

**Cedar Catholic Jr.-Sr. High School  
School Board Meeting  
Thursday, September 14, 2023  
7:30 PM – Cedar Catholic Library**

I. Opening Prayer

II. General Business

- a. Call to Order
- b. Approval of Minutes
- c. Approval of the Agenda
- d. Administration Reports
  1. Development Report – No Report due to early board meeting
  2. Asst. Principal/AD Report – See attached report
  3. Principal’s Report – See attached report
  4. President’s Report – No Report – Fr. Korte is at a convention

III. Committee Reports

- a. Transportation – See attached report
- b. Buildings/Grounds – See attached report
- c. Finance – See attached report

IV. Old Business

- a. None

V. New Business

- a. **Review the draft staff evaluation documents for the 2023-24 school year.**
  1. See the attached Rule 10 Certified Employee Checklist. The draft evaluation instruments for support and certificated staff members are posted on the principal’s webpage. I sent these to the Catholic School Office for review and any recommended changes. I also posted a set of standards to provide an outline of cleaning expectations on a daily, weekly, monthly basis. These evaluation instruments will be on the October board meeting for adoption. **No Motion**
- b. **Consider, discuss, and take-action to adopt the Emergency Preparedness Quick Reference Guides.**
  1. We updated our Emergency Preparedness guides that hang by the door in each classroom. These guides are a quick reference for the drills and emergency procedures we are required to adopt and practice throughout the school year. I will bring these to the meeting for your review.
    - (a) **Motion by:**\_\_\_\_\_. **Second by:**\_\_\_\_\_ to adopt the Emergency Preparedness guides as presented.
  2. Our goal is to have the **School Crisis Manual** will be completed by the end of the first semester. This manual will provide detailed support for managing crisis situations that may arise throughout the school year. **No Motion**

VI. Adjournment & Closing Prayer

(Any Reports given at the meeting must be submitted to the secretary in written form.)

CEDAR CATHOLIC JR. - SR. HIGH SCHOOL  
BOARD OF EDUCATION MINUTES  
Thursday, August 17, 2023

The August 17, 2023 meeting was called to order by Pat Steffen. Meeting opened with a prayer.

**MEMBERS IN ATTENDANCE:** Dr. Dan Hoelsing, Pat Steffen, Tom Kuchta, Melissa Bowers, Wendy Stevens, Daryl Kleinschmit, Fr. Kevin Vogel. Absent: Brian Pinkelman, Fr. Jim Keiter and Fr. Owen Korte, Joan Potts, Beckie Polak, Chad Cattau

**GENERAL BUSINESS:**

**CALL TO ORDER and REORGANIZATION OF THE BOARD:**

Election Results: President - Pat Steffen, Vice President - Wendy Stevens, Secretary - Becky Polak  
All Unanimously Retained

**APPROVAL OF MINUTES:** Wendy Stevens motioned to approve the minutes, seconded by Melissa Bowers. Motion was carried with a unanimous vote.

**AGENDA:** Wendy Stevens motioned to approve the agenda, seconded by Tom Kuchta. Motion was carried with a unanimous vote.

**REPORTS:**

**DEVELOPMENT REPORT:** Raffle Truck to be displayed and tickets to be sold at Riverboat Days. Also will be present and tickets sold at Holy Trinity Fly-In Breakfast. Blue Ribbon Dinner will be held September 24. All-Alumni Social to be held September 23. Tailgate Breakfast on Sunday, September 24.

**Asst. PRINCIPAL/AD REPORT: notes provided – Activities:** Volleyball/Football parent meetings held 8/17.  
**Upcoming Dates:** Booster Kickoff 8/18. Annex building will be open for walk-thru. **Discussion:** discussed workout schedule and will revisit topic when deciding schedule next summer.

**PRINCIPAL REPORT:** Staff Spotlight: Jeff Andrews, high school custodian: preparation for school year and emergent issues resolved quickly and thoroughly. Next board meeting 9/14 (regularly schedule 9/21 meeting conflict with Dinner for Education honoring JoAnne Hamilton & Rhonda Zimmerman). Changes coming for textbook loan program.

**FR. KORTE'S REPORT:** NNTR

**COMMITTEE REPORTS:**

**TRANSPORTATION:** Bus Routes attached to main packet. Van insurance restrictions reviewed. School buses considered for auction.

**GROUNDS AND BUILDING:** Excessive rain resulted in water in SW corner of building. Handled quickly, repaired, and longer term water management being investigated. Catholic Mutual Safety Inspection completed and plan for addressing issues to be submitted by 9/15.

**FINANCE:** Budget and expenses were reviewed. Pat Steffen motioned to approve the financial report, seconded by Daryl Kleinschmit. Motion was carried with a unanimous vote.

**OLD BUSINESS:** none

**NEW BUSINESS:**

- 1) **Consider, discuss, and take action on 2023-24 substitute teacher and bus driver pay**  
Motion to set substitute teacher and bus driver wages as recommended of \$135 by Daryl Kleinschmit, second by Tom Kuchta. Unanimous approval.
- 2) Consider, discuss, and take action to purchase a 2020 Yukon XL from Peitz GMC  
Motion to purchase a 2020 Yukon XL from Peitz GMC at a price of \$49,500 by Wendy Stevens, second by Daryl Kleinschmit. Unanimous approval.
- 3) Reconsider, discuss, and take action to move high school music points back to 4 points for the 2023-24 school year.  
Motion to rescind the handbook change back to 4 points for vocal and band for the 2023-24 school year by Daryl Kleinschmit, second by Pat Steffen. Motion passes 3 for, 0 against, 2 abstained.

**ADJOURNMENT:** Wendy Stevens made a motion to adjourn, seconded by Daryl Kleinschmit. Motion was carried with a unanimous vote. Next meeting will be on September 14 at 7:30 p.m.

The closing prayer was led by Fr. Kevin Vogel  
Respectfully Submitted by Wendy Stevens, Vice President

**From:** Chad Cattau ccattau@cedarcatholic.org  
**Subject:** School Board  
**Date:** September 11, 2023 at 2:38 PM  
**To:** Dan Hoelsing dhoelsing@cedarcatholic.org

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On September 8th, we received the NSAA Class D Cup for the 22-23 school year. This award exemplifies the time and effort that countless people put in throughout the lives of our young people. It was truly a great honor to receive the award and our school community should be extremely proud of our students and coaches/sponsors for winning this award.

