374	2,474,151	32,891	1,946,516	494,744	80%
Construction and improvements	100,000	80,000	-	75,616	4,384	95%
Total property	2,430,374	2,554,151	32,891	2,022,132	499,128	80%
Total expenditures	74,762,914	79,978,491	362,144	54,933,475	24,682,872	69%
Excess (deficiency) of revenues	(3,433,683)	(4,156,811)	(362,144)	48,104	(3,842,771)	3%
Other sources (uses)						
Transfers in (out)	3,348,683	4,006,811	-	-	4,006,811	0%
Sale of assets	85,000	150,000	-	148,101	1,899	99%
Total other sources (uses)	3,433,683	4,156,811	-	148,101	4,008,710	4%
Net change in fund balance	\$ -	\$ -	\$ (362,144)	\$ 196,205	\$ 165,939	
Fund balances - beginning						
Nonspendable	\$ -	\$ -				
Restricted	-	-				
Committed	-	-				
Assigned	-	-				
Unassigned	-	-				
Total fund balances - beginning	-	-				
Fund balances - ending						
Nonspendable	-	-				
Restricted	-	-				
Committed	-	-				
Assigned	-	-				
Unassigned	-	-				
Total fund balances - ending	\$ -	\$ -				
				Percent of fiscal year expired:	83%	
				Percent of school year expired:	92%	

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GENERAL FUND - COMBINED PROGRAMS

	FY2019					
	Adopted Budget	Working Budget	Encumbrances	Year to Date Receipts or Expenditures	Working Budget Balance	% Rec or Exp
Revenues						
Local sources						
Property taxes	\$ 42,975,382	\$ 41,415,624	\$ -	\$ 41,082,140	\$ 333,484	99%
Interest income	1,500,000	2,000,000	-	1,834,165	165,835	92%
Other local revenue	4,022,500	5,647,380	-	3,758,042	1,889,338	67%
Total local sources	48,497,882	49,063,004	-	46,674,347	2,388,657	95%
State sources	180,035,261	183,197,159	-	156,646,697	26,550,462	86%
Federal sources	11,105,000	12,047,171	-	5,232,055	6,815,116	43%
Total revenues	239,638,143	244,307,334	-	208,553,099	35,754,235	85%
Expenditures						
Salaries						
Teachers	87,956,676	78,489,891	-	58,429,782	20,060,109	74%
Teachers on special assignment	-	6,010,017	-	4,253,377	1,756,640	71%
Technicians	9,735,000	10,040,922	-	7,761,402	2,279,520	77%
Administrators	8,155,014	8,360,682	-	6,708,273	1,652,409	80%
Coordinators and managers	2,298,000	2,246,750	-	1,858,993	387,757	83%
Secretaries and clerks	8,204,322	8,901,657	-	6,979,355	1,922,302	78%
Media personnel	1,420,000	1,230,000	-	922,442	307,558	75%
Counselors	3,925,000	3,952,500	-	2,953,138	999,362	75%
Social workers and psychologists	1,325,000	1,435,000	-	1,056,085	378,915	74%
Health services personnel	3,702,000	3,993,000	-	2,917,320	1,075,680	73%
Custodial personnel	6,005,000	6,075,000	-	4,834,494	1,240,506	80%
Maintenance personnel	3,150,000	3,300,000	-	2,627,837	672,163	80%
Warehouse and delivery personnel	183,500	178,500	-	143,019	35,481	80%
Bus drivers	3,485,000	3,460,000	-	2,870,394	589,606	83%
Bonuses	1,527,500	1,662,500	-	1,534,467	128,033	92%
Training stipends	-	125,000	-	126,631	(1,631)	101%
Overtime	-	250,000	-	227,949	22,051	91%
Extra duty	-	2,546,700	-	1,462,368	1,084,332	57%
Total salaries	141,072,012	142,258,119	-	107,667,326	34,590,793	76%
Benefits						
Retirement	29,053,550	29,568,343	-	22,122,559	7,445,784	75%
Social Security	10,461,603	10,533,149	-	7,865,222	2,667,927	75%
Health, LTD, and life insurance	18,367,550	18,875,716	-	14,173,097	4,702,619	75%
Other	6,527,320	6,373,885	17,713	6,281,817	74,355	99%
Total benefits	64,410,023	65,351,093	17,713	50,442,695	14,890,685	77%
Purchased services						
Contracted Services	6,957,944	7,319,625	1,094,635	5,491,875	733,115	90%
Training and Development	1,604,000	1,501,197	11,050	334,419	1,155,728	23%
Travel	1,235,645	1,201,369	34,200	969,496	197,673	84%
Communications	542,000	595,340	7,961	313,690	273,689	54%
Utilities	5,153,000	5,153,000	13,906	4,274,044	865,050	83%
Indirect Costs	(725,000)	(722,970)	-	-	(722,970)	0%
Other	2,332,078	5,665,534	272	46,544	5,618,718	1%
Total Purchased Services	17,099,667	20,713,095	1,162,024	11,430,068	8,121,003	61%

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GENERAL FUND - COMBINED PROGRAMS

	FY2019					
	Adopted Budget	Working Budget	Encumbrances	Year to Date Receipts or Expenditures	Working Budget Balance	% Rec or Exp
Supplies and materials						
Supplies	4,549,861	4,945,494	217,101	3,154,263	1,574,130	68%
Textbooks	1,163,500	1,952,819	42,453	1,006,086	904,280	54%
Library and audio visual	390,000	435,770	4,197	380,762	50,811	88%
Custodial	575,000	638,621	2,270	389,926	246,425	61%
Maintenance	564,500	564,500	-	517,999	46,501	92%
Food	117,000	116,268	1,462	71,972	42,834	63%
Transportation	525,000	525,000	-	408,441	116,559	78%
Fuel	960,000	960,000	-	755,801	204,199	79%
Total supplies and materials	8,844,861	10,138,472	267,483	6,685,250	3,185,739	61%
Property						
Equipment	5,863,707	5,860,768	115,866	3,511,771	2,233,131	62%
Property purchases	-	-	-	-	-	0%
Construction and improvements	200,000	180,000	25,958	109,033	45,009	75%
Total property	6,063,707	6,040,768	141,824	3,620,804	2,278,140	62%
Total expenditures	237,490,270	244,501,547	1,589,044	179,846,143	63,066,360	74%
Excess (deficiency) of revenues	2,147,873	(194,213)	(1,589,044)	28,706,956	(27,312,125)	11%
Other sources (uses)						
Transfers in (out)	(525,000)	(636,418)	-	-	(636,418)	0%
Sale of assets	85,000	152,500	-	148,766	3,734	98%
Total other sources (uses)	(440,000)	(483,918)	-	148,766	(632,684)	-31%
Net change in fund balance	\$ 1,707,873	\$ (678,131)	\$ (1,589,044)	\$ 28,855,722	\$ (27,944,809)	
Fund balances - beginning						
Nonspendable	\$ 500,000	\$ 804,814				
Restricted	-	-				
Committed	11,000,000	11,500,000				
Assigned	19,850,000	21,697,175				
Unassigned	16,380,414	19,400,094				
Total fund balances - beginning	47,730,414	53,402,083				
Fund balances - ending						
Nonspendable	500,000	500,000				
Restricted	-	-				
Committed	12,000,000	12,000,000				
Assigned	21,500,000	22,500,000				
Unassigned	15,438,287	17,723,952				
Total fund balances - ending	\$ 49,438,287	\$ 52,723,952				
				Percent of fiscal year expired:	83%	
				Percent of school year expired:	92%	

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SCHOOL ACTIVITIES FUND

	FY2019					
	Adopted Budget	Working Budget	Encumbrances	Year to Date Receipts or Expenditures	Working Budget Balance	% Rec or Exp
Revenues						
Local sources						
Interest income	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ 50,000	0%
Other local revenue	12,450,000	12,450,000	-	-	12,450,000	0%
Total local sources	12,500,000	12,500,000	-	-	12,500,000	0%
Total revenues	12,500,000	12,500,000	-	-	12,500,000	0%
Expenditures						
Purchased services						
Travel	250,000	250,000	-	-	250,000	0%
Total Purchased Services	250,000	250,000	-	-	250,000	0%
Supplies and materials						
Supplies	11,050,000	11,050,000	-	-	11,050,000	0%
Textbooks	500,000	500,000	-	-	500,000	0%
Library and audio visual	200,000	200,000	-	-	200,000	0%
Total supplies and materials	11,750,000	11,750,000	-	-	11,750,000	0%
Property						
Equipment	500,000	500,000	-	-	500,000	0%
Total property	500,000	500,000	-	-	500,000	0%
Total expenditures	12,500,000	12,500,000	-	-	12,500,000	0%
Excess (deficiency) of revenues	-	-	-	-	-	0%
Other sources (uses)						
Transfers in (out)	-	-	-	-	-	0%
Total other sources (uses)	-	-	-	-	-	0%
Net change in fund balance	\$ -	\$ -	\$ -	\$ -	\$ -	
Fund balances - beginning						
Nonspendable	\$ -	\$ -				
Restricted	-	-				
Committed	-	-				
Assigned	8,170,011	9,358,307				
Unassigned	-	-				
Total fund balances - beginning	8,170,011	9,358,307				
Fund balances - ending						
Nonspendable	-	-				
Restricted	-	-				
Committed	-	-				
Assigned	8,170,011	9,358,307				
Unassigned	-	-				
Total fund balances - ending	\$ 8,170,011	\$ 9,358,307				
					Percent of fiscal year expired:	83%
					Percent of school year expired:	92%

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NON K - 12 PROGRAMS FUND

	FY2019					
	Adopted Budget	Working Budget	Encumbrances	Year to Date Receipts or Expenditures	Working Budget Balance	% Rec or Exp
Revenues						
Local sources						
Property taxes	\$ 1,809,978	\$ 1,679,519	\$ -	\$ 1,665,995	\$ 13,524	99%
Interest income	15,000	22,500	-	20,934	1,566	93%
Other local revenue	770,000	790,000	-	101,063	688,937	13%
Total local sources	2,594,978	2,492,019	-	1,787,992	704,027	72%
State sources	2,915,007	2,888,973	-	2,395,473	493,500	83%
Federal sources	710,000	607,552	-	46,470	561,082	8%
Total revenues	6,219,985	5,988,544	-	4,229,935	1,758,609	71%
Expenditures						
Salaries						
Teachers	1,582,578	1,350,000	-	952,833	397,167	71%
Teachers on special assignment	-	100,000	-	90,904	9,096	91%
Technicians	910,000	975,000	-	791,305	183,695	81%
Administrators	55,000	55,000	-	42,609	12,391	77%
Coordinators and managers	95,995	95,000	-	56,584	38,416	60%
Secretaries and clerks	20,000	23,500	-	16,239	7,261	69%
Counselors	-	15,000	-	4,055	10,945	27%
Health services personnel	28,495	75,000	-	69,244	5,756	92%
Coaches and advisors	1,174,310	1,100,000	-	832,056	267,944	76%
Bus drivers	25,000	-	-	-	-	0%
Extra duty	-	147,578	-	104,477	43,101	71%
Total salaries	3,891,378	3,936,078	-	2,960,306	975,772	75%
Benefits						
Retirement	645,956	634,456	-	480,094	154,362	76%
Social Security	248,772	307,272	-	219,636	87,636	71%
Health, LTD, and life insurance	224,300	296,800	-	195,550	101,250	66%
Other	10,250	10,875	-	10,807	68	99%
Total benefits	1,129,278	1,249,403	-	906,087	343,316	73%
Purchased services						
Contracted Services	81,200	66,200	1,385	57,258	7,557	89%
Training and Development	12,500	10,000	-	1,319	8,681	13%
Travel	23,000	24,200	-	19,305	4,895	80%
Communications	5,000	5,000	-	760	4,240	15%
Indirect Costs	25,000	22,970	-	-	22,970	0%
Other	615,618	514,948	-	-	514,948	0%
Total Purchased Services	762,318	643,318	1,385	78,642	563,291	12%

NEBO SCHOOL DISTRICT

Financial Report

April 30, 2019

NON K - 12 PROGRAMS FUND

	FY2019					
	Adopted Budget	Working Budget	Encumbrances	Year to Date Receipts or Expenditures	Working Budget Balance	% Rec or Exp
Supplies and materials						
Supplies	215,739	275,578	27,816	111,393	136,369	51%
Textbooks	-	11,500	-	11,150	350	97%
Food	4,500	3,000	484	2,094	422	86%
Fuel	2,000	2,000	-	873	1,127	44%
Total supplies and materials	222,239	292,078	28,300	125,510	138,268	53%
Property						
Equipment	69,000	80,578	6,000	59,121	15,457	81%
Total property	69,000	80,578	6,000	59,121	15,457	81%
Total expenditures	6,074,213	6,201,455	35,685	4,129,666	2,036,104	67%
Excess (deficiency) of revenues	145,772	(212,911)	(35,685)	100,269	(277,495)	3%
Other sources (uses)						
Transfers in (out)	25,000	136,418	-	-	136,418	0%
Sale of assets	-	-	-	-	-	0%
Total other sources (uses)	25,000	136,418	-	-	136,418	0%
Net change in fund balance	\$ 170,772	\$ (76,493)	\$ (35,685)	\$ 100,269	\$ (141,077)	
Fund balances - beginning						
Nonspendable	\$ -	\$ -				
Restricted	854,741	926,201				
Committed	-	-				
Assigned	-	-				
Unassigned	-	-				
Total fund balances - beginning	854,741	926,201				
Fund balances - ending						
Nonspendable	-	-				
Restricted	1,025,513	849,708				
Committed	-	-				
Assigned	-	-				
Unassigned	-	-				
Total fund balances - ending	\$ 1,025,513	\$ 849,708				
				Percent of fiscal year expired:	83%	
				Percent of school year expired:	92%	

NEBO SCHOOL DISTRICT

Financial Report

April 30, 2019

TAX INCREMENT FINANCING FUND

	FY2019					
	Adopted Budget	Working Budget	Encumbrances	Year to Date Receipts or Expenditures	Working Budget Balance	% Rec or Exp
Revenues						
Local sources						
Property taxes	\$ 1,000,000	\$ 1,000,000	\$ -	\$ -	\$ 1,000,000	0%
Total local sources	1,000,000	1,000,000	-	-	1,000,000	0%
Total revenues	1,000,000	1,000,000	-	-	1,000,000	0%
Expenditures						
Purchased services						
Other	1,000,000	1,000,000	-	-	1,000,000	0%
Total Purchased Services	1,000,000	1,000,000	-	-	1,000,000	0%
Total expenditures	1,000,000	1,000,000	-	-	1,000,000	0%
Excess (deficiency) of revenues	-	-	-	-	-	0%
Other sources (uses)						
Transfers in (out)	-	-	-	-	-	0%
Total other sources (uses)	-	-	-	-	-	0%
Net change in fund balance	\$ -	\$ -	\$ -	\$ -	\$ -	
Fund balances - beginning						
Nonspendable	\$ -	\$ -				
Restricted	-	-				
Committed	-	-				
Assigned	-	-				
Unassigned	-	-				
Total fund balances - beginning	-	-				
Fund balances - ending						
Nonspendable	-	-				
Restricted	-	-				
Committed	-	-				
Assigned	-	-				
Unassigned	-	-				
Total fund balances - ending	\$ -	\$ -				
				Percent of fiscal year expired:	83%	
				Percent of school year expired:	92%	

NEBO SCHOOL DISTRICT

Financial Report

April 30, 2019

DEBT SERVICE FUND

	FY2019					
	Adopted Budget	Working Budget	Encumbrances	Year to Date Receipts or Expenditures	Working Budget Balance	% Rec or Exp
Revenues						
Local sources						
Property taxes	\$ 29,739,336	\$ 30,062,452	\$ -	\$ 29,820,385	\$ 242,067	99%
Interest income	250,000	350,000	-	343,737	6,263	98%
Total local sources	29,989,336	30,412,452	-	30,164,122	248,330	99%
Federal sources	115,000	115,000	-	46,319	68,681	40%
Total revenues	30,104,336	30,527,452	-	30,210,441	317,011	99%
Expenditures						
Property						
Equipment	1,000,000	2,000,000	-	-	2,000,000	0%
Total property	1,000,000	2,000,000	-	-	2,000,000	0%
Total expenditures	1,000,000	2,000,000	-	-	2,000,000	0%
Excess (deficiency) of revenues	29,104,336	28,527,452	-	30,210,441	(1,682,989)	99%
Other sources (uses)						
Transfers in (out)	-	-	-	-	-	0%
Paying agent and bond issuance costs	(25,000)	(25,000)	-	(7,300)	(17,700)	29%
Principal	(23,185,000)	(23,685,000)	-	-	(23,685,000)	0%
Interest	(5,124,065)	(5,124,065)	-	(2,562,032)	(2,562,033)	50%
Total other sources (uses)	(28,334,065)	(28,834,065)	-	(2,569,332)	(26,264,733)	9%
Net change in fund balance	\$ 770,271	\$ (306,613)	\$ -	\$ 27,641,109	\$ (27,947,722)	
Fund balances - beginning						
Nonspendable	\$ -	\$ -				
Restricted	876,831	1,455,987				
Committed	-	-				
Assigned	-	-				
Unassigned	-	-				
Total fund balances - beginning	876,831	1,455,987				
Fund balances - ending						
Nonspendable	-	-				
Restricted	1,647,102	1,149,374				
Committed	-	-				
Assigned	-	-				
Unassigned	-	-				
Total fund balances - ending	\$ 1,647,102	\$ 1,149,374				
				Percent of fiscal year expired:	83%	
				Percent of school year expired:	92%	

NEBO SCHOOL DISTRICT

Financial Report

April 30, 2019

CAPITAL PROJECTS FUND

	FY2019					
	Adopted Budget	Working Budget	Encumbrances	Year to Date Receipts or Expenditures	Working Budget Balance	% Rec or Exp
Revenues						
Local sources						
Property taxes	\$ 11,853,037	\$ 11,193,666	\$ -	\$ 11,103,532	\$ 90,134	99%
Interest income	250,000	350,000	-	319,723	30,277	91%
Other local revenue	150,000	150,000	-	113,573	36,427	76%
Total local sources	12,253,037	11,693,666	-	11,536,828	156,838	99%
State sources	9,000,205	9,000,205	-	7,500,171	1,500,034	83%
Total revenues	21,253,242	20,693,871	-	19,036,999	1,656,872	92%
Expenditures						
Purchased services						
Contracted Services	75,000	-	-	-	-	0%
Travel	-	-	-	5,035	(5,035)	0%
Utilities	-	-	-	25	(25)	0%
Total Purchased Services	75,000	-	-	5,060	(5,060)	0%
Supplies and materials						
Maintenance	-	-	-	3,850	(3,850)	0%
Food	-	-	-	1,207	(1,207)	0%
Total supplies and materials	-	-	-	5,057	(5,057)	0%
Property						
Equipment	3,380,000	4,002,456	242,439	3,503,125	256,892	94%
Property purchases	6,000,000	10,000,000	-	4,107,636	5,892,364	41%
Construction and improvements	6,190,000	19,336,790	316,726	11,397,916	7,622,148	61%
Total property	15,570,000	33,339,246	559,165	19,008,677	13,771,404	59%
Total expenditures	15,645,000	33,339,246	559,165	19,018,794	13,761,287	59%
Excess (deficiency) of revenues	5,608,242	(12,645,375)	(559,165)	18,205	(12,104,415)	33%
Other sources (uses)						
Transfers in (out)	-	-	-	-	-	0%
Bond sale proceeds	3,350,000	3,350,000	-	3,350,000	-	100%
Sale of assets	650,000	1,015,000	-	651,548	363,452	64%
Paying agent and bond issuance costs	(100,000)	(21,000)	-	(21,000)	-	100%
Total other sources (uses)	3,900,000	4,344,000	-	3,980,548	363,452	92%
Net change in fund balance	\$ 9,508,242	\$ (8,301,375)	\$ (559,165)	\$ 3,998,753	\$ (11,740,963)	

NEBO SCHOOL DISTRICT

Financial Report

April 30, 2019

CAPITAL PROJECTS FUND

	FY2019				Working Budget Balance	% Rec or Exp
	Adopted Budget	Working Budget	Encumbrances	Year to Date Receipts or Expenditures		
Fund balances - beginning						
Nonspendable	\$ 500,000	\$ 330,788				
Restricted	13,221,814	20,590,112				
Committed	-	593,352				
Assigned	-	-				
Unassigned	-	-				
Total fund balances - beginning	13,721,814	21,514,252				
Fund balances - ending						
Nonspendable	250,000	250,000				
Restricted	22,980,056	12,962,877				
Committed	-	-				
Assigned	-	-				
Unassigned	-	-				
Total fund balances - ending	\$ 23,230,056	\$ 13,212,877				
					Percent of fiscal year expired:	83%
					Percent of school year expired:	92%

NEBO SCHOOL DISTRICT

Financial Report

April 30, 2019

FOOD SERVICE FUND

	FY2019					
	Adopted Budget	Working Budget	Encumbrances	Year to Date Receipts or Expenditures	Working Budget Balance	% Rec or Exp
Revenues						
Local sources						
Interest income	\$ 5,000	\$ 10,000	\$ -	\$ 9,031	\$ 969	90%
Other local revenue	3,100,000	3,600,000	-	2,757,004	842,996	77%
Total local sources	3,105,000	3,610,000	-	2,766,035	843,965	77%
State sources	1,900,000	1,900,000	-	1,172,623	727,377	62%
Federal sources	6,225,000	6,225,000	-	3,968,087	2,256,913	64%
Total revenues	11,230,000	11,735,000	-	7,906,745	3,828,255	67%
Expenditures						
Salaries						
Coordinators and managers	1,010,000	1,020,000	-	802,512	217,488	79%
Secretaries and clerks	800,000	800,000	-	631,927	168,073	79%
Maintenance personnel	55,000	57,500	-	47,409	10,091	82%
Warehouse and delivery personnel	185,000	192,500	-	155,406	37,094	81%
Cooks	1,740,000	1,730,000	-	1,434,511	295,489	83%
Overtime	-	-	-	7,187	(7,187)	0%
Extra duty	-	-	-	555	(555)	0%
Total salaries	3,790,000	3,800,000	-	3,079,507	720,493	81%
Benefits						
Retirement	625,000	625,000	-	485,983	139,017	78%
Social Security	285,000	285,000	-	230,300	54,700	81%
Health, LTD, and life insurance	335,000	320,000	-	236,982	83,018	74%
Other	90,500	94,000	-	93,144	856	99%
Total benefits	1,335,500	1,324,000	-	1,046,409	277,591	79%
Purchased services						
Contracted Services	380,500	395,550	1,453	265,274	128,823	67%
Training and Development	5,000	5,000	-	460	4,540	9%
Travel	15,000	15,000	-	7,256	7,744	48%
Communications	5,000	5,000	-	1,695	3,305	34%
Indirect Costs	700,000	700,000	-	-	700,000	0%
Other	-	500,000	-	258	499,742	0%
Total Purchased Services	1,105,500	1,620,550	1,453	274,943	1,344,154	17%

NEBO SCHOOL DISTRICT

Financial Report

April 30, 2019

FOOD SERVICE FUND

	FY2019					
	Adopted Budget	Working Budget	Encumbrances	Year to Date Receipts or Expenditures	Working Budget Balance	% Rec or Exp
Supplies and materials						
Supplies	560,000	550,000	911	398,132	150,957	73%
Food	5,147,500	5,177,500	342,379	2,775,041	2,060,080	60%
Transportation	10,000	10,000	-	-	10,000	0%
Fuel	-	-	-	5,488	(5,488)	0%
Total supplies and materials	5,717,500	5,737,500	343,290	3,178,661	2,215,549	61%
Property						
Equipment	152,500	152,500	3,618	61,634	87,248	43%
Total property	152,500	152,500	3,618	61,634	87,248	43%
Total expenditures	12,101,000	12,634,550	348,361	7,641,154	4,645,035	63%
Excess (deficiency) of revenues	(871,000)	(899,550)	(348,361)	265,591	(816,780)	4%
Other sources (uses)						
Transfers in (out)	500,000	500,000	-	-	500,000	0%
Sale of assets	10,000	10,000	-	-	10,000	0%
Total other sources (uses)	510,000	510,000	-	-	510,000	0%
Net change in fund balance	\$ (361,000)	\$ (389,550)	\$ (348,361)	\$ 265,591	\$ (306,780)	
Fund balances - beginning						
Nonspendable	\$ 500,000	\$ 524,593				
Restricted	450,704	859,897				
Committed	-	-				
Assigned	-	-				
Unassigned	-	-				
Total fund balances - beginning	950,704	1,384,490				
Fund balances - ending						
Nonspendable	500,000	500,000				
Restricted	89,704	494,940				
Committed	-	-				
Assigned	-	-				
Unassigned	-	-				
Total fund balances - ending	\$ 589,704	\$ 994,940				
						Percent of fiscal year expired: 83%
						Percent of school year expired: 92%

NEBO SCHOOL DISTRICT

Financial Report

April 30, 2019

ALL FUNDS

	FY2019					
	Adopted Budget	Working Budget	Encumbrances	Year to Date Receipts or Expenditures	Working Budget Balance	% Rec or Exp
Revenues						
Local sources						
Property taxes	\$ 87,377,733	\$ 85,351,261	\$ -	\$ 83,672,052	\$ 1,679,209	98%
Interest income	2,070,000	2,782,500	-	2,527,590	254,910	91%
Other local revenue	20,492,500	22,637,380	-	6,729,682	15,907,698	30%
Total local sources	109,940,233	110,771,141	-	92,929,324	17,841,817	84%
State sources	193,850,473	196,986,337	-	167,714,964	29,271,373	85%
Federal sources	18,155,000	18,994,723	-	9,292,931	9,701,792	49%
Total revenues	321,945,706	326,752,201	-	269,937,220	56,814,981	83%
Expenditures						
Salaries						
Teachers	89,539,254	79,839,891	-	59,382,615	20,457,276	74%
Teachers on special assignment	-	6,110,017	-	4,344,281	1,765,736	71%
Technicians	10,645,000	11,015,922	-	8,552,707	2,463,215	78%
Administrators	8,210,014	8,415,682	-	6,750,882	1,664,800	80%
Coordinators and managers	3,403,995	3,361,750	-	2,718,089	643,661	81%
Secretaries and clerks	9,024,322	9,725,157	-	7,627,521	2,097,636	78%
Media personnel	1,420,000	1,230,000	-	922,442	307,558	75%
Counselors	3,925,000	3,967,500	-	2,957,193	1,010,307	75%
Social workers and psychologists	1,325,000	1,435,000	-	1,056,085	378,915	74%
Health services personnel	3,730,495	4,068,000	-	2,986,564	1,081,436	73%
Coaches and advisors	1,174,310	1,100,000	-	832,056	267,944	76%
Custodial personnel	6,005,000	6,075,000	-	4,834,494	1,240,506	80%
Maintenance personnel	3,205,000	3,357,500	-	2,675,246	682,254	80%
Warehouse and delivery personnel	368,500	371,000	-	298,425	72,575	80%
Cooks	1,740,000	1,730,000	-	1,434,511	295,489	83%
Bus drivers	3,510,000	3,460,000	-	2,870,394	589,606	83%
Bonuses	1,527,500	1,662,500	-	1,534,467	128,033	92%
Training stipends	-	125,000	-	126,631	(1,631)	101%
Overtime	-	250,000	-	235,136	14,864	94%
Extra duty	-	2,694,278	-	1,567,400	1,126,878	58%
Total salaries	148,753,390	149,994,197	-	113,707,139	36,287,058	76%
Benefits						
Retirement	30,324,506	30,827,799	-	23,088,636	7,739,163	75%
Social Security	10,995,375	11,125,421	-	8,315,158	2,810,263	75%
Health, LTD, and life insurance	18,926,850	19,492,516	-	14,605,629	4,886,887	75%
Other	6,628,070	6,478,760	17,713	6,385,768	75,279	99%
Total benefits	66,874,801	67,924,496	17,713	52,395,191	15,511,592	77%

NEBO SCHOOL DISTRICT

Financial Report

April 30, 2019

ALL FUNDS

	FY2019					
	Adopted Budget	Working Budget	Encumbrances	Year to Date Receipts or Expenditures	Working Budget Balance	% Rec or Exp
Purchased services						
Contracted Services	7,494,644	7,781,375	1,097,473	5,814,407	869,495	89%
Training and Development	1,621,500	1,516,197	11,050	336,198	1,168,949	23%
Travel	1,523,645	1,490,569	34,200	1,001,092	455,277	69%
Communications	552,000	605,340	7,961	316,145	281,234	54%
Utilities	5,153,000	5,153,000	13,906	4,274,069	865,025	83%
Indirect Costs	-	-	-	-	-	0%
Other	3,947,696	7,680,482	272	46,802	7,633,408	1%
Total Purchased Services	20,292,485	24,226,963	1,164,862	11,788,713	11,273,388	53%
Supplies and materials						
Supplies	16,375,600	16,821,072	245,828	3,663,788	12,911,456	23%
Textbooks	1,663,500	2,464,319	42,453	1,017,236	1,404,630	43%
Library and audio visual	590,000	635,770	4,197	380,762	250,811	61%
Custodial	575,000	638,621	2,270	389,926	246,425	61%
Maintenance	564,500	564,500	-	521,849	42,651	92%
Food	5,269,000	5,296,768	344,325	2,850,314	2,102,129	60%
Transportation	535,000	535,000	-	408,441	126,559	76%
Fuel	962,000	962,000	-	762,162	199,838	79%
Total supplies and materials	26,534,600	27,918,050	639,073	9,994,478	17,284,499	35%
Property						
Equipment	10,965,207	12,596,302	367,923	7,135,651	5,092,728	60%
Property purchases	6,000,000	10,000,000	-	4,107,636	5,892,364	41%
Construction and improvements	6,390,000	19,516,790	342,684	11,506,949	7,667,157	61%
Total property	23,355,207	42,113,092	710,607	22,750,236	18,652,249	56%
Total expenditures	285,810,483	312,176,798	2,532,255	210,635,757	99,008,786	68%
Excess (deficiency) of revenues	36,135,223	14,575,403	(2,532,255)	59,301,463	(42,193,805)	15%
Other sources (uses)						
Transfers in (out)	-	-	-	-	-	0%
Bond sale proceeds	3,350,000	3,350,000	-	3,350,000	-	100%
Bond sale premiums (discounts)	-	-	-	-	-	0%
Payments to bond escrow agent	-	-	-	-	-	0%
Sale of assets	745,000	1,177,500	-	800,314	377,186	68%
Paying agent and bond issuance costs	(125,000)	(46,000)	-	(28,300)	(17,700)	62%
Principal	(23,185,000)	(23,685,000)	-	-	(23,685,000)	0%
Interest	(5,124,065)	(5,124,065)	-	(2,562,032)	(2,562,033)	50%
Total other sources (uses)	(24,339,065)	(24,327,565)	-	1,559,982	(25,887,547)	-6%
Net change in fund balance	\$ 11,796,158	\$ (9,752,162)	\$ (2,532,255)	\$ 60,861,444	\$ (68,081,351)	

NEBO SCHOOL DISTRICT

Financial Report

April 30, 2019

ALL FUNDS

	FY2019						
	Adopted Budget	Working Budget	Encumbrances	Year to Date Receipts or Expenditures	Working Budget Balance		
Fund balances - beginning							
Nonspendable	\$ 1,500,000	\$ 1,660,195					
Restricted	15,404,090	23,832,197					
Committed	11,000,000	12,093,352					
Assigned	28,020,011	31,055,482					
Unassigned	16,380,414	19,400,094					
Total fund balances - beginning	72,304,515	88,041,320					
Fund balances - ending							
Nonspendable	1,250,000	1,250,000					
Restricted	25,742,375	15,456,899					
Committed	12,000,000	12,000,000					
Assigned	29,670,011	31,858,307					
Unassigned	15,438,287	17,723,952					
Total fund balances - ending	\$ 84,100,673	\$ 78,289,158					
						Percent of fiscal year expired:	83%
						Percent of school year expired:	92%

NEBO SCHOOL DISTRICT

Financial Report

April 30, 2019

FY2019 WORKING BUDGET SUMMARY

	Fund 10, General Fund	Fund 21, Student Activities Fund	Fund 23, Non K-12 Programs Fund	Fund 26, Tax Increment Financing Fund	Fund 31, Debt Service Fund	Fund 30, Capital Projects Fund	Fund 50, Food Services Fund	Total
Revenues								
Local sources								
Property taxes	\$ 41,415,624	\$ -	\$ 1,679,519	\$ 1,000,000	\$ 30,062,452	\$ 11,193,666	\$ -	\$ 85,351,261
Interest income	2,000,000	50,000	22,500	-	350,000	350,000	10,000	2,782,500
Other local revenue	5,647,380	12,450,000	790,000	-	-	150,000	3,600,000	22,637,380
Total local sources	49,063,004	12,500,000	2,492,019	1,000,000	30,412,452	11,693,666	3,610,000	110,771,141
State sources	183,197,159	-	2,888,973	-	-	9,000,205	1,900,000	196,986,337
Federal sources	12,047,171	-	607,552	-	115,000	-	6,225,000	18,994,723
Total revenues	244,307,334	12,500,000	5,988,544	1,000,000	30,527,452	20,693,871	11,735,000	326,752,201
Expenditures								
Salaries								
Teachers	78,489,891	-	1,350,000	-	-	-	-	79,839,891
Teachers on special assignment	6,010,017	-	100,000	-	-	-	-	6,110,017
Technicians	10,040,922	-	975,000	-	-	-	-	11,015,922
Administrators	8,360,682	-	55,000	-	-	-	-	8,415,682
Coordinators and managers	2,246,750	-	95,000	-	-	-	1,020,000	3,361,750
Secretaries and clerks	8,901,657	-	23,500	-	-	-	800,000	9,725,157
Media personnel	1,230,000	-	-	-	-	-	-	1,230,000
Counselors	3,952,500	-	15,000	-	-	-	-	3,967,500
Social workers and psychologists	1,435,000	-	-	-	-	-	-	1,435,000
Health services personnel	3,993,000	-	75,000	-	-	-	-	4,068,000
Coaches and advisors	-	-	1,100,000	-	-	-	-	1,100,000
Custodial personnel	6,075,000	-	-	-	-	-	-	6,075,000
Maintenance personnel	3,300,000	-	-	-	-	-	57,500	3,357,500
Warehouse and delivery personnel	178,500	-	-	-	-	-	192,500	371,000
Cooks	-	-	-	-	-	-	1,730,000	1,730,000
Bus drivers	3,460,000	-	-	-	-	-	-	3,460,000
Bonuses	1,662,500	-	-	-	-	-	-	1,662,500
Training stipends	125,000	-	-	-	-	-	-	125,000
Overtime	250,000	-	-	-	-	-	-	250,000
Extra duty	2,546,700	-	147,578	-	-	-	-	2,694,278
Total salaries	142,258,119	-	3,936,078	-	-	-	3,800,000	149,994,197
Benefits								
Retirement	29,568,343	-	634,456	-	-	-	625,000	30,827,799
Social Security	10,533,149	-	307,272	-	-	-	285,000	11,125,421
Health, LTD, and life insurance	18,875,716	-	296,800	-	-	-	320,000	19,492,516
Other	6,373,885	-	10,875	-	-	-	94,000	6,478,760
Total benefits	65,351,093	-	1,249,403	-	-	-	1,324,000	67,924,496
Purchased services								
Contracted Services	7,319,625	-	66,200	-	-	-	395,550	7,781,375
Training and Development	1,501,197	-	10,000	-	-	-	5,000	1,516,197
Travel	1,201,369	250,000	24,200	-	-	-	15,000	1,490,569
Communications	595,340	-	5,000	-	-	-	5,000	605,340
Utilities	5,153,000	-	-	-	-	-	-	5,153,000
Indirect Costs	(722,970)	-	22,970	-	-	-	700,000	-
Other	5,665,534	-	514,948	1,000,000	-	-	500,000	7,680,482
Total Purchased Services	20,713,095	250,000	643,318	1,000,000	-	-	1,620,550	24,226,963

NEBO SCHOOL DISTRICT

Financial Report

April 30, 2019

FY2019 WORKING BUDGET SUMMARY

	Fund 10, General Fund	Fund 21, Student Activities Fund	Fund 23, Non K-12 Programs Fund	Fund 26, Tax Increment Financing Fund	Fund 31, Debt Service Fund	Fund 30, Capital Projects Fund	Fund 50, Food Services Fund	Total
Supplies and Materials								
Supplies	4,945,494	11,050,000	275,578	-	-	-	550,000	16,821,072
Textbooks	1,952,819	500,000	11,500	-	-	-	-	2,464,319
Library and Audio Visual	435,770	200,000	-	-	-	-	-	635,770
Custodial	638,621	-	-	-	-	-	-	638,621
Maintenance	564,500	-	-	-	-	-	-	564,500
Food	116,268	-	3,000	-	-	-	5,177,500	5,296,768
Transportation	525,000	-	-	-	-	-	10,000	535,000
Fuel	960,000	-	2,000	-	-	-	-	962,000
Total Supplies and Materials	10,138,472	11,750,000	292,078	-	-	-	5,737,500	27,918,050
Fuel								
Property								
Equipment	5,860,768	500,000	80,578	-	2,000,000	4,002,456	152,500	12,596,302
Total supplies and materials	-	-	-	-	-	10,000,000	-	10,000,000
Construction and Improvements	180,000	-	-	-	-	19,336,790	-	19,516,790
Total Property	6,040,768	500,000	80,578	-	2,000,000	33,339,246	152,500	42,113,092
Total expenditures	244,501,547	12,500,000	6,201,455	1,000,000	2,000,000	33,339,246	12,634,550	312,176,798
Excess (deficiency) of revenues	(194,213)	-	(212,911)	-	28,527,452	(12,645,375)	(899,550)	14,575,403
Other sources (uses)								
Transfers in (out)	(636,418)	-	136,418	-	-	-	500,000	-
Bond sale proceeds	-	-	-	-	-	3,350,000	-	3,350,000
Bond sale premiums (discounts)	-	-	-	-	-	-	-	-
Payments to bond escrow agent	-	-	-	-	-	-	-	-
Sale of assets	152,500	-	-	-	-	1,015,000	10,000	1,177,500
Paying agent and bond issuance costs	-	-	-	-	(25,000)	(21,000)	-	(46,000)
Principal	-	-	-	-	(23,685,000)	-	-	(23,685,000)
Interest	-	-	-	-	(5,124,065)	-	-	(5,124,065)
Total other sources (uses)	(483,918)	-	136,418	-	(28,834,065)	4,344,000	510,000	(24,327,565)
Net change in fund balance	\$ (678,131)	\$ -	\$ (76,493)	\$ -	\$ (306,613)	\$ (8,301,375)	\$ (389,550)	\$ (9,752,162)
Fund balances - beginning								
Nonspendable	\$ 804,814	\$ -	\$ -	\$ -	\$ -	\$ 330,788	\$ 524,593	\$ 1,660,195
Restricted	-	-	926,201	-	1,455,987	20,590,112	859,897	23,832,197
Committed	11,500,000	-	-	-	-	593,352	-	12,093,352
Assigned	21,697,175	9,358,307	-	-	-	-	-	31,055,482
Unassigned	19,400,094	-	-	-	-	-	-	19,400,094
Total fund balances - beginning	53,402,083	9,358,307	926,201	-	1,455,987	21,514,252	1,384,490	88,041,320
Fund balances - ending								
Nonspendable	500,000	-	-	-	-	250,000	500,000	1,250,000
Restricted	-	-	849,708	-	1,149,374	12,962,877	494,940	15,456,899
Committed	12,000,000	-	-	-	-	-	-	12,000,000
Assigned	22,500,000	9,358,307	-	-	-	-	-	31,858,307
Unassigned	17,723,952	-	-	-	-	-	-	17,723,952
Total fund balances - ending	\$ 52,723,952	\$ 9,358,307	\$ 849,708	\$ -	\$ 1,149,374	\$ 13,212,877	\$ 994,940	\$ 78,289,158

A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
01	00159587	-363.87	04/18/19	49573 TRAVIS YOUNG	CV
01	00161809	-2,349.12	04/19/19	6829 NICHOLAS AND CO. INC.	CV
01	00163239	-4,757.40	04/17/19	2690 CODALE ELECTRIC SUPPLY INC	CV
01	00163266	-35,125.00	04/09/19	166219 JOHNSTON AND PHILLIPS INC	CV
01	00163921	-19.00	04/09/19	130354 LYNETTE DEGRAFFENRIED	CV
01	00164140	476.00	04/02/19	11248 APPLE COMPUTER INC	C
01	00164141	36.40	04/02/19	86762 AT&T BUSINESS SERVICE	C
01	00164142	50.00	04/02/19	145793 BEAR SERVICES	C
01	00164143	13,900.00	04/02/19	141674 CENERGISTIC, INC	C
01	00164144	900.00	04/02/19	194085 CENTRAL UTAH PEST & LAWN	C
01	00164145	30.06	04/02/19	9277 CENTURYLINK	C
01	00164146	878.00	04/02/19	155446 CMT ENGINEERING LABORATORIES	C
01	00164147	180.42	04/02/19	2690 CODALE ELECTRIC SUPPLY	C
01	00164148	98.04	04/02/19	12428 CUTLER'S INC	C
01	00164149	9,091.16	04/02/19	196207 EKHO COMM LLC	C
01	00164150	851.52	04/02/19	185884 ELECTRICALUT	C
01	00164151	10.18	04/02/19	4292 GRAYBAR ELECTRIC COMPANY INC	C
01	00164152	5,483.33	04/02/19	174483 HORIZON HOME HEALTH	C
01	00164153	233.76	04/02/19	137570 HOSE & RUBBER SUPPLY	C
01	00164154	3,080.00	04/02/19	78565 INTERMOUNTAIN CODE LLC	C
01	00164155	3,371.65	04/02/19	6036 MAPLETON CITY	C
01	00164156	4,355.91	04/02/19	187631 MHI SERVICE INC	C
01	00164157	23,000.00	04/02/19	19649 PULHAM ENTERPRISES INC	C
01	00164158	80.00	04/02/19	191221 RIGHT WAY SANITARY SUPPL	C
01	00164159	31,486.37	04/02/19	9369 ROCKY MOUNTAIN POWER	C
01	00164160	41,475.44	04/02/19	7998 SALEM CITY CORP	C
01	00164161	3,266.00	04/02/19	169722 SANITY SOLUTIONS INC	C
01	00164162	230.85	04/02/19	14415 SHI INTERNATIONAL CORP	C
01	00164163	399.98	04/02/19	20052 SIGNATURE EQUIPMENT	C
01	00164164	709.95	04/02/19	100676 SIGNS NOW	C
01	00164165	259.94	04/02/19	73296 SUNROC BUILDING MATERIALS	C
01	00164166	35,638.50	04/02/19	12222 JPM INC	C
01	00164167	2,268.00	04/02/19	122831 INTSEL STEEL DISTRIBUTORS	C
01	00164168	42.56	04/02/19	201391 VERITIV OPERATING COMPANY	C
01	00164169	19,022.45	04/02/19	17041 VLCM	C
01	00164170	112.39	04/02/19	59013 NIKKI ARGYLE	C
01	00164171	236.99	04/02/19	19326 REESE BRUNSON	C
01	00164172	317.71	04/02/19	27901 CENTRACOM INTERACTIVE	C
01	00164173	121,292.06	04/02/19	6537 DOMINION ENERGY UTAH	C
01	00164174	346.74	04/02/19	10239 RUSSELL G GRAHAM	C
01	00164175	299.00	04/02/19	207403 HILLCREST ELEMENTARY	C
01	00164176	184.00	04/02/19	58939 TODD KILLIAN	C
01	00164177	296.50	04/02/19	19988 CORY LITTLE	C
01	00164178	1,160.24	04/02/19	49026 MAPLE MOUNTAIN HIGH SCHOOL	C
01	00164179	429.70	04/02/19	55956 ALAN MARVIN	C
01	00164180	110.90	04/02/19	51799 JANILLE OSBORN	C
01	00164181	23,175.61	04/02/19	14857 REPUBLIC SERVICES #864	C
01	00164182	349.00	04/02/19	207420 RICH SCHOOL DISTRICT	C
01	00164183	349.00	04/02/19	207411 SUNSET ELEMENTARY	C
01	00164184	3,840.99	04/02/19	14876 BANKCARD CENTER - ZIONS	C
01	00164185	19.00	04/09/19	207101 COURTNEY ADAMS	C
01	00164186	2,065.10	04/09/19	134139 ADVANCED LEARNING CENTER	C
01	00164187	213.47	04/09/19	13105 ANN ANDERSON	C
01	00164188	444.00	04/09/19	207438 KIMBERLEE ARMSTRONG	C
01	00164189	108.05	04/09/19	44822 TERRY BRINDLEY	C

A/P Summary Check Register

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Bank	Check No	Amount	Date	Vendor	Type
01	00164190	88.04	04/09/19	3649 BSE ELECTRICAL WHOLESALE SUPPLY	C
01	00164191	19.00	04/09/19	207390 KELSEE CASTRO	C
01	00164192	295.08	04/09/19	50261 KAMI CHRISTENSEN	C
01	00164193	1,018.72	04/09/19	188921 COMPLETE SUPPLY COMPANY, LLC	C
01	00164194	601.19	04/09/19	10721 CUE-LAUNDRY & TOWEL SUPPLY	C
01	00164195	493.45	04/09/19	14180 DIAMOND FORK JUNIOR HIGH SCHOOL	C
01	00164196	249.23	04/09/19	150720 TIM ERNST	C
01	00164197	98.48	04/09/19	15618 MATTHEW S GLEDHILL	C
01	00164198	35.73	04/09/19	161195 ZACK HANKS	C
01	00164199	209.81	04/09/19	189413 INTERMOUNTAIN HYDRONIC SPECIALTIES	C
01	00164200	35,125.00	04/09/19	166219 JOHNSTON AND PHILLIPS INC	C
01	00164201	1,750.11	04/09/19	7212 MT NEBO JUNIOR HIGH SCHOOL	C
01	00164202	110.00	04/09/19	6619 MVP SPORTS	C
01	00164203	394.00	04/09/19	194891 SHERRI NELSON	C
01	00164204	111.99	04/09/19	15791 NORTHWEST FENCE INSTALLATION, INC	C
01	00164205	19.00	04/09/19	51799 JANILLE OSBORN	C
01	00164206	682.70	04/09/19	7215 PAYSON HIGH SCHOOL	C
01	00164207	19.00	04/09/19	14630 JILL RUCKER	C
01	00164208	1,447.18	04/09/19	18350 SPRING LAKE ELEMENTARY SCHOOL	C
01	00164209	32.09	04/09/19	73296 SUNROC BUILDING MATERIALS	C
01	00164210	170.92	04/09/19	14376 TACONY CORP	C
01	00164211	104.98	04/09/19	41343 PAM TURLEY	C
01	00164212	4,221.58	04/09/19	14933 UTAH DEPT OF WORKFORCE SERVICES	C
01	00164213	91.52	04/09/19	19882 JAMES WELBURN	C
01	00164214	140.00	04/09/19	91537 UTAH DEPARTMENT OF PUBLIC SAFETY	C
01	00164215	32,064.41	04/11/19	6829 NICHOLAS AND CO. INC.	C
01	00164216	374.45	04/10/19	60046 GUGLIELMO & ASSOCIATES	C
01	00164217	366.08	04/10/19	20441 JENSEN & SULLIVAN LLC	C
01	00164218	191.88	04/10/19	16505 QUINN M KOFFORD, ATTORNEY	C
01	00164219	696.19	04/10/19	174688 OFFICE OF STATE DEBT COLLECTION	C
01	00164220	415.47	04/10/19	15822 OLSON SHANER	C
01	00164221	314.69	04/10/19	57762 OUTSOURCE RECOVERY	C
01	00164222	14.85	04/10/19	19064 EDWIN B PARRY	C
01	00164223	451.35	04/10/19	190217 STATE OF WISCONSIN	C
01	00164224	215.40	04/10/19	42269 U.S. DEPARTMENT OF EDUCATION AWG	C
01	00164225	287.81	04/10/19	13879 UTAH HIGHER EDUCATION ASSISTANCE AUTHORI	C
01	00164226	2,543.07	04/10/19	9411 UTAH STATE OFFICE OF RECOVERY SERVICES	C
01	00164227	219.94	04/11/19	30821 TERENA ANDERSON	C
01	00164228	15,404.00	04/11/19	11248 APPLE COMPUTER INC	C
01	00164229	113.74	04/11/19	115541 BRYCE BIRD	C
01	00164230	123.66	04/11/19	17139 TROY D BOHLING	C
01	00164231	107.88	04/11/19	49581 KRISTEN BRENNEMAN	C
01	00164232	123.48	04/11/19	157589 KARIN CASWELL	C
01	00164233	396.74	04/11/19	202045 MARK V COMSA	C
01	00164234	127.89	04/11/19	148717 GREGG CROCKETT	C
01	00164235	50.05	04/11/19	192856 JOSEPH DAVIES	C
01	00164236	223.53	04/11/19	173223 KAMEE DIAMOND	C
01	00164237	4,992.50	04/11/19	26913 DOMINO'S PIZZA	C
01	00164238	66.53	04/11/19	155411 CHERI EMERICK	C
01	00164239	118.26	04/11/19	34096 GRANT EVANS	C
01	00164240	66.82	04/11/19	10239 RUSSELL G GRAHAM	C
01	00164241	156.72	04/11/19	44296 BRYAN HANKS	C
01	00164242	243.37	04/11/19	19429 CHARLES HANOSEK	C
01	00164243	205.32	04/11/19	20360 HEIDI HATFIELD	C
01	00164244	157.70	04/11/19	4746 LANA H HISKEY	C

A/P Summary Check Register

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Bank	Check No	Amount	Date	Vendor	Type
01	00164245	79.58	04/11/19	18546 RONETTE HOFELING	C
01	00164246	133.98	04/11/19	20757 MONICA HULLINGER	C
01	00164247	274.00	04/11/19	198030 IT UNITE TECHNOLOGIES	C
01	00164248	49.42	04/11/19	202037 TIFFANY JEFFERS	C
01	00164249	69.83	04/11/19	196231 WHITNEY JOHNSON	C
01	00164250	205.84	04/11/19	185299 KAYLA LARSON JONES	C
01	00164251	262.91	04/11/19	57398 ERIC H KERN	C
01	00164252	323.23	04/11/19	20954 NICOLE LOVELESS	C
01	00164253	70.76	04/11/19	19794 DANNY LUNDELL	C
01	00164254	187.46	04/11/19	19321 TARA LUNDELL	C
01	00164255	113.51	04/11/19	201502 LARA MARLIES MATHEWS	C
01	00164256	118.96	04/11/19	182176 NICOLE NELSON	C
01	00164257	43.79	04/11/19	184110 ELIZABETH NIXON	C
01	00164258	65.13	04/11/19	196711 KARLEE NORTH	C
01	00164259	98.60	04/11/19	17605 REED PARK	C
01	00164260	70.30	04/11/19	18032 KAREN PAUL	C
01	00164261	181.77	04/11/19	117129 TINA PEASLEE	C
01	00164262	73.31	04/11/19	41971 MYLES PETERSON	C
01	00164263	82.77	04/11/19	201588 RAEANN REIBER	C
01	00164264	251.43	04/11/19	188638 VANIKA REID	C
01	00164265	62.41	04/11/19	14698 DONALD REMY	C
01	00164266	128.12	04/11/19	19042 JOSIE REYNAUD	C
01	00164267	269.18	04/11/19	187348 MILA RYDER	C
01	00164268	2,475.00	04/11/19	169722 SANITY SOLUTIONS INC	C
01	00164269	79.87	04/11/19	18915 SHAUNA SHEPHERD	C
01	00164270	65,395.17	04/11/19	8538 SPRINGVILLE CITY OFFICES	C
01	00164271	68.85	04/11/19	144924 SARAH SUMSION	C
01	00164272	33.62	04/11/19	187828 CLAIRE TAYLOR	C
01	00164273	70.64	04/11/19	153443 SARAH TAYLOR	C
01	00164274	86.00	04/11/19	13529 TOWN OF GOSHEN	C
01	00164275	186.76	04/11/19	9896 SCOTT WILSON	C
01	00164276	115.08	04/10/19	206873 JONES PAINT & GLASS	C
01	00164277	160.49	04/12/19	162523 ACE HARDWARE SOUTHGATE	C
01	00164278	78.40	04/12/19	134139 ADVANCED LEARNING CENTER	C
01	00164279	32.00	04/12/19	19222 AM-PM KEYS	C
01	00164280	90.00	04/12/19	129186 BRENT D APPLONIE	C
01	00164281	19,900.38	04/12/19	197602 ARMOUR CONSTRUCTION LLC	C
01	00164282	385.04	04/12/19	1019 AUTOMOTIVE & INDUSTRIAL SUPPLY	C
01	00164283	50.00	04/12/19	145793 BEAR SERVICES	C
01	00164284	236.81	04/12/19	133566 JULIA BECKHAM	C
01	00164285	2,859.33	04/12/19	20985 BELL JANITORIAL SUPPLY, LC	C
01	00164286	160.14	04/12/19	147508 LORIN BINKS	C
01	00164287	6,172.20	04/12/19	82503 BLOMQUIST HALE CONSULTING GROUP INC	C
01	00164288	365.83	04/12/19	17139 TROY D BOHLING	C
01	00164289	1,507.27	04/12/19	2154 BRYSON SALES & SERVICE	C
01	00164290	.00	04/12/19	3649 BSE ELECTRICAL WHOLESALE SUPPLY	C
01	00164291	76.00	04/12/19	39675 CATHERINE S BURTON	C
01	00164292	288.72	04/12/19	57525 INALEI CANTO	C
01	00164293	5,080.00	04/12/19	194085 CENTRAL UTAH PEST & LAWN	C
01	00164294	5,882.50	04/12/19	17281 CHRISTENSEN BROTHERS & ASSOCIATES	C
01	00164295	201.49	04/12/19	135046 ALISHA CHRISTENSEN	C
01	00164296	11,080.00	04/12/19	94455 CIS PROFESSIONAL LAND SURVEYING	C
01	00164297	25,989.00	04/12/19	155446 CMT ENGINEERING LABORATORIES	C
01	00164298	191.98	04/12/19	42676 KATRINA DAVENPORT	C
01	00164299	115.00	04/12/19	16657 DAVIS CLASSIC DETAILING	C

A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
01	00164300	7,185.66	04/12/19	207489 DR. ELEANOR E DRAGO-SEVERSON	C
01	00164301	90.00	04/12/19	3442 SHERRIE F DUNFORD	C
01	00164302	9,494.78	04/12/19	185884 ELECTRICALUT	C
01	00164303	7,000.00	04/12/19	207462 FIVE MOUNTAIN BRIDGE	C
01	00164304	91,041.71	04/12/19	24465 STATE OF UTAH GAS CARD	C
01	00164305	61.48	04/12/19	202835 JANELLE FULLMER	C
01	00164306	50.00	04/12/19	207454 CATHERINE GARD	C
01	00164307	19.75	04/12/19	52426 GREAT WESTERN SUPPLY INC	C
01	00164308	5,996.50	04/12/19	203092 GSBS ARCHITECTS	C
01	00164309	9,362.38	04/12/19	207500 THOMAS R GUSKEY	C
01	00164310	4,501.04	04/12/19	207470 HIERCK CONSULTING	C
01	00164311	15.00	04/12/19	149136 HILLSIDE MEDICAL CLINIC PLLC	C
01	00164312	246.24	04/12/19	197424 HONSTEIN OIL & DISTRIBUTING, LLC	C
01	00164313	233.76	04/12/19	137570 HOSE & RUBBER SUPPLY	C
01	00164313	-233.76	04/23/19	137570 HOSE & RUBBER SUPPLY	CV
01	00164314	2,279.00	04/12/19	169730 IMAGING CONCEPTS	C
01	00164315	93.95	04/12/19	15909 INTERSTATE BATTERY SYSTEM	C
01	00164316	35,235.00	04/12/19	18210 J & L CONTRACTING INC	C
01	00164317	733.88	04/12/19	5311 JOHNSTONE SUPPLY	C
01	00164318	90.00	04/12/19	16456 CATHY JOLLEY	C
01	00164319	199.29	04/12/19	163619 CHRISTOPHER KILLPACK	C
01	00164320	80.00	04/12/19	5661 LARSEN ELEMENTARY SCHOOL	C
01	00164321	64.47	04/12/19	148423 ALYSSA LARSEN	C
01	00164322	118.00	04/12/19	19976 LEXISNEXIS	C
01	00164323	74.76	04/12/19	120863 LAURIE LISH	C
01	00164324	77.63	04/12/19	5967 MACEY'S SUPERMARKET	C
01	00164325	780.00	04/12/19	6619 MVP SPORTS	C
01	00164326	165.00	04/12/19	186961 MYDBSOLUTIONS LLC	C
01	00164327	404.89	04/12/19	6636 NASCO	C
01	00164328	1,961.00	04/12/19	12523 NEOFUNDS	C
01	00164329	419.25	04/12/19	12523 NEOPOST USA INC	C
01	00164330	1,401.25	04/12/19	15023 OASIS STAGE WORKS	C
01	00164331	559.70	04/12/19	14833 TRACY OLSEN	C
01	00164332	53.53	04/12/19	53279 JODI LYNN PARTRIDGE	C
01	00164333	880.04	04/12/19	7204 PAYSON CITY CORP	C
01	00164334	19.14	04/12/19	7215 PAYSON HIGH SCHOOL	C
01	00164335	77.72	04/12/19	20102 TROY PETERSON	C
01	00164336	110.30	04/12/19	154555 RED RHINO INDUSTRIAL	C
01	00164337	329.56	04/12/19	33987 LORIE REESE	C
01	00164337	-329.56	04/30/19	33987 LORIE REESE	CV
01	00164338	605.82	04/12/19	7773 RHINEHART OIL COMPANY INC	C
01	00164339	200.18	04/12/19	188778 AMANDA ROBBINS	C
01	00164340	150.00	04/12/19	10598 ROTARY CLUB OF SPANISH FORK	C
01	00164341	5,925.10	04/12/19	78646 INTERSTATE BILLING SERVICE, INC	C
01	00164342	57.07	04/12/19	130109 JANA RUSSELL	C
01	00164343	19,500.00	04/12/19	176516 SAGE PUBLICATIONS, INC	C
01	00164344	131.08	04/12/19	15121 SPENCER SAINSBURY	C
01	00164345	185,750.93	04/12/19	7998 SALEM CITY CORP	C
01	00164346	690.49	04/12/19	43206 SALEM HILLS HIGH SCHOOL	C
01	00164347	809.00	04/12/19	169722 SANITY SOLUTIONS INC	C
01	00164348	512.30	04/12/19	8059 SANTAQUIN ELEMENTARY SCHOOL	C
01	00164349	1,383.60	04/12/19	8507 SPANISH FORK AUTO SUPPLY INC	C
01	00164350	59.85	04/12/19	8508 SPANISH FORK BUILDERS SUPPLY	C
01	00164351	5,180.00	04/12/19	17999 SPANISH OAKS ELEMENTARY SCHOOL	C
01	00164352	646.68	04/12/19	8554 SPRINGVILLE HIGH SCHOOL	C