On Friday morning, I will be taking seven freshmen to Sioux Falls to watch the opening ceremonies and watch Landyn Keiser tee off at the Sanford Center professional golf tournament in Sioux Falls. Landyn was named their player of the year so he gets to hit the opening tee shot of the tournament. The seven students that are going were selected by the Keiser family.

Our drug test kits arrived this week so we will begin administering those next week.

Chad Cattau  
Assistant Principal/Activities Director  
Head Football Coach  
Cedar Catholic

### **Principal's Report**

1. **Program/Staff Member Spotlight:** Mr. Cattau has done an excellent job of adjusting to his role as Activities Director and Asst. Principal responsible for student services. He has great rapport with students and faculty and is consistent in his communication with staff. Our morning prayer and staff meetings are productive and serve as a great platform for addressing issues and upcoming events. We are just beginning our class observation schedule for September and look forward to his growth in this area.
2. **School Improvement Meeting Agenda 9/6/2023:** See attached and posted on the principal's webpage.
3. **Administration Office Meeting Agenda 9/7/2023:** See attached and posted on the principal's webpage.
4. **2023 Educators of the Year:** The Archdiocese Dinner for Education is on Thursday, September 21<sup>st</sup> at the CHI Health Center in Omaha. We will be taking the Charter Bus down with staff and community members attending. JoAnne Hamilton and Rhonda Zimmerman were selected to represent Cedar Catholic and East/West Catholic Elementary. Congratulations to the two recipients and our schools.

### **Transportation Report:**

1. **Bus Evacuation Drills:** We conducted our first Preschool – 12 bus evacuation drills on Wednesday. See attached evacuation protocols used in these drills. All buses have this outline on their bus.
2. **EMT Emergency Bus Mock Accident:** The Hartington Fire and Rescue hosted a mock bus accident practice session on Monday evening. They notified us that they were going to do this, and asked us to keep this confidential so that the response was

### **Buildings and Grounds**

1. **Air Conditioning Project:** The air conditioning projects at the MWAC gymnasium and concession area are completed.
2. **Sidewalk Repair:** The sidewalk repair/replacement listed on our insurance report is scheduled for repair. They approved just patching the holes at this time. We will use the board committee next spring to put together a possible sidewalk replacement if needed.

### **Finance Report**

1. **See attached finance report:** The list of bills is separate from the finance reports. I had a concern that some of the tuition bills and personal expenses that are confidential are on the list. We did remove the memo from the personal bills for your review. From now on, we will list post the budget and budget summaries, but not the list of bills with our monthly meeting.

## School Improvement Steering Committee Meeting 9/6/2023

### Agenda

1. **Opening Prayer**
2. **Review previous school improvement Action Plan:** *Reviewed previous school improvement action plan and discussed possible options for soliciting input on future goals/action plans, etc...*
3. **Review NDE External Visitation Report:** *The only recommendations for action on the NDE visitation report is to have staff complete the Technical Assistance Survey. Members of the steering committee will coordinate that activity.*
4. **Staff Training and Safety Requirements for 2023-2024:** *The new Emergency Preparedness classroom charts are here and will be distributed on Friday to all teachers. Training requirements will be shared with teachers at our meeting on Friday morning.*
5. **DRT Program recommendations for 2023-24:** *The 2023-2024 DRT plan is posted on the principal's webpage. This will officially begin next week.*
6. **Discuss new teacher evaluation document:** *The proposed teacher evaluation document will be presented to the board of education for their review and sent to the Catholic School Office this week. Thank you to the teachers who offered input on this document. Principals will schedule and begin visiting classrooms this week. The observation schedule will be completed by Friday and posted on the principal's website.*
7. **Closing Prayer**

## Administration Office Meeting 9/7/2023

1. **Opening Prayer**
2. **Safety Program Guidelines:** The new safety Quick Reference Guides for each classroom are here. They need to be distributed to each staff member. These are to be hung next to the door and take with the teacher during a drill. The back pages (Red/Green) to be held up when the teacher has her group to their designated area. The first drill scheduled is bus evacuation. Review the safety protocol prior to drill. Required drills are:  

<b>Bus Evacuation:</b> Annually	<b>Fire Drill:</b> 10 times each year (Monthly)
<b>Tornado Drill:</b> 2 times each year	<b>Shelter in Place:</b> 2 times each year (secure)
<b>Lockout:</b> 2 times each year	<b>Lockdown:</b> 2 times each year
<b>Evacuate:</b> 2 times (Off site location)	
3. **Safety Training for all staff:** Catholic Mutual Group hosts a website with safety videos for teachers and staff. The ESU Coordinating Council also distributes a list of annual trainings and requirements for school personnel. We will be working with our Crisis Team in September to finalize our list of required/optional staff training and videos for this school year.
4. **Bus Evacuation Drill:** The first bus evacuation drill is scheduled for Wednesday, September 13<sup>th</sup> at 8:00 AM. We schedule this drill in coordination with the grade school. The drills will be held at the Msgnr. Werner Parking lot. Sheila will be dismissing students by class for the drill.
5. **Rule 10 Compliance:** Each year the Department of Education requires accredited schools to file a statement of assurance on Rule 10 guidelines. See guidelines posted on the principal's webpage.
6. **Closing Prayer**

## Bus Evacuation Drill Procedures

1. Have all students enter the bus and sit quietly looking forward.
2. Always stay quiet and listen for the driver' s instructions no matter the situation.
3. Show all exits that are available for students. Know where all the exits are located.
4. Move with deliberate haste (speedy but safely) and remember to be quiet and stay calm.
5. Do not take any of your belongings with you.
6. When exiting through the back-emergency door, sit down on floor and scoot out of bus, never jump out of the bus.
7. When helping others out of the bus, use a fist to help support, rather than an open hand. This will help create stability without injury.
8. If (or when) the bus is evacuated, move 100 or more feet from the bus.
9. Have students practice exiting the bus using the rear exit.
10. **The following steps are recommended to lead the bus evacuation. Utilizing only the rear exit door:**
  1. The bus driver shall walk back through the bus to the rear exit and direct the preassigned leader and helpers to take their positions.
  2. The leader will open the rear emergency door, exit, and stand clear, ready to lead exiting passengers to a safe location set by the driver.
  3. The helpers will exit and take their position, one on each side of the rear emergency exit to assist passengers in exiting the bus in a safe and orderly manner.
  4. Passengers shall remain in their seats until directed by the driver to leave the bus. The driver may choose whether to evacuate the bus one side at a time or on a staggered seat basis.
  5. The driver shall advise all passengers to have their hands free and coats buttoned. Each passenger shall be two steps away from the bus before the next person exits. Taller passengers would be reminded to duck their heads in order to exit safely.

	Jul 1 - Sep 13, 23	Budget	% of Budget
Ordinary Income/Expense			
Income			
ATHLETICS AND ACTIVITIES INCOME			
3020 · Student Athletics			
3020I · Boys Golf	10.00	0.00	100.0%
3020M · Sports Season Passes	7,650.00	0.00	100.0%
3020 · Student Athletics - Other	0.00	65,000.00	0.0%
Total 3020 · Student Athletics	7,660.00	65,000.00	11.8%
3023 · Activities and Clubs			
3023S · Robotics	150.00	0.00	100.0%
Total 3023 · Activities and Clubs	150.00	0.00	100.0%
Total ATHLETICS AND ACTIVITIES INCOME	7,810.00	65,000.00	12.0%
FUNDRAISER INCOME			
3142 · Memorials	1,376.05	50,000.00	2.8%
3145 · Donations	2,528.41	0.00	100.0%
Total FUNDRAISER INCOME	3,904.46	50,000.00	7.8%
OTHER OPERATING REVENUE			
3562 · Instructional Income & Fees			
3562B · Uniforms Fees	3.00	0.00	100.0%
3562 · Instructional Income & Fees - Other	760.00	0.00	100.0%
Total 3562 · Instructional Income & Fees	763.00	0.00	100.0%
3564 · Interest Income	694.37	2,000.00	34.7%
3565 · Miscellaneous Income	100.00	0.00	100.0%
Total OTHER OPERATING REVENUE	1,557.37	2,000.00	77.9%
SCHOOL TUITION AND FEES			
3001 · TUITION			
3001A · Tuition from Scholarships	9,227.66	0.00	100.0%
3001B · Past Due Tuition	51,343.71	0.00	100.0%
3001 · TUITION - Other	123,998.70	546,510.00	22.7%
Total 3001 · TUITION	140,619.36	546,510.00	25.7%
3003 · Parish Subsidies			
3003A · Holy Family	24,548.50	0.00	100.0%
3003B · Holy Trinity	51,343.71	0.00	100.0%
3003C · All Saints Church	20,091.58	0.00	100.0%
3003D · St. Michael	6,537.90	0.00	100.0%
3003 · Parish Subsidies - Other	0.00	501,723.52	0.0%
Total 3003 · Parish Subsidies	102,521.69	501,723.52	20.4%
3004 · Other Fees	63.60	0.00	100.0%
Total SCHOOL TUITION AND FEES	243,204.65	1,048,233.52	23.2%
Total Income	256,476.48	1,165,233.52	22.0%
Gross Profit	256,476.48	1,165,233.52	22.0%
Expense			
ATHLETICS AND ACTIVITIES			
4020 · Athletics			
4020A · Cheerleading	59.76	250.00	23.9%
4020B · Boys Basketball	94.90	12,500.00	0.8%
4020C · Girls Basketball	0.00	12,500.00	0.0%
4020D · Football	13,387.24	20,000.00	66.9%
4020E · Track and Field	0.00	5,000.00	0.0%
4020F · Wrestling	0.00	2,000.00	0.0%
4020G · Volleyball	490.00	6,000.00	8.2%
4020H · Dance	0.00	500.00	0.0%
4020I · Boys Golf	0.00	1,500.00	0.0%
4020J · Girls Golf	455.00	1,000.00	45.5%
4020K · Concessions	2,434.28	0.00	100.0%
4020L · Athletics Miscellaneous	5,378.91	10,000.00	53.8%
4020M · Athletic Equipment	0.00	5,000.00	0.0%
Total 4020 · Athletics	22,300.09	76,250.00	29.2%

	Jul 1 - Sep 13, 23	Budget	% of Budget
4023 · Activities and Clubs			
4023B · Band	871.89	0.00	100.0%
4023C · Speech	0.00	1,000.00	0.0%
4023D · One Act	89.87	1,000.00	9.0%
4023F · Math Counts	0.00	200.00	0.0%
4023H · Campus Ministry	1,597.33	5,000.00	31.9%
4023I · Class/Grade Activities	0.00	1,000.00	0.0%
4023J · Student Council	0.00	500.00	0.0%
4023M · Quiz Bowl	0.00	100.00	0.0%
4023P · Catholic Schools Week	0.00	1,500.00	0.0%
4023R · Activities Miscellaneous	0.00	1,500.00	0.0%
4023S · Robotics	4,299.74	5,000.00	86.0%
<b>Total 4023 · Activities and Clubs</b>	<b>6,858.83</b>	<b>16,800.00</b>	<b>40.8%</b>
<b>Total ATHLETICS AND ACTIVITIES</b>	<b>29,158.92</b>	<b>93,050.00</b>	<b>31.3%</b>
<b>DEPARTMENT PERSONNEL COSTS</b>			
<b>CERTIFIED STAFF</b>			
4201 · Teacher Salaries	194,124.95	708,370.42	27.4%
4202 · Principal Salary	27,717.81	90,000.00	30.8%
<b>Total CERTIFIED STAFF</b>	<b>221,842.76</b>	<b>798,370.42</b>	<b>27.8%</b>
<b>NON-CERTIFIED STAFF</b>			
4203 · Administrative Staff			
4203A · Secretary	0.00	31,200.00	0.0%
4203B · Bookkeeper	0.00	31,200.00	0.0%
4203 · Administrative Staff - Other	19,222.55	0.00	100.0%
<b>Total 4203 · Administrative Staff</b>	<b>19,222.55</b>	<b>62,400.00</b>	<b>30.8%</b>
4205 · Transportation Services			
4205A · Activities Transportation	64.00	500.00	12.8%
4205B · School Day Transportation	4,179.17	25,000.00	16.7%
4205C · Transportation Supervisor	1,020.56	2,800.00	36.4%
4205 · Transportation Services - Other	629.20	2,000.00	31.5%
<b>Total 4205 · Transportation Services</b>	<b>5,892.93</b>	<b>30,300.00</b>	<b>19.4%</b>
4206 · Maintenance Staff			
4206A · Maintenance Supervisor	0.00	10,000.00	0.0%
4206B · Custodian	0.00	27,040.00	0.0%
4206C · MWAC Custodian	0.00	15,750.00	0.0%
4206 · Maintenance Staff - Other	9,357.00	0.00	100.0%
<b>Total 4206 · Maintenance Staff</b>	<b>9,357.00</b>	<b>52,790.00</b>	<b>17.7%</b>
<b>Total NON-CERTIFIED STAFF</b>	<b>34,472.48</b>	<b>145,490.00</b>	<b>23.7%</b>
<b>OTHER STAFF</b>			
4207 · Nurse Contract	1,250.01	5,000.00	25.0%
4208 · Aids & Temporary Help	5,811.46	7,500.00	77.5%
4209 · Coaching	-11,661.26	110,000.00	-10.6%
4210 · Student Labor	0.00	1,500.00	0.0%
4211 · Activities Supervision	0.00	3,000.00	0.0%
4220 · Concessions Staff	816.48	2,800.00	29.2%
<b>Total OTHER STAFF</b>	<b>-3,783.31</b>	<b>129,800.00</b>	<b>-2.9%</b>
4214 · Federal Taxes	19,119.17	82,268.90	23.2%
4215 · Employer Flex Contributions	7,353.64	32,340.00	22.7%
4216 · Employer Pension	5,808.44	30,948.31	18.8%
4217 · Health Insurance	21,417.25	72,993.16	29.3%
4218 · Professional Development	1,581.20	1,500.00	105.4%
4219 · Miscellaneous Personnel Costs	1,144.75	3,000.00	38.2%
<b>Total DEPARTMENT PERSONNEL COSTS</b>	<b>308,956.38</b>	<b>1,296,710.79</b>	<b>23.8%</b>
<b>FACILITIES &amp; ADMIN EXPENSES</b>			
4430 · Technology	6,027.72	10,000.00	60.3%
4431 · Printing & Copying	999.55	10,000.00	10.0%
4432 · Utilities			
4432A · Fuel	115.80	2,000.00	5.8%
4432B · Water and Sewer	587.90	5,000.00	11.8%
4432C · Electricity	5,471.40	28,000.00	19.5%
<b>Total 4432 · Utilities</b>	<b>6,175.10</b>	<b>35,000.00</b>	<b>17.6%</b>
4433 · Telephone	587.90	3,500.00	16.8%
4434 · Rentals			
4434A · Rent Holy Trinity	0.00	17,000.00	0.0%
4434C · COMPLEX	0.00	8,000.00	0.0%
<b>Total 4434 · Rentals</b>	<b>0.00</b>	<b>25,000.00</b>	<b>0.0%</b>
4435 · Postage	189.00	1,500.00	12.6%
4436 · Advertising	0.00	250.00	0.0%
4438 · Cafeteria	800.00	3,000.00	26.7%
4439 · Office Supplies	781.56	5,000.00	15.6%
4440 · Service Contracts	739.15	30,000.00	2.5%