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01	00164353	200.00	04/12/19	8546 SPRINGVILLE JUNIOR HIGH SCHOOL	C
01	00164354	3,524.00	04/12/19	9712 STEVE WEISS MUSIC INC	C
01	00164355	6.19	04/12/19	8707 STRINGHAM'S HARDWARE	C
01	00164356	500.00	04/12/19	172219 SUMMIT CENTER	C
01	00164357	2,174.90	04/12/19	207519 SUMMIT DESIGNS AND MARKETING	C
01	00164358	40.52	04/12/19	73296 SUNROC BUILDING MATERIALS	C
01	00164359	111.07	04/12/19	28568 MICHELE THOMPSON	C
01	00164360	54.11	04/12/19	20437 SHARI THORPE	C
01	00164361	143.43	04/12/19	23337 JARED TOONE	C
01	00164362	1,440.00	04/12/19	13208 UPPER WHITTEMORE PROPERTY OWNERS ASSOC	C
01	00164363	1,726.98	04/12/19	16074 UTAH PARENT CENTER	C
01	00164364	1,456.18	04/12/19	9416 UTAH STATE TAX COMMISSION	C
01	00164365	377.34	04/12/19	30422 UTAH VALLEY UNIVERSITY	C
01	00164366	280.00	04/12/19	19494 VALLEY LITHO SUPPLY CO	C
01	00164367	209.67	04/12/19	201391 VERITIV OPERATING COMPANY	C
01	00164368	113.10	04/12/19	205982 LAURA WANLASS	C
01	00164369	1,399,670.15	04/12/19	19386 WESTLAND CONSTRUCTION	C
01	00164370	4,500.00	04/12/19	64483 BRAD WILCOX	C
01	00164371	50.00	04/12/19	9913 WILSON ELEMENTARY SCHOOL	C
01	00164372	26.10	04/12/19	207098 AIRY DAFNE ZAMORA-MORRIS	C
01	00164373	200.62	04/12/19	125423 CRAIG ZEEMAN	C
01	00164374	1,000.00	04/12/19	14876 ZIONS BANK	C
01	00164375	11.00	04/12/19	9275 ROCKY MOUNTAIN AIR SOLUTIONS	C
01	00164376	363.00	04/16/19	16558 ACE RENTS INC	C
01	00164377	2,252.00	04/16/19	186872 APEX ENGINEERING INC	C
01	00164378	1,355.00	04/16/19	186872 APEX ENGINEERING INC	C
01	00164379	1,794.00	04/16/19	11248 APPLE COMPUTER INC	C
01	00164380	7,680.00	04/16/19	197602 ARMOUR CONSTRUCTION LLC	C
01	00164381	5,000.00	04/16/19	1476 ART CITY ELEMENTARY	C
01	00164382	50.00	04/16/19	145793 BEAR SERVICES	C
01	00164383	177.00	04/16/19	139130 BONNEVILLE EQUIPMENT COMPANY	C
01	00164384	160.00	04/16/19	1969 BONNEVILLE INDUSTRIAL SUPPLY CO	C
01	00164385	4,970.01	04/16/19	16511 BRADY INDUSTRIES INC	C
01	00164386	2,440.33	04/16/19	2154 BRYSON SALES & SERVICE	C
01	00164387	25.39	04/16/19	3649 BSE ELECTRICAL WHOLESALE SUPPLY	C
01	00164388	69.00	04/16/19	194085 CENTRAL UTAH PEST & LAWN	C
01	00164389	1,054.71	04/16/19	2690 CODALE ELECTRIC SUPPLY	C
01	00164390	2,769.79	04/16/19	192406 COMMERCIAL SERVICE PROS LLC	C
01	00164391	2,392.59	04/16/19	12812 CUBAN CIGAR INC	C
01	00164392	95.38	04/16/19	166081 DOUG SMITH	C
01	00164392	-95.38	05/02/19	166081 DOUG SMITH	CV
01	00164393	412.00	04/16/19	172073 EKON-O-PAC	C
01	00164394	25.75	04/16/19	20891 DAVID GNEITING	C
01	00164395	2,625.16	04/16/19	4273 GRAINGER	C
01	00164396	418.90	04/16/19	52426 GREAT WESTERN SUPPLY INC	C
01	00164397	115.00	04/16/19	126110 CARL HEYWOOD	C
01	00164398	2,540.00	04/16/19	207527 THE HILLSHIRE BRANDS COMPANY	C
01	00164399	2,962.18	04/16/19	169730 IMAGING CONCEPTS	C
01	00164400	1,029.00	04/16/19	5052 INTERMOUNTAIN FARMER ASSN	C
01	00164401	273.77	04/16/19	20264 J. WILCOX SALES COMPANY	C
01	00164402	4,176.39	04/16/19	124877 JTM PROVISIONS CO INC	C
01	00164403	115.00	04/16/19	19221 MONTE B LARSEN	C
01	00164404	5.63	04/16/19	6636 NASCO	C
01	00164405	24,743.00	04/16/19	12682 NELSON FIRE SYSTEMS	C
01	00164406	146.64	04/16/19	21458 ROCKY MOUNTAIN ATV	C

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01	00164407	221.97	04/16/19	19171 ROOFERS SUPPLY INC	C
01	00164408	23,961.34	04/16/19	58238 SCHWAN'S FOOD SERVICE INC	C
01	00164409	3,680.79	04/16/19	14415 SHI INTERNATIONAL CORP	C
01	00164410	45.32	04/16/19	10510 SOUTH UTAH VALLEY SOLID WASTE DIST	C
01	00164411	362.10	04/16/19	8507 SPANISH FORK AUTO SUPPLY INC	C
01	00164412	8,400.00	04/16/19	8510 SPANISH FORK CITY	C
01	00164413	482.89	04/16/19	200492 THE SPANISH GROUP LLC	C
01	00164414	2,846.99	04/16/19	8702 STRAWBERRY HI LINE CANAL COMPANY	C
01	00164415	170.38	04/16/19	73296 SUNROC BUILDING MATERIALS	C
01	00164416	47,342.25	04/16/19	8815 SYSCO INTERMOUNTAIN FOOD SERVICES	C
01	00164417	1,000.00	04/16/19	203599 THERAPIST NOTES LLC	C
01	00164418	371.96	04/16/19	188204 TIM DAHLE	C
01	00164419	80.95	04/16/19	197939 UTAH DEPARTMENT OF TECHNOLOGY SERVICES	C
01	00164420	6,043.00	04/16/19	17041 VLCM	C
01	00164421	30,692.95	04/16/19	113697 YANGS 5TH TASTE	C
01	00164422	105.00	04/17/19	136832 ANYTIME SERVICES	C
01	00164423	518.00	04/17/19	11248 APPLE COMPUTER INC	C
01	00164424	1,478.82	04/17/19	2154 BRYSON SALES & SERVICE	C
01	00164425	424.55	04/17/19	3649 BSE ELECTRICAL WHOLESALE SUPPLY	C
01	00164426	8,498.40	04/17/19	2690 CODALE ELECTRIC SUPPLY	C
01	00164427	333.47	04/17/19	192406 COMMERCIAL SERVICE PROS LLC	C
01	00164428	1,430.00	04/17/19	188921 COMPLETE SUPPLY COMPANY, LLC	C
01	00164429	933.09	04/17/19	15183 DELL COMPUTERS	C
01	00164430	158.00	04/17/19	4273 GRAINGER	C
01	00164431	3,799.99	04/17/19	12818 BLUETARP FINANCIAL	C
01	00164432	3,587.50	04/17/19	110701 PENDLETON SERVICES, LLC	C
01	00164433	150.00	04/17/19	14076 STATE OF UTAH	C
01	00164434	94.39	04/17/19	73296 SUNROC BUILDING MATERIALS	C
01	00164435	1,099.74	04/17/19	126063 UTAH STATE UNIVERSITY	C
01	00164436	990.23	04/17/19	201391 VERITIV OPERATING COMPANY	C
01	00164437	418.20	04/17/19	58955 VERIZON	C
01	00164438	76,809.37	04/17/19	207586 WARNER & ASSOCIATES CONSTRUCTION, INC	C
01	00164439	6,577.37	04/17/19	9277 CENTURYLINK	C
01	00164440	272.60	04/17/19	20757 MONICA HULLINGER	C
01	00164441	108.40	04/17/19	20445 SUSAN JURKATIS	C
01	00164442	524.44	04/17/19	78298 JUNE LOPEZ	C
01	00164443	54,021.42	04/17/19	6211 MEADOW GOLD DAIRIES	C
01	00164444	104.10	04/17/19	202436 CHRISTINE PALMER	C
01	00164445	54,928.68	04/17/19	7204 PAYSON CITY CORP	C
01	00164446	365.63	04/17/19	168459 SHAWN RAWLINGS	C
01	00164447	4,157.93	04/17/19	32913 SCHOOL FOOD ENTERPRISES UTAH	C
01	00164448	123.37	04/17/19	159999 LINDSEY SMITH	C
01	00164449	161.70	04/17/19	39462 SARAH WARD	C
01	00164450	1,769.61	04/12/19	1268 AFLAC PREMIUM HOLDING	C
01	00164451	295.78	04/12/19	12746 COLONIAL LIFE & ACCIDENT INSURANCE CO	C
01	00164452	38,539.02	04/12/19	6026 HORACE MANN LIFE INSURANCE COMPANY	C
01	00164453	4,826.13	04/12/19	6026 HORACE MANN LIFE INSURANCE COMPANY	C
01	00164454	301.10	04/12/19	122718 LegalShield	C
01	00164455	70.00	04/12/19	45918 TRANSPORTATION OFFICE FUND	C
01	00164456	12,406.15	04/12/19	45888 WASHINGTON NATIONAL INSURANCE COMPANY	C
01	00164457	178.00	04/19/19	13648 ALDER SALES CORPORATION	C
01	00164458	5,667.00	04/19/19	11248 APPLE COMPUTER INC	C
01	00164459	32.99	04/19/19	1476 ART CITY ELEMENTARY	C
01	00164460	16,699.34	04/19/19	20920 AT&T CORP	C
01	00164461	16.36	04/19/19	151750 JANELLE BARRETT	C

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01	00164462	93.90	04/19/19	180530 JANA BASCOM	C
01	00164463	44.20	04/19/19	173576 LINDSEY BISHOP	C
01	00164464	153.76	04/19/19	53007 SHAUN C BLACK	C
01	00164465	78.82	04/19/19	78832 BRIAN BLAKE	C
01	00164466	231.15	04/19/19	20534 TODD BRADFORD	C
01	00164467	1,460.00	04/19/19	194085 CENTRAL UTAH PEST & LAWN	C
01	00164468	64.84	04/19/19	19250 KIM CHRISTENSEN	C
01	00164469	410.15	04/19/19	34592 JULIE P CHRISTOFFERSON	C
01	00164470	1,196.10	04/19/19	151149 COBALT REFRIGERATION	C
01	00164471	210.13	04/19/19	19224 LAURA COLEMAN	C
01	00164472	115.00	04/19/19	14681 KATHRYN CRANDALL	C
01	00164473	375.00	04/19/19	3086 THE DAILY HERALD	C
01	00164474	115.00	04/19/19	190128 SAVANNAH DAVIES	C
01	00164475	103.12	04/19/19	20742 PAUL DAYBELL	C
01	00164476	315.00	04/19/19	170984 SHERRY DENSLEY	C
01	00164477	299.34	04/19/19	20910 LORALENE EDVALSON	C
01	00164478	32,481.44	04/19/19	196207 EKHO COMM LLC	C
01	00164479	115.00	04/19/19	158100 BRANDI FAUSETT	C
01	00164480	13,869.90	04/19/19	25569 FUNFINITY	C
01	00164481	112.17	04/19/19	12427 KARALEE GALINDO	C
01	00164482	100.03	04/19/19	4273 GRAINGER	C
01	00164483	122.90	04/19/19	19242 DIANE HAMILTON	C
01	00164484	38.05	04/19/19	68055 PAMELA HANEY	C
01	00164485	115.00	04/19/19	45047 LAURIE HANSEN	C
01	00164486	200.00	04/19/19	32077 RORY HANSEN	C
01	00164487	115.00	04/19/19	4650 SHERRY S HEAPS	C
01	00164488	5,850.00	04/19/19	12521 HP INC	C
01	00164489	121.86	04/19/19	152080 MCKENZIE HOUGHTON	C
01	00164490	549.60	04/19/19	5309 JOHNSON TRACTOR & IMPLEMENT	C
01	00164491	224.65	04/19/19	48828 MARK DEAN JONES PT	C
01	00164492	395.74	04/19/19	95869 LARRY H MILLER CHEVROLET PROVO	C
01	00164493	2,401.83	04/19/19	5661 LARSEN ELEMENTARY SCHOOL	C
01	00164494	193.78	04/19/19	18420 MIKE LARSEN	C
01	00164495	105.78	04/19/19	174890 JORY A LIDDIARD	C
01	00164496	76.62	04/19/19	150681 DEBBIE MAURIN	C
01	00164497	301.02	04/19/19	6264 WADE R MENLOVE	C
01	00164498	5,763.00	04/19/19	7212 MT NEBO JUNIOR HIGH SCHOOL	C
01	00164499	74.38	04/19/19	110078 NAPA AUTO PAYSON	C
01	00164500	176.69	04/19/19	17459 PAM NORTON	C
01	00164501	144.50	04/19/19	82481 JEANNIE OLSEN	C
01	00164502	97.03	04/19/19	202860 JOHN OLSEN	C
01	00164503	19.50	04/19/19	19272 OUT BACK GRAPHICS, LLC	C
01	00164504	1,648.36	04/19/19	7215 PAYSON HIGH SCHOOL	C
01	00164505	74.76	04/19/19	12650 WENDI L PRAY	C
01	00164506	115.00	04/19/19	158097 MORGAN RHOTON	C
01	00164507	99.03	04/19/19	21458 ROCKY MOUNTAIN ATV	C
01	00164508	656.00	04/19/19	43206 SALEM HILLS HIGH SCHOOL	C
01	00164509	127.08	04/19/19	161209 DAYNA SORENSEN	C
01	00164510	491.24	04/19/19	8507 SPANISH FORK AUTO SUPPLY INC	C
01	00164511	48.94	04/19/19	8508 SPANISH FORK BUILDERS SUPPLY	C
01	00164512	2,447.00	04/19/19	8554 SPRINGVILLE HIGH SCHOOL	C
01	00164513	19.36	04/19/19	73296 SUNROC BUILDING MATERIALS	C
01	00164514	98.77	04/19/19	203637 KIM TERRY	C
01	00164515	115.00	04/19/19	194301 AUBREY TURNBOW	C
01	00164516	40.00	04/19/19	17949 UTAH ACTE	C

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01	00164517	225.00	04/19/19	9378 UTAH SCHOOL SUPERINTENDENTS ASSN	C
01	00164518	63.16	04/19/19	148466 JANNA VOSS	C
01	00164519	46.14	04/19/19	26492 BRENDA WESSON	C
01	00164520	128.70	04/19/19	135852 KATEE WESTOVER	C
01	00164521	363.87	04/19/19	49573 TRAVIS YOUNG	C
01	00164522	282.00	04/22/19	145793 BEAR SERVICES	C
01	00164523	117.82	04/22/19	2154 BRYSON SALES & SERVICE	C
01	00164524	6,076.78	04/22/19	52426 GREAT WESTERN SUPPLY INC	C
01	00164525	192,232.54	04/22/19	141925 KELLY SERVICES INC	C
01	00164526	2,364.42	04/22/19	6829 NICHOLAS AND CO. INC.	C
01	00164527	1,188.65	04/22/19	8701 STRAWBERRY WATER USERS	C
01	00164528	270.19	04/22/19	20312 UNITED PARCEL SERVICE	C
01	00164529	90.00	04/15/19	1798 BENEFICIAL LIFE INSURANCE	C
01	00164530	167.50	04/15/19	19103 COMMUNITY HEALTH CHARITIES UTAH	C
01	00164531	141.33	04/15/19	18529 COMMUNITY SHARES/UTAH	C
01	00164532	291.00	04/15/19	6741 NEBO CUSTODIAN ASSOCIATION	C
01	00164533	1,035.00	04/15/19	6745 NEBO FOOD SERVICE	C
01	00164534	2,434.34	04/15/19	14168 NEBO FOUNDATION	C
01	00164535	826.00	04/15/19	6747 NEBO OFFICE FUND	C
01	00164536	110.00	04/15/19	20286 NEBO SECRETARIES ASSOCIATION	C
01	00164537	577.50	04/15/19	9183 UNITED WAY OF UTAH COUNTY	C
01	00164538	51,281.19	04/15/19	134805 WOODLAND PEAKS UNISERV	C
01	00164539	18,707.49	04/15/19	136930 LIFE INSURANCE COMPANY OF NORTH AMERICA	C
01	00164540	1,556,096.10	04/15/19	80632 SELECTHEALTH	C
01	00164541	111,619.54	04/15/19	44032 HEALTH EQUITY	C
01	00164542	290,339.53	04/15/19	44032 HEALTH EQUITY	C
01	00164543	66,426.89	04/15/19	60283 NATIONAL BENEFIT SERVICES, LLC	C
01	00164544	463.06	04/15/19	3616 EDUCATORS MUTUAL INSURANCE	C
01	00164545	127.42	04/15/19	3616 Utah Interlocal Educational Benefits Tru	C
01	00164546	202.47	04/15/19	3616 Utah Interlocal Educational Benefits Tru	C
01	00164547	13,239.10	04/15/19	14399 HARTFORD LIFE INSURANCE	C
01	00164548	36,918.40	04/15/19	14399 HARTFORD LIFE INSURANCE	C
01	00164549	17,564.14	04/15/19	192228 METLIFE	C
01	00164550	9,046.98	04/15/19	17690 NEBO FLEX SPENDING	C
01	00164551	5,332.88	04/15/19	9373 UTAH SCHOOL EMPLOYEES ASSOCIATION	C
01	00164552	130.00	04/15/19	171239 AXISPLUS BENEFITS	C
01	00164553	23.71	04/25/19	162523 ACE HARDWARE SOUTHGATE	C
01	00164554	400.00	04/25/19	1125 ALARM CONTROL SYSTEMS INC	C
01	00164555	1,598.00	04/25/19	207640 ANDREW ALLRED	C
01	00164556	1,925.00	04/25/19	13850 JOHN BALLARD	C
01	00164557	112.75	04/25/19	129445 TYSON BARLOW	C
01	00164558	1,794.00	04/25/19	207667 BLACKRIDGE ELEMENTARY	C
01	00164559	1,500.00	04/25/19	188670 CAPS	C
01	00164560	198.00	04/25/19	207675 BLUEBEAM, INC	C
01	00164561	483.06	04/25/19	3649 BSE ELECTRICAL WHOLESALE SUPPLY	C
01	00164562	20.00	04/25/19	115924 BRAD BURTENSHAW	C
01	00164563	680.00	04/25/19	194085 CENTRAL UTAH PEST & LAWN	C
01	00164564	628.30	04/25/19	2677 CLYDECO BUILDING SUPPLY INC	C
01	00164565	301.10	04/25/19	13297 BRENT COFFMAN	C
01	00164566	74.00	04/25/19	207837 AMY DRAPER	C
01	00164567	11,591.11	04/25/19	185884 ELECTRICALUT	C
01	00164568	36,067.00	04/25/19	193070 ELITE ATHLETICS, LLC	C
01	00164569	1,598.00	04/25/19	159255 RORY EYRING	C
01	00164570	134.43	04/25/19	19952 ERIC FERRIN	C
01	00164571	301.10	04/25/19	20891 DAVID GNEITING	C

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01	00164572	362.39	04/25/19	52426 GREAT WESTERN SUPPLY INC	C
01	00164573	250.00	04/25/19	109169 HEALEY PLUMBING	C
01	00164574	112.75	04/25/19	19992 ADAM HEATON	C
01	00164575	14.15	04/25/19	19817 HOME DEPOT CREDIT SERVICES	C
01	00164576	6,508.32	04/25/19	174483 HORIZON HOME HEALTH	C
01	00164577	869.80	04/25/19	15744 KEN'S AUTO BODY	C
01	00164578	40.00	04/25/19	5661 LARSEN ELEMENTARY SCHOOL	C
01	00164579	301.10	04/25/19	18420 MIKE LARSEN	C
01	00164580	5,164.23	04/25/19	20794 LOGO IT ON	C
01	00164581	37,877.90	04/25/19	19943 MHTN ARCHITECTS	C
01	00164582	742.45	04/25/19	110078 NAPA AUTO PAYSON	C
01	00164583	525.00	04/25/19	12682 NELSON FIRE SYSTEMS	C
01	00164584	461.70	04/25/19	193232 NOBLE CYCLING	C
01	00164585	1,122.28	04/25/19	7215 PAYSON HIGH SCHOOL	C
01	00164586	175.00	04/25/19	119636 RESOURCES FOR EDUCATORS	C
01	00164587	200.00	04/25/19	14683 DEREK SORENSON	C
01	00164588	434.22	04/25/19	8507 SPANISH FORK AUTO SUPPLY INC	C
01	00164589	83.34	04/25/19	8508 SPANISH FORK BUILDERS SUPPLY	C
01	00164590	139.00	04/25/19	8520 SPANISH FORK HIGH SCHOOL	C
01	00164591	804.00	04/25/19	8515 SPANISH FORK JUNIOR HIGH SCHOOL	C
01	00164592	13.89	04/25/19	73296 SUNROC BUILDING MATERIALS	C
01	00164593	353.49	04/25/19	8777 SVENDSEN	C
01	00164594	70.00	04/25/19	172103 WADE TISCHNER	C
01	00164595	14,823.66	04/25/19	207632 TOP NOTCH COLLISION	C
01	00164596	5,557.50	04/25/19	12222 JPM INC	C
01	00164597	4,691.00	04/25/19	200328 UNIVERSITY OF UTAH	C
01	00164598	164,637.75	04/25/19	9306 UTAH COUNTY AUDITOR	C
01	00164599	187.00	04/25/19	9311 UTAH COUNTY HEALTH DEPT	C
01	00164600	6,520.00	04/25/19	188891 UTAH HOMECARE	C
01	00164601	85.00	04/25/19	15270 UTAH LABOR COMMISSION	C
01	00164602	1,828.75	04/25/19	9390 UTAH ST BUREAU CRIML IDNT	C
01	00164603	217.27	04/25/19	32506 DAVID WADLEY	C
01	00164604	805.00	04/25/19	201618 WILLOW CREEK PSYCHOLOGICAL SERVICES INC	C
01	00164605	11,592.51	04/15/19	33642 COMBINED INSURANCE COMPANY OF AMERICA	C
01	00164606	90,784.99	04/15/19	30899 EDUCATORS MUTUAL INSURANCE	C
01	00164607	5,471.50	04/15/19	202240 VSP	C
01	00164608	20.24	04/25/19	33642 COMBINED INSURANCE COMPANY OF AMERICA	C
01	00164609	218.72	04/25/19	30899 EDUCATORS MUTUAL INSURANCE	C
01	00164610	23.40	04/25/19	202240 VSP	C
01	00164611	2,705,374.46	04/15/19	9415 UTAH RETIREMENT SYSTEMS	C
01	00164612	146,089.98	04/19/19	9415 UTAH RETIREMENT SYSTEMS	C
01	00164613	10,558.85	04/19/19	9415 UTAH RETIREMENT SYSTEMS	C
01	00164614	46.62	04/26/19	162523 ACE HARDWARE SOUTHGATE	C
01	00164615	282.00	04/26/19	1125 ALARM CONTROL SYSTEMS INC	C
01	00164616	2,244.27	04/26/19	2154 BRYSON SALES & SERVICE	C
01	00164617	32.01	04/26/19	9277 CENTURYLINK	C
01	00164618	146.33	04/26/19	33782 DEANA COATES	C
01	00164619	1,051.64	04/26/19	170810 COMCAST BUSINESS	C
01	00164620	4,001.78	04/26/19	176370 COMMERCIAL TIRE INC.	C
01	00164621	46.99	04/26/19	3033 CRUS DISTRIBUTING CO	C
01	00164622	94.71	04/26/19	163651 MICHELLE GAST	C
01	00164623	95.99	04/26/19	18810 RONDA HAIR	C
01	00164624	81.89	04/26/19	111724 LYNN HANSEN	C
01	00164625	39.42	04/26/19	197424 HONSTEIN OIL & DISTRIBUTING, LLC	C
01	00164626	195.00	04/26/19	68292 INTERMOUNTAIN WORKMED - SPRINGVILLE	C

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Bank	Check No	Amount	Date	Vendor	Type
01	00164627	400.00	04/26/19	12219 J-MAC RADIATOR SERVICE	C
01	00164628	126.85	04/26/19	23183 MEGAN LANGFORD	C
01	00164629	325.00	04/26/19	194891 SHERRI NELSON	C
01	00164630	223.88	04/26/19	134872 THRESA NELSON	C
01	00164631	102.14	04/26/19	18448 JANA OLSON	C
01	00164632	19.76	04/26/19	154555 RED RHINO INDUSTRIAL	C
01	00164633	397.30	04/26/19	14630 JILL RUCKER	C
01	00164634	1,980.08	04/26/19	78646 INTERSTATE BILLING SERVICE, INC	C
01	00164635	205.00	04/26/19	194123 BENJAMIN SANSOM	C
01	00164636	1,356.07	04/26/19	8507 SPANISH FORK AUTO SUPPLY INC	C
01	00164637	693.00	04/26/19	166545 WORKFORCEQA	C
01	00164638	243.66	04/26/19	133264 GWEN WRIDE	C
01	00164639	53.36	04/26/19	168017 KRISTEENE ZEEMAN	C
01	00164640	29,089.75	04/26/19	14876 BANKCARD CENTER - ZIONS	C
01	00164641	11.99	04/26/19	14876 ZIONS BANK	C
01	00164642	1,075.00	04/29/19	11248 APPLE COMPUTER INC	C
01	00164643	43,290.00	04/29/19	12521 HP INC	C
01	00164644	548.00	04/29/19	194891 SHERRI NELSON	C
01	00164645	1,000.00	04/29/19	189537 PAUL ROTHE	C
01	00164646	46.17	04/29/19	14415 SHI INTERNATIONAL CORP	C
01	00164647	51,916.83	04/29/19	17041 VLCM	C
01	00164648	492,301.62	04/24/19	9416 UTAH STATE TAX COMMISSION	C
01	00164649	2,674,729.84	04/05/19	3918 WELLS FARGO BANK	C
01	00164650	9,302.30	04/30/19	146986 CANYON ELECTRIC	C
01	00164651	36.06	04/30/19	86762 AT&T BUSINESS SERVICE	C
01	00164652	46.92	04/30/19	152030 NATALIE BILLIE	C
01	00164653	230.43	04/30/19	13297 BRENT COFFMAN	C
01	00164654	348.99	04/30/19	12728 BETSY LYNN ECKTON	C
01	00164655	92.68	04/30/19	20891 DAVID GNEITING	C
01	00164656	65.77	04/30/19	34444 NEELEY KAY	C
01	00164657	58.58	04/30/19	20699 DALLIN MILLINGTON	C
01	00164658	329.56	04/30/19	33987 LORIE REESE	C
01	00164659	144.77	04/30/19	19042 JOSIE REYNAUD	C
01	00164660	101.91	04/30/19	148237 SHALESE ROGERS	C
01	00164661	7,080.71	04/30/19	32913 SCHOOL FOOD ENTERPRISES UTAH	C
01	00164662	94,126.63	04/30/19	8510 SPANISH FORK CITY	C
01	00164663	74.64	04/30/19	39187 ROBBYN WAGSTAFF	C
01	00164664	106.14	04/30/19	67628 MICHELE WAITE	C
01	00164665	111.38	04/30/19	14876 BANKCARD CENTER - ZIONS	C
Total Bank No 01		12,063,646.99			
02	00007023	1,790.00	04/02/19	14444 ADORAMA CAMERA INC	C
02	00007024	1,840.00	04/02/19	13449 AUDIO ENHANCEMENT	C
02	00007025	695.00	04/02/19	8559 CLARK WHOLESALE INC	C
02	00007026	23,884.34	04/02/19	2845 CONTRACTORS HEATING COOLING SUPPLY	C
02	00007027	3,910.78	04/02/19	19691 HM RECEIVABLES CO LLC	C
02	00007028	229.89	04/02/19	5057 INTERMOUNTAIN LOCK & SECURITY SUPPLY CO	C
02	00007029	47.64	04/02/19	5704 LAWSON PRODUCTS INC	C
02	00007030	287.10	04/02/19	43451 LIGHTSPEED TECHNOLOGIES INC	C
02	00007031	357.15	04/02/19	6542 MOUNTAINLAND SUPPLY CO	C
02	00007032	175.74	04/02/19	38628 SESD	C
02	00007033	476.00	04/11/19	2164 BUFFO TERMITE & PEST CONTROL	C
02	00007034	975.00	04/16/19	46612 ALLDATA SALES	C
02	00007035	240.39	04/16/19	13449 AUDIO ENHANCEMENT	C
02	00007036	141.95	04/16/19	57665 BARBER METALS AND FABRICATION	C