	Jul 1 - Sep 13, 23	Budget	% of Budget
4443 · Building & Grounds			
4443A · Custodial Supplies	1,080.07	0.00	100.0%
4443B · Parts & Service	12,326.14	0.00	100.0%
4443 · Building & Grounds - Other	0.00	25,000.00	0.0%
<b>Total 4443 · Building &amp; Grounds</b>	<b>13,406.21</b>	<b>25,000.00</b>	<b>53.6%</b>
4444 · Property/Auto/Workers Comp Ins	7,622.31	41,528.00	18.4%
4445 · Administrative Fees	1,234.55	3,500.00	35.3%
4446 · Taxes & Licenses	234.00	250.00	93.6%
4447 · Legal Fees	0.00	500.00	0.0%
4449 · Subscriptions	0.00	250.00	0.0%
4450 · Professional Fees	0.00	250.00	0.0%
4451 · Automotive			
4451A · Fuel	2,762.06	0.00	100.0%
4451B · Maintenance	1,022.13	0.00	100.0%
4451 · Automotive - Other	0.00	50,000.00	0.0%
<b>Total 4451 · Automotive</b>	<b>3,784.19</b>	<b>50,000.00</b>	<b>7.6%</b>
4452 · Supplies Expense	88.04	1,500.00	5.9%
4453 · Miscellaneous Expenses	124.41	250.00	49.8%
<b>Total FACILITIES &amp; ADMIN EXPENSES</b>	<b>42,793.69</b>	<b>246,278.00</b>	<b>17.4%</b>
<b>INSTRUCTIONAL MATERIALS</b>			
4322 · Business Education	41.15	1,000.00	4.1%
4323 · Computers	16,143.60	1,500.00	1,076.2%
4324 · Language Arts	1,559.23	1,500.00	103.9%
4325 · Counseling	0.00	2,500.00	0.0%
4326 · Journalism	0.00	500.00	0.0%
4327 · Languages	176.26	1,000.00	17.6%
4328 · Library	271.80	2,000.00	13.6%
4329 · Math	1,708.25	2,000.00	85.4%
4330 · Music			
4330A · Instrumental	1,152.93	2,000.00	57.6%
4330B · Vocal	0.00	2,000.00	0.0%
<b>Total 4330 · Music</b>	<b>1,152.93</b>	<b>4,000.00</b>	<b>28.8%</b>
4331 · Natural Science	3,541.12	3,000.00	118.0%
4332 · PE/Health	0.00	500.00	0.0%
4333 · Religion	3,245.27	2,500.00	129.8%
4334 · Resource	0.00	500.00	0.0%
4335 · Social Sciences	182.40	1,000.00	18.2%
4337 · Instructional Supplies	1,608.05	1,000.00	160.8%
4338 · Technology Supplies	0.00	1,000.00	0.0%
<b>Total INSTRUCTIONAL MATERIALS</b>	<b>29,630.06</b>	<b>25,500.00</b>	<b>116.2%</b>
<b>OTHER OPERATING EXPENSES</b>			
4999 · Capital Outlay	49,500.00	0.00	100.0%
<b>Total OTHER OPERATING EXPENSES</b>	<b>49,500.00</b>	<b>0.00</b>	<b>100.0%</b>
<b>Total Expense</b>	<b>460,039.05</b>	<b>1,661,538.79</b>	<b>27.7%</b>
<b>Net Ordinary Income</b>	<b>-203,562.57</b>	<b>-496,305.27</b>	<b>41.0%</b>
<b>Other Income/Expense</b>			
Other Income			
<b>RESTRICTED / RELEASED ITEMS</b>			
3705 · Released Funds from Endowments			
3705A · ACNM	28,453.60	33,272.00	85.5%
3705B · MWAC	26,381.83	30,824.00	85.6%
3705C · Non-Restricted	0.00	82,245.48	0.0%
3705 · Released Funds from Endowments - Other	685.64	0.00	100.0%
<b>Total 3705 · Released Funds from Endowments</b>	<b>55,521.07</b>	<b>146,341.48</b>	<b>37.9%</b>
3706 · Released Funds			
3706A · Released Funds from Development			
3706AA · Technology Gift	20,000.00	0.00	100.0%
3706A · Released Funds from Development - Other	251,890.00	350,000.00	72.0%
<b>Total 3706A · Released Funds from Development</b>	<b>271,890.00</b>	<b>350,000.00</b>	<b>77.7%</b>
<b>Total 3706 · Released Funds</b>	<b>271,890.00</b>	<b>350,000.00</b>	<b>77.7%</b>
<b>Total RESTRICTED / RELEASED ITEMS</b>	<b>327,411.07</b>	<b>496,341.48</b>	<b>66.0%</b>
<b>Total Other Income</b>	<b>327,411.07</b>	<b>496,341.48</b>	<b>66.0%</b>
<b>Net Other Income</b>	<b>327,411.07</b>	<b>496,341.48</b>	<b>66.0%</b>
<b>Net Income</b>	<b>123,848.50</b>	<b>36.21</b>	<b>342,028.4%</b>