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Bank	Check No	Amount	Date	Vendor	Type
02	00007037	987.72	04/16/19	1836 BEST DEAL SPRING INC	C
02	00007038	6,548.95	04/16/19	9364 BLUEFIN OFFICE GROUP	C
02	00007039	175.00	04/16/19	2164 BUFFO TERMITE & PEST CONTROL	C
02	00007040	506.00	04/16/19	2384 CARTER'S GLASS LLC	C
02	00007041	1,360.00	04/16/19	8559 CLARK WHOLESALE INC	C
02	00007042	1,603.12	04/16/19	2845 CONTRACTORS HEATING COOLING SUPPLY	C
02	00007043	720.00	04/16/19	3047 CUMMINS ROCKY MOUNTAIN LLC	C
02	00007044	335.45	04/16/19	14355 DISCOUNT GLASS, LLC	C
02	00007045	38.88	04/16/19	3779 ERIKS NORTH AMERICA, INC	C
02	00007046	71.40	04/16/19	14393 FASTENAL CO	C
02	00007047	2,962.50	04/16/19	19302 GRANNY B'S COOKIES	C
02	00007048	885.00	04/16/19	5051 INTERMOUNTAIN EQUIPMENT SALES CO	C
02	00007049	7,287.58	04/16/19	5057 INTERMOUNTAIN LOCK & SECURITY SUPPLY CO	C
02	00007050	118.16	04/16/19	12931 INTERWEST SAFETY SUPPLY INC	C
02	00007051	789.74	04/16/19	5704 LAWSON PRODUCTS INC	C
02	00007052	3,678.00	04/16/19	25275 MOUNTAIN ALARM	C
02	00007053	1,585.87	04/16/19	6542 MOUNTAINLAND SUPPLY CO	C
02	00007054	126.57	04/16/19	80179 O'REILLY AUTO PARTS	C
02	00007055	183.00	04/16/19	155349 ONE BEAT CPR & AED	C
02	00007056	596.62	04/16/19	7295 PERMA-BOUND BOOKS	C
02	00007057	86.50	04/16/19	7466 POWER ENGINEERING CO INC	C
02	00007058	603.24	04/16/19	161136 QUALITY TIRE COMPANY	C
02	00007059	24.64	04/16/19	9275 ROCKY MOUNTAIN AIR SOLUTIONS	C
02	00007060	84.98	04/16/19	7945 ROYAL WHOLESALE ELECTRIC	C
02	00007061	59.90	04/16/19	7980 SAFELITE GLASS CORP	C
02	00007062	246.71	04/16/19	8252 THE SHERWIN-WILLIAMS COMPANY	C
02	00007063	168.66	04/16/19	8485 SPECIALTY SUPPLY COMPANY	C
02	00007064	9.01	04/16/19	19627 SPRINKLER SUPPLY COMPANY	C
02	00007065	1,556.70	04/16/19	33855 STATE FIRE DC SPECIALTIES	C
02	00007066	135.57	04/16/19	148016 STOTZ EQUIPMENT	C
02	00007067	35,604.24	04/16/19	14893 TOOLS FOR SCHOOLS	C
02	00007068	222.03	04/16/19	40762 UNIFIRST CORPORATION	C
02	00007069	300.00	04/16/19	10188 UNIVERSAL ATHLETIC SERVICE, INC.	C
02	00007070	336.56	04/16/19	13487 WELCH EQUIPMENT COMPANY, INC.	C
02	00007071	106.00	04/16/19	46795 LOUIS & COMPANY	C
02	00007072	236.46	04/17/19	13449 AUDIO ENHANCEMENT	C
02	00007073	13.41	04/17/19	1836 BEST DEAL SPRING INC	C
02	00007074	40.79	04/17/19	9364 BLUEFIN OFFICE GROUP	C
02	00007075	1,857.49	04/17/19	5057 INTERMOUNTAIN LOCK & SECURITY SUPPLY CO	C
02	00007076	228.00	04/17/19	6542 MOUNTAINLAND SUPPLY CO	C
02	00007077	7,590.97	04/17/19	7430 POLL SOUND	C
02	00007078	1,570.99	04/17/19	15230 TROXELL COMMUNICATIONS	C
02	00007079	2,777.70	04/17/19	13993 PCS REVENUE CONTROL SYSTEM	C
02	00007080	212.53	04/19/19	14393 FASTENAL CO	C
02	00007081	450.00	04/19/19	8252 THE SHERWIN-WILLIAMS COMPANY	C
02	00007082	187.86	04/19/19	122343 STOKES MARKET INC	C
02	00007083	1,299.00	04/19/19	15230 TROXELL COMMUNICATIONS	C
02	00007084	1,263.56	04/26/19	163414 BATTERY SYSTEMS INC	C
02	00007085	360.24	04/26/19	1836 BEST DEAL SPRING INC	C
02	00007086	104.65	04/26/19	2845 CONTRACTORS HEATING COOLING SUPPLY	C
02	00007087	320.80	04/26/19	14355 DISCOUNT GLASS, LLC	C
02	00007088	2,121.13	04/26/19	15053 FOLLETT SCHOOL SOLUTIONS INC	C
02	00007089	756.00	04/26/19	5057 INTERMOUNTAIN LOCK & SECURITY SUPPLY CO	C
02	00007090	233.82	04/26/19	5704 LAWSON PRODUCTS INC	C
02	00007091	1,309.89	04/26/19	6060 MARSHALL INDUSTRIES INC	C

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Bank	Check No	Amount	Date	Vendor	Type
02	00007092	32.64	04/26/19	6542 MOUNTAINLAND SUPPLY CO	C
02	00007093	73.12	04/26/19	80179 O'REILLY AUTO PARTS	C
02	00007094	1,653.59	04/26/19	20302 PETERSON PLUMBING SUPPLY	C
02	00007095	646.16	04/26/19	9826 PRAXAIR DISTRIBUTION INC	C
02	00007096	25,578.00	04/26/19	184098 DUDE SOLUTIONS INC.	C
02	00007097	514.02	04/26/19	8252 THE SHERWIN-WILLIAMS COMPANY	C
02	00007098	155.87	04/26/19	170720 SHRED-IT USA	C
02	00007099	62.24	04/26/19	40762 UNIFIRST CORPORATION	C
02	00007100	625.00	04/26/19	63231 UTAH YAMAS CONTROLS INC	C
02	00007101	11,136.03	04/26/19	10032 XEROX CORPORATION	C
02	00007102	69,160.18	04/26/19	63088 ZONAR SYSTEMS	C

Total Bank No 02 237,727.42

Total Manual Checks	.00
Total Computer Checks	12,344,647.50
Total ACH Checks	.00
Total Other Checks	.00
Total Electronic Checks	.00
Total Computer Voids	-43,273.09
Total Manual Voids	.00
Total ACH Voids	.00
Total Other Voids	.00
Total Electronic Voids	.00

Grand Total 12,301,374.41

Number of Checks 614

Batch Yr	Batch No	Amount
19	000406	-363.87
19	001100	-2,234.84
19	001476	-2,349.12
19	001975	-39,882.40
19	002047	-953.98
19	002201	1,076.70
19	002203	233.76
19	002244	7,827.43
19	002272	1,800.25
19	002283	27.96
19	002347	1,112.18
19	002357	404.89
19	002359	-19.00
19	002361	809.00
19	002368	1,514.00
19	002394	3,524.00
19	002447	320.28
19	002457	1,074.51
19	002474	76,575.66
19	002475	7,715.45
19	002482	18,787.15
19	002486	65,755.17
19	002487	136,249.04
19	002488	41,161.40
19	002489	35,125.00
19	002492	144,785.38
19	002502	6,438.54
19	002503	5,736.77
19	002505	1,196.54
19	002507	140.00

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<u>Bank</u>	<u>Check No</u>	<u>Amount</u>	<u>Date</u>	<u>Vendor</u>	<u>Type</u>	
				Batch Yr	Batch No	Amount
				19	002526	5,883.66
				19	002527	5,468.50
				19	002530	34,299.25
				19	002532	3,798.96
				19	002537	5,871.24
				19	002546	5,325.70
				19	002547	1,730,785.16
				19	002548	33,833.74
				19	002549	7,957.01
				19	002550	57,819.33
				19	002556	3,206.85
				19	002557	54,021.42
				19	002558	115.08
				19	002559	18,426.53
				19	002565	91,041.71
				19	002567	61,506.05
				19	002572	168,047.17
				19	002573	42,321.84
				19	002581	58,207.79
				19	002582	12,355.21
				19	002584	6,255.75
				19	002592	6,935.63
				19	002593	89,249.53
				19	002601	1,660.24
				19	002605	192,232.54
				19	002606	16,744.48
				19	002607	2,105.28
				19	002608	91,741.09
				19	002615	16,699.34
				19	002619	4,523.57
				19	002624	3,728.28
				19	002626	12,949.18
				19	002627	16,237.78
				19	002628	17,894.32
				19	002629	35,512.54
				19	002643	2,096.11
				19	002644	1,083.65
				19	002657	2,674,729.84
				19	002658	468,385.96
				19	002662	1,574,803.59
				19	002663	56,953.86
				19	002664	82,894.45
				19	002665	492,301.62
				19	002666	107,849.00
				19	002667	2,705,374.46
				19	002670	6,793.15
				19	002679	29,101.74
				19	002681	130.00
				19	002682	303,482.72
				19	002700	262.36
				19	002701	156,648.83
				19	002714	65,908.00
				19	002715	30,420.00
				19	002716	1,548.00
				19	002724	94,162.69
				19	002730	1,711.77
				19	002731	7,080.71
				19	002733	9,302.30

NEBO SCHOOL DISTRICT
BOARD MEETING MINUTES
Wednesday, April 10, 2019

The Board of Education of Nebo School District met in a Board Meeting on Wednesday, April 10, 2019. The meeting commenced at 3:01 p.m. Board members present were Christine Riley, Lisa Rowley, Rick Ainge, Scott Card, Shannon Acor and Randy Boothe. Dean Rowley was excused. Administrative staff members present were Superintendent Rick Nielsen, Tracy Olsen, Reed Park, Nedra Call, John DeGraffenreid, Julie Warren, Matt Gledhill, Ann Andersen, Mike Larsen, Scott Wilson, Dave Rowe and Ken VanAusdal.

President, Christine Riley, welcomed everyone to the Board Meeting.

1. Board Work Session

- A. Youth Board 3:00 – 4:00 President Christine Riley turn some time over to Secondary Director, Ann Anderson. She welcomed the Youth from each of the High Schools to the Board Meeting and thanked them for their continued, helpful participation throughout the year. Superintendent, Rick Nielsen reported that items from previous Youth Board discussion regarding the high school rebuilds were turned over to the architects to be considered. Each High School is hoping to keep some memorabilia from their original school.
- B. Discussion of Board Meeting Agenda and Review of Consent Agenda; It was mentioned that there would be a Closed Session for Property and Legal purposes.
- C. Board Member Reports;
 - i. April as Autism Awareness Month! “Awareness means Action” Michele Thompson, Autism Specialist, reported on Autism in Nebo and shared a video of Foothills teachers, Teach and Reach. Nebo is truly the Flagship District in providing Autism Services. Nebo also has a Parent Consultant, Heidi Whitaker and an Autism Facebook page.
- D. Committee Reports & Board Training
- E. Items from Superintendent
 - i. The Superintendent shared the Middle School Colors and Mascots with the Board.
 - ii. The Superintendent shared the High School Graduation practice schedule with the Board and the Board Member’s determine their speaking schedule.
 - Dean-Maple Mt. High School
 - Randy-unable to attend
 - Shannon-Springville High School
 - Scott-Landmark High School
 - Christine-Spanish Fork High School
 - Lisa-Salem Hills High School
 - Rick-Payson High School
 - Lisa-Legacy School
 - iii. The Superintendent shared the post conference NSBA conversation notes. He asked the Board Members to read through them and let him know of any corrections. Superintendent Staff has read the notes and the Board will bring the items up in their committee meetings. Randy Boothe has hardcopies of NSBA documents to share with committees. Scott Card expressed his appreciation for the Board, Staff and Principals of Nebo.
 - iv. The Superintendent mentioned that the School Improvement Plans are due to Directors by April 19 to be available with reading assignments to Board Members by April 26 and approved by the Board in the May Board Meeting.

- v. The Superintendent mentioned the April 23rd, Special Board Meeting at 3:00 p.m. All Board Members are able to attend except President Christine Riley.
- vi. The Superintendent mentioned the May 1st Retirement Luncheon at The Marriot in Provo. All Board Members will be in attendance. Christine will speak on behalf of the Board.
- vii. The Board Members and Superintendent Staff discussed the Board Committee meeting dates. It was decided that the meetings will be held on April 26.
- viii. The Superintendent asked Secondary Director, Ann Anderson to lead the discussion on School Fees and the challenges ahead of us due to the new State Law and new State Board Rule. Ann explained that she has met with the Secondary Principals and discussed the changes in depth; there are no longer optional fees, trips are now a component of the maximum travel, player pack is now combined with uniform, and food is to be included in travel allocations. Principals were very thoughtful when considering fees and focusing on transparency.

2. Special Business (as needed)

President Christine Riley mentioned that this concluded this portion of the agenda at 5:35 pm. We will continue the General Board agenda at 6:00 pm.

The Board of Education of Nebo School District reconvened the Board Meeting at 6:00 p.m. with the following agenda;

1. OPENING
 - A. Pledge of Allegiance
2. AGENDA APPROVAL
 - A. Approval of Board Agenda
3. CONSENT AGENDA
 - A. Financial Report
 - B. Claims
 - C. Minutes of the Work Session and General Board Meeting held on March 13, 2019.
 - D. New Employees and Separations
 - E. Compulsory Attendance Exemption List
 - F. Requests for Leave Without Pay
 - G. Requests for Trustlands Amendments
4. PROGRAM REVIEW AND REPORT
 - A. Presentation by Spanish Fork City Mayor, Steve Leifson
 - B. Santaquin Elementary Presentation
 - C. Certified Employees of the Year
5. PUBLIC PARTICIPATION
 - A. Public Participation
6. ITEMS FOR BOARD DISCUSSION
 - A. Policy #EEA – Student Transportation
 - B. Policy #JN – Student Fees
7. ITEMS FOR BOARD ACTION
 - A. Consideration of Property Exchange in Mapleton
 - B. Consideration of Property Sale in Mapleton
 - C. Consideration of Contracts for District Wide Seal Coat
 - D. Consideration of Roofing Contractor

E. Consideration of Request for Early Retirement Incentive Plans

President Christine Riley welcomed everyone to the Board Meeting.

Agenda Item 1: OPENING

Item No. 1A: Pledge of Allegiance: Kaleah Curtis, Student at Spring Lake Elementary School

Agenda Item 2: AGENDA APPROVAL

Item No. 2A: Rick Ainge presented a motion to approve the Board Agenda. Randy Boothe seconded the motion. All members present voted in favor.

Agenda Item 3: CONSENT AGENDA

Item No. 3: Lisa Rowley presented a motion to approve the following items listed on the Consent Agenda:

- A. Financial Report
- B. Claims
- C. Minutes of Work Session & General Board Meeting held on March 13, 2019
- D. New Employees and Separations
- E. Compulsory Attendance Exemption List
- F. Requests for Leave Without Pay
- G. Requests for Trustlands Amendments

Shannon Acor seconded the motion. All members present voted in favor.

Agenda Item 4: PROGRAM REVIEW AND REPORT

Item No. 4A: President Christine Riley invited Spanish Fork City Mayor, Steve Leifson, to address the Board. Steve presented the Board with \$19,020.00 from the Young Living CDA and funds from the Wasatch Windmills totaling \$85,819.37. The Mayor mentioned that in the last 8 years, Nebo School District has received \$600,480.00 from the windmills. He expressed his appreciation to the Board for their partnership.

Item No. 4B: President, Christine Riley invited Spring Lake Elementary Principal, Teresa Jordan, to share some of the amazing things happening at her school. Teresa enthusiastically mentioned that she was appointed Principal two years ago. She thanked the Board Members and Staff for their continued support. Valerie Solorzano & Caleb Atkin, Student Council Members shared some of the fun things they get to do and gave a shout out to Spring Lake Staff and Teachers. Emily Bennett, PTA Co-President, mentioned that Spring Lake Elementary involves high school students in elementary school activities so that the students can see them as role models. The PTA created "Recess Dad's," donated funds for a marquee and has an amazingly, enthusiastic box top collector who can get the students involved. PTA Treasurer, Stacy Durfey shared some of the benefits Trustland funds has provided; additional help in reading and math, Chromebook carts, aids for small groups, math interventions, take home library, professional development, literacy, grade level instructional goals, Imagine Learning, Study Schools and additional focus on student social and emotional wellbeing. To conclude the performance, Diane Hunt, choir director and the Spring Lake choir entertained the audience with some musical numbers.

Item No. 4C: President Christine Riley invited Secondary Director, Ann Andersen and Communications Relations Representative, Lana Hiskey to introduce and recognized the following individuals who were nominated by their peers as outstanding certified employees for the 2018-2019 school year.

- Susan Anderson, DFJH
- Rebecca Clement, MJHS
- Mary Stoneman, MNJH
- Travis Hatch, PJHS
- Nikki Mendenhall, Salem Jr
- Jaimie Dannelly, SFJHS

- Natalie Luke, SJHS
- Natalie Grant, ALC
- Chelsie Yount, Landmark
- Eric Hyer, MMHS
- Janean Thomas, PHS
- Laurie Hansen, SHHS
- Kathryn Roberts, SFHS
- Susan Langford, SHS

Laurie Hansen was chosen as the Certified Employee of the Year for 2018-2019. She was given a cash award and a trip. Congratulations to Laurie!

Agenda Item 5. PUBLIC PARTICIPATION

Item No. 5A: Public Participation

<u>NAME</u>	<u>CITY</u>	<u>SUBJECT</u>	<u>REPRESENTING</u>
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No one signed up at address the Board

Agenda Item 6: ITEMS FOR BOARD DISCUSSION

Item No. 6A: Reed Park mentioned that Policy #EEA-Student Transportation was created to consolidate 24 existing policies and procedures. Preliminarily, all middle school students are being considered to be bused at 1.5 miles depending on data from the bus shop. Operations Director, Matt Gledhill mentioned that the school safety routes are reviewed and approved each year. Board Member, Scott Card suggested that we change the language to a felony instead of class B misdemeanor for someone who enters a bus unauthorized.

Item No. 6B: Reed Park mentioned that, due to new Legislative Laws and Administrative Rules, Policy #JN-Student Fees will be amended and updated. These recommendations were reviewed earlier in the Work Session of this Board Meeting and are required to be approved by the Board annually. President Christine Riley asked the Board Members to contact her with concerns or questions during the next month while the District is gathering data and making decisions. Shannon Acor asked Secondary Director, Ann Anderson if she would ask Principals to track calls pertaining to fees in the Fall.

Agenda Item 7A: ITEMS FOR BOARD ACTION

Item No. 7A Shannon Acor presented the motion to adopt the Board Resolution approving the Property Exchange Agreement between Nebo School District and Jared Young; wherein the District agrees to convey 4.936 acres of land located in Mapleton City (Tax Serial No. 27:004:0098), in exchange for 4.985 acres of land located in Mapleton City owned by Jared Young (Tax Serial No. 27:002:0113).

Lisa Rowley seconded the motion. All members present voted in favor.

Item No. 7B: Scott Card presented the motion to adopt the Board Resolution approving the Purchase and Sale Agreement between the Board of Education of Nebo School District, as Seller, and Jared Young, as Buyer, for the sale of approximately 10.111 acres located in Mapleton, Utah, (Tax Serial No. 27:004:0079), for the purchase price of One Million One Hundred Twelve Thousand Two Hundred Ten and 00/100 Dollars (\$1,112,210.00).

Randy Boothe seconded the motion. All members present voted in favor.

Item No. 7C: Lisa Rowley presented the motion to adopt the Board Resolution approving Sumsion Construction, L.C. d/b/a Eckles Paving of Mapleton, Utah, as the contractor for seal coat, crack seal, and pavement marking services at Brookside Elementary School, Mapleton Junior High School, and Nebo Summit Center in the total amount of Sixty-Eight Thousand Seven Hundred Five and 00/100 Dollars (\$68,705.00).

Scott Card seconded the motion. All members present voted in favor.

Lisa Rowley presented the motion to adopt the Board Resolution approving Top Job, LLC of Logan, Utah, as the contractor for seal coat, crack seal, and pavement marking services at Salem Hills High School, Diamond Fork Junior High School, Maple Mountain High School, and Wilson Elementary School, in the total amount of Ninety-Five Thousand Two Hundred Seventeen and 77/100 Dollars (\$95,217.77). Rick Ainge seconded the motion. All members present voted in favor.

Item No. 7D: Randy Boothe presented the motion to adopt the Board Resolution approving Heritage Roofing, LLC of Bluffdale, Utah, as the contractor for roof replacement services at Nebo Peak Field House, Foothills Elementary School, Brookside Elementary School, and Nebo Warehouse in the total amount of Six Hundred Seventy-Five Thousand Three Hundred Ninety-Three and 00/100 Dollars (\$675,393.00). Shannon Acor seconded the motion. All members present voted in favor.

Item No. 7E: Rick Ainge presented the motion to approve the Request for Early Retirement Incentive Plans. Lisa Rowley seconded the motion. All members present voted in favor.

President Christine Riley mentioned that this concluded the General Board Meeting agenda. The Board will convene a Closed Session.

Scott Card presented a motion to adjourn the General Board meeting at 7:20 p.m.
Randy Boothe seconded the motion. All members present voted in favor.

Randy Boothe presented a motion to adjourn the Closed Session at 7:45 p.m.
Rick Ainge seconded the motion. All members present voted in favor.

NEBO SCHOOL DISTRICT
SPECIAL BOARD MEETING MINUTES
Tuesday, April 23, 2019

The Board of Education of Nebo School District met in a Special Board Meeting on Tuesday, April 23, 2019. The meeting commenced at 3:05 p.m. Board members present were Lisa Rowley, Rick Ainge, Scott Card, Shannon Acor, Randy Boothe and Dean Rowley. President Christine Riley was excused. Administrative Staff members present were Superintendent Rick Nielsen, Tracy Olsen, Reed Park, Matt Gledhill, Scott Wilson and Ken VanAusdal.

Vice - President, Lisa Rowley, welcomed everyone to the Board Meeting.

1. Items for Board Action

A. Consideration of Approval of Vendor for Onsite Clinic – Dean Rowley

Board Member, Dean Rowley, invited Procurement Office, Ryan Pitcher and Human Resource Director, Ken VanAusdal to address the Board to explain the process the District followed leading up to this recommendation. Ryan reported briefly on the lengthy process of an RFP and a committee of 10 people reviewing, rating and scoring six proposals, then having the opportunity to interview 5 very well done presentations. Ken added that although some of the clinic presentations had similarities, the one being recommended had the most experience with School Districts. Ken feels we are moving in the right direction for the good of our employees.

Dean Rowley made the motion to adopt the Board Resolution approving CareHere Management, LLC of Brentwood, Tennessee, as the vendor to provide Nebo School District with an onsite medical clinic. Shannon Acor seconded the motion. All members present voted in favor.

Vice - President Lisa mentioned that this concluded the Special Board Meeting agenda.

Randy Boothe presented a motion to adjourn the meeting at 3:30 p.m.
Rick Ainge seconded the motion. All members present voted in favor.