REVENUE REPORT	2020-21	%	2021-22	%	2022-23	%	2023-24	%
<b>July Total</b>	<b>\$130,077.64</b>	<b>9.04%</b>	<b>\$73,109.81</b>	<b>4.77%</b>	<b>\$198,211.73</b>	<b>12.27%</b>	<b>\$353,272.63</b>	<b>21.26%</b>
Parish Subidies	\$49,737.74	10.22%	\$0.00	0.00%	\$41,809.86	8.33%	\$19,490.21	3.88%
Development/Endowment	\$0.00	0.00%	\$0.00	0.00%	\$85,900.46	19.08%	\$307,411.07	61.94%
Tuition	\$76,261.47	16.39%	\$72,740.29	14.20%	\$58,775.32	10.44%	\$24,498.62	4.48%
Others Budgeted	\$4,078.43	5.47%	\$369.52	0.46%	\$11,726.09	11.67%	\$1,872.73	1.60%
<b>August Total</b>	<b>\$152,904.01</b>	<b>19.66%</b>	<b>\$174,102.71</b>	<b>16.14%</b>	<b>\$198,183.31</b>	<b>24.54%</b>	<b>\$197,681.29</b>	<b>33.16%</b>
Parish Subidies	\$50,897.26	20.68%	\$61,739.80	12.31%	\$41,369.97	16.58%	\$63,835.78	16.61%
Development/Endowment	\$0.00	0.00%	\$0.00	0.00%	\$0.00	19.08%	\$20,000.00	65.96%
Tuition	\$95,894.23	37.00%	\$94,899.53	32.73%	\$143,722.65	35.98%	\$103,434.41	23.41%
Others Budgeted	\$6,112.52	13.68%	\$17,463.38	22.15%	\$13,090.69	24.69%	\$10,411.10	10.50%
<b>September Total</b>	<b>\$221,579.97</b>	<b>35.06%</b>	<b>\$165,799.63</b>	<b>26.96%</b>	<b>\$179,832.12</b>	<b>35.67%</b>	<b>\$0.00</b>	<b>33.16%</b>
Parish Subidies	\$20,973.46	24.99%	\$21,879.72	16.67%	\$63,249.69	29.19%		16.61%
Development/Endowment	\$115,592.00	28.02%	\$61,906.56	14.16%	\$0.00	19.08%		65.96%
Tuition	\$69,752.60	51.99%	\$43,235.00	41.17%	\$57,827.83	46.25%		23.41%
Others Budgeted	\$15,261.91	34.16%	\$38,778.35	70.32%	\$58,754.60	83.16%		10.50%
<b>October Total</b>	<b>\$80,440.87</b>	<b>40.65%</b>	<b>\$99,583.89</b>	<b>33.46%</b>	<b>\$133,187.29</b>	<b>43.92%</b>	<b>\$0.00</b>	<b>33.16%</b>
Parish Subidies	\$40,868.00	33.38%	\$41,809.76	25.00%	\$38,980.50	36.95%		16.61%
Development/Endowment	\$0.00	28.02%	\$0.00	14.16%	\$0.00	19.08%		65.96%
Tuition	\$31,002.64	58.66%	\$41,719.75	49.31%	\$42,796.63	53.85%		23.41%
Others Budgeted	\$8,570.23	45.67%	\$16,054.38	90.27%	\$51,410.16	134.31%		10.50%
<b>November Total</b>	<b>\$313,785.26</b>	<b>62.46%</b>	<b>\$91,764.09</b>	<b>39.45%</b>	<b>\$80,211.26</b>	<b>48.88%</b>	<b>\$0.00</b>	<b>33.16%</b>
Parish Subidies	\$40,250.04	41.65%	\$41,809.76	33.33%	\$23,641.00	41.67%		16.61%
Development/Endowment	\$25,000.00	34.07%	\$0.00	14.16%	\$0.00	19.08%		65.96%
Tuition	\$22,127.09	63.41%	\$29,082.38	54.99%	\$48,293.24	62.43%		23.41%
Others Budgeted	\$226,408.13	349.57%	\$20,871.95	116.20%	\$8,277.02	142.55%		10.50%
<b>December Total</b>	<b>\$183,043.23</b>	<b>75.17%</b>	<b>\$140,279.99</b>	<b>48.61%</b>	<b>\$315,677.00</b>	<b>68.43%</b>	<b>\$0.00</b>	<b>33.16%</b>
Parish Subidies	\$61,841.46	54.36%	\$41,809.76	41.67%	\$41,810.29	50.00%		16.61%
Development/Endowment	\$25,000.00	40.13%	\$20,000.00	18.73%	\$181,627.24	59.42%		65.96%
Tuition	\$70,455.15	78.55%	\$53,747.23	65.48%	\$60,657.02	73.21%		23.41%
Others Budgeted	\$25,746.62	384.13%	\$24,723.00	146.91%	\$31,582.45	173.97%		10.50%
<b>January Total</b>	<b>\$139,728.42</b>	<b>84.88%</b>	<b>\$130,391.33</b>	<b>57.13%</b>	<b>\$151,927.80</b>	<b>77.83%</b>	<b>\$0.00</b>	<b>33.16%</b>
Parish Subidies	\$19,276.58	58.32%	\$83,619.52	58.33%	\$61,300.54	62.22%		16.61%
Development/Endowment	\$43,860.00	50.76%	\$0.00	18.73%	\$50,000.00	70.53%		65.96%