NEW EMPLOYEES HIRED

NEBO SCHOOL DISTRICT

April 1, 2019 - April 30, 2019

ADMINISTRATION

NAME	SCHOOL	ASSIGNMENT	UNIVERSITY	STEP/ LANE	DATE HIRED

CERTIFIED

NAME	SCHOOL	ASSIGNMENT	UNIVERSITY	STEP/ LANE	DATE HIRED
Belloli, Camilee	Spanish Fork Jr. High	Teacher - Spanish	Brigham Young University	1-Jan	8/13/2019
Birch, Cynthia	Sage Creek Elementary	Teacher	University of Utah	1-Jan	8/13/2019
Bowen, Emily	Foothills Elementary	Teacher - SPED	University of Pheonix	1-Jan	8/13/2019
Crouch, Jacque	Sage Creek Elementary	Teacher	Western Governors University	1-Jan	8/13/2019
Diehl, Aimee	Miscellaneous Employees	Speech Language Pathologist	Brigham Young University	1-Jan	8/13/2019
Dunn, Polly	Mapleton Jr. High	Teacher - Language Arts	Brigham Young University	1-Jan	8/13/2019
Elliott, Graycee	Payson Jr. High	Counselor	Walden University	1-Jan	7/1/2019
Hartvigsen, Suzette	Advanced Learning Center	Teacher - CTE	Southern Utah University	1-Jan	8/13/2019
Laird, Cody	Salem Jr. High	Teacher - Math	Utah Valley Univeristy	1-Jan	8/13/2019
Lutz, Holly	Salem Jr. High	Teacher - Math	Brigham Young University	1-Jan	
Mecham, Mishay	Miscellaneous Employees	Speech Language Pathologist	Utah State Univeristy	1-Jan	8/13/2019
Oh, Euijin	Mt. Loafer Elementary	Teacher - SPED	Brigham Young University	1-Jan	8/13/2019
Olsen, Peggy Jane	Sage Creek Elementary	Teacher - 1st Grade	Northern Arizona University	1-Jan	8/13/2019
Poglanjen, Chelsey	Park View Elementary	Teacher	Western Governors University	1-Jan	8/13/2019
Pyne, Thomas	Springville Jr. High	Teacer - Geography	Univeristy of Colorado	1-Jan	8/13/2019
Reeves, Brice	Springville Jr. High	Teacher - Science	Southern Utah University	1-Jan	8/13/2019
Russell, Megan	Payson High	Teacher - Language Arts	Brigham Young University	1-Jan	8/13/2019
Smith, Julie	Springville High	Teacher - English	Utah Valley Univeristy	1-Jan	8/13/2019
Soper, Austin	Springville High	Teacher - Math	Utah State Univeristy	1-Jan	8/13/2019
Stanley, Kaelin	Springville Jr. High	Teacher - English	Brigham Young University	1-Jan	8/13/2019
Stuart, Kevin	Springville Jr. High	Teacher - Science	Brigham Young University	1-Jan	8/13/2019

INTERNS					
NAME	SCHOOL	ASSIGNMENT	UNIVERSITY		DATE HIRED
Neilsen, Caryn	Salem Jr. High	Intern Counselor	Utah State University	1-Jan	8/13/2019
CLASSIFIED					
NAME	SCHOOL	ASSIGNMENT	HRS/WK	STEP/ LANE	DATE HIRED
Adams, Dayna	Salem Hills High	Head Drill Team Coach		Sti	3/21/2019
Bascom, Taylee	Payson High	Head Drill Team Coach		Stipend	3/1/2019
Brinkerhoff, Cammy	Salem Jr. High	Tracker	19.6	Lane 2	3/29/2019
Cook, David	Maintenance	Temporary Summer Lawn Mower	30	Lane 3	4/8/2019
Critchlow, Denise	Spanish Fork High	Assistant Track Coach		Stipend	3/22/2019
Durrant, William	Payson High	Asst. Football Coach		Stipened	4/15/2019
Farley, William	Salem Jr. High	Adult Sweeper	19.6	Lane C	3/18/2019
Fillerup, Alexia	Salem Hills High	Assistant Cheer Coach		Stipend	4/10/2019
Frischknect, Ella	Springville High	Assistant Soccer Coach		Stiped	3/10/2019
Garcia, Himmierit	Maple Mountain High	Adult Sweeper	17.5	Lane C	4/8/2019
Geneva, Fisher	Payson High	Colorguard Coach		Stipend	3/15/2019
Gordon, Lexie	Salem Hills High	Assistant Drill Team Coach		Stipend	3/29/2019
Hastings, Tyree	Maple Mountain High	Assistant Percussion Coach		Stipend	3/4/2019
Inama, Shandelle	Mt. Nebo Jr. High	Child Nutrition Worker	19.6	Lane D	3/25/2019
Johnson, Marie	Barnett Elementary	SPED Cluster Technician	25	Lane 2	3/18/2019
Jones, Jace	District Office	Adult Sweeper	19.6	Lane C	4/10/2019
Knight, Jonathan	Maple Mountain High	Assistant Football Coach		Stipend	7/1/2019
Lloyd, Lola	Santaquin Elementary	Student Supervision	5	Lane D	3/18/2019
Lyman, Debi	Salem Hills High	Assistant Cheer Coach		Stipend	4/10/2019
Mikesell, Dale	Salem Elementary	Adult Sweeper	15	Lane C	3/22/2019
Millett, Brooke	Foothills Elementary	Head Adult Sweeper	19.6	Lane D	3/6/2019
Nuckols, Marguerite	Meadow Brook Elementary	SPED Cluster Technician	28.75	Lane 2	4/8/2019
Owen, Marie	Diamond Fork Jr. High	Assistant Track Coach		Stipend	3/15/2019
Peay, Brittney	Salem Hills High	Head Cheer Coach		Stipend	4/1/2019
Peterson, Lacie	Wilson Elementary	Planning Time Technician	10.98	Lane 2	3/25/2019
Peterson, Sharie	Bridges	SPED Cluster Technician	28.75	Lane 2	4/10/2019
Raine, Sydney	Payson High	AP Test Proctor		Stipened	5/7/2019
Rees, William	Park Elementary	Nebo After School Club Leader		Stipend	3/18/2019
Schenck, Heather	District Wide	Child Nutrition Worker	19.6	Lane D	4/16/2019
Shepherd, Jessica	Salem Elementary	SPED Cluster Technician	19.6	Lane 2	
Staheli, Katherine	Santaquin Elementary	Adult Sweeper	19.6	Lane C	3/8/2019
Sultan, Maxwell	Maple Mountain High	Head Wrestling Coach		Stipend	10/1/2019
VanDyk, Amy	Sierra Bonita Elementary	Tech Crew		Stipened	1/1/2019
Wagner, Rachel	Payson Jr. High	Child Nutrition Worker	19.6	Lane D	4/8/2019
Wixom, Natalie	Maple Mountain High	AP Test Proctor		Stipened	5/7/2019
Wood, Isabel	Maple Mountain High	Adult Sweeper	17.5	Lane C	4/8/2019
Zeeman, Ren	Transportation	Sub Bus Driver		Lane 5	4/10/2019

Nebo School District Employee Termination Report
April 1 - 30, 2019

NAME	Employee #	Location	Position	Effective Date
Allen, Debra	42102	Payson Jr. High	Finance Secretary	4/25/2019
Baum, Steven	195375	Maintance	Temporary Summer Lawn Mower	10/31/2018
Brierley, Joseph	195898	Bus Attendant	Transportation	4/24/2019
Britt, Sandra	193054	Miscellaneous Employee	SLP	5/8/2019
Crandell, Sydney	192155	Payson High	Tech Crew	5/20/2019
Dedrickson, Malinda	43729	Brockbank Elementary	Adult Sweeper	4/9/2019
Drury, Daycee	191477	Goshen Elementary	Substitute Student Sweeper	11/14/2017
Fromm, Tyson	196096	Apple Valley Elementary	Adult Sweeper	1/3/2019
Frost, Mikayla	190829	Spanish Oaks Elementary	Substitute Student Sweeper	5/1/2019
Heaton, Logan	200786	Transportation	Bus Attendant	3/14/2019
Huffman, Brent	200115	Spanish Oaks Elementary	Adult Sweeper	4/30/2019
Hunsaker, Caitlyn	202088	District Wide	Child Nutrition	2/26/2019
Mecham, Jerilynn	173720	Landmark High	Cornerstone Tech	3/30/2019
Montague, Michael	163996	Adult Sweeper	Santaquin Elementary	3/29/2019
Okelberry, Bonnie	203297	District Wide	Child Nutrition	4/3/2019
Packard, McKenzie	162604	Hobble Creek Elementary	Substitute Adult Sweeper	8/16/2018
Tripp, Cadence	200174	Salem Jr. High	Substitute Student Sweeper	5/3/2019

**NEBO SCHOOL DISTRICT
COMPULSORY ATTENDANCE
EXEMPTION LIST**

BOARD MEETING-May. 2019			
Student	School	Grade	Students Attending
Kristi Norman	SHS	12	home school
Annabella Jeffers	SHS	11	home school
Trenten Hubbard	MNJH	7	home school
Brock Dent	Mt. Loafer	6	home school
Dallan Dan Carly	SHS	10	home school
Payten Z Moore	Barnett	K	home school
Bailey C Reno	Mapleton	11	home school
Cora Ekins	Foothills		home school
Veda Ekins	Foothills		home school
Krista Gray	MMHS	10	home school
Braxton Gray	MMHS	5	home school
Jonathan Cervantes	SFHS	11	home school
Jeovanni Cervantes	SFHS	11	home school
Claire Emily Hanson	MMHS	11	home school
Alex Bishop	SHS	10	home school
Henry Kimball	Sage Creek	4	home school
Aria Hicken	Sp Oaks	K	home school
George Oldham	Brockbank	4	home school
Carter Oldham	Brockbank	2	home school
Dakota Raye Adair	PHS	11	home school
Cedar Ozburn	Santaquin	K	home school
Natalie Miller	SHS	10	home school
Gavin Strasburg	Brookside	3	home school
Scarlett Wood	Canyon	K	home school

May 2019
Mt. Nebo Jr. High

New Goal #1: Mt. Nebo will achieve increased student learning in all our academic areas. To achieve this we use School Land Trust money to decrease class size; provide opportunities for teachers to attend professional development; reading books, reading software and continue to purchase equipment for the classroom (Chromebooks, LCD projectors, Audio Enhancement Systems, calculators, musical instruments etc). This goal will begin impacting students from the first day with class size reduction in social studies. The opportunity for teachers to attend professional development and the purchasing of equipment will be done throughout the school year. Expenditure additions: Equipment (730) \$11,937, Library books (644) \$1,624, Supplies (610) \$1,038, Equipment--computers (650) \$17,234 (\$5000 was already budgeted), Software (670) \$3,911. Salaries and Benefits (100 and 200) will be changed to \$44,509. The professional and technical services (300) budget of \$6,000 does not change. Additional action steps: Equipment will be purchased for Music classes. Library books will be purchased. Calculators will be purchased for Math classes. Additional computers will be purchased. A reading software license (SRI) will be purchased. The action step of hiring two interns will be amended to "Hire one intern and an extended day for a math teacher."

Summary: Mt. Nebo had carry over funds from the previous year. In addition, Mt. Nebo hired one intern instead of two, but funded an extended day. The school leaders asked teachers to identify each subject area needs. The School Community Council agreed on the new expenditures.

Voted on March 4, 2019. 10 yes, 0 no.



NEBO SCHOOL DISTRICT BOARD OF EDUCATION POLICIES AND PROCEDURES

SECTION: J - Students
POLICY TITLE: Special Education
FILE NO.: JS
DATED: ~~December 13, 2017~~ June 12, 2019

TABLE OF CONTENTS

1. GENERAL PROVISIONS
 2. IDENTIFICATION, LOCATION, AND EVALUATION
 3. IEP DEVELOPMENT AND SERVICE DELIVERY
 4. PROCEDURAL SAFEGUARDS
 5. TRANSITIONS
-

1. GENERAL PROVISIONS

1.1. Purpose and Philosophy

1.1.1. The *Individuals with Disabilities Education Improvement Act* (IDEA) is a federal law that provides states with funding and associated requirements for educating students with disabilities. 20 U.S.C. 1400, *et seq.* (2004); 34 CFR 300, *et seq.* Utah law, in turn, affords students with disabilities the right to a free, appropriate public education (FAPE) and grants the Utah State Board of Education (USBE) general control and supervision over educational programs for such students. UTAH CODE ANN. § ~~53E-7-202~~~~53A-15-304~~. The USBE has implemented the IDEA and adopted a detailed and comprehensive set of requirements titled *Special Education Rules* (*USBE SER* or *Rules*), modeled after the IDEA implementing regulations, to guide school districts in the provision of special education. UTAH ADMIN. CODE R277-750. The *USBE SER* requires districts to provide the USBE with policies and procedures addressing certain specified topics.

1.1.2. The Board of Education of Nebo School District adopts this policy to ensure the provision of a FAPE to students with disabilities in accordance with state and federal laws, rules, and regulations and to satisfy the requirements of the *USBE SER*.

1.2. Adoption of USBE *Special Education Rules*

1.2.1. The District hereby adopts and incorporates by reference the USBE *Special Education Rules*, as updated, available from the Department of Special Education or online at the USBE website. Employees and patrons are directed to the *USBE SER* for a comprehensive description of program requirements and procedures.

1.2.2. Where the *USBE SER* allows for local district discretion, such discretion is outlined in this policy or delegated to District administration. For guidance and direction not specified in this policy, employees, parents, and students should consult the *USBE SER*.

1.3. Budget

The District provides detailed budget information and budget categories in its annual application for IDEA Part B funding submitted to the USBE.

1.4. Assurances

Students are enrolled in the District without restrictions due to race, color, gender, national origin, disability status, or religion. In conjunction with its annual application for IDEA Part B funding, the District submits to the USBE any required assurances of compliance with federal law, including IDEA Parts A and B; the National Instructional Materials Accessibility Standard; restrictions on lobbying, debarment, suspension, and other responsibility matters; and the Drug-Free Workplace Act of 1988.

1.5. Full Educational Opportunity Goal

The District hereby affirms the goal of providing a full educational opportunity to all students with disabilities determined eligible for special education or special education and related services under the IDEA and the *USBE SER* of the ages between three and twenty-two, and in accordance with all of the timeline requirements of the IDEA with respect to the identification, location, evaluation, and provision of a FAPE.

2. IDENTIFICATION, LOCATION, AND EVALUATION

2.1. Child Find

2.1.1. The District has no responsibility for Child Find for charter school students.

2.1.2. All students with disabilities shall be identified, located, and evaluated, regardless of the severity of the disability. Employees shall use practical methods for determining which students are currently receiving needed special education or special education and related services. The District shall conduct at least the following procedures to ensure that students suspected of having a disability are identified and located:

2.1.2.1. The enrollment form requests that a parent indicate whether a student has received special education or related services in a previous school or educational program. If a parent indicates that the student has previously received special education or related services, the school in which the student is enrolling shall request the special education records from the previous school.

2.1.2.2. The District follows all the procedures detailed on the In-State and Out-of-State Transfer Student Checklists on the USBE website.

2.1.2.3. The District provides annual training to District personnel on its child find obligation and on awareness of observed academic or social/emotional behaviors that might suggest a suspected disability.

2.1.2.4. The District provides notice in the Parent Information Guide and on the District website of the referral procedures and of the availability of services for eligible students with disabilities.

2.1.2.5. Identification, location, and evaluation of a child ages zero through two years old suspected of having a disability should be referred to Kids Who Count, which is the authorized IDEA Part C Infants and Toddlers' Program for the District.

2.1.2.6. The District collaborates and coordinates with the Utah Department of Health, which is the designated Part C Early Intervention Provider, to ensure that students with disabilities are identified, located, evaluated, and have FAPE available by age three.

2.2. Referral or Request for Initial Evaluation

2.2.1. When a parent, adult student, or school staff member suspects a student may have a disability under the IDEA, a request for an initial evaluation may be made through the following referral procedure:

- 2.2.1.1.** Teachers document results of classroom instruction and intervention and submit to a Student Support Team (SST), which includes a general education teacher. Pre-referral interventions or a Response to Intervention system are not used to delay an evaluation for eligibility when a staff member or parent(s) or adult student requests an evaluation.
- 2.2.1.2.** The person making the referral/request for initial evaluation completes and signs the Referral for Evaluation for Special Education Services. If school personnel are making the referral, documentation of contacts with the parents about the concerns regarding the student’s educational performance is attached.
- 2.2.1.3.** The referral form is given to the principal or special education teacher, who reviews existing data (including results of any interventions attempted and the Child Management Team recommendations) on the student and determines if the referral should go forward for a full evaluation.
 - 2.2.1.3.1.** If it is decided that the evaluation should take place, an IEP team member assigned by the principal or designee obtains the parental or adult student consent and oversees and/or conducts the evaluation.
 - 2.2.1.3.2.** If the referral is not going to result in a full evaluation, the principal or special education teacher sends the parent a Written Prior Notice of Refusal to conduct an evaluation.
- 2.2.1.4.** The District shall respond to each request for evaluation within a reasonable time.

2.3. EVALUATION

2.3.1. Parental/Adult Student Consent

- 2.3.1.1.** Prior to initiating a full and complete individual evaluation, Written Prior Notice must be given to, and consent obtained from, the parent(s) of the student or the adult student as set forth in the *USBE SER*.
- 2.3.1.2.** When the signed parental or adult student consent or refusal of consent for evaluation is received at the school, the school secretary or special education teacher writes the date it was received on the form. If parental or adult student consent is obtained, this date documents the beginning of the 45-day timeline for the evaluation set forth in the *USBE SER*.

2.3.2. Evaluation Process

- 2.3.2.1.** When conducting an evaluation, the assigned case manager gathers existing data about the student’s educational performance for the evaluation team to consider. Data may include grades, courses completed, statewide test results, school-wide test results, classroom assessments, teacher interviews, parent input, observations, notes in the student’s cumulative file, and other available information.
- 2.3.2.2.** The administration of additional assessments follows the requirements of *USBE SER*. Evaluations for students suspected of having a disability in each of the 13 areas of disability include the requirements for evaluation procedures and assessment of student performance in specific areas identified in *USBE SER*.
- 2.3.2.3.** If the IEP Team and other qualified professionals, as appropriate, determine that no additional data are needed to determine continuing eligibility and student needs, the parent(s) or adult student is given Written Prior Notice of that decision and of their right to request additional assessment.

- 2.3.2.3.1.** The District then prepares a new Evaluation Summary Report, including new and previous data as appropriate, and sends a Notice of Meeting for Eligibility Determination.
- 2.3.2.3.2.** At the Eligibility Team meeting, a new Eligibility Determination form is completed and signed by the participating Team members, and the parent(s) or adult student is given Written Prior Notice of that determination along with a copy of the Evaluation Summary Report and the Eligibility Determination documents. Written Prior Notice is embedded in the Eligibility Determination document.
- 2.3.2.4.** If the parent(s) or adult student requests additional assessment as part of the reevaluation, the District obtains written parental or adult student consent for evaluation and then completes the assessment in the areas of educational functioning requested.
 - 2.3.2.4.1.** When the additional assessment is completed, the School District then prepares a new Evaluation Summary Report, including new and previous data as appropriate, and sends a Notice of Meeting for Eligibility Determination.
 - 2.3.2.4.2.** At that meeting, a new Eligibility Determination form is completed and signed by the Team to indicate participation in the meeting, and the parent(s) or adult student is given Written Prior Notice of that determination along with a copy of the Evaluation Summary Report and the Eligibility Determination documents. Written Prior Notice is embedded in the Eligibility Determination document.
- 2.3.3.** The District contacts the Utah Schools for the Deaf and Blind for assistance with administering and appropriately interpreting assessments for students with visual and/or hearing impairments.
- 2.3.4.** Upon completion of the evaluation or reevaluation, the IEP Team and other appropriate professionals determine eligibility within a reasonable time.

2.4. ELIGIBILITY DETERMINATION

2.4.1. Notice of Meeting

Upon completion of the evaluation, the special education teacher or case manager will assemble an Eligibility Team and arrange a meeting of the team at a time and place mutually agreeable to the parent(s) and the team. A Notice of Meeting will be sent to the parent(s) or adult student and other members of the team stating the meeting purposes, time, place, who is expected to be in attendance, and informing the parent(s) or adult student that they may bring others who have knowledge or special expertise about the student to the meeting.

2.4.2. Evaluation Summary Report

The special education case manager collects the results of the evaluation and writes a summary report of the evaluation information. This Evaluation Summary Report is included in the District’s Eligibility Determination document for each disability category.

2.4.3. Eligibility Categories, Definitions, and Criteria

- 2.4.3.1.** The District hereby adopts the definitions, evaluation requirements, and eligibility criteria outlined in *USBE SER*.

- 2.4.3.2. The District hereby selects the ~~discrepancy~~ pattern of strengths and weaknesses method of determining whether a student has a Specific Learning Disability. Specific procedures for making the determination may be developed by the Department of Special Education.
- 2.4.3.3. The determination of eligibility is documented on the Team Evaluation Summary Report and Written Prior Notice of Eligibility Determination form with signatures of team members.
- 2.4.3.4. The parent(s) or adult student is provided with a copy of the Team Evaluation Summary Report and Written Prior Notice of Eligibility Determination document(s).

3. IEP DEVELOPMENT AND SERVICE DELIVERY

The District shall implement the following procedures to address the IEP requirements of *USBE SER*.

3.1. IEP Team Meeting

- 3.1.1. Within 30 calendar days of the determination of eligibility, the District assigns a special education teacher/case manager who arranges a meeting of the IEP Team to develop an IEP at a place and time that is mutually agreed-on by the parent(s) or adult student and the School District.
- 3.1.2. A Notice of Meeting is sent to the parent(s) or adult student and other members of the team stating the purpose(s), time, place, who is expected to be in attendance, and explaining that the parent(s) or adult student or the School District may bring others who have knowledge or special expertise about the student to the meeting. The determination of knowledge or expertise of the invited person is made by the party who invited that person.

3.2. IEP Development and Content

- 3.2.1. In addition to the required elements of the statewide assessment program, the District administers the following schoolwide assessments: DIBELS in grades K–3, CBM in grades 4–8, and other assessments as determined. All students, including students with identified disabilities, are included in these assessments. Students with disabilities may participate in the assessments with appropriate accommodations and modifications as determined by the IEP Team and documented in the student’s IEP. Alternate assessments for individual students, as determined by the student’s IEP Team and documented in the student’s IEP, are provided for students who cannot otherwise participate in the schoolwide or classroom assessments.
- 3.2.2. The IEP Team determines whether the student will need Extended School Year (ESY) services in order to receive a free appropriate public education.
 - 3.2.2.1. This determination of the need for ESY services in the District is based on regression and recoupment data collected over at least two breaks in the school year consisting of 4 or more week days when there is no school.
 - 3.2.2.2. If the student’s recovery from measured regression on pinpointed skills directly related to the IEP goals takes so long that the student would not receive a FAPE without services during the summer or other school break, the IEP Team must find the student eligible for ESY services.
 - 3.2.2.3. Other factors are considered in determining if the student needs ESY in order to receive a FAPE. These include but are not limited to the following:
 - 3.2.2.3.1. The degree of the student’s impairment;

- 3.2.2.3.2.** The ability of the parent(s) or adult student to provide the educational structure at home;
 - 3.2.2.3.3.** The student's rate of progress;
 - 3.2.2.3.4.** The student's physical or behavioral problems;
 - 3.2.2.3.5.** The areas of the student's curriculum that need continuous attention (such as emerging skills);
 - 3.2.2.3.6.** The student's vocational and transition needs;
 - 3.2.2.3.7.** The availability of alternative resources;
 - 3.2.2.3.8.** Whether a requested service is extraordinary to the student's condition;
 - 3.2.2.3.9.** Information from parent(s) or adult student and other caregivers; and
 - 3.2.2.3.10.** Other available data.
- 3.2.2.4.** If the student is eligible for ESY services, the IEP Team shall develop a written document that indicates which IEP goals the student will work on during the ESY, what services will be provided, how long and how often the ESY services will be provided, and the setting(s) in which the services will be provided.
 - 3.2.2.5.** The IEP Team refers to the USBE ESY Technical Assistance Document on the USBE website.

3.3. IEP Team Access to IEP Information

The District prepares a summary of the present level of academic achievement and functional performance, goals, services, and program modifications and supports for each teacher of the student. This summary is provided to the teacher prior to the time of initial implementation of the IEP as well as when any changes to the IEP are made. Teachers must keep this information in a secure place to ensure that confidentiality is maintained.

3.4. PLACEMENT in the Least Restrictive Environment (LRE)

- 3.4.1.** The District has available the IDEA required continuum of placement options, including placement in:
 - 3.4.1.1.** A *regular education classroom* (A student is placed in the grade-level general education classroom and the specialized instruction—and related services, if any—is provided there.);
 - 3.4.1.2.** A *regular classroom with itinerant services* (A student is placed in the grade-level general education classroom and the specialized instruction—and related services, if any—is provided, in a different setting.);
 - 3.4.1.3.** A *special class* (A student is placed in a classroom with other students with disabilities and the specialized instruction—and related services, if any—is provided there.);
 - 3.4.1.4.** A *special school* (A student is placed in a separate day school made up solely of students with disabilities and the specialized instruction—and related services, if any—is provided there for more than 50% of the day.);

- 3.4.1.5.** *Home instruction* (A student is placed in the student’s home and specialized instruction—and related services, if any—is provided there. The IEP Team determines the amount of service time required for the student to make progress in the general curriculum and on IEP goals.); and
- 3.4.1.6.** *Instruction in hospitals and institutions* (A student is placed in a hospital or institutional setting [often residential] made up solely of students with disabilities and the specialized instruction—and related services, if any—is provided there. The IEP Team determines the amount of service time required for the student to make progress in the general curriculum and on IEP goals.).
- 3.4.2.** The District provides supplementary services, such as resource or itinerant instruction, in conjunction with placement in the regular education classroom, when needed.
- 3.4.3.** In selecting the LRE, consideration is given to any potential harmful effects on the student or on the quality of services that the student needs, and the student is not removed from education in age-appropriate regular classrooms solely due to needed modifications in the grade-level curriculum.
- 3.5. Documentation of Participation**
- 3.5.1.** All members of the IEP Team sign the IEP document indicating that they participated in the development of the IEP. A parent’s or adult student’s signature on the IEP does not mean that the parent or adult student is in full agreement with the content of the IEP and does not abrogate the parent’s or adult student’s right to access the IDEA Procedural Safeguards.
- 3.5.2.** If the School District, despite at least two documented attempts, is unsuccessful in having parental or adult student attendance at the meeting, the rest of the IEP Team proceeds with the meeting.
- 3.5.3.** Parent(s) or the adult student may participate via telephone conference or video conference.
- 3.5.4.** Parent(s) or the adult student is provided with a copy of the completed IEP at no cost, and Written Prior Notice of the School District’s intent to implement the program and services in the IEP. This Notice is embedded in the IEP form. If the School District refuses to include in its offer of FAPE (as detailed on the IEP) any goals, services, program modifications, or other IEP content that the parent(s) or adult student has requested, a Written Prior Notice of that refusal is provided to the parent(s) or adult student.
- 3.6. Changes to the IEP**
- 3.6.1.** In making changes to the IEP after the annual IEP Team meeting for a school year, the parent(s) of a student with a disability or adult student and the District may agree not to convene an IEP meeting for the purposes of making those changes and instead develop a written document to amend or modify the student’s current IEP.
- 3.6.2.** Changes may be made in a meeting or by amendment to the existing IEP, at the request of any member of the IEP Team.
- 3.6.3.** Changes may be needed if there is new information about the student’s performance.
- 3.6.4.** Amendments to the IEP without a team meeting may be made only with the agreement of the School District and the parent(s) or adult student.
- 3.6.4.1.** Amendments such as a change in the amount of special education or special education and related services that is no more than 30 minutes per week, a change of location that is no more than 60 minutes per week, or a goal change

that is the next logical step forward or backwards and is based on the student's progress may be made without a team meeting.

3.6.4.2. If the change involves a move on the continuum of Least Restrictive Environment placement options, or the amount of services to be changed is more than indicated above, or a service is to be added, an IEP Team meeting is held, with a Notice of Meeting to all team members.

3.6.5. Upon request, the parent(s) or adult student is provided with a copy of the IEP with the amendments incorporated. The parent(s) or adult student is provided with Written Prior Notice that these additional actions or changes in actions will be implemented.

3.6.6. If changes are made to the student's IEP through the amendment process, the School District ensures that the student's IEP Team, including teachers and related service providers of the student, is informed of those changes.

4. PROCEDURAL SAFEGUARDS

4.1. Independent Educational Evaluation (IEE)

4.1.1. The District places a cap of 150% of Medicaid rate on reimbursement of IEEs up to \$1500.00. However, a parent may request a waiver based on the student's circumstance.

~~4.1.1.~~ **4.1.2.** An IEE must take place no more than one hundred (100) miles from the Nebo School District Administration Office.

4.2. Parent and Third-Party Observations

4.2.1. Parents may observe a class in which their child is in attendance consistent with Nebo School District Administrative Directive 1.10, *Parent Classroom Observation*.

4.2.2. An individual who is not a District employee, volunteer, or agent, and who is not a parent of a child in a classroom, may not observe the classroom without permission from the principal.

4.2.3. Third-party service providers may not observe a classroom or conduct an evaluation of a student except as authorized by the IEP team and consistent with terms set forth in a memorandum of understanding or similar agreement between the District and the service provider.

5. ~~TRANSITIONS~~

~~If a student with a disability turns 22 during the school year, the District shall continue to provide FAPE until the~~

~~**5.1.** Beginning of the District's winter holiday if the student turns 22 on or after the first day of the school year but before January 1; or~~

~~**5.2.** End of the school year if the student turns 22 after December 31 but before the last day of the school year.~~

EXHIBITS

None

REFERENCES

Individuals with Disabilities Education Improvement Act, 20 U.S.C. 1401, *et seq.*

UTAH CODE ANN. § ~~53E-7-202 through 20853A-15-301, et seq.~~

[UTAH ADMIN. CODE R277-419-2](#)

[UTAH ADMIN. CODE R277-750](#)

Utah State Board of Education Special Education Rules, (*USBE SER*), October 2016

FORMS

Special education forms are available on the department website.

HISTORY

[Revised 12 June 2019](#) – replaced discrepancy method of determining specific learning disability with pattern of strengths and weaknesses; added distance limitation for independent educational evaluation (IEE); deleted section restricting eligibility of 22-yr-old students per HB317 (2018) and R277-419-2 (2018); made technical changes.

Revised 13 December 2017 – 2008 policy repealed and replaced by modified version of July 2017 USBE model policy.

Revised or Adopted 10 September 2008.

Board Discussion 5/8/2019



NEBO SCHOOL DISTRICT BOARD OF EDUCATION POLICIES AND PROCEDURES

SECTION: D-Fiscal Management
POLICY TITLE: Purchasing
FILE NO.: DJB
DATED: ~~May 9, 2018~~ June 12, 2019

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1. PURPOSE AND PHILOSOPHY

Significant dollars are expended each year on the purchases of goods and services in Nebo School District and having adequate and efficient policies concerning those purchases is critical to the smooth operation of the District and proper stewardship over assets. This policy shall comply with the requirements of the Utah Procurement Code (UTAH CODE ANN. § 63G-6a-101, et seq.) and the Utah Procurement Rules (UTAH ADMIN. CODE, R33).

2. DEFINITIONS

- 2.1. References to **“schools”** indicate the school Principal or his/her designee while references to **“departments”** indicate the department Supervisor or his/her designee.
- 2.2. The Purchasing Department is under the direction of the Operations Director. References to the **“Purchasing Department”** refer to the Procurement Officer or his/her designee.
- 2.3. **“Involvement of the Purchasing Department”** indicates that a requisition must be entered into the District accounting software program and must be approved by the Procurement Officer or his/her designee prior to the purchase being made.
- 2.4. References to **“maintaining documents or documents being kept on file”** indicate that the documents should be retained consistent with the Utah State Archives and Records Services recommendations for record retention. More information can be found at www.archives.utah.gov.
- 2.5. **“Commingling”** refers to purchasing situations where the school or District initially makes a purchase that is eventually paid in whole or in part by others such as students.

- 2.6. **“Standing purchase order”** refers to purchase orders issued for recurring goods or services when the cost and quantity are known to some degree of certainty. Standing purchase orders can accommodate multiple invoices over an extended period of time.
- 2.7. **“Sole-source”** refers to procurement where the item or items are reasonably available from only one supplier or where substitute items are not acceptable. Reasons to classify a purchase as sole-source could be due to the need for repair or replacement parts, supplementary components of the same manufacturer, physical design or quality requirements, and/or delivery requirements. If an item is determined to be sole-source, the reason for the classification must be documented and maintained by the Purchasing Department.

3. AUTHORITY

- 3.1. The Purchasing Department has the authority to obligate the District for goods and services and has the responsibility to oversee, initiate, conduct, and/or conclude negotiations concerning the procurement of goods and services.
- 3.2. Schools and departments may suggest vendors for goods and services and the Purchasing Department will consider school and department requests whenever it is economically feasible or expedient to do so. However, the Purchasing Department has authority to select vendors and can question the quality, quantity, and kind of goods or services requested and suggest alternatives.
- 3.3. The Purchasing Department has authority to issue standing purchasing orders. All standing purchase orders expire on June 30th of each year.

4. APPROVALS

- 4.1. All transactions that result in the commitment of District or school funds should be approved by the appropriate school or department responsible for the budget account being charged.
- 4.2. In no instance should the same individual authorize an order, receive that order, and approve payment for that order.
- 4.3. The Purchasing Department is authorized to proceed with purchases of less than fifty thousand dollars (\$50,000) and allows purchasing in excess of fifty thousand dollars (\$50,000) with the approval of the Board of Education or the Superintendent.
- 4.4. All purchases shall be ratified by the Board of Education through monthly claims approvals and budget adoptions.

5. REQUISITIONS

Requisitions are the primary way of initiating purchases and must include the following:

- 5.1. An accurate description and specification for each article listed, including catalog number, sizes, color, etc.
- 5.2. Budget account numbers.
- 5.3. Delivery instructions including a location code.
- 5.4. Estimated or actual cost of items.
- 5.5. Copies of quotes if required based on purchasing limits. When purchasing items where quotes are required but it is not necessary to involve the Purchasing Department, quotes must be kept on file with school or department. Otherwise, quotes should be sent to and maintained by the Purchasing Department.

- 5.6. Approval of the school administrator or departmental supervisor responsible for the budget account being charged.

6. PRE-AUTHORIZED PURCHASES

- 6.1. The Maintenance and Transportation Departments may use pre-authorized purchase orders with vendors who have been pre-approved by the Purchasing Department.
- 6.2. Purchases with pre-authorized purchase orders are subject to the purchasing limits and associated requirements as set forth in Section 10.
- 6.3. Pre-authorized purchase orders are to be reconciled with receipts and/or invoices and quotes, if required, and reviewed and approved by foremen and departmental supervisors before payments are authorized and made to vendors for items purchased.

7. PURCHASING CARDS

- 7.1. Purchasing cards will be provided to employees approved by the Purchasing Department.
- 7.2. All purchasing card transactions are to be reconciled monthly by the cardholders, reviewed and approved by cardholder supervisors, and accounted for on a monthly basis.
- 7.3. All purchasing card transactions will be in compliance with procedures and practices as outlined in Administrative Directive 3.2 and are subject to the purchasing limits and associated requirements as set forth in Section 10.

8. STUDENT, TEXTBOOK, AND FUNDRAISING PURCHASES

- 8.1. Many purchases made at the school level are considered student purchases and purchasing requirements depend on whether the student purchase is optional or mandatory.
 - 8.1.1 Optional student purchases are those purchases made by students where the student has the option to waive the purchase without penalty and where the school does not take part in the collection of funds from students and functions only as a conduit or facilitator for the purchase from the student to the vendor. These purchases may be allowed to occur without requiring the vendor to adhere to the requirements set forth herein provided that the vendor has submitted a statement of qualifications and services to the Purchasing Department and the Purchasing Department has reviewed the statement and included the vendor on a list of approved vendors. Examples of optional student purchases may include graduation announcements, graduation caps and gowns, class rings, and student photos.
 - 8.1.2 Mandatory student purchases are those purchases that are required in order for the student to participate in a school sponsored group or activity. These purchases must adhere to the requirements set forth in Section 10. Examples of mandatory student purchases include, but are not limited to, sports uniforms, choir attire, and cheer and drill team attire. Any purchases that involve the Commingling of school or District funds are subject to the requirements set forth in Section 10. Examples of these types of purchases may include ~~player packs~~, yearbooks, student travel, and school bookstore supply purchases.
- 8.3 Textbooks that are included in the approved adoption list or that are to be purchased from a Utah State approved book depository vendor are considered to meet procurement guidelines, and schools and departments may proceed with the purchase without adhering to the requirements set forth in Section 10. Otherwise, textbook purchases are subject to the requirements set forth in Section 10.
- 8.4 Schools may proceed with fundraising purchases without adhering to the requirements set forth in Section 10 provided that the vendor has been issued a visitation pass by the Purchasing Department and the activities comply with Policy KAC, *School Fundraising*

Activities. Otherwise, fundraising related purchases are subject to the requirements set forth in Section 10.

9. EMERGENCY PURCHASES

- 9.1.** Emergency purchases should be the exception and not the rule. Schools and departments should anticipate purchase requirements as far in advance as necessary to ensure timely delivery of needed materials.
- 9.2.** In an emergency, requisitions should be entered in the accounting system and then the Purchasing Department should immediately be notified by the school or department responsible for the budget account being charged. This notification may be by any means deemed appropriate by the Purchasing Department and should include the reason for the emergency, the requisition number, assurance that adequate funds are available for the purchase, and any pricing or vendor information relevant to the purchase.
- 9.3.** If quotes are not required based on the purchasing limits as set forth in Section 10, the Purchasing Department will assign a purchase order number and the school or department will contact the vendor to arrange delivery. If appropriate, the Purchasing Department may make contact with the vendor to facilitate the purchase.
- 9.4.** An item on an invoice cannot be paid until approved and received in the accounting system, if applicable,

10. PROCUREMENT LIMITS AND ASSOCIATED REQUIREMENTS

- 10.1.** The Utah Procurement Code, Title 63G, Chapter 6a, of the Utah Code, along with the corresponding Utah Procurement Rules, R33-1 through 26, are a complex and comprehensive set of requirements and procedures for the expenditure of public funds. They are only briefly summarized and referenced here to guide employees who make purchases. Employees should contact the Purchasing Department with questions about making purchases in compliance with the Procurement Code and Rules.
- 10.2.** Except as otherwise provided in this policy, procurement of individual items is based on the following dollar amounts.
 - 10.2.1.** Purchases up to one thousand dollars (\$1,000) may be made by schools or departments without seeking competitive quotes or the Involvement of the Purchasing Department.
 - 10.2.2.** Except for sole-source procurement, purchases over one thousand dollars (\$1,000) and up to ten thousand dollars (\$10,000) require two (2) or more competitive written quotes, UTAH ADMIN. CODE R33-5-107(1), and may be made by schools or departments without Involvement of the Purchasing Department. Sole-source procurement (which is not applicable to purchases under one thousand dollars (\$1,000)) requires Involvement of the Purchasing Department. The quotes must be in writing and maintained in accordance with this policy. Quotes should be solicited from the widest practical selection of vendors. Contracts will be awarded to vendors from whom the best price can be obtained commensurate with quality, availability of stock, required delivery, financial responsibility, service, proven performance, technical competence, proximity, and other considerations deemed applicable.
 - 10.2.3.** Except for purchases made under Subsection 10.3 for student educational travel, purchases over ten thousand dollars (\$10,000) and up to fifty thousand dollars (\$50,000) require Involvement of the Purchasing Department. The school or department entering the requisition shall obtain two (2) or more written competitive quotes. UTAH ADMIN. CODE R33-5-107(2). The written quotes shall be maintained either by the school/department or the Purchasing Department at the discretion of

the Purchasing Department. Written quotes should be provided by the vendors on their letterhead, from their email address, or from a printout of a web page that clearly shows the vendor name and should include the vendor address, name of person providing the quote, quote date, complete description of the products or service along with the quantity and unit and extended prices, shipping charges, delivery terms, and payment terms.

- 10.2.4.** Purchases over fifty thousand dollars (\$50,000) require advertising and other procurement processes outlined in the Utah Procurement Code such as bidding and requests for proposal. Such purchases may be made only through the Legal Department or the Purchasing Department.
- 10.3.** Procurement requirements for Board-approved student educational travel are based on the dollar limits listed below. If arrangements (transportation, airfare, lodging, registration fees, etc.) are purchased separately, the dollar limits apply to each arrangement (e.g., all airfare or all lodging) and not the total costs of the entire student educational travel event. If arrangements are combined and purchased through a single vendor such as a travel agent, the dollar limits apply to the total amount of the combined arrangements. Purchases for student educational travel should not take place until provisional or final approval is obtained in accordance with Policy IICA, *Student Educational Travel*.
- 10.3.1.** For purchases up to one thousand dollars (\$1,000), schools may select the best source without seeking competitive quotes or the Involvement of the Purchasing Department.
- 10.3.2.** For purchases over one thousand dollars (\$1,000) and up to fifty thousand dollars (\$50,000), schools may proceed with the purchase without the Involvement of the Purchasing Department after obtaining two (2) or more written competitive quotes. All quotes must be documented and kept on file with the school.
- 10.3.3.** Purchases over fifty thousand dollars (\$50,000) require Involvement of the Purchasing Department.
- 10.4.** Procurement of design professional services (architectural and engineering services) shall be conducted by the Legal Department or the Purchasing Department and shall comply with either of the following:
- 10.4.1.** Design professional services that are less than one-hundred thousand dollars (\$100,000) may be procured only by the Purchasing Department or the Legal Department in accordance with the requirements set forth in UTAH ADMIN. CODE R33-5-105. Such requirements include reviewing the qualifications of at least three design professional firms, identifying minimum specifications, ranking the firms, and engaging in fee negotiations.
- 10.4.2.** Design professional services estimated to equal or exceed one-hundred thousand dollars (\$100,000) may be procured only by the Purchasing Department or the Legal Department and must follow the requirements set forth in UTAH CODE ANN. § 63G-6a-1501 through 1506 and UTAH ADMIN. CODE R33-15. Such requirements include designating members of a selection committee, providing public notice, making a request for statements of interest, providing definition of scope of work, evaluating statements of interest, selecting firms for discussions and/or interviews, holding discussions and/or interviews, and selecting the most qualified firms.
- 10.5.** Procurement of construction projects shall be conducted by the Legal Department or the Purchasing Department and shall comply with the following:
- 10.5.1.** All procurement of construction projects shall comply with the requirements set forth in UTAH ADMIN. CODE R33-13.

- 10.5.2.** Construction projects up to one hundred thousand dollars (\$100,000) may be procured only by the Purchasing Department or the Legal Department and must follow the requirements set forth in UTAH ADMIN. CODE R33-5-106.
- 10.5.3.** Construction projects up to two million five hundred thousand dollars (\$2,500,000) using an approved vendor list may be procured only by the Purchasing Department or the Legal Department and must follow the requirements set forth in UTAH ADMIN. CODE R33-5-106.5.

10.6. Procurement of items for the Child Nutrition program and others using federal awards or otherwise subject to federal procurement requirements must be conducted, as applicable, in accordance with 2 CFR part 200; 2 CFR parts 400 and 415, and 7 CFR part 210.21. In some instances federal requirements may be more restrictive than state requirements. Under 2 CFR 200.318(a), the District must comply with the more restrictive requirements.

10.6.1. Procurement using a federal award must be conducted through one of the following methods. However, even when using one of the following methods, if the state threshold is lower than the amount listed in this subsection, the more restrictive state threshold must be followed even when using federal funds.

10.6.1.1. Micro-purchase, which is the acquisition of goods or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold (\$10,000, but subject to adjustment under 48 CFR subpart 2.1). Micro-purchases may be awarded without soliciting competitive quotations if the price is reasonable. Micro-purchases should be distributed equitably among qualified suppliers. 2 CFR 200.320(a).

10.6.1.2. Small purchase procedures, which are relatively simple and informal methods for securing services, supplies, or other property that do not cost more than the simplified acquisition threshold (\$150,000, but subject to change under 48 CFR subpart 2.1). Price or rate quotations must be obtained from an adequate number of qualified sources. 2 CFR 200.320(b).

10.6.1.3. Sealed bids, which are bids that are publicly advertised and solicited. A firm fixed price contract is awarded to the responsible bidder whose bid is the lowest in price. 2 CFR 200.320(c).

10.6.1.4. Competitive proposals, which are proposals that are publicly advertised and solicited. A request for proposal (RFP) must identify all evaluation factors and their relative importance. 2 CFR 200.320(d).

10.6.1.5. Noncompetitive proposal, which is a proposal solicited from only one source. Procurement by noncompetitive proposal may be used only when the item is available only from a single source, an emergency will not permit a delay resulting from competitive solicitation, the federal awarding agency expressly authorizes it, or after solicitation of a number of sources competition is determined inadequate. 2 CFR 200.320(f).

10.6.2. The District must take steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible as described in 2 CFR 200.321.

10.6.3. When procuring items or services in excess of the simplified acquisition threshold using a federal award, including contract modifications, the District must perform a cost or price analysis as described in 2 CFR 200.323.

10.6.4. When procuring items for the Child Nutrition program, the District must, to the maximum extent practicable, purchase domestic commodities or products and required under the “Buy American” provision of 7 CFR 210.21.

10.6.5. A contract expending funds from a federal award must contain the applicable provisions described in Appendix II to Part 200 of the Code of Federal Regulations.

10.6.6. The District may accept and pay for only those items properly procured. The District must perform a screening process for each product through Warehouse Purchasing to certify that the product description, quality, quantity, and pricing matches the ordered product requirements. The District must refuse all substitutions delivered without prior approval.

10.6.7. All records of procurement using a federal award, including requests, rationale for the procurement method used, financial records, supporting documents, statistical records, etc. must be retained for three years as described in 2 CFR 200.333.

~~10.6.~~10.7. In all procurement, orders must not be artificially split in an attempt to allow the purchase to meet a lower dollar limit category or avoid procurement requirements.

~~10.7.~~10.8. Purchases for which a Utah State contract exists may or may not require competitive quotes. State contract rules require additional quotes on certain items. Information on Utah State contracts is available for review in the Purchasing Department or at www.purchasing.utah.gov.

11. VENDOR RELATIONS

With the school Principal's permission, sales representatives that have been issued a visitation pass by the Purchasing Department may be permitted to advertise in accordance with Nebo School District Policy KACA, *School Advertising Restrictions*.

12. RECEIPT AND ACCEPTANCE OF GOODS

12.1. The school or department receiving ordered items must inspect them for obvious damage, irregularities, or discrepancies. If none are found, the items should be marked as received in the accounting system. If items are damaged, have irregularities, or have other discrepancies the school or department is responsible for notifying the vendor immediately of damage, irregularities, or discrepancies. This immediate notification should include the purchase order number, tracking number, date and time received, description of items damaged and condition, condition of shipping container upon receipt, and name of the carrier.

12.2. All damaged materials shall be preserved in their original state and in the original container. If damage is evident, the receiver should refuse the shipment based on that damage or should request the delivery personnel acknowledge the damage by having him/her make a note of this damage on the receiver copies before the shipment is accepted.

13. PROHIBITED CONDUCT

13.1. Any person acting as a procurement officer for the District, or who in any capacity participates in the procurement of any supplies, services, construction, real property, or insurance for the District, shall not ask, receive, or offer to receive any compensation, gratuity, contribution, loan, or reward, or any promise thereof, either for the person's own use or the use or benefit of any other person or organization, from any person interested in the sale of such supplies, services, construction, real property, or insurance.

13.2. A person who is interested in any way in the sale of any supplies, services, construction, real property, or insurance to the District shall not give promise thereof, to any person active in the procurement of such supplies, services, construction, real property, or insurance, whether it is given for his or her own use or for the use or benefit of any other person or organization.

13.3. Any person acting as a procurement officer for the District may not make purchases in the District's name for personal purposes or for the benefit of other individuals.

EXHIBITS

None

REFERENCES

[2 CFR Part 200](#)

[2 CFR Parts 400 and 415](#)

[7 CFR Part 210](#)

[48 CFR Part 2.1](#)

Utah Procurement Code, UTAH CODE ANN. § 63G-6a-101 et seq.

Utah Procurement Rules, UTAH ADMIN. CODE R33-1-1 et seq.

Nebo School District Policy IICA, *Student Educational Travel*

Nebo School District Policy KAC, *School Fundraising Activities*

Nebo School District Policy KACA, *School Advertising Restrictions*

FORMS

None

HISTORY

Revised 12 June 2019 – [added subsection on procurement using federal awards.](#)

Revised 9 May 2018 – updated consistent with changes to procurement code and rules.

Revised 13 November 2013 – updated dollar amounts for architectural or engineering services.

Revised or adopted 19 June 2007.

BOARD RESOLUTION

Proposed Motion

I make the motion to adopt the Board Resolution acknowledging and supporting the observation of May 8, 2019 as School Nurse Day in Utah.

Board Resolution

RESOLVED that, the Board of Education of Nebo School District hereby acknowledges and supports the observation of May 8, 2019 as School Nurse Day in Utah, as per official Declaration by the Governor of the State of Utah, Gary R. Herbert.

– SEE ATTACHED GOVERNOR’S DECLARATION –

Approved: 8 May 2019

AGREEMENT
Between the
NEBO EDUCATION ASSOCIATION & NEBO SCHOOL DISTRICT
For the 2019-2020 School Year

Certified Employee Salaries and Benefits Summary

<u>ISSUE</u>	<u>DETAILS</u>
Salary	- 3.5% base salary increase.
Salary Adjustments	- New \$550 stipend per 1.0 FTE qualifying certified employee from the Teacher Student Success Act (TSSA) to be added to the Certified Salary Schedule - The \$4,200 teacher salary adjustment will continue to be added to the Certified Salary Schedule. - The published salary schedule includes the \$4,200 Legislative Salary Adjustment and the \$550 TSSA stipend
Steps and Lanes	Step increases and lane changes for the 2019-2020 school year will be fully funded.
Instructional Days	There will be 180 instructional days and 5 District Development Days.
Contract Days	The 2019-2020 teaching contract for Certified Employees is 185 days.
Certified Handbook	As agreed upon through contract discussions, the updated certified handbook language was jointly approved April 22, 2019. Red-line strike-out copies are available for review in Nebo School District's Legal Department.
Insurance	There will be no insurance premium increase for full-time Nebo District Employees. The District will continue to provide medical insurance through the Select Health Share Network. All covered employees will remain on a Consumer Driven Health Plan – CDHP (also known as a High Deductible Health Plan – HDHP). The employee will pay a portion of the premium. Following are details of the insurance plan as recommended by the Joint Insurance Committee:

DEDUCTIBLE AND OUT-OF-POCKET MAXIMUMS FOR BASE PLAN

- \$2,700 in-network deductible for single coverage
- \$5,400 in-network deductible for two-party coverage
- \$5,400 in-network deductible for family coverage
- \$5,400 in-network deductible for dual coverage
- \$3,700 out-of-pocket maximum for single coverage
- \$7,400 out-of-pocket maximum for two-party coverage
- \$7,400 out-of-pocket maximum for family coverage
- \$5,400 out-of-pocket maximum for dual coverage

OTHER INSURANCE INFORMATION FOR BASE PLAN

- One member of the two-party or family meets the in-network deductible at \$2,700; the rest of the two-party or family will meet the in-network deductible at \$5,400.
- One member of the two-party or family meets the in-network out-of-pocket maximum at \$3,700; the rest of the two-party or family will meet the in-network out-of-pocket maximum at \$7,400.

- Employee will pay 20% of the costs between the deductible and the out-of-pocket maximum. The insurance carrier will pay 80% of the cost between the deductible and the out-of-pocket maximum.

OPTION PLAN

There will be an “Option” plan available that employees may select. The added cost of the “Option” plan will be paid by the employee. The Option plan deductible is not embedded.

EMPLOYEE PREMIUM FOR THE OPTION PLAN

Option plan rates are as follows: \$34 single, \$107 for two-party, \$187 family, \$94 dual two-party, \$191 for dual-family.

EMPLOYEE PREMIUM FOR THE BASE PLAN

The premium costs for full-time employees on the base plan for the 2019-20 plan year will be: \$25 single, \$85 two-party, \$135 family, \$85 for dual two-party, and \$135 for dual family coverage. The premiums will be withheld over 10 months starting in September 2019 and continuing through June 2020.

PREVENTATIVE PRESCRIPTION PLAN

The Base and Option plans include Select Health’s Prescription Plan. Prescriptions will be available on a tiered schedule.

HEALTH SAVINGS ACCOUNT

Nebo School District will match contributions to Health Savings Accounts (HSA) through Health Equity for eligible employees. Following are details of the plan:

- Eligible employees are those who are covered on the Select Health Plan previously described.
- Annual match from the District to HSAs for eligible full-time employees on the base plan will be \$675 for those with single coverage, \$1,350 for those with two-party coverage, \$1,350 for those with family coverage, \$1,350 for those with dual two-party coverage, and \$1,350 for those with dual family coverage.
- Annual match from the District to HSAs for eligible full-time employees on the Option plan will be \$400 for those with single coverage, \$800 for those with two-party coverage, \$800 for those with family coverage, \$800 for those with dual two-party coverage, and \$800 for those with dual family coverage.
- The HSA match will be made as the employees contribute to their HSA starting September 2019 and continuing through June 2020.
- Those on dual two-party or dual family base plans will have an additional \$1,350 per year added to their HSA by the District on a non-match basis.
- Those on dual two-party or dual family Option plans will have an additional \$800 per year added to their HSA by the District on a non-match basis.

SUPPLEMENTAL INSURANCE THROUGH MET LIFE

Optional supplemental insurance will be available through MetLife for additional coverage in the areas of hospitalization, critical illnesses, and accidental injuries. Employees who opt for the coverage will pay the premium cost of the supplemental insurance.

DENTAL

Employees will continue to have the option to buy group dental insurance through Educators Mutual Insurance (EMI). The employee pays the entire premium for dental insurance.

VISION

Employees will continue to have the option to buy group vision insurance through VSP and EyeMed. The employee pays the entire premium for vision insurance.

Employee Wellness Plan

Nebo School District will continue the Employee Wellness Plan for the 2019-2020 school year. To benefit from the contract with Select Health, Nebo School District must meet minimum benchmark requirements on participation levels. Failure to achieve these benchmarks will result in increased insurance rates. Nebo School District is offering an incentive to complete the wellness requirements that includes either a wellness day or a \$50.00 gift card. The deadline for completion is March 1, 2020. Following are the healthy living requirements as outlined by Select Health:

- Create a “My Health” account on selecthealth.org.
- Select a primary care physician on the “My Health” portal
- Attend a workplace health education and screening event or complete a preventative exam from a physician
- Complete a health assessment on the “My Health” portal
- Take one or more digital coaching programs on the “My Health” portal.
- Create an account with Virgin Pulse and successfully participate and record results in Virgin Pulse for two activity campaigns
- Establish an HSA, if allowable, and contribute at least 25% of the annual deductible. Employees will benefit from the matching money Nebo School District will contribute.
- Participate in care management if applicable
- Complete at least one “check in” with digital health coaching (**new for 2019-20**).

Employees who fail to complete the requirements will be subject to a payroll deduction of \$50 per month, up to \$200 maximum.

OTHER WELLNESS OPTIONS

- Prize drawings will be offered to *all* employees and participating spouses who participate in monthly wellness campaigns.
- A \$35 gift card for completing preventative screenings will be limited to employees not eligible for District health insurance. Spouses on District health insurance may participate.

Note: Health Insurance and the Employee Wellness Plans apply to all eligible employees who choose to utilize District health insurance including classified, certified, and administrative employees. Representatives from each of these three groups of employees meet throughout the school year in committees in order to monitor usage, analyze trends, propose changes, and make recommendations to the Board concerning District health insurance and the Employee Wellness Plan.

IN WITNESS WHEREOF, the parties hereunder set their hands this 8th day of May, 2019.

THE BOARD OF EDUCATION OF
NEBO SCHOOL DISTRICT

Christine Riley, President

THE NEBO EDUCATION
ASSOCIATION

Brad Shuler, President

MEMORANDUM OF UNDERSTANDING
Classified Employee Salaries and Benefits Summary
Between the
CLASSIFIED EMPLOYEES & NEBO SCHOOL DISTRICT
For the 2019-2020 School Year

ISSUE

DETAILS

Salary

3.5 % Base Salary Increase
Elementary librarian hours increase (5-day minimum)

Steps and Lanes

Step and Lane increases for the 2019-2020 school year will be fully funded.

Classified Handbook

The Classified Handbook language was updated and reviewed with the Classified Employee Advisory Committee throughout the year. A final review and approval was completed with the committee on May 1, 2019. Red-line strike-out copies are available for review in Nebo School District's Legal Department.

Insurance

There will be no insurance premium increase for full-time Nebo District Employees. The District will continue to provide medical insurance through the Select Health Share Network. All covered employees will remain on a Consumer Driven Health Plan – CDHP (also known as a High Deductible Health Plan – HDHP). The employee will pay a portion of the premium. Following are details of the insurance plan as recommended by the Joint Insurance Committee:

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OTHER INSURANCE INFORMATION FOR BASE PLAN

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There will be an "Option" plan available that employees may select. The added cost of the "Option" plan will be paid by the employee. The Option plan deductible is not embedded.

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SUPPLEMENTAL INSURANCE THROUGH MET LIFE

Optional supplemental insurance will be available through MetLife for additional coverage in the areas of hospitalization, critical illnesses, and accidental injuries. Employees who opt for the coverage will pay the premium cost of the supplemental insurance.

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- Participate in care management if applicable
- Complete at least one “check in” with digital health coaching (**new for 2019-20**).

Employees who fail to complete the requirements will be subject to a payroll deduction of \$50 per month, up to \$200 maximum.

OTHER WELLNESS OPTIONS

- Prize drawings will be offered to *all* employees and participating spouses who participate in monthly wellness campaigns.
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Note: Health Insurance and the Employee Wellness Plans apply to all eligible employees who choose to utilize District health insurance including classified, certified, and administrative employees. Representatives from each of these three groups of employees meet throughout the school year in committees in order to monitor usage, analyze trends, propose changes, and make recommendations to the Board concerning District health insurance and the Employee Wellness Plan.

Approved by Nebo School Board
May 8, 2019

MEMORANDUM OF UNDERSTANDING

Between the NEBO MANAGEMENT TEAM & NEBO SCHOOL DISTRICT Management Team Salaries and Benefits Summary For the 2019-2020 School Year

<u>ISSUE</u>	<u>DETAILS</u>
Salary	3.5 % base salary increase The administrative position percentages have been adjusted
Contract Days	There will be 260 contract days.
Steps and Lanes	Step and Lane increases for the 2019-2020 school year will be fully funded.
Management Team Handbook	Changes and updates were made to the Management Team Handbook throughout the year. Red-line strike-out copies are available for review in Nebo School District's Legal Department.
Insurance	There will be no insurance premium increase for full-time Nebo District Employees. The District will continue to provide medical insurance through the Select Health Share Network. All covered employees will remain on a Consumer Driven Health Plan – CDHP (also known as a High Deductible Health Plan – HDHP). The employee will pay a portion of the premium. Following are details of the insurance plan as recommended by the Joint Insurance Committee:

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- Complete a health assessment on the “My Health” portal
- Take one or more digital coaching programs on the “My Health” portal.
- Create an account with Virgin Pulse and successfully participate and record results in Virgin Pulse for two activity campaigns
- Establish an HSA, if allowable, and contribute at least 25% of the annual deductible. Employees will benefit from the matching money Nebo School District will contribute.
- Participate in care management if applicable
- Complete at least one “check in” with digital health coaching (**new for 2019-20**).

Employees who fail to complete the requirements will be subject to a payroll deduction of \$50 per month, up to \$200 maximum.

OTHER WELLNESS OPTIONS

- Prize drawings will be offered to *all* employees and participating spouses who participate in monthly wellness campaigns.
- A \$35 gift card for completing preventative screenings will be limited to employees not eligible for District health insurance. Spouses on District health insurance may participate.

Note: Health Insurance and the Employee Wellness Plans apply to all eligible employees who choose to utilize District health insurance including classified, certified, and administrative employees. Representatives from each of these three groups of employees meet throughout the school year in committees in order to monitor usage, analyze trends, propose changes, and make recommendations to the Board concerning District health insurance and the Employee Wellness Plan.