Tuition	\$59,703.38	91.39%	\$37,333.59	72.77%	\$33,667.37	79.19%		23.41%
Others Budgeted	\$16,888.46	406.80%	\$9,438.22	158.63%	\$6,959.89	180.90%		10.50%
<b>February Total</b>	<b>\$76,016.69</b>	<b>90.17%</b>	<b>\$44,994.45</b>	<b>60.06%</b>	<b>\$70,140.23</b>	<b>82.18%</b>	<b>\$0.00</b>	<b>33.16%</b>
Parish Subidies	\$40,559.02	66.65%	\$0.00	58.33%	\$22,320.04	66.67%		16.61%
Development/Endowment	\$0.00	50.76%	\$0.00	18.73%	\$0.00	70.53%		65.96%
Tuition	\$22,919.26	96.31%	\$15,731.85	75.84%	\$28,711.58	84.29%		23.41%
Others Budgeted	\$12,538.41	423.63%	\$29,262.60	194.98%	\$19,108.61	199.91%		10.50%
<b>March Total</b>	<b>\$161,502.66</b>	<b>101.39%</b>	<b>\$154,720.86</b>	<b>70.16%</b>	<b>\$152,691.57</b>	<b>91.63%</b>	<b>\$0.00</b>	<b>33.16%</b>
Parish Subidies	\$40,559.02	74.98%	\$41,809.76	66.67%	\$64,130.33	79.45%		16.61%
Development/Endowment	\$89,000.00	72.33%	\$71,785.36	35.15%	\$0.00	70.53%		65.96%
Tuition	\$26,314.00	101.97%	\$22,393.12	80.21%	\$37,492.25	90.95%		23.41%
Others Budgeted	\$5,629.64	431.19%	\$18,732.62	218.25%	\$51,068.99	250.72%		10.50%
<b>April Total</b>	<b>\$132,605.80</b>	<b>110.60%</b>	<b>\$275,058.92</b>	<b>88.12%</b>	<b>\$97,514.59</b>	<b>97.67%</b>	<b>\$0.00</b>	<b>33.16%</b>
Parish Subidies	\$69,082.92	89.18%	\$73,654.50	81.35%	\$19,490.25	83.33%		16.61%
Development/Endowment	\$9,038.84	74.53%	\$100,000.00	58.01%	\$0.00	70.53%		65.96%
Tuition	\$33,501.88	109.17%	\$36,695.89	87.37%	\$31,959.33	96.63%		23.41%
Others Budgeted	\$20,982.16	459.35%	\$64,708.53	298.64%	\$46,065.01	296.56%		10.50%
<b>May Total</b>	<b>\$74,035.67</b>	<b>115.75%</b>	<b>\$8,708.20</b>	<b>88.69%</b>	<b>\$122,223.21</b>	<b>105.23%</b>	<b>\$0.00</b>	<b>33.16%</b>
Parish Subidies	\$14,040.97	92.06%	\$0.00	81.35%	\$61,300.54	95.55%		16.61%
Development/Endowment	\$33,459.34	82.63%	\$0.00	58.01%	\$25,000.00	76.08%		65.96%
Tuition	\$23,982.91	114.32%	\$8,631.07	89.06%	\$29,595.72	101.89%		23.41%
Others Budgeted	\$2,552.45	462.78%	\$77.13	298.73%	\$6,326.95	302.86%		10.50%
<b>June Total</b>	<b>\$447,460.20</b>	<b>146.84%</b>	<b>\$263,726.47</b>	<b>105.91%</b>	<b>\$83,494.57</b>	<b>110.40%</b>	<b>\$0.00</b>	<b>33.16%</b>
Parish Subidies	\$79,112.22	108.32%	\$51,774.78	91.67%	\$22,320.04	100.00%		16.61%
Development/Endowment	\$147,941.74	118.49%	\$176,299.40	98.33%	\$14,000.00	79.19%		65.96%
Tuition	\$11,046.35	116.70%	\$35,451.80	95.98%	\$21,130.03	105.64%		23.41%
Others Budgeted	\$209,359.89	743.80%	\$200.49	298.98%	\$26,044.50	328.77%		10.50%
<b>Total Received</b>	<b>\$2,113,180.42</b>	<b>146.84%</b>	<b>\$1,622,240.35</b>	<b>105.91%</b>	<b>\$1,783,294.68</b>	<b>110.40%</b>	<b>\$550,953.92</b>	<b>33.16%</b>
<b>Total Budgeted</b>	<b>\$1,439,090.31</b>		<b>\$1,531,783.06</b>		<b>\$1,615,279.21</b>		<b>\$1,661,575.00</b>	
Parish Subidies	\$486,717.31		\$501,723.52		\$501,723.52		\$501,723.52	
Development/Endowment	\$412,600.00		\$437,294.54		\$450,195.69		\$496,341.48	
Tuition	\$465,273.00		\$512,265.00		\$562,860.00		\$546,510.00	
Others Budgeted	\$74,500.00		\$80,500.00		\$100,500.00		\$117,000.00	
<b>Over/Under</b>	<b>674,090.11</b>	<b>46.84%</b>	<b>90,457.29</b>	<b>5.91%</b>	<b>168,015.47</b>	<b>10.40%</b>	<b>(1,110,621.08)</b>	<b>-66.84%</b>

<b>EXPENDITURE REPORT</b>	<b>2020-21</b>	<b>%</b>	<b>2021-22</b>	<b>%</b>	<b>2022-23</b>	<b>%</b>	<b>2023-24</b>	<b>%</b>
<b>July Total</b>	<b>\$90,893.69</b>	<b>6.12%</b>	<b>\$109,851.02</b>	<b>7.09%</b>	<b>\$133,908.19</b>	<b>8.29%</b>	<b>\$140,907.68</b>	<b>8.48%</b>
Payroll and Benefits	\$80,980.06	7.26%	\$87,719.50	7.32%	\$91,023.91	7.37%	\$91,106.21	7.03%
Accounts Payable	\$9,913.63	2.67%	\$22,131.52	6.32%	\$42,884.28	11.26%	\$49,801.47	13.65%
<b>August Total</b>	<b>\$163,948.25</b>	<b>17.15%</b>	<b>\$118,012.17</b>	<b>14.71%</b>	<b>\$129,299.74</b>	<b>16.29%</b>	<b>\$188,168.63</b>	<b>19.81%</b>
Payroll and Benefits	\$90,534.42	15.38%	\$86,120.57	14.50%	\$96,733.94	15.21%	\$104,470.73	15.08%
Accounts Payable	\$73,413.83	22.46%	\$31,891.60	15.42%	\$32,565.80	19.81%	\$83,697.90	36.59%
<b>September Total</b>	<b>\$122,354.01</b>	<b>25.38%</b>	<b>\$147,778.34</b>	<b>24.25%</b>	<b>\$158,238.09</b>	<b>26.09%</b>	<b>\$0.00</b>	<b>19.81%</b>
Payroll and Benefits	\$91,327.17	23.57%	\$107,544.41	23.48%	\$107,648.06	23.93%		15.08%
Accounts Payable	\$31,026.84	30.83%	\$40,233.93	26.90%	\$50,590.03	33.09%		36.59%
<b>October Total</b>	<b>\$131,800.23</b>	<b>34.25%</b>	<b>\$148,324.28</b>	<b>33.83%</b>	<b>\$188,042.75</b>	<b>37.73%</b>	<b>\$0.00</b>	<b>19.81%</b>
Payroll and Benefits	\$90,802.60	31.72%	\$99,390.18	31.77%	\$101,806.11	32.17%		15.08%
Accounts Payable	\$40,997.63	41.88%	\$48,934.10	40.87%	\$86,236.64	55.73%		36.59%
<b>November Total</b>	<b>\$120,237.84</b>	<b>42.35%</b>	<b>\$133,847.89</b>	<b>42.47%</b>	<b>\$151,179.66</b>	<b>47.08%</b>	<b>\$0.00</b>	<b>19.81%</b>
Payroll and Benefits	\$94,266.80	40.17%	\$100,106.25	40.12%	\$106,146.15	40.77%		15.08%
Accounts Payable	\$25,971.04	48.88%	\$33,741.64	50.50%	\$45,033.51	67.56%		36.59%
<b>December Total</b>	<b>\$152,558.05</b>	<b>52.61%</b>	<b>\$123,011.07</b>	<b>50.41%</b>	<b>\$148,905.46</b>	<b>56.30%</b>	<b>\$0.00</b>	<b>19.81%</b>
Payroll and Benefits	\$116,486.01	50.62%	\$99,803.23	48.45%	\$115,389.32	50.11%		15.08%
Accounts Payable	\$36,072.04	58.61%	\$23,207.84	57.12%	\$33,516.14	76.36%		36.59%
<b>January Total</b>	<b>\$121,185.83</b>	<b>60.77%</b>	<b>\$132,462.88</b>	<b>58.96%</b>	<b>\$137,878.53</b>	<b>64.83%</b>	<b>\$0.00</b>	<b>19.81%</b>
Payroll and Benefits	\$88,928.09	58.59%	\$95,810.97	56.44%	\$98,618.34	58.10%		15.08%
Accounts Payable	\$32,257.74	67.30%	\$36,651.91	67.58%	\$39,260.19	86.66%		36.59%
<b>February Total</b>	<b>\$114,017.20</b>	<b>68.44%</b>	<b>\$143,181.79</b>	<b>68.20%</b>	<b>\$147,257.10</b>	<b>73.95%</b>	<b>\$0.00</b>	<b>19.81%</b>
Payroll and Benefits	\$89,280.75	66.60%	\$97,545.95	64.58%	\$100,040.51	66.20%		15.08%
Accounts Payable	\$24,736.45	73.97%	\$45,635.84	80.61%	\$47,216.59	99.06%		36.59%
<b>March Total</b>	<b>\$121,406.65</b>	<b>76.61%</b>	<b>\$124,399.09</b>	<b>76.24%</b>	<b>\$171,263.86</b>	<b>84.55%</b>	<b>\$0.00</b>	<b>19.81%</b>
Payroll and Benefits	\$89,387.48	74.62%	\$92,023.83	72.26%	\$97,443.22	74.09%		15.08%
Accounts Payable	\$32,019.17	82.61%	\$32,375.26	89.85%	\$73,820.64	118.44%		36.59%
<b>April Total</b>	<b>\$116,370.42</b>	<b>84.44%</b>	<b>\$136,249.29</b>	<b>85.03%</b>	<b>\$129,314.12</b>	<b>92.55%</b>	<b>\$0.00</b>	<b>19.81%</b>
Payroll and Benefits	\$92,404.63	82.90%	\$95,446.10	80.22%	\$98,130.60	82.04%		15.08%
Accounts Payable	\$23,965.79	89.07%	\$40,803.19	101.49%	\$31,183.52	126.63%		36.59%
<b>May Total</b>	<b>\$108,237.56</b>	<b>91.73%</b>	<b>\$133,275.72</b>	<b>93.64%</b>	<b>\$139,514.32</b>	<b>101.19%</b>	<b>\$0.00</b>	<b>19.81%</b>
Payroll and Benefits	\$87,852.39	90.78%	\$90,999.55	87.81%	\$99,975.18	90.14%		15.08%
Accounts Payable	\$20,385.17	94.56%	\$42,276.17	113.56%	\$39,539.14	137.01%		36.59%
<b>June Total</b>	<b>\$145,416.05</b>	<b>101.51%</b>	<b>\$140,877.27</b>	<b>102.73%</b>	<b>\$115,556.51</b>	<b>108.34%</b>	<b>\$0.00</b>	<b>19.81%</b>
Payroll and Benefits	\$87,145.17	98.60%	\$93,912.85	95.65%	\$95,363.41	97.86%		15.08%
Accounts Payable	\$58,270.88	110.27%	\$46,964.42	126.96%	\$20,193.10	142.31%		36.59%
<b>Total Expended</b>	<b>\$1,508,425.78</b>	<b>101.51%</b>	<b>\$1,591,270.81</b>	<b>102.73%</b>	<b>\$1,750,358.33</b>	<b>108.34%</b>	<b>\$329,076.31</b>	<b>19.81%</b>
<b>Total Budgeted</b>	<b>\$1,485,969.70</b>		<b>\$1,548,965.75</b>		<b>\$1,615,578.26</b>		<b>\$1,661,538.79</b>	
Payroll and Benefits	\$1,115,041.70		\$1,198,587.75		\$1,234,700.26		\$1,296,710.79	
Accounts Payable	\$370,928.00		\$350,378.00		\$380,878.00		\$364,828.00	
<b>Over/Under</b>	<b>22,456.08</b>	<b>-1.51%</b>	<b>42,305.06</b>	<b>-2.73%</b>	<b>134,780.07</b>	<b>-8.34%</b>	<b>(1,332,462.48)</b>	<b>80.19%</b>