Board Approved on May 8, 2019

TEACHER & STUDENT SUCCESS ACT PLAN GUIDELINES AND PROCESSES

As adopted by Nebo District School Board of Education
May 2019

In accordance with Section 53G-7-1304 of S.B. 149, Nebo School District's Board of Education is providing guidelines and processes for schools to develop a teacher and student success plan. Yearly, each school will submit a plan to the Nebo School Board for approval. In addition, each school will post their plans and budgets on the school's website. The plan will include a goal and action steps to address the school's greatest academic need(s), measurements of current performance, and a budget of expenditures to support the plan. The plan may include professional learning, additional FTEs, school personnel stipends, technology, class reduction strategies, augmentation of existing programs, or other means which enhance student academic achievement. Plans and accompanying funds fall into two areas: Nebo Framework for Student Success requirements and other district and school initiated areas of focus.

Nebo Framework for Student Success

In order to realize the district's goal of providing a guaranteed and viable curriculum for all students in Nebo School District, the Framework for Student Success provides the structure for professional collaboration and learning with district-wide teacher teams. TSSA allocations should support these efforts in providing compensation to teachers to engage in professional learning in all subject areas within the Framework, including College and Career Ready and ACT efforts. In addition, related materials, textbooks, and licenses could also be funded through TSSA allocations. Under this plan, the Framework supports are required participation from all schools within Nebo School District.

Other Areas of Need

In addition to the academic needs addressed in the Framework for Student Success, Nebo School District and individual schools will identify other areas of need specific to their own community of learners. It is encouraged that TSSA allocations be used to support these efforts in professional learning, personnel, technology, textbooks and materials. Appropriate uses of the funds include collaborative and professional learning compensation for team development, program creation and refinement, and individual classroom and team initiatives. It is also permissible to use allocations for FTEs and technology upgrades such as licenses and devices. TSSA goals in this area are at the discretion of the individual schools.

Trustlands

Trustland allocations and plans continue to be at the discretion of the school's community council to address the greatest academic needs. Teacher and Student Success Act Plans and Trustland Plans work in conjunction with each other and expenditures should complement one another.

Accountability & Transparency

As outlined in S.B. 149, accountability is measured by meeting the threshold of points established by the Utah State Board of Education and demonstrating at least 1% increase in the total points received under the statewide school accountability system compared to the previous school year. Nebo School District's Board of Education will annually review goals and progress. School TSSA Plans should be based upon appropriate student achievement measurements.

BOARD MOTION

Proposed Motion

I make the motion to adopt the Board Resolutions approving Westland Construction, Inc. of Orem, Utah as the Construction Manager/General Contractor for pre-construction and construction period services for the construction of Maple Grove Middle School in Mapleton, Utah.

BOARD RESOLUTION

RESOLVED that, after due consideration, the Board of Education of Nebo School District hereby approves the procurement of pre-construction and construction period services from Westland Construction, Inc. of Orem, Utah, for the construction of Maple Grove Middle School in Mapleton, Utah.

FURTHER RESOLVED that Nebo School District's legal counsel and administration are authorized to negotiate, draft, and execute an appropriate Agreement for said pre-construction and construction period services from Westland Construction, Inc. for the construction of Maple Grove Middle School in Mapleton, Utah.

FURTHER RESOLVED that this approval is contingent upon Westland Construction, Inc. executing an Agreement with Nebo School District for such construction services for Maple Grove Middle School.

FURTHER RESOLVED that this approval is subject to the right of Nebo School District, in its sole and absolute discretion, to cancel the contract during or at the conclusion of the pre-construction services.

FINALLY, BE IT RESOLVED that in the event Westland Construction, Inc. refuses or fails to execute a contract for such construction services for Maple Grove Middle School, Nebo School District may pursue any of the following options: (a) award this project to the next highest ranked CM/GC company selected by the CM/GC Evaluation Committee (this process may continue with each successive CM/GC company, in order of ranking, until a contract is agreed upon and executed); (b) proceed with a new Request for Proposals ("RFP") procurement process for a Construction Manager/General Contractor; or (c) District legal counsel and administration determine that it would not be in the best interest of Nebo School District to proceed at this time with the construction of Maple Grove Middle School.

Background Information

On April 9, 2019, Nebo School District advertised a Request for Proposals ("RFP") for a Construction Manager/General Contractor ("CM/GC") for the construction of Maple Grove Middle School in Mapleton, Utah; and Spring Canyon Middle School in Springville, Utah. In response to the RFP, a total of three (3) construction companies (Bud Mahas Construction, Inc.; Hogan & Associates Construction, Inc.; and Westland Construction, Inc.) submitted proposals that were due on April 24, 2019. A CM/GC Evaluation Committee (comprised of Scott Card, Dean Rowley, Matt Gledhill, Ann Anderson, Tracy Olsen, Frank Daybell, and Skyler Rubel of MHTN Architects, Inc.) evaluated the proposals on April 30, 2019. Westland Construction, Inc. received the highest score and ranking from the CM/GC Evaluation Committee in accordance with the evaluation criteria as per the RFP, and was determined to be the most responsive and responsible construction company to provide the pre-construction and construction services for the construction of Maple Grove Middle School in Mapleton, Utah.

Approved: 8 May 2019

BOARD MOTION

Proposed Motion

I make the motion to adopt the Board Resolutions approving Hogan & Associates Construction, Inc. of Centerville, Utah as the Construction Manager/General Contractor for pre-construction and construction period services for the construction of Spring Canyon Middle School in Springville, Utah.

BOARD RESOLUTION

RESOLVED that, after due consideration, the Board of Education of Nebo School District hereby approves the procurement of pre-construction and construction period services from Hogan & Associates Construction, Inc. of Centerville, Utah, for the construction of Spring Canyon Middle School in Springville, Utah.

FURTHER RESOLVED that Nebo School District's legal counsel and administration are authorized to negotiate, draft, and execute an appropriate Agreement for said pre-construction and construction period services from Hogan & Associates Construction, Inc. for the construction of Spring Canyon Middle School in Springville, Utah.

FURTHER RESOLVED that this approval is contingent upon Hogan & Associates Construction, Inc. executing an Agreement with Nebo School District for such construction services for Spring Canyon Middle School.

FURTHER RESOLVED that this approval is subject to the right of Nebo School District, in its sole and absolute discretion, to cancel the contract during or at the conclusion of the pre-construction services.

FINALLY, BE IT RESOLVED that in the event Hogan & Associates Construction, Inc. refuses or fails to execute a contract for such construction services for Spring Canyon Middle School, Nebo School District may pursue any of the following options: (a) award this project to the next highest ranked CM/GC company selected by the CM/GC Evaluation Committee (this process may continue with each successive CM/GC company, in order of ranking, until a contract is agreed upon and executed); (b) proceed with a new Request for Proposals ("RFP") procurement process for a Construction Manager/General Contractor; or (c) District legal counsel and administration determine that it would not be in the best interest of Nebo School District to proceed at this time with the construction of Spring Canyon Middle School.

Background Information

On April 9, 2019, Nebo School District advertised a Request for Proposals ("RFP") for a Construction Manager/General Contractor ("CM/GC") for the construction of Maple Grove Middle School in Mapleton, Utah; and Spring Canyon Middle School in Springville, Utah. In response to the RFP, a total of three (3) construction companies (Bud Mahas Construction, Inc.; Hogan & Associates Construction, Inc.; and Westland Construction, Inc.) submitted proposals that were due on April 24, 2019. A CM/GC Evaluation Committee (comprised of Scott Card, Dean Rowley, Matt Gledhill, Ann Anderson, Tracy Olsen, Frank Daybell, and Skyler Rubel of MHTN Architects, Inc.) evaluated the proposals on April 30, 2019. Hogan & Associates Construction, Inc. received the highest score and ranking from the CM/GC Evaluation Committee in accordance with the evaluation criteria as per the RFP, and was determined to be the most responsive and responsible construction company to provide the pre-construction and construction services for the construction of Spring Canyon Middle School in Springville, Utah.

Approved: 8 May 2019



NEBO SCHOOL DISTRICT BOARD OF EDUCATION POLICIES AND PROCEDURES

SECTION: J - Student
POLICY TITLE: Student Fees
FILE NO.: JN
DATED: May 8, 2019

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 4. AUTHORITY TO CHARGE FEES
 5. LIMITATIONS ON FEES
 6. FEE WAIVERS AND APPEALS
 7. ALTERNATIVES IN LIEU OF FEES
 8. NOTICE AND TRAINING REQUIREMENTS
 9. VOLUNTARY DONATIONS
 10. COLLECTION OF UNPAID FEES
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1. PURPOSE AND PHILOSOPHY

Utah law requires that the imposition of any fee in public elementary or secondary schools be authorized by the local school board. Therefore, all fees assessed by Nebo School District schools must be approved by the Board of Education and listed on the applicable Fee Schedule. This policy is designed to limit student expenditures and to provide guidance and procedures regarding fees imposed upon students in the District.

2. DEFINITION OF FEE

2.1. "Fee" means a charge, expense, deposit, rental, or payment:

2.1.1. regardless of how the charge, expense, deposit, rental, or payment is termed, described, requested, or required directly or indirectly;

2.1.2. in the form of money, goods, or services; and

2.1.3. that is requested or required as a condition to a student's full participation in an activity, course, or program that is provided, sponsored, or supported by the District or its schools.

2.2. "Fee" includes:

2.2.1. something of monetary value that is impliedly or explicitly mandated or necessary for a student, parent, or family to provide so that a student may

2.2.1.1. fully participate in school or in a school activity, class or program;

2.2.1.2. successfully complete a school class for the highest grade; or

2.2.1.3. avoid a direct or indirect limitation on full participation in a school activity, class, or program, including limitations created by

- 2.2.1.3.1. peer pressure, shaming, stigmatizing, bullying, or the like; or
 - 2.2.1.3.2. withholding or curtailing any privilege that is otherwise provided to any other student;
 - 2.2.2. money or something of monetary value raised by a student or the student's family through fundraising;
 - 2.2.3. charges or expenditures for a school field trip or activity trip, including related transportation, food, lodging, and admission charges;
 - 2.2.4. payments made to a third party that provides a part of a school activity, class, or program;
 - 2.2.5. charges or expenditures for classroom:
 - 2.2.5.1. textbooks;
 - 2.2.5.2. supplies; or
 - 2.2.5.3. materials;
 - 2.2.6. charges or expenditures for school activity clothing; and
 - 2.2.7. a fine other than a fine described in Subsection 2.3.2.
- 2.3. "Fee" does not include:
 - 2.3.1. a non-waivable charge as described in Section 3
 - 2.3.2. a student fine for:
 - 2.3.2.1. failing to return school property;
 - 2.3.2.2. losing, wasting, or damaging private or school property through intentional, careless, or irresponsible behavior, or as described in UTAH CODE ANN. § 53G-8-212; or
 - 2.3.2.3. improper use of school property, including a parking violation;
 - 2.3.3. a payment for school breakfast or lunch;
 - 2.3.4. a deposit that is:
 - 2.3.4.1. a pledge securing the return of school property; and
 - 2.3.4.2. refunded upon the return of the school property; or
 - 2.3.5. a charge for insurance, unless the insurance is required for a student to participate in an activity, course, or program.

3. NON-WAIVABLE CHARGES

- 3.1. The following are non-waivable charges and do not constitute fees subject to waivers or other restrictions set forth by this policy.
- 3.1.1. A personal discretionary charge or purchase, including
 - 3.1.1.1. A charge for insurance, unless the insurance is required for a student to participate in an activity, class, or program;
 - 3.1.1.2. A charge for college credit related to the successful completion of a concurrent enrollment class or an advanced placement examination; and
 - 3.1.1.3. Except when requested or required by the District, a charge for a personal consumable item such as a student picture, yearbook, class ring, graduation announcement, letterman jacket or sweater, or similar item. Schools may also offer parents/guardians the convenience of purchasing physical education clothing at a reasonable cost through the school. The cost of such clothing shall not be considered a fee unless the particular style, color, or brand of clothing is required by the school.
 - 3.1.2. A charge for replacement or repair of items lost or damaged by a student.
- 3.2. Project-related courses must be based upon projects and experiences that are free to all students. Students may be allowed to choose optional projects for which they must provide materials, but a student may not be required to select an optional project as a condition for enrolling in or completing a course. The cost of materials for such optional projects is not considered a fee and will not be waived. However, costly optional projects should be avoided if they result in pressure by teachers or peers to construct such projects.
- 3.3. A reasonable charge may be assessed to cover the cost of duplicating student record transcripts when such transcripts are to be provided to the student or mailed to colleges, universities, or places of employment. A charge will not be assessed for transcripts which are required as part of a transfer to another public or private elementary or secondary school. These charges are not considered to be school fees.
- 3.4. Schools may assess a reasonable admission charge for optional attendance at school dances, performances, competitions, or games when those activities are not held during the school day. Secondary students are issued activity cards which allow free or reduced price admission to extra-curricular activities sponsored by their schools. Except for admission charges that are determined by the Utah High School Activities Association or by the local competitive region to which the high schools belong, a schedule of admission charges assessed in connection with extra-curricular activities must be reviewed and approved each year by the School Community Council.
- 3.5. The optional purchase of an item available to students from a vending machine, concession stand, or school store is not a fee.
- 3.6. A convenience charge may be assessed for credit card transactions. The convenience charge does not constitute a fee if students and parents have the option of paying by cash or check to avoid it. The convenience charge may be designated as a fixed dollar amount per transaction or as a percentage of the charged amount.
- 3.7. Federal law permits schools to charge for food or drink provided as part of the Child Nutrition Program in both elementary and secondary schools. Parents may submit an application to the District for free or reduced price meals and milk in accordance with Nebo School District Policy EF, *Child Nutrition Programs*.

4. AUTHORITY TO CHARGE FEES

Under the Utah Constitution, public elementary and secondary schools are to be free, except that the legislature is permitted to authorize the imposition of fees in secondary schools. Utah law permits the charging of fees as described in this section.

4.1. Elementary Schools

- 4.1.1. For purposes of this policy, an elementary student is a student enrolled a school that provides instruction to students in grades kindergarten, 1, 2, 3, 4, 5, or 6, except for students in grade 6 attending a middle school that provides instruction to students in grades 6 and 7.
- 4.1.2. Except as specifically provided in this section, Utah law prohibits the charging of fees for anything that takes place during an elementary student's regular school day, including but not limited to, textbooks, classroom equipment or supplies, field trips, and assemblies.
- 4.1.3. Fees may be charged by elementary schools for programs offered before or after school or during school vacations. No fee may be charged to or requested of an elementary student unless the fee has first been approved by the Board and listed on the Elementary Fee Schedule.
 - 4.1.3.1. Any such fees are subject to fee waivers under Section 6 of this policy.
 - 4.1.3.2. Alternatives to fee waivers may not be required of elementary students.
- 4.1.4. An elementary school or elementary school teacher may compile and provide a suggested list of supplies for use during the regular school day so that parents and guardians may furnish those on a voluntary basis. Suggested lists must be preceded by the following language:

NOTICE: THE ITEMS ON THIS LIST WILL BE USED DURING THE REGULAR SCHOOL DAY. THEY MAY BE BROUGHT FROM HOME ON A VOLUNTARY BASIS. OTHERWISE, THEY WILL BE FURNISHED BY THE SCHOOL.

4.2. Secondary Schools

- 4.2.1. Secondary students are students, including students in grade 6, enrolled in a middle school, junior high, or high school.
- 4.2.2. Utah law permits the charging of fees to secondary students. No fee may be charged to or requested of secondary student unless the fee has first been approved by the Board and listed on the applicable Middle School, Junior High, or High School Fee Schedule.
- 4.2.3. Secondary students may be required to provide student supplies. Student supplies are items which are the personal property of a student which, although used in the instructional process, are also commonly purchased and used by persons not enrolled in the class or activity in question and have a high probability of regular use in other than school-sponsored activities. Student supplies include:
 - 4.2.3.1. pencils;
 - 4.2.3.2. paper;
 - 4.2.3.3. notebooks;
 - 4.2.3.4. crayons;
 - 4.2.3.5. scissors;

- 4.2.3.6. basic clothing for healthy lifestyle classes; and
- 4.2.3.7. similar personal or consumable items over which a student retains ownership.
- 4.2.4. Student supplies do not include items listed in subsection 4.2.3 if the school requests or requires a specific brand, color, or special imprint in order to create a uniform appearance not related to basic function.
- 4.2.5. Except for student supplies as described in subsection 4.2.3, students cannot be required or requested by a teacher or other person to pay fees or provide any materials, money, or any other thing of value unless that requirement has been approved by the Board of Education and included in the District Fee Schedule. **No fee is considered optional, and ALL fees are subject to fee waivers under Section 6 of this policy.**
- 4.2.6. No teacher, coach, or other person acting as a representative of the school may sponsor a summer camp or other out-of-season activity unless the costs are within the limits approved by the Board of Education and included on the fee schedule. Fees for summer and out-of-season activities are subject to the waiver provisions of section 6.
- 4.2.7. Expenditures for uniforms, costumes, clothing, and accessories (other than items of typical student dress) which are required for participation in choirs, pep clubs, drill teams, athletic teams, bands, orchestras, or other student groups, are fees requiring approval by the Board of Education and are subject to fee waivers.
- 4.2.8. Expenditures for student travel as part of a school team, student group, or other school-approved trip are fees requiring approval by the Board of Education and are subject to fee waivers.
- 4.2.9. Activities and competitions sponsored by the Utah High School Activities Association (UHSAA) must adhere to applicable UHSAA budget restrictions.
- 4.3. Fee Schedules for the District, listing all approved fees, shall be adopted at least once each year by the Board of Education in a regularly scheduled public meeting. The approved District Fee Schedules will be available to parents/guardians prior to the beginning of each school year.

5. LIMITATIONS ON FEES

- 5.1. Consistent with this policy, students may be charged reasonable fees as listed in the applicable Fee Schedule.
- 5.2. No employee may charge a fee or request something of monetary value that is not a fee approved by the Board and listed on the applicable fee schedule.
- 5.3. A fee charged to a student must be equal to or less than the actual cost to the district of the student's participation in the activity for which the fee is charged.
- 5.4. No fee may supplant or subsidize any other fee.
- 5.5. Each fee schedule adopted by the Board must include the following:
 - 5.5.1. The specific amount of each fee;
 - 5.5.2. The total amount a student may be charged for each activity, class, or program if a student is charged multiple fees related to one activity, class, or program;
 - 5.5.3. A statement referencing the fee waiver policy and appeal information;

- 5.5.4. A spending plan for each fee;
- 5.5.5. A per-student annual maximum fee amount for participation in all activities. Anything earned through an individual fundraiser is included.

5.6. Beginning with the 2022-2023 school year, a fee schedule may not include a textbook fee.

5.7. In project-related courses, projects required for course completion shall be free.

6. FEE WAIVERS AND APPEALS

6.1. Fees will be waived for students who qualify for fee waiver under Utah law. Fees may be waived for other reasons at the discretion of the principal. Alternatives to fee waivers may be required as provided in Section 5.3 below.

6.1.1. If a family's income does not exceed the statewide defined standard, or if the student receives Supplemental Security Income (SSI) payments, or if the family is receiving Temporary Assistance to Needy Families (TANF) or Supplemental Nutrition Assistance Program benefits (food stamps), or if the student was placed in the home by the government as a foster student, or if the student is in state custody, the student qualifies for a fee waiver under Utah law, and the school must waive fees.

6.1.2. If a family is having a financial emergency caused by job loss, major illness, or other substantial loss of income beyond the family's control, the student may be eligible for fee waiver even if other eligibility criteria are not met. The school principal is empowered to make a determination of eligibility in those cases.

6.1.3. Parents/Guardians may, at their discretion, apply for partial fee waivers. Those requests will be processed in the same manner as requests for waiver of all fees. Unless parents/guardians have specifically requested a partial fee waiver, all fees must be waived for eligible students.

6.2. A parent/guardian may apply for a fee waiver by submitting a Fee Waiver Application. Application forms are to be made available to all parents/guardians prior to the beginning of each school year.

6.2.1. The following documentation may be used to verify fee waiver eligibility: documentation of household income in the form of a current pay stub or tax return (approval for eligibility of school lunch is not enough); for SSI, a benefit verification letter; for TANF, a letter of decision covering the period for which the fee waiver is sought from Utah Department of Workforce Services; for foster custody, the student in custody required intake form and school enrollment letter or both provided by the case worker from the Utah Division of Child and Family Services.

6.2.2. Approval or denial of applications will be determined by the school administrator based on established Utah state and federal guidelines. If the application is denied, the school administrator will provide to the parent/guardian a Decision and Appeal Form. The form will explain the reason the application was denied and how to appeal the decision. If a parent/guardian appeals the denial of fee waivers, the fee will not need to be paid until the appeal is decided.

6.2.3. All information provided in the application will be kept confidential. Following the final approval/denial of the fee waiver application, eligibility documentation will be returned to the parent or destroyed. The school will keep a record of the application itself (the fees being requested for waiver) and the fee statement (the fees that were waived) until four (4) years after the student has left the District and then destroy them.

6.2.4. Fee waiver documentation may be required at any time by the school, or a parent may ask for review for good cause. Schools may transfer fee waiver information to other schools to which students advance or transfer.

6.3. Fee waiver eligible students must be able to enroll and participate fully in any class or activity sponsored by the school regardless of whether it is during the regular class day or after school or during the summer without paying a fee. “Non-waivable” or “optional” fees do not exist.

6.3.1. Driver’s education programs which are school sponsored are fee waiver eligible. Fees paid to the Department of Motor Vehicles are NOT eligible for waiver, but any fees required as part of the course must be waived for eligible students. Fees for driver’s education programs that are provided by a community education program are not subject to fee waivers.

6.3.2. The cost of rental of the graduation cap and gown is a waivable fee.

7. ALTERNATIVES IN LIEU OF FEES

7.1. Nebo School District schools may require alternatives to fee waivers, other than a waiver of a textbook fee, to students in grades 7 through 12. Alternatives to fee waivers may not be required of students in grades kindergarten through six.

7.1.1. Alternatives to waiving school fees may include such things as a reasonable requirement for tutoring of other students, custodial work, or other service at the school. School or community service requirements and fundraising activities must be appropriate to the age, physical condition, and maturity of the student, and must be conducted in such a way that students are not subjected to embarrassment, ridicule, or humiliation. In addition, school or community service requirements and fundraising activities must avoid excessive burdens on students and families and give proper consideration to a student’s education and transportation needs and other responsibilities.

7.1.2. Students are allowed to appeal a required alternative in lieu of a fee waiver.

7.1.3. Schools may not require installment payments, IOUs, or other delayed payment plans in lieu of fee waivers. Schools may allow parents/guardians, at their request, to pay fees in installments over a period of time, but may not require it.

7.1.4. If a student fails to accept or complete a reasonable alternative to a fee waiver, the student’s fee waiver application may be denied. The parent of a student whose fee waiver application is denied for failure to complete the required alternative must be given the Written Decision and Appeal Form stating why the application was denied. Denied students should not be prohibited from enrolling or participating in the class, program, or activity for which their waiver was denied, but reasonable collection methods may be pursued by the school as provided in Section 10 below.

8. APPROVAL, NOTICE, AND TRAINING

8.1. The Board shall annually review and approve this policy and the fee schedules for the upcoming school year.

8.1.1. The review and approval must take place at a regularly scheduled Board meeting.

8.1.2. In addition to the notice requirements found in Nebo School District Policy BD, *Board of Education Meetings*, notice of the meetings in which this policy will be discussed or approved shall include notice to parents and students using the same form of communication regularly used by the District to communicate with parents.

8.1.3. Before the Board approves the policy and fee schedules, members of the public must be given opportunities to comment on the proposed fee schedules during at least two Board meetings. Members of the public are encouraged to participate in the development of the policy and fee schedules as instructed on the agenda for each Board meeting.

- 8.2. The approved policy and fee schedules will be made available to each student and parent. They will be available on each school’s website and included with registration materials.
- 8.3. The approved policy and fee schedules will be made available in Spanish. If a student or parent’s first language is a language other than English or Spanish, a school administrator shall contact the parent and may provide an interpreter to help the parent understand the policy and fee schedules.
- 8.4. Notices on school websites and in registration materials must be on forms provided by the Utah State Board of Education.
- 8.5. The District shall provide annual training for employees on this policy and the fee schedules, specific to each employee’s job function.

9. VOLUNTARY DONATIONS

- 9.1. In accordance with Nebo School District Policy KABA, *Donations*, school personnel may ask parents or other adults for general donations of school supplies, equipment, or money. However, no employee may require donations. Likewise, no employee may disclose the names of students whose parents have or have not made donations, except that an administrator may choose to recognize a donation through the means permitted by Nebo School District Policy KACA, *School Advertising Restrictions*. No child may be penalized for not making a donation.
- 9.2. Except as permitted by Nebo School District Policy KAC, *School Fundraising Activities*, employees may not request donations from students and may not request a donation in connection with an activity, class, or program that is provided, sponsored, or supported by the District or its schools.

10. COLLECTION OF UNPAID FEES

- 10.1. As more fully described in Nebo School District Policy JNA, *Collection of Delinquent Student Fees*, schools may pursue reasonable methods to collect fees, including collection agencies, small claims, and opportunities to work for waivers. Schools may not withhold or reduce grades, credits, report cards, transcripts, or diplomas to enforce fee payment.
- 10.2. A student may be denied the opportunity to participate in graduation ceremonies due to outstanding fees.
- 10.3. A school may withhold the records of a student who willfully defaces school property consistent with UTAH CODE ANN. § 53G-8-212.

EXHIBITS

Nebo School District High School Fee Schedule 2018-2019
 Nebo School District Junior High School Fee Schedule 2018-2019
 Nebo School District Elementary School (K-6) Fee Schedule 2018-2019

REFERENCES

Utah Constitution, Article X, Section 2
 UTAH CODE ANN. § 53G-8-212
 UTAH CODE ANN. §§ 53G-7-501 through 505
 UTAH CODE ANN. §§ 53G-7-601 through 606
 UTAH ADMINISTRATIVE CODE § R277-407
 Utah Division of Archives and Records Service, General Retention Schedule, GRS-1522
 Nebo School District Policy BD, *Board of Education Meetings*
 Nebo School District Policy EF, *Child Nutrition Programs*
 Nebo School District Policy KABA, *Donations*
 Nebo School District Policy KAC, *School Fundraising Activities*
 Nebo School District Policy KACA, *School Advertising Restrictions*
 Nebo School District Policy JNA, *Collection of Delinquent Student Fees*

FORMS

Fee Waiver Application Grades K-6

Fee Waiver Application Grades 7-12
Fee Waiver Decision and Appeal Form
Community Service Obligations Form
Community Service Assignment Form
Community Service Assignment Appeal Form

HISTORY

Revised 10 May 2019 – changed title from “Elementary and Secondary Student Fees” to simply “Student Fees”; updated consistent with R277-407 (March 2019) and HB250 (2019); modified fees on fee schedules.

Revised 9 May 2018 – updated Utah Code citations per 2018 recodification; updated retention of fee waiver application; made technical changes.

Revised 10 May 2017 – made reference to Policy JNA; added dual immersion materials fee; increased certain fees.

Revised 13 April 2016 – added Chinese immersion, arts club, and Smart with Art fees to elementary schedule; clarified CTE fee on junior high schedule; combined choir fee and added winter guard/drum line to high school schedule; increased certain fees.

Revised 15 April 2015 – added STEM to elementary schedule; increased certain fees; made technical changes.

Revised 11 February 2015 – removed certain parenthetical explanations from schedules; added mobile device protection plan to high school and junior high schedules.

Revised 12 November 2014 – added 4-H to junior high and elementary schedules; added music instrument rental to elementary schedule; labeled certain fees as maximums.

Revised 9 July 2014 – added that convenience charge for credit card transactions is not a fee.

Revised 16 April 2014 – clarified player packs; added parking violation to high school schedule; added truancy citation and regrouped certain activities for participation fee on high school and junior high schedules; increased certain fees.

Revised 10 April 2013 – revised and renamed numerous fees on all fee schedules; increased certain fees.

Revised 4 April 2012 – revised, renamed, added, and removed certain fees; increased certain fees.

Revised 14 September 2011 – added swimming pool fee; removed science exploration fee; made technical changes.

Revised 6 April 2011 – increased certain fees.

Revised 12 May 2010 – increased certain fees; regrouped extracurricular activities on junior high schedule.

Revised 13 May 2009 – added science lab fees to junior high schedule.

Revised 14 May 2008 – added multiple fees to junior high and high school schedules.