## Rule 10 Certificated Employee Evaluation Policies and Procedures Checklist

The written procedures for the certificated evaluation school board policy includes:

**007.06A1a** Provide for communicating the evaluation procedure annually, in writing, to those being evaluated

**007.06A1b** A description of the duration and frequency of observations and written evaluations for probationary and permanent certificated employees

Duration of observation for probationary certificated employees

Frequency of observations and evaluations for probationary certificated employees

Duration of observation for permanent certificated employees

Frequency of observations and evaluations for permanent certificated employees

Superintendent evaluation twice during the first year of employment and at least once annually thereafter pursuant to §79-828(2)

**007.06A1c** Contain criteria for certificated employee evaluation which includes:

**007.06A1c(1)** instructional performance (applicable to teachers only)

**007.06A1c(2)** classroom organization and management (applicable to teachers only)

**007.06A1c(3)** personal and professional conduct

**007.06A1d** Provide for written communication to the certificated employee specifying:

(1) deficiencies

(2) a means for correcting the deficiencies

(3) a timeline for implementing the suggested improvements

**007.06A1e** Provide for a written certificated employee response to the evaluation

**007.06A1f** A description of the district plan for training evaluators

\_\_\_\_\_ **Copies** of the board certificated employee evaluation policy, the evaluation model (procedures), and the board minutes approving the policies and procedures have been submitted.

For NDE purposes only

School: \_\_\_\_\_

NDE \_\_\_\_\_ Reviewer: \_\_\_\_\_

Date Approved: \_\_\_\_\_

Office of Accreditation, Certification, and Approval

P.O. Box 94987

Lincoln, NE 68509-4987

E-mail: [nde.accreditation@nebraska.gov](mailto:nde.accreditation@nebraska.gov)

Web: <http://www.education.ne.gov/APAC/>

**2023  
Archbishop's Dinner  
for Education**

**COMMITTEE**

**HONORARY CHAIRPERSONS**  
Rose and Ed Regan

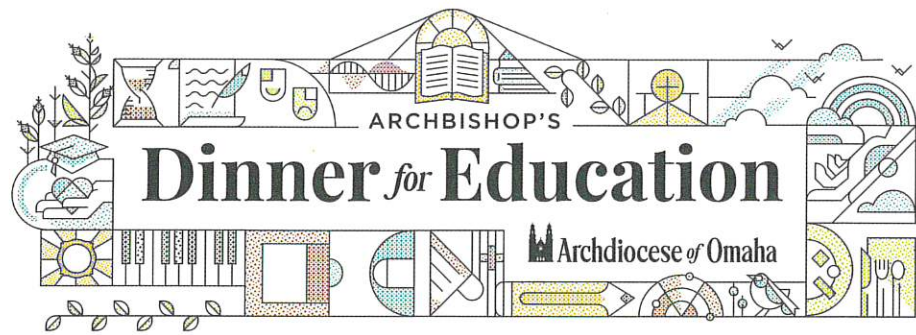
**CHAIRPERSONS**  
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**CO-CHAIRPERSONS**  
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**UNDERWRITING**  
Jean and Jim Ambrose  
Nicki and Stacy Auman  
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Alisha and Todd Beran  
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Tammy and Drew Blossom  
Katy and Jud Farrell  
Denise and Tate Fitzgerald  
Joan Grinbergs  
Brooke and Ben Hochstein  
Kim and Jared Hollinger  
Teresa and Rollie Johns  
Elizabeth and Corey Kopiasz  
Carolyn and Nick Manhart  
Julie and Kirt McAlpine  
Tracy and Kevin McManus  
Staci and Eric Mueller  
Dana and Steve Patterson  
Diane and Joe Schwaller  
Brenda and Matt Steffen  
Janessa and Taylor Stormberg  
Karen and Greg Van Dyke  
Melanie and Nick Wilwerding  
Jeanette and Mike Wojtalewicz

**GRATITUDE**  
Nancy Abboud  
Terri English  
Bernadette Esposito  
Cathy and Chris Hutchinson  
Julie and Steve Kenney  
Suzie and Mike Lawler  
Angela and David Patterson  
Michele and Brent Pohlman  
Lynn and John Schultz  
Darian Stout  
Kristen and Michael Wetta

**STAFF**  
Shannan Brommer  
Patty Brudney  
Tom Crowley  
Bree Kotulak  
Tony LaMar  
Kate Minnich  
Bonnie Nebuda  
Josh Pfeifer



August 2023

Dr. Dan Hoelsing  
Cedar Catholic JHS/HS - Hartington  
PO Box 15  
Hartington, NE 68739-0015

*Dan,  
We are so excited to honor  
JoAnne and the Cedar  
Catholic community!*

Dear Dan,

*Congrats!*

This year marks the 46th annual **Archbishop's Dinner for Education** to be held on Thursday evening, **September 21, 2023 at the CHI Health Center**. This event provides an opportunity for us to gather and recognize the dedication of our Catholic school educators, to thank those who support our schools and to raise funds to provide need-based scholarships which will allow more students to attend a Catholic school. The chairs for this year's event are Stefanie and Chris Wiedenfeld, and the Honorary Chairs are Rose and Ed Regan.

The 2023 Archbishop's Dinner for Education honorees are:

**Administrator of the Year**

- Bill Lafleur, Norfolk Catholic - Norfolk

**Educators of the Year – Elementary**

- Tamyra Hower, St. Thomas More - Omaha
- Rhonda Zimmerman, East and West Catholic - Bow Valley

**Educators of the Year – Secondary**

- Jake Moore, Duchesne Academy - Omaha
- JoAnne Hamilton, Cedar Catholic - Hartington

**Educators of the Year – Inner-City and Under-Served  
Funded by the Maginn Family Foundation**

- Joe Koziar, Sacred Heart - Omaha
- Misty Andreasen, St. Michael - South Sioux City

**Please consider joining us in the celebration by reserving a school and/or parish table for \$1,200. This event is an annual opportunity for all Catholic school and parish communities to gather together, as One Church.** Your generous support will make an impact by expanding educational opportunities for students in the Omaha archdiocese, who otherwise might be unable to attend a Catholic school. Enclosed you will find a response form with a return envelope. We hope you will join us on September 21st to celebrate our Catholic schools and recognize the commitment and achievement of our Catholic school educators and administrators.

Sincerely,

*Kate Minnich*

Kate Minnich  
Stewardship & Development

**Gather | Honor | Elevate**