Board Approval 5/10/2019

**Nebo School District
HIGH SCHOOL FEE SCHEDULE 2019-2020***

Each fee listed on this schedule is the maximum amount that may be charged for its respective activity. A school or program may charge a smaller fee than what is listed here. No other fees may be charged without the approval of the Nebo Board of Education

PER STUDENT ANNUAL MAXIMUM

Maximum a student may be charged per year for participation in all activities\$7,000.00

REGISTRATION FEES

Activity Fee (activity card, locker rental, assemblies, student rewards and recognitions, etc.)\$30.00
Textbooks/Technology/Materials.....\$70.00

CLASS FEES AND OTHER CHARGES

Activity/Field Trip.....\$20.00
Adult Education.....(not subject to fee waiver) (per year) \$50.00
Advanced Placement Tests(excluding cost of college credit - see subsection 3.1.1.2) \$50.00
Concurrent Enrollment(excluding cost of college credit - see subsection 3.1.1.2) \$50.00
Band Uniform Rental\$50.00
Calculator Rental\$20.00
Class Change(non-essential, student requested) \$10.00
Curricular Club Dues.....(if no State/National affiliation) \$10.00
Curricular Club Dues(with State/National affiliation) \$20.00
Drivers Education.....\$100.00
Dual Immersion Materials\$25.00
Credit Make-Up.....(each .25 credit earned) \$30.00
Legacy School Child Care.....(per month) \$50.00
Mobile Device Protection Plan(per device) \$30.00
Musical Instrument Rental – School Year(per instrument) \$150.00
Musical Instrument Rental - Summer(per instrument) \$35.00
Parking Permit\$10.00
Parking Violation.....(per violation) \$25.00
Science Lab(per class per semester) \$10.00
State Tournament Support Bus.....\$10.00
Summer School.....(each .25 Credit Earned) \$55.00
Testing Center Assessments(per assessment) \$80.00
Truancy School(per referral) \$30.00
Truancy Citation.....(per citation) \$50.00
Yearbook (not subject to fee waivers)\$50.00
Visual Arts - Advanced Level(per class per semester) \$20.00
.....(limitation not applicable to elective projects)
Visual Arts - Entry Level.....(per class per semester) \$10.00
.....(limitation not applicable to elective projects)

EXTRA-CURRICULAR/CO-CURRICULAR PARTICIPATION FEES

Participation Fee (Includes qualifying 9th grade students) (transportation, equipment, uniforms, referees, entry/tournament fees)
Baseball, Basketball, Football, Soccer, Softball, Volleyball, & Wrestling.....(per sport) \$250.00
Cheer, Drill, Other Performing Arts,.....(per sport or activity) \$1,200.00
Choir.....\$370.00
Concert Band, Cross Country, Debate, Drama, Golf, Swimming, Tennis, Track.....\$150.00
Orchestra\$220.00
Dance\$320.00
District Youth Symphony\$100.00
Marching Band\$200.00
Color Guard/Winter Guard/Drum Line(per activity) \$250.00
Performance/Competition Trip(maximum per student/per organization/per trip) \$1,350.00
Total cost of the trip per student cannot exceed \$1,350.00. Booster Club contributions, fundraisers, or donations of any kind may be used to reduce the cost to the student, but may not be used to exceed \$1,350.00.

Summer/Out-of-Season Camps, Clinics, Etc.(maximum per sport/activity) \$500.00

When money is earned through school fundraising activities for performance and/or competition trips, off season activities, educational trips approved by the Board, or uniform expenditures as listed above, it can only be used to help reduce the out-of-pocket expense to the student.

* Fees may be waived in accordance with state laws and regulations. For information contact the school administration.

**Nebo School District
JUNIOR HIGH SCHOOL FEE SCHEDULE 2019-2020***

Each fee listed on this schedule is the maximum amount that may be charged for its respective activity. A school or program may charge a smaller fee than what is listed here. No other fees may be charged without approval of the Nebo Board of Education

Note: Please see High School Fee Schedule for appropriate charges/fees if student is participating in any high school activities.

PER STUDENT ANNUAL MAXIMUM

Maximum a student may be charged per year for participation in all activities..... \$1,000.00

REGISTRATION FEES

Activity Fee (activity card, locker rental, assemblies, student rewards and recognitions, etc.)..... \$25.00
Textbooks/Technology/Materials (9th grade) \$70.00

CLASS FEES AND OTHER CHARGES

Activity/Field Trip Fee..... \$20.00
Advanced Placement Tests(excluding cost of college credit - see subsection 3.1.1.2) \$50.00
College & Career Awareness (7th Grade)..... \$20.00
Class Change.....(non-essential, student requested) \$5.00
Curricular Club Dues \$10.00
Dual Immersion Materials \$25.00
Gifted and Talented Enrichment..... \$50.00
Foods (7th & 8th Grade) \$10.00
Credit Make-up..... (each .25 Credit Earned) \$30.00
Honors Choir \$50.00
Mobile Device Protection Plan (per device) \$30.00
Musical Instrument Rental – School Year (per instrument) \$150.00
Musical Instrument Rental - Summer (per instrument) \$35.00
P.E. \$10.00
Planners \$6.00
Reward Activities - (students who qualify)..... (per term) \$5.00
Science Lab \$10.00
Summer School..... (each .25 Credit Earned) \$55.00
Testing Center Assessments (per assessment) \$80.00
Truancy School (per referral) \$30.00
Truancy Citation (per citation) \$50.00
Visual and Performing Arts (per class per semester) \$10.00
(limitation not applicable to elective projects)
Year End Activity..... \$50.00
Yearbook..... (not subject to fee waiver) \$35.00

EXTRA CURRICULAR/CO-CURRICULAR PARTICIPATION FEES

Participation Fee
Nebo After-School Programs per club) \$20.00
Basketball & Wrestling (per activity) \$50.00
Cross Country, Golf, Tennis, & Track, (per activity) \$45.00
District Youth Symphony..... \$100.00
Drama (per activity) \$40.00
Club Apparel (Student Gov., Hope Squad, LIA, Chess Club)..... \$25.00
Summer/Out-of-Season Camps, Clinics, etc..... \$500.00

*Fees may be waived in accordance with state laws and regulations. For information contact the school administration.

**Nebo School District
ELEMENTARY SCHOOL (K-6) FEE SCHEDULE 2019-2020***

Each fee listed on this schedule is the maximum amount that may be charged for its respective activity. A school or program may charge a smaller fee than what is listed here. No other fees may be charged without approval of the Nebo Board of Education

PER STUDENT ANNUAL MAXIMUM

Maximum a student may be charged per year for participation in all activities..... \$500.00

BEFORE AND AFTER SCHOOL

Chinese Immersion After School Program \$55.00
 Arts Club (per art club) \$50.00
 Gifted & Talented Programs \$30.00
 Music Instrument Rental – School Year (per instrument) \$150.00
 Orchestra \$75.00
 Science Club \$30.00
 Shadow Mountain \$20.00
 Smart with Art Program..... (per week for up to 10 weeks) \$20.00
 STEM \$85.00
 Nebo After-School 4H Club..... (per club) \$20.00

SUMMER PROGRAMS

Shadow Mountain \$100.00
 Summer Schools \$65.00

TESTING CENTER

Assessments (per assessment) \$80.00

*Fees may be waived in accordance with state laws and regulations. For information contact the school administration.

Board Approval 5/8/2019



NEBO SCHOOL DISTRICT BOARD OF EDUCATION POLICIES AND PROCEDURES

SECTION: E - Support Services
POLICY TITLE: School Access and Student Transportation
FILE No.: EEA
DATED: May 8, 2019

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1. PURPOSE AND PHILOSOPHY

- 1.1. The Board of Education recognizes the benefits of providing transportation for students to and from school and other activities under certain specified conditions. Providing student transportation reduces traffic and increases student safety. The District will provide student transportation as outlined in this policy in accordance with state and federal laws.
- 1.2. The Board also recognizes the need to provide for safe access to schools for those students not eligible for District transportation.

2. AUTHORITY

- 2.1. Student transportation is provided under authority of, and subject to requirements found in, numerous statutes, regulations, and rules. Relevant to this policy are at least the following, all of which are incorporated herein.
 - 2.1.1. UTAH CODE ANN. § 41-6a-301, which requires the Utah Department of Transportation (UDOT) to make rules for school crossing zones and school crossing guards;
 - 2.1.2. UTAH CODE ANN. § 41-6a-303; which requires UDOT to make rules establishing criteria and specifications for the
 - 2.1.2.1. establishment, location, and operation of school crosswalks, school zones, and reduced speed school zones;
 - 2.1.2.2. training, use, and supervision of school crossing guards at elementary schools and secondary schools; and

- 2.1.2.3. content and implementation of child access routing plans under UTAH CODE ANN. § 53G-4-402;
- 2.1.3. UTAH CODE ANN. § 41-6a-1301, et seq., which sets forth requirements for school buses and school bus parking zones;
- 2.1.4. UTAH CODE ANN. § 53F-2-402 and 403, which provide for the appropriation of money for the transportation of eligible students.
- 2.1.5. UTAH CODE ANN. § 53G-4-402, which requires the Board to establish a school traffic safety committee to fulfill the duties outlined in Section 3;
- 2.1.6. UTAH CODE ANN. § 53G-7-1202(3)(a)(iii)(C), which requires a school community council to advise and make recommendations to school and District administration and the Board regarding a child access routing plan under UTAH CODE ANN. § 53G-4-402;
- 2.1.7. UTAH CODE ANN. § 76-9-107, which makes it a crime for an unauthorized person to illegally enter a school bus;
- 2.1.8. UTAH CODE ANN. 76-10-1501, et seq., which provides for the safety and orderly conduct of bus passengers;
- 2.1.9. UTAH ADMIN. CODE R909-3-1, et seq., which governs the design and operation of school buses as required by UTAH CODE ANN §§ 41-6a-1304 and 1309, as well as the placement of advertising on buses as described in Nebo School District Policy KACA, *School Advertising Restrictions*;
- 2.1.10. UTAH ADMIN. CODE R920-1-1, et seq., which establishes specifications for the establishment, location, and operation of school crosswalks, school zones, and reduced speed school zones, and which establishes specifications for uniform signage or markings to clearly identify school bus parking zones, as required by UTAH CODE ANN §§ 41-6a-301, 303, and 1307, and which incorporates by reference the *Utah Manual on Uniform Traffic Control Devices*, 2009 Edition, with revisions through June 30, 2015 (MUTCD);
- 2.1.11. UTAH ADMIN. CODE R277-600, which establishes rules for bus routes, bus safety and other transportation needs; provides for distribution of funds for transportation of public school students, adopts disability standards for student bus riders; and provides for the awarding of unsafe route grants; and
- 2.1.12. UTAH ADMIN. CODE R277-601, which adopts a manual, titled *Standards for School Buses and Operation*, published by the Utah State Board of Education, that establishes standards for state student transportation funds, school buses, and school bus drivers.
- 2.2. Under these laws the state partially funds student transportation through reimbursement to the District. The laws also provide certain requirements with which the District must comply.

3. SCHOOL TRAFFIC SAFETY COMMITTEE

- 3.1. Consistent with UTAH CODE ANN. § 53G-4-402, the Board hereby establishes a school traffic safety committee for the schools within each municipality in the District.
- 3.2. Each Committee is chaired by the District Risk Manager and includes at least the following:
 - 3.2.1. the District Risk Manager;
 - 3.2.2. the Transportation Department Supervisor or designee;
 - 3.2.3. a member of the parent teacher organization of a school within the municipality;
 - 3.2.4. a representative of the municipality;

- 3.2.5. a representative of state or local law enforcement; and
- 3.2.6. a representative of state or local traffic safety engineering.
- 3.3. The Risk Manager shall annually convene each committee to review the child access routing plan and submit annually to UDOT and affected municipalities and counties a child access routing plan for each elementary, middle, and junior high school within the district.
- 3.4. The Committee shall:
 - 3.4.1. receive suggestions from school community councils, parents, teachers, and others and recommend school traffic safety improvements, boundary changes to enhance safety, and school traffic safety program measures;
 - 3.4.2. consult the Utah Safety Council and the Division of Family Health Services and provide for training to all students in elementary schools on school crossing safety and use; and
 - 3.4.3. help ensure the district's compliance with rules made by UDOT under UTAH CODE ANN. § 41-6a-303, including UTAH ADMIN. CODE R920-1-1, et seq., which adopts the MUTCD.
- 3.5. The Committee may establish subcommittees as needed to assist in accomplishing its duties.

4. CHILD ACCESS ROUTING PLANS (SAFE ROUTES UTAH)

- 4.1. Under the MUTCD, each elementary, middle, and junior high school shall create a child access routing plan. Various rules and guidance documents have alternately referred to the required plan both as a “student neighborhood access program” (SNAP) and as part of the Safe Routes Utah program. Both names refer to the same plan. Consistent with the current terminology used by UDOT, this policy uses the term “safe routes plan.”
- 4.2. The principal at each elementary, middle, and junior high school oversees the development of the school’s safe routes plan and may delegate it to one or more school employees. If the District has designated and provides a bus route due to hazardous walking conditions as described in Section 8, an alternative walking route shall not be shown on the school’s plan. In creating a plan, a school should consider the needs of students with disabilities in both the walking route to and from school as well as the loading and unloading areas around the school. The principal or designee may receive advice and recommendations from the school community council regarding the plan consistent with UTAH CODE ANN. § 53G-7-1202 and Nebo School District Policy KC, *School Community Councils*.
 - 4.2.1. Elementary Schools
 - 4.2.1.1. The school administrator for each elementary school shall prepare and update a safe routes plan annually.
 - 4.2.1.2. The plan shall include the following information:
 - 4.2.1.2.1. A map, readable in black and white print, identifying the following:
 - 4.2.1.2.1.1. The school location;
 - 4.2.1.2.1.2. Existing traffic controls (STOP and YIELD signs, signals);
 - 4.2.1.2.1.3. Location of school crosswalks;
 - 4.2.1.2.1.4. Crossing guard locations;
 - 4.2.1.2.1.5. Rail line crossings;
 - 4.2.1.2.1.6. Established School Zones; and,

route crossing the rail line has not changed since the original notification. The UDOT Chief Railroad Engineer is required to evaluate rail line crossings and provide recommendations to the District. The School Traffic Safety Committee will consider the recommendations and may work with the school whose plan includes rail line crossings to implement them.

5. BUS LOADING ZONES

- 5.1. Each building principal will implement a procedure for safe bus loading and unloading at their school. This procedure may be reviewed by the District Transportation Supervisor and Risk Manager to ensure that procedures are consistent and effective throughout the district.
- 5.2. As part of the procedure, the building principal will schedule supervision of the bus loading/unloading zones before and after school. Those assigned will be instructed by the principal regarding their duties.
- 5.3. New buildings constructed in the Nebo School District will provide safe bus loading/unloading zones. Input from the Transportation Department will be asked for and given during the planning stage. The proper painting of curbs and signs will be in place before students enter the building for school. Parking by other vehicles will not be allowed in these zones. The area to drop off students by parents will be placed in an area that does not conflict with the bus loading/unloading zones.

6. STUDENT ELIGIBILITY FOR TRANSPORTATION

- 6.1. Under UTAH CODE ANN. § 53F-2-403, a student eligible for state-supported transportation means
 - 6.1.1. A student enrolled in kindergarten through grade six who lives at least one and one-half (1½) miles from school;
 - 6.1.2. A student enrolled in grades seven through twelve who lives at least two miles from school; and
 - 6.1.3. A student enrolled in a special program offered by the District and approved by the State Board of Education for trainable, motor, multiple-disability, or other students with severe disabilities who are incapable of walking to school or where it is unsafe for students to walk because of their disabling condition, without reference to distance from school.
- 6.2. A student who is not eligible under subsection 6.1 may request transportation by completing the Space Available Application and submitting it to the Transportation Department. Students who are not eligible under subsection 6.1 have no right to transportation, and a Space Available Application may be denied for any or no reason. An application may not be granted until the Transportation Department has finalized routes and numbers of eligible students per bus, which may be several weeks into the school year. A student submitting an application under this subsection may not ride the bus until the application is granted. An application that is granted may be withdrawn at any time, and all applications terminate at the end of the school year. An application must be denied if the following conditions are not met.
 - 6.2.1. An existing bus route passes near the student's house;
 - 6.2.2. The bus has available seats;
 - 6.2.3. The bus makes no additional stops for the student.

7. BUS ROUTES

- 7.1. The Transportation Department shall create school bus routes in accordance with Utah Admin. Code R277-600-6.
 - 7.1.1. A bus route shall traverse the most direct public route.

- 7.1.2. A bus route shall traverse roads that are constructed and maintained in a manner that does not cause property damage.
- 7.1.3. A bus route shall provide adequate safety for students.
- 7.1.4. A bus route shall not traverse a dead-end road.
- 7.1.5. A bus route shall be reasonably cost-effective in comparison to other feasible alternatives. To promote bus route efficiency, the minimum distance between stops should be three tenths (.3) of a mile.
- 7.1.6. A bus route shall include an economically appropriate number of students.
- 7.2. The Transportation Department shall designate safe areas for bus stops.
 - 7.2.1. Except as provided in paragraph 7.2.2, a student is responsible for the student's own transportation to bus stops up to one and one-half miles from home.
 - 7.2.2. A student with a disability is responsible for the student's own transportation to bus stops unless the student's IEP or 504 plan determines otherwise.
- 7.3. The Transportation Department shall report changes made in existing routes and the addition of new routes to the state superintendent.
- 7.4. The minimum number of general education students required to establish a bus route is ten. The minimum number of students with disabilities required to establish a bus route is five. A route may be established in either case for fewer students with permission of the State Superintendent.

8. HAZARDOUS WALKING CONDITIONS

- 8.1. A person may request that the District provide transportation for students who are otherwise ineligible under Section 6 when the person considers that walking to or from school is unsafe for students. The person must submit the request in writing to the Director of Operations. The request must state that it is a request for transportation due to unsafe walking conditions and must include the school name, street names, approximate number of students affected, and a detailed description of the unsafe conditions.
- 8.2. The Director of Operations shall review a request received under paragraph 8.2. If the Director of Operations determines the request warrants an investigation, the director must convene a Hazardous Conditions Committee.
 - 8.2.1. A Hazardous Conditions Committee should include the following members.
 - 8.2.1.1. Director of Operations
 - 8.2.1.2. Transportation Supervisor or designee
 - 8.2.1.3. The school principal
 - 8.2.1.4. A parent member of the School Community Council
 - 8.2.1.5. The District Risk Manager
 - 8.2.1.6. Others as invited by the school principal or Director of Operations.
 - 8.2.2. The Hazardous Conditions Committee shall review the request and analyze the factors listed in subsection 8.6. The committee should visit the site and consult with local transportation officials. If the committee determines the conditions are hazardous, the committee must make a written recommendation to the Board, submitted to the superintendent, that the District provide transportation.

- 8.3. The Board may approve the provision of transportation of students in areas where walking constitutes a hazardous condition. Such transportation is provided using the District's general funds or funds from a Board Local Levy authorized under UTAH CODE ANN. § 53F-2-602.
- 8.4. The Board may designate hazardous conditions upon analysis of the following factors:
 - 8.4.1. Volume, type, and speed of vehicular traffic;
 - 8.4.2. Age and condition of students traversing the area;
 - 8.4.3. Condition of the roadway, sidewalks, and applicable means of access in the area; and
 - 8.4.4. Environmental conditions.
 - 8.4.5. Hazardous Conditions Committee Recommendation.
 - 8.4.6. Availability of resources.
- 8.5. The Transportation Supervisor or designee may request a review of a hazardous conditions designation. When a request is made, the process outlined in subsections 8.2 through 8.4 will be followed.

9. ALTERNATE SITE

- 9.1. The parent of a student may request that the District transport the student to and from a child care provider ("alternate site") instead of the student's residence. The Transportation Department Supervisor may grant the request if the following conditions are met:
 - 9.1.1. The parent submits a written request for transportation to an alternate site using the Alternate Site Request form.
 - 9.1.2. The alternate site is at least one and one-half or two miles from the school consistent with the student's eligibility under section 6;
 - 9.1.3. The alternate site lies in an existing bus route;
 - 9.1.4. The bus traveling the existing route has room for the child;
 - 9.1.5. The bus does not make additional stops for the child; and
 - 9.1.6. The transportation to and from the alternate site is provided daily.
- 9.2. A request for varied busing services, such as alternating days between the residence and the alternate site, must be denied. Likewise, the District shall not provide transportation to or from a location that is not a bus stop or the student's residence or an approved alternate site. The District will not provide transportation to or from sporadic or nondaily events such as birthday parties, music lessons, scouts, sporting events, study groups, friends' houses, employment, etc.

10. BUS DRIVERS

- 10.1. School bus drivers are bound by a comprehensive set of requirements, including standards related to their physical condition, training and certification, and criminal history. The requirements are found in the *Standards for School Buses and Operation*, adopted by the Utah State Board of Education. See UTAH ADMIN. CODE R277-601. Bus drivers, substitute drivers, attendants, and other employees transporting students on a school bus shall comply with the most current version of the *Standards*.
- 10.2. Drivers may not allow a person, including the driver's own child, to ride the bus unless the person has been authorized or assigned to that bus by the Transportation Supervisor or designee.

- 10.3. Drivers shall perform pre-trip inspections of buses and other safety measures as directed by Transportation Department rules.
- 10.4. Drivers shall clean their buses as directed by Transportation Department rules.

11. ALTERNATIVE TRANSPORTATION

- 11.1. Alternatives such as payment in lieu of transportation may be offered as permitted by UTAH ADMIN. CODE R277-600-7. The Transportation Department shall analyze bus routes that include a large number of deadhead miles (miles driven with no student on the bus) to determine if an alternative method of transporting students is more efficient or fiscally responsible. Possible alternatives include the following, as outlined in Utah State Board of Education rules:
 - 11.1.1. Use of a District multi-purpose passenger vehicle (rather than a bus) to transport students;
 - 11.1.2. Paying eligible students an allowance in lieu of District-supplied transportation wherein a student is reimbursed for mileage to school or bus-stop, whichever is closer;
 - 11.1.3. Providing a subsistence allowance for a student to live at a site nearer to the school; and
 - 11.1.4. Engaging in a contract or leasing for transportation.
- 11.2. The Transportation Department shall annually perform a cost-benefit analysis as part of its determination of the specific reimbursement rate. This analysis shall be made available to the public.
- 11.3. A mileage allowance under this section is available only to one student per family for each trip that is necessary for all the students within a family to attend school. However, if siblings are on different schedules or would ride buses that are on significantly different schedules, multiple students within a family may be paid for student mileage allowances.
- 11.4. The District shall measure and certify a student's mileage in school district records.

12. STUDENT CONDUCT AND DISCIPLINE

- 12.1. Students shall comply with all applicable district policies while on a school bus. The requirements and procedures outlined in Nebo School District Policy JD, *Student Conduct and Discipline*, apply to student conduct occurring on a school bus. A student's principal may take disciplinary action against the student for conduct occurring on a school bus in accordance with Policy JD.
- 12.2. Students on a school bus shall comply with rules set by the Transportation Department and directives given by a bus driver or attendant.
- 12.3. Bus Tickets
 - 12.3.1. The Transportation Department may take disciplinary action against a student for conduct that violates District policy or Transportation Department rule or directive from driver or attendant. This disciplinary action may be in addition to action taken by a school administrator for the same conduct. If the Transportation Department takes disciplinary action against a student beyond a level 1 ticket, the department shall notify the student's school administrator of the student's conduct and the action taken.
 - 12.3.2. Discipline administered by the Transportation Department under this subsection is accomplished by the issuance of tickets as described in paragraphs 12.3.2.1 through 12.3.2.4. The Transportation Department shall input disciplinary action beyond a level 1 ticket taken by the Transportation Department to the District's student information system. Tickets are issued based on the severity and/or frequency of student misconduct. Level 1 tickets are issued for minor misconduct, and level 4 tickets are issued for severe or

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frequent misconduct. Bus drivers may issue level 1 tickets. Only the Transportation Supervisor or designee may issue level 2, 3, and 4 tickets.

12.3.2.1. Level 1 Ticket. The parent/guardian shall sign the ticket and the student must return it to the driver. If the slip is not signed and returned to the driver, the student will not be permitted to ride the bus.

12.3.2.2. Level 2 Ticket. The student will be suspended for up to two (2) school days from bus privileges. The parent/guardian and principal are to sign the ticket before the student will be allowed to ride the bus.

12.3.2.3. Level 3 Ticket. The student will be suspended for up to ten (10) school days from bus privileges. At this time it will be determined if the student will retain bus privileges or be kept on suspension. The student will not be allowed to ride the bus until the suspension have been completed.

12.3.2.4. Level 4 Ticket. Automatic bus suspension for up to twenty (20) school days. At the end of the suspension, a conference with the involved parties will be held to evaluate the student's bus privileges.

12.3.3. Suspension from bus privileges may also be extended to include field trips, athletic trips, and other special activities where students are transported by District buses.

12.3.4. A student will not be denied transportation until a parent/guardian is contacted.

12.3.5. The level of a ticket issued is based on the severity of the infraction. Students do not necessarily move from one level to another with each ticket issued.

12.4. Before a student is suspended from riding the bus, the administrator issuing the discipline must determine whether the student is entitled to transportation due to disability by reviewing the student's Individualized Education Program (IEP) or Section 504 Plan. If the student is entitled to transportation because of a disability, discipline may be administered only as permitted under the applicable provisions of Policy JD and in accordance with the student's IEP or 504 plan.

13. UNAUTHORIZED ENTRY OF SCHOOL BUS

13.1. In accordance with Utah law, each school bus shall contain a sign next to the entrance warning that unauthorized entry is a violation of state law.

13.2. A person is guilty of a class B misdemeanor if the person:

13.2.1. enters a school bus with the intent to commit a criminal offense;

13.2.2. enters a school bus and disrupts or interferes with the driver; or

13.2.3. enters a school bus and refuses to leave the bus after being ordered to leave by the driver and the person:

13.2.3.1. is not a peace officer acting within the scope of his or her authority as a peace officer;

13.2.3.2. is not authorized by the school district to board the bus as a student or as an individual employed by the school district or volunteering as a participant in a school activity;

13.2.3.3. causes or attempts to cause a disruption or an annoyance to any passenger on the bus; or

13.2.3.4. is reckless as to whether the person's presence or behavior will cause fear on the part of any passenger on the bus.

- 13.3. If a person meeting the criteria in subsection 13.2 enters a bus, the driver or attendant shall report the person to the local police and notify the Transportation Supervisor.

14. MISCELLANEOUS

- 14.1. Schools are not required to provide crossing guards on public streets. Under Utah Code Ann. § 41-6a-303 the local highway authority shall pay for, provide, train, and supervise school crossing guards.

EXHIBITS

None

REFERENCES

UTAH CODE ANN. § 41-6a-301.
UTAH CODE ANN. § 41-6a-303.
UTAH CODE ANN. § 41-6a-1301, et seq.
UTAH CODE ANN. § 53F-2-402.
UTAH CODE ANN. § 53F-2-403.
UTAH CODE ANN. § 53G-4-402.
UTAH CODE ANN. § 53G-7-1202.
UTAH CODE ANN. § 76-9-107.
UTAH CODE ANN. 76-10-1501, et seq.
UTAH ADMIN. CODE R277-600.
UTAH ADMIN. CODE R277-601.
UTAH ADMIN. CODE R909-3-1, et seq.
UTAH ADMIN. CODE R920-1-1, et seq.
Nebo School District Policy KACA, *School Advertising Restrictions*.
Nebo School District Policy KC, *School Community Councils*.
Utah Manual on Uniform Traffic Control Devices, 2009 Edition, with revisions through June 30, 2015 (MUTCD).
Standards for School Buses and Operation, Utah State Board of Education.

FORMS

Alternate Site Request
Space Available Application

HISTORY

Adopted 8 May 2019 – This policy repeals and replaces the following policies: EEA, Student Transportation (1995); EEA-P, Student Transportation (1996); EEA-P2, School Bus Route Approval (1995); EEAAA, In-Lieu of Transportation (1995); EEAAA-P, Reimbursement for In-Lieu of Transportation (1998); EEABA, Hazardous Routes (1996); EEABA-P, Hazardous Routes (2003); EEABA-E, Composition of the Hazardous Route Committee (1999); EEABA-E2, Request for Special Transportation Consideration; EEAC, Accidents Involving School Buses (1998); EEAC-P, Accidents Involving School Buses (1998); EEACAA, Driver Qualifications (2000); EEACAB, Sub Driver Qualifications (1998); EEACB, Minor Inspections of Buses (1978); EEACB-P, Bus Inspection (1978); EEACB-P1, Bus Cleanliness (1978); EEACC, Student Behavior While Riding the Bus (1978); EEACC-P, School Bus Rider Incident Report (2004); EEAI, Driver Conduct (1978); EEAI, Driver Handbook (1978); EEAI, Driver's Personal Children on Bus (1978); EBB, Accident Prevention (1976); EBB-P, Accident Prevention in Bus Loading Zones (2001); EBB-P2, Regulations and Preventing Accidents in Traffic and Parking Areas (1976).

Retirees Approved in May 2019 Board Meeting

Lisa K Erickson Media Technician Westside 5/8/2019

Melessa Jacobson Bridges Tech Bridges 5/8/2